



ANNUAL AGENDA
2024-2025
MURFREESBORO CITY SCHOOLS BOARD OF EDUCATION

The following items appear on your agenda **monthly**:

- Approval of Minutes
- Approval of Board Policies
- Attendance Report (except July)
- Personnel Update
- Monthly Revenue/Expenditure Report
- Spotlight on Education
- BEST of MCS-Recognition of Employees and Students
- Director's Update
- Public Comment-Added

The following items appear on your agenda **as needed**:

- Approval of School Fees
- Board Self-Assessment (to be done in March of the Board of Distinction status renewal year-every even year, due again August 2026)
- Residential Development/Zoning
- Budget Adjustments/Amendments
- Construction Update
- Five-Year Plan for New Construction, Zoning, and Related Issues Update
- Sick Leave Bank Appointments
- Bids/contracts
- Approval of Special Question Committee for Collaborative Conferencing

The following items appear on your agenda **within the month listed:**

JULY

- ❖ Recommendations
 - Approval of Policy Adjustments Addressing New Laws
 - ❖ Reports
 - School Opening Update
 - Differentiated Pay Plan Updates
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AUGUST

- ❖ Recommendations
 - Approval of Director's Evaluation Document for the New School Year-presented by Director
 - Review and approval of changes to expense allowances and reimbursement guidelines per policy 2.804
 - Approval of all Field Trips Under \$20
 - ❖ Reports
 - Enrollment Update
 - Report District Improvement Plan Goals
 - Summer Feeding Report
 - Review of District Organizational Chart
 - New Teacher Orientation
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SEPTEMBER

- ❖ Recommendations
 - Induction of New Board Members (election year)-take seat at the first meeting in September
 - First Meeting of September-Election of Board Chair and Vice Chair (Attends TSBA's October "New Board Chair Orientation" session; assumes office at second September Board meeting.)
 - Approve Contract with Fiscal Auditor (when needed)
 - Approval of school-based accounts payable carried over from previous school year
 - Sick Leave Bank/Recommendation for Trustees (if needed)
 - Approval of Board Committee Assignments (2nd meeting-after election of Chair/Vice Chair)
 - Extended School Advisory Board
 - Pre-K Advisory Council

- Approval of Family Resource Center Advisory Board
 - ❖ Reports
 - Director’s State of the Schools Report
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OCTOBER

- ❖ Recommendations
 - Approval of Textbook Adoption Committee Members
 - Report of School System/School Compliance (LEA Compliance Report)—Tennessee Statutes/Rules, Regulations, and Minimum Standards
 - Tenured Teachers
 - ❖ Reports
 - Announce Upcoming TSBA Leadership Conference and Convention
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NOVEMBER

- ❖ Recommendations
 - Approval of Surety Bond for Finance Director
 - ❖ Reports
 - Discussion of Rezoning Options (as needed)
 - Reports from TSBA Leadership Conference and Convention
 - American Education Week
 - Budget Preparation Calendar
 - Discussion of Internet Safety Measures as per Board Policy 4.406
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DECEMBER (TBD)

- ❖ Recommendations
 - Recommendation of Zoning Appeal Special Committee by Director
 - Recommendation of Charter School Review Team by Director
 - ❖ Reports
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JANUARY

- ❖ Recommendations
 - Board Finalizes Charter School Review Team and Appoints Chair-Board Policy 1.901
 - ❖ Reports
 - Audit Report
 - Strategic Five-Year Plan Review/Update
 - Tennessee School Board Week
 - Proposed School Year Calendar and Acknowledgement of District Calendar Committee
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FEBRUARY

- ❖ Recommendations
 - Approval of New School Year Calendar (2nd Reading)
 - Approval of Open/Closed Zone Schools
 - ❖ Reports
 - Recognition of Teachers of the Year
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MARCH

- ❖ Recommendations
 - Textbook Adoption Committee Recommendation
 - Complete Board Self-Assessment (Board of Distinction year, every 2 years)
 - ❖ Reports
 - Budget Discussion (or special meeting—date to be determined)
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APRIL

- ❖ Recommendations
 - Approval of General Fund, Federal Funds, ESP and Cafeteria Budgets
 - Approval of Audit Firm Extension
 - Approval of Report of Local Adoption of Textbooks
- ❖ Reports
 - Budget Discussion (or special meeting)

- Announce May Teacher Appreciation Day/Week
 - Recognition of Teachers of the Year
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MAY

- ❖ Recommendations
 - Budget Revisions (if needed)
 - Begin Process of Applying for Public Official Bond for Director
 - Approval of the Disciplinary Hearing Authority (Board Policy 6.317)
 - Board Evaluation by Two Board Members of Two Other Boards (Board of Distinction Year-August 2026)
 - ❖ Reports
 - Instructional/Program Updates (as needed)
 - Upcoming Year's Board Meeting Dates
 - City Schools Foundation Update
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JUNE

- ❖ Recommendations
 - Approval of Public Official Bond for Director
 - Approval of Board Annual Agenda for Upcoming Year (may also be done in July)
 - Director's Evaluation Results (tallied by Board Attorney)
 - Director's Contract Extension (as needed)
 - Bullying Report
 - Approval of Board attendance at conventions and other educational meetings per Board Policy 2.804
- ❖ Reports
 - Tentative Assignment Lists