



Weakley County Schools

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weakleycountyschools.com

DATE: August 1, 2024

TO: Members, Weakley County School Board

FROM: Jeff Cupples, Director
Weakley County Schools
Joshua Moore, Chairman
Weakley County School Board

RE: August School Board Meeting

The mission of Weakley County Schools is to provide an educational environment that will encourage students to “achieve their full potential” as they prepare for unique roles as contributing members of our complex and changing society.

The Weakley County School Board will meet at 5:00 P.M. on Thursday, August 1, 2024, at the Weakley County Board of Education (Conference Room).

ANNOUNCEMENTS:

The Weakley County School Board will meet on Thursday, September 5, 2024, at 5:00 P.M. at Personal Development Center.

Sympathy is extended to Anthony Arredondo for the loss of his father, to Steve & Brittany Jaco for the loss of his father.

AGENDA:

1. Approval of the Agenda.
2. Approve the minutes of the June 6 and June 20, 2024, School Board Meetings.
3. Public Comment
4. Approve a new Trustee to the Sick Leave Bank.
5. Consider/approve Board Policy 3.501 (Meal Charge) 1st Reading
6. Consider/approve volunteer coaches for 24/25SY. (attached)
7. Consider/approve a request from Gleason School to add middle school baseball as a sport.

8. Discuss the Visitor Code of Conduct.
9. Committee Reports
10. Consent Items:
 - A) Consider/approve Foreign Exchange Student from Germany to attend Westview High School for the 24/25SY.
 - B) Approval of Weakley County Schools' Course List (attached)
 - C) Field Trips:
 1. All Band trips for the 24/25SY.
 2. All CTE trips for the 24/25SY.
 3. All Athletic trips for the 24/25SY.
 4. All Special Education trips for the 24/25SY.
(All above trips are NOT for overnight trips or trips over 100 miles)
 5. WHS FFA to travel to Lebanon, TN to attend TN State Fair August 18-19, 2024.

The Weakley County School Board welcomes public comments during regular board meetings. Requests to address the Board in Public Comment must be received by the Board Secretary at least 24 hours prior to the Board meeting, or by 5:00PM the date before the meeting. Request for comments must pertain to a specific actionable item that is listed on the agenda. Remarks will be made during the Public Comment period as it is listed on the agenda. The acting Board Chairperson will select comments in the order in which they were received. Public comment speakers will share the 12 minutes time slot, in equal increments of time, not to exceed three (3) minutes per person. In the event that a public comment is not read in its entirety within the individual allotted time, a full copy can be made accessible to the Board. Upon the conclusion of the Public Comment portion of the meeting, Board business will resume to the next item on the agenda.

Public Comment Request form can be accessed weakleycountyschools.com/schoolboard or by calling the Board Secretary at 731-364-2247.

WEAKLEY COUNTY BOARD OF EDUCATION
Central Office
June 6, 2024
5:00 – 5:25 P.M.

Board Members: Wendell Cates, Jeff Floyd, Martin Hamlin, John Hatler, Gath Meeks, Joshua Moore, Doug Sims & Steve Vantrease. (Absent-Beau Atkins)

Administrative Staff Present: Brian Allen, Tracey Bell, Michelle Clements, Jamie Doster, Scott Killebrew, David Lewellen, John Lifsey, Melanie Needham, Patresa Rogers, Jon Gardner, Donald Ray High, Kandace Jackson, Krystle Smith & Terri Stephenson.

Media Present: *Dresden Enterprise & Weakley County Press*

Meeting Called To Order: Chairman Moore called the meeting to order.

- I. **Agenda Additions Approved** – Motion by Hatler, seconded by Sims to approve the June 6, 2024 agenda additions. Motion carried.
- II. **Agenda Approved** – Motion by Floyd, seconded by Vantrease to approve the June 6, 2024 agenda. Motion carried.
- III. **Minutes Approved** – Motion by Meeks, seconded by Floyd to approve the May 2, 2024 minutes. Motion carried.
- IV. **Public Comment** – None given.
- V. **Federal Project Application & Budgets** – Motion by Sims, seconded by Meeks to approve the Federal Project Application & budgets for school year 2024/25 amended by IDEA/ESSA and subsequent amendments and addenda pertaining thereto. The Application includes Title I-Part A, Title II-A, Title IV, Title V, and Consolidated Administration, IDEA-Part B, and IDEA Preschool. Motion carried.
- VI. **Approve Track & Field at MMS** – Motion by Cates, seconded by Hatler to approve adding Track & Field as a sport at Martin Middle School. Motion carried.
- VII. **Approve Board Policy 3.501 Revisions (Meal Charge)** – Motion by Vantrease, seconded by Hamlin to approve Board Policy 3.501 Revisions. Motion carried. 1st Reading

VIII. Approve Board Policy 4.4061 (Artificial Intelligence) – Motion by Floyd, seconded by Sims to approve Board Policy 4.4061. Motion carried. 1st Reading

IX. Budget Resolutions – The following resolutions were approved.

Federal Resolution No. 142-24-09 – Motion by Meeks, seconded by Cates to approve Federal Resolution No. 142-24-09. Motion carried.

