Regular Board of Education Meeting

November 16, 2026 5:00 PM
Robert J. Smallridge School Administration Building

I. **Call to Order**
II. **Pledge of Allegiance and Presentation of Colors**
III. **School Program by Willow Brook Elementary**
IV. **Approval of Agenda**
V. **Special Reports/Presentations**
    A. Good News
VI. **Public Forum**
VII. **Consent Agenda**
    A. Board Minutes 10-26-26
    B. ORHS Boys Basketball Field Trip to Asheville, NC
VIII. **Items for Action**
    A. FY27 Project InSPIRE Grant
    B. FY27 TISA Accountability Report
    C. Board Policy 5.301 Emergency & Legal Leave - First & Second Reading
    D. Board Policy 5.302 Sick Leave - First & Second Reading
    E. Board Policy 5.310 Vacations & Holidays - First & Second Reading
    F. Addition of 1.0 FTE Extended Child Care Program Support Specialist
    G. Increase of 0.50 Teacher's Assistant (TA) to a 1.0 FTE Teacher's Assistant (TA) at ORHS
    H. Reclassification of 0.5 Teacher's Assistant (TA) position at Willow Brook
    I. Reclassification of Coordinator of School Health (CSH) Position
    J. JMS New Club Dance Eagles
    K. ORHS New Club Investment Club
IX. **Items for Information**
    A. Legislative Update
    B. Proposed Budget Timeline
    C. Attendance
X. **Items for Discussion**
XI. **Old Business**
XII. **New Business**
XIII. **Communications**
XIV. **Adjournment**

Good News

Nov. 16, 2026

Glenwood

Glenwood P.E. teacher Bekah Green was awarded a $2,000 UCOR grant to transform an unused area of the school campus into a small pickleball court. This innovative project will allow students to learn the fundamentals of pickleball while incorporating STEM concepts. Congratulations, Coach Green!

Willow Brook

Willow Brook held its annual Fire Prevention Day on October 26. A special thank you to the Oak Ridge Fire Department for providing students and staff with a fun and informative day focused on fire prevention and safety.

Several Willow Brook students helped design a mural that was selected as the winning design and is now displayed outside ORNL Bank. Ms. Cochran and her students were recognized for their outstanding work on October 27.

Woodland

Woodland Elementary School P.E. teacher Jeremy Carringer was selected as the inaugural recipient of the TAHPERD Physical Education Award. This award honors Mrs. Shirley Holt-Hale and recognizes outstanding dedication, hard work, and contributions to health and physical education. Congratulations, Coach Carringer, on this well-deserved recognition!

Jefferson

Jefferson Middle School chorus students had the opportunity to perform at the TVA Norris Dam 250th Celebration. Their performance was also featured on WATE News, highlighting this special experience for our students.

Robertsville

On Friday, October 23, Robertsville Middle School hosted the Oak Ridge National Laboratory Traveling Science Fair. Nearly 1,000 students from Robertsville and Jefferson Middle Schools participated in hands-on STEM activities, explored ten interactive ORNL exhibits, and experienced a mobile welding lab provided by the Tennessee College of Applied Technology. A special thank you to ORNL and TCAT for providing this outstanding learning opportunity and inspiring future scientists, engineers, and skilled professionals.

Good News

Nov. 16, 2026

Robertsville (con't)

Congratulations to six Robertsville Middle School students in grades 6–8 who successfully auditioned and earned placement in the East Tennessee School Band and Orchestra Association Regional Orchestra! This is a wonderful accomplishment and a reflection of their hard work and dedication to music.

Oak Ridge High School

Eight Oak Ridge High School students had their artwork accepted into Lincoln Memorial University's Regional High School Art Exhibition! A formal reception was held on November 5, and the exhibition remained on display through November 6. Congratulations to these talented students!

The 5th Annual ORHS Trunk or Treat was another huge success, welcoming over 600 trick-or-treaters! Nearly 200 ORHS students volunteered their time to help make this community event a memorable one.

Fourteen ORHS students earned Microsoft Office Specialist certifications in Excel! One student shared with Mrs. Ledden, "I was able to help my mom with an Excel question!" This was a great example of students applying their classroom skills in everyday life!

ORHS World Language teachers Mrs. Sabine Nebenfuhr and Ms. Rebecca Whitehead represented Oak Ridge High School by presenting at the Tennessee World Language Teaching Association State Conference on November 7. Congratulations to both teachers!

Secret City Academy

Fourteen SCA high school students have earned a combined 45 credits so far this semester! Additionally, five seniors are now on track to graduate early in December. We are proud of our students and grateful to our staff for their continued dedication!

OAK RIDGE SCHOOLS

CAMPUS LEAVE REQUEST – Overnight Trip

Accommodations: Overnight lodging for students must be appropriately selected with student safety, quality of accommodations, cost, and location to events as central considerations. Students should be appropriately assigned to rooms and an overnight adult supervision and contact plan should be established and communicated to students.

School: Oak Ridge High School **Date:** 11/4/26

The following group requests permission to leave the school campus to participate in the educational activity indicated below. Parental permission will be obtained for each student.

Class/Group Requesting Permission: ORHS Boys Basketball Team

Educational Activity: Competition / Basketball Tournament

Destination: Asheville, NC

Purpose of Trip: Compete in Christmas Tournamewnt

Departure Date: 12/28/26 **Departure Time:** 1:00 pm

Return Date: 12/30/26 **Return Time:** 8:00 PM

Mode of Transportation: Van rental - Sexton Automotive

First Student **Transportation Contractor** **School System Van** **Air Travel**

NOTE: Only ORS employees are authorized to drive school system vans.

School System Van – Name of Driver: _____

Driver's License Verified by: _____ **Attach copy of driver's license**

Transportation Contractor: _____ **Phone #:** _____

(Only approved transportation companies may be used. Refer to ORS website for list of approved companies)

Air Travel Flight #'s: _____ _____ _____ _____ _____

Hotel/Motel Name: Hilton Garden Inn

Address: 9 Rocky Ridge Road

City: Asheville **State:** NC **Zip:** 28806

Phone: 828-633-6024 **Contact Person:** Candie Price

Number of Nights: 2 **Hotel Rating:** 5

Name of School Sponsor/Date: Denard BertramD

Signature of School Sponsor: Denard Q. Bertram Digitally signed by Denard Q. Bertram Date: 2026.11.05 18:13:10 -05'00' **Cell #:** _____

Minimum requires teacher to student ratio:

PreK – 3 yr olds 1:4 K-2nd 1:6 3rd-4th 1:10 5th-8th 1:12 9th-12th 1:15

4 yr olds 1:6

# of Students: 15 # of Adults: 6 Chaperone/Student Ratio: 5:2

Professional Staff Chaperone(s)

1. Name: Denard Bertram Cell #: 865-330-4098
2. Name: Craig Price Cell #: 423-298-6953
3. Name: Candie Price Cell #: 865-660-8393
4. Name: Shauna James Cell #: 352-552-1906

Other Chaperone(s):

1. Name: Ted Mitchell Cell #: 865-771-1385
2. Name: Ronnie Scott Cell #: 865-599-6970
3. Name: _____ Cell #: _____
4. Name: _____ Cell #: _____

Field Trips which exceed $25,000, involve out of the country travel, out of state travel or overnight stay require School Board approval, regardless of fund raising, Booster Club participation or other contributions. Please follow these guidelines when requesting approval of such trip:

1. *Submit an "Item for Action" for the Board Agenda (Principals have directions on submitting Board Agenda items).*
2. *Attach as documentation the following items"*
   - *Completed Campus Leave Request*
   - *Details of Trip/Itinerary*
   - *Justification/Explanation of Cost (per student/chaperone/total)*
   - *Financial Arrangements for students who cannot afford trip (if any)*
   - *Insurance Details*
   - *Out of country travel requires a release for each student participant*

Financial Arrangements: (please indicate method)

Boosters No Cost Paid by Students Paid by School Paid by School System

Substitute Required Acct to be charged for Substitute _____

$ 0 Per Student TOTAL TRIP AMOUNT: $ $3,500.00

Provisions for those students unable to pay: _____

Other information, comments, and special arrangements: (foreseeable hazards must be identified)

Staff Member: _____ Date: _____

Athletic Director: _____ Date: _____

This Section for Athletic Trips Only

At the high school level up to three events and/or tournaments per season can involve an overnight trip. However, no more than one day of school may be missed for these trips. (Under certain conditions, the Superintendent of Schools or designee may approve additional events.? These trips must be paid entirely from funds outside the Oak Ridge High School Athletic Department. TSSAA Tournament games would be an exception to this policy. (All overnight trips involving middle school athletics require Superintendent or designee approval.)

Number of overnight trips (including this request) requested during the current school year: _____

Athletic Director Signature: Joe Goddard

Date: 11/6/26

Principal's Action: Approved: Disapproved:

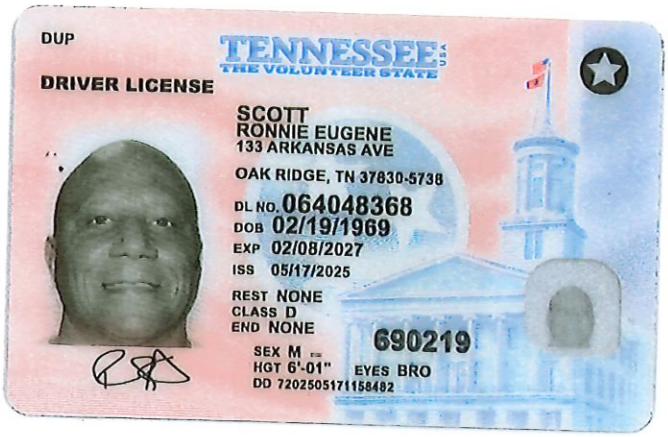
Principal's Signature: _____ Date: _____

Superintendent or Designee's Action: Approved: Disapproved:

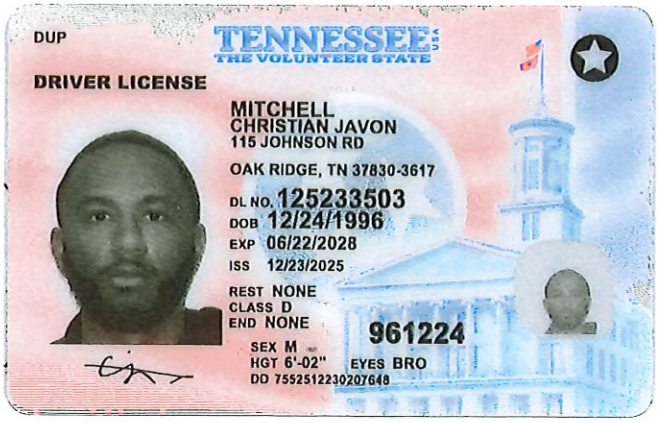
Superintendent or Designee's Signature: _____ Date: _____

Board Approval Date: _____

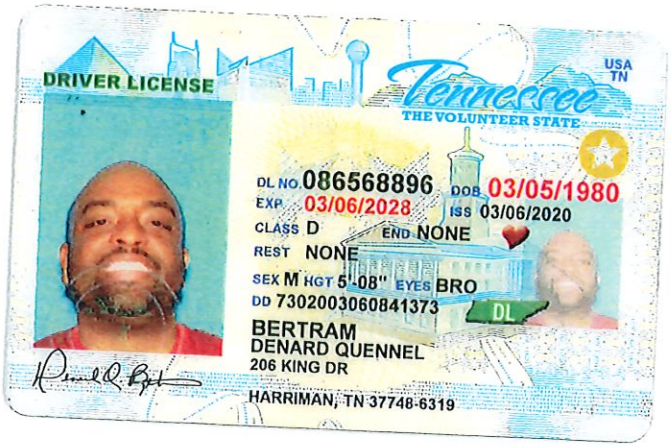
Updated 07/31/2024


DUP
DRIVER LICENSE
TENNESSEE
THE VOLUNTEER STATE
SCOTT
RONNIE EUGENE
133 ARKANSAS AVE
OAK RIDGE, TN 37830-5738
DL NO. 064048368
DOB 02/19/1969
EXP 02/08/2027
ISS 05/17/2025
REST NONE
CLASS D
END NONE
690219
SEX M
HGT 6'-01"
EYES BRO
DD 7202505171158482


Save Time, Renew Online
www.Tennessee.Gov
02/19/1969
Rev 01/15/2024
CLASS: D Vehicles <26,000 (Operator)
ENDORSEMENTS: None
RESTRICTIONS: None
TN


DUP
TENNESSEE
THE VOLUNTEER STATE
DRIVER LICENSE
MITCHELL
CHRISTIAN JAVON
115 JOHNSON RD
OAK RIDGE, TN 37830-3617
DL NO. 125233503
DOB 12/24/1996
EXP 06/22/2028
ISS 12/23/2025
REST NONE
CLASS D
END NONE
961224
SEX M
HGT 6'-02"
EYES BRO
DD 755251223020764


Save Time, Renew Online
www.Tennessee.Gov
12/24/1996
Rev 01/15/2024
CLASS: D Vehicles <26,000 (Operator)
ENDORSEMENTS: None
RESTRICTIONS: None
TN


DRIVER LICENSE
Tennessee
THE VOLUNTEER STATE
USA
TN
DL NO 086568896
DOB 03/05/1980
EXP 03/06/2028
ISS 03/06/2020
CLASS D
END NONE
REST NONE
SEX M HGT 5'-08" EYES BRO
DD 7302003060841373
DL
BERTRAM
DENARD QUENNEL
206 KING DR
HARRIMAN, TN 37748-6319


Save Time, Renew Online
www.Tennessee.Gov
03/05/1980
Rev 12/02/2011
ENDORSEMENTS:
None
CLASS: D Vehicles <26,000 (Operator)
RESTRICTIONS: None
ORGAN DONOR
I hereby certify that I am 18 or older, of sound mind, and upon my death, wish to make an anatomical gift noted here:
Any Organ/Tissue
Entire Body
Blood Type
RH Factor
Donor Signature
Date
Specific Organ(s)/Tissue
FOR NON-PHOTO SIGN HERE:

TENNESSEE
USA
THE VOLUNTEER STATE

DRIVER LICENSE



JAMES
SHAUNA MICHELE
19 BRADFORD CIR

OAK RIDGE, TN 37830-7605

DL NO. 122229386
DOB 07/25/1982
EXP 06/25/2033
ISS 06/25/2025

REST NONE
CLASS D
END NONE

820725

SEX F
HGT 5'-05" EYES HAZ
DD 7202506251144988



Oak Ridge Schools • 304 New York Avenue • Oak Ridge, TN 37831
(865) 425-9027 • Fax (865) 425-9061 • jcstults@ortn.edu • www.ortn.edu
Every student prepared for college, career, and life success

John C. Stults II, Executive Director of Student Services

Board of Education

11/5/2026

Memorandum for FY 27 Project Inspire Grant Submission

- I recommend approval of the FY 27 Project Inspire Grant
- If funded, this will allow Oak Ridge Schools to pay retention bonuses of $3,000 to each school psychologist in Oak Ridge.
- This grant is competitive and has a very narrow scope to help districts recruit and retain high-quality school psychologists.
- This is a new grant from TDOE for FY 27.
- Grant budget overview is attached.

