



Emergency Preparedness Plan

Policy Number: 3.202	Monitoring Review: Annually
Effective/Revised Date: July, 2025	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

I. General

- (1) The executive director shall be responsible for developing, maintaining, and acquiring approval of an Emergency Preparedness Plan¹ which will include procedures for bomb threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, and medical emergencies. This plan shall be submitted to the Department of Education's school safety center when designated for review.
- (2) The principal shall develop and implement emergency preparedness drills which shall be approved by the executive director. When appropriate, such drills shall be held in conjunction with emergency response agencies. All drills should be documented on a drill tracking form and available for review by the Fire Marshall or by the request of the Department of Education.
- (3) Each principal is responsible for ensuring that safety is a part of the instructional program of the school. The safety program shall include fire prevention, accident prevention, warning systems, emergency drills, traffic safety, safety inspections, first aid, disaster preparation.²
- (4) Only students assigned to the school, the staff of the school, parent(s)/guardian(s) of students, and other persons with lawful and valid business shall enter onto the grounds or into the buildings of a school during the hours of student instruction. All staff shall report all persons appearing to be improperly on school premises to the principal.³
- (5) The principal shall secure assistance from law enforcement officials when he/she deems it necessary. In addition, the executive director or designee shall provide the local law enforcement agency with all of the upcoming year's safety and security plans by July 1.⁴

II. Fire and Safety Drills

- (1) The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30) school days, with no more than two (2) fire drills occurring during the first thirty (30) full days of the school year. Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted throughout the year.⁵
- (2) The principal shall ensure that three (3) additional safety drills are given during the school year.⁶

¹ TRR/MS 0520-01-02.30(2); T.C.A. § 49-6-804; T.C.A. § 49-6-805(8)

² T.C.A. § 49-6-805(7)

³ T.C.A. § 49-6-2008(a),(b)

⁴ T.C.A. § 49-6-804(d); T.C.A. § 49-6-805

⁵ T.C.A. § 68-102-137(b); Chapter 315 of the Public Acts of 2025

⁶ T.C.A. § 68-102-137(f)



Threat Assessment Team

Policy Number: 3.204	Monitoring Review: Annually
Effective/Revised Date: July, 2025	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

I. General¹

- (1) A threat assessment team shall be created within each charter management organizer to develop intervention-based approaches to prevent violence, manage reports of potential threats, and create a system that fosters a safe, supportive, and effective school environment. The executive director shall appoint the members of the threat assessment team and shall develop administrative procedures regarding the training and operations of the team to comply with state law and State Board of Education rules and regulations.

II. Team Meetings

- (1) All threat assessment team meetings shall be closed to the public.²

III. Recordkeeping³

- (1) The team shall document all behaviors and incidents deemed to pose a risk to school safety or that resulted in intervention and shall provide the information to the executive director.
- (2) A report of the activities of the threat assessment team will be compiled and shared with the executive director of the achievement school district before each regular meeting.
- (3) Documents produced or obtained regarding these assessment activities will not be open for public inspection.

IV. Reporting⁴

- (1) The executive director shall develop a process for providing parent(s)/guardian(s) information on credible

threats of violence or significantly disruptive behavior directed toward or occurring on the grounds of the school their student attends. Such reports shall include incidents that are reported to a state or local law enforcement agency. These reports must be made within forty-eight (48) hours of the school's report to law enforcement.

- (2) At least once per quarter, the executive director provide the Department of Education with a report listing the total number of incidents reported to state and local law enforcement agency requiring notice to parent(s)/guardian(s) for the respective quarter as well as total for the year to date.

¹ T.C.A. § 49-6-2701

² T.C.A. § 49-6-2701(f)

³ T.C.A. § 49-6-2702

⁴ Chapter 215 of the Public Acts of 202d



Workplace Discrimination and Harassment

Policy Number: 5.5000	Monitoring Review: Annually
Effective/Revised Date: July, 2025	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

I. Purpose

- (1) The Achievement School District is firmly committed to the principle of fair and equal employment opportunities for the citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subject to illegal discrimination or harassment in the workplace. It is the policy of the Achievement School District to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state or federal civil rights laws, including the definition of antisemitism as identified within T.C.A., § 49-7-181 and referenced within Policy 4.100 stating that antisemitism is "defined as a certain perception of Jews, which may be expressed as hatred toward Jews including, but not limited to, rhetorical and physical manifestations of antisemitism directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities".¹

II. Definitions

- (1) **Hostile work environment** harassment occurs when a victim is subjected to severe or pervasive comments or conduct based on race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state or federal civil rights laws;² resulting in a work environment that a reasonable person would consider hostile. A hostile environment may also be created by innuendoes, touching, electronic communications or other conduct.
- (2) **Interference** is any action that would impact or compromise the integrity of a workplace discrimination investigation. Prohibited actions include, but are not limited to, actual or attempted threats, coercion, intimidation, and manipulation of witnesses or potential witnesses in an investigation. Investigation interference is strictly prohibited under this policy.
- (3) **Retaliation** occurs when any materially adverse action is taken against an individual because he/she has engaged in protected activity under this policy.
 - (a) A materially adverse action is any action that may deter a reasonable person from engaging in protected activity under this policy.

- (b) Protected activity includes: filing or threatening to file complaint(s) or report(s) of discrimination or harassment; participating in any investigation concerning discrimination or harassment; or being associated or perceived to be associated with a person who initiates a complaint or participates in the investigation of a complaint. Protected activity also includes making a request for a reasonable accommodation due to disability or religion.

- (3) **Sexual harassment** involves any unwelcome sexual advance, request for sexual favors, or verbal, written, electronic, or physical conduct of a sexual nature by a manager, supervisor, co-worker, or non-employee (third party). Managerial harassment occurs when a manager or supervisor gives or withholds a work-related benefit in exchange for sexual favors from the victim or takes an adverse action against an employee for refusing a request for sexual favors. In some circumstances, threatening to take such actions may also be a violation of this policy. Certain actions may also create a hostile work environment. (See the definition for "hostile work environment" above.)