Federal Resolution No. 142-25-01 – Motion by Meeks, seconded by Cates to approve Federal Resolution No. 142-25-01. Motion carried.

X. Volunteer Coaches - Motion by Hatler, seconded by Hamlin to approve hiring the following volunteer coaches. Motion carried.

Westview High School

Sam Brent, boys' basketball

David Soloman, girls' soccer

XI. Committee Reports – None given.

XII. Consent Items – Motion by Meeks, seconded by Floyd to approve the following consent items. Motion carried.

A. Field Trips-

Dresden High School

1. DHS FFA to travel to Paris, TN to attend FFA Officer Retreat at KOA July 14-17, 2024.

Greenfield School

1. GRS girls' basketball to travel to Murfreesboro, TN to attend camp at MTSU June 17-19, 2024.

2. GRS FFA to travel to Doyle, TN to attend FFA Camp at Camp Clements June 24-28, 2024.

Westview High School

1. WHS FBLA to travel to Orlando, FL to attend FBLA Leadership Conference June 28-July 3, 2024.

2. WHS FFA to travel to Doyle, TN to attend State Forestry Contest at Camp Clements June 7-8, 2024.

3. WHS FFA to travel to Paris, TN to attend FFA Officer Retreat at KOA July 15-17, 2024.

Adjourn – Josh Moore adjourned the meeting at 5:25 PM.

Joshua Moore, Chairman

Jeff Cupples, Director of Schools

WEAKLEY COUNTY BOARD OF EDUCATION
Central Office
June 20, 2024
6:00 – 6:25 P.M.

Board Members: Beau Atkins, Wendell Cates, Jeff Floyd, Martin Hamlin, John Hatler, Gath Meeks, Joshua Moore & Steve Vantrease. (Absent-Doug Sims)

Administrative Staff Present:

Media Present: *Weakley County Press*

Meeting Called To Order: Chairman Moore called the meeting to order.

- I. **Agenda Approved** – Motion by Hamlin, seconded by Floyd to approve the June 20, 2024 agenda. Motion carried.
- II. **Public Comment** – None given.
- III. **Approve Board Policy 3.501 Revisions (Meal Charge)** – Motion by Hatler, seconded by Cates to approve Board Policy 3.501 Revisions. Motion carried. 2nd Reading
- IV. **Approve Board Policy 4.4061 (Artificial Intelligence)** – Motion by Floyd, seconded by Vantrease to approve Board Policy 4.4061. Motion carried. 2nd Reading
- V. **Budget Resolutions** – The following resolutions were approved.
Resolution No. 2024-45 – Motion by Floyd, seconded by Meeks to approve Resolution No. 2024-45. Motion carried.
Resolution No. 2024-50 – Motion by Meeks, seconded by Atkins to approve Resolution No. 2024-50. Motion carried.
- VI. **Director of Schools Contract** – Motion by Hatler, seconded by Vantrease to approve Director Cupples evaluation rating as reported and extend the current Director of Schools Contract of June 30, 2023 by one year. The extended contract will be through June 30, 2027. Motion carried.
Director Cupples mentioned the contract has three options for a salary increase and it is written to take greater of the three. He explained that part of the teachers will receive 4% & others will receive 3% & he has chosen to take 3%.
Motion by Cates, seconded by Floyd to approve Director Cupples to receive 3% raise. Motion carried.

Adjourn – Josh Moore adjourned the meeting at 6:25 PM.

Joshua Moore, Chairman

Jeff Cupples, Director of Schools

Weakley County Board of Education



Monitoring:

Descriptor Term:

Meal Charge Policy

Descriptor Code:

3.501

Issued Date:

6/3/2021

1

2 As provided in SP 46-2016, all school food authorities (SFAs) operating the federal school meal
3 programs (National School Lunch Program and/or School Breakfast Program) must have a
4 written and clearly communicated meal charge administrative procedure in place no later than
5 July 1, 2017. All SFAs must have an administrative procedure in place for children participating
6 at the reduced price or paid meal rate who either do not have money in their account or in hand
7 to cover the cost of the meal at the time of service. SFAs are required to communicate that
8 administrative procedure to families and school and/or district-level staff members as
9 appropriate. SFAs should ensure the administrative procedure is communicated on an annual
10 basis.

11

12 Families will have access to the Meal Charge Policy via Weakley County School website and
13 student handbook. Families of transfer students (during the year) will receive a written copy of
14 the district-wide charge administrative procedure with their student handbook.

15

16 Students will be permitted to bring their lunches from home and to purchase allowable beverages
17 and a la carte items at school.

