



STATE OF TENNESSEE  
**DEPARTMENT OF EDUCATION**  
9<sup>th</sup> FLOOR, ANDREW JOHNSON TOWER  
710 JAMES ROBERTSON PARKWAY  
NASHVILLE, TN 37243-0375

**BILL HASLAM**  
GOVERNOR

**CANDICE MCQUEEN**  
COMMISSIONER

March 18, 2015

***Via Electronic Mail***

Dr. B. J. Worthington, Director of Schools  
Montgomery County Schools  
621 Gracey Avenue  
Clarksville, TN 37040

[bj.worthington@cmcss.net](mailto:bj.worthington@cmcss.net)

Dear Dr. Worthington:

Pursuant to Tenn. Code Ann. § 49-6-3004(a) (6), in the event of a natural disaster or serious outbreaks of illness affecting or endangering students or staff, the commissioner of education may waive the requirement for school district calendars to include one hundred eighty (180) days of classroom instruction for the current school year.

On February 21, Governor Haslam declared a Level 2 State of Emergency – Major Disaster – due to the extreme weather conditions throughout the state. This State of Emergency extended through March 2, representing six school days. Because of the unique and rare circumstances of our recent weather and the impact on school districts throughout the state, and because of the Level 2 State of Emergency declaration, the department is accepting requests to waive a maximum number of three instructional days during the period of February 21-March 2, 2015.

You have submitted a request to waive an instructional day for Montgomery County Schools. Pursuant to my above referenced authority, I hereby grant a waiver to Montgomery County Schools of one instructional day during the period of February 21-March 2, 2015. Please revise the calendar in EIS to indicate the one day that is waived. Thank you for continuing to notify the Department of revisions to your school calendar.

Sincerely,

A handwritten signature in cursive script that reads "Candice McQueen".

Dr. Candice McQueen



Clarksville-Montgomery  
County School System  
Director's Office

**Dr. B. J. Worthington**  
Director of Schools  
621 Gracey Avenue  
Clarksville, TN 37040  
Phone: 931.920.7808  
bj.worthington@cmcss.net

March 18, 2015

Dr. Candice McQueen  
Tennessee Commissioner of Education  
State Department of Education  
710 James Robertson Parkway  
Nashville, TN 37243

Re: Waiver of instructional day

Dear Dr. McQueen,

This letter is a request for a waiver of one instructional day due to inclement weather. Clarksville-Montgomery County Schools stockpile 13 days throughout the year and traditionally make up any days missed whether it is within the stockpiled amount or not. We use five days annually for staff development throughout the year which leaves us with eight stockpiled days. We have missed nine days this year – February 17, 18, 19, 20, 23, 24, 25, and March 5 and 6. Our inclement weather makeup plan calls for us to use 30 additional minutes added to 13 days to account for one school day prior to TCAP. Because of the timing of our spring break, we do not have enough days to account for a whole day prior to TCAP testing; therefore, I am requesting a waiver for the one additional day above our stockpiled number of days.

As of today, our professional development plan for use of stockpiled days is as follows:

- **Day 1**
  - Response to intervention to include S-Team processes, Universal Screener and familiarization with the intervention database
  - Common Core State Standards (CCSS) implementation
    - Updated scope and sequence and units of study
    - Balanced Assessment
    - Individual school action plan development/refinement based on data analysis
- **Day 2**
  - CCSS – Literacy, text-based writing, close reading, math practices & math tasks
  - Grade-level specific content training and program specific pull outs
  - Differentiated professional learning activities as determined by school improvement plans and principal action plans
  - Content training and instructional strategies for classified staff

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- **Day 3**
  - Response to intervention grouping, strategy development for Tiers I–III, based on December Universal Screener results
  - Balanced Assessment
  - Mid-year monitoring, academic focus areas
- **Day 4**
  - End-of-year review, analysis of student achievement data, team and vertical collaboration, and strategy development and refinement for action planning for SY 2015-2016
  - Differentiated, focused PLAs as determined by school improvement plans and principal action plans
  - PLAs aligned with end of first year RTI implementation to include S-Team processes, Universal Screener and increased understanding of the intervention database
  - Core Reading Instruction (K-3), Reading Intervention (4-5 and 6-12), Elementary Math Content (K-3 and 4-5) and Math Intervention (K-5 and 6-12)
- **District Early Release Days (ERD) – Day 5- the last early release day will become a full day**
  - Dates are aligned with Universal Screener beginning of the year, middle of the year and end of the year implementation
  - Analysis of universal screener data to identify RTI intervention strategies and student placement for Tier I–III. Professional learning activities will be aligned with needs identified through analysis of Universal Screener data

I appreciate the opportunity to make this request.



B. J. Worthington, Ed. D.  
Director of Schools

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