- (4) **Third parties** are individuals who are not school employees, but who have business interactions with school employees. Such individuals include, but are not limited to, customers, such as applicants for employment or services, vendors, contractors, or volunteers.

- (5) **Workplace discrimination and harassment** is any unequal and unlawful treatment of an individual on the basis of a person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status, or any other category protected by state or federal civil rights laws. This policy further prohibits any unwelcome verbal, written, physical conduct, or electronic communication that either degrades or shows hostility or aversion towards a person because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, or veteran's status or any other category protected by state or federal civil rights law. To aid employees in identifying prohibited behavior, the following specific examples of workplace discrimination and harassment are provided. These examples are not exhaustive; they illustrate, however, the types of conduct that violate this policy:
 - (a) Undermining a person's authority or work performance because of the person's protected characteristics, such as age or religion;
 - (b) Using stereotypes or assumptions to guide decision-making about a person's career;
 - (c) Unwelcome touching or near touching, which can encompass leaning over, cornering, hugging or pinching, sexual innuendos, teasing and other sexual talk such as jokes, personal inquiries, persistent unwanted courting and sexist put-downs;
 - (d) Slurs and jokes about a class of persons, such as disabled persons or a racial group;
 - (e) Distributing via electronic means epithets, slurs, jokes, remarks that are derogative, demeaning, threatening or suggestive to a class of persons or a particular person or that promote stereotypes of a class of persons;

- (f) Prejudicial treatment towards an individual or class of persons on the basis of their hair texture or hairstyle;
- (g) Display of explicit or offensive calendars, posters, pictures, drawings, or cartoons that are sexually suggestive or that reflect disparagingly upon a class of persons or a particular person; or
- (h) Derogatory remarks about a person's national origin, race, language, or accent.

III. Prohibited Conduct

- (1) The Achievement School District strictly forbids and will not tolerate discrimination or harassment of any employee, applicant for employment, or third party on the basis of an individual's race, color, national origin, age (40 and over) sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state or federal civil rights laws. The fact that an alleged offender meant no harm or was teasing will not excuse conduct that violates this policy.
- (2) The Achievement School District strictly forbids and will not tolerate any form of retaliation directed against an employee, applicant for employment, or third party who engages in protected activity under this policy.

IV. Reporting

- (1) If an employee, applicant for employment, or third party believes he/she has been subjected to discriminatory or harassing conduct that violates this policy, or observes conduct that violates this policy, he/she is encouraged report those incidents as soon as possible after the event occurs.
- (2) Employees and applicants for employment may file a complaint with their immediate supervisor, the executive director, assistant commissioner over the school, commissioner, deputy commissioner, the IOTA Community Schools human resources director, Department of Education human resources director, or the general counsel. Under no circumstances is the individual alleging workplace discrimination or harassment required to file a complaint with the harasser. If an employee or applicant believes he or she cannot file a complaint within school or Department of Education, that person should contact the Department of Human Resources, Equal Employment Opportunities (EEO) Division at Workplace.Harassment@tn.gov.
- (3) Individuals who wish to file a complaint are encouraged, but are not required, to submit the complaint in writing and to include a description of the incident(s) as well as the date(s), time(s), place(s) and any witness.
- (4) If a complaint involves the assistant general counsel for civil rights, the general counsel, the human resources director, the deputy commissioner, an assistant commissioner or the commissioner, an

employee or applicant may file the complaint directly with the Department of Human Resources, EEO Division.

- (5) If an employee, applicant for employment, or third party believes he or she has been subjected to retaliation for engaging in protected conduct under the policy, he or she must report those incidents as soon as possible after the event occurs.
- (6) Any employee, applicant for employment, or third party who makes complaints of workplace discrimination or harassment or provides information related to such complaints will be protected against retaliation. If retaliation occurs, the employee, applicant for employment, or third party should report the retaliation in the same manner as he or she would report a workplace discrimination or harassment complaint.

v. Investigation and Resolution

- (1) Allegations of workplace discrimination and harassment shall be promptly investigated. A review of all reported complaints of workplace discrimination, harassment or retaliation/interference will be conducted as soon as practicable. If possible, this review shall include an interview with the complainant to determine if the conduct at issue violates this policy. If it is determined that the conduct falls within the terms of this policy, a thorough and neutral investigation shall be conducted, which includes an interview with the alleged offender (if possible) and any other witness(es) who have direct knowledge of the circumstances of the allegations. If it is determined that the conduct best falls within the terms of another policy, the department will review the complaint following the procedures established in that policy.
- (2) The department retains the sole discretion to determine whether a violation of this policy has occurred and to determine the level, if any, of disciplinary action warranted.
- (3) If a complaint involves the assistant general counsel for civil rights, general counsel, human resources director, deputy commissioner, an assistant commissioner, or the commissioner, the Department of Human Resources, EEO division will investigate the complaint on behalf of the department and report the results to the appropriate authority.

vi. Confidentiality

- (1) To the extent permitted by law, the department will try to maintain the confidentiality of each party involved in a workplace harassment investigation, complaint or charge, provided it does not interfere with department's ability to investigate the allegations or to take corrective action. However, state law may prevent the department from maintaining confidentiality of investigations. Therefore, the department does not guarantee confidentiality.

vii. Director to Supervisory Personnel

- (1) Supervisory personnel who receive a complaint alleging workplace discrimination or harassment or learn by any means of conduct that may violate this policy must immediately report any such event to department's human resources director, assistant general counsel for civil rights, or the general counsel.

VIII. Corrective Action for Policy Violation

- (1) Any employee who engages in conduct that violates this policy or who encourages such conduct by others will be subject to corrective action. Such corrective action includes, but is not limited to, mandatory participation in counseling, training, disciplinary action, up to and including termination, and/or changes in job duties or location.
- (2) Supervisory personnel who allow workplace discrimination, harassment, or retaliation to continue or fail to take appropriate action upon learning of such conduct will be subject to corrective action. Such corrective action includes, but is not limited to, mandatory participation in counseling, training, disciplinary action, up to and including termination, and/or changes in job duties or location.
- (3) Questions regarding this policy may be directed to the department's office of human resources or office of general counsel.