18

19 LOCAL CHARGE ADMINISTRATIVE PROCEDURE CONSIDERATIONS

20

21 General

22

23 One breakfast is served to all students in grades PK-12 at no cost to the student. ~~Teachers who~~
24 ~~participate in Breakfast in the Classroom are also allowed to receive one breakfast at no cost. No~~
25 ~~cost breakfasts are limited to one adult per class.~~ Additional items can be purchased by students
26 and adults at a la carte pricing.

27

28 Students in grades PK-12 may charge two lunches parents are notified. Staff or faculty may also
29 charge two meals. This service is designed to cover emergency situations only. It is not designed
30 to provide a credit service for continuous charging and collecting for adult and student meals.

31

32

33 Household Notification

34

35 Negative balance notification: Parents may check account balances and request low balance
36 notifications at www.schoolcafe.com.

37

38

39

40 Delinquent Debt

41

42 Delinquent debt is defined as overdue unpaid meal charges that are considered collectable, with
43 efforts being made to collect them. The debt may remain on the accounting documents until it is

3.501 Meal Charge Policy

1 either collected or determined to be uncollectable. The debt may be carried over at the end of the
2 school year (beyond June 30).

3
4 The household's debt will be delinquent for 7 days before the SFA requests payment. Weakley
5 County Schools may withhold all grade cards, diplomas, certificates of progress or transcripts of
6 a student until such student makes restitution in full.

7 8 **Repayment plans**

9
10 Each household may request a repayment plan that will include payment levels and due dates
11 appropriate to a household's particular circumstances. Please contact ~~Trista Snider,~~
12 Trista.Snider@wesk12tn.net Jamie Knott, Jamie.Knott@wesk12tn.net or 731-364-3347 for
13 establishing a repayment plan.

14 15 **Bad Debt**

16
17 Bad debt is determined to be uncollectable, with that further collection efforts for delinquent debt
18 deemed useless or too costly. Delinquent debt will be considered as bad debt after 180 days.

- 19 • Bad debts (debts which have been determined to be uncollectable), including losses
20 (whether actual or estimated) arising from uncollectable accounts and other claims, are
21 unallowable. Related collection costs, and related legal costs, arising from such debts
22 after they have been determined to be uncollectable are also unallowable (section
23 200.426 of subpart E).
- 24 • Bad debt must be written off as an operating loss after 180 days the nonprofit school food
25 service account (NSFSA) resources may not be used to cover the costs related to the bad
26 debt. The funds will be obtained to restore the unallowable bad debt to the NSFSA from
27 the school district's general fund. Once delinquent meal charges are converted to bad
28 debt, records relating to those charges must be maintained in accordance with record
29 retention requirements in 7 CFR 210.9(b) (17) and 7 CFR 210.15(b).

30 31 **Additional Resources**

32
33 Families may find assistance with applying for free or reduced price schools meals by contacting
34 ~~Trista Snider,~~ Trista.Snider@wesk12tn.net Jamie Knott, Jamie.Knott@wesk12tn.net or 731-364-
35 3347.

36 37 **Notice Regarding Funds Remaining in Withdrawn and Graduating Student Accounts**

38
39 Families should request a refund for any funds left in a withdrawn or graduated student's lunch
40 account within 30 days of their last day of attendance.

41
42 Refund request should be emailed to ~~Trista.Snider@wesk12tn.net~~ Jamie.Knott@wesk12tn.net or
43 mailed to:

44
45
46 Weakley County Board of Education

3.501 Meal Charge Policy

1 Attention: School Nutrition Department
2 8319 Highway 22, Suite A
3 Dresden, Tennessee 38225
4

5 Along with the refund request please include your child's name, the school attended, your name,
6 your phone number, and a current address for a check to be mailed to. Parents can also request
7 for a student's remaining funds to be transferred into another student's account, such as a
8 sibling. If the withdrawn or graduated student's account has a balance in excess of \$20.00, the
9 School Nutrition Department will attempt to notify a parent or guardian regarding the remaining
10 balance.

11
12 Any undesignated funds left in the withdrawn or graduated student's account after the 30 day
13 window will be retained by the WCS School Nutrition Department and at its discretion be used
14 to offset unpaid meal charges accrued by other students.

