

**Work Session**  
**April 16, 2026 4:00 PM**  
Central Services Board Room

1. Call to Order/Moment of Silence/Pledge of Allegiance
2. Community Comments
3. Open Meetings
4. McKinstry
5. '26-'27 Budget
6. Capital Projects
7. Resolution
8. Technology Concern
9. Policies for Review
- 9.A. First Reading
- 9.B. Second & Final Reading
10. Items for Approval for Regular Board Meeting
11. Regular Meeting Financials
12. Adjournment

**(\* Indicates Board Approval Required)**

**PERFORMANCE CONTRACT**

This Performance Contract ("**Contract**") is made and entered into as of \_\_\_\_\_ ("**Effective Date**"), between McKinstry Viridis, LLC, a Washington limited liability company ("**McKinstry**"), having its principal offices at 5005 3<sup>rd</sup> Ave S., Seattle, WA 98134, and Cumberland County Schools, ("**Customer**"), who are collectively referred to as the "**Parties**", or individually as "**Party**".

WHEREAS, McKinstry is a company with experience and technical and management capabilities to provide for the discovery, engineering, procurement, installation, financing, savings guarantee, maintenance and monitoring of energy and water saving measures, and/or operations and maintenance cost reductions at facilities similar to Customer's facilities;

WHEREAS, McKinstry has prepared a project proposal which may be in the form of a directed engineering study, investment grade audit, other audit, study, or other preliminary assessment, ("**Proposal**") for Customer; and

WHEREAS, Customer desires for McKinstry to perform certain work as identified in this Contract, and McKinstry desires to perform such work;

WHEREAS, if Customer is a public entity, this Contract is procured pursuant to the following procurement statute or other authority: T.C.A. § 49-2-203 (a)(3)(G)(i-vi). McKinstry enters into this Contract in reliance on Customer's representations concerning the appropriateness and validity of the procurement mechanism(s) under which this contract is procured. Customer as a fiduciary acknowledges such reliance by McKinstry.

NOW THEREFORE, the parties agree as follows:

**1. Contacts.** As of the Effective Date, and subject to change from time to time, the following persons are the primary representatives of each party as related to execution of this project:

For McKinstry:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

For Customer:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

**2. Scope of Work.** McKinstry agrees to perform the design and/or construction work set forth in the Proposal described as set forth in the exhibits noted below and attached hereto ("**Work**"). Customer agrees to take all actions identified in this Contract that are necessary to achieve the project benefits identified. McKinstry will provide all labor, materials, equipment, and supervision, including subcontractors, necessary to perform the Work. If included in the Proposal or other exhibit to this Contract, McKinstry also agrees to perform post-construction services, which may include monitoring, measurement and verification services, following Substantial Completion of the Work ("**Services**").

**3. Compensation.** Customer shall pay McKinstry, see respective exhibits, ("**Price**") as

compensation for McKinstry's performance of the Work and/or Services. Unless different payment terms are specified in this Contract, or required by law: thirty percent of the Price shall be paid to McKinstry upon commencement of the Work as a mobilization fee; Customer shall pay McKinstry for the balance of the value of Work or Services that McKinstry completes, as the Work and Services are completed; Customer shall pay McKinstry within ten (10) days of receiving an invoice; and McKinstry will be entitled to interest at the rate allowed by law on all sums overdue and unpaid from the date due. Additional project financial information including total compensation and payment terms is as set forth in the Proposal, or other attached exhibits, as applicable.

**4. Time.** The Work to be performed under this Contract shall begin on \_\_\_\_\_ (“**Commencement Date**”) and is anticipated to end by the earlier of the dates set forth in Section 4.a. or 4.b., below (“**Time**”). If the Work is divided into phases or individual projects, each phase or project will start in accordance with the timeline included as part of this Contract. The Work, but not the Services, shall be completed by the date that is the earlier of:

- a.** The date on which McKinstry is substantially complete with the Work. Substantial completion means that McKinstry has performed enough of the Work so that Customer may use the Work for its intended purpose or realize an intended benefit from the Work. If the Work is divided into phases or individual projects for which individual prices have been negotiated, then substantial completion dates shall apply to each phase or individual project as indicated in this Contract. Substantial completion should be demonstrated via execution by Customer of a certificate of substantial completion.
- b.** 365 days after the Commencement Date, subject to equitable extensions of Time, or pursuant to this Contract.

Any Services shall commence on the substantial completion date, unless a different date is specified herein, and shall continue for a 1 year period unless a different period is specified herein. The term of all utility cost savings guarantees as set forth in the Proposal shall coincide with the term of the Services. If for any reason Customer terminates or breaches this Contract including but not limited to its obligations pursuant to the Services portion of the Contract or other separate agreement, the utility cost savings guarantees, if any, in this Contract shall automatically terminate.

**5. Permits, Approvals, Taxes.** Unless obtained by Customer or otherwise specified in this Contract, McKinstry shall obtain all permits, licenses, and inspections that are required for the Work. Customer shall be responsible for securing all other necessary approvals, easements, zoning changes, or similar entitlements. An equitable adjustment in the Time and Price of the Contract shall be made to account for any time Customer spends securing any of these items after the Commencement Date, and reasonable costs incurred by McKinstry as a result. Customer shall pay all taxes associated with the Work including, sales, use, real estate, and personal property taxes.

**6. Safety.** McKinstry shall be responsible for initiating, maintaining, and supervising all the safe performance of the Work. McKinstry shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities related to safety of persons or property.

**7. Cleanup.** McKinstry shall keep the premises and the surrounding area free from accumulation of waste materials or rubbish caused by the Work. Upon completion of the Work, McKinstry shall remove all waste materials, rubbish, tools, construction equipment, machinery, and surplus materials.

**8. Subcontractors.** McKinstry may hire subcontractors to perform any portion of the Work or Services under this Contract. McKinstry is entirely and ultimately responsible for compliance with the provisions of this Contract and for any part of work that is performed by a subcontractor.

**9. Borrowed Equipment.** If requested by McKinstry and if permitted by Customer's representative,

McKinstry may use Customer's equipment in performing the Work or Services. McKinstry, assumes full and complete responsibility for the use of the equipment, will ensure that only a competent operator will be permitted to use the equipment and only after fully inspecting the equipment, shall not modify the equipment, shall be solely responsible for all claims, demands, lawsuits, losses, expenses and/or liabilities that arise from its use of the equipment to the extent of McKinstry's negligence, and agrees that Customer makes no representation or warranty regarding the condition or suitability of equipment for any intended use.

**10. Insurance.** Prior to commencing Work, McKinstry shall provide to Customer a certificate of insurance. McKinstry shall maintain such insurance in full force and effect at all times until the Work has been completed, in the following minimum amounts:

Type of Insurance	Coverage
General Liability	\$4,000,000 General Aggregate / \$2,000,000 Each Occurrence
Professional Liability	\$5,000 Policy Aggregate / \$5,000,000 Each Claim
Automobile Liability	\$1,000,000 Combined Single Limit
Workers Compensation	Statutory

All deductibles or self-insured retentions (SIR) related to the above insurance requirements, regardless of size, will remain the responsibility of the party causing the claim.

**11. Bonds.** If required by Customer and not included in the Proposal, McKinstry shall furnish a performance bond and/or a payment bond, in an amount equal to the construction cost of the Work, and such cost shall be paid by Customer in addition to the Price. The performance bond shall cover completion of the physical work per the approved design. The bonds shall not guarantee or warranty the efficiency or performance of any aspect of the Work or Services, and shall not cover any obligation of McKinstry to ensure that the Work as constructed, or Services, will result in any particular level of energy savings. Any suit on the Bonds must be brought within the period of one (1) year after substantial completion; provided, however, that if this suit limitation is void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable. McKinstry may at its sole option furnish a retention bond in lieu of Customer withholding retainage on invoices. Retainage shall not exceed the minimum amount required by law, if any.

**12. Hazardous Materials.** The Work and Services expressly exclude any work of any nature associated or connected with the identification, abatement, cleanup, control, removal, or disposal of hazardous materials or substances, including but not limited to asbestos, lead, or PCBs. As of the Effective Date, Customer represents that, to the best of its knowledge, there is no hazardous material on the premises that may in any way relate to the Work or affect McKinstry's ability to deliver the Work or Services. Prior to the Commencement Date, Customer shall provide to McKinstry a comprehensive good faith survey that at a minimum complies with applicable regulatory requirements, and identifies all actual or suspected hazardous materials, quantities, and specific locations of such materials on the premises. Failure to timely provide such good faith survey shall result in an equitable adjustment to Time. If McKinstry becomes aware of or suspects the presence of hazardous materials on the premises during the Work or Services, McKinstry shall notify Customer, Customer shall investigate and correct the suspected hazardous materials in accordance with all applicable laws, McKinstry shall have the right to stop work in the affected area until the suspected hazardous materials are investigated and remediated by Customer, and the Time shall be equitably adjusted relative to the duration of Customer's investigation and remediation of the suspected hazardous materials.

**13. Delays.** If McKinstry is delayed in the commencement or completion of the Work or Services by any causes beyond its control, including but not limited to fire, flood, theft, vandalism, labor disputes, health emergencies, abnormal adverse weather conditions, acts of God, acts of the public enemy, riot, war, unavailability of equipment or supplies, or supply chain delays caused by any of the foregoing, then McKinstry shall provide written notice to the Customer of the existence, extent of,

and reason for such delays, and an equitable adjustment in the Time of the Contract shall be made as a result. If a delay is attributable to failure by Customer to perform its obligations under the Contract or failure to cooperate with McKinstry in the timely completion of the Work, then delays, and an equitable adjustment to Time and Price shall be made as a result. Customer agrees that McKinstry's time for performance under this Contract shall be increased to reflect the duration of the delay and that no liquidated damages or other damages shall apply related to such delay.

**14. Certificate of Substantial Completion.** Upon Substantial Completion of any part of the Work, Customer should execute a certificate of substantial completion acknowledging:

- a. The portion of the Work substantially completed, and the date of substantial completion.
- b. Receipt of any manuals and training provided by McKinstry under this Contract.
- c. Any warranty start date and warranty period.
- d. A punchlist of items remaining to be completed by McKinstry.

**15. Customer Use.** Upon substantial completion or beneficial use, whichever occurs first, Customer is responsible for use, operation, and maintenance of all aspects of the Work and Services. McKinstry shall not be responsible for improper use, operation, or maintenance of any aspect of the Work or Services by Customer or others at any time.

**16. Warranty and Guarantee.** McKinstry warrants that the Work will be of good quality and new; that the Work will be free from defects not inherent in the quality required or permitted; and that the Work will conform to this Contract. McKinstry warrants that the Work shall be free from defects in material and workmanship arising from normal usage for a period of one ( 1 ) year from the date of substantial completion, or beneficial use by Customer, whichever is earlier. This warranty does not cover any improper use, operation, or maintenance of any aspect of the Work, or if the Work has been abused, altered, or repaired by the Customer or third parties without supervision by or prior written approval from McKinstry, or if serial numbers or warranty date decals have been removed or altered. Customer must report any warranty claims to McKinstry in writing, and such claims must be presented immediately upon having reason to know that a warranty issue exists. Provided, however, that McKinstry makes no warranty whatsoever regarding materials or products provided by third parties that are incorporated into the Work, but in such case the terms of the manufacturer's warranty or other warranty, if any, shall apply between Customer and the third party manufacturer of the material or product. THE WARRANTIES CONTAINED IN THIS CONTRACT ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY. If a performance guarantee is included in this Contract, then performance in excess of the baseline of the guarantee in any period(s) shall be credited toward other period(s) where performance is below the baseline of the guarantee for such other period(s) and shall offset such performance shortfalls in those other period(s).

**17. Indemnity.** Each Party ("Indemnitor") shall indemnify and hold harmless the other Party and its directors, officers, agents and employees against loss, liability, damage, and expense including attorneys' fees awarded by a court of competent jurisdiction, for third party claims for injury or death to persons or damage to property, caused by the negligent conduct of the Indemnitor in connection with the work, but only to the extent of the Indemnitor's negligence. Customer shall indemnify the Indemnitor from any claims by its financing sources related to McKinstry's actions or inactions under this Agreement. This section shall only apply to the extent allowable under Tennessee law.

**18. Damages.** NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR ANY CONSEQUENTIAL, INDIRECT, SPECIAL, INCIDENTAL, EXEMPLARY, OR SIMILAR DAMAGES OR LOSSES, INCLUDING LOSS OF PROFITS, ARISING OUT OF OR RELATING TO THIS CONTRACT, WHETHER BASED IN CONTRACT OR TORT OR ANY OTHER THEORY, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NEITHER PARTY

SHALL BE LIABLE TO THE OTHER PARTY IN AN AMOUNT IN EXCESS OF THE LIABLE PARTY'S PRIMARY INSURANCE COVERAGE LIMITS. NOTWITHSTANDING THE FOREGOING, IN NO EVENT WILL MCKINSTRY'S AGGREGATE LIABILITY TO CUSTOMER UNDER THIS CONTRACT OR ANY CONSTRUCTION RELATED TO THE PROPOSALS EVER EXCEED THE AMOUNTS ACTUALLY PAID BY CUSTOMER TO MCKINSTRY UNDER THIS AGREEMENT. MCKINSTRY SHALL NOT BE RESPONSIBLE FOR ANY LOSS, DAMAGE, COST OR EXPENSE ARISING OUT OF OR RESULTING FROM (I) CUSTOMER'S FAILURE TO USE AND MAINTAIN THE EQUIPMENT AND/OR THE CUSTOMER'S FACILITIES IN ACCORDANCE WITH OPERATIONAL GUIDELINES; (II) CUSTOMER'S NON-COMPLIANCE WITH ANY LAW OR PERMITS AS APPLICABLE; (III) ANY ALTERATION OR MODIFICATION MADE TO THE CUSTOMER'S FACILITIES BY THE CUSTOMER OR ITS AGENTS OTHER THAN MCKINSTRY; (IV) THE NEGLIGENCE, WILLFUL MISCONDUCT, OR BREACH OF THIS AGREEMENT BY THE CUSTOMER OR ITS AGENTS (OTHER THAN MCKINSTRY AND ITS SUBCONTRACTORS); OR (V) PRE-EXISTING ENVIRONMENTAL CONDITIONS OR FAILURE BY CUSTOMER TO MAINTAIN THE PREMISES OF THE CUSTOMER'S FACILITIES OR TO PROPERLY DISPOSE OF ANY HAZARDOUS WASTES BY THE CUSTOMER. THIS SECTION SHALL ONLY APPLY TO THE EXTENT ALLOWABLE UNDER TENNESSEE LAW.

**19. Force Majeure.** Neither Party will be liable to the other Party for damages, loss, injury, or delay caused by conditions that are beyond the reasonable control of the Party. Such conditions include, but are not limited to fire, flood, theft, vandalism, labor disputes, abnormal adverse weather conditions, acts of God, acts of the public enemy, riot, war, pandemic, cyberattack, unavailability of equipment or supplies, or supply chain delays caused by any of the foregoing. If this Contract covers fire safety or security equipment, Customer acknowledges that McKinstry is not an insurer regarding those services, and McKinstry shall not be responsible for any damage or loss that may result from fire safety or security equipment that fails to perform properly or fails to prevent a casualty loss.

**20. Changes.** The Work or Services may be changed pursuant to a written change order executed by an authorized McKinstry signer and Customer signer ("**Change Order**"). A Change Order is valid only to the extent that it changes the scope of Work or Services, Price, and/or Time. Any invalid portions of a Change Order shall be disregarded. The Parties contemplate that Change Orders may include scope changes such as installation of additional utility conservation measures, facility improvement measures, and operational efficiency improvements or the furnishing of additional services within the identified facilities, as well as other facilities owned or operated by Customer.

**21. Intellectual Property.** Plans, designs, specifications, drawings, materials, exhibits, reports, memoranda, studies, software code, electronic data, and other intellectual information and materials provided by McKinstry to Customer (collectively the "Intellectual Property") as part of the Work or Services are instruments of service owned by McKinstry and are not "work made for hire" as such term is defined under U.S. copyright law. If this Contract is performed to completion, then McKinstry grants to Customer a limited license to use the Intellectual Property to operate, maintain, renovate, and manage the subject matter of this Contract. The Intellectual Property shall not be used on other projects or for completion of the Work or Services by others, unless McKinstry is adjudged to be in material breach of this Contract, in which case Customer shall use the Intellectual Property at its sole risk, and shall hold McKinstry harmless from any and all errors or omissions in the Intellectual Property.

**22. Termination.** This Contract may be terminated at any time as described below:

- a. Termination for Cause.** If McKinstry materially fails to perform under this Contract, Customer may notify McKinstry in writing of Customer's intent to terminate this Contract along with a description of the alleged failure. If McKinstry does not in good faith take reasonable steps to correct such failure within fifteen (15) days after receipt of such notice,

Customer may terminate this Contract, and McKinstry shall be entitled to receive payment for all amounts earned prior to termination. If it is determined for any reason that termination was improper, the termination shall be treated as a termination for convenience.

- b. Termination for Convenience.** Customer may terminate this Contract in whole or in part for any reason by providing written notice of termination to McKinstry and specifying the date on when the termination becomes effective. Upon receipt of such notice, McKinstry shall incur no further obligations in connection with the terminated work and will stop work to the extent specified. McKinstry shall also terminate outstanding orders and subcontracts as they relate to the terminated work. McKinstry shall settle liabilities and claims arising out of the termination of subcontracts and orders connected with the terminated work, and Customer shall pay McKinstry for such expensees, demobilization costs incurred by McKinstry due to the termination, and lost profits on terminated work. Such amounts shall be paid by Customer to McKinstry within fifteen (15) days of McKinstry's delivery to Customer of a request for payment. In addition, McKinstry may terminate this Contract in whole or in part for any reason by providing written notice of termination to Customer and specifying when termination becomes effective. In such case, McKinstry shall refund to Customer all amounts prepaid by Customer and unearned by McKinstry as of the date of termination, and Customer shall have no payment obligation to McKinstry for unperformed Work.
- c. Unappropriated Public Funds.** If Customer is a public entity that is prohibited by law from making fiscal commitments beyond the term of its current fiscal period, and does not currently have funds set aside to pay for this Contract in future years, then McKinstry's compensation in future years is contingent upon the availability of appropriations in future years sufficient to pay for this Contract. Payments pursuant to this Contract shall only be made from funds appropriated or available to pay for this Contract, and Customer's liability for payments shall be limited to the amount of appropriated or available funds. If Customer funds are not appropriated or available to fund this Contract, then Customer may terminate this Contract without further obligation related to the non appropriated or unavilable funds.

**23. Disputes.** The Parties agree that the following process will be used to resolve any dispute between them. All dispute resolution shall be conducted in good faith, shall be confidential, shall be treated as compromise and settlement negotiations for purposes of applicable rules of evidence, and shall be inadmissible in any litigation, or other judicial proceeding. First, the Parties will attempt to negotiate a resolution. If a dispute remains unresolved more than thirty (30) calendar days after the commencement of negotiation and the Parties have not mutually agreed to extend the negotiation period, then the Parties shall pursue mediation. In mediation, the Parties shall mutually select a mediator, the cost of the mediator and other administrative costs shall be shared equally by the Parties, and each Party shall be responsible for its own costs and expenses. If any dispute remains unresolved more than sixty (60) calendar days after the commencement of mediation, and the Parties have not mutually agreed to extend the mediation period, then either Party may pursue arbitration. If any dispute remains unresolved more than sixty (60) calendar days after the commencement of mediation, and the Parties have not mutually agreed to extend the mediation period, then either Party may pursue the dispute in a court of competent jurisdiction for Cumberland County, Tennessee.

**24. Notices.** All notices to McKinstry shall be written, shall be sent via certified mail or a national courier service or personally delivered, shall consist of one original to Attn: General Counsel, McKinstry, 5005 3<sup>rd</sup> Ave. S., Seattle, WA 98134, and one original to the primary McKinstry contact for the Work, and shall be deemed delivered when received by the General Counsel.

**25. Non-Solicitation of Employees.** Customer shall not, so long as McKinstry is engaged by Customer

and for twelve (12) months after such engagement ends, directly or indirectly solicit or recruit any employee of McKinstry to leave his or her employment with McKinstry. This provision does not apply if the McKinstry employee approaches Customer of his or her own accord.

**26. Choice of Law/Venue.** The validity, interpretation, and performance of this Contract shall be governed exclusively in accordance with and by the laws of the state in which the Work is performed. The venue for resolving any dispute shall be the county in which the Work is performed.

**27. Assignment.** Neither Party may assign or transfer its rights and/or obligations under this Contract without the prior written consent of the other Party which shall not be unreasonably withheld, unless the assignment is to an affiliate of the Party.

**28. No Waiver.** No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Contract shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver.

**29. No Third Party Beneficiaries.** There are no third party beneficiaries under this Contract or any portion thereof.

**30. Severability, Survival.** If any portion of this Contract shall be held invalid in whole or in part under any law, rule, regulation, or order, then such portion shall remain in effect only to the extent permitted, and the remaining portions of the Contract shall remain in full force and effect. Any invalid portions shall be substituted with an interpretation that most accurately reflects the Parties' intentions.

**31. Tax Benefits.** Unless otherwise specified in this Contract, McKinstry is solely entitled to claim tax benefits available under section 179D of the Internal Revenue Code (EPAAct), or its successor.

**32. Waiver of Subrogation.** The Parties waive all rights against each other and their directors, officers, agents, and employees, and other contractors, for damages or losses to the extent covered by insurance.

**33. Amendment.** This Contract may not be amended except pursuant to a written amendment signed by an authorized signer of each Party.

**34. Headings.** The headings of this Contract are for purposes of reference only and shall not limit or define the meaning of the provisions of this Contract.

**35. Complete Agreement.** This Contract, including the exhibits attached hereto, is a fully integrated agreement, and contains the entire understanding between McKinstry and Customer with respect to the subject matter hereof. Any legal terms and conditions appearing elsewhere in this Contract shall be ignored to the extent they contradict or are inconsistent with the terms and conditions contained in the foregoing numbered list. All previous agreements between McKinstry and Customer as to the Work are superseded by this Contract.

**36. Contract Documents.** By this reference, the following exhibits are attached hereto and made a part of this Contract:

Exhibit A:	Phase 2A-1: Operations and Maintenance Improvement Program
Exhibit B:	Phase 2B: Capital Project Engineering and Design
Exhibit C:	Customer Expectations
Exhibit D:	Facilities

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the Effective Date.

**MCKINSTRY**

**CUSTOMER**

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

\_\_\_\_\_

## EXHIBIT A

### PHASE 2A-1: OPERATIONS AND MAINTENANCE IMPROVEMENT PROGRAM

The scope of work for the CMMS & Workflow Implementation includes the following services:

- 1.1. Define New Workflow Process & KPIs: McKinstry will engage the district in a collaborative process to define a new workflow process centered around moving from paper to electronic documentation, consolidating and improving communication channels, tagging assets to work orders, tracking labor and material costs, reducing administrative time and increasing time-on-tool, increasing preventative maintenance completion, and improving data quality and reporting capabilities.
  - 1.1.1. Define Key Performance Indicators (KPIs) by which the future workflow process will be measured.
  - 1.1.2. Define requirements for a new CMMS based on the needs of the optimized workflow process.
  - 1.1.3. Meet with the district up to 4 times in support of these activities.
  - 1.1.4. Deliver a workflow optimization plan that includes: a workflow diagram showing adjustments to workflow processes and procedures, KPI definitions, a work order prioritization framework (including definitions around emergency, high, and low priority work), and CMMS software requirements.
- 1.2. Asset Labeling & Tagging: McKinstry will provide an asset labeling and QR tagging standard. Once approved by the district, McKinstry will perform asset labeling and tagging as follows:
  - 1.2.1. Provide an asset tagging standard, to be approved by district.
  - 1.2.2. Provide a weather-resistant tag for each asset, up to 1,900 assets.
  - 1.2.3. Tag each asset in accordance with the asset tagging standard using nomenclature provided by the owner.
  - 1.2.4. Upon completion of tagging, provide an asset tagging database documenting all QR codes and their associated assets.
  - 1.2.5. Label each asset with a unique equipment ID and work with the CMMS software vendor to assign QR codes to assets within the software.
- 1.3. Setup & Rollout of CMMS Software: McKinstry will manage the CMMS setup and rollout process, including:
  - 1.3.1. Work with CMMS vendor to define a delivery timeline and manage the project to that timeline.
  - 1.3.2. Provide system setup parameters to CMMS vendor (building IDs, building groups, user types, issue types, service request info, preventative maintenance info).
  - 1.3.3. Provide CMMS guidance around preventative maintenance and ensure vendor sets up PM tasks and frequencies.
  - 1.3.4. Ensure users are properly trained on system use and have been given access.
  - 1.3.5. Work with CMMS vendor to support rollout of a service request portal (if defined and procured), including system parameters and communication to end users.
- 1.4. RCx Enablement – Installation of Pelican Temperature Sensors: McKinstry will provide and install supply air temperature sensors on identified HVAC equipment across Cumberland County Schools, including:
  - 1.4.1. Install new supply air temperature sensors on 296 rooftop units (RTUs) across the district.
  - 1.4.2. Install new supply air temperature sensors on 31 split systems greater than 4 tons in size.
  - 1.4.3. Integrate new sensors into the existing building automation system (BAS) and verify that sensor points are properly mapped, visible within the BAS, and communicating as intended.
  - 1.4.4. Confirm that installed sensors are functioning properly and providing reliable temperature data for ongoing monitoring and operational use.
- 1.5. Reveal Energy Module Expansion: McKinstry will expand the district's current Reveal platform capabilities through the addition of the Energy Module, including:
  - 1.5.1. Add the Reveal Energy Module to supplement the district's existing facility condition assessment capabilities.
  - 1.5.2. Incorporate selected building automation system (BAS) information into the Reveal platform.
  - 1.5.3. Configure the platform to support system trending and fault detection functionality.
  - 1.5.4. Improve visibility into equipment performance and operational conditions across the district to support more informed maintenance planning, asset management, and long-term capital decision-making.