Sincerely,

11/5/26

John C. Stults II

Budget Detail

Oak Ridge Schools (012) Public District - FY 2027 - Project InSPIRE - Rev 0 - Project InSPIRE

Return

Filtering - 1 out of 1 Budget Details match selected filters Show All / Clear All

Account Number	Line Item Number	Location Code	Narrative
All	All	All	No Options Selected

Download Budget Data

<< First < Previous 1 Next > Last >> Items 1-1 out of 1 Items/Page: 10

Budget Detail		Narrative Description
Account Number:	72130 - Other Student Support	1x annually hard to staff bonus of $3,000 for each of our five school psychologists totally $15,000 to help retain high quality staff.
Line Item Number:	188 - Bonus Payments	
Optional Program Code:		
Location Code:	Oak Ridge Schools (012)	
Quantity:	1.00	
Cost:	$15,000.00	
Line Item Total:	$15,000.00	

Total for filtered Budget Details:	$15,000.00
Total for all other Budget Details:	$0.00
Total for all Budget Details:	$15,000.00
Adjusted Allocation:	$0.01
Remaining:	($14,999.99)

Return

Oak Ridge Schools TISA Accountability Report: 2026–2027 Overview

Oak Ridge Schools' 2026–2027 TISA Accountability Report outlines the district's student achievement goals, progress toward those goals, and strategic investments supporting student success. Tennessee's Investment in Student Achievement (TISA) funding formula emphasizes improving student outcomes, including third-grade ELA proficiency, postsecondary readiness, and the resources necessary for all students to succeed.

District Achievement Priorities

Third-Grade ELA: Oak Ridge Schools' goal is for 70% of third-grade students to demonstrate proficiency on the ELA TCAP. The district's 2025–2026 outcome was 60%, prompting a continued focus on subgroup performance and instructional coherence in grades K–2. The district will use IPG learning walks to strengthen alignment and instructional practices leading to improved third-grade outcomes.

Mathematics: The district has established a goal of 65% of students demonstrating proficiency on the Math TCAP by 2028. The 2025–2026 outcome was 52.3%. Moving forward, Oak Ridge Schools will place particular emphasis on mathematics in grades 5 and 7, as well as student subgroups across all grades, while continuing to strengthen Tier I instruction.

Graduation: Oak Ridge Schools' goal is for 97% of students to graduate from high school by 2028. The 2025–2026 graduation rate was 95.03%. In response, the high school leadership team has established enhanced data-tracking protocols for attendance and course completion to enable earlier intervention and more timely support for students.

Strategic Investments

The report highlights several investments that support the district's achievement priorities. Building-level PLC coaches are identified as a key driver of growth, working directly with teachers to analyze student needs and identify effective instructional strategies. The district also identified before- and after-school tutoring as providing valuable additional learning time.
Additional investments include summer learning opportunities and a work-based learning coordinator serving special education students, an investment the district identified as contributing to greater student success.

Looking Ahead

The TISA report reflects Oak Ridge Schools' commitment to using data, targeted instructional strategies, and strategic investments to improve outcomes for all students. The district will continue to strengthen Tier I instruction, focus resources on identified

areas of need, monitor student progress, and use data to inform timely interventions and continuous improvement.

The report is submitted annually to the Tennessee Department of Education and is presented to the public for review and comment and to the Oak Ridge Schools Board of Education for approval. The FY 2027 report is due to the Tennessee Department of Education by November 1, 2026.

Oak Ridge Schools (012) Public District - FY 2027 - LEA Plan - Rev 1

Overview

The Tennessee Investment in Student Achievement (TISA) public school funding formula marks a significant change in how Tennessee invests in public education. The TISA funding formula updates the way Tennessee funds public education for the first time in over 30 years to empower each student to read proficiently by third grade, prepare each high school graduate for postsecondary success, and provide resources needed for all students to ensure they succeed.

As part of TISA, T.C.A. § 49-3-112 requires each school district, starting in the 2023-24 school year, to submit an annual accountability report to the Tennessee Department of Education (department). This report must include:

• Goals for student achievement which are now addressed through the LEA plan. One of the goals must include the district's plan to pursue the goal of seventy percent (70%) or more of the district's third grade students to score "met expectations" or "exceeded expectations" on the English Language Arts (ELA) portion of the TCAP tests. This goal must also detail the district's goal to increase 3rd grade ELA proficiency rates by 15% of the gap over three years (starting with the 2022-23 TCAP results) to achieve the district's stated goal of at least 70% of 3rd grade students proficient in ELA.

• Explanation of how the district's stated goals can be met within the district's budget which are now addressed through the LEA plan.

• For reports submitted starting in the 2024-25 school year, a description of how the district's budget and expenditures from the prior school year enabled the district to make progress toward the stated student achievement goals. Prior year reflection and expenditures are to be completed at the beginning of each school year as a separate section, now located within the LEA planning process.

Each district's TISA accountability report, including goals, strategies, and reflections, are required to be presented to the public for review and comment before the report is submitted to the department.

Additionally, the TISA Accountability must be presented for local school board approval. The report must be submitted annually to the department by November 1st.

Furthermore, each district's TISA accountability report is required to be reviewed annually by the TISA Progress Review Board pursuant to T.C.A. § 49-3-114 to determine whether the school district is taking the proper steps to achieve their stated goal.

For questions, please review the TISA Accountability Report Guidance document or contact tnedu.funding@tn.gov.

Completed reports should be submitted in ePlan by November 1, 2026.

Resources

Click here to open the guide.

Goal 1

Oak Ridge Schools (012) Public District - FY 2027 - LEA Plan - Rev 1

Goal Statement 1: 3rd Grade ELA Proficiency

70 %	of students will score proficient on the 3rd grade ELA TCAP by	Year 2026

District Goal 1

Year	Annual Outcome Target(s)	Associated Metrics/Data
Year 1: 2023-2024 school year (Previous outcome)	59%	TCAP + District Benchmarks
Year 2: 2024-2025 school year (Use previous outcome)	59%	TCAP + District Benchmarks
Year 3: 2025-2026 school year (Use actual outcome)	60%	TCAP + District Benchmarks

* Check the response that best describes the progress made on the 2025-26 target toward Goal 1.

- ○ Exceeded target
- ○ Met target
- ◉ Increased but did not meet target
- ○ Did not make progress toward target
- ○ End of year outcome data for 2025-26SY is unavailable at the time of this report

Reflection: Based on progress toward the goal, how will this impact your action plan for the coming years?

Based on progress toward the 3rd grade ELA goal, the Oak Ridge District will increase intentional focus on subgroup data and instructional strategies. Additionally, IPG learning walks in grades K-2 will be used to examine coherence and align instruction for increased 3rd grade outcome improvement.

Goal 1 Prior Year Report: 2-3 Prior year, major TISA investments made toward this goal

Major TISA Investment	Expended Amount (Rough Estimate)	Reflection of whether the investment contributed to progressing toward the goal or not, and how so.
HQIM grant funds to engage TNCPE $103,000	$ 90,000.00	Learning walks did improve instruction, but the TNCPE collaboration did not lend to improvement at a scale expected. Moving forward we have changed our collaborative partnership to NIET.
District funds for after school tutoring $52,000	$ 52,000.00	After school tutoring provided much needed additional learning time.