15
16 *"In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights
17 regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in
18 or administering USDA programs are prohibited from discriminating based on race, color, national
19 origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or
20 activity conducted or funded by USDA.*

21
22 *Persons with disabilities who require alternative means of communication for program information (e.g.
23 Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local)
24 where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may
25 contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information
26 may be made available in languages other than English.*

27
28 *To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint](#)
29 [Form](#), (AD-3027) found online at:
30 http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed
31 to USDA and provide in the letter all of the information requested in the form. To request a copy of the
32 complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:*

33
34 1) mail:

35 U.S. Department of Agriculture
36 Office of the Assistant Secretary for Civil Rights
37 1400 Independence Avenue, SW
38 Washington, D.C. 20250-9410;

39
40 2) fax: (202) 690-7442; or

41
42 3) email: program.intake@usda.gov

43
44 *This institution is an equal opportunity provider.*



Weakley County Schools

Visitor Code of Conduct

Authority: Tennessee Public Chapter No. 810 (2024)

I. Statement of Purpose

In order to support the mission of Weakley County Schools by maintaining a safe learning environment, this Code of Conduct applies to all families, volunteers and visitors who are present at school, in person or virtually, and at school-sponsored activities, meetings, and/or functions during and after regular school hours.

II. Visitors to School Property

Anyone who is not a regular staff member or student at the school is considered a “visitor.” All visitors shall provide to the school office to be recorded a copy of a government-issued identification, which includes the visitor’s name, date of birth and photo, or alternate acceptable identification at the discretion of the principal/designee. Persons who do not provide required identification will not be permitted on premises. Visitors are required to wear a badge or nametag throughout their visit.

III. Conduct Prohibited on School Property

All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. No person shall:

1. Act in a threatening manner toward any staff member or student;
2. Use abusive and/or profane language toward a staff member or student;
3. Approach someone else’s child in order to discuss an issue or chastise them.
4. Injure any other person or threaten to do so;

5. Damage or destroy school property, or threaten to damage or destroy school property or the property of a teacher, administrator, other district employee or any other person lawfully on school property;
6. Disrupt classes, school programs or other school activities;
7. Record or videotape any interactions within the school building where there is an expectation of privacy (classroom instruction, conversations with teachers, students, staff), unless all participants to the conversation have given their permission for the recording or videotaping;
8. Disrupt school transportation or confront transportation staff on the bus, the road, in neighborhoods, or on school system grounds, or enter upon a school bus without express permission to do so;
9. Distribute or wear materials on school grounds or at school functions that are suggestive and inappropriate, obscene, advocate illegal action, promote alcohol or illegal substances, or are disruptive to the school program;
10. Intimidate, harass or discriminate against any person on the basis of race, color, national origin, religion, age, sex, disability or other characteristic protected by law;
11. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed;
12. Violate the traffic laws, parking regulations or other restrictions of vehicles while on school property;
13. Possess, consume, sell, distribute or exchange alcoholic beverages, tobacco, tobacco products, vaping products, controlled substances, or be under the influence on school property or at school functions;
14. Possess or use firearms or dangerous weapons in or on school property or at any school function, except in the case of law enforcement officers, or otherwise provided by law;
15. Loiter on school property or at school functions;
16. Gamble on school property or at school functions;
17. Refuse to comply with any reasonable order of identifiable school district officials performing their duties;
18. Willfully incite others to commit any of the acts prohibited by this code; or
19. Violate any federal or state statute, local ordinance, or Board policy while on school property or while at a school function.

IV. Consequences for Violating the Code of Conduct

Together with school security, principals/designees have the authority to enforce this Code of Conduct as well as all district policies and procedures and are authorized to determine the appropriate offense level outlined below. Penalties for lack of adherence to this Code of Conduct shall be enforceable by the board of education and by local law enforcement officers if necessary. No restriction, however, will prevent the parent/guardian from working collaboratively with the school to meet the child's educational needs, nor will a parent/guardian be excluded from meetings regarding their child's education and performance. The school's code of conduct for visitors will be enforced uniformly, without partiality or discrimination.

The principal or his/her designee has the authority to exclude from the school premises any persons disrupting the educational programs in the classroom or in the school, disturbing the teachers or students on the premises, or on the premises for the purpose of committing an illegal act.

For offenses which disrupt the school environment and/or the safety and welfare of students and staff, a formal "No Trespass Letter" banning the visitor from the premises for a quarter, semester or year will be sent at the discretion of the Principal or Director of Schools. The Principal shall inform the Safety Director and Director of Schools of the offense. Law enforcement will be notified of the ban. The district reserves its right to pursue a civil or criminal action. At the termination of a formal ban and "No Trespass Letter" from school premises, a meeting with the principal and Safety Director is required.

The principal shall engage law enforcement officials when he/she believes the situation warrants such measures.

All information located herein shall conform to requirements of Tennessee Law, the Tennessee Department of Education, and the Tennessee Board of Education.

Pursuant to Tennessee Public Chapter 810 (2024), this Visitor Code of Conduct was reviewed by _____ (Attorney's name) _____ (Board of professional responsibility number for the Attorney).

Acknowledgement of the Weakley County Schools Visitor Code of Conduct

I, _____, (parent/guardian) of
_____ (student), acknowledge that I have read and understand the
Visitor Code of Conduct and that the Code will be enforced at the school.

_____ (parent/guardian signature)