¹ While the Achievement School District is committed to the principles embodied in this policy, the policy itself is not intended to state contractual terms and does not constitute a contract between the Achievement School District and its employees, applicants for employment, or parties that do business with the department. This policy supersedes all policies that conflict with the terms of this policy. Furthermore, this policy constitutes ONLY the policy of the Achievement School District. A finding of violation of this policy does not mean that the conduct violates state and/or federal laws.

² Please note that any severe or pervasive conduct that does not occur pursuant to one of these protected classes will be considered abusive conduct under the State's Abusive Conduct in the Workplace (ACW) Policy, DOHR Policy 17-00



Questioning Students and Searches

Policy Number: 6.3030	Monitoring Review: Annually
Effective/Revised Date: July, 2025	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

I. Questioning by School Personnel

- (1) The executive director, principal, and teachers may question students about any matter pertaining to the operation of IOTA Community Schools and/or the enforcement of its rules.
 - (a) Questioning shall be conducted discreetly and under circumstances which will avoid unnecessary embarrassment to the student being questioned.
 - (b) Any student answering falsely, evasively, or refusing to answer may be subject to disciplinary action, including suspension.
- (2) The executive director or designee may interrogate a student who is suspected or accused of misconduct or an infraction of the student code of conduct as outlined in the school’s handbook and policy, without the presence of a parent or guardian.

II. Interrogations by Police at the School’s Request

- (1) The executive director or designee may request assistance from law enforcement to investigate a crime involving IOTA Community Schools.
 - (a) The police may interrogate a student suspect in school during school hours.
 - (b) The executive director or designee shall attempt to notify the parent or guardian prior to the interrogation unless circumstances require otherwise.
 - (c) The interrogation may proceed without attendance of the parent or guardian.
 - (d) The executive director or designee shall be present during the interrogation unless circumstances or law enforcement agency requires otherwise.1

- (e) When appropriate based on the subject matter of the investigation, if available, female police officers and female staff members will be requested to conduct the interrogation of female students.

III. Police-Initiated Interrogations

- (1) The police department may interrogate students at school for crimes committed outside of school and school hours.
 - (a) The police department shall first contact the executive director or designee regarding the planned interrogation and inform him or her of the probable cause to investigate.
 - (b) The executive director or designee shall make reasonable effort to notify the parent or guardian of the interrogation unless circumstances require otherwise.
 - (c) The interrogation may proceed without attendance of the parent or guardian.
 - (d) The executive director or designee shall be present during the interrogation unless circumstances or law enforcement agency requires otherwise.
 - (e) When appropriate based on the subject matter of the investigation, if available, female police officers and female staff members will be requested to conduct the interrogation of female students.

IV. Searches by School Personnel

- (1) The school principal shall authorize all searches at the outset per state law.² All principal initiated searches shall be conducted by a school security officer or a school administrator who has completed the state required training.³ The following conditions shall apply to principal-initiated searches:
 - (a) All the following standards of reasonableness must be met:
 - i. A particular student has violated school policy;
 - ii. The search will yield evidence of the violation of school policy or will lead to finding dangerous weapons, drugs, or drug paraphernalia;
 - iii. The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision, and education;
 - iv. The search is not conducted for the sole purpose of discovering evidence to be used in criminal prosecution; and
 - v. e. The search shall be reasonably related to the objectives of the search and not excessively intrusive considering the age and sex of the student as well as the nature of the alleged infraction;⁴

- (b) A school administrator shall be on-site at any principal-initiated search;
 - (c) A school administrator shall oversee the search and may end the search at any time; and
 - (d) If a student is under the age of eighteen (18), the principal must notify the student's parent or guardian within a reasonable time of the search.³
- (2) If a school resource officer searches a student, based on having probable cause, the principal shall notify the executive director or designee.⁵
 - (3) In order to ensure a safe and secure learning environment, the executive director shall develop procedures regarding the searching of students, lockers, vehicles, and containers which are consistent with state law. The executive director shall develop additional procedures to ensure compliance with all of the provisions of the School Security Act of 1981.⁶
 - (4) Notice shall be posted in the school parking lot that informs individuals that any vehicle parked on school property is subject to search if information is received which would cause a reasonable belief that the search will lead to the discovery of:
 - (a) Evidence of any violation of the law.
 - (b) Evidence of any violation of school rules or regulations or proper standards of student or faculty conduct.
 - (c) Any object or substance which, because of its presence, presents an immediate danger of harm or illness to any person.
 - (5) All lockers or other storage areas provided for student use on school premises remain the property of Achievement School District and are provided for the use of students subject to inspection, access for maintenance, and search.
 - (a) A student using a locker that is the property of the Achievement School District does not have the right of privacy in that locker or its contents.
 - (b) Notice shall be posted in each school that lockers and other storage areas are school property and are subject to search.

1 T.C.A. § 49-6-4203(b)

2 T.C.A. § 49-6-4204(a); T.C.A. § 49-6-4205(a)

3 Chapter 244 of the Public Acts of 2025

4 T.C.A. § 49-6-4205(b)

5 State v. R.D.S., No. M200801724COAR3JV, 2009 WL2136324, at *1 (Tenn. Ct. App. July 16, 2009)

6 T.C.A. § 49-6-4201; Tenn. Op. Att'y Gen. No. 14-21 (February 24, 2014)



Student Use of Personal Communication and Electronic Devices

Policy Number: 6.3120	Monitoring Review: Annually
Effective/Revised Date: July, 2025	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

I. General

- (1) Students may possess wireless communication devices so long as such devices are turned off and stored during instructional time. Such devices include any portable wireless device that has the capability to provide voice, messaging, or other data communication between two (2) or more parties, such as wearable technology, cell phones, laptops, tablets, and gaming devices.
- (2) A student may, however, be permitted to utilize a wireless communication device under the following circumstances:
 - (a) In case of emergency;
 - (b) When authorized by a teacher;
 - (c) To manage the student’s health, as documented in the student’s individual healthcare plan, or when the possession or use is required by the student’s individual education program, 504 plan, or individual learning plan; or
 - (d) When the device is being used by a student with a disability for the operation of assistive technology to increase, maintain, or improve the student’s functional capabilities.

