

Classified Communications Group Minutes March 19, 2024

Melissa Izatt, Chief Human Resources Officer: Classified Staff Appreciation Day

April 17th – Administrative Assistants (Bookkeepers, Office Assistants, Accounting, Business Affairs, Human Resources, etc.)

May 15th – Nurses, Food Service, Cafeteria Monitor, Child Nutrition

Dr. Jean Luna-Vedder, Director of Schools: Comments

Hopefully everyone was able to enjoy your early spring break. Hard to believe we are in our last quarter. It has been mentioned we are getting closer to finalizing 24/25 budget and fairly confident we will have a step and COLA. That is always important. If there are things coming up that you need assistance with please let us know, if we do not know what is going on we cannot assist. Thank you for what you do every day.

Matthew Slight, Director of Middle Schools: Student Code of Conduct

Student Code of Conduct is reviewed every year. We are taking feedback, surveys (administrator, employee and other stakeholders) and data received to review for updates that need to be made. What part always comes back from parents and administrators is the part about discipline. We review the four categories, plus tolerance offense and transportation to see what changes we need in result of feedback. This year we have not received a significant amount of requests for changes. This is my third year of being involved in the process and that is telling in that we are starting to get some things right. In the terms of things coming in, embracing the category system, providing additional student support and how to move forward with discipline. When we make changes there is a process and we consult with our legal team as well to ensure we are up to date with all the state laws, and make sure what we are putting in the Code of Conduct is appropriate, legal and the right thing for students.

Sharing a positive story from your school/location

Kenwood Middle: Was award a mini grant of \$1,000 for outstanding efforts to enhance safety and security.

Ringgold Elementary: Having our academic awards this week and added red carpet walkway with a red carpet to accept awards. Added a background for photos with parents.

New Providence Middle: We have all new administrators and the transition has gone well and very smooth.

Kirkwood Middle: Had our first cornhole tournament for staff. It was a lot of fun. Our next one will be a bocce ball tournament. Mr. Dockins, 7th-grade science teacher, put together a moth theme science project. The students got to color moths and hide them throughout the school. Once other students found them they took them to the bird outside his room. Kids enjoyed it a lot.

Woodlawn Elementary: We had a potato bar that was awesome that our Fun Committee put together. The whole building smelled very nice the day.

Clarksville High: In addition to winning the Miss Tennessee Basketball Award last week, Imari Berry was also named as the Gatorade Tennessee Player of the Year. Imari is the first Basketball player from

Montgomery County to win the TSSAA Miss Basketball Award, and is the second player from CHS to win the Gatorade Player of the Year Award. Bashaara Graves had won the Award back in 2012.

Spanish Immersion at Barksdale: Got recognized status this year.

Rossvie High: Had two teams recognized at state level.

Northwest High: Had district and state wins for wrestling and one who is 3rd in the state.

Classified Questions

When will the Employee Calendars for the 24-25 school year be posted? Some of us have to plan for childcare for when we come back so early in July and planning vacations.

Chris Reneau, Chief Financial Officer: Calendars were posted today.

The road between ROES and ROMS is TERRIBLE with potholes, can this get fixed?

Norm Brumblay, Chief Operations Officer: Potholes are created over time when moisture seeps into the pavement, freezes, expands and then thaws. This weakens the pavement and traffic loosens it even more. Then, unpredictable springtime weather freezes water overnight and ice evaporates the next day. This creates air pockets that can eventually cause the pavement to break up further. This winter, with heavy precipitation and several freeze-thaw cycles, we saw big potholes all over the district (and city and state). In the past we were able to fill smaller potholes with patching materials to extend the life of our asphalt, however this year, the damage incurred on the road between ROES and ROMS (and on other campus roads and parking lots) exceeds traditional patching capabilities.

Operations staff has identified asphalt repairs on the Rossvie campus as a priority for an upcoming capital outlay budgetary request. Project budgets that were approved in the previous year are currently being completed and once CMCSS has the funds in upcoming budget cycles to overly the Rossvie roadway sections, the project will be scheduled, and bid.

Why was the new Kronos rolled out when it didn't seem to be ready? Summer would have worked better for the change.

Chris Reneau, Chief Financial Officer: Summer would have been better. Support for old Kronos was going away and we would have been in a worse state than we are now if something went wrong. We had a lot employees without licenses, not able to use time clocks and using paper timecards, and wanted them be able to clock-in and record time accurately. Thank you for all the feedback that was provided and will use for future rollouts.

When will it be put out that the 7 minutes for classified to clock in or out is gone? What is the new clock in rule and when will the information be released to classified staff? Why was it changed?

Chris Reneau, Chief Financial Officer: This was done when we realized there was a miscalculation of time. If someone clocked-in 3 minutes early, it went back 15 minutes and if they clocked-out 5 minutes late it went forward 15 minutes. That was giving them 30 minutes of comp time. We have that loop closed. To keep it simple make sure you are clocking in and out for the amount of hours per day you are scheduled for. So if you clock in 3 minutes early, clock out 3 minutes early, unless you have approved comp time. We are working on documentation to distribute to everyone.

Why are adults that work for the system charged more for lunch than students? When we get the same item and amount.

Norm Brumblay, Chief Operations Officer: The USDA provides funding to support student meal cost that allow students (even a full pay student) to receive meals at a lower cost. Adult meals receive no such subsidy.