1.6. NOT Included in this Phase:

1.6.1. Facility Intelligence (KPIs, Dashboards) setup

1.6.2. Ongoing Management & Support

To the extent consistent with applicable laws and regulations:

The maximum fee for the CMMS & Workflow Implementation scope of work shall be: \$220,400.

## **EXHIBIT B**

### **PHASE 2B: CAPITAL PROJECT ENGINEERING AND DESIGN**

The scope of work includes the services described in this exhibit. As applicable, the Phase 2B: Capital Project Engineering and Design shall be performed as described below, to the extent consistent with applicable laws and regulations:

- 1.1. Through on-site evaluations, meetings with key stakeholders, preliminary engineering efforts, McKinstry shall develop a preliminary analysis of potential Strategic Capital Planning Projects to be implemented and recommended operations and maintenance improvements for Customer. These projects are aimed at addressing the mechanical, electrical, plumbing, safety, and other systems within the facilities.
  - 1.1.1. Identify Facility Improvement Measures (FIMs), which appear in the judgment of McKinstry to be likely to provide strategic benefit to the Customer and therefore warrant further analysis.
  - 1.1.2. For each FIM, prepare a preliminary estimate of implementation costs and energy cost savings, including description of analysis methodology, supporting calculations and assumptions used to estimate savings. Operational cost savings will be calculated where applicable.
  - 1.1.3. Throughout the Phase 2B: Capital Project Engineering and Design, the team may find items that could be efficiently and effectively replaced by the owner and their staff. McKinstry staff will notify the owner should they come across any of these items.
- 1.2. McKinstry shall establish allowable cost and savings factors with Customer:
  - 1.2.1. Savings estimates may include:
    - a. Energy and water savings
    - b. Customer material/commodity savings, including scheduled replacement of parts
    - c. Outside labor cost savings, including maintenance contracts
    - d. Customer in-house labor costs
    - e. Customer deferred maintenance cost
    - f. Offset of future customer capital cost
    - g. Other savings the Customer and McKinstry jointly deem reasonable
- 1.3. McKinstry shall assess facility systems and asset conditions to identify deficiencies, risks, and opportunities for capital improvement across the Customer's portfolio.
- 1.4. McKinstry shall develop engineered documentation and supporting materials to define recommended capital projects and associated scopes of work.
- 1.5. McKinstry shall establish design and performance standards to guide capital improvements, considering facility use, occupant needs, lifecycle performance, and operational efficiency.
- 1.6. There are three phases of design and development work that can be staged to support informed decision-making, manage financial impact, and validate next steps with the Customer for proposed capital projects:
- 1.7. Conceptual Design: The initial phase focuses on identifying and prioritizing potential capital projects in collaboration with the Customer. This includes evaluating existing conditions, defining the range and depth of improvements, and aligning scope with the Customer's goals. Deliverables include conceptual designs, planning narratives, and budgetary cost estimates, co-developed and agreed upon at the conclusion of this phase.
- 1.8. Midterm Design: This phase advances priority projects into more detailed, engineering-grade design to refine scope, validate assumptions, and solidify project costs. Drawing sets and technical documentation are developed to support project planning and delivery. Portions of this phase may be deferred until after project award if the Customer and Authority Having Jurisdiction (AHJ) are comfortable proceeding based on budgetary pricing.
- 1.9. Final Design: This phase includes finalizing project designs, producing stamped construction documents, and developing contractor procurement packages to execute the defined scope of work. This phase may also be deferred until after project award at the Customer's discretion.
  - 1.9.1. McKinstry shall review the selected FIMs with Customer at the final stage of FIM development. The purpose of this review is to ensure alignment with Customer goals and identify any necessary changes to the FIMs prior to the next phases of work. This review will include the final implementation cost,

energy use, savings potential, and retrofit opportunities. At the conclusion of the review, Customer will work mutually with McKinstry to select FIMs for inclusion in the next phase of work.

1.10. McKinstry shall assist the Customer in completing and submitting funding applications related to the FIMs developed by McKinstry as part of a potential construction project.

1.11. Upon completion of FIM development, McKinstry shall prepare a report to include the above referenced items.

Future scopes of work may be added to this Contract by execution of one or more work orders or change orders mutually agreed upon between McKinstry and Customer.

To the extent consistent with applicable laws and regulations:

The maximum fee for the Phase 2B: Capital Project Engineering and Design shall be: \$76,878  
McKinstry will perform the Phase 2B: Capital Project Engineering and Design at no upfront cost to Customer.

If Customer accepts the design phase agreement and enters into an capital project with McKinstry, Customer shall have no up-front payment obligations under this Contract but acknowledges that the fee for the design phase shall become part of the compensation owed to McKinstry under the Phase 2B: Capital Project Engineering and Design.

If the Capital Project Engineering and Design phase yields actionable measures that demonstrate improvements for the Customer but Customer fails or refuses to enter into a capital project with McKinstry within thirty business days after completion of the Phase 2B: Capital Project Engineering and Design , Customer shall pay McKinstry the fee listed above within 30 days of completion of the Phase 2B: Capital Project Engineering and Design , and this Contract will terminate without any further liability of either party.

If, during the Phase 2B: Capital Project Engineering and Design , Customer terminates this Contract, Customer shall pay McKinstry for work performed prior to such termination, calculated as a prorated portion of the fee listed above, within 30 days of completion of the Phase 2B: Capital Project Engineering and Design , and this Contract will terminate without any further liability of either party.

## EXHIBIT C

### CUSTOMER EXPECTATIONS

1.1 McKinstry shall collect data and background information from Customer:

- 1.1.1 Customer shall use its best efforts to assist McKinstry in performing the Phase 2B: Capital Project Engineering and Design .
- 1.1.2 Customer agrees to work diligently to provide McKinstry full and accurate information regarding the facilities that are the subject of the Phase 2B: Capital Project Engineering and Design and acknowledges that McKinstry will rely on the accuracy of such information.
- 1.1.3 Customer will provide McKinstry with information concerning facility operation and energy use for the most recent three years from the effective date of this Contract as follows:
  - a. Building area (square footage)
  - b. Construction date of facilities and major additions/modifications
  - c. Utility company invoices, and if available, electronic access to utility usage information
  - d. Facility occupancy and usage information
  - e. Description of all energy-consuming or energy-saving equipment used on the premises, as available
  - f. Description of current energy management procedures
  - g. Description of any energy-related improvements made or currently being implemented
  - h. Description of any changes in structure of the facility or energy-using or water-using equipment
  - i. Description of future plans regarding building modifications or equipment modifications and replacements
  - j. Description of future plans regarding school consolidation
  - k. Drawings (may include mechanical, plumbing, electrical, buildings automation and temperature controls, structural, architectural, modifications, and remodels), as available
  - l. Original construction submittals and factory data (specifications, pump curves, etc.), as available
  - m. Operating engineer logs, maintenance work orders, etc. as available
  - n. Remote access to building automation systems if available, local access otherwise.
  - o. Records of maintenance expenditures on energy-using equipment, including service contracts
  - p. Prior energy audits or studies, facility/master plans, engineering studies, if any

## **EXHIBIT D**

### **FACILITIES**

List of facilities that will be evaluated:

1. Central Office
2. Central Services Annex
3. Crab Orchard Elementary
4. Cumberland County High School
5. Frank P. Brown Elementary
6. Glenn Martin Elementary
7. Homestead Elementary
8. Maintenance Shop
9. North Cumberland Elementary
10. Phoenix Elementary
11. Pine View Elementary
12. Pleasant Hill Elementary
13. South Cumberland Elementary
14. Stone Elementary
15. Stone Memorial High School
16. Transportation Shop

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>40000</b>	<b>LOCAL TAXES</b>				
<b>40100</b>	<b>County Property Taxes</b>				
40110	Current Property Taxes	2,026,748	1,890,277		
40120	Trustee's Collection - Prior Year	66,150	52,999		
40130	Cir Clk/Clk & Master Coll-Pr Yr	5,359	18,765		
40140	Interest & Penalty	9,253	21,342		
<b>Total</b>	<b>County Property Taxes</b>	<b>2,107,510</b>	<b>1,983,383</b>		
<b>40200</b>	<b>County Local Option Taxes</b>				
40210	Local Option Sales Tax	16,620,915	16,953,333		
40270	Business Tax	4,153	3,561		
40275	Mixed Drink Sales	66,279	57,360		
<b>Total</b>	<b>County Local Option Taxes</b>	<b>16,691,347</b>	<b>17,014,254</b>		
<b>TOTAL</b>	<b>LOCAL TAXES</b>	<b>18,798,857</b>	<b>18,997,637</b>	<b>18,403,420</b>	Per March Estimate
<b>43000</b>	<b>CHARGES FOR CURRENT SERVICES</b>				
<b>43500</b>	<b>Education Charges</b>				
43517	Tuition - Other	189,894	150,246	179,598	Kids Club
43570	Receipts from Individual Schools	111,591	66,000	66,000	
43990	Other Charges for Services	32,237	15,000	24,623	Dual Credit
<b>Total</b>	<b>Education Charges</b>	<b>333,722</b>	<b>231,246</b>	<b>270,221</b>	
<b>TOTAL</b>	<b>CHARGES FOR CURRENT SERVICES</b>	<b>333,722</b>	<b>231,246</b>	<b>270,221</b>	
<b>44000</b>	<b>OTHER LOCAL REVENUES</b>				
<b>44100</b>	<b>Recurring Items</b>				
44110	Investment Income	95,377	-	-	This is an audit adjustment each year made by the state auditor regarding Retirement Hybrid Stabilization
44120	Lease/Rentals	7,140	4,240	13,821	Crossroads Academy
44145	Sale of Recycled Materials	3,093	2,500	2,500	Scrap Metal Recycling
44170	Miscellaneous Refunds	166,463	110,000	110,000	
<b>Total</b>	<b>Recurring Items</b>	<b>272,073</b>	<b>116,740</b>	<b>126,321</b>	
<b>44500</b>	<b>Nonrecurring Items</b>				
44530	Sale of Equipment	534	-	-	
44560	Damages Recovered from Individuals	1,629	500	500	Books/Bus Seats, etc.
44570	Contributions & Gifts	17,300	16,000	16,000	
<b>Total</b>	<b>Nonrecurring Items</b>	<b>19,464</b>	<b>16,500</b>	<b>16,500</b>	

General Purpose School Fund  
For Fiscal Year Ending June 30, 2027

Cumberland County Board of Education  
Proposed Budget FY 27

Budget Draft II  
April 23, 2025

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>44900</b>	<b>Other Local Revenues</b>				
44990	Other Local Revenues	18,882	14,000	14,000	District Solution Bus Advertising
<b>Total</b>	<b>Other Local Revenues</b>	<b>37,764</b>	<b>14,000</b>	<b>14,000</b>	
<b>TOTAL</b>	<b>OTHER LOCAL REVENUES</b>	<b>310,418</b>	<b>147,240</b>	<b>156,821</b>	
<b>46000</b>	<b>STATE OF TENNESSEE</b>				
<b>46100</b>	<b>General Government Grants</b>				
46175	On-behalf Contributions for OPEB	197,599			This is an audit adjustment each year made by the state auditor.
<b>Total</b>	<b>General Government Grants</b>	<b>197,599</b>	<b>-</b>	<b>-</b>	
<b>46500</b>	<b>State Education Funds</b>				
46510	TISA	50,209,282	51,834,178	53,690,093	Per March Estimate
46513	TISA - On-behalf Payments	149,737	-	-	
46515	Early Childhood Education	1,167,132	973,987	973,987	
46590	Other State Education	910,731	597,026	597,026	Salary Equity/Strategic Compensation
46591	Healthy Students Stronger Learners	127,847	113,000	113,000	3rd yr of 5 yr grant
46610	Career Ladder Program	49,730	80,000	75,000	
46790	Other Vocational	2,029,776	3,000,000		
<b>Total</b>	<b>Regular Education Funds</b>	<b>54,644,235</b>	<b>56,598,191</b>	<b>55,449,106</b>	
<b>46800</b>	<b>Other State Revenue</b>				
46980	Other State Grants	142,496	-		
46981	Safe Schools - ARRA	198,314	-		
46990	Other State Revenues	194,935	106,000	100,000	Parental Leave from State
<b>Total</b>	<b>Other State Revenues</b>	<b>535,744</b>	<b>106,000</b>	<b>100,000</b>	
<b>TOTAL</b>	<b>STATE OF TENNESSEE</b>	<b>55,377,579</b>	<b>56,704,191</b>	<b>55,549,106</b>	
<b>47000</b>	<b>FEDERAL GOVERNMENT</b>				
<b>47100</b>	<b>Federal Through State</b>				
47590	Other Federal Through State	290,646	271,000	326,115	Gear Up Grant
<b>Total</b>	<b>Federal Government</b>	<b>290,646</b>	<b>271,000</b>	<b>326,115</b>	
<b>TOTAL</b>	<b>FEDERAL GOVERNMENT</b>	<b>290,646</b>	<b>271,000</b>	<b>326,115</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>48000</b>	<b>OTHER GOVT AND CITIZENS GROUPS</b>				
<b>48100</b>	<b>Other Governments</b>				
48130	Contributions	705,472			e-RateProgram; Auditor gives us this info during audit.
<b>Total</b>	<b>Other Governments</b>	<b>705,472</b>	-	-	
<b>48600</b>	<b>Citizens Groups</b>				
48610	Donations	27,800	3,250	-	
48990	Other	5,500			
<b>Total</b>	<b>Citizens Groups</b>	<b>33,300</b>	<b>3,250</b>	-	
<b>TOTAL</b>	<b>OTHER GOVT AND CITIZENS GROUPS</b>	<b>738,772</b>	<b>3,250</b>	-	
<b>49000</b>	<b>OTHER SOURCES (NON-REVENUE)</b>				
49600	Proceeds from Sale of Capital Assets	4,500	-		
49700	Insurance Recovery	-	-		
49800	Transfers In	10,000			
<b>Total</b>		<b>14,500</b>	-		
<b>TOTAL</b>	<b>OTHER SOURCES (NON-REVENUE)</b>	<b>14,500</b>	-		
<b>TOTAL</b>	<b>REVENUES FUND 141</b>	<b>75,864,494</b>	<b>76,354,564</b>	<b>74,705,684</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>71000</b>	<b>INSTRUCTION</b>				
<b>71100</b>	<b>REGULAR INSTRUCTION PROGRAM</b>				
					360 Teaching positions. + \$703,500 for 12 addtl teachers for new class size ratio +10,000 Classroom overage expense, HS Summer School - \$50,000 + Strategic Comp \$100,000.
116	Teachers	20,016,822	20,202,256	22,306,935	
117	Career Ladder Program	38,875	37,875	30,000	
128	Homebound Teachers	59,385	64,564	71,738	(2) 1/2 time positions
163	Aides	1,011,324	1,119,482	1,254,742	57 Teaching Assistants
188	Bonus Payments	298,501		-	
189	Other Salaries & Wages	78,465		-	
195	Certified Substitute Teachers	59,262	60,000	72,900	\$135 per day
198	Non-Certified Substitute Teachers	220,920	200,000	240,000	\$100 per day
201	Social Security	1,567,679	1,658,840	1,834,188	7.65%
204	State Retirement	1,489,583	1,597,456	1,736,990	6.35% Legacy; 9% Hybrid; 10% Classified
206	Life Insurance	24,636	29,172	29,172	
207	Medical Insurance	4,886,459	5,002,138	11,800,000	
208	Dental Insurance	128,004	133,600	145,695	\$28.17*431*12
217	Ret-Hybrid Stabilization	-	85,228	86,640	.85% Hybrid
399	Other Contracted Services	31,092	35,000	35,000	Residential facility fees for students; \$24,000x3 students, 504 Student Therapy \$11,000
429	Instructional Supplies	307,521	300,000	300,000	Record Books \$3,200 (Art, Instr. Supplies \$254,000 includes paper), \$5,000 district paper, \$200 Gifted, w/cushion for enrollment change & price increase, handwriting program.
449	Textbooks - Bound	28,905	738,500	738,500	Science, Social Studies, ELA
471	Software	4,945	22,352	20,000	Aimsweb 4-8
499	Other Supplies & Materials	64,197	67,983	67,983	Dual Credit \$30,000, (\$23,751 Band, Choir, Music, Library supply) Kindergarten supply \$2,900
535	Fee Waivers	4,687	11,000	10,000	Caps/Gowns, Jostens
595	TISA - On-behalf Payments	149,737	-	-	Parental Leave Reimbursement
599	Other Charges	-	-	-	
790	Other Equipment	4,139	-	-	
<b>71100</b>	<b>Total</b>	<b>30,475,138</b>	<b>31,365,446</b>	<b>40,780,483</b>	<b>\$28,980,483 without the insurance price</b>

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>71150</b>	<b>ALTERNATIVE INSTRUCTION PROGRAM</b>				
116	Teachers	238,279	250,464	264,750	4 Alt School Teacher FT
117	Career Ladder Program	3,000	3,000	3,000	
163	Aides	19,699	22,360	24,010	\$1/Hr Pay increase plus step
188	Bonus Payments	3,020	-	-	
201	Social Security	19,522	21,101	22,320	7.65%
204	State Retirement	18,086	20,675	20,614	6.35% Legacy; 9% Hybrid; 10% Classified
206	Life Insurance	275	275	275	
207	Medical Insurance	52,880	68,429		
208	Dental Insurance	1,633	1,650	1,690	\$28.17*5*12
217	Ret-Hybrid Stabilization	-	488	449	.85% Hybrid
399	Other Contracted Services	1,000	1,000	1,000	TISA (Copier)
429	Instructional Supplies	5,000	8,300	8,300	Edmentum Annual Licenses Curriculum Seat Software for MS & HS
499	Other Supplies & Materials	1,000	2,000	2,000	TISA + Day Care Supplies
790	Other Equipment	1,000	1,000	1,000	TISA
<b>71150</b>	<b>Total</b>	<b>364,394</b>	<b>400,742</b>	<b>349,408</b>	
<b>71200</b>	<b>SPECIAL EDUCATION PROGRAM</b>				
116	Teachers	3,142,392	3,374,332	3,540,053	59 teachers
117	Career Ladder Program	6,000	6,000	5,000	
128	Homebound Teachers	67,145	64,564	66,438	(2) 1/2 time positions
163	Aides	833,908	742,158	947,075	37 assistants; \$1/Hr Pay Increase
188	Bonus Payments	57,078	-	-	
189	Other Salaries & Wages	-	-	-	
195	Certified Substitute Teachers	3,985	10,000	10,000	\$135 Per Day
198	Non-Certified Substitute Teachers	39,792	41,562	71,562	\$100 Per Day
201	Social Security	306,866	324,254	354,970	7.65%
204	State Retirement	305,044	319,344	369,706	6.35% Legacy; 9% Hybrid; 10% Classified
206	Life Insurance	4,967	5,336	5,336	59 Cert, 37 Class
207	Medical Insurance	1,058,098	1,113,151		
208	Dental Insurance	29,234	32,110	32,452	\$28.17x12x96
210	Unemployment Compensation	315	315	315	
217	Ret-Hybrid Stabilization	-	16,725	16,104	0.85%
336	Maint & Repair Serv. - Equipment	-	200	200	Copier repair & re-calibration of audiometers
429	Instructional Supplies	9,734	11,600	12,000	TISA money for teachers x 60
499	Other Supplies & Materials	81,972	1,000	1,000	Non-instr. Supplies (protocols, testing materials), cleaning supplies, diaper wipes, etc. + PreK expenses based on funding
725	Special Education Equipment	13,633	15,000	15,000	Specialized equip., wheelchairs, hearing systems, etc.
<b>71200</b>	<b>Total</b>	<b>5,960,163</b>	<b>6,077,651</b>	<b>5,447,211</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>71300</b>	<b>CAREER &amp; TECHNICAL EDUCATION PROGRAM</b>				
116	Teachers	3,498,341	4,788,570	3,731,904	62 Teachers, not including 2 GEAR UP
117	Career Ladder Program	4,000	3,000	4,000	
162	Clerical Personnel	7,749	-	-	
163	Inventory Clerk				
188	Bonus Payments	28,199	-	-	
189	Other Salaries & Wages	6,200	6,200	-	
195	Certified Substitute Teachers	12,500	13,000	15,795	\$135 per day
198	Non-Certified Substitute Teachers	53,138	38,000	45,600	\$100 per day
201	Social Security	266,381	367,029	290,493	7.65%
204	State Retirement	246,072	354,315	295,102	6.35% Legacy; 9% Hybrid
206	Life Insurance	4,108	4,027	4,108	
207	Medical Insurance	769,996	971,418		
208	Dental Insurance	19,027	20,578	20,958	\$28.17*62*12
210	Unemployment Compensation	1,190	-	1,190	
217	Ret-Hybrid Stabilization	-	12,896	13,147	0.85%
299	Other Fringe Benefits	2,619	1,684	-	
336	Maint & Repair Serv. - Equipment	38,474	40,000	50,000	buildings & equipment as well as floors, electrical work, and plumbing in CTE classrooms.
355	Travel	3,428	5,000	5,000	In county travel for CTE teachers & work based learning coordinators.
399	Other Contracted Services	150,295	122,350	125,000	TCAT fees, registration fees, buses for state & national competitions, bus transportation for career & job fairs, and college visits.
429	Instructional Supplies	211,121	108,250	90,000	TISA \$12,400 (\$200 per CTE teacher), CTE program consumables (lab supplies for all programs)
449	Textbooks - Bound	71,743	50,000	50,000	Supplemental texts, iCEV online textbook/curriculum for teachers, not included in regular textbook rotation.
471	Software	3,591	-	5,000	Adobe, Solid Works, Industry Certs; increase due to loss of ISM Grant.
499	Other Supplies & Materials	4,000	4,000	4,000	Teacher supplies
599	Other Charges	6,573	7,000	7,000	Advisory meetings, student awards, Career fairs
706	Building Construction	23,612	50,000	50,000	General Building materials for construction classes.
730	Vocational Instruction Equipment	414,359	76,000	70,000	Teacher Computers, any equipment for CTE programs.
<b>71300</b>	<b>Total CAREER &amp; TECHNICAL EDUCATION PROGRAM</b>	<b>5,846,716</b>	<b>7,043,317</b>	<b>4,878,298</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>71400</b>	<b>STUDENT BODY EDUCATION PROGRAM</b>				
	188 Bonus Payments				
	189 Other Salaries & Wages	536,772	515,989	646,772	AD, all supplements (approx 254) for sports & extracurricular clubs, w/coaching longevity schedule added.
	201 Social Security	31,839	39,473	49,478	7.65%
	204 State Retirement	30,189	46,439	50,400	6.35% Legacy; 7.15% Hybrid; 10% Classified
	217 Ret-Hybrid Stabilization	-	2,000	2,000	0.85%
	399 Other Contracted Services			20,000	Athletic Trainers
	499 Other Supplies & Materials	25,500	27,250	27,250	ADA money extracurricular \$500 per elem and \$10,000 for CCHS & SMHS, \$1,000 PHNX + \$1,750 for AD travel and TIAAA & NIAAA dues
	599 Other Charges	5,300	7,500	7,500	National Competitions \$7,500, 5 teams * \$1,500
<b>71400</b>	<b>Total</b>	<b>629,600</b>	<b>638,651</b>	<b>803,400</b>	
<b>72000</b>	<b>SUPPORT SERVICES</b>				
<b>72110</b>	<b>ATTENDANCE</b>				
	105 Supervisor/Director	74,297	76,560	80,988	SIS 220 Days
	161 Secretary	45,635	47,486	50,502	Secretary
	188 Bonus Payments	1,208		-	
	201 Social Security	8,753	9,490	10,059	7.65%
	204 State Retirement	10,038	11,045	13,028	9% Hybrid; 10% Classified
	206 Life Insurance	102	105	105	
	207 Medical Insurance	27,086	28,032	-	
	208 Dental Insurance	653	655	677	\$28.17*2*12
	217 Ret-Hybrid Stabilization	749	745	689	0.85%
	471 Software	59,270	65,750	98,317	Skyward (yearly increase), Loom(Training Videos), End of State Hosting. Added SIS Hosting & Migration, Critical Response (CRG) Software for 12 sites & Qmalativ conversion. (Skyward required upgrade)
	499 Other Supplies & Materials	2,949	3,250	3,250	Cumulative folders, inserts, withdraw forms, perfect attendance, office supplies
	524 Staff Development	5,001	5,500	5,500	
<b>72110</b>	<b>Total</b>	<b>235,741</b>	<b>248,618</b>	<b>263,115</b>	