II. Penalties

- (1) Unauthorized use or improper storage of a device will result in confiscation until such time as it may be released to the student's parent(s)/guardian(s). A student in violation of this policy is subject to disciplinary action

III. Emergency Communication Plan

- (1) In the event of an emergency or possible emergency occurring at school, parent(s)/guardian(s) shall be alerted by phone call, text message, and email.¹

¹ Chapter 103 of the Public Acts of 2025



Student Wellness Services

Policy Number: 6.411	Monitoring Review: Annually
Effective/Revised Date:	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

I. School Health Advisory Council^{1,2}

- (1) All ASD Schools shall implement the CDC's Coordinated School Health (CSH) approach to managing new and existing wellness related programs and services in schools and the surrounding community based on state law and Tennessee State Board of Education CSH standards and guidelines, including State Board of Education Policy 4.204. TDOE's Coordinated School Health Coordinator shall be responsible for overseeing compliance with State Board of Education CSH standards and guidelines.
- (2) The State Board of Education's Coordinated School Health and Physical Activity policies shall be used as guidance by the council to make recommendations. The school will consider recommendations of the council in making policy changes or revisions.

II. Commitment to Nutrition

- (1) IOTA Community Schools shall participate in the USDA child nutrition programs, which may include but not be limited to, the National School Lunch Program, the School Breakfast Program, the Summer Food Service Program, and the After School Snack Program.^{3,4,5}
- (2) Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given adequate time to enjoy healthy meals and relax in a pleasant environment.

¹ State Board of Education Policy 4.204

² State Board of Education Policy 4.206

³ 42 U.S.C.A. § 1758b, TRR/MS 0520-01-06-.04

⁴ TRR/MS 0520-01-06

⁵ 7 C.F.R. §§ 210 and 220

- (3) Good nutritional habits shall be encouraged. All food including vending machines, fundraising items, and concessions must meet guidelines set forth by the Healthy, Hunger-free Kids Act, 2010, Smart Snacks in Schools.^{3,4,5}
- (4) The principal or designee shall be responsible for overseeing their school's compliance with the State Board of Education rules and regulations for sale of food items in the school.^{1,4,5}

III. School Goals

- (1) IOTA Community Schools will promote healthy nutrition through various activities, informational links on the school website, and healthy eating posters and bulletin boards in dining areas.
- (2) Nutrition education will be offered as part of a standards-based program designed to provide students with the knowledge and skills needed to promote and protect their health as outlined in the State Board of Education Health Education and Lifetime Wellness Standards. Nutrition education will discourage teachers from using high fat, sugar, and sodium foods as rewards and encourage students to start each day with a healthy breakfast.

IV. Commitment to Physical Activity and Physical Education⁶

- (1) IOTA Community Schools shall support and promote physical activity. Physical activity may be integrated into any areas of the school program.
- (2) Physical education classes shall be offered as part of a standards-based program designed to provide developmentally appropriate moderate to vigorous physical activity as an integral part of the class. All physical education classes shall comply with the State Board of Education's Physical Education Standards.
- (3) Unstructured physical activity periods shall be offered in addition to the school district's physical education program. Elementary school students shall receive a minimum of forty (40) minutes of physical activity each full school day. Middle and high school students shall receive a minimum of ninety (90) minutes of physical activity each full school week.
- (4) Physical activity will be conducted outside if weather permits. The following activities shall not be considered physical activity: walking to and from class, time spent on an electronic device, and time spent in a physical education class.
- (5) Physical activity shall not be employed as a form of discipline or punishment.

⁶ T.C.A. § 49-6-1021; Chapter 306 of the Public Acts of 2025

V. Commitment to Curriculum²

- (1) All applicable courses of study shall be based on State-approved curriculum standards.

VI. School Health Index²

- (1) IOTA Community Schools shall annually administer a baseline assessment on each of the recommended School Health Index modules. Results shall be submitted to the School Health Advisory Council and reported to the Tennessee Department of Education.

VII. Record Keeping Compliance

- (1) The executive director or designee shall ensure that records demonstrating compliance with community involvement requirements are maintained and document that the school wellness policy and triennial assessments are made available to the public.⁷

⁷ 7 C.F.R. § 210.31(f)



Confidentiality of Student Records

Policy Number: 6.6000	Monitoring Review: Annually
Effective/Revised Date: July, 2025	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

I. General

- (1) A cumulative record (i.e., permanent record) shall be kept for each student enrolled in all IOTA Community Schools. The record shall contain the student's name, address, parents' names and occupations, complete school record, achievement test results, health record, school activities and counselors' notes and other information deemed appropriate by the Tennessee Department of Education.¹
- (2) The name used on the record of the student entering IOTA Community Schools must be the same as that shown on the birth certificate unless evidence is presented that such name has been legally changed.² If the parent does not have or cannot obtain a birth certificate, then the name used on the records of such student shall be as shown on documents which are acceptable as proof of date of birth.
- (3) The name used on the records of a student entering the school from another school must be the same as that shown on records from the school previously attended unless evidence is presented that such name has been legally changed as prescribed by law.²
- (4) When a student transfers to another school, copies of the student's records, including the student's disciplinary records, shall be sent to the transfer school within five (5) business days of the date on which the student's record's request was received by the school.³
- (5) All records shall be remitted in accordance with the Family Education Rights and Privacy Act (FERPA).⁴

II. Access to Student Records

- (1) Student records shall be confidential. Authorized school officials shall have access to and permit access to student education records for legitimate educational interests.⁵ Authorized school official means the person who is designated by the principal or director of school to access student records for a legitimate educational interest. The role of substitute teacher is considered a contract position for the purpose of accessing those student records necessary for their assigned duties.⁶ "Education records" are records that are directly related to a student and that are maintained by an educational agency or institution or a party acting for or on behalf of the agency or institution. These records

¹ 20 U.S.C.A. § 1232g

² T.C.A. § 49-6-5106

³ T.C.A. § 49-6-3001(c)(1); Chapter 156 of the Public Acts of 2025

⁴ T.C.A. § 49-1-701; 20 U.S.C.A. § 1232g

⁵ T.C.A. § 10-7-504(a)(4); 20 U.S.C.A. § 1232g

⁶ 34 C.F.R. § 99.31(a)(1)(i)(B)