The adult cost is \$3.75 for a full nutritionally balanced meal with portion sizes established by the USDA for healthy high school age serving sizes. While serving sizes are often a personal choice, this remains an amazing value. A similarly sized 6" pizza sub melt at Subway will cost \$4.99 with none of the sides or drinks. Add \$1.99 for a juice, \$1.79 for a milk, \$1.49 for applesauce, and \$.59 for a cookie and it is a \$10.85 lunch at Subway that is not nearly as healthy as a school lunch. We regularly inspect CMCSS school cafeterias for quality control purposes and can confirm that there is nowhere else in Montgomery County that is able to provide the same amount of healthy food for the price the taxpayers are making available to our staff.

Do you know what schools will have open enrollment for next year?

Dr. Schanda Doughty, Chief Academic Officer: That list will be posted at the end of this week/ first of next week.

Are we supposed to have Birth Certificate and 2 proofs of residency and checking ID before we enroll the student into PowerSchool?

Dr. Angela Huff, Chief of Staff: Yes, these items are typically required to complete the enrollment process. Regarding the birth certificate, the following text is posted on our Registration site:

State law requires that a copy of a student's state-issued birth certificate be in the cumulative folder. Schools can accept other proof of date of birth for registration, but the parent/guardian needs to provide a copy of the child's state-issued birth certificate.

A full list of documents can be found at <https://www.cmcoss.net/registration/>. Certain accommodations can be made for homeless families or those moving in from out of country, but proof of birth date and parent/guardian identification is required in all cases.

With roll out of bus badges across the board next year, will it communicate to Power school when late buses arrive or will they still have to be manually changed? If it doesn't communicate now is there a possibility that it will change to be automatic?

Norm Brumblay, Chief Operations Officer: PowerSchool, our Student Information System, is very useful in storing student data, but it does not communicate well with other software systems. Unfortunately, PowerSchool is not well suited for supplementing other data sources or platforms such as the Student Accountability System or solving complex challenges like tracking student attendance.

Once again the question about CMCSS Spring break is being discussed among staff. We are not a college but a public school. Why are we still being told that we are having our spring break during the same time that Austin Peay does? For years our break was later In March or April. Austin Peay and many colleges in TN do not start classes until late August, so therefore if we are following their schedule, why do we start so early? The excuse that there needs to be enough time for TN ready testing to be set up is not an adequate reason.

Dr. Schanda Doughty, Chief Academic Officer: The school calendars are approved 3 years out by the school board. You will see that spring break next year is a week later and the following year will be the third week.

Why do we except every FIT student without proof they are actually living with another family member or friend and not just using an address to get into a better school? When you pull contacts for most FIT students they only have one contact (Their parent/legal guardian) why not the have the people they are living with on there contact list if they are actually living with them? In all reality they could just be using an address saying they live there if you require nothing else.

Dr. Schanda Doughty, Chief Academic Officer: We have FIT Services Navigator, Chris Dial. We have had nearly 1,400 applicants and deemed eligible 1,143 with 252 students not eligible. There is certain criteria to be eligible. If you have any additional questions, please reach out to fit@cmcss.net.

Why do we have our High School students doing the ACT test right after spring break and day light savings? Why are we setting our students up for failure? It should be done before the break.

Dr. Schanda Doughty, Chief Academic Officer: ACT testing dates are set up by the Department of Education.

We have students that only have one contact in there emergency list. When students miss a bus or are sick and we cannot contact that person, what do we do? Shouldn't they be required to have more than one contact?

Dr. Schanda Doughty, Chief Academic Officer: We do strongly recommend to parents that they have more than one contact, but the reality is that some don't have anyone else they trust. Don't know if that will ever change. Reach out to the parent if they only have one and try to get another. There is letter that the school nurse can send out to try to get the parent to understand why it is important to have more than one emergency contact. Next fall, looking into pulling a list of students with only one contact and sending a reminder that they only have one contact, and ask if there anyone else they would like to add. Some of our families are just going to be in that situation.

Why do some schools have 2 permanent subs and larger schools can only get one?

Melissa Izatt, Chief Human Resources Officer: Set number of permanent substitutes. Substitutes are assigned to schools based on school student population, teacher absentee rates and fill rates. Placement is based on need.

Would it be possible for someone at the school level (such as a registrar/guidance admin assistant) to get access to the TN EIS system? Or is there someone in the district we can send student information to and receive a quick response? Many times I have called other schools in the state of TN, and the registrar there will look in the TN EIS and tell me where they are enrolled or the last place they were enrolled. This access would be a great timesaver (especially with 10 Day Drops) and help us keep our cohort data up to date!

Dr. Angela Huff, Chief of Staff: For situations such as the one described above, please email pscoordinators@cmcss.net. Emails sent to that address will be received by Theresa Bilon and Kathy Donahue, our district Powerschool Coordinators. They are familiar with this process and have assisted in the past with similar requests.

Northwest High School is the only school thus far in the system that has a weapon detection system. Is that system used for spectators attending basketball games?

Tommy Butler, Safety & Health Director: The Evolv system is mobile and has been deployed at sporting events at the discretion of the Montgomery County Sheriffs Office.

Depending on funding from the County Commission, Rossview HS is scheduled to be the next school to install a weapon detection system. If and when that is ready to go at RHS, will the system be used for spectators attending basketball games?

Tommy Butler, Safety & Health Director: The future expansion of the Evolv pilot program will be determined as part of the ongoing evaluation of the system to determine whether the Montgomery County Sheriff's Office includes it in next year's budget. The Evolv system is currently used at sporting events at the discretion of the Montgomery County Sheriff's Office.

It would be beneficial to the Middle Schools if we had elementary get new proof of address after January for 5th graders, to help us get our correct numbers for the next school year. This would benefit scheduling and building classes correctly. We know many move over the summer, but it would help point them in the right direction of the next school.

Dr. Schanda Doughty, Chief Academic Officer: Looking at sending out a request right before school starts to the students appointed to your middle school, and looking at expanding to elementary schools.