Fund 141 Revenue	Description	2024-2025 Audited Actual	2025-2026 Proposed Budget	2026-2027 Proposed Draft I	Notes
<b>72120</b>	<b>HEALTH SERVICES</b>				
105	Supervisor/Director	74,404	76,730	82,156	Nursing Supervisor
131	Medical Personnel	442,073	476,269	506,824	12 positions 184 days (180 student days + 3 staff development + 1 CPR)
169	Part-time Personnel	23,595	27,500	28,500	Substitute nurse pay (summer school pay for nursing services)
188	Bonus Payments	8,456	-	-	
189	Other Salaries and Wages	41,613	58,047	59,553	CSH Assistant + \$12K for School Team Leaders
201	Social Security	41,974	48,849	51,793	7.65%
204	State Retirement	47,566	51,180	56,636	6.35% Legacy; 10% Classified
206	Life Insurance	500	500	500	
207	Medical Insurance	128,754	133,260	-	
208	Dental Insurance	4,573	4,573	4,733	\$28.17*14*12
355	Travel	2,000	1,600	1,600	In County travel; CSH events
399	Other Contracted Services	13,617	14,000	14,000	Medical waste disposal; Hep. Shots; random bus driver drug screens, student drug screens, work.comp. drug screens
413	Medical Supplies	9,970	10,000	10,000	Consumable supplies, band aids, thermometers, probe covers, lysol, feminine products, general medical supplies; \$200 per school for purchase of med supplies
499	Other Supplies & Materials	22,446	32,847	32,900	CSH mini grants, incentives, student involvement promotion, staff wellness incentives
524	Staff Development	5,800	8,600	8,600	Nursing trainings, TAPHERD conference, SPARK conference, required CSH trainings
599	Other Charges	17,842	20,333	20,500	
735	Health Equipment	37,375	36,000	36,000	Automatic vital sign monitors for 12 clinics, wheelchairs, scales, CPR manequins
<b>72120</b>	<b>Total</b>	<b>922,558</b>	<b>1,000,288</b>	<b>914,295</b>	

Fund 141		2024-2025	2025-2026	2026-2027	
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	Notes
<b>72130</b>	<b>OTHER STUDENT SUPPORT</b>				
117	Career Ladder Program	1,500	1,500	1,500	
123	Guidance Personnel	871,231	809,529	973,184	15 FT for each school+(1)100-day @ PV+(5) extra days for HS guidance personnel=30 extra days;215 days for HS
124	Psychological Personnel	383,300	391,123	399,048	7 Mental Health Counselors+1 Social Worker Cert
170	Security Coordinator	91,908	98,931	104,706	
188	Bonus Payments	13,342	-	-	
189	Other Salaries & Wages	32,429	-	-	
201	Social Security	96,211	91,965	113,101	7.65%
204	State Retirement	96,533	113,845	121,010	6.35% Legacy; 9% Hybrid; 10% Classified
206	Life Insurance	1,320	-	1,320	
207	Medical Insurance	263,462	266,388	-	
208	Dental Insurance	6,887	7,186	8,451	\$28.17*25*12
217	Ret-Hybrid Stabilization	-	6,833	7,202	0.85%
322	Evaluation & Testing	19,106	39,700	56,191	Pre ACT \$22,260+\$25,500 for Edmentum+\$8,431 ACT Study Island
355	Travel	465	600	600	In County Travel
471	Software	8,246	8,340	9,000	Raptor
499	Other Supplies and Materials	3,760	4,500	4,500	Supplies for mental health professionals, WeatherTap pro, meeting supplies, subscriptions
524	Staff Development	28,836	14,500	14,500	\$4,500 Mental Health Counselors, SRO Conference
599	Other Charges	3,313	5,500	5,500	Equipment
<b>72130</b>	<b>Total</b>	<b>1,921,849</b>	<b>1,860,440</b>	<b>1,819,813</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>72210</b>	<b>REGULAR INSTRUCTIONAL SUPPORT</b>				
105	Supervisor/Director	309,590	366,302	227,539	Academic Supvrs (PreK-8 & 9-12)
117	Career Ladder Program	4,000	4,000	-	
129	Librarians	555,676	600,781	670,500	10 FT, (1) 80 day
188	Bonus Payments	7,248		-	
201	Social Security	63,960	74,288	68,700	7.65%
204	State Retirement	55,631	71,375	58,511	6.35% Legacy; 9% Hybrid
206	Life Insurance	874	828	874	
207	Medical Insurance	167,407	169,270	-	
208	Dental Insurance	4,110	4,246	4,395	\$28.17*13*12
217	Ret-Hybrid Stabilization	-	528	504	0.85%
308	Consultants-Speakers	2,570	3,000	3,000	Convocation Speaker
355	Travel	8,234	8,600	8,600	In County Travel; ESL, Homebound, Gifted
399	Other Contracted Services	51,000	11,000	11,000	Interquest canines
432	Library Books/Media - All Schools	121,415	120,750	117,250	\$17.50 X 6,700 students
471	Software	13,960	13,960	15,356	Follett Library
499	Other Supplies & Materials - Office	-	2,500	2,500	Supplies, toner for printers
524	Staff Development	81,505	82,000	82,000	Includes \$1,000 for Gifted and Alt
<b>72210</b>	<b>Total</b>	<b>1,447,180</b>	<b>1,533,428</b>	<b>1,270,729</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>72220</b>	<b>SPECIAL EDUCATION INSTRUCTIONAL SUPPORT</b>				
105	Supervisor/Director	100,174	100,174	107,433	Director, 12 months
117	Career Ladder Program	1,600	2,000	1,000	
124	Psychological Personnel	208,705	203,103	134,875	(2) FT
161	Secretary(s)	56,452	58,728	62,361	260 days+Longevity
162	Clerical Personnel	30,562	34,230	35,512	200 days+Longevity
188	Bonus Payments	6,040		-	
189	Other Salaries & Wages	230,776	232,130	234,912	(4) FT, (1) 110-day
201	Social Security	46,315	48,223	44,071	7.65%
204	State Retirement	46,371	56,067	46,523	6.35% Legacy; 9% Hybrid; 10% Classified
206	Life Insurance	588	582	714	
207	Medical Insurance	124,567	126,903	-	
208	Dental Insurance	3,267	3,266	3,380	\$28.17*10*12
210	Unemployment Compensation			1,050	
217	Ret-Hybrid Stabilization	-	1,736	840	0.85%
336	Maintenance & Repair Services	-	1,000	1,000	Copier & Office Equipment Repair
355	Travel - All SPED Personnel	12000	15000	15,000	
399	Other Contracted Services	342,148	330,000	550,000	Contract w/Sidekick for addtl Speech Pathologist services, Growing as 2nd speech pathologist can not be found, 10% increase Other Therapy Contracts
429	Instructional Supplies & Materials			20,000	Adopting CDDC Curriculum
499	Other Supplies & Materials	1,200	2,500	2,500	Protocols for psychologists (testing supplies), Non-instr. Supplies
<b>72220</b>	<b>Total SPECIAL EDUCATION INSTRUCTIONAL SUPPORT</b>	<b>1,210,765</b>	<b>1,215,642</b>	<b>1,261,172</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>72230</b>	<b>CAREER &amp; TECHNICAL EDUCATION</b>				
105	Supervisor/Director	101,069	109,366	115,522	CTE Director; 5% is reimbursement from Perkins (not included)
162	Clerical Personnel	79,699	95,142	92,675	(1) Bookkeeper; (1) Inventory Clerk (190 days)
188	Bonus Payments	3,020		-	
189	Other Salaries & Wages	216,068	214,467	219,050	CTE Coach (205 days), CTE Counselor (210 days), Computer Science/Steam Coordinator (220 days)
201	Social Security	29,157	32,052	32,684	7.65%
204	State Retirement	28,377	32,240	32,423	6.35% Legacy; 9% Hybrid; 10% Classified
206	Life Insurance	332	360	360	
207	Medical Insurance	83,003	85,908	-	
208	Dental Insurance	1,858	1,959	2,028	\$28.17*6*12
210	Unemployment	79			
217	Ret-Hybrid Stabilization	-	690	613	0.85%
299	Other Fringe Benefits	91	-		
355	Travel	2,805	5,000	6,000	Spvr + 5 CTE Staff
499	Other Supplies & Materials	1,500	2,000	2,500	Admin. Office, postage, paper, school counselor meetings, banquets CTE teacher & staff prof development, staff travel to regional, state, & national competitions
524	Staff Development	83,356	65,000	70,000	
599	Other Charges	1,770	2,200	2,500	Advisory meetings, career fairs, etc.
<b>72230</b>	<b>Total</b>	<b>632,184</b>	<b>646,384</b>	<b>576,356</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>72250</b>	<b>TECHNOLOGY</b>				
105	Supervisor/Director	80,399	82,007	84,896	Supervisor
138	Computer Technical Personnel	437,887	452,884	451,859	(8) 12 month Techs
188	Bonus Payments	5,436	-	-	
201	Social Security	39,351	40,919	41,062	7.65%
204	State Retirement	45,825	52,774	53,715	10% Classified
206	Life Insurance	295	298	298	
207	Medical Insurance	84,534	87,441	-	
208	Dental Insurance	2,940	2,940	3,042	\$28.17*9*12
320	Dues & Memberships	-	360	-	Free
336	Maintenance & Repair Services	46,530	55,000	55,000	Technology, Computer parts, wiring repairs/non e-rate projects Internet services annual w/5% est. increase, (this is our 20% after e-rate) If e-rate continues
350	Internet Connectivity	797,007	100,222	102,255	
399	Other Contracted Services	10,300	15,000	15,000	Contracted services e-rate consultant, \$9,500 e-rate
470	Cabling	84,560	-	-	District wide wireless internet upgrade, e-rate School Insites, Dyknow for all schools, Parent Square, Class link, Scinary
471	Software	62,935	139,826	145,000	Security, Securely
524	Staff Development	4,330	7,000	10,000	TETC, Summer Institute 1:1 Initiative for Chromebooks for all 5th & 9th graders (1,200)/Teacher Laptops @ Martin, Phnx, & nurses on rotation schedule, Google License increase on new Chromebooks (approx \$12,000)
722	Regular Instruction Equipment	959,212	565,200	519,225	
<b>72250</b>	<b>Total</b>	<b>2,661,541</b>	<b>1,601,871</b>	<b>1,481,352</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>72310</b>	<b>BOARD OF EDUCATION</b>				
191	Board Fees	28,550	28,800	28,800	9 Board Members
201	Social Security	2,526	2,203	2,203	7.65%
204	State Retirement	1,722	2,304	1,895	
207	Medical Insurance	276,326	267,705	300,000	Cert or Class Retirees after 30 years of service until they reach 65
208	Dental Insurance	-	-	-	
210	Unemployment Compensation	12,031	15,000	15,500	
305	Audit Services - CPA	16,000	16,000	16,000	School Funds Audit, Matlock Clements, PC
320	Dues & Memberships - TSBA	20,083	21,500	21,500	TSBA \$8,180, Online Policy \$8,750, TSSA, TSSE \$4,500
331	Legal Services - Attorney	48,595	65,000	65,000	
355	Travel	28,544	31,000	31,000	Board & Board Sec. Professional Dev
399	Other Contracted Services	15,364	7,500	7,500	Recorder \$5,000, Emeeting \$2,500
499	Other Supplies & Materials	1,303	1,400	1,400	Board Recognition \$500, Required Annual Notices
508	Premium on Corporate Surety Bonds		350	350	
510	Trustee's Commission	273,335	280,000	280,000	
513	Workman's Compensation	409,667	395,084	414,838	Workman's Comp Insurance, 5% Increase
599	Other Charges	499	1,500	1,500	Supplies for Board
<b>72310</b>	<b>Total</b>	<b>1,134,545</b>	<b>1,135,346</b>	<b>1,187,486</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>72320</b>	<b>OFFICE OF THE SUPERINTENDENT</b>				
101	Director	118,560	130,000	137,100	Farley 12 mth (\$2,100 Bonuses)
161	Secretary(s)	94,952	98,779	116,876	Board Sec.; Front Desk
188	Bonus Payments	1,812	-	-	
201	Social Security	16,375	17,502	19,429	7.65%
204	State Retirement	15,993	16,144	20,394	6.35% Legacy; 10% Classified
206	Life Insurance	135	135	135	
207	Medical Insurance	33,030	34,186	-	
208	Dental Insurance	980	980	1,014	\$28.17*3*12
320	Dues & Memberships	5,318	10,000	10,000	TOSS, TSBA, TSSA, Chamber \$150, AASa \$441, etc.
348	Postal Charges - Central Office	1,627	2,500	2,500	
355	Travel	9,265	10,000	17,200	Includes Car allowance \$7,200
399	Other Contracted Services	4,105	15,500	15,500	Copier maintenance/additional PD
435	Office Supplies	1,922	3,000	3,000	
					Student appreciation \$250, bereavement \$250, Community Advisory luncheon \$1,500, Student & employee advisory events \$500; Teacher of the Year Banquet \$3,500 from HR 599 & Service Awards \$2,000 from HR 499)
499	Other Supplies & Materials	9,034	12,500	12,500	Branding \$5,000/Kitchen Supplies \$1,500
701	Administration Equipment	-	500	500	
<b>72320</b>	<b>Total</b>	<b>313,108</b>	<b>351,726</b>	<b>356,148</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>72410</b>	<b>OFFICE OF THE PRINCIPAL</b>				
104	Principals	1,149,136	1,182,338	1,229,839	12 FT (CCHS & SMHS 12 MTH, Elem 11 MTH, Phnx 11 MTH)
117	Career Ladder Program	6,000	6,000	6,000	
139	Assistant Principals	1,136,122	1,195,997	1,400,623	15 FT (10 MTH)- Over 200 Students = FT AP, below 200=1/2 Time AP, > 600 earns 120 day AP; 3 Elem has 120 day APs
161	Secretaries	875,167	978,571	947,416	(28) Secretaries & Attendance clerks + 10 extra days for Elem & Phnx at the request of the principals
162	Clerical Personnel	375,035	387,168	397,955	(12) Bookkeepers
188	Bonus Payments	39,958	-	-	
201	Social Security	267,137	286,881	304,610	7.65%
204	State Retirement	259,893	262,562	399,643	6.35% Legacy; 9% Hybrid; 10% Classified
206	Life Insurance	3,122	3,145	3,145	
207	Medical Insurance	699,602	727,872	-	
208	Dental Insurance	20,606	22,864	22,649	\$28.17*67*12
217	Ret-Hybrid Stabilization	-	1,356	2,344	0.85%
499	Other Supplies & Materials	7,769	7,920	8,826	Postage = 6,700 students * \$.78; BK Acct Supplies \$3,600
524	Staff Development	9,662	12,000	12,000	\$1,000 per school
<b>72410</b>	<b>Total</b>	<b>4,849,209</b>	<b>5,074,674</b>	<b>4,735,050</b>	
<b>72510</b>	<b>FISCAL SERVICES</b>				
105	Supervisor/Director	96,803	171,803	174,684	COO & Finance Director
162	Clerical Personnel	96,626	98,555	104,707	Textbook Coordinator/Control Specialist/Receiving Coordinator (Column N, 260 days, 20 yrs + longevity), Financial Asst 260 day
188	Bonus Payments	1,812	-	-	
201	Social Security	14,894	20,682	21,373	7.65%
204	State Retirement	17,084	23,656	27,939	10.00%
206	Life Insurance	88	117	121	
207	Medical Insurance	26,346	36,268	-	
208	Dental Insurance	980	1,306	1,352	\$28.17*4*12
320	Dues & Memberships	303	450	450	AMEX \$90*5
435	Office Supplies	692	700	800	1099 Forms and Postage
471	Software	33,899	31,363	34,000	Inventory software, Paperless Pay, Bookkeeper EPES, 1099 Software
499	Other Supplies & Materials	187	300	300	Copier
524	Staff Development	255	1,000	1,000	TASBO, Spring Fiscal Workshop, Bookkeeper Training
<b>72510</b>	<b>Total</b>	<b>289,969</b>	<b>386,200</b>	<b>366,727</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>72520</b>	<b>HUMAN RESOURCES/PERSONNEL</b>				
105	Supervisor/Director	65,073	67,675	68,375	Supervisor
161	Secretary	48,485	50,440	53,539	HR Exec Asst
188	Bonus Payments	1,208	-	-	
201	Social Security	8,742	9,036	9,326	7.65%
204	State Retirement	10,042	10,335	12,192	10.00%
206	Life Insurance	55	60	60	
207	Medical Insurance	18,516	19,164	-	
208	Dental Insurance	653	655	676	\$28.17*2*12
320	Dues & Memberships	-	300	-	
355	Travel	772	1,500	1,000	TASBO Conference, job fairs
399	Other Contracted Services	1,003	9,500	13,073	Employee fingerprints 150*\$37.15; Rap Back 150*\$50
435	Office Supplies	373	1,000	1,000	
471	Software	43,836	69,524	91,758	AOD -Time & Attendance, MyBenefits, Ready Sub, Siesta
499	Other Supplies & Materials	2,946	1,200	700	
524	Staff Development	-	3,000	3,000	Summer meeting for Principals/New Teachers
599	Other Charges	133	900	900	
<b>72520</b>	<b>Total</b>	<b>201,837</b>	<b>244,289</b>	<b>255,599</b>	

Fund 141 Revenue	Description	2024-2025 Audited Actual	2025-2026 Proposed Budget	2026-2027 Proposed Draft I	Notes
<b>72610</b>	<b>OPERATION OF PLANT</b>				
166	Custodial Personnel	1,532,011	1,642,191	1,707,878	58 Custodians
188	Bonus Payments	31,710	-	-	
189	Other Salaries & Wages	7,632	25,000	25,000	Summer cleaning/painting/mowing
201	Social Security	118,924	127,540	132,565	7.65%
204	State Retirement	135,259	145,879	173,288	10.00%
206	Life Insurance	1,676	1,670	1,737	
207	Medical Insurance	462,990	468,532	-	
208	Dental Insurance	16,849	18,620	19,606	\$28.17*58*12
307	Communication - Phones - All Schools	85,744	94,600	92,800	Phone service, iPad service & 6 hot spots
328	Janitorial Services	34,343	35,000	36,750	Dust mops, rugs/mats, twice per month
347	Pest Control	29,340	30,000	30,000	rotate schools for termite and insect control
359	Disposal	43,178	42,000	44,100	
399	Other Contracted Services	98,903	137,500	145,500	Security Systems, lead water testing, Pelican, Orkin
410	Custodial Supplies	257,249	221,496	243,646	Increase in supplies usage and various price increases
415	Electricity	1,550,449	1,510,707	1,556,242	
434	Natural Gas	177,969	230,000	195,345	
451	Uniforms	2,093	5,000	5,000	PPE & uniforms
454	Water & Sewer	275,704	276,000	265,800	
502	Building & Contents Insurance	707,472	803,027	783,000	
524	Staff Development	1,138	2,000	2,000	Electrician classes/licensing/HVAC license, safety
					Increase for replacement cost of buffers,scrubbers,vacuum cleaners,small
720	Plant Operation Equipment	28,660	30,000	30,000	school equipment
<b>72610</b>	<b>Total</b>	<b>5,599,293</b>	<b>5,846,762</b>	<b>5,490,257</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>72620</b>	<b>MAINTENANCE OF PLANT</b>				
105	Supervisor/Director	76,891	78,830	82,869	Supervisor + longevity
161	Secretary	55,617	73,089	79,702	(1) FT Bookkeeper, (1) 10 MTH PT Maintenance Clerk
167	Maintenance Personnel	517,282	545,710	551,392	(12) + longevity
169	Part-Time Personnel	-	25,000	25,000	(1) Part time grounds
188	Bonus Payments	7,852			
201	Social Security	49,884	55,281	56,531	7.65%
204	State Retirement	57,499	63,230	73,896	10.00%
206	Life Insurance	408	400	424	
207	Medical Insurance	110,411	116,993	-	
208	Dental Insurance	4,029	4,575	4,733	\$28.17*14*12
307	Communications (Cell Phones)	5,905	6,500	10,000	Cell service for Maint Dept, data & internet mobile devices, Summit Tracer, Flashing zone light programming
334	Maintenance Agreement (Septic)	10,800	10,800	10,800	State septic inspections/price increase; \$900/month to inspect 4 schools
335	Maintenance & Repair Services	1,267,188	805,000	915,000	\$715,000 Maint projects+\$200K "as needed" repairs
399	Other Contracted Services	28,174	7,500	28,500	Elevator, boiler permits, maint. & inspections, tests, lead water testing & ASHREA
418	Equipment & Machinery Parts	25,959	20,000	28,000	Materials, parts, mower, trailer, backhoe, tractor parts, maint for all schools
420	Lawn Care Supplies	14,790	20,500	55,000	Fertilizer, seed, sand, maintain school grounds, clay dirt for playing fields
459	Drainage & Septic Materials	26,135	51,000	55,000	All plumbingcosts + replacement boilers, water heaters & sewer pumps w/maintenance
468	Chemicals	2,937	3,850	4,000	Weed killer, court marshal, all schools
471	Software	8,356	293,006	30,000	newe CMMS system
499	Other Supplies & Materials	51,631	55,000	55,000	Parts, bulbs, lumber, paint, wire, all materials used for maint at the schools
524	Staff Development	4,067	5,000	5,000	Conferences and training, OSHA, ABESTOS, Safety, etc
599	Other Charges	93,735	100,000	95,000	Bleacher parts, other items as needed for replacement
701	Administrative Equipment	198,314	-	-	
712	HVAC Equipment	288,305	330,000	130,000	Parts, filters, motors, supplies, scheduled PV
717	Maintenance Equipment	75,685	30,000	-	
790	Other Equipment	169,144			
<b>72620</b>	<b>Total</b>	<b>3,150,998</b>	<b>2,701,264</b>	<b>2,295,847</b>	

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
<b>72710</b>	<b>TRANSPORTATION</b>				
105	Supervisor/Director	69,651	71,385	74,820	Supervisor
142	Mechanics	260,718	275,502	305,869	(2) Column 11; (2) Column 10; 3 Hrs per day OT for 180 days
146	Bus Drivers	1,386,251	1,460,719	1,499,369	63
162	Clerical Personnel	68,650	45,354	45,510	
188	Bonus Payments	56,220	30,000	30,000	Safety/Attendance Bonus
189	Other Salaries & Wages	103,381	113,410	115,678	(10) Bus Attendants
201	Social Security	140,986	152,722	158,450	7.65%
204	State Retirement	152,834	174,682	207,125	10%
206	Life Insurance	1,492	1,527	1,527	
207	Medical Insurance	426,621	444,715	-	
208	Dental Insurance	15,939	21,884	26,705	\$28.17*79*12
338	Maintenance & Repairs Vehicles	10,933	10,000	10,000	
355	Travel	-	-	1,500	
399	Other Contracted Services	29,285	30,000	30,000	Extended life of buses per state law, requires twice per year inspections on buses over 15 years old, wrecker bills, TDOT physicals
418	Equipment & Machinery Parts	10,000	10,000	10,000	Hard drive cameras Journal entries will affect, modest est. avg = \$4/gallon, 525 gallons daily for regular routes (Rogers Petroleum)
425	Fuel	283,694	420,000	420,000	
433	Lubricants	19,906	22,000	22,000	
435	Office Supplies	1,198	1,200	1,500	
450	Tires & Tubes	39,925	52,000	47,910	
453	Vehicle Parts	108,154	147,000	118,429	
471	Software	10,150	12,000	15,002	Trip Direct Software, Mapping Software, Cummings, Norwegian
499	Other Supplies & Materials	8,588	8,000	8,500	Fire Ext., cleaning supplies, appreciation, awards, items for in-service
524	Staff Development	4,490	5,000	5,000	PD & CDL Reimbursement
599	Other Charges	1,995	2,000	2,000	
729	Transportation Equipment - Buses	1,560,315	775,780	-	
<b>72710</b>	<b>Total</b>	<b>4,771,376</b>	<b>4,286,880</b>	<b>3,156,894</b>	