Reporting Student Progress

Policy Number: 4.6010	Monitoring Review: Annually
Effective/Revised Date: July, 2025	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

- (1) Student progress reports (report cards) shall be provided at least every nine (9) weeks during the school year. The reporting procedure shall be in writing and shall be uniform for all reporting periods during each school year. Each report shall be sent home to the parent or guardian at the end of the reporting period. The executive director shall develop a reporting procedure that includes how parents can access the information online.¹
- (2) Student progress reports (report cards) shall indicate the included information on attendance, academic progress, and other information necessary to communicate effectively with the parents and guardians. For students in grades kindergarten through eight (K-8), the student’s score on the most recently administered universal reading screener shall also be included along with the results of a dyslexia screener, if applicable.²
- (3) In addition to the regular progress reports (report cards), principals and/or teachers are to confer with parents and guardians on the educational progress of their children. Teachers shall consult with parents and guardians of students who are working at an unsatisfactory level or whose performance shows sudden deterioration in performance every four- and one-half weeks in writing. Parents/Guardians shall be notified by the teacher as early in the school year as possible if retention of a student is being considered.
- (4) At least two (2) times during the school year, conferences shall be scheduled in which parents/guardians and teachers may discuss any pertinent problems or other matters of concern regarding the development and education of each student. These scheduled conferences shall not use any portion of the 180 days of classroom instruction.³ The executive director or designee shall be responsible for scheduling and coordinating system wide conferences.
- (5) Conferences shall be physically accessible to all students, parents and/or guardians.⁴

¹ TRR/MS 0520-01-03-.03(5); T.C.A. § 49-6-901

² Chapter 330 of the Public Acts of 2025

³ T.C.A. § 49-6-7002

⁴ 28 CFR § 36.201



Family and Medical Leave

Policy Number: 5.3010	Monitoring Review: Annually
Effective/Revised Date: July, 2025	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

I. Eligibility

- (1) Anyone who has been employed for at least twelve (12) months by the Achievement School District schools and anyone who has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for service for purposes of FMLA eligibility¹) during the previous twelve (12) month period shall be eligible to use FMLA leave.²

II. General Principles

- (1) An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a fixed calendar year for the following reasons:
- (a) The birth of a child or the placement of a child with the employee for adoption or foster care;
 - (b) A serious health condition of the employee that makes the employee unable to perform the essential functions of his/her job position;
 - (c) The care of a spouse, child, or parent of the employee who has a serious health condition;
and
 - (d) Any qualifying circumstances arising out of the fact that a spouse, child, or parent of the employee is on covered active duty or has been notified of an impending call or order to covered active duty in the Armed Forces.

- (2) An employee may substitute accrued paid leave for unpaid time. Use of accrued paid leave shall run concurrently with and be counted toward the employee's total period of FMLA leave.

¹ *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at *1—10 (6th Cir. Oct. 17, 2000)

² 29 U.S.C.A. § 2601, 2611—2619

III. Maternity/Paternity Leave

- (1) *Relationship between FMLA leave and Tennessee Maternity Leave Act* – FMLA leave shall run concurrently with leave provided under the Tennessee Maternity Act, which affords eligible employees leave for a period not to exceed four (4) months for the adoption, pregnancy, childbirth, and nursing of a newborn child.³
- (2) *Teachers' Leave* – In accordance with state law, any teacher who goes on maternity or paternity leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave for maternity leave purposes. In order to be eligible to use sick leave, written request of the teacher accompanied by a statement from the teacher's physician verifying pregnancy shall be submitted. Upon verification by a written statement from an adoption agency or other entity handling an adoption, a teacher may also be allowed to use accumulated leave for adoption of a child. If both adoptive parents are teachers employed by the Achievement School District schools, however, only one (1) parent is entitled to use such leave.⁴
- (3) Spouses who are both eligible employees of the Achievement School District schools are limited to a combined total of twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is taken for the birth and care of a newborn child, for the placement of a child for adoption or foster care, or to care for a parent who has a serious health condition. Under certain circumstances, spouses who share leave for the birth or adoption of a child may be eligible for limited amounts of additional leave for other qualifying FMLA reasons.⁵
- (4) *Paid Parental Leave* – Under state law, an additional six (6) work weeks of paid leave is available to eligible employees after a birth, stillbirth, or adoption of a newly placed minor child.⁶ An eligible employee taking leave under this provision shall not be required to utilize any other type of accrued leave during this period. Eligible employees include teachers, principals, supervisors, or other individuals required by law to hold a valid license of qualification for employment and who meet the following requirements:
 - (a) Possess a valid license or an emergency credential issued by the Department of Education per T.C.A. § 49-5-106, required for the position the employee holds;
 - (b) Have been employed with the district full time for at least twelve (12) consecutive months in a position for which the employee is required by law to hold the license or an emergency credential referenced above at the time of the qualifying event; and
 - (c) Have held a valid license or an emergency credential issued by the Department of Education

³ T.C.A. § 49-5-702; T.C.A. § 4-21-408

⁴ T.C.A. § 49-5-710(a)(2); T.C.A. § 8-50-802(a)(4)

⁵ 29 C.F.R. § 825.120(a)(3)

⁶ Chapter 162 of the Public Acts of 2025

per T.C.A. § 49-5-106 for the entire twelve (12) consecutive months of fulltime employment.

