



**BILL LEE**  
GOVERNOR

STATE OF TENNESSEE  
**DEPARTMENT OF EDUCATION**  
NINTH FLOOR, ANDREW JOHNSON TOWER  
710 JAMES ROBERTSON PARKWAY  
NASHVILLE, TN 37243-0375

**LIZZETTE REYNOLDS**  
COMMISSIONER

**Via Electronic Mail**

January 6, 2025

Mr. Roderick Richmond, Director of Schools  
Memphis Shelby County Schools  
160 Glenn Rogers Sr. Street  
Memphis, TN 38112  
[richmondrf@scsk12.org](mailto:richmondrf@scsk12.org)

Dear Director Richmond:

I am in receipt of your waiver request of State Board of Education Rule 0520-01-19 as it relates to staffing ratios for English as a Second Language (ESL) programs. You have requested to use an alternative staffing ratio at schools within Memphis Shelby County Schools due to cases in which daily ESL services inhibit a student's participation in CCTE, Dual Enrollment, AP, STEM, and/or Exceptional Education Programs.

Tenn. Code Ann. § 49-1-201(d) grants the commissioner the authority to "waive any state board rule or statute that inhibits or hinders the LEA's ability to meet its goals or comply with its mission." On the condition that the school district comply with the provisions of State Board of Education Rule 0520-01-19 by implementing the monitoring steps required under the Rule as well as implementing the additional action steps to address the students' educational conflicts outlined in your waiver request, your request is hereby granted for the remainder of the 2023-24 school year.

Please do not hesitate to contact me if you have further questions.

Sincerely,

Lizzette Reynolds  
Commissioner