Fund 141 Revenue	Description	2024-2025 Audited Actual	2025-2026 Proposed Budget	2026-2027 Proposed Draft I	Notes
<b>73300</b>	<b>COMMUNITY SERVICES</b>				
105	Supervisor/Director	50,797	57,037	60,107	Coordinator, Family Resource Center Pay July in June [(1) FT + 25% of second employee]
188	Bonus Payments	1,812	-	-	
189	Other Salaries & Wages	72,094	73,674	74,500	Kid's Club, Pay July in June, (2) assistants, (1) Supvr on scale
201	Social Security	9,515	9,999	10,297	7.65%
204	State Retirement	8,486	11,437	13,461	10%
206	Life Insurance	75	75	75	x2
207	Medical Insurance	18,749	19,404	-	
208	Dental Insurance	735	735	676	\$28.17*2*12
355	Travel	-	1,500	-	
422	Food Supplies	337	2,000	2,000	Snacks for Kid's Club
499	Other Supplies & Materials	454	1,500	1,500	Games, puzzles, crafts for Kid's Club
535	Fee Waivers (Clothing, Shoes, School Supplies)	4,878	15,000	15,000	Donation - Clothing & School Supplies for at-risk students
599	Other Charges	49,202	500	500	Kid's Club Certifications/Child Care
<b>73300</b>	<b>Total</b>	<b>217,134</b>	<b>192,861</b>	<b>178,116</b>	
<b>73400</b>	<b>EARLY CHILDHOOD EDUCATION PROGRAM</b>				
116	Teachers	722,748	705,176	755,625	(11) FT
117	Career Ladder Program	1,000	1,000	1,000	
163	Educational Assistants	216,118	240,818	255,816	(11) FT + 2 extra days for required trainings
188	Bonus Payments	13,892	-	-	
195	Substitute Teachers - Certified	462	1,000	1,000	\$135 per day
198	Substitute Teachers -Non-certified	10,125	10,000	10,000	\$100 per day
201	Social Security	70,928	73,287	78,293	7.65%
204	State Retirement	69,276	73,297	79,454	6.35% Legacy; 9% Hybrid; 10% Classified
206	Life Insurance	1,242	1,237	1,242	
207	Medical Insurance	261,007	269,941	-	
208	Dental Insurance	7,268	7,267	7,437	\$28.17*22*12
217	Ret-Hybrid Stabilization	2,011		1,889	0.85%
429	Instructional Supplies & Materials	369	5,000	5,000	
499	Other Supplies & Materials	1,200	1,200	1,200	
<b>73400</b>	<b>Total</b>	<b>1,377,646</b>	<b>1,389,223</b>	<b>1,197,956</b>	

Fund 141	Description	2024-2025 Audited Actual	2025-2026 Proposed Budget	2026-2027 Proposed Draft I	Notes
<b>76000</b>	<b>CAPITAL OUTLAY</b>				
<b>76100</b>	<b>REGULAR CAPITAL OUTLAY</b>				
	321 Engineering Services	104,500	115,000	120,000	District engineering on all major projects
	706 Building Construction	208,154	166,000	50,000	CTE Construction projects
	707 Building Improvements	90,216	313,407	50,000	CTE Improvements
	799 Other Capital Outlay	235,405	150,000	150,000	School & Dept needs; \$10,000 per School, \$30,000 district use
<b>76100</b>	<b>Total REGULAR CAPITAL OUTLAY</b>	<b>638,275</b>	<b>744,407</b>	<b>370,000</b>	
<b>82130</b>	<b>DEBT SERVICE</b>				
	620 Principal on Debt	-	222,924	222,924	
<b>82130</b>	<b>Total DEBT SERVICE</b>	<b>-</b>	<b>222,924</b>	<b>222,924</b>	
<b>82230</b>	<b>DEBT SERVICE</b>				
	620 Interest on Debt	-	30,132	30,132	
<b>82230</b>	<b>Total DEBT SERVICE</b>	<b>-</b>	<b>30,132</b>	<b>30,132</b>	
<b>TOTAL</b>	<b>EDUCATION - DEBT SERVICE CONTRIBUTION TO PRIMARY GOVERNMENT</b>	<b>-</b>	<b>253,056</b>	<b>253,056</b>	
	91300 EDUCATIONAL CAPITAL PROJECTS		3,110,000	5,427,147	***See Attached Exhibit A on the last page of budget.
<b>91300</b>	<b>Total EDUCATIONAL CAPITAL PROJECTS</b>		<b>3,110,000</b>	<b>5,427,147</b>	
<b>TOTAL ESTIMATED EXPENDITURES</b>		<b>74,851,219</b>	<b>79,349,166</b>	<b>85,115,913</b>	

General Purpose School Fund  
For Fiscal Year Ending June 30, 2027

Cumberland County Board of Education  
Proposed Budget FY 27

Budget Draft II  
April 23, 2025

Fund 141		2024-2025	2025-2026	2026-2027	Notes
Revenue	Description	Audited Actual	Proposed Budget	Proposed Draft I	
39000	EXCESS OF ESTIMATED REVENUE AND OTHER SOURCES OVER (UNDER) ESTIMATED	1,013,275	(2,994,602)	(10,410,228)	

Beginning Balance As of 06/30/24	17,780,522
Net Change in Fund Balance per Audit 06/30/25	766,695
<b>Actual Audit Report Beginning Balance as of 07/01/25</b>	<b>\$ 18,547,217</b>
Estimated Revenues 2025-2026	76,354,564
Estimated Expenditures 2025-2026	79,349,166
<b>Estimated Ending Balance as of 06/30/26</b>	<b>\$ 15,552,615</b>
Estimated Revenues 2026-2027	74,705,684
Estimated Expenditures 2026-2027	85,115,913
<b>Estimated Ending Balance as of 06/30/27</b>	<b>\$ 5,142,387</b>

<b>Actual Audit Report Beginning Balance as of 07/01/25</b>	<b>\$ 18,547,217</b>
Less: PO Encumbrances Per Audit As of 6/30/25	3,310,090
Less: Restricted for Hybrid Retirement Stabilization Funds	1,100,043
<b>Actual Audit Report Unassigned Fund Balance as of 06/30/25</b>	<b>\$ 14,137,084</b>

\*\*Exhibit I-2 FY25 Annual Financial Report, Comptroller's Office

**Exhibit A - Capital Projects**

**Educational Projects Line**

<b>HVAC</b>	\$ 2,100,000	20 RTU	SMHS CCHS	
<b>1 MM Fire Alarm Systems</b>	\$ 1,000,000		Martin	1976
			Stone	1999
			Pleasant Hill (Old Wing)	1980
	<b><u>\$ 3,100,000</u></b>			

---

Homestead Electric		\$400,000
Martin Drainage		\$400,000
McKinstry Retro Commissioning /Asset Tagging		\$460,000
Special Education Instruction Support		
HVAC Units		\$200,000
Lawn Mowers		\$85,000
Buses/4 <b>(1) SPED, (2) 78-Passenger, (1) 90-Passenger</b>		\$782,147
		<u>\$2,327,147</u>
<b>Grand Total</b>		<b>\$5,427,147</b>

# Cumberland County School Nutrition Program

## Central Cafeteria Fund Proposed Budget (143)

For the Fiscal Year Ending

June 30, 2027



## Summary

- All students receive a breakfast, lunch, and afterschool snack at no charge due to operating under the Community Eligibility Provision (CEP)
- No free/reduced meal applications will be collected due to operation under the Community Eligibility Provision (CEP)
- No meal price increases for staff/adults due to increase in January.
- Includes a projected increase in federal reimbursement rates.
- Proposed pay scale includes \$1.00 increase across entire pay scale.
- **The budget is approximately 42% Wages and Benefits, 55% Food and Kitchen Supplies and 3% Other.**

**Proposed Cafeteria Employee Pay Scale with \$1.00 (2026-2027 SY)**

<b>YEAR</b>	<b>A</b>	<b>B</b>	<b>C</b>
0	13.50	14.68	16.47
1	13.75	14.95	16.78
2	14.01	15.23	17.09
3	14.27	15.52	17.42
4	14.53	15.81	17.75
5	14.80	16.10	18.08
6	15.08	16.41	18.42
7	15.36	16.71	18.77
8	15.65	17.03	19.13
9	15.94	17.35	19.49
10	16.24	17.68	19.86
11	16.54	18.01	20.24
12	16.85	18.35	20.62
13	17.17	18.70	21.01
14	17.49	19.05	21.41
15	17.82	19.41	21.82
16	18.16	19.78	22.24
17	18.50	20.16	22.66
18	18.85	20.54	23.09
19	19.21	20.93	23.54
20	19.57	21.33	23.99
21	19.95	21.73	24.45
22	20.32	22.15	24.92
23	20.71	22.57	25.39
24	21.11	23.00	25.88
25	21.51	23.44	26.38
26	21.92	23.89	26.89

- A** All cafeteria employees excluding those in columns B and C
- B** Cafeteria assistant managers, bookkeepers, and manager trainees
- C** Cafeteria managers and field managers

CCSNP employees in columns **B** and **C** who *achieve and maintain* certification with the SchoolNutrition Association will receive a one-time pay increase of:

Level 1 Certification	\$0.25
Level 2 Certification	\$0.50 (or \$0.25 additional if Level 1)
Level 3 Certification	\$0.75 (or \$0.25 additional if Level 2)
Level 4 Certification	\$1.00 (or \$0.25 additional of Level 3)

**Longevity Pay:**

16-20	4% of total projected salary
21-25	4.5% of total projected salary
26&UP	5% of total projected salary

Cumberland County School Nutrition Program (143)  
 Central Cafeteria Fund

04.09.2026

Statement of Proposed Operations For the Fiscal Year Ending June 30, 2027  
 2024-2025

Account #	Description	Audited	Approved	31-Mar 2025-2026 Year-To-Date	2025-2026 Expected Year End	2026-2027 Proposed	Increase/Decrease based on what was APPROVED last year Increase (Decrease)		
<b>Estimated Revenues</b>									
<b>Charges for Current Services</b>									
43000	<b>Education Charges</b>								<b>NOTES:</b>
43521	Lunch Payments - Children	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	All schools participating in Community Eligibility Provision (CEP)	
43522	Lunch Payments - Adults	\$ 70,063	\$ 69,500	\$ 53,704	\$ 69,500	\$ 70,195	\$ 695	No meal price increase	
43523	Breakfast Payments - Children	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	All schools participating in Community Eligibility Provision (CEP)	
43523	Breakfast Payments - Adults	\$ 6,174	\$ 7,200	\$ 4,471	\$ 6,271	\$ 6,335	\$ (865)	No meal price increase	
43525	A la Carte Sales	\$ 203,565	\$ 249,285	\$ 162,968	\$ 225,289	\$ 236,555	\$ (12,730)	EOY w/ 5% price increase	
43990	<b>Other Charges for Services</b>								
	Banquet - Other Charges	\$ 12,186	\$ 17,105	\$ 12,895	\$ 17,171	\$ 18,030	\$ 925	EOY w/ 5% price increase	
	<b>Total Charges for Services</b>	<b>\$ 291,988</b>	<b>\$ 343,090</b>	<b>\$ 234,038</b>	<b>\$ 318,231</b>	<b>\$ 331,115</b>	<b>\$ (11,975)</b>		
44000	<b>Other Local Revenues</b>								
44100	<b>Recurring Items</b>								
44110	Investment Income	\$ 4,770	\$ 5,900	\$ 2,332	\$ 3,805	\$ 4,500	\$ (1,400)		
44170	Miscellaneous Refunds	\$ 33,833	\$ 23,075	\$ 27,856	\$ 35,500	\$ 37,275	\$ 14,200	EOY w/ 5% price increase	
44530	Sale of Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
44570	Gifts & Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>Total Other Local Revenue</b>	<b>\$ 38,603</b>	<b>\$ 28,975</b>	<b>\$ 30,188</b>	<b>\$ 39,305</b>	<b>\$ 41,775</b>	<b>\$ 12,800</b>		
46000	<b>State of Tennessee</b>								
46500	<b>State Education Funds</b>								
46520	School Food Service	\$ 47,668	\$ 48,000	\$ 46,232	\$ 46,232	\$ 47,000	\$ (1,000)	Amount set by the State based on prior year's lunches served	
	<b>Total State of Tennessee</b>	<b>\$ 47,668</b>	<b>\$ 48,000</b>	<b>\$ 46,232</b>	<b>\$ 46,232</b>	<b>\$ 47,000</b>	<b>\$ (1,000)</b>		
47000	<b>Federal Government</b>								
47100	<b>Federal Through State</b>								
47111	USDA School Lunch Program	\$ 4,364,409	\$ 4,816,115	\$ 3,187,174	\$ 4,830,761	\$ 5,313,840	\$ 497,725	w/ 10% increase in reimbursement rates + increase in participation	
47112	USDA - Commodities	\$ 388,057	\$ 520,000	\$ -	\$ 450,500	\$ 500,000	\$ (20,000)	Wash account for tracking purposes, amount set by USDA	
47113	Breakfast	\$ 2,091,197	\$ 2,456,650	\$ 1,472,768	\$ 2,249,152	\$ 2,474,070	\$ 17,420	w/ 10% increase in reimbursement rates + increase in participation	
47114	USDA Other	\$ 880,598	\$ 950,550	\$ 502,955	\$ 758,433	\$ 834,280	\$ (116,270)	w/ 10% increase in reimbursement rates + increase in participation	
47115	USDA Food Service Equipment Grant	\$ 85,000	\$ 37,600	\$ 11,672	\$ 99,500	\$ -	\$ (37,600)	Pine View Kitchen Hood Replacement (this summer)	
	<b>Total Federal Government</b>	<b>\$ 7,809,261</b>	<b>\$ 8,780,915</b>	<b>\$ 5,174,569</b>	<b>\$ 8,388,346</b>	<b>\$ 9,122,190</b>	<b>\$ 341,275</b>		
48000	<b>Other Governments and Citizens Groups</b>								
48600	<b>Citizens Groups</b>								
48610	Donations	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	NKH Grants	
	<b>Total Other Government and Citizens Groups</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
49000	<b>Other Sources (Non-Revenue)</b>								
49700	Transfers In	\$ 51,741	\$ -	\$ -	\$ -	\$ -	\$ -		
	<b>Total Other Sources (Non-Revenue)</b>	<b>\$ 51,741</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	1 time TISA Bonus	
	<b>Total Estimated Revenues</b>	<b>\$ 8,244,261</b>	<b>\$ 9,200,980</b>	<b>\$ 5,485,027</b>	<b>\$ 8,792,114</b>	<b>\$ 9,542,080</b>	<b>\$ 341,100</b>		
	<b>(USDA Reimbursement Receivable) March</b>			<b>\$ 657,905</b>					
				<b>\$ 6,142,932</b>					

Cumberland County School Nutrition Program (143)  
 Central Cafeteria Fund  
 Statement of Proposed Operations (continued)

		31-Mar			Increase/decrease based on what was approved last year			
		2024-2025	2025-2026	2025-2026	2025-2026	2026-2027	Increase	
Account #	Description	Audited	Approved	Year-To-Date	Expected Year End	Proposed	(Decrease)	
	Estimated Expenditures							
73000	<b>Operation of Non-Instructional Services</b>							
73100	Food Service							
105	Supervisor/Director	\$ 77,153	\$ 78,853	\$ 59,075	\$ 78,853	\$ 80,853	\$ 2,000	Year 25 on the Non-Cert Supervisor Scale
119	Accountants/Bookkeepers	\$ 110,174	\$ 114,590	\$ 82,480	\$ 112,180	\$ 117,790	\$ 3,200	Classified PayScale 2 full time/260 day both on year 20
165	Cafeteria Personnel	\$ 2,173,955	\$ 2,389,520	\$ 1,840,230	\$ 2,439,070	\$ 2,621,905	\$ 232,385	\$1.00 per hour increase to PayScale (103 employees)
167	Maintenance Personnel	\$ 137,545	\$ 144,590	\$ 89,413	\$ 121,280	\$ 159,955	\$ 15,365	Classified PayScale (2 full time/260 day and 1 part time)
186	Longevity Pay	\$ 21,901	\$ 25,980	\$ 21,953	\$ 21,953	\$ 38,145	\$ 12,165	Based on 19 employees
188	Bonus Payments	\$ 45,602	\$ -	\$ -	\$ -	\$ -	\$ -	1 time TISA Bonus
189	Other Salaries and Wages	\$ 26,258	\$ 40,585	\$ 18,143	\$ 40,585	\$ 42,700	\$ 2,115	\$1.00 per hour increase (Courier 200 day + Perfect Attendance Payments)
201	Social Security	\$ 197,486	\$ 213,750	\$ 160,831	\$ 215,265	\$ 234,193	\$ 20,443	7.65%
204	Pensions	\$ 138,958	\$ 156,161	\$ 112,089	\$ 153,695	\$ 169,065	\$ 12,904	45 full time positions at TCRS rate of 10%
206	Life Insurance	\$ 1,193	\$ 1,440	\$ 921	\$ 1,275	\$ 1,410	\$ (30)	no rate increase w/ 45 full time positions
207	Medical Insurance	\$ 382,329	\$ 408,700	\$ 295,348	\$ 396,575	\$ 445,380	\$ 36,680	10% increase w/ 45 full time positions
208	Dental Insurance	\$ 13,719	\$ 14,050	\$ 10,327	\$ 13,877	\$ 15,225	\$ 1,175	small rate increase w/ 45 full time positions
210	Unemployment Compensation	\$ 1,692	\$ 3,500	\$ 2,221	\$ 2,221	\$ 2,500	\$ (1,000)	
307	Communication	\$ 5,798	\$ 6,550	\$ 4,156	\$ 5,656	\$ 6,500	\$ (50)	
336	Maintenance & Repair Services-Equipment	\$ 439	\$ -	\$ 22,385	\$ 34,385	\$ 37,850	\$ 37,850	Includes kitchen equipment repair and parts
337	Maintenance & Repair Services-Office Equip	\$ 1,970	\$ 2,755	\$ -	\$ -	\$ -	\$ (2,755)	Moved to Other Contracted Services
347	Pest Control	\$ 4,440	\$ 4,800	\$ -	\$ -	\$ -	\$ (4,800)	Moved to Other Contracted Services
354	Transportation - Other than Students	\$ 2,756	\$ 5,000	\$ 7,349	\$ 8,339	\$ 8,500	\$ 3,500	USDA Commodity Delivery
355	Travel	\$ 895	\$ 1,500	\$ 313	\$ 465	\$ 650	\$ (850)	EOY plus increase - in county travel
359	Disposal Fees	\$ 37,366	\$ 38,850	\$ -	\$ -	\$ -	\$ (38,850)	Moved to Other Contracted Services
399	Other Contracted Services	\$ 29,927	\$ 38,945	\$ 64,316	\$ 80,335	\$ 88,390	\$ 49,445	POS and BOH Software, Fire suppression inspections, Copier, Pest Control & Waste Pickup/Disposal plus 10% price increase
418	Equipment and Machinery Parts	\$ 49,388	\$ 56,035	\$ -	\$ -	\$ -	\$ (56,035)	Moved to Maintenance & Repair Services - Equipment
422	Food Supplies	\$ 4,092,225	\$ 4,521,020	\$ 2,901,153	\$ 4,094,895	\$ 4,504,385	\$ (16,635)	Projected EOY+ 10% cost increase
435	Office Supplies	\$ 9,183	\$ 9,230	\$ 9,742	\$ 13,342	\$ 14,010	\$ 4,780	Projected EOY plus 5% cost increase
451	Uniforms	\$ 8,163	\$ 8,670	\$ 8,612	\$ 8,612	\$ 10,200	\$ 1,530	\$100 per person/102 kitchen employees
469	USDA - Commodities	\$ 388,058	\$ 520,000	\$ -	\$ 450,500	\$ 500,000	\$ (20,000)	Wash account for tracking purposes
499	Other Supplies and Materials	\$ 217,198	\$ 300,028	\$ 193,214	\$ 276,775	\$ 290,614	\$ (9,414)	Projected EOY + 5% cost increase
524	In-Service /Staff Development	\$ 14,494	\$ 24,805	\$ 6,520	\$ 21,215	\$ 22,280	\$ (2,525)	In person trainings and conference w/ 5% increase
599	Other Charges	\$ 9,779	\$ 35,295	\$ 7,230	\$ 10,230	\$ 10,745	\$ (24,550)	*see page 3 + 5% increase
710	Food Service Equipment	\$ 257,638	\$ 98,000	\$ 10,362	\$ 109,650	\$ 64,000	\$ (34,000)	Unexpected replacement small equipment, PV Kitchen hood, oven SMHS and saving for SMHS Café Renovation hopefully NEXT SY
	<b>Total Estimated Expenditures</b>	<b>\$ 8,457,682</b>	<b>\$ 9,263,202</b>	<b>\$ 5,928,383</b>	<b>\$ 8,711,228</b>	<b>\$ 9,487,245</b>	<b>\$ 224,043</b>	

Cumberland County School Nutrition Program (143)  
 Central Cafeteria Fund  
 Statement of Proposed Operations (continued)

Account # Description	2024-2025	2025-2026	31-Mar	2025-2026	2026-2027	Increase/decrease based on what was approved last year
	Audited	Approved	Year-To-Date	Expected Year End	Proposed	Increase (Decrease)
Total Estimated Revenues	\$ 8,244,261	\$ 9,200,980	\$ 6,142,932	\$ 8,792,114	\$ 9,542,080	\$ 341,100
Total Estimated Expenditures	\$ 8,457,682	\$ 9,263,202	\$ 5,928,383	\$ 8,711,228	\$ 9,487,245	\$ 224,043
<b>Excess of Estimated Revenues Over/(Under) Estimate</b>	<b>\$ (213,421)</b>	<b>\$ (62,222)</b>	<b>\$ 214,549</b>	<b>\$ 80,886</b>	<b>\$ 54,835</b>	<b>\$ 117,057</b>
Beginning Fund Balance, July 1	\$ 1,772,626	\$ 1,559,205		\$ 1,559,205	\$ 1,640,091	\$ 80,886
Difference of Revenues and Expenditures	\$ (213,421)	\$ (62,222.03)		\$ 80,885.54	\$ 54,834.88	\$ 117,057
<b>*Ending Fund Balance adjusted for Inventory and Accr</b>	<b>\$ 1,559,205</b>	<b>\$ 1,496,983</b>		<b>\$ 1,640,091</b>	<b>\$ 1,694,926</b>	<b>\$ 197,943</b>

**Apx. \$790,519 expense per month**  
 A little over a 2 month operating fund balance

**Items charged to account 73100-599 Other Charges:**

- Health Department permits
- Decorations and promotional items
- Paint for kitchens
- Decorated lunch sacks
- Keys and charges for rekeying locks
- Repair charges for maintenance trucks, and old bus
- Postage charges
- School Nutrition Association /TSNA yearly membership dues for employees

**Exhibit A - Capital Projects**

**Educational Projects Line**

<b>HVAC</b>	\$ 2,100,000	20 RTU	SMHS CCHS	
<b>1 MM Fire Alarm Systems</b>	\$ 1,000,000		Martin	1976
			Stone	1999
			Pleasant Hill (Old Wing)	1980
	<b>\$ 3,100,000</b>			

Homestead			
Electric		\$400,000	
Martin			
Drainage		\$400,000	
McKinstry	Retro Commissioning /Asset Tagging	\$460,000	
Special Education Instruction Support			
HVAC Units		\$200,000	
Lawn			
Mowers		\$85,000	
Buses/4	<b>(1) SPED, (2) 78-Passenger, (1) 90-Passenger</b>	\$782,147	
		<u>\$2,327,147</u>	
	<b>Grand Total</b>	<b>\$5,427,147</b>	

**BOARD OF EDUCATION OF CUMBERLAND COUNTY RESOLUTION NO. 2026-04**

A RESOLUTION TO RECONSTRUCT THE CERTIFIED SALARY SCHEDULE, ESTABLISH A \$51,000.00 STARTING BASE, AND IMPLEMENT A LINEAR COMPENSATION MODEL

**WHEREAS**, the State of Tennessee has established a \$50,000.00 minimum starting teacher salary mandate; and **WHEREAS**, the Cumberland County Board of Education seeks to maintain a competitive advantage in recruitment and retention by exceeding state minimums; and **WHEREAS**, the Board desires to eliminate salary compression and "frozen steps" by ensuring every year of professional service is recognized with a consistent, linear financial increase;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF CUMBERLAND COUNTY:

**SECTION 1. Adoption of the \$51,000 Base.** The Board hereby adopts the **2026-2027 Linear Salary Schedule** anchored by a Bachelor's Step 0 (Base) of **\$51,000.00**.

**SECTION 2. The Vertical Experience Increment.** The Board establishes a fixed annual vertical experience step of **\$625.00** for all certified experience steps ranging from **Step 0 through Step 29 (30 years of service)**.

**SECTION 3. Fixed Degree Intervals.** The Board shall establish a fixed degree interval between each degree level:

- Master's Degree (MA): Bachelor's Step + \$4,500.00
- Education Specialist (Ed.S.): Bachelor's Step + \$8,000.00
- Doctorate (Ed.D./Ph.D.): Bachelor's Step + \$11,500.00

**SECTION 4. Career Cap.** For the purposes of this schedule, Step 29 shall serve as the maximum experience step. Personnel exceeding 30 years of service shall remain at the Step 29 salary level plus any applicable future "Base Lifts" approved by the Board. Each fiscal year hereafter, the Board shall also continue working with the Director within this linear compensation model to establish teacher salary ratings and remain in compliance with the minimum salary schedule adopted annually by the Tennessee State Board of Education. *See* Tenn. Comp. R. & Regs. 0520-01-02-.02(1); *see also* Tenn. Code Ann. § 49-5-402.