- (5) Employees shall provide notice to the Achievement School District schools thirty (30) days prior to the intended use of the leave. If the employee learns about the need for leave less than thirty (30) days in advance, the employee shall give notice as soon as reasonably possible in order to be eligible for the paid leave. This paid leave shall be taken consecutively, except in extenuating circumstances, as determined by the executive director. The paid leave shall be used within twelve (12) months of the qualifying event and shall run concurrently with FMLA leave.⁷

IV. Leave for a Serious Health Condition⁸

- (1) Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when he/she is unable to work because of a serious health condition or to care for an immediate family member with a serious health condition. Employees shall contact Human Resources to determine if the reason for leave qualifies as FMLA leave. If the leave is foreseeable, the employee shall give thirty (30) days' notice. If the leave is not foreseeable, the employee shall notify Human Resources as soon as practicable, generally, either the same or next business day.

v. Leave for Military Family Members

- (1) *Qualifying Exigency Leave*⁹- Eligible employees are entitled to up to twelve (12) workweeks of leave because of any qualifying exigency arising out of the fact that the spouse, son, daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has been notified of an impending call to active duty, or has been notified of an impended call to active duty status in the Armed Forces. Qualifying exigencies may include:
 - (a) Issues arising from the service member's short notice deployment;
 - (b) Military events and related activities (e.g., official ceremonies, support programs);
 - (c) Making or updating financial and legal arrangements;
 - (d) Attending counseling;
 - (e) Taking up to fifteen (15) days leave to spend time with a covered service member who is on short-term rest and recuperation leave during deployment; or

⁷ T.C.A. § 8-50-814

⁸ 29 C.F.R. § 825.113

⁹ 29 C.F.R. § 825.126

- (f) Attending post-deployment activities.
- (2) *Military Caregiver Leave*¹⁰- An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member or covered veteran with a serious injury or illness is entitled to up to twenty-six (26) workweeks of leave in a single twelve (12) month period. A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in out-patient status, or is otherwise on the temporary disability retired list for a serious injury or illness.
- (3) A covered veteran is an individual who was a member of the Armed Forces at any time during the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy that has a serious injury or illness who is currently receiving medical treatment, recuperation, or therapy.
- (4) The single twelve (12) month period for military caregiver leave begins on the first day the employee takes leave for this reason and ends twelve (12) months later. An eligible employee is limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered service member. The maximum of twenty-six (26) workweeks may include no more than twelve (12) workweeks of leave that is taken for the birth and care of a newborn child, for the placement of a child for adoption or foster care, for care of a parent who has a serious health condition, or for the employee's own serious health condition.

VI. Intermittent Leave¹¹

- (1) Eligible employees may take FMLA leave intermittently when medically necessary to care for a seriously ill family member, because of the employee's own serious health condition, or for the care for a newborn, a newly adopted child, or a newly placed foster care child. When an employee requests foreseeable leave for planned medical treatment and the employee would be on leave for greater than twenty percent (20%) of the total number of working days in the period during which the leave would extend, the Achievement School District schools may require that such employee elect either to take the leave for periods of a particular duration, not to exceed the duration of the planned medical treatment, or to transfer temporarily to an available alternative position offered by the Achievement School District schools for which the employee is qualified and that has equivalent pay and benefits and better accommodates recurring periods of leave.

¹⁰ 29 C.F.R. § 825.124; 29 C.F.R. § 825.127

¹¹ 29 C.F.R. § 825.202

VII. Restrictions

(1) Notice Requirements

- (a) *Employee Notice*¹²- For foreseeable leave, the employee shall provide the Executive director with at least thirty (30) days written notice before the beginning of the anticipated leave.
- (b) *District Notice* - Once it has been established that the leave requested qualifies for FMLA, the executive director/designee shall notify the employee within three (3) business days (absent extenuating circumstances) that any leave taken pursuant to state leave statutes (paid vacation leave, personal leave, sick leave, or workers' compensation) shall run concurrently with FMLA leave.¹³ The notice may be given orally or in writing. If the notice is oral, it shall be confirmed in writing, no later than the following pay day.¹⁴

(2) Certification Requirement¹⁵

- (a) The executive director may require that a request for leave be supported by certification issued by a health care provider with the following information:
 - i. The date on which the serious health condition commenced;
 - ii. The probable duration of the condition;
 - iii. The appropriate medical facts within the knowledge of the health care provider regarding the condition; and
 - iv. A statement that the eligible employee is needed to care for the son, daughter, spouse, or parent and an estimate of the amount of time that such employee is needed.
- (b) If there is any reason to doubt the validity of the certification provided, the executive director may require, at the expense of the school, an opinion of a second health care provider.

¹² 29 C.F.R. § 825.302-825.304

¹³ 29 C.F.R. § 825.207

¹⁴ OP Tenn. Atty Gen 94-006 (Jan 13, 1994); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)

¹⁵ 29 C.F.R. § 825.305-825.313

- (3) Period Near the End of an Academic Term (Professional Employees)¹⁶
- (a) If leave is taken more than five (5) weeks prior to the end of the term, the executive director may require the employee to continue taking leave until the end of the term if the leave is at least three (3) weeks of duration and the return of employment would occur during the three (3) week period before the end of the term.
 - (b) If the leave is taken five (5) weeks prior to the end of the term, the executive director may require the employee to continue taking leave until the end of the term if the leave is greater than two (2) weeks duration and the return to employment would occur during the two (2) week period before the end of the term.

VIII. Employment and benefits ¹⁷

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

¹⁶ 29 C.F.R. § 825.602

¹⁷ 29 U.S.C.A. § 2614



Instructional Materials

Policy Number: 4.400	Monitoring Review: Annually
Effective/Revised Date	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

General

One of the objectives of the total curriculum is to reduce stereotyping and to eliminate bias on the basis of race, color, religion, sex, national origin, and disability.¹ Instructional materials shall reflect the cultural and racial diversity which is present in the United States as well as the variety of careers, roles, and life-styles open to women and men.

All classrooms and learning centers shall be equipped with the instructional materials needed to provide quality learning experiences for students. The Achievement School District shall provide a wide range of instructional materials that cover all levels of difficulty, generate critical thinking, and support the educational programs.

The executive director shall develop procedures to review and reconsider instructional materials that are allegedly inappropriate.

REVIEW OF MATERIALS

A list of instructional materials shall be revised annually by building administrators under the direction of the executive director.

Upon request, parent(s)/guardian(s) shall have the ability to inspect the following items:

1. Instructional materials;
2. Teaching materials/ aids;
3. Handouts; and
4. Tests that are developed by and graded by their child's teacher.

