



CMCSS Newsletter

April 9, 2018

In This Newsletter

CMCSS website launches this summer

Introduction to Leadership Course

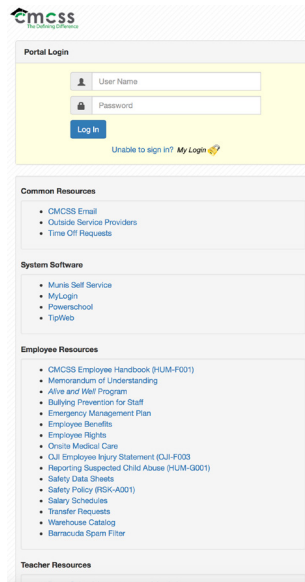
Benefits Update

Continuous Improvement

Positive Happenings in CMCSS

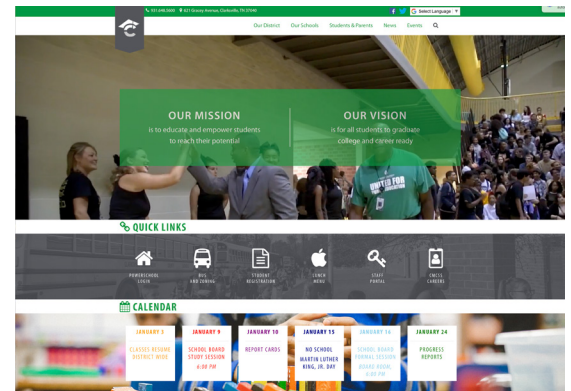
New, Improved CMCSS Website to Launch This Summer

A team of school system technology, communications and design staff have been working for several months to improve the CMCSS website, not only updating it aesthetically, but providing a friendlier and easier navigation experience for the user.



The first and most noticeable change for employees will be how to access internal resources and links. Since it first launched, the CMCSS website has been one site for all users: employees, parents, potential employees and stakeholders, making for a very crowded homepage, which sometimes caused confusion for the general public trying to get a simple piece of information. When the new website launches, this summer, the “Faculty & Staff” button at the top of the homepage will no longer be there. All the links, however will be found at <https://portal.cmcass.net>

The webteam will be sharing a link with employees to try out the site before it goes live to the public.



Introduction to Leadership Course Applications Available

The 2018-2019 Introduction to Leadership program is designed to provide essential leadership and management training to select Certified and Classified employees who have demonstrated interest and aptitude for broadening their leadership skills. The deadline to submit is May 11. Here is the link to the application: <http://www.cmcss.net/documents/profdev/201819leadershipapplication.pdf>

Benefits Update



Student Discount Forms for Certified Teachers

The State of Tennessee offers a public higher education fee discount to the eligible children of Certified Public School Teachers. These guidelines are set by the State of Tennessee and are as follows:

- Children under the age of 24 who are natural or legally adopted children of full-time certified teachers.
- Stepchildren under the age of 24 and living with a full-time certified teacher in a parent/child relationship.
- Fee discounts are only available for courses classified as undergraduate at a state-operated institution of higher learning.
- Fee discounts are not retroactive for prior terms.
- Discount forms may be requested as follows:
 1. email: faye.tryon@cmcss.net
 2. call: 931-920-7788
 3. Discount forms may be left at the front desk at Central Office on Gracey Avenue. Allow a 24-hour waiting period to process the form.
 4. Processed discount forms will be either returned to the teacher by the school courier or picked up at Central Office.
- Discount forms may be requested no earlier than 30 days prior to the beginning of the semester.
- Each semester, a new discount form is required.

REMINDER

Please remember to notify the Benefits Office any time your marital or family status changes.

- Marriage
- Birth of a baby
- Adoption
- Divorce

The Benefits Office is open Monday through Friday 7:30 a.m. to 4:30 p.m.

Donna McIntosh – donna.mcintosh@cmcss.net

Amy Wigington – amy.wigington@cmcss.net

Faye Tryon – faye.tryon@cmcss.net

Recommendations for District Improvements

To submit recommendations for district improvements, please go to Questions & Comments at the bottom of the district website or visit this link: <http://www.cmcss.net/helpfullinks/feedback.aspx>.

District Documents

All district documents can be searched for at <http://www.cmcss.net/forms.aspx>. To request updates to documents, please email April Sparks at april.sparks@cmcss.net.

Remember, the online version of any document is the official version.