**SECTION 5. Funding Request.** The Board requests a total salary investment of **\$2,500,000.00** for the 2026-2027 fiscal year to fund this **Salary Schedule** transition. This amount shall be inclusive of all restricted TISA Salary Improvement funds "**FY27 TISA - Funds for Existing Educator Salary Increases**"- (Amount preliminary) and "**FY26 TISA Outcomes \_District Total**"- (Amount = **\$779,835.50**)

**ADOPTED** on this the \_\_\_\_ day of \_\_\_\_\_ 2026 BY MAJORITY VOTE OF THE CUMBERLAND COUNTY BOARD OF EDUCATION.

\_\_\_\_\_  
CHAIRMAN

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Physical Examinations and Immunizations</b>	Descriptor Code: <b>6.402</b>	Issued Date: <b>10/24/24</b>
		Rescinds: <b>6.402</b>	Issued: <b>08/24/23</b>

## 1 **PHYSICAL EXAMINATIONS<sup>1</sup>**

2 The principal/designee shall ensure that there is evidence of a current medical examination of each  
3 student prior to:<sup>2</sup>

- 4 1. Entering school for the first time, and
- 5
- 6 2. Participation as a member of any athletic team or in any other strenuous physical activity
- 7 program.

8 Cost of the examination shall be covered by the parent/guardian of the student. These records shall be  
9 on file in the principal's school office.

10 Screening tests as recommended by the Tennessee Department of Education and the Department of  
11 Health will be conducted. Parents/Guardians will receive written notice of any screening result that  
12 indicates a condition that might interfere with a student's progress. Parent(s)/guardian(s) may excuse  
13 their student from participating in health screenings that are part of a coordinated school health  
14 program by submitting a request in writing to the school nurse, instructor, school counselor, or  
15 principal.<sup>3</sup>

16 The school district will not conduct physical examinations of a student without parental consent or by  
17 court order, unless the health or safety of the student or others is in question.<sup>3</sup>

## 19 **IMMUNIZATIONS**

20 Students will not be permitted to attend school without proof of immunization, as determined by the  
21 Commissioner of Health unless circumstances outlined in state or federal law prevent a student from  
22 producing such records. It is the responsibility of the parents or guardians to have their children  
23 immunized and to provide such proof to the principal of the school which the student is to attend.<sup>4</sup>

24 Exceptions will be granted to any student whose parent or guardian files with school authorities a  
25 signed, written statement that such measures conflict with one of the following:

- 27 1. His/her religious tenets and practices if in the absence of an epidemic or immediate threat of an  
28 epidemic;<sup>5</sup> or
- 29 2. Due to medical reasons if the student has a written statement from his/her doctor excusing him  
30 from such immunization.<sup>6</sup>
- 31

- 1 The Director of Schools shall ensure that appropriate immunization records are maintained for each  
2 student.
- 

## Legal References

1. [20 USCA § 1232h\(c\)](#)
2. [TRR/MS 0520-01-13-.01\(1\)\(a\)](#)
3. [TCA 49-1-1002\(b\)\(2\)](#); [Tennessee School Health Screening Guidelines](#), [https://www.tn.gov/content/dam/tn/education/csh/FINAL\\_Health\\_screening\\_Guidelines\\_2022.pdf](https://www.tn.gov/content/dam/tn/education/csh/FINAL_Health_screening_Guidelines_2022.pdf); [20 USCA § 1232h\(c\)\(2\)\(C\)](#)
4. [TCA 49-6-5001\(a\),\(c\)](#)
5. [TCA 49-6-5001\(b\)\(2\)-\(3\)](#)
6. [TCA 49-6-5001\(c\)\(2\)](#)

## Cross References

Promoting Student Welfare 6.400

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Student Communicable Diseases</b>	Descriptor Code: <b>6.403</b>	Issued Date: <b>07/27/23</b>
		Rescinds: <b>6.403</b>	Issued: <b>01/06/98</b>

1 No student will be denied an education solely because of a communicable disease, and his/her  
2 educational program shall be restricted only to the extent necessary to minimize the risk of transmitting  
3 the disease.

4 Parents or guardians of infected students shall inform appropriate school officials of the infection so that  
5 proper precautions for the protection of other students, employees, and the infected student shall be  
6 taken.

7 No student with a communicable disease which may endanger the health of either himself/herself or  
8 other individuals will enter or remain in the regular school setting.<sup>1,2</sup> If a school principal has reason to  
9 believe a student has a communicable disease which may endanger the health of either himself/herself  
10 or other individuals in the regular school setting, the principal shall:

- 11 1. Assign the student to a setting which will protect other students, employees and the student  
12 himself; or
- 13 2. Exclude the student from school until certification is obtained from a physician or the County  
14 Health Department by either the parent or principal stating that the disease is no longer  
15 communicable.  
16

17 If the principal [or designee](#) has reason to believe that the student has a long-term communicable disease,  
18 the principal [or designee](#) must require confirmation from a physician or the County Health  
19 Department as to the student's condition. ~~If the student is confirmed to have a long-term~~  
20 ~~communicable disease the principal shall refer the student for special education services.~~<sup>3</sup>

21 The principal may request that further examinations be conducted by a physician or County Health  
22 Department and may request periodic re-examinations after the student has been readmitted to the  
23 school.<sup>2</sup>

24 The names of all students excluded from school under this policy will be forwarded to the office of the  
25 Director of Schools.

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## Legal References

1. TRR/MS 0520-01-13-.01
2. TCA 49-2-203(b)(2)

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## Cross References

- Special Education 4.202  
Special Programs 4.206

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Acquired Immune Deficiency Syndrome</b>	Descriptor Code: <b>6.404</b>	Issued Date: <b>07/27/23</b>
		Rescinds: <b>6.404</b>	Issued: <b>01/28/21</b>

## 1 LIABILITY AND NON-DISCRIMINATION

2 Students infected with HIV shall not be denied enrollment in school. The Board shall not prevent an HIV  
3 infected student from participating in the continuation of his/her education on the basis of HIV infection.  
4 Further, the student shall be subject to the same rules for class assignment, privileges and participation  
5 in any school-sponsored activities as all other students. The Board shall strive to maintain a respectful  
6 school climate for HIV infected students.

7 Mandatory screening for communicable diseases not spread by casual everyday contact, such as HIV  
8 infection, shall not be a condition for school entry or attendance.<sup>1</sup>

## 9 ATHLETICS

10 A student who is HIV positive may not be denied the opportunity to participate in school athletic  
11 programs based solely on his/her HIV status. All reasonable accommodations shall be made to allow  
12 students with HIV to participate in school-sponsored physical activities.<sup>1</sup>

## 13 ADMINISTRATIVE RESPONSIBILITIES FOR CONFIDENTIALITY

14 If a student's parents/guardians choose to disclose the child's HIV status, all matters pertaining to that  
15 student will be directed by procedures initiated by the Director of Schools/[designee](#).  
16 The Director of Schools/[designee](#) shall be responsible for requesting medical records from the  
17 parent/guardian and a statement from the student's physician regarding health status of the student  
18 reported to have HIV/AIDS. In addition, the Director of Schools/[designee](#) will gather information  
regarding the student's cumulative school record.

## 19 CONFIDENTIALITY

20 No information concerning an HIV infected student shall be divulged, directly or indirectly, to any other  
21 individual or group without the written consent of the parent/guardian. All medical information and  
22 written documentation of discussions, telephone conversations, proceedings and meetings shall be kept  
23 [confidential](#) by the [Health Services](#) Director of Schools in a ~~locked file~~ [secure note](#). If the HIV infected  
24 student is under the age eighteen (18), access to this ~~file~~ [information](#) will be granted only to those  
25 persons who have the written consent of the infected student's parents/guardians.

26 **Under no circumstances shall information identifying a student with AIDS be released to the**  
27 **public.<sup>2, 3</sup>**

## 1 APPROPRIATE ALTERNATIVE EDUCATION PROGRAMS

2 In determining the educational placement of a student known to be infected with HIV, school authorities  
3 shall follow established policies and procedures for students with disabilities. School authorities shall  
4 reassess placement if there is a change in the student's need for accommodations or services.

## 5 HIV PREVENTION EDUCATION/CURRICULUM<sup>1,4</sup>

6 The Director of Schools shall be responsible for developing instructional objectives to address each  
7 terminal objective in the state AIDS curriculum framework and provide each teacher responsible for  
8 teaching AIDS education with these objectives. Students shall further be taught universal precautions  
9 through the K-8 Healthful Living and Lifetime Wellness curricula and through the Board's HIV  
10 prevention education program.

11 The state AIDS curriculum and related instructional objectives will be used in grades K-12. Parents and  
12 guardians shall have convenient opportunities to preview all HIV prevention curricula and materials in  
13 accordance with the provisions of the Family Life Curriculum.

14 Students shall have access to voluntary and confidential counseling about matters related to HIV.  
15 Administrators shall maintain a list of counseling and testing resources for student use.

## 16 INFECTION CONTROL

17 The Director of Schools/[designee](#) shall develop an Occupational Safety and Health Administration  
18 (OSHA)-based infection control plan in which each school will provide for: 1) well-maintained and easily  
19 accessible materials necessary to follow universal precautions, and 2) designate first responders  
20 responsible for implementing infection control guidelines, including investigating, correcting, and  
21 reporting on instances of exposure. All schools shall further follow the most current Centers for  
22 Disease Control and Prevention (CDC) Universal Precautions for Prevention of Transmission of  
23 Human Immunodeficiency Virus, Hepatitis B Virus, and Other Blood borne Pathogens in Health Care  
24 Settings and the OSHA blood borne pathogens standard.<sup>4</sup>

25 The Director of Schools/[designee](#) shall develop procedures to implement this policy as well as the State  
26 Board of Education HIV/AIDS Policy for employees and students of Tennessee Public Schools.<sup>4</sup>

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### Legal References

1. TRR/MS 0520-01-13-.02
2. TCA 68-10-113
3. 20 USCA § 1232g; 34 CFR § 300.622, 623
4. State Board of Education Policy 5.300; 29 CFR 1910.1030(c)(1)(i)

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### Cross References

Section 504 & ADA Grievance Procedures 1.802  
Special Education 4.202  
Homebound Instruction 4.206  
Promoting Student Welfare 6.400  
Student Records 6.600

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Medicines</b>	Descriptor Code: <b>6.405</b>	Issued Date: <b>07/27/23</b>
		Rescinds: <b>6.405</b>	Issued: <b>07/28/22</b>

1 If a student is required to take non-prescription or prescription medication during school hours and the  
2 parent/guardian cannot be at school to administer the medication, only ~~the~~ **a trained** principal/designee  
3 will assist in administration of the medication if the student is competent to administer medicine with  
4 assistance and in compliance with the following guidelines.<sup>1</sup>

5 The parent/guardian must provide a written medication order on the Medication Authorization Form  
6 from a licensed health care provider with a signed parent consent for use when prescription drugs,  
7 inhalants, over-the-counter drugs, eye drops, creams and ointments are to be administered at school or  
8 during a school field trip. The district reserves the right to clarify and verify medication orders directly  
9 with the health care provider.

10 Written instructions signed by the parent/guardian are required and will include:

- 11 1. Child's name;
- 12 2. Name of Medication;
- 13 3. Name of Physician;
- 14 4. Time to be administered;
- 15 5. Dosage and directions for administration (non-prescription medicines must have label  
16 directions) **and reason for administering medication;**
- 17 6. Possible side effects, if known; and
- 18 7. Termination date for administration of the medication.

19 The administrator/designee will:

- 20 1. Inform appropriate school personnel of the medication to be administered;
- 21 2. Keep written instructions from parent/guardian in student's record;
- 22 3. Keep an accurate record of the administration of the medication as reported;
- 23 4. Keep all medication in a locked cabinet except medication retained by a student per physician's  
24 order;
- 25 5. Return unused prescription to the parent/guardian only; and
- 26 6. Ensure that all guidelines developed by the Department of Health and the Department of  
27 Education are followed.

28 The parent/guardian is responsible for informing the designated official of any change in the student's  
29 health or change in medication.

30 A copy of this policy shall be made available to a parent/guardian upon receipt of a request for long-  
31 term administration of medication.

1 The medication shall be delivered to the nurse's clinic or front office in person by the parent/guardian  
2 of the student unless the medication must be retained by the student for immediate self- administration.  
3 The parent/guardian must provide a current professionally labeled bottle from a pharmacist for  
4 prescription drugs. Over-the-counter medications (includes lotions, salves, ointments, ibuprofen,  
5 Tylenol) must be unopened with the student's full name written on the bottle or box. All CAM's-  
6 Complimentary and Alternative Medications shall be prescribed by a licensed prescriber on an individual  
7 basis as determined by the child's health status. All medications, including over-the-counter medication  
8 must be supplied by the parents/guardians in original containers.

#### 9 **BLOOD GLUCOSE SELF-CHECKS<sup>2</sup>**

10 Upon written request of a parent/guardian, and if included in the student's medical management plan  
11 and in the Individualized Healthcare Plan (IHP), a student with diabetes shall be permitted to perform a  
12 blood glucose check or administer insulin using any necessary diabetes monitoring and treatment  
13 supplies, including sharps. The student shall be permitted to perform the testing in any area of the school  
14 or school grounds at any time necessary.

15 Sharps shall be stored in a secure, but accessible location, including the student's person, until use of  
16 such sharps are appropriate.

17 Use and disposal of sharps shall be in compliance with the guidelines set forth by the Tennessee  
18 Occupational Safety and Health Administration (TOSHA).<sup>3</sup>

#### 19 **STUDENTS WITH PANCREATIC INSUFFICIENCY OR CYSTIC FIBROSIS<sup>4</sup>**

20 Students diagnosed with pancreatic insufficiency or cystic fibrosis shall be permitted to self-manage  
21 their prescribed medication in a manner directed by a licensed healthcare provider without additional  
22 assistance or direction. The Director of Schools shall maintain procedures for the development of an  
23 IHP for every student who wishes to self-administer medications.

#### 24 **STUDENTS WITH ADRENAL INSUFFICIENCY<sup>5</sup>**

25 The parent/guardian of a student with adrenal insufficiency shall notify the school district of the student's  
26 diagnosis. Once notified, the district shall observe the following procedure:

- 27 1. The district shall train school personnel who will be responsible for administering the medication  
28 for the treatment for adrenal insufficiency and any who volunteer to administer the medication.
- 29 2. The district shall maintain a record of all school personnel who have completed this training; and
- 30 3. If a student has an adrenal crisis, a school nurse or other licensed health care professional may  
31 administer the prescribed medication to the student. If a school nurse or other licensed health  
32 care professional is not immediately available, trained school personnel may administer the  
33 prescribed medication.

34 The Director of Schools shall develop procedures on the administration of medications that treat adrenal  
35 insufficiency, including the treatment of an adrenal crisis while on school transportation and during  
36 activities such as field trips, and recordkeeping in accordance with state law.

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**Legal References**

1. TCA 49-50-1602 *et seq.*; TRR/MS 0520-01-13-.03
2. TCA 49-50-1602(d)(7)
3. State Board of Education Policy 4.205; TRR/MS 0800-01-10
4. TCA 49-50-1601
5. TRR/MS 0520-01-13-.04; State Board of Education Policy 4.205

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**Cross References**

Promoting Student Welfare 6.400  
Emergency Allergy Response Plan 6.412

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Glucagon and Diazepam Gel (Diastat)</b>	Descriptor Code: <b>6.4051</b>	Issued Date: <b>05/25/23</b>
		Rescinds: <b>6.4051</b>	Issued: <b>04/26/18</b>

1 School personnel, who volunteer, under no duress or pressure and have been properly trained by a  
2 registered nurse, are permitted to administer glucagon in emergency situations to a student based on  
3 physician's orders and/or the student's Individual Health Plan (IHP). If the school nurse is on site, the  
4 nurse shall provide the service to the student.<sup>1</sup>

5 The school nurse shall be responsible for updating and maintaining each IHP. There must be a  
6 parent/guardian signature on file giving permission prior to training school personnel to administer  
7 glucagon.

## 8 **DEFINITION OF GLUCAGON**

9 Glucagon is a hormone that helps the liver release sugar, thus increasing the level of sugar in the blood.  
10 ~~It must be injected with a syringe into the body like insulin.~~

## 11 **WHEN TO USE GLUCAGON**

12 Glucagon is administered when the student has low blood sugar and is unable to take liquid or food by  
13 mouth because of unconsciousness or seizure activity as per a medical provider's written instructions.

## 14 **TRAINING**

- 15 1. Review physicians' orders for glucagon and parent/guardian permission on file.
- 16
- 17 2. The volunteer must complete an initial in-depth diabetes-related training recognizing signs and  
18 symptoms of hypoglycemia and respond with student-specific interventions.
- 19
- 20 3. The volunteer trainee must be able to state glucagon's action and the need for its use.
- 21
- 22 4. The volunteer trainee must be able to state how glucagon should be ~~prepared~~ administered, the  
23 dosage, and side effects as well as follow-up care after the administration of glucagon.
- 24
- 25 5. The volunteer trainee must be able to identify where glucagon will be stored (must be kept in a  
26 secure location away from heat and direct light) and readily available to the student.
- 27
- 28 6. The volunteer trainee will notify or delegate notification of EMS/911 personnel,  
29 parents/guardian, and the school nurse any time glucagon is administered to any student.

- 1       7. The volunteer trainee must ~~document~~ **report** observations, administration of glucagon, and  
2       follow-up care ~~on the appropriate diabetic and medication forms to the principal/designee.~~
- 3
- 4       8. Training will be provided until competency is demonstrated, and retraining shall be completed  
5       on a yearly basis. Training will be documented and include a skills checklist, instructor's name,  
6       trainee's name, date of training, and documentation of competency of trainee to administer  
7       glucagon. A copy of the trainee's competency training form will be kept in the employee's  
8       personnel file.

## 9       **DEFINITION OF DIAZEPAM (DIASTAT) ANTIZEIZURE MEDICATIONS**

10       ~~Diastat~~ **Antiseizure medication** works to stop seizure activity by acting on brain cell interactions that  
11       inhibit the seizure discharges. ~~This special formulation of diazepam is administered rectally as a gel.~~

12       School personnel who volunteer under no duress or pressure and who have been properly trained by a  
13       registered nurse or employed or contracted by the Cumberland County School District may administer  
14       anti-seizure medications, ~~including diazepam gel~~ to a student in an emergency situation based on the  
15       student's IHP. If the school nurse is available, on site, and able to reach the student within the time  
16       limit for administration specified in the IHP, then the school nurse shall provide this service to the  
17       student.

## 18       **WHEN TO USE DIASTAT ANTISEIZURE MEDICATION**

19       Upon the decision of a trained volunteer to administer ~~diazepam gel (Diastat)~~, **antiseizure medications**,  
20       school officials shall immediately summon local emergency medical services to the school to provide  
21       necessary monitoring and transport to safeguard the health and condition of the student.

22       Trained volunteer school personnel administering anti-seizure medications, any registered nurse who  
23       provides training to administer such medications, and any local board of education shall not be liable  
24       in any court of law for injury resulting from the reasonable and prudent assistance in the administration  
25       of such medications, if performed pursuant to the policies and guidelines developed by the departments  
26       of health and education and approved by applicable regulatory or governing boards or agencies.

27       Cumberland County school district shall not assign a student with epilepsy or other seizure disorder to  
28       a school other than the school for which the student is zoned or would otherwise regularly attend  
29       because the student has a seizure disorder.

30       A student's parent/guardian, who has given the student's school written authorization to administer  
31       anti-seizure medication, shall, in accordance with the student's IHP, notify the school administrator or  
32       school nurse if anti-seizure medication or prescription or over-the-counter medicines are administered  
33       at a time at which the student is not present in school. The student's IHP shall set forth with specificity  
34       the requirements of reporting administration of medication and for the dissemination of such  
35       information to volunteer school personnel trained to administer anti-seizure medication. Such  
36       notification shall be given after administration of medication before or at the beginning of the next  
37       school day in which the student is in attendance.

## 1 TRAINING

2 Prior to administration of an anti-seizure medication to a student by volunteer school personnel or a  
3 school nurse in an emergency situation, the student's parent/guardian shall provide:

- 4 1. The school with a written authorization to administer the medication at school;
- 5
- 6 2. A written statement from the student's health care practitioner, which shall contain the  
7 student's name, the name and purpose of the medication, the prescribed dosage, the route of  
8 administration, the frequency that the medication may be administered, and the circumstances  
9 under which the medication may be administered; and
- 10
- 11 3. ~~Prior to its date of expiration the,~~ An unopen, unexpired prescribed medication to the school is  
12 in ~~the original its unopened, sealed~~ package with ~~the an~~ intact label affixed by the dispensing  
13 pharmacy.

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Legal References

1. TCA 49-50-1602

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Cross References



# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Student Social Services</b>	Descriptor Code: <b>6.407</b>	Issued Date: <b>05/25/23</b>
		Rescinds: <b>6.407</b>	Issued: <b>07/24/08</b>

1 Each school shall provide a social service program for all students through the cooperative efforts of  
2 the principal, teachers, and guidance [school](#) counselor.<sup>1</sup>

3 The principal shall develop a program of social services which shall include such services and  
4 activities as:

- 5 1. Orientation of parents/guardians and students to the school program;
- 6 2. Student referral and/or welfare provisions;
- 7 3. Collection and maintenance of student data and record systems;
- 8 4. Educational information for use by students, parents/guardians and teachers;
- 9 5. Conflict resolution techniques; and
- 10 6. Referral information and/or outlets for referral for drug abuse counseling, pregnancy  
11 counseling, and psychological services.

12 The classroom teacher, because of close contacts with the student, shall be a key person in the social  
13 services program.

14 School administrators are authorized to work with recognized groups who may furnish special services  
15 to students.

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Supervision of Students</b>	Descriptor Code: <b>6.408</b>	Issued Date: <b>07/27/23</b>
		Rescinds: <b>6.408</b>	Issued: <b>06/03/04</b>

- 1 Students will be under the supervision of school personnel, either ~~certificated~~ **certified** or non-~~certificated~~
- 2 **certified**,<sup>1</sup> at all times, including ~~play~~ **recess** periods and lunch periods, as well as during the school day
- 3 and during extracurricular activities.
  
- 4 The principal is responsible for ensuring proper supervision of all children at all times.

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#### Legal Reference

1. TCA 49-2-303(b)(7)(A)

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#### Cross Reference

Time Schedules and Extra Duty 5.602

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Accidents and Illnesses</b>	Descriptor Code: <b>6.410</b>	Issued Date: <b>07/27/23</b>
		Rescinds: <b>6.410</b>	Issued: <b>01/25/18</b>

1 Parent(s)/guardian(s) of all students shall provide the schools with medical authorization which shall  
2 contain the following information:

- 3 1. Parent/guardians' location and phone number during the school day;
- 4
- 5 2. The name, address and phone number of the student's physician(s);
- 6
- 7 3. Name and phone number of relative or neighbor who may be contacted in the event of an  
8 emergency;
- 9
- 10 4. Directions in the event that medical treatment is needed;
- 11
- 12 5. Information concerning a student's particular physical disability or medical condition. The  
13 authorization will be required annually and will be kept on file in the principal's office.

14 If a student suffers an injury or becomes ill, the staff member in charge shall have the responsibility to  
15 render first-aid or ensure that it is rendered.

16 In the event of serious injury or illness to a student, the parent(s)/guardian(s) will be notified as to  
17 whether to pick up the child at school or meet the child at the hospital. If the parent(s)/guardian(s)  
18 cannot be reached, the student will be transported to the hospital emergency room. ~~and the physician~~  
19 ~~identified by the parent(s) / guardian(s) on the emergency medical authorization form will be notified~~  
20 ~~of the accident.~~ Efforts to notify the parent(s) /guardian(s) will continue until they are reached. The  
21 student shall be accompanied by a member of the professional staff and remain with the student until  
22 the parent or guardian arrives.

23 Principals will inform the Director of Schools immediately of any serious injuries suffered by students  
24 while under jurisdiction of the school. A report of each accident taking place in a school will be filed in  
25 the offices of both the principal and the Director of Schools. Forms for reporting accidents will be made  
26 available from the office of the Director of Schools. In all accidents serious enough to require medical  
27 attention or requiring the student to be taken home, ~~or in all cases that the staff member in charge~~  
28 ~~deems desirable~~, reports will be made and filed as stated above.

29 No student will be taken and left at home or sent home unless a parent/guardian, or someone  
30 designated by the parent(s)/guardian(s), is at home to accept the responsibility of the student.

31 Students with an illness that warrants their dismissal from school will be signed out through the school  
32 nurse and picked up from school by their parent/guardian.

- 1 Students with an illness precluding them from participating in any physical education activity shall
- 2 present a doctor's excuse to the principal or their assigned designee noting same. Administration shall
- 3 ensure that all pertinent school staff is knowledgeable of the restrictions outlined in the doctor's excuse
- 4 and shall ensure compliance with it. No student shall be encouraged nor allowed to participate in any
- 5 physical education, intramural or interscholastic activity prior to the date specified by the doctor.
  