Summer Camp Learning funds $300000 The district used additional local funds to support transportation or additional teachers for the above grant opportunities.	$ 300,000.00	Summer learning camp is not as beneficial as after-school tutoring, but we did see some small movement for students who were not proficient on the 3rd grade ELA TCAP
District Investment Building-level PLC coaches $500,000	$ 500,000.00	PLC coaches have been the drivers of growth and improvement in the Oak Ridge District. PLC coaches work with every teacher to analyze individual student needs and instructional strategies that are most impactful.

Oak Ridge Schools (012) Public District - FY 2027 - LEA Plan - Rev 1

Goal Statement 2:

65% of students will score proficient on the Math TCAP by 2028.

District Goal 2

Year	Annual Outcome Target(s)	Associated Metrics/Data
Year 1: 2023-2024 school year (Previous outcome)	51%	TCAP + district benchmark
Year 2: 2024-2025 school year (Use previous outcome)	53.2%	TCAP + district benchmark
Year 3: 2025-2026 school year (Use actual outcome)	52.3	TCAP + district benchmark

* Check the response that best describes the progress made on the 2025-26 target toward Goal 2.

- ○ Exceeded target
- ○ Met target
- ○ Increased but did not meet target
- ◉ Did not make progress toward goal
- ○ End of year outcome data for the 2025-26SY is unavailable at the time of this report

Reflection: Based on progress toward the goal, how will this impact your action plan for the coming years?

Based on progress toward the Math goal, we will invest intentional focus time on middle grades math, specifically, grades 5 and 7 and subgroups in all grades. Actions focused on strengthening tier one instruction will remain.

Goal 2 Prior Year Report: 2-3 Prior year, major TISA investments made toward this goal

Major TISA Investment	Expended Amount (Rough Estimate)	Reflection of whether the investment contributed to progressing toward the goal or not, and how so.
District investment in before/after school tutoring $52000	$ 52,000.00	After school tutoring provided much needed additional learning time.
$800,000 PLC Coaches	$ 800,000.00	PLC coaches have been the drivers of growth and improvement in the Oak Ridge District. PLC coaches work with every teacher to analyze individual student needs and instructional strategies that are most impactful.

Oak Ridge Schools (012) Public District - FY 2027 - LEA Plan - Rev 1

☐ This goal not established.

Goal Statement 3:

97% of ORS students will graduate from high school by 2028

District Goal 3

Year	Annual Outcome Target(s)	Associated Metrics/Data
Year 1: 2023-2024 school year (Previous outcome)	96.3%	Course grades/completion Attendance EOC & district benchmarks
Year 2: 2024-2025 school year (Use previous outcome)	96.9%	Course grades/completion Attendance EOC & district benchmarks
Year 3: 2025-2026 school year (Use actual outcome)	95.03%	Course grades/completion Attendance EOC & district benchmarks

* Check the response that best describes the progress made on the 2025-26 target toward Goal 3.

- ○ Exceeded target
- ○ Met target
- ○ Increased but did not meet target
- ◉ Did not make progress toward goal
- ○ End of year outcome data for the 2025-26SY is unavailable at the time of this report

Reflection: Based on progress toward the goal, how will this impact your action plan for the coming years?

Based on progress toward the graduation goal, the high school leadership team has established new data tracking protocols for attendance and courses successfully completed. The team will be able to respond with greater speed, plan new interventions, and promote greater student success in graduation.

Goal 3 Prior Year Report: 2-3 Prior year, major TISA investments made toward this goal

Major TISA Investment	Expended Amount (Rough Estimate)	Reflection of whether the investment contributed to progressing toward the goal or not, and how so.
District Investment Building-level PLC coaches $100,000:	$ 100,000.00	PLC coaches have been the drivers of growth and improvement in the Oak Ridge District. PLC coaches work with every teacher to analyze individual student needs and instructional strategies that are most impactful.
Work-based learning coordinator for special education students $80,000.	$ 80,000.00	This is an impactful investment that led to greater success for ORS special education students.

Oak Ridge Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in February	**Emergency and Legal Leave**	**5.301**	**11/16/26** ~~**09/26/16**~~
		Rescinds: **IV-60 / V-24/ V-25**	Issued: **09/26/16** **01/26/15**

EMERGENCY LEAVE

An immediate supervisor may approve ~~grant~~ a licensed employee's emergency leave during the workday for a sudden, unexpected occurrence demanding immediate attention. Leave shall be taken as personal leave,[1] sick leave or leave without pay. The employee who uses emergency leave shall record ~~confirm~~ said leave in appropriate leave and payroll systems upon ~~the day after~~ returning to work.

~~Principals or administrative supervisors shall keep a tally of the amount of time individual employees are released under this policy and when the total time reaches one (1) day, the employee shall be charged with one (1) day of applicable leave.~~

Support Personnel

An immediate supervisor may approve a support employee's PTO leave, sick leave, vacation leave or leave without pay during the workday for a sudden, unexpected occurrence demanding immediate attention. A maximum of three (3) days per school year will be allocated for PTO leave. ~~A maximum of three (3) days per school year with pay may be taken for emergency leave. Emergency leave is not accruable and~~ All leave must be approved by the requestor's supervisor.

JURY DUTY

If an employee is summoned for jury duty, he/she shall present written evidence that he/she has been summoned to serve on a jury. The employee shall be entitled to the usual compensation, less the amount paid by the court.[2]

COURT APPEARANCES

If an employee appears in court as a plaintiff, defendant, witness,[3] or voluntarily appears on behalf of family or friends, personal leave, PTO, vacation or leave without pay shall be approved.~~granted~~.

Legal References

1. TCA 49-5-711 (c)
2. TCA 22-4-106(b)

3. TCA 16-15-708

1

Oak Ridge Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in February	**Sick Leave**	**5.302**	~~**06/22/26**~~ **11/16/26**
		Rescinds: IV-58/V-22/V-23	Issued: **06/22/26** **08/07/23** **01/25/21** **11/28/16** **11/01/16**

LICENSED PERSONNEL

Licensed personnel shall earn sick leave as outlined below and these days shall accumulate for an unlimited number of days.[1]

- 10-month contract = 8 sick days earned per year
- 11-month contract = 9 sick days earned per year
- 12-month contract ~~=~~ – 10 sick days earned per year

Sick leave shall be defined as: an employee's illness ~~illness of an employee~~ from natural causes or accident, quarantine, or illness or death of a member of an~~the~~ immediate family member. ~~of an employee,~~Immediate family includes ~~including~~ the employee's spouse ~~wife or husband~~, parent~~s~~, grandparent~~s~~, child~~ren~~, grandchild~~ren~~, sibling, parent-in-law, child-in-law, or sibling-in-law.[2] ~~brothers, sisters, mother-in-law, father-in-law, daughter- in-law, son-in-law, brother-in-law, and sister-in-law.~~[2]

A signed statement listing the cause of absence shall be provided by the employee on forms furnished by the Superintendent of Schools ~~or~~/-designee and shall promptly be given to the immediate supervisor in support of all claims for sick leave pay. An employee absent for four (4) consecutive working days shall submit a doctor's statement verifying illness or injury of the employee or immediate family member. ~~A falsified statement shall be grounds for dismissal.~~ Employees shall not be required to disclose a medical diagnosis except when permitted or required by law. Knowingly providing false information in support of a leave request may result in disciplinary action, up to and including dismissal.~~An employee absent for five (5) consecutive working days shall submit a doctor's statement verifying illness or injury of the employee or immediate family member.~~

~~Frequent use and/or suspected misuse of sick leave by an employee are sufficient grounds for requiring a physician's certificate stating the reason for absence.~~

~~A certificate from the physician may be required in support of any claim for sick leave pay.~~The district may require appropriate medical certification from a licensed healthcare provider to substantiate the use of sick leave, consistent with applicable law and administrative procedures. Medical documentation shall be submitted confidentially to Human Resources or another designated district official.