¹ 42 USCA § 200e, *et seq.*



Homeless Students

Policy Number: 6.503	Monitoring Review: Annually
Effective/Revised Date: July, 2025	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

A homeless student shall have equal access to the same free, appropriate public education as provided to other children and youths.¹

Homeless students are individuals who lack a fixed, regular, and adequate nighttime residence and include the following²:

- (1) Students sharing the housing of other persons due to loss of housing, economic hardship, or similar reason; students living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; students living in emergency or transitional shelters; or students abandoned in hospitals;
- (2) Students who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- (3) Students living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or trains stations, or similar settings; and
- (4) Migratory students who are living in circumstances described above.

Enrollment

Homeless students shall be immediately enrolled, even if the student is unable to produce records normally required for enrollment (i.e. academic records, immunization records, health records, proof of residency), or missed the district’s application or enrollment deadlines.³ Parents/guardians are required to submit contact information to the district’s homeless coordinator.³

Placement

For the purposes of this policy, school of origin shall mean the school that the student attended when permanently housed or the school in which the student was last enrolled, including a preschool/pre-k program.⁹ School of origin shall also include the designated receiving school at the next grade level when the student completes the final grade level served by the school or origin.⁴

¹ 42 USCA §§ 11431 to 11435; McKinney-Vento Education Assistance Improvements Act of 2001, § 721; State Board of Education 2.103

² McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 725

³ McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 722(g)(3)(C)(i), § 722(g)(3)(H)

⁴ McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95); § 722(g)(3)(G)

Placement shall be determined based on the student's best interest.⁵ At all times, a strong presumption that keeping the student in the school of origin is in the student's best interest shall be maintained, unless doing so would be contrary to a request made by the student's parent/guardian or the student in the case of an unaccompanied youth.⁶ When determining placement, student-centered factors, including but not limited to impact of mobility on achievement, education, health, and safety shall be considered⁶. The choice regarding placement shall be made regardless of whether the student lives with their homeless parents/guardians or has been temporarily placed elsewhere.⁷

If it is not in the student's best interest to attend the school of origin, or the school requested by the parent/guardian or unaccompanied youth, the principal or their designee shall provide a written explanation of the reasons for the determination, in a manner and form that is understandable to the parent/guardian or unaccompanied youth.⁶ The written explanation shall include a statement regarding the right to appeal the placement decision.⁶ If the placement decision is appealed, the School shall refer the parent/guardian or unaccompanied student to the homeless coordinator, who shall carry out the dispute resolution process as expeditiously as possible and in accordance with the law.⁸ Upon notice of an appeal, the principal shall immediately enroll the student in the school in which enrollment was sought pending a final resolution of the dispute, including all available appeals.⁸

Records

Records ordinarily kept by the school shall be maintained for all homeless students. Information regarding a homeless student's living situation shall be treated as a student education record and shall not be considered directory information.⁹

Services¹⁰

The principal shall ensure that each homeless student is provided services comparable to those offered to other students within the School, including transportation, special education services, programs in career and technical education (CTE), and programs for gifted and talented students, and school nutrition. The principals shall designate a district homeless coordinator who shall ensure this policy is implemented throughout each ASD school. The homeless coordinator shall ensure:

- (1) Homeless students are quickly identified and have access to education and support services, to include Head Start and district pre-k programs;
- (2) Coordination with local social service agencies and other entities providing services to homeless students;
- (3) Coordinate transportation, transfer of records, and other inter-district activities with other school districts;
- (4) Coordinate transportation to the school or origin or choice for homeless students;
- (5) Refer homeless students and their families to health care services, dental services, mental health and substance abuse services, and housing services;
- (6) Assist homeless students in obtaining immunizations, medical or immunization records, and any additional assistance that may be needed;
- (7) Public notice of the educational rights of homeless students is disseminated in places frequented by

⁵ McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 722(g)(3)(A)

⁶ McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95); § 722(g)(3)(B)

⁷ McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95); § 722(g)(3)(F)

⁸ McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95); § 722(g)(3)(E)

⁹ McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95); § 722(g)(3)(D)

¹⁰ McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95); § 722(g)(4) - (6)

parents/guardians of homeless students, including schools, shelters, public libraries, and soup kitchens; and

- (8) Unaccompanied youth are enrolled and informed of their status and independent students.

The principal shall develop procedures to ensure that homeless students are recognized administratively and that the appropriate and available services are provided for these students. The director shall ensure professional development is provided to school personnel providing services to homeless students.



Extracurricular Activities

Policy Number: 4.301	Monitoring Review: Annually
Effective/Revised Date:	
Approved by: Lizzette Gonzalez Reynolds, Commissioner	

I. General

- (1) All Achievement School District students shall have equal athletic opportunities. Students shall not, on the basis of sex, race, color, national origin, disability, or any other category protected by state or federal law, be excluded from participation in, be denied the benefits of, be treated differently, or otherwise discriminated against in any Achievement School District schools athletic program. Equal athletic opportunities shall be provided for members of both sexes.¹ Student athletes shall only be allowed to participate in athletic activities or events that align with the student's sex indicated on his/her original birth certificate.² The executive director or designee shall require the parent/guardian to provide the student's original birth certificate prior to participation in any interscholastic athletics. If the original birth certificate is not available or does not indicate the student's sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of the student's sex at birth.
- (2) Interscholastic athletics shall be administered as a part of the regular school program and shall be the director of instruction's responsibility. The chief academic officer shall ensure that school regulations regarding participation in a sport are reasonable. Athletic schedules shall be filed in each school principal's office. The chief academic officer or designee shall accompany an athletic team on trips. Transportation of teams to athletic games is approved by the executive director.
- (3) The bylaws of the Tennessee Secondary School Athletic Association or Tennessee Middle School Athletic Association shall regulate the operation and control of athletics at Achievement School District schools.³ The executive director shall develop a code of conduct for all coaches to follow in order to ensure the health and safety of athletes.⁴

II. Insurance and Physical Examinations

- (1) In the event that the Achievement School District schools insurance provider does not extend coverage to a student athlete, the student athlete must provide proof of independently secured catastrophic coverage and liability coverage, with the Achievement School District schools as a named insured, of not less than the limits set forth in state law.⁵ It shall be the responsibility of the parent/guardian to

¹ 34 C.F.R. § 106.41; 20 U.S.C.A. § 1681, et. seq.