- 6 Parents/guardians who object to the procedures contained in this policy shall submit to the principal a
- 7 written emergency plan for his/her approval.

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Student Wellness</b>	Descriptor Code: <b>6.411</b>	Issued Date: <b>07/27/23</b>
		Rescinds: <b>6.411</b>	Issued: <b>01/23/20</b>

1 The Board recognizes the value of proper nutrition, physical activity, and other health conscious  
2 practices and the impact that such practices have on student academic achievement, health, and well-  
3 being. In order to provide an environment conducive to overall student wellness, this policy shall be  
4 followed by all schools in the district.<sup>1</sup>

## 5 **COMMITMENT TO COORDINATED SCHOOL HEALTH**

6 All schools shall implement the Centers for Disease Control and Prevention’s Coordinated School  
7 Health approach to managing new and existing wellness related programs and services in schools and  
8 the surrounding community based on State Law and State Board of Education Coordinated School  
9 Health standards and guidelines. The district's Coordinated School Health Coordinator shall be  
10 responsible for overseeing compliance with State Board of Education Coordinated School Health  
11 standards and guidelines in the school district.

## 12 **SCHOOL HEALTH ADVISORY COUNCIL<sup>2,3</sup>**

13 A district school health advisory council shall be established to serve as a resource to school sites for  
14 implementing policies and programs and develop an active working relationship with the county health  
15 council. The council shall consist of individuals representing the school and community, including  
16 parents, students, teachers, school administrators, health professionals, school food service  
17 representatives, and members of the public. The primary responsibilities of the council include but are  
18 not limited to:

- 19 1. Developing, implementing, monitoring, reviewing and as necessary, making recommendations  
20 as to physical activity and nutrition policies;
- 21 2. Ensuring all schools within the district create and implement an action plan related to all  
22 School Health Index modules;
- 23 3. Ensuring that the results of the action plan are annually reported to the council; and
- 24 4. Ensuring that school level results include measures of progress on each indicator of the School  
25 Health Index.

26 The State Board of Education's Coordinated School Health and Physical Activity Policies shall be used  
27 as guidance by the council to make recommendations. The board will consider recommendations of the  
28 council in making policy changes or revisions.

29 Additionally, each school will have a Healthy School Team consisting of teachers, students, parents  
30 and administrators.<sup>2</sup> The team will hold Healthy School Team meetings during the school year to  
31 assess needs and oversee planning and implementation of school health efforts. The Director of

1 Schools/designee will ensure compliance with the School Wellness Policy, to include an assessment of  
2 the implementation of the Wellness Policy and the progress made in attaining the policy goals. The  
3 assessment will be made available to the public.

#### 4 **COMMITMENT TO NUTRITION**

5 All schools within the district shall participate in the USDA child nutrition programs, which may  
6 include but not be limited to, the National School Lunch Program, the School Breakfast Program, the  
7 Summer Food Service Program, and the After School Snack Program.<sup>4,5,</sup>

8 Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given adequate  
9 time to enjoy healthy meals and relax in a pleasant environment. Good nutritional habits shall be  
10 encouraged. All food including vending machines, fundraising items, and concessions must meet  
11 guidelines set forth by the Healthy, Hunger-free Kids Act, 2010, Smart Snacks in Schools.<sup>4,5,6</sup> The  
12 school principal/designee shall be responsible for overseeing the school district's compliance with the  
13 State Board of Education Rules and Regulations for sale of food items in the school district.<sup>2,5,6</sup>

#### 14 **DISTRICT GOALS**

15 The district will promote healthy nutrition through various activities, including nutrition related  
16 newsletters, informational links on the district website, healthy eating posters and bulletin boards in  
17 dining areas, and informational booths at various community functions. Nutrition Education will be  
18 offered as part of a standards based program designed to provide students with the knowledge and  
19 skills needed to promote and protect their health as outlined in the State Board of Education  
20 Health Education and Lifetime Wellness Standards. Nutrition Education will discourage teachers  
21 from using high fat, sugar, and sodium foods as rewards and encourage students to start each day with  
22 a healthy breakfast.

#### 23 **COMMITMENT TO PHYSICAL ACTIVITY AND PHYSICAL EDUCATION**

24 The Board recognizes that physical activity is extremely important to the overall health of a child.  
25 Schools shall support and promote physical activity. Physical activity may be integrated into any areas  
26 of the school program.

27 Physical Education classes shall be offered as part of a standards based program designed to provide  
28 developmentally appropriate moderate to vigorous physical activity as an integral part of the class. All  
29 physical education classes shall comply with the State Board of Education's Physical Education  
30 Standards. In addition to the district's physical education program, non-structured physical activity  
31 periods shall be offered as required by law.<sup>7</sup>

32 Schools shall continue to offer after school sports and activities. **Physical activity shall not be**  
33 **employed as a form of discipline or punishment.**

#### 34 **COMMITMENT TO CURRICULUM<sup>3</sup>**

35 All applicable courses of study should be based on State-approved curriculum standards.

**1 SCHOOL HEALTH INDEX<sup>3</sup>**

2 All schools within the district shall annually administer a baseline assessment on each of the three  
3 recommended School Health Index modules. Results shall be submitted to the School Health Advisory  
4 Council and reported to the State Department of Education.

**5 RECORD KEEPING COMPLIANCE**

6 The district's Coordinated School Health Coordinator shall ensure that records demonstrating  
7 compliance with community involvement requirements are maintained. The Coordinated School  
8 Health Coordinator shall additionally document that the school wellness policy and triennial  
9 assessments are made available to the public.<sup>8</sup>

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**Legal References**

1. TCA 49-1-1002
2. State Board of Education Policy 4.204
3. State Board of Education Policy 4.206
4. 42 U.S.C. 1758b (Section 204 of the Healthy, Hunger-Free Kids Act of 2010 (Public Law 111-296))
5. TRR/MS 0520-01-06
6. 7 C.F.R. 210 and 220
7. TCA 49-6-1021
8. 7 C.F.R. § 210.31(f)

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Student Suicide Prevention</b>	Descriptor Code: <b>6.415</b>	Issued Date: <b>09/22/16</b>
		Rescinds:	Issued:

1 The Board is committed to protecting the health and well-being of all students and understands that  
2 physical, behavioral, and emotional health are integral components of student achievement. Students  
3 are strongly encouraged to report if they, or a friend, are feeling suicidal or in need of help. Students  
4 will be provided [suicide crisis](#) information [as needed](#). ~~regarding The National Suicide Prevention~~  
5 ~~Lifeline 1-800-273-8255 (TALK).~~

## 6 **PREVENTION<sup>1</sup>**

7 All district employees shall attend either the annual in-service training in suicide prevention or  
8 participate in other equivalent training approved by the director of schools. The training shall include,  
9 but not be limited to, identification of risk factors, warning signs, intervention and response  
10 procedures, referrals, and postvention.

11 The director of schools shall identify a district suicide prevention coordinator responsible for planning  
12 and coordinating the implementation of this policy. Each school principal shall designate a school  
13 suicide prevention coordinator to act as a point of contact in each school for issues relating to suicide  
14 prevention and policy implementation.

## 15 **INTERVENTION<sup>1</sup>**

16 Any employee who has reason to believe that a student is at imminent risk of suicide shall report such  
17 belief to the principal or designee. Belief that a student is at imminent risk of suicide shall include, but  
18 not be limited to, the student verbalizing the desire to commit suicide, evidence of self-harm, or a  
19 student self-refers.

20 Upon notification, ~~the principal or designee shall ensure the student is placed under adult supervision.~~  
21 [Cumberland County School staff shall follow the procedures outlined in the district Suicide Prevention](#)  
22 [Protocols](#). Emergency medical services shall be contacted immediately if an in-school suicide attempt  
23 occurs. The principal or designee shall contact the director of schools or designee as soon as  
24 practicable.

25 Prior to contacting the student's parent/guardian, the director of schools or designee shall determine if  
26 there could be further risk of harm resulting from parent/guardian notification. If parent/guardian  
27 notification could result in further risk of harm or endanger the health or well-being of the student, then  
28 local law enforcement and the Department of Children's Services shall be contacted.<sup>2</sup>

1 If appropriate, the director of schools or designee shall contact the student's parent/guardian and  
2 provide the following information:

- 3 1. Inform the parent/guardian that there is reason to believe the student is at imminent risk of  
4 suicide;
- 5 2. Assure the parent/guardian that the student is currently safe or inform the parent/guardian that  
6 emergency medical services were contacted;
- 7 3. Ask the parent/guardian whether he/she is aware of the student's mental state;
- 8 4. Ask the parent/guardian whether he/she wishes to obtain or has obtained mental health  
9 counseling for the student;
- 10 5. Provide the names of community mental health counseling resources if appropriate.

11 The director of schools or designee will seek parental permission to communicate with outside mental  
12 health care providers regarding a student **if deemed appropriate**. If the student is under the age of 18  
13 and the parent/guardian refuses to seek appropriate assistance, the director of schools or designee shall  
14 contact the Department of Children's Services.<sup>2</sup>

15 The director of schools or designee shall document the contact with the parent/guardian by recording:

- 16 1. The time and date of the contact;
- 17 2. The individual contacted;
- 18 3. The parent/guardian's response; and
- 19 4. Anticipated follow-up.

20 The director of schools or designee shall ensure the student is under adult supervision until a  
21 parent/guardian or other authorized individual accepts responsibility for the student's safety.

22 Prior to a student returning to school, the director of schools or designee and/or principal shall meet  
23 with the student's parent/guardian, and student if appropriate. The parent/guardian ~~shall~~ **may be**  
24 **requested to** provide documentation from a mental health care provider **detailing progress made and/or**  
25 **recommendations for the student upon re-entry to the school.** ~~stating that the student has received care~~  
26 ~~and is no longer a danger to themselves or others.~~ The principal will identify an employee to  
27 periodically check in with the student to ensure the student's safety and address any problems with re-  
28 entry.

## 29 **POSTVENTION<sup>1</sup>**

30 Immediately following a student suicide death, the ~~Crisis Team~~ **designated school staff** shall meet and  
31 implement ~~the~~ **a** crisis management plan. At a minimum, the crisis management plan shall address the  
32 following:

- 33 1. Verification of death;
- 34 2. Preparation of postvention response to include support services;
- 35 3. Informing faculty and staff of a student death;
- 36 4. Informing students that a death has occurred;
- 37 5. Providing information on the resources available to students;

- 1 The ~~Crisis Team~~ designated school staff shall work with teachers to identify the students most likely to
- 2 be impacted by the death in order to provide additional assistance and counseling if needed.
- 3 Additionally, staff and faculty will immediately review suicide warning signs and reporting
- 4 requirements. The director of schools or designee shall be responsible for all media inquiries.

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Legal References

1. Public Acts of 2016, Chapter No. 623
2. T.C.A. 37-1-403

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Cross References

News Releases, News Conferences and Interview 1.503  
Crisis Management 3.203  
Student Discrimination, Harassment, Bullying, Cyber-  
bullying and Intimidation 6.304  
Promoting Student Welfare 6.400  
Student Wellness 6.411

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Student Clubs and Organizations</b>	Descriptor Code: <b>6.702</b>	Issued Date: <b>07/27/23</b>
		Rescinds: <b>6.702</b>	Issued: <b>10/03/02</b>

1 Student organizations are an extension of the academic curriculum and are intended to complement the  
2 basic instructional program.

3 The principal, in cooperation with the faculty and student body representatives, shall approve all clubs  
4 and organizations within the school.

5 One or more staff members will serve as sponsors of each activity and will attend all meetings. Each  
6 sponsor will evaluate the activity and make recommendations concerning changes, continuance, or  
7 deletion from the school's activity program.

8 An approved copy of the aims, objectives, and constitution for each organization will be kept on file in  
9 the principal's office.

10 The Director of Schools/[designee](#) shall approve all requirements imposed by clubs which have restricted  
11 membership.

## 12 HAZING

13 The nature of any initiation shall be outlined and presented in writing to the club sponsor and the  
14 principal of the school for approval prior to the actual initiation. Hazing by students acting alone or with  
15 others is strictly prohibited. Any organization which permits an initiation to go beyond the scope of  
16 activities planned and previously approved will be suspended until reinstated by the principal. A student  
17 found guilty of misbehavior may receive punishment ranging from verbal reprimand to suspension  
18 and/or expulsion dependent on the severity of the offense and the offender's prior record.<sup>1</sup>

19 Sororities, fraternities, and all secret organizations are prohibited.

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Legal Reference:

1. TCA 49-2-120; TCA 49-6-3401

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Student Fees and Fines</b>	Descriptor Code: <b>6.709</b>	Issued Date: <b>07/27/23</b>
		Rescinds: <b>6.709</b>	Issued: <b>02/23/17</b>

## 1 FEES

2 School fees are defined as follows:<sup>1</sup>

- 3 1. Fees for activities that occur during regular school hours, including field trips;
- 4
- 5 2. Fees for activities and supplies required to participate in all courses offered for credit or grades;
- 6
- 7 3. Equipment and supplies required to participate in interscholastic athletics and marching band,
- 8 if taken for credit;
- 9
- 10 4. Fees or tuition for courses taken for credit or grade during summer school;
- 11
- 12 5. Fees required for graduation ceremonies;
- 13
- 14 6. Fees for a copy of the student's records; and
- 15
- 16 7. Refundable deposits for locks or other security devices required for protection of school
- 17 property when used in conjunction with courses taken for credit or a grade.

18 School fees are not:<sup>1</sup>

- 19 1. Fines for overdue library books;
- 20
- 21 2. Fines for the abuse of school parking privileges and other school rules developed for the safe
- 22 and efficient operation of the school;
- 23
- 24 3. Charges for lost, damaged, or destroyed textbooks, library books, workbooks, or other school
- 25 property;
- 26
- 27 4. Charges for debts owed the school;
- 28
- 29 5. Refundable deposits for locks or other security devices required for protection of school
- 30 property when used in not-for-credit extracurricular activities;
- 31
- 32 6. Costs to participate in not-for-credit extracurricular activities, including athletics; and
- 33
- 34 7. Tuition for non-resident students.

1 No fee will be charged any student as a condition to attending school,<sup>1</sup> but students shall be  
2 responsible for normal school supplies, such as pencils and paper.

3 School fees shall be waived for students who receive free or reduced-price school lunches.<sup>1</sup> The  
4 ~~application/list~~ **economically disadvantaged direct certification information** for determining eligibility  
5 for free or reduced-price lunches by the State Department of Education shall be used to verify student  
6 eligibility for fee waivers.

7 ~~At the beginning of the school year, each principal shall be responsible for providing to all students and  
8 their parents/guardians notice of the required student fees and the process for fee waiver for students  
9 who receive free or reduced-price lunches. The parent or guardian of an eligible student must sign the  
10 appropriate application for free or reduced-price lunches and the waiver of school fees, but may pay for  
11 all or a portion of the school fees.~~

12 Notice of approval or denial of request for fee waivers shall be provided to all parents or guardians.  
13 Any denial shall contain specific grounds for denial and an opportunity for the parent or guardian to  
14 meet with appropriate school personnel.

15 Persons collecting fees shall be provided a list containing only the names of those students eligible for  
16 waivers and for whom they are responsible for collecting fees. Any records related to this program  
17 which identify particular students shall be maintained in strictest confidence.

18 Prior to the beginning of school each year, the Board, upon the recommendation of the principals and  
19 Director of Schools, shall approve all student fees for the upcoming school year. Additional fees may  
20 be approved during the year as needed.

21 The Director of Schools shall be responsible for maintaining copies of all correspondence relating to  
22 this program.

23 No employee may charge a student for any service rendered on the school premises. Tutoring one's  
24 own student for pay is prohibited.

## 25 **FINES<sup>2</sup>**

26 Students who destroy, damage, or lose school property, including but not limited to buildings, school  
27 buses, books, equipment, and records, will be responsible for the actual cost of replacing or repairing  
28 such materials or equipment.

29 The grades, grade cards, diploma or transcript of a student who is responsible for vandalism or theft or  
30 who has otherwise incurred a debt to a school may be held until the student or the student's  
31 parent/guardian has paid for the damages. Upon payment for damages the student's grades, diploma,  
32 and/or transcripts shall be released. Such sanctions shall not be imposed if the student is not at fault.

33 Failure to remit the cost of replacing or repairing such materials or to make satisfactory arrangements  
34 with the administration for payment may result in suspension of the student. If payment is not remitted,  
35 the matter will be referred to the Board for final disposition.

- 1 Textbooks are available free to students as a loan. Parent(s)/guardian(s) will accept full responsibility
- 2 for the proper care, preservation, return, or replacement of textbooks issued to the student(s).
- 3 The condition of each book and a book number shall be recorded by the teacher issuing it.
- 4 The life of the book is considered to be six (6) years. Charges for lost books will be the remaining life
- 5 of the book. Damage fines will be based on the wear beyond that normally expected for one year. For
- 6 one year's wear there will be no charge.
- 7 Fines may be assessed for overdue, damaged, or lost library books. In no event will the fine exceed the
- 8 current cost of replacing the book.

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Legal References

1. TCA 49-2-114; TRR/MS 0520-01-02-.16
2. TCA 37-10-101, 102

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Cross References

Revenues 2.400  
Textbook Selection Distribution and Care 4.401  
Care of School Property 6.311

# Cumberland County Board of Education

Monitoring:  <b>Review: Annually, in January</b>	Descriptor Term:  <h2 style="text-align: center;">Recruitment of Employees</h2>	Descriptor Code: <h3 style="text-align: center;">5.105</h3>	Issued Date: <h3 style="text-align: center;">04/27/23</h3>
		Rescinds: <h3 style="text-align: center;">5.105</h3>	Issued: <h3 style="text-align: center;">04/27/17</h3>

1 The authorization of all school system positions rests with the board. Personnel employment shall be  
 2 within the discretion of the Director of Schools.<sup>1</sup>

3 The Director of Schools is responsible for the development of a program for the recruitment of licensed  
 4 personnel.<sup>2</sup>

5 Identification of personnel needs shall be the cooperative responsibility of the Director of Schools,  
 6 supervisors, and building principals.

7 All vacancies will be posted on the district’s web site, and through the system email listserv. Vacancy  
 8 notices shall contain the date of posting, a description of the position, the name and location of where  
 9 the vacancy exists, the certification and other requirements for the position, and the name of the person  
 10 to whom the application is to be returned.

11 Such posting shall take place as soon as practical after the director of schools becomes aware of such  
 12 vacancies. No vacancies will be posted until a written resignation, retirement, or job abandonment  
 13 confirmation is received by Human Resources. All new positions as well as vacancies not being posted  
 14 within 30 days of the vacancy confirmation shall require authorization from the Board of Education  
 15 (Policy 5.106).

16 At least seven (7) calendar days shall lapse after the posting of any vacancy before the position is  
 17 permanently filled, during which time applications will be received and interviews will be held. There  
 18 will be no interviews held until after the position is posted.

19 All offers of employment shall be contingent upon the satisfactory results of criminal background  
 20 checks, pre-employment physicals, drug screens, and appropriate licensing as required by the State of  
 21 Tennessee and Board of Education policy.

22 Cumberland County Schools is an equal opportunity employer. Opportunity for employment, as well  
 23 as continuation and advancement in employment, shall be afforded equally to members of all races,  
 24 creeds, colors, sex, religions, ages, national origins, individuals with disabilities, or veteran status with  
 25 regard only for qualifications for the positions involved.

26 Vacancies shall be advertised locally and through the closest placement offices. A deadline for  
 27 receiving applications shall be established and disseminated with the vacancy notice.

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Legal References

1. TCA 49-2-301(b)(1)(EE); TCA 49-2-203(a)(1)
2. TRR/MS 0520-01-02-.14

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Cross References

- Equal Opportunity Employment 5.104  
 Staff Positions 5.116



# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Compulsory Attendance Ages</b>	Descriptor Code: <b>6.201</b>	Issued Date: <b>08/24/23</b>
		Rescinds: <b>6.201</b>	Issued: <b>05/25/23</b>

- 1 Children between the ages of six (6) and seventeen (17) years, shall attend a public or private school.<sup>1</sup>  
2 A parent/guardian who believes that their child is not ready to attend school at the designated age of  
3 mandatory attendance may make application to the principal of the public school where the child would  
4 attend for a one (1) semester or one year deferral in required [attendance](#). Any such deferral shall be  
5 reported to the Director of Schools by the principal.<sup>2</sup> Under certain circumstances, the Board may  
6 temporarily excuse students from complying with the provisions of the compulsory attendance law.<sup>3</sup>
- 7 Any child residing within the state who is or will be five (5) years of age on or before August 15 and  
8 applies for enrollment shall be enrolled in the school designated by the Board.<sup>4</sup>
- 9 If a child will be five (5) years of age on or before September 30, such child's parent(s)/legal guardian(s)  
10 may request that the child be admitted into kindergarten<sup>5</sup>. Upon a request, the Director of  
11 Schools/designee shall administer an evaluation and examination. If the results indicate that the child is  
12 sufficiently mature emotionally and academically, then the child may be enrolled into kindergarten. The  
13 Director of Schools shall develop procedures and forms to implement the provisions of this policy.
- 14 No child shall be eligible to enter first grade without having attended an approved kindergarten program.<sup>6</sup>
- 15 A child entering a special education program shall be no less than three (3) years of age.<sup>7</sup>

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#### Legal References

1. TCA 49-6-3001(c)(1)
2. TCA 49-6-3001(c)(5)
3. TCA 49-6-3005; TCA 49-6-3001
4. TCA 49-6-201(b)(3); TCA 49-6-3001(b)(1)
5. TCA 49-6-3001(b)(2)(B)
6. TCA 49-6-201(d)
7. 20 USCA § 1401 (a)(1) (B)

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#### Cross References

- Special Education Program 4.202
- Adult Education Program 4.208
- Home Schools 6.202
- Special Education Students 6.500

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Release During School Hours</b>	Descriptor Code: <b>6.208</b>	Issued Date: <b>05/25/23</b>
		Rescinds: <b>6.208</b>	Issued: <b>05/26/11</b>

1 The following procedure will be observed with regard to dismissal of students during school hours:

- 2 1. No student will leave school prior to regular dismissal hours, except with the approval of the  
3 principal or his/her designee, and parent. Elementary students will be permitted to leave school  
4 prior to regular dismissal time only in the company of a parent, legal guardian, school employee,  
5 police officer, court officer, or a person designated in writing by the parent(s).  
6
- 7 2. No student will be sent from the school during school hours to perform an errand or act as a  
8 messenger.  
9
- 10 3. When dental and medical appointments cannot be scheduled outside school hours, parent(s) must  
11 ~~send a written request for dismissal~~ or call for the student in person.  
12
- 13 4. Children will be released during school hours only upon the request of a parent whom the court  
14 holds directly responsible for the child, or who is a parent or guardian registered on the school  
15 record.  
16
- 17 5. No principal or teacher shall permit a change in the physical custody of a child at school unless:  
18
  - 19 (a) The person seeking custody of the child presents the school official with a certified copy of  
20 a valid court order from a Tennessee court designating the person who has custody of the  
21 child; and
  - 22 (b) The person seeking custody gives the school official reasonable advance notice of his/her  
23 intent to take custody of the child at school.<sup>2</sup>  
24
- 25 6. High school students may be released for jobs and approved training at centers outside their home  
26 schools under regulations approved by the Board.<sup>1</sup>  
27

28 The principal shall report to the Director of Schools the number of such exempted students by grade  
29 during the first month of each semester.

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Legal References:

1. TRR/MS 0520-01-03-.03(9); State Board of Education Policy 2.103(IV)
2. TCA 36-6-105

## Cumberland County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Suspension/Remand</b>	Descriptor Code: <b>6.316</b>	Issued Date: <b>07/25/24</b>
		Rescinds: <b>6.316</b>	Issued: <b>05/25/23</b>

1 Any principal may suspend any student from attendance in a specific class or school related activity  
 2 without suspending the student from attendance at school. Based on the severity of the offense, a  
 3 principal may suspend a student from attendance at school and any school activities

4 Students may be suspended for good and sufficient reasons including, but not limited to:<sup>1</sup>

- 5 1. Willful and persistent violation of the rules of the school;
- 6
- 7 2. Immoral or disreputable conduct, including vulgar or profane language;
- 8
- 9 3. Violence or threatened violence against the person of any personnel attending or assigned to
- 10 any school;
- 11
- 12 4. Willful or malicious damage to real or personal property of the school, or the property of any
- 13 person attending or assigned to the school;
- 14
- 15 5. Inciting, advising or counseling of others to engage in any of the actions that would justify
- 16 suspension;
- 17 6. Marking, defacing or destroying property;
- 18
- 19 7. Possession of a pistol, gun or firearm on school property;<sup>2</sup>
- 20
- 21 8. Possession of a knife, or other weapons, as defined in state law, on school property;<sup>3</sup>
- 22
- 23 9. Assaulting a principal, teacher, school bus driver or other school personnel with vulgar obscene
- 24 or threatening language;
- 25
- 26 10. Unlawful use or possession of barbitol or legend drugs, as defined in state law.<sup>4</sup>
- 27
- 28 11. Engaging in behavior, which disrupts a class or school-sponsored activity;
- 29
- 30 12. Making a threat, including a false report, to use a bomb, dynamite, or any other deadly
- 31 explosive or destructive device including chemical weapons on school property or at a school
- 32 sponsored event; or an invalid threat of mass violence;<sup>5</sup>
- 33
- 34 13. One (1) or more students initiating a physical attack on an individual student on school
- 35 property or at a school activity, including travel to and from school;
- 36
- 37 14. Assault against a school employee as defined in state law;<sup>6</sup>

1 15. Off-campus criminal behavior resulting in felony charges;

2  
3 16. When behavior poses a danger to persons or property and disrupts the educational process; or

4  
5 17. Any other conduct prejudicial to good order or discipline in any school.