~~The principal shall notify the human resources' office at once if an employee is sick beyond the limit of his/her sick leave accumulation.~~ The employee's supervisor shall promptly notify the Human Resources Office when the employee has exhausted or is expected to exhaust accumulated sick leave. Human Resources shall review whether other applicable leave or employment protections may apply.

Permanent, cumulative sick leave records for each active licensed employee shall be kept in the payroll office.

An employee, upon employment, may transfer his/her accumulated sick leave from another Tennessee school system, provided that the Superintendent ~~-~~of the system in which the accumulated leave was held provides notarized verification.[3]

SUPPORT PERSONNEL

Support personnel shall earn one (1) day of sick leave for each month an employee is employed.

At the termination of the employment of any employee, all unused sick leave accumulated by the employee shall be forfeited unless used in accordance with TCRS retirement rules.

The immediate supervisor may require appropriate medical certification from a licensed healthcare provider to substantiate the use of sick leave, consistent with applicable law and administrative procedures. Medical documentation shall be submitted confidentially to Human Resources or another designated district official. Knowingly providing false information in support of a leave request may result in disciplinary action, up to and including dismissal.~~a physician's certificate stating the reason for absence.~~

SICK LEAVE BANK ~~FOR LICENSED STAFF~~

The purpose of the S~~s~~ick L~~l~~eave B~~b~~ank is to provide additional paid sick leave to eligible participating employees for qualifying absences involving the employee or the employee's minor child, consistent with state law. Before receiving leave from the Bank, a member must exhaust all accumulated sick and personal leave, including paid Board extensions. ~~all employees[4] who have suffered an unplanned personal illness, injury, disability, or quarantine and whose personal sick leave is exhausted.~~

Participation during the 2026-2027 enrollment period shall remain limited to eligible licensed employees. Beginning with the 2027-2028 annual enrollment period, participation shall be available to all eligible district employees who accrue sick leave under their employment contract, subject to applicable law and trustee-adopted enrollment and contribution requirements.[4]

To form a sick leave bank, a minimum of twenty (20) employees from the school system shall petition the Board for permission to establish a sick leave bank.[5] ~~-~~Upon approval, sick leave bank trustees shall be appointed and shall operate as the governing body of the sick leave bank and shall enact~~ed~~ rules and regulations consistent with state law.[6] Employees wishing to participate shall initially give a maximum of three (3) days of sick leave. These days are to be deducted from the employee's personal accumulation and donated to the sick leave bank. Donations of sick leave to the bank are nonrefundable and nontransferable.[7]

At any time, the number of days in the sick leave bank is less than twenty (20), or one (1) per employee if there are more than twenty (20) members, or at any time deemed advisable, the trustees shall assess each member one (1) or more days of accumulated sick leave. If an employee has no accumulated sick leave at the time of assessment, the first earned days shall be donated as they are accrued by the employee.[7]

An employee who is a member of the sick leave bank may request an allotment of days (for the employee's personal illness or on account of an illness of his/her minor child) in the manner designated by the trustees. The need for these days must be verified by a statement from a physician.[8]

By written notice to the trustees, an employee may withdraw from bank participation on June 30 of any year.[9] Membership withdrawal results in forfeiture of all days contributed.[9]

When an absence covered by the Sick Leave Bank also qualifies for leave under the Family and Medical Leave Act (FMLA) or another applicable protected-leave law, Sick Leave Bank days and protected leave shall run concurrently, to the extent permitted by law. Use of Sick Leave Bank days does not extend an employee's statutory leave entitlement. Employees remain responsible for meeting the district's applicable leave-request and certification requirements.

The sick leave bank shall be operated in accordance with state law.[10]

Legal References

1. TCA 49-5-710(a)(1); Public Acts of 2026, Chapter No. 1022
2. TRR/MS 0520-01-02-.04(2)
3. TCA 49-5-710(a)(5)
4. TCA 49-5-811
5. TCA 49-5-803
6. TCA 49-5-804; TCA 49-5-805
7. TCA 49-5-807
8. TCA 49-5-808(j), (m)
9. TCA 49-5-808(d)
10. TCA 49-5-801 *et seq.*

Cross References

Workers' Compensation 3.602
Orientation and Probation 5.107
Short Term Leaves of Absence 5.300
Family and Medical Leave 5.305
Physical Assault Leave 5.307

Oak Ridge Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in February	**Vacations and Holidays**	**5.310**	**11/16/26** **06/22/26**
		Rescinds: **V-10&11**	Issued: **06/22/26** **06/09/25** **08/05/24** **01/26/15** **05/22/02**

VACATIONS

Full-time support employees, excluding teacher assistants hired on or after July 1, 1993, shall be granted vacation leave according to the following schedule:

Years of Service	Rate	11 Months	12 Months
1-3	1 1/27	12	13
4-15	1 1/2	17	18
16 or more	2	22	24

Part-time support employees, excluding teacher assistants, hired on or after July 1, 1993, shall be granted vacation leave on a pro rate basis according to their regularly assigned full-time equivalency (FTE) and the full-time support employee schedule.

Employees employed prior to July 1, 1993, will be subject to accrual rates in effect at the time of hire.

Administrators shall be granted vacation leave at the rate of two days per month beginning at the time of hire.

For the purpose of calculating vacation leave , the year shall begin July 1. The employee may have until June 30 of the fiscal year following the year in which vacation leave was accrued to utilize the leave. Any accrued vacation leave that would otherwise be forfeited due to an employee's inability to use the leave will be converted to sick leave.

~~Vacation leave must be used for all absences with pay except sick leave or emergency leave.~~ Dates to be used for vacation leave must be approved in advance by the employee's supervisor.' Employees assigned to a school shall not take vacation, while school is in session, except with prior approval of the building or departmental level supervisor. Vacation for system wide employees shall be arranged at the convenience of the school system. Vacation leave cannot be used following submission of a notice of resignation. Employees who have submitted notice of retirement may use accrued vacation leave during the notice period, subject to supervisory approval; however accrued vacation may not be used to extend the employee's established retirement date.

Employees who are granted vacation leave under the provisions of this policy and who separate from employment in good standing shall be paid for unused, accrued vacation leave, up to a maximum of one year's accrual.

HOLIDAYS

Support employees and administrators on a twelve-month basis, if on active payroll at the time, shall be entitled to the following ten (10) holidays with pay when these days fall on a work day and school is not open: New Year's Day, Martin Luther King, Jr. Day, Good Friday, Memorial Day, Labor Day, the day before Thanksgiving, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, and Christmas Day.

Support employees on less than a twelve (12) month basis, if on active payroll at the time, shall be entitled to nine (9) holidays with pay: New Year's Day, Martin Luther King, Jr. Day, Good Friday, Memorial Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve, and Christmas Day.

All full-time teacher assistants, if on active payroll at the time, shall be granted seven (7) paid holidays per school year. These paid holidays shall be New Year's Day, Martin Luther King Jr. Day, Good Friday, Labor Day, Thanksgiving Day, Christmas Eve, and Christmas Day.

Should any of the aforementioned holidays fall on a Saturday or Sunday, the Superintendent shall designate another day convenient to the school system to be observed as a holiday.