Below are policy updates:

| Policy Number | Policy Name | Revision | Revision Date |
|---------------|---|----------|---------------|
| INS-A027 | Graduation Participation | C | 4/2/2018 |
| HUM-A075 | Substitute Probationary Substitute Status and Review Period | B | 4/2/2018 |
| COM-A001 | Distribution of Information and Material | A | 4/2/2018 |
| STS-A001 | Student Code of Conduct Policy | IR | 4/2/2018 |
| TRN-A023 | Student Bus Conduct Policy | IR | 4/2/2018 |
| SAF-A012 | CPR Policy | IR | 4/2/2018 |

New Employee Discounts

As a way to say thank you for all you do for our community, James Corlew Chevrolet is pleased to announce that all CMCSS employees will receive Supplier Pricing on New Chevrolets. Bring in a copy of your CMCSS ID badge and you will receive a below invoice price. All compatible manufacturer rebates will be given to you for additional savings. James Corlew Chevrolet is an authorized Kelly Blue Book Instant Cash Offer Dealership, meaning you will receive more than a fair trade amount, backed by a cash offer. Stop by and take a new Chevrolet for an overnight drive. See why Chevrolet is most awarded and fastest growing brand, the last 4 years overall. Your new Chevrolet includes our exclusive no charge 10-year or Million and One, limited powertrain warranty covering the engine, transmission, transaxle, and turbo. See JamesCorlew.com for details. We welcome all CMCSS employees to enjoy transparency, savings, and our customer centric staff.

More CMCSS employee discounts may be found at <http://www.cmcss.net/faculty/discounts.aspx>

Positive Happenings in CMCSS

Have you seen something positive around the district? Please tell us! You can report any comments or positive experiences at <http://www.cmcss.net/helpfullinks/feedback.aspx>.

Department or Section Complimented: Child Nutrition

Pat Lyle, Cafeteria Manager at Richview Middle, has done a wonderful job supplying lunches for our Classified Representative meetings each month. She goes above and beyond by catering to the dietary needs of those who place their order and ensuring everything is fresh.



Positive Happenings in CMCSS continued

Department or Section Complimented: Transportation

Today was our third grade field trip to Liberty Park and Roxy Theater, but because of the two-hour weather delay we weren't sure if we would still be able to go. I called and spoke with Ron Garner who went out of his way to make sure that even though we couldn't go to Liberty Park he would make sure we had buses for our students to go to the Roxy. I know this morning had to be as crazy for him as it was to me but you never would have noticed it. He was patient and very kind in helping me with this. I just wanted someone to know how much it means for someone to take the time and be as kind as he was.

Department or Section Complimented: Maintenance

Ty Milliken is an extremely professional, excellent HVAC technician. He has excellent communication skills, and he lets you know about the progress of his work. He goes the extra mile and does quality work. You can tell that he takes pride in his work. He is a very friendly person. Ty diagnoses problems and gets things fixed. He was greatly appreciated while he was here.

Department or Section Complimented: Maintenance

Randy is very professional. He communicates the problem and tells you how he is going to solve it or he tells you how he solved it. His customer service skills are outstanding, and he takes great pride in his work. He is a friendly person to work with.

Department or Section Complimented: Human Resources

Jamie Sitzler and Sandy Dailey have gone out of their way on multiple occasions to assist us this year with getting open positions filled in a timely manner. Jamie has made sure that we always have a consistent substitute for the students until the position is filled. Sandy goes above and beyond to make sure we have our candidates in place without delay in order to give the students the best possible learning environment. I am so thankful for all they have done for us this year.

Department or Section Complimented: Maintenance

Wow! We have an awesome employee who did some spot welding for us. I had an instrument, which one of my students broke in the music room at Cumberland Heights. Your employee, Steve Bradley came to my room, took the pieces and returned it the very next day. It was fixed much better than the way it came from the factory. Two weeks later, an identical instrument was broken, and again Steve came and fixed this one and returned it the very next day...with a smile on his face! We needed both of these instruments for an upcoming performance. Thank you, Steve, for going way beyond the call of duty to help us out when we were in a bind! You are just the kind of employee who makes this a system of excellence! Thank you again!

Department or Section Complimented: Warehouse

George Bishop is excellent at what he does. He is very professional and very nice. He gets the job done and he knows the value of customer service. He has spent significant time helping us at Barksdale, and we appreciate his hard work.

Department or Section Complimented: Maintenance

Mark Shively is an elite tradesman. His leadership skills are excellent. You always know where things stand, and his communication skills are outstanding. If it can be done, he will get the job done. He goes beyond the call of duty and he takes great pride in his work. He spent a whole lot of time working in Barksdale, and he did excellent work. He made Barksdale his school.