6 Except in emergency, a principal shall not suspend any student until that student has been advised of  
7 the nature of his/her misconduct, questioned about it and allowed to give an explanation.

8 If, as a result of an investigation, a principal/designee finds that a student acted in self-defense under a  
9 reasonable belief that the student, or another to whom the student was coming to the defense of, may  
10 have been facing the threat of imminent danger of death or serious bodily injury, then the student may  
11 not face any disciplinary action.<sup>7</sup>

12 When a student is suspended, the principal shall notify the parents/guardians and the Director of  
13 Schools/designee of the following:

14 1. Student's suspension

15 2. Cause for the suspension; and

16 3. Any conditions for readmission which may include a meeting of the parents/guardians, student  
17 and the principal.

18 If a student is suspended during the last ten (10) days of any term or semester, he/she shall be  
19 permitted to take such final examination or submit such required work as necessary to complete the  
20 course of instruction for that semester, subject to conditions prescribed by the principal.<sup>8</sup>

#### 21 **IN-SCHOOL SUSPENSION:**<sup>9</sup>

22 In-school suspension shall be offered to students as an alternative program (if applicable) to complete  
23 academic assignments and receive credit for work completed.

24 Students given an in-school suspension in excess of one (1) day from classes shall attend either special  
25 classes attended only by students guilty of misconduct or be placed in an isolated area appropriate for  
26 study. Personnel responsible for in-school suspension shall ensure that each student is supervised at all  
27 times and has textbooks and classwork assignments from his/her regular teachers.

#### 28 **SUSPENSIONS LONGER THAN FIVE DAYS**<sup>10</sup>

29 If a suspension is longer than five (5) days, the principal shall develop and implement a plan for  
30 improving the student's behavior.

#### 31 **SUSPENSIONS LONGER THAN TEN DAYS**<sup>11</sup>

32 If the principal suspends a student for longer than ten (10) days, he/she shall immediately give written  
33 notice to the parents/guardians and the student of the right to appeal the decision. All appeals shall be  
34 filed within ~~five (5)~~ 10 (ten) days of receipt of notice. These appeals may be filed by the  
35 parents/guardians, the student, or any person holding a teaching license who is employed by the school  
36 district if requested by the student.

1 The appeal from this decision shall be to the Disciplinary Hearing Authority appointed by the Board. If  
2 a Disciplinary Hearing Authority has not been appointed, then the appeal shall be to the Board.

### 3 **SCHOOL-SPONSORED EVENTS**<sup>6</sup>

4 If a student assaults an employee, he/she shall be suspended from school-sponsored events for one (1)  
5 calendar year unless modified by the Director of Schools. A school-sponsored event is an activity that  
6 is not directly related to a student's grade in a course of instruction.

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#### Legal References

1. [TCA 49-2-203\(a\)\(7\)](#); [TCA 49-6-3401\(a\)](#)
2. [TCA 39-17-1309\(b\)](#)
3. [TCA 39-17-1309](#)
4. [TCA 53-10-101](#); [TCA 39-17-454](#)
5. [Public Acts of 2024, Chapter No. 882](#)
6. [Public Acts of 2024, Chapter No. 915](#); [TCA 39-13-101](#)
7. [TCA 49-6-3401\(i\)](#)
8. [TCA 49-6-3401\(d\)](#)
9. [TCA 49-6-3401\(b\)](#)
10. [TCA 49-6-3401\(c\)\(3\)](#)
11. [TCA 49-6-3401\(a\)-\(c\)](#); [Goss v. Lopez, 419 U.S. 565 \(1975\)](#); [20 USCA § 1415](#)

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#### Cross References

Traffic and Parking Controls 3.403  
Code of Conduct 6.300  
Procedural Due Process 6.302  
Interference/Disruption of School Activities 6.306  
Drug-Free Schools 6.307  
Bus Safety and Conduct 6.308  
Zero Tolerance Offenses 6.309  
Dress Code 6.310  
Student Disciplinary Hearing Authority 6.317  
Alternative Education 6.319

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in July</b>	Descriptor Term: <b>Student Disciplinary Hearing Authority</b>	Descriptor Code: <b>6.317</b>	Issued Date: <b>08/24/23</b>
		Rescinds: <b>6.317</b>	Issued: <b>12/03/20</b>

1 A Disciplinary Hearing Authority (DHA)<sup>1</sup> shall conduct hearings of appeals for students who have  
2 been suspended for more than ten (10) school days. The Board shall appoint a DHA which shall  
3 consist of ~~9~~ members comprised of Central Service personnel, one of which must be a licensed  
4 employee of the Board. The Director of Schools shall recommend members of the DHA to the Board  
5 for approval annually. All appointments are for one (1) year terms and subject to reappointment. Board  
6 members shall not serve on the DHA<sup>1</sup>. Each hearing shall be conducted by a maximum of three (3)  
7 members of the DHA.  
8

9 The Director of Schools shall appoint a chairman of the DHA from the members appointed by the  
10 Board. The chairman shall perform the following duties:

- 11 1. Set the time, place and date for each hearing;
- 12 2. Maintain order and structure during each hearing; and
- 13 3. Prepare, sign, and disseminate the minutes of each meeting.

14  
15 Upon receiving notification of the request to appeal the suspension decision, the DHA shall provide  
16 written notification to the parent(s)/guardian(s) of the student, and any other appropriate persons of the  
17 time, place, and date of the hearing. The hearing shall be held no later than ten (10) days after the  
18 beginning of the suspension.<sup>2</sup>

19 The DHA may take the following disciplinary actions:<sup>3</sup>

- 20 1. Affirm the decision of the school principal;
- 21 2. Order removal of the suspension/expulsion unconditionally;
- 22 3. Order removal of the suspension/expulsion upon such terms and conditions as it deems  
23 reasonable;
- 24 4. Assign the student to alternative placement; or
- 25 5. Suspend the student for a specified period of time.\*

26 Within ~~five (5)~~ 10 (ten) days of the DHA rendering a decision, the student, principal, principal/teacher,  
27 or assistant principal may appeal the decision of the DHA to the Director of Schools. The Director of  
28 Schools shall review the record and notify the individuals of his/her decision. Absent a timely appeal,  
29 the decision of the DHA shall be final.

30 The student, principal, principal/teacher, or assistant principal may then request a review by the Board  
31 and the Board shall review the record.

32 Following the review, the Board may take the following actions:

1 *Grant Request for Hearing*<sup>4</sup>

2 If the Board grants a hearing, it shall provide notice to the student and/or his/her parent(s)/guardian(s).  
3 The notice of the hearing shall include a statement that, unless the student or the student's  
4 parent(s)/guardian(s) requests an open hearing in writing within five (5) days of receipt of the notice,  
5 the hearing shall be closed to the public.<sup>3</sup>

6 The Board may affirm, overturn, or modify the decision of the DHA, including the imposition of a  
7 more severe penalty.

8 *Deny Request for Hearing*<sup>4</sup>

9 If the Board does not grant a hearing, it may affirm, overturn, or modify the decision of the DHA. The  
10 Board shall not impose a more severe penalty than that imposed by the DHA without first providing an  
11 opportunity for a hearing before the Board.

12 \* Note: Zero-tolerance offenses set forth in statute (~~firearms, drug possession and battery upon a~~  
13 ~~school employee~~) require mandatory calendar year expulsion unless modified by the Director of  
14 Schools.

15

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Legal References

1. TCA 49-6-3401(c)(4)(C)
2. TCA 49-6-3401(c) (4)(D)
3. TCA 49-6-3401(c)(5)
4. TCA 49-6-3401(c)(6)

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Cross References

Procedural Due Process 6.302  
Suspension/Expulsion 6.316  
Zero Tolerance Offenses 6.309  
Alternative Education 6.319  
Student Records 6.600

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Voluntary Pre-K Attendance</b>	Descriptor Code: <b>6.2011</b>	Issued Date: <b>04/27/23</b>
		Rescinds: <b>6.2011</b>	Issued: <b>01/25/18</b>

1 The Board may establish an early childhood education program to address the educational needs of  
2 eligible four-year old children. The program will provide educational services in accordance with state  
3 law and the policies, rules, and regulations of the State Board of Education and the Department of  
4 Education.<sup>1</sup>

5 While enrollment in an approved pre-kindergarten program is voluntary<sup>2</sup>, attendance is a key factor in  
6 student achievement; therefore, students are expected to be present each day school is in session.

## 7 **EXCUSED ABSENCES**

8 Absences shall be classified as either excused or unexcused as determined by the site-level  
9 administrator. Excused absences shall include, but not be limited to:

- 10 1. The child has a personal illness or injury;
- 11
- 12 2. The child has other ongoing health related ailments which temporarily prevent attendance;
- 13
- 14 3. The child contracts a communicable disease (virus or flu);
- 15
- 16 4. Religious observances;
- 17
- 18 5. Death in the family; and
- 19
- 20 6. Limited medical/dental/therapy appointments.

## 21 **UNEXCUSED ABSENCES**

22 Students who have four (4) or more unexcused absences within one (1) month shall be reported to the  
23 site-level administrator who will, in turn, contact the parent(s)/guardian(s) of the student and determine  
24 the child's participation status in the program. The site-level administrator shall document all  
25 communication attempts to contact the parent(s)/guardian(s) and the outcomes of those attempts.

26 Students who have five (5) or more unexcused absences in a three (3) month period shall be reported to  
27 the site-level administrator who will, in turn, contact the parent(s)/guardian(s) of the student and  
28 develop an attendance plan with the help of the parent(s)/guardian(s) and other appropriate school  
29 personnel. The attendance plan shall:

- 30 1. Identify the reasons for the absences;

- 1           2. Include a specific plan and date for establishing regular attendance or alternative services that  
2           meet the student’s educational goals; and  
3  
4           3. Include the documentation of services and student outcomes to determine the effectiveness of  
5           the attendance plan.

## 6   **DISMISSAL**

7   Students who are absent five (5) days or more within one (1) month or ten (10) days in one (1) year  
8   without adequate excuse may be terminated from the program. The site-level administrator shall  
9   submit dismissal documentation to the Department of Education’s Voluntary Pre-K Director for  
10   approval.

11   The district shall not dismiss a student without first implementing an attendance plan, unless there are  
12   special circumstances approved by the state VPK director.

13   Once dismissal is approved, a waiting list applicant who meets eligibility determinations may fill the  
14   vacant position.

15   The student may re-enter the program after a 30-day waiting period and a parent conference if there are  
16   any available vacancies.

## 17   **DISTRICT VOLUNTARY PRE-K CONTACT**

18           Name: [Dr. Stephanie Speich](#)  
19           Title: Pre-K – 8 Supervisor  
20           Phone: 931-484-6135, [email sspeich@ccschools.k12tn.net](mailto:sspeich@ccschools.k12tn.net)

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### Legal References

1. TCA 49-6-101 et seq.; TRR/MS 0520-12-01
2. TCA 49-6-103(a)

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### Cross References

Attendance 6.200

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Title IX &amp; Sexual Harassment</b>	Descriptor Code: <b>6.3041</b>	Issued Date: <b>04/27/23</b>
		Rescinds: <b>6.3041</b>	Issued: <b>07/23/20</b>

## 1 **General**

2 In order to maintain a safe, civil, and supportive learning environment, all forms of sexual harassment  
3 and discrimination on the basis of sex are prohibited.<sup>1</sup> This policy shall cover employees, employees'  
4 behaviors, students, and students' behaviors while on school property, at any school-sponsored activity,  
5 on school-provided equipment or transportation, or at any official school bus stop in accordance with  
6 federal law. This policy shall be disseminated annually to all school staff, students, and  
7 parent(s)/guardian(s).<sup>2</sup> The Title IX Coordinator as well as any personnel chosen to facilitate the  
8 grievance process shall not have a conflict of interest against any party of the complaint.<sup>3</sup> These  
9 individuals shall receive training as to how to promptly and equitably resolve student and employee  
10 complaints.<sup>3</sup>

11 All employees shall receive training on complying with this policy and federal law.<sup>4</sup>

## 12 **TITLE IX COORDINATOR<sup>5</sup>**

13 The Title IX Coordinator shall respond promptly to all general reports as well as formal complaints of  
14 sexual harassment. He/she shall be kept informed by school-level personnel of all investigations and  
15 shall provide input on an ongoing basis as appropriate.

16 Any individual may contact the Title IX Coordinator at any time using the information below:

## 17 **Federal Programs Supervisor and 9-12 Supervisor**

18 **368 Fourth Street, Crossville, TN 38555**

19 **931-484-6135**

20 [whittenbarj@ccschools.k12tn.net](mailto:whittenbarj@ccschools.k12tn.net) and [ksmith3@ccschools.k12tn.net](mailto:ksmith3@ccschools.k12tn.net)

## 21 **DEFINITIONS<sup>4</sup>**

22 “Complainant” is an individual who is alleged to be the victim of conduct that could constitute sexual  
23 harassment.

24 “Respondent” is an individual who is reported to be the perpetrator of conduct that could constitute  
25 sexual harassment.

26 “Sexual harassment” is conduct on the basis of sex that satisfies one or more of the following:<sup>3</sup>

- 1 1. A school district employee conditioning an aid, benefit, or service of an education program or  
2 activity on an individual's participation in unwelcome sexual conduct;  
3
- 4 2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and  
5 objectively offensive that it effectively denies a person equal access to the education program  
6 or activity; or
- 7 3. Sexual assault,<sup>6</sup> dating violence,<sup>7</sup> domestic violence,<sup>8</sup> or stalking<sup>9</sup> as defined in state and federal  
8 law.

9 Behaviors that constitute sexual harassment may include, but are not limited to:

- 10 1. Sexually suggestive remarks;  
11
- 12 2. Verbal harassment or abuse;  
13
- 14 3. Sexually suggestive pictures;  
15
- 16 4. Sexually suggestive gesturing;  
17
- 18 5. Harassing or sexually suggestive or offensive messages that are written or electronic;  
19
- 20 6. Subtle or direct propositions for sexual favors; and  
21
- 22 7. Touching of a sexual nature.

23 Sexual harassment may be directed against a particular person or persons, or a group, whether of the  
24 opposite sex or the same sex.

25 "Supportive measures" are non-disciplinary, non-punitive, individualized services and shall be offered  
26 to the complainant and the respondent, as appropriate. These measures may include, but are not limited  
27 to, the following:

- 28 1. Counseling;  
29
- 30 2. Course modifications;  
31
- 32 3. Schedule changes; and  
33
- 34 4. Increased monitoring or supervision.

35 The measures offered to the complainant and the respondent shall remain confidential to the extent that  
36 maintaining such confidentiality would not impair the ability of the school district to provide the  
37 supportive measures.

## 38 GRIEVANCE PROCESS

1 Upon learning of an instance of alleged sexual harassment, even if no formal complaint is filed, the  
2 Title IX Coordinator shall:

- 3 1. Promptly contact the complainant to discuss the availability of supportive measures;
- 4
- 5 2. Consider the complainant's wishes with respect to supportive measures;
- 6
- 7 3. Inform the complainant of the availability of supportive measures; and
- 8
- 9 4. Explain the process for filing a formal complaint.<sup>10</sup>

10 While the school district will respect the confidentiality of the complainant and the respondent as much  
11 as possible, some information may need to be disclosed to appropriate individuals. All disclosures shall  
12 be consistent with the school district's legal obligations and the necessity to investigate allegations of  
13 harassment and take disciplinary action.

14 Disciplinary consequences or sanctions shall not be initiated against the respondent until the grievance  
15 process has been completed. Unless there is an immediate threat to the physical health or safety of any  
16 student arising from the allegation of sexual harassment that justifies removal, the respondent's  
17 placement shall not be changed.<sup>11</sup> If the respondent is an employee, he/she may be placed on  
18 administrative leave during the pendency of the grievance process.<sup>12</sup> The Title IX Coordinator shall  
19 keep the Director of Schools informed of any employee respondents so that he/she can make any  
20 necessary reports to the State Board of Education in compliance with state law.<sup>13</sup>

## 21 **Complaints**

22 Any individual who has knowledge of behaviors that may constitute a violation of this policy shall  
23 immediately report such information to the Title IX Coordinator, however, nothing in this policy requires  
24 a complainant to either report or file a formal complaint within a certain timeframe. If the complaint  
25 involves the Title IX Coordinator, the complaint shall be filed with the Director of Schools.

26 If a complaint involves allegations of child abuse, including child abuse on school grounds, appropriate  
27 notification shall be made per the board policy on reporting child abuse.

28 Upon receipt of a formal complaint, the Title IX Coordinator shall promptly:<sup>14</sup>

- 29 1. Provide written notice of the allegations, and the grievance process to all known parties to give  
30 the respondent time to prepare a response before an initial interview;
- 31
- 32 2. Inform the parties of the prohibition against making false statement or knowingly submitting  
33 false information;
- 34
- 35 3. Inform the parties that they may have an advisor present during any subsequent meetings; and
- 36
- 37 4. Offer supportive measures in an equitable manner to both parties.

1 If the Title IX Coordinator dismisses a complaint, written notice, including the reasons for dismissal,  
2 shall be provided to both parties simultaneously.<sup>15</sup>

### 3 **Investigations**<sup>16</sup>

4 The Federal Programs Supervisor and 9-12 Supervisor shall serve as the  
5 investigator and be responsible for investigating complaints in an equitable manner that involves an  
6 objective evaluation of all relevant evidence. The burden for obtaining evidence sufficient to reach a  
7 determination regarding responsibility rests on the school district and not the complainant or respondent.

8 Once a complaint is received, the Investigator shall initiate an investigation within forty-eight (48) hours  
9 of receipt of the complaint. If an investigation is not initiated within forty-eight (48) hours, the  
10 investigator shall provide the Title IX Coordinator with appropriate documentation detailing the reasons  
11 why the investigation was not initiated within the required timeframe.

12 All investigations shall be completed within twenty (20) calendar days from the receipt of the initial  
13 complaint. If the investigation is not complete within twenty (20) calendar days, the investigator shall  
14 provide the Title IX Coordinator with appropriate documentation detailing the reasons why the  
15 investigation has not been completed.

16 All investigations shall:

- 17 1. Provide an equal opportunity for the parties to present witnesses and evidence;
- 18
- 19 2. Not restrict the ability of either party to discuss the allegations under investigation or gather  
20 and present relevant evidence;
- 21
- 22 3. Refrain from requiring, allowing, relying upon, or otherwise using questions or evidence that  
23 seek disclosure of information protected under a legally recognized privilege unless such  
24 privilege has been waived;<sup>17</sup>
- 25
- 26 4. Provide the parties with the same opportunities to have others present during any grievance  
27 proceeding;
- 28
- 29 5. Provide to parties whose participation is requested written notice of the date, time, location,  
30 participants, and purpose of all investigative interviews, or other meetings, with sufficient time  
31 for the party to prepare to participate;
- 32
- 33 6. Provide both parties an equal opportunity to inspect and review any evidence directly related to  
34 the allegations in the formal complaint; and
- 35
- 36 7. Result in the creation of an investigative report that fairly summarizes relevant evidence.  
37
- 38 a. Prior to the completion of the investigative report, the investigator shall send to each  
39 party the evidence subject to inspection and review. All parties shall have at least ten  
40 (10) calendar days to submit a written response which shall be taken into consideration  
41 in creating the final report.

1 Within the parameters of the federal Family Educational Rights and Privacy Act,<sup>18</sup> the Title IX  
2 Coordinator shall keep the complainant and the respondent informed of the status of the investigation  
3 process. At the close of the investigation, a written final report on the investigation will be delivered to  
4 the parent(s)/guardian(s) of the complainant, parent(s)/guardian(s) of the respondent, and to the  
5 Director of Schools.

### 6 **Determination of Responsibility**<sup>19</sup>

7 The respondent is presumed not responsible for the alleged conduct until a determination regarding  
8 responsibility is made at the conclusion of the grievance process.<sup>20</sup> The preponderance of the evidence  
9 standard shall be used in making this determination.<sup>21</sup>

10 Director of Schools shall act as the decision-maker. He/she shall receive the final report of the  
11 investigation and allow each party the opportunity to submit written questions that he/she wants asked  
12 of any party or witness prior to the determining responsibility.

13 The decision-maker shall make a determination regarding responsibility and provide the written  
14 determination to the parties simultaneously along with information about how to file an appeal.

15 A substantiated charge against a student may result in corrective or disciplinary action up to and  
16 including expulsion. A substantiated charge against an employee shall result in disciplinary action up to  
17 and including termination.

18 After a determination of responsibility is made, the Title IX Coordinator shall work with the complainant  
19 to determine if further supportive measures are necessary. The Title IX Coordinator shall also determine  
20 whether any other actions are necessary to prevent reoccurrence of the harassment.

### 21 **APPEALS**<sup>22</sup>

22 Either party may appeal from a determination of responsibility based on a procedural irregularity that  
23 affected the outcome, new evidence that was not reasonably available at the time of the determination  
24 that could affect the outcome, or an alleged conflict of interest on the part of the Title IX Coordinator or  
25 any personnel chosen to facilitate the grievance process. Appeals shall be submitted to the Title IX  
26 Coordinator within ten (10) calendar days of a determination of responsibility.

27 Upon receipt of an appeal, the Title IX Coordinator shall:

- 28 1. Assign an impartial hearing officer within five (5) calendar days of receipt of the appeal; and
- 29
- 30 2. Notify the parties in writing.

31 During the appeal process, the parties shall have a reasonable, equal opportunity to submit written  
32 statements. Within ten (10) calendar days, the hearing officer shall issue a written decision describing  
33 the result of the appeal and the rationale for the result. The written decision shall be provided  
34 simultaneously to both parties.

## 1 RETALIATION<sup>23</sup>

- 2 Retaliation against any person who makes a report or complaint or assists, participates, or refuses to  
3 participate in any investigation of an act alleged in this policy is prohibited.

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### Legal References

1. 34 CFR § 106.1
2. 34 CFR § 106.8(b),(c)
3. 34 CFR § 106.45(b)(1)(iii); 34 CFR § 106.45(b)(10)(D)
4. 34 CFR § 106.30(a)
5. 34 CFR § 106.8(a)
6. 20 USCA 1092(f)(6)(A)(v); TCA 36-3-601(10); TCA 71-6-302
7. 34 USCA 12291(a)(10)
8. 34 USCA 12291(a)(8); TCA 40-14-109
9. 34 USCA 12291(a)(30); TCA 39-17-315; TCA 36-3-601(11)
10. 34 CFR § 106.44(a)
11. 34 CFR § 106.44(c)
12. 34 CFR § 106.44(d)
13. TRR/MS 0520-02-03-.09(2); TCA 49-5-417(c)
14. 34 CFR § 106.45(b)(2)
15. 34 CFR § 106.45(b)(3)
16. 34 CFR § 106.45(b)(5); 34 CFR § 106.45(b)(1)(v)
17. 34 CFR § 106.45(b)(1)(x)
18. 20 USCA § 1232g
19. 34 CFR § 106.45(b)(7)
20. 34 CFR § 106.45(b)(1)(iv)
21. 34 CFR § 106.45(b)(1)(vii)
22. 34 CFR § 106.45(b)(8)
23. 34 CFR § 106.71

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### Cross References

Section 504 and ADA Grievance Procedures 1.802  
 Discrimination/Harassment of Employees (Sexual, Racial,  
 Ethnic, Religious) 5.500  
 Staff-Student Relations 5.610  
 Code of Conduct 6.300  
 Student Discrimination, Harassment, Bullying, Cyber-  
 bullying, and Intimidation 6.304  
 Child Abuse and Neglect 6.409

Year: 2027    Month: 7    Start Day: 1  
 1: Sunday, 2: Monday

# Cumberland County Schools Option A 2027-2028

DRAFT-NOT APPROVED

July 2027				
M	Tu	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

## Option A



August 2027				
M	Tu	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

September 2027				
M	Tu	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

October 2027				
M	Tu	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

November 2027				
M	Tu	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

December 2027				
M	Tu	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

8/2	Convocation Day (No Students)
8/3	Administrative Day (No Students)
8/4	Students First Day 10:00 Release
8/5	Teacher In-Service (No Students)
8/6	Administrative Day (No Students)
8/9	First Full Day of School
9/6	Labor Day - No School
10/11-15	Fall Break - No School
11/24-26	Thanksgiving Break-No School
12/17	Abbreviated Day-10:00 Release
12/20-12/31	Winter Break - No School
1/3	Teacher In-Service (No Students)
1/4	Administrative Day (No Students)
1/5	First Day of Spring Semester
1/17	MLK Day - No School
2/21	Presidents Day - No School
3/20-24	Spring Break - No School
4/14	Good Friday - No School
4/17	Teacher In-Service (No Students)
5/25	Administrative Day (No Students)
5/26	Students Last Day-10:00 Release

January 2028				
M	Tu	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

February 2028				
M	Tu	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29			

March 2028				
M	Tu	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

April 2028				
M	Tu	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

May 2028				
M	Tu	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

June 2028				
M	Tu	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

July 2028				
M	Tu	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

August 2028				
M	Tu	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

	Regular School Day
	No School-Holiday
	No School-F/S Breaks
	Admin Day-No Students
	Teacher In-Service-No Students
	Abbreviated Day-Early Release
	<b>Teacher Days</b>
	<b>Paid Vacation-F/S Breaks 10 days</b>
	<b>In-Service 8/2, 8/3, 1/3, 4/17 and Safe Schools</b>
	<b>Admin- 8/4, 8/6, 1/4, 5/25</b>
	<b>P/T Conf 1 Day</b>

Fall: 87 Spring: 93

Please note: In the event school is cancelled in excess of the 13 day maximum, additional days and/or hours will be added at the Cumberland County Board of Education's discretion



**Dr. Rebecca Farley**  
**Director of Schools**

**Scott VanWinkle**  
**Board Chairman**

April 8, 2026

To: Dr. Rebecca Farley, Director of Schools and  
Cumberland County Board of Education Members

From: Kelly Smith, Secondary Supervisor

Dr. Farley and Board Members,  
Please see below and approve the Lifetime Wellness textbook that the committee  
has selected for adoption for the 2026-2027 school year.