Legal References

1. TCA 5-23-101; 104

Oak Ridge Schools
Extended Childcare
304 New York Ave.
Oak Ridge, TN 37830

Cody Wright, Director of
Extended Child Care
Telephone 865-425-9145
Fax: (865)425-9023
clwright@ortn.edu

11/9/2026

To: Board of Education

Memorandum for addition of a full-time Extended Child Care Program Support Specialist.

- The ECC program requests approval to establish a full-time ECC Program Support Specialist position to provide flexible coverage across program locations. With lean staffing and primarily part-time positions, employee absences can quickly affect the program's ability to maintain required staff-to-student ratios and consistent daily operations.

- This position would provide dependable program and temporary Site Director coverage, support staff, and promote consistent implementation of program procedures across locations. It would strengthen the program's ability to respond to staffing shortages while maintaining student supervision and continuity of services for families.

- ECC is a successful, self-funded program with a substantial waiting list. Available program funds would support this position and strengthen the staffing structure needed to sustain reliable, high-quality services.

Thanks for your consideration,

Cody Wright

Oak Ridge HIGH SCHOOL

Every student prepared for college, career, and life success.

1450 Oak Ridge Tpke
Oak Ridge, TN 37830

P: 865-425-9601
F: 865-425-9678

www.ortn.edu

November 10, 2026

To Whom It May Concern,

Recommendation: Approve the increase of a 0.5 Teaching Assistant position to a full-time (1.0) Teaching Assistant position at Oak Ridge High School.

This adjustment is necessary to maintain appropriate support for Oak Ridge High School's growing iSchool and Automotive Career and Technical Education (CTE) programs. Enrollment in both programs continues to increase, creating additional supervision and instructional support needs.

Earlier this year, a full-time teaching assistant position was reassigned to accommodate an employee's ADA-approved workplace needs. While that decision was necessary and appropriate, it created a staffing gap that impacts our ability to adequately support these programs.

Restoring this position to a full-time allocation will provide essential assistance in classrooms that utilize specialized machinery, tools, and heavy equipment, helping ensure both student safety and effective instruction. Approval of this request will allow Oak Ridge High School to continue meeting the operational and supervision demands of these high-interest programs while supporting future enrollment growth.

Nicholas J. Corrigan
Principal

Principal
Nicholas Corrigan

Assistant Principals
Dr. Beth Fisher
David Foust
Jennifer Milligan
Stephanie Thompson
Dr. Christopher Williams

Athletic Director
Joe Gaddis

Oak Ridge Schools • 304 New York Avenue • Oak Ridge, TN 37831
(865) 425-9027 • Fax (865) 425-9061 • jcstults@ortn.edu • www.ortn.edu
Every student prepared for college, career, and life success

John C. Stults II, Executive Director of Student Services

To: Board of Education

From: John Stults

Date: 11/5/26

Re: Memorandum for reclassification of 0.5 TA position from General Education to Special Education at Willow Brook

- Oak Ridge School's Student Services Department recommends the reclassification of 0.5 FTE TA position from General Education to Special Education at Willow Brook Elementary.
- Mr. Nussbaum and his staff reviewed their current staffing structure and believe that this 0.5 FTE is most needed for student support in Special Education.
- Special Education TA's are paid out of different salary lanes, therefore the position needs to be reclassified to ensure proper payment for the current employee.

Sincerely,

11/5/26

John C. Stults II

Oak Ridge Schools • 304 New York Avenue • Oak Ridge, TN 37831
(865) 425-9027 • Fax (865) 425-9061 • jcstults@ortn.edu • www.ortn.edu
Every student prepared for college, career, and life success

John C. Stults II, Executive Director of Student Services

To: Board of Education

From: John Stults

Date: 11/9/26

Re: Memorandum for reclassification of Coordinator of School Heath (CSH) from an 11-month to a 12-month position.

- Oak Ridge School's Student Services Department recommends the reclassification of the CSH position from 11 months to 12 months working the same 255 day calendar with the same leave allotments as building and district-wide administers.
- Student Services recommends the reclassification due to the new LEAPs afterschool grant that the CSH coordinator applied for on behalf of Oak Ridge Schools, was granted, and now is responsible for implementing and overseeing for the district.
- The additional responsibilities require more time from this position than has been required in the past.
- The funding for the additional month will be paid for out of the LEAPS grant (budget summary attached with funding already approved).
- In the future, if the LEAPs afterschool grant is not funded, this position is re-classed back to an 11-month position.
- An updated job description for this role is attached.

Sincerely,

John C. Stults II

Oak Ridge Schools Job Description

Job Title:	Coordinator of School Health and Student Programs		
Department:	Central Office – Student Services	**Salary Schedule:**	District Support
FLSA Status:	Exempt	**State Academic License (Y/N):**	No
Reports To:	Executive Director of Student Services	**Supervises:**	Yes

Job Goal:

Coordinate district school health, nutrition, and after-school programs to promote student and staff wellness and support student learning and success. Provide leadership in program planning, grant development and administration, compliance, and community partnerships to ensure effective services and responsible use of resources.

Essential Responsibilities:

1. Coordinated School Health Program Leadership

- Oversee the Connie Hall Givens Coordinated School Health Improvement Act program compliance with applicable requirements, identify deficiencies, and implement corrective actions within assigned authority.
- Plan, coordinate, implement, and evaluate Coordinated School Health for Oak Ridge Schools.
- Collaborate with all school staff for the promotion of student and staff health and improved academic outcomes.
- Assist schools in the development and expansion of Health School Teams, School Health Council and School Health Advisory Committee.
- Use the School Health Index to determine school health priorities.
- Establish and coordinate efforts among community partners, including the county health council and organizations for the delivery of Coordinated School Health programming.
- Write grants for additional funding for wellness.

2. Health Screenings, Staff Development, and Emergency Preparedness

- Coordinate and facilitate student health screenings for grades K, 2, 4, 6, 8, and 10 in accordance with state and district guidelines.
- Coordinate, develop, and facilitate professional development for PE/Health teachers and as needed, other district staff in areas related to Coordinated School Health.
- Collaborate with the District Nursing Supervisor to ensure AED readiness and maintenance, coordinate staff CPR training, and oversee Project ADAM CPR/AED drills.

3. School Nutrition Program Administration

- Serve as School Nutrition Supervisor, overseeing Child Nutrition Programs and coordinating with the food service management company to ensure compliance with federal USDA standards, state regulations, and district policies.
- Conduct and oversee required school nutrition site reviews to monitor program compliance and operations.
- Conduct and oversee student meal eligibility determinations through state eligibility data downloads and/or the meal application process.

4. After-School Program Leadership and Grant Administration

- Serve as the After-School Grant Director (21st CCLC/LEAPs) to oversee district after-school programs to ensure compliance with grant requirements, program goals, and objectives.
- Supervise and support site directors to ensure effective implementation and operation of district after-school programs at each school site.
- Develop, submit, and monitor grant budgets, establish annual benchmarks, and work with site coordinators to meet program goals and attendance requirements.
- Oversee student progress monitoring for after-school programming, including data collection and management, and required mid-year and end-of-year reports.

5. Athletic Compliance and Documentation

- Collaborate with school athletic departments to ensure student and staff compliance with TSSAA regulations and applicable state and local requirements.
- Oversee districtwide implementation and use of the athletic software program to manage and maintain student and staff athletic compliance documentation.

Additional Responsibilities

- Attend conferences and meetings as required by the Tennessee Department of Education for these various roles.
- Other duties as designated by the supervisor.

Qualifications (minimum education, licensure, and/or experience):

Minimum Qualifications

- Bachelor's degree from an accredited college or university in education, public health, nursing, health services administration, nutrition, family and consumer sciences, behavioral science, counseling, physical education, or a related field appropriate to the assigned responsibilities.
- Minimum of three (3) years of relevant professional experience in education, health promotion, community programs serving children and families, school nutrition, grant administration, or a related area.
- Demonstrated experience coordinating or implementing programs, collaborating with multiple stakeholders, and monitoring program requirements and outcomes.
- Must meet applicable state and federal qualifications for the designated Coordinated School Health and School Nutrition responsibilities.

- Must complete and maintain training and certifications required for assigned programs within applicable timelines.

Preferred Qualifications

- Master's degree in a related field.
- Experience administering school-based health, nutrition, or after-school programs.
- Experience with grant development, grant compliance, budget monitoring, and program evaluation.
- Experience supervising employees or providing leadership across multiple program sites.

Knowledge, Skills, and Abilities

- Knowledge of health and wellness needs affecting students, families, and school employees.
- Ability to interpret and apply program requirements, district policies, and applicable regulations.
- Ability to plan, coordinate, and evaluate multiple programs and manage competing deadlines.
- Knowledge of data collection, basic research methods, statistics, and program evaluation.
- Ability to monitor budgets, maintain accurate records, and prepare clear reports.
- Strong written, verbal, presentation, and interpersonal communication skills.
- Ability to establish effective working relationships with school personnel, families, community partners, and service providers.
- Proficiency with spreadsheets, databases, reporting tools, and program management systems.
- Ability to maintain confidentiality and handle sensitive information appropriately.

Physical Requirements and Working Conditions

- Work is performed in office, school, cafeteria, and program settings.
- Duties involve computer use, reviewing records, communicating with others, and moving throughout school and program sites to conduct reviews, coordinate activities, and monitor operations.
- Requires periods of sitting, standing, and walking, depending on the activity.
- Requires travel between district locations and occasional travel for required meetings, training, and conferences.
- May require work outside regular office hours to support after-school programs, training, and other assigned activities.

Work Days:

255

Budget Detail

Oak Ridge Schools (012) Public District - FY 2027 - Lottery for Education: Afterschool Programs (LEAPS) - Rev 0 - Lottery for Education: Afterschool Programs (LEAPS)

Return

Indirect Cost Guide

Total Allocation	$260,000.00
Existing Budget In Categories Not Eligible for Indirect Cost	$21,081.43
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	$238,918.57
Indirect Cost Rate	6.83%
Max Available Budget In Categories Eligible for Indirect Cost	$223,643.71
Max Indirect Cost	$15,274.86

Filtering - 11 out of 12 Budget Details match selected filters — Show All / Clear All

Account Number	Line Item Number	Location Code	Narrative
73300 - Community Serv...	All	All	No Options Selected

Download Budget Data

<< First | < Previous | 1 | 2 | Next > | Last >> | Items 1-10 out of 11 | Items/Page: 10

Budget Detail		Narrative Description
Account Number:	73300 - Community Services	We expect to serve 130 regular attendee participants across both sites. Based upon the funding formula of 130 regular attendees x $2000= 260,000. Linden Elementary expects to serve 90 regular attendees. and Woodland Elementary expects to serve 40 regular attendees. This line item is a total of $52,000 which is 20% of the grant total.
Line Item Number:	105 - Supervisor / Director	There will be one grant administrator working throughout the 2027 fiscal year for a total salary of $12,500. This is a salaried position and not an hourly position. This person will be a Full time Equivalent employee and will be spending approximately 9% of their total time on the grant. This percentage was determined by adding the grant administrators total approximate salary of $100,000 to the grant salary and dividing it by $12,500 which is approximately 9 % of total time worked. The grant director will not be providing direct services to students. There will be three site directors working at our two sites throughout the 2026 fiscal year for a total salary of $39500. As part of their position, the two site directors will also be providing direct services to students as needed, in addition to completing all grant reporting requirements. Linden Elementary will have two site directors who will divide duties up during the week. Together they will work approximately 15 hours per week for 38 weeks x $35 hr for a total salary of $19, 750. The duties will be split so each director will make approximately $9, 875 for the year. Woodland Elementary will have one side director who will work approximately 15 hours per week for 38 weeks x $35 hr for a total salary of $19, 750.
Optional Program Code:		The Grant and Site Directors support the achievement of project goals through their varied job responsibilities. Linden Elementary School: Afternoon programming begins on August 31st and runs through May 27th. Hours of Operation: Monday- Friday 7:15 am-8:15 am (total hours= 5 hours) Monday, Tuesday, Thursday- 3:15-5:30 pm (total hours=6.75 hours) Wednesday (Oak Ridge Schools dismisses early on Wed afternoon) 1:15-3:30 pm (total hours= 2.25) Friday- 3:15-4:15 pm (total hours= 1 hour) Total weekly program hours: 15 hours Woodland Elementary School: Afternoon programming begins on August 31st and runs through May 27th. Hours of Operation: Monday- Friday 7:15 am-8:15 am (total hours= 5 hours) Monday, Tuesday, Thursday- 3:15-5:30 pm (total hours=6.75 hours) Wednesday (Oak Ridge Schools dismisses early on Wed afternoon) 1:15-3:30 pm (total hours= 2.25) Friday- 3:15-4:15 pm (total hours= 1 hour) Total weekly program hours: 15 hours
Location Code:	Oak Ridge Schools (012)	

Quantity:	1.00	Project Director Responsibilities include, but are not limited to: - Ensures program activities adhere to LEAPs grant requirements - Reviews grant budget, goals, and objects and establishes benchmarks for success each year - Collects report card and assessment data for each student in the program to monitor progress - Works with site coordinators to meet attendance goals and compliance of grant requirements. - Makes sure students are flagged in student management system as LEAPS participants - Oversees data collection/management activities - Prepares mid-year and end of the year reports - Recruits, trains, and monitors staff, volunteers, and interns - Works with the Tennessee Department of Education school-age childcare division to obtain Certificate of Approval for all sites serving students for 15 hours or more per week - Attends the summer symposium and multistate and other state-sponsored conferences - Obtains 18 professional development hours each year - Organizes professional development training for site coordinators and staff as it relates to grant goals and objectives - Works with community partners to expand enrichment activities - Disseminates annual surveys of stakeholders (i.e., parents, teachers, students). Analyze and share results with various stakeholders. - Works with site coordinators to resolve parent or personnel issues - Evaluates program and program staff - Develops operations policies and practices for the after-school program in cooperation with staff, youth, and parents - Develops a sustainability plan and works toward program sustainability over the grant period
Cost:	$52,000.00	
Line Item Total:	$52,000.00	Site Director Responsibilities include, but are not limited to: - Responsible for the overall on-site management of the after-school program and compliance with LEAPS guidelines and requirements. - Supervises on-site extended learning staff - Plans weekly/monthly activity schedule and maintains enrollment data and records - Submits timesheets and expense receipts and reports achievement and disciplinary data for each student to administration - Resolves conflicts with students, parents, and staff members - Trains staff in safety procedures and CPR - Implements and documents regular safety drills including fire, tornado, and lockdown - Ensures site program meets all state and federal mandated requirements (i.e., site minimum hours per week of services) - Completes and submits food and nutrition service records - Ensures site participant data is accurate in the student management system