² T.C.A. § 49-6-310(a)

³ TRR/MS 0520-01-02-.08(1)

⁴ T.C.A. § 49-6-3601

⁵ T.C.A. § 29-20-403

provide health and hospitalization insurance for all students participating in interscholastic athletics.

- (2) Every student shall complete an annual physical examination prior to participation in interscholastic athletics.⁶ The student's parent or guardian shall be responsible for covering the cost of the examination, and these records shall be on file in the athletic director's office.

III. Scheduling Conflicts

- (1) Students shall not be dismissed from school for the purpose of attending the practice of any interscholastic sport during the school day without written permission from the executive director or designee.⁷ This does not prevent the inclusion of regular physical training lessons in the daily school program.
- (2) Students shall not be required to attend a school athletic event, or event related to participation on a school athletic team, if the event is on an official school holiday, observed day of worship, or religious holiday. The student's parent or legal guardian shall notify the coach in writing three (3) full school days prior to the event if a student will not participate in a school athletic event due to one of the aforementioned reasons.⁸

IV. Severe Weather⁴

- (1) Severe weather is any type of weather that could impede the safety of any athlete by compromising the playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder, lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be discussed with all players, coaches, and officials, if applicable.
- (2) All coaches who oversee or participate in outdoor training, practice, or competition shall annually complete a heat illness prevention course approved by the Tennessee Department of Health as well as receive training on activity modifications based on environmental conditions.

V. Prohibition Against Hazing⁹

- (1) Coaches, employees, and volunteers shall not encourage, permit, condone, or tolerate hazing activities and must report all observed or reported instances to the executive director within twenty-four (24) hours of observation or report. Hazing is defined as any intentional or reckless act occurring on or off of school property by one (1) student acting alone or with others, that is directed against any other student, that endangers the mental or physical health or safety of that student or coerces a student to endanger that student's mental or physical health or safety.

VI. Virtual School Student Participation¹⁰

- (1) Virtual school students shall be permitted to participate in accordance with TSSAA or TMSAA guidelines. If a school is not a member with these organizations, virtual school students that are zoned for the school shall be permitted to participate in interscholastic athletics to the same extent as other students.

⁶ 20 U.S.C.A. § 1232h(c); TRR/MS 0520-01-13-.01(1)(a)

⁷ T.C.A. § 49-6-1002(a)

⁸ T.C.A. § 49-6-1002(c)

⁹ T.C.A. § 49-2-120

¹⁰ Chapter 173 of the Public Acts of 20



Zero Tolerance

Policy Number: 6.309	Monitoring Review: Annually
Revised	
Effective: July, 2024	

In order to ensure a safe and secure learning environment, the following zero tolerance offenses shall not be tolerated¹:

1. Unauthorized possession of a firearm on school property;²
2. Unlawful possession of any drug, including any controlled substance, controlled substance analogue, or legend drug on school grounds or at a school-sponsored event;³ and
3. Aggravated assault⁴ or assault that results in bodily injury⁵ upon any teacher, principal, administrator, any other employee of the school, or school resource officer.
4. Unauthorized possession with the intent to go armed on school property or at a school sponsored event, any bowie knife, hawk bill knife, ice pick, dagger, slingshot, leaded cane, switchblade knife, blackjack, knuckles or any other weapon of like kind as defined in T.C.A. § 39-17-1309; or
5. Valid threat of Mass violence on school property or at a school-related activity as determined by a threat assessment team.⁶

Achievement School District (ASD) students shall not possess, handle, transmit, use or attempt to use firearms or any dangerous weapon in school buildings or on school grounds, or on any grounds used for school purposes at any time, or in school vehicles and/or buses or off the school grounds at a school-sponsored activity, function or event.⁶ Dangerous weapons and instruments for the purposes of this policy shall include, but are not limited to a firearm or anything manifestly designed, made or adapted for the purpose of inflicting death or serious bodily injury or anything that in the manner of its use or intended use is capable of causing death or serious bodily injury.⁷

Committing any of these offenses shall result in a student being expelled from regular attendance at school for at least one (1) calendar year, unless modified by the Charter Management Organization (CMO). Modification to the length of time shall be granted on a case-by-case basis. Students who commit zero-tolerance offenses may be assigned to an alternative school or program if staff and space are available, as determined at the time of the infraction.

Firearms (as defined in 19 U.S.C. § 921)⁸

In accordance with state law, any student who brings or possess a firearm on school property shall be expelled for a period of not less than one (1) calendar year. The principal shall have the authority to modify this expulsion requirement on a case-by-case basis.⁸

Reporting

When it is determined that a student has violated this policy, the principal shall notify the student's parent or guardian and the criminal justice or juvenile delinquency system as required by law.⁹

Principals with knowledge of instances of assault and battery or vandalism endangering life, health or safety committed by a student on school property are to report such incident to the director of schools and the municipal or metropolitan police department or sheriff's department having jurisdiction.¹⁰ However, a fight not involving the use of a weapon as defined in § 39-17-1309, or a fight that does not result in serious personal injury to one (1) or more of the parties involved, must only be reported to the school administrator.

1 Tenn. Code Ann. § 49-6-3401(g)

2 18 USCA § 921(a)(3); 20 USCA § 7961(b)(3)

3 Tenn. Code Ann. § 37-17-454; Tenn. Code Ann. § 53-10-101

4 Tenn. Code Ann. § 39-13-102

5 Tenn. Code Ann. § 39-13-101(a)(1)

6 Tenn. Code Ann. § 39-16-517; Public Acts of 2023, Chapter No. 29

7 Tenn. Code Ann. § 39-17-1309

8 Tenn. Code Ann. § 49-6-3401(g)(2); Tenn. Code Ann. § 49-6-3402

9 T.C.A. § 49-6-4209; T.C.A. § 39-17-1312; 20 U.S.C.A. § 7961(h)(1)

10 T.C.A. § 49-6-4301(a)(2)