High School Lifetime Wellness  
Goodheart Willcox - Essential Skills for High School

If you have any questions, please contact me.

Thank you,

Kelly J. Smith  
Secondary Supervisor

Cumberland County, Tennessee

General Purpose School Fund

WHEREAS the General Budget for 2025-2026 required a revision to account for a change in needs.

THEREFORE, be resolved by the Cumberland County Board of Education meeting on this 23<sup>rd</sup> day of April 2026, and by the Cumberland County Commission meeting on this 18th day of May 2026, that the following budget be adopted:

**Decrease Expenditures:**

141-71300-449                      Textbooks    \$ 9,000.00

141-71300-706                      Building Construction    \$ 16,000.00

**Total Decrease:**    **\$ 25,000.00**

**Increase Expenditures:**

141-72230-524                      Inservice/Staff Development    \$ 25,000.00

**Total Increase:**    **\$ 25,000.00**

SPONSORED BY:

APPROVED BY:

\_\_\_\_\_  
Chairman of the Board

\_\_\_\_\_  
BOE Member

ATTEST:

\_\_\_\_\_  
Director of Schools

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Sponsor: \_\_\_\_\_  
County Commissioner

Approval: \_\_\_\_\_  
County Mayor

Attest: \_\_\_\_\_  
County Clerk

Budget Committee Vote: Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Amendment # \_\_\_\_\_  
Cumberland County, Tennessee  
GEAR UP State / Federally Funded

WHEREAS, the Gear Up Grant requires a revision due to a change in needs.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 23rd day of April 2026 and by the Cumberland County Commission meeting on this 18th day of May 2026, that the following budget amendment be adopted:

---

**STATE / FEDERAL GRANT: GEAR UP**

Increase Expenditures:

141-71300-429-GEAR	Instructional Supplies & Materials	\$ 5,000.00
	<b>Total Increase</b>	<b>\$ 5,000.00</b>

Decrease Expenditures:

141-72130-524-GEAR	In-Service /Staff Development	\$ 5,000.00
	<b>Total Decrease</b>	<b>\$ 5,000.00</b>

SPONSORED BY:

\_\_\_\_\_  
BOE Member

APPROVED BY:

\_\_\_\_\_  
Chairman of the Board

ATTEST:

\_\_\_\_\_  
Director of Schools

Ayes: \_\_\_ Nays: \_\_\_ Abstain: \_\_\_

Sponsor:

\_\_\_\_\_  
County Commissioner

Approval:

\_\_\_\_\_  
County Mayor

Attest:

\_\_\_\_\_  
County Clerk

Budget Committee Vote: Ayes: \_\_\_ Nays: \_\_\_ Abstain: \_\_\_

**Resolution #**  
Cumberland County, Tennessee  
General Program School Fund

**WHEREAS**, the approved FY 2026 budget for the Cumberland County Board of Education included appropriations for legal services based on estimated costs; and

**WHEREAS**, actual legal expenditures have exceeded original projections due to unexpected legal matters; and

**WHEREAS**, it is necessary to reallocate appropriations to ensure adequate funding for operational needs;

**NOW, THEREFORE**, be it resolved, by the Cumberland County Board of Education, meeting on this 23rd day of April 2026, and by the Cumberland County Commission, meeting on May 18th, 2026, that the following budget amendment be adopted.

---

**General Budget Amendment**

<b>Increase Expenditures:</b>		
<u>141-72310-331</u>	BOE - Legal Services	\$40,000.00
Total Increase in Revenue		\$40,000.00
<b>Decrease Expenditures:</b>		
<u>141-72210-105</u>	Regular Instructional Support - Supervisor	\$40,000.00
Total Increase in Expenditures		\$40,000.00

SPONSORED BY:

APPROVED BY:

---

BOE Member

Chairman of the Board

ATTEST:

Ayes: \_\_\_\_ Nays: \_\_\_\_ Abstain: \_\_\_\_

---

Director of School

Sponsor: \_\_\_\_\_

County Commissioner

Approval: \_\_\_\_\_

County Commissioner

Attest: \_\_\_\_\_

County Clerk

Budget Committee Vote

Ayes: \_\_\_\_ Nays: \_\_\_\_ Abstain: \_\_\_\_

**Resolution #**

Cumberland County, Tennessee  
General Program School Fund

WHEREAS the General budget requires revision to record receipt of the funds from the TVA EnergyRight grant for North Cumberland Elementary.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 23rd day of April 2026, and by the Cumberland County Commission meeting on May 18th, 2026, that the following budget amendment be adopted.

---

**General Budget Amendment**

<b>Increase Revenue:</b>		
141-48610	Citizen Group Donation	\$9,980.00
Total Increase in Revenue		\$9,980.00
<b>Increase Expenditures:</b>		
141-71100-429	Instructional Supplies	\$9,980.00
Total Increase in Expenditures		\$9,980.00

SPONSORED BY:

APPROVED BY:

---

BOE Member

Chairman of the Board

ATTEST:

Ayes: \_\_\_\_ Nays: \_\_\_\_ Abstain: \_\_\_\_

---

Director of School

Sponsor: \_\_\_\_\_  
County Commissioner

Approval: \_\_\_\_\_  
County Commissioner

Attest: \_\_\_\_\_  
County Clerk

Budget Committee Vote

Ayes: \_\_\_\_ Nays: \_\_\_\_ Abstain: \_\_\_\_

RESOLUTION # \_\_\_\_\_

Cumberland County, Tennessee  
Recruitment and Retention Grant

WHEREAS, the General budget requires revision to reallocate the Recruitment-Retention Award.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 23rd day of April, 2026, that the following budget amendment be adopted:

Recruitment and Retention Grant - RRA

Decrease Expenditures

141-72220-201-RRA	Social Security/Medicare	\$	65.71
141-72220-204-RRA	State Retirement	\$	378.31
141-72220-217-RRA	Re-Hybrid Stabilization	\$	144.75
<b>Total Decrease in Expenditures</b>		<b>\$</b>	<b>588.77</b>

Increase Expenditures

141-72220-124-RRA	Psychological Personnel	\$	588.77
<b>Total Increase in Expenditures</b>		<b>\$</b>	<b>588.77</b>

SPONSORED BY:

APPROVED BY:

\_\_\_\_\_  
BOE Member

\_\_\_\_\_  
Chairman of the Board

ATTEST:

\_\_\_\_\_  
Director of Schools      Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Sponsor: \_\_\_\_\_  
County Commissioner

Approval: \_\_\_\_\_  
County Mayor

Attest: \_\_\_\_\_  
County Clerk

Budget Committee Vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

RESOLUTION # \_\_\_\_\_ -

Cumberland County, Tennessee  
Federal Program School Fund

WHEREAS, the Federal 891 budget requires revision to increase Salary & Benefits Lines

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 23rd day of April 2026, that the following budget amendment be adopted:

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Federal Budget Amendment

Decrease Expenditures

142-891-71200-163	Educational Assistants	\$	5,000.00
142-891-72220-524	Staff Development	\$	3,000.00
Total Decrease of Expenditures		\$	<u>8,000.00</u>

Increase Expenditures

142-891-71200-499	Other Supplies and Materials	\$	8,000.00
Total Increase of Expenditures		\$	<u>8,000.00</u>

SPONSORED BY:

APPROVED BY:

\_\_\_\_\_  
BOE Member

\_\_\_\_\_  
Chairman of the Board

ATTEST:

\_\_\_\_\_  
Director of Schools

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Sponsor: \_\_\_\_\_  
County Commissioner

Approval: \_\_\_\_\_  
County Mayor

Attest: \_\_\_\_\_  
County Clerk

Budget Committee Vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

RESOLUTION # \_\_\_\_\_

Cumberland County, Tennessee

Federal Program School Fund

WHEREAS, the Federal 911 budget requires reallocation of funds

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 23rd day of April 2026, that the following budget amendment be adopted:

Federal Budget Amendment

Decrease Expenditures

142-911-71200-163	Educational Assistants	\$	1,500.00
Total Decrease of Expenditures		\$	1,500.00

Increase Expenditures

142-911-71200-201	Social Security/Medicare	\$	500.00
142-911-72220-322	Evaluation & Testing	\$	1,000.00
Total Increase of Expenditures		\$	1,500.00

SPONSORED BY:

APPROVED BY:

\_\_\_\_\_  
BOE Member

\_\_\_\_\_  
Chairman of the Board

ATTEST:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

\_\_\_\_\_  
Director of Schools

Sponsor: \_\_\_\_\_  
County Commissioner

Approval: \_\_\_\_\_  
County Mayor

Attest: \_\_\_\_\_  
County Clerk

Budget Committee Vote:  
Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Cumberland County, Tennessee  
Federal Program School Fund

WHEREAS, the Federal BBLC budget requires revision to reallocate funds.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 23rd day of April 2026, that the following budget amendment be adopted:

Federal Budget Amendment

Decrease Expenditures

142-891-71200-429	Instructional Supplies	\$	1,000.00
142-891-71200-725	Special Education Equipment	\$	3,200.00
Total Decrease Expenditures		\$	<u>4,200.00</u>

Increase Expenditures

142-891-71200-499	Other Supplies and Materials	\$	4,200.00
Total Increase Expenditures		\$	<u>4,200.00</u>

SPONSORED BY:

APPROVED BY:

\_\_\_\_\_  
BOE Member

\_\_\_\_\_  
Chairman of the Board

ATTEST:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

\_\_\_\_\_  
Director of Schools

Sponsor: \_\_\_\_\_  
County Commissioner

Approval: \_\_\_\_\_  
County Mayor

Attest: \_\_\_\_\_  
County Clerk

Budget Committee Vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Cumberland County, Tennessee

Federal Program School Fund

WHEREAS, the Federal IDEA 901 budget requires revision to reallocate funds.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 23rd day of April 2026, that the following budget amendment be adopted:

Federal Budget Amendment

Decrease Expenditures

142-901-71200-163	Educational Assistants	\$	65,000.00
142-901-71200-207	Medical Insurance	\$	40,000.00
142-901-71200-499	Other Supplies & Materials	\$	55,000.00
142-901-72220-207	Medical Insurance	\$	5,000.00
Total Decrease of Expenditures		\$	<u>165,000.00</u>

Increase Expenditures

142-901-71200-312	Contracts w/ Private Agencies	\$	87,500.00
142-901-71200-399	Other Contracted Service	\$	72,500.00
142-901-72220-189	Other Salaries & Wages	\$	5,000.00
Total Increase of Expenditures		\$	<u>165,000.00</u>

SPONSORED BY:

APPROVED BY:

\_\_\_\_\_  
BOE Member

\_\_\_\_\_  
Chairman of the Board

ATTEST:

\_\_\_\_\_  
Director of Schools

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Sponsor: \_\_\_\_\_  
County Commissioner

Approval: \_\_\_\_\_  
County Mayor

Attest: \_\_\_\_\_  
County Clerk

Budget Committee Vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_



**FUNDRAISER AUTHORIZATION FORM**

School CCHS

Fund/club/class account Cheer

Expected date of fundraiser May 1  
(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities Calendar - donations  
Pick a date - donate the amount

Method of fundraising (in-person, crowdfunding, etc.) In-person / Crowdfunding  
(Crowdfunding is defined as "raising money online")

Proposed uses of funds raised UCA Cheer Camp @ ITU

(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization)

13 cheerleaders

(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit donations from  
family, friends

Requested by Daray Phipps Date 4/1/20

Approved by Carmie Warr Date \_\_\_\_\_  
Name/Title  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools



**FUNDRAISER AUTHORIZATION FORM**

School CCMS

Fund/club/class account wrestling

Expected date of fundraiser 4/27-28 — 11-16-26  
(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities selling support packages to individuals or businesses. Level 1 starts at \$200 & Level 2 at \$10,000. These packages include perks.

Method of fundraising (in-person, crowdfunding, etc.) crowdfunding  
(Crowdfunding is defined as "raising money online")

Proposed uses of funds raised new wrestling mat, uniforms, travel, gear, etc.  
(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization) specific school organization  
(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit check, cash

Requested by Micah Stokely, head wrestling coach Date 3-26-26  
Name/Title

Approved by Carmel Date 3-30-26  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools



**CRAB ORCHARD  
ELEMENTARY SCHOOL**

240 School Road  
Crab Orchard, TN 37723  
PHONE: (931) 484-7400 FAX: (931) 456-5655  
Principal: Debbie Beaty  
Asst. Principal: Todd Kuffel

Dr. Farley and Cumberland County Board of Education:

Crab Orchard Elementary is seeking the board's approval to apply for and if chosen, accept the TVA EnergyRight School Uplift grant for \$10,000. This is not a matching grant.

Thank you for your consideration.

Sincerely,  
Debbie Beaty  
Principal



**FUNDRAISER AUTHORIZATION FORM**

School Pine View

Fund/club/class account PV PTO

Expected date of fundraiser April 27 - May 11  
(Date must be AFTER Board and/or Director approval)

Proposed fundraising activities \_\_\_\_\_  
Domino's Slice the Price Card

Method of fundraising (in-person, crowdfunding, etc.) crowdfunding  
(Crowdfunding is defined as "raising money online")

Proposed uses of funds raised PTO events & to support classroom needs  
(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization)  
school-wide  
(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit cash/check

Requested by PTO Teacher Rep / PK Teacher  
Christine Barnes Date 04/09/26

Approved by Kara Spier Name/Title \_\_\_\_\_ Date 4-9-26  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools



**FUNDRAISER AUTHORIZATION FORM**

School Pine View School

Fund/club/class account Library

Expected date of fundraiser April 27 - May 10, 2026  
(Date must be AFTER Board and/or Director approval)

Proposed fundraising activities Virtual Book Fair, with BookFair.org The sell of all grade level books.

Method of fundraising (in-person, crowdfunding, etc.) Crowdfunding, online sale  
(Crowdfunding is defined as "raising money online")

Proposed uses of funds raised Library Books, Library furniture, Library supplies, Library activities and supplies,  
(Any change in proposed uses of funds raised must be approved by the Director of Schools)  
To benefit students of all grade levels and librarian

Expected student involvement (school-wide or specific school organization)  
school wide advertised, in school and online  
(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit 25%

Requested by Christina Saegle Date 4/8/26  
Name/Title

Approved by Kara Spicer Date 4/8/26  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools

Pine View Elementary School



# VIRTUAL BOOK FAIR!

April 27<sup>th</sup> - May 10<sup>th</sup>

<https://www.bookfair.org/welcome/?ref-xnadl3t>

**Cumberland County, Tennessee  
 Local Option Sales Tax Collections  
 General Purpose School Fund  
 FY 2025-2026**

Month	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Actual	FY 24-25 Actual	FY 25-26 Budget	FY25-26 Actual	Difference
August	\$ 870,571	\$ 1,020,777	\$ 1,166,927	\$ 1,351,767	\$ 1,434,099	\$ 1,459,059	\$ 1,488,240	\$ 1,504,002	\$ 15,762
September	\$ 865,871	\$ 952,467	\$ 1,107,995	\$ 1,364,864	\$ 1,362,368	\$ 1,393,264	\$ 1,421,129	\$ 1,508,525	\$ 87,396
October	\$ 846,819	\$ 919,285	\$ 1,083,881	\$ 1,264,424	\$ 1,298,385	\$ 1,421,924	\$ 1,450,362	\$ 1,480,348	\$ 29,985
November	\$ 859,937	\$ 973,849	\$ 1,106,688	\$ 1,299,471	\$ 1,294,789	\$ 1,364,585	\$ 1,391,877	\$ 1,463,004	\$ 71,127
December	\$ 871,317	\$ 983,974	\$ 1,132,259	\$ 1,289,256	\$ 1,366,010	\$ 1,417,209	\$ 1,445,553	\$ 1,490,147	\$ 44,594
January	\$ 827,204	\$ 977,133	\$ 1,159,721	\$ 1,298,903	\$ 1,314,873	\$ 1,362,837	\$ 1,390,094	\$ 1,447,019	\$ 56,925
February	\$ 1,057,209	\$ 1,278,153	\$ 1,304,344	\$ 1,471,897	\$ 1,630,073	\$ 1,575,350	\$ 1,606,857	\$ 1,662,534	\$ 55,677
March	\$ 731,082	\$ 897,298	\$ 965,550	\$ 1,156,878	\$ 1,130,567	\$ 1,155,681	\$ 1,178,795	\$ 1,256,974	\$ 78,179
April	\$ 710,630	\$ 828,199	\$ 999,451	\$ 1,131,461	\$ 1,187,369	\$ 1,149,333	\$ 1,172,320		
May	\$ 854,049	\$ 1,178,207	\$ 1,264,205	\$ 1,398,362	\$ 1,342,565	\$ 1,423,150	\$ 1,451,612		
June	\$ 828,973	\$ 1,096,183	\$ 1,185,985	\$ 1,309,063	\$ 1,336,725	\$ 1,420,042	\$ 1,448,443		
July Accrual	\$ 947,306	\$ 1,114,903	\$ 1,298,919	\$ 1,399,744	\$ 1,394,836	\$ 1,478,482	\$ 1,508,052		
<b>Total</b>	<b>\$ 10,270,968</b>	<b>\$ 12,220,428</b>	<b>\$ 13,775,928</b>	<b>\$ 15,736,090</b>	<b>\$ 16,092,659</b>	<b>\$ 16,620,915</b>	<b>\$ 16,953,333</b>	<b>\$ 11,812,551</b>	<b>\$ 439,644</b>



**FUNDRAISER AUTHORIZATION FORM**

School South Cumberland Elementary

Fund/club/class account General Fund

Expected date of fundraiser 11/12/17

(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities Reading for Education

Method of fundraising (in-person, crowdfunding, etc.) Crowdfunding  
(Crowdfunding is defined as "raising money online" This includes any option provided for paying online via QR code, online payment link, etc...)

Proposed uses of funds raised to help supplement the general fund and teacher needs

(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization)

School wide

(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit Check will be received for emails & online purchases. Teachers may receive School Store gift cards.

Requested by \_\_\_\_\_ Date 3-26-26

Name/Title

Approved by Ricky Stra Smith Date 3-26-26

Bookkeeper

Approved by Dawn Hall Date 3-26-26

Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_

Director of Schools

\*\*\* Crowdfunding & School-Wide need board approval

\*\*\* All others require Director approval



**FUNDRAISER AUTHORIZATION FORM**

School South Cumberland Elementary

Fund/club/class account JV Cheer

Expected date of fundraiser 5/18/26

(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities Ham N Goody's Cookie Sales

Method of fundraising (in-person, crowdfunding, etc.) in person & crowdfunding  
(Crowdfunding is defined as "raising money online" This includes any option provided for paying online via QR code, online payment link, etc...)

Proposed uses of funds raised to help supplement JV Cheer

(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization)

JV Cheer

(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit Cash, check & online sales

Requested by Amber Christmas Date 3/13/26  
Name/Title

Approved by Ricky Stra Smith Date 3-13-26  
Bookkeeper

Approved by Dawn Hall Date 3-13-26  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools

\*\*\* Crowdfunding & School-Wide need board approval

\*\*\* All others require Director approval



**FUNDRAISER AUTHORIZATION FORM**

School South Cumberland Elementary

Fund/club/class account General Fund

Expected date of fundraiser 8/10/26 - 8/25/26  
(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities Smart Card Savings Card

Method of fundraising (in-person, crowdfunding, etc.) in person  
(Crowdfunding is defined as "raising money online" This includes any option provided for paying online via QR code, online payment link, etc...)

Proposed uses of funds raised technology, student rewards & teacher supplies

(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization) School wide

(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit Cash or check

Requested by [Signature] Date 3-13-26  
Name/Title

Approved by Ricky Stran Smith Date 3-13-26  
Bookkeeper

Approved by Dawn Dale Date 3-13-26  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools

\*\*\* Crowdfunding & School-Wide need board approval  
\*\*\* All others require Director approval



**FUNDRAISER AUTHORIZATION FORM**

School South Cumberland Elementary

Fund/club/class account General Fund

Expected date of fundraiser through out the school year  
(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities School Pictures - Simple Pix

Method of fundraising (in-person, crowdfunding, etc.) in person + crowdfunding  
(Crowdfunding is defined as "raising money online" This includes any option provided for paying online via QR code, online payment link, etc...)

Proposed uses of funds raised to help supplement school needs

(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization) School wide

(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit Check from Simple Pix

Requested by Christina Ward Date 3-13-26  
Name/Title

Approved by Ricky Ina Smith Date 3-13-26  
Bookkeeper

Approved by Dawn Dale Date 3-13-26  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools

\*\*\* Crowdfunding & School-Wide need board approval

\*\*\* All others require Director approval



**FUNDRAISER AUTHORIZATION FORM**

School South Cumberland Elementary

Fund/club/class account General Fund

Expected date of fundraiser 2/1/27 - 4/1/27  
(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities yearbook sales - Simple Pix

Method of fundraising (in-person, crowdfunding, etc.) in person & crowdfunding  
(Crowdfunding is defined as "raising money online" This includes any option provided for paying online via QR code, online payment link, etc...)

Proposed uses of funds raised to help supplement school needs

(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization) School wide

(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit Cash, check & online sales

Requested by Christina Ward Date 3-13-26  
Name/Title

Approved by Ricky Sha Smith Date 3-13-26  
Bookkeeper

Approved by Dawn Hall Date 3-13-26  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools

\*\*\* Crowdfunding & School-Wide need board approval  
\*\*\* All others require Director approval



**FUNDRAISER AUTHORIZATION FORM**

School Stone Memorial

Fund/club/class account Girls Soccer

Expected date of fundraiser April 24 - June 30  
(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities Sweatshirt & t-shirt sales

Method of fundraising (in-person, crowdfunding, etc.) Crowdfunding & in person  
(Crowdfunding is defined as "raising money online")

Proposed uses of funds raised Soccer camp, field maintenance, jersey updates, equipment  
(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization)  
girls soccer  
(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit 60% of profit

Requested by Caitlin Brown Date 3-26-26  
Name/Title

Approved by [Signature] Date 3-27-26  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools

**\*\* Tax must be paid on anything purchased for**

**RESALE!!**



**FUNDRAISER AUTHORIZATION FORM**

School Stone Memorial

Fund/club/class account Girls Soccer

Expected date of fundraiser June 1st and 2nd (collecting in May + day of event)  
(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities kids soccer camp

Method of fundraising (in-person, crowdfunding, etc.) Crowdfunding, in-person  
(Crowdfunding is defined as "raising money online")

Proposed uses of funds raised Soccer camp, field maintenance, jersey updates, equipment  
(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization)  
girls soccer  
(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit 100% of profit

Requested by Caitlin Brown Date 3-26-26  
Name/Title

Approved by [Signature] Date 3-27-26  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools

**\*\* Tax must be paid on anything purchased for RESALE!!**



**FUNDRAISER AUTHORIZATION FORM**

School Stone Memorial

Fund/club/class account Girls Soccer

Expected date of fundraiser May-July  
(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities Givebutter

Method of fundraising (in-person, crowdfunding, etc.) Crowdfunding  
(Crowdfunding is defined as "raising money online")

Proposed uses of funds raised equipment, pregame meals, gear for the players, field maintenance  
(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization)  
girls soccer  
(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit 100% of donation

Requested by Caitlin Brown Date 3-26-26  
Name/Title

Approved by [Signature] Date 3-27-26  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools

**\*\* Tax must be paid on anything purchased for**

**RESALE!!**