Session Timeout
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Account Number:	73300 - Community Services	There will be approximately 23 teachers across both sites working approximately 3.5 hours per week for 33 weeks for $30 an hour for a total salary of $80,000. Linden Elementary will have approximately 15 teachers working for approximately 4 hours a week for $30 an hour for 33 weeks for an approximately $60,000 in total salary. Woodland Elementary will have approximately 8 teachers working working for approximately 3 hours a week for $30 an hour for 33 weeks for an approximately $20,000 in total salary.
Line Item Number:	116 - Teachers	
Optional Program Code:		
Location Code:	Oak Ridge Schools (012)	Teachers support the achievement of project goals and work directly with students through their varied job responsibilities. Teachers Responsibilities include, but are not limited to: - Helps students with homework and plans and implements engaging activities to school age children in a developmentally appropriate manner -- Plans and implements engaging, academically focused lessons that adhere and support grant performance goals. Returns all after-school supplies to appropriate location - Works on a weekly basis with core teachers in developing individualized plans for at-risk students - Informs site coordinator of absences as far in advance as possible - Encourages parent involvement by facilitating communication with parents of participating students - Performs other duties as assigned by program director and site director
Quantity:	1.00	
Cost:	$80,000.00	
Line Item Total:	$80,000.00	

Account Number:	73300 - Community Services	We have designated $49,200 across both sites to cover teaching assistants working within the program. Linden Elementary There will be approximately 9 teaching assistants working approximately 4 hours a week for $30 an hour for 33 weeks for a total salary of $34, 600. Woodland Elementary There will be approximately 5 teaching assistants working approximately 3 hours a week for $30 an hour for 33 weeks for a total salary of $14,600.
Line Item Number:	189 - Other Salaries & Wages	
Optional Program Code:		
Location Code:	Oak Ridge Schools (012)	Teaching assistants will work directly with students to support the achievement of project goals through their varied job responsibilities. -- Helps students with homework and works with certified staff to plan and implement engaging activities to school-age children in a developmentally appropriate manner. --- Works on a weekly basis with core teachers in developing individualized plans, lessons and activities that are designed for after school and meet grant performance goals. for at-risk students. -- Implements those lessons according to job descriptions/role in the program. - Informs site coordinator of absences as far in advance as possible. - Encourages parent involvement by facilitating communication with parents of participating students. - Performs other duties as assigned by program director and site director.
Quantity:	1.00	
Cost:	$49,200.00	
Line Item Total:	$49,200.00	

Account Number:	73300 - Community Services	We have designated 6.2 % of our salaries totaling $11, 234.40 to cover social security costs.

Session Timeout
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00:29:14

Line Item Number:	201 - Social Security
Optional Program Code:	
Location Code:	Oak Ridge Schools (012)
Quantity:	1.00
Cost:	$11,234.40
Line Item Total:	$11,234.40

Linden Elementary= $7, 477.20
Woodland Elementary= $3, 757.20

Account Number:	73300 - Community Services
Line Item Number:	204 - State Retirement
Optional Program Code:	
Location Code:	Oak Ridge Schools (012)
Quantity:	1.00
Cost:	$14,857.80
Line Item Total:	$14,857.80

We have designated 8.0% of total salaries to go toward State Retirement for a total salary of $14,857.80.

Linden Elementary: 8% of total salaries is $10,009.80.
Woodland Elementary: 8% of total salaries is $4, 848.00.

Account Number:	73300 - Community Services
Line Item Number:	212 - Employer Medicare
Optional Program Code:	
Location Code:	Oak Ridge Schools (012)
Quantity:	1.00
Cost:	$2,627.40
Line Item Total:	$2,627.40

We have designated 1.45% of our total salaries which is $2, 627.40.

Linden Elementary- 1.45% of total salaries is $1,748.70
Woodland Elementary- 1.45% of total salaries is $878.70

Account Number:	73300 - Community Services
Line Item Number:	217 - Retirement - Hybrid Stabilization
Optional Program Code:	
Location Code:	Oak Ridge Schools (012)
Quantity:	1.00
Cost:	$1,812.00
Line Item Total:	$1,812.00

We have designated 1.0% of all salaries totaling $1, 812 to go towards hybrid retirement.

Linden Elementary- 1% of total salaries is $1, 206.
Woodland Elementary- 1% of all salaries is $606.

Account Number:	73300 - Community Services
Line Item Number:	399 - Other Contracted Services
Optional Program Code:	
Location Code:	Oak Ridge Schools (012)
Quantity:	1.00
Cost:	$21,081.43

We have budgeted $21, 081.43 for transportation and other contracted services across both sites.

Linden Elementary School-

We will provide buses on Monday, Tuesday, Wednesday and Friday afternoons. Our district will be providing busing for students on Thursdays. In addition, we will provide at least 4 off-site field trips.

Total Days= 127 transportation days x $65 a trip= $8,255
4 Field trips x $65= $260

We have also budgeted approximately $2960.21 for other contracted services to include providing on site "field trips", such as the Skydome Planetarium, Portable Zoo trips, and virtual field trips where we will work with outside agencies to bring special programming out our after school programs.

Total line item for Linden Elementary is $11,475.21

Woodland Elementary School-

We will provide buses on Monday, Tuesday and Wednesday afternoons. Our district will be providing busing for students on Thursdays. In addition, we will provide at least 4 field off site trips.

Total Days= 98 transportation days x $65 a trip= $6,370
4 Field trips x $65= $260

Line Item Total:	$21,081.43

We have also budgeted approximately $2, 976.22 for other contracted services to include providing on site "field trips", such as the Skydome Planetarium, Portable Zoo trips, and virtual field trips where we will work with outside agencies to bring special programming out our after school programs.

Total line item for Woodland Elementary School is $9,606.22.

Account Number:	73300 - Community Services
Line Item Number:	429 - Instructional Supplies & Materials
Optional Program Code:	
Location Code:	Oak Ridge Schools (012)
Quantity:	1.00
Cost:	$6,202.28
Line Item Total:	$6,202.28

We have budgeted $6202.28 to cover instructional supplies for grant programming that includes, but is not limited to books, pencils, crayons, office supplies, scissor, paper and classroom supplies as needed for direct programming.

Linden Elementary- Since they will be serving more students, we have designated $3, 800.43 for instructional supplies.

Woodland Elementary School- We have designated $2401.85 for instructional supplies.

Account Number:	73300 - Community Services
Line Item Number:	524 - In-Service / Staff Development
Optional Program Code:	
Location Code:	Oak Ridge Schools (012)
Quantity:	1.00
Cost:	$3,500.00
Line Item Total:	$3,500.00

We have budgeted $3500 to cover the cost of the Grant Director and or site directors to attend any required or optional high quality after school conferences (Ex: Multi state conference) or professional development meetings (Ex: State director's meeting).

To determine the cost we look at the cost of previous years to attend similar sized conferences and events.

Linden Elementary- We have designated $2500 to cover Linden site directors (2) and a portion of the grant directors expenses for professional development.

Woodland Elementary- We have designated $1,000 to cover the Woodland site director and the grant director expenses for professional development.

Session Timeout
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00:29:14

Total for filtered Budget Details:	$246,476.31
Total for all other Budget Details:	$13,523.69
Total for all Budget Details:	$260,000.00
Adjusted Allocation:	$260,000.00
Remaining:	$0.00

Return

Oak Ridge Schools
SCHOOL LEADERSHIP

OAK RIDGE SCHOOLS

New Club Request Form

School: Jefferson Middle School

Club Name: Dance Eagles Sponsor: Ashley Branson (Woodland) & Ashley Thomas (Glenwood)

Club Membership: 5th, 6th, 7th, and 8th graders

Selection of Officers: Captain/Co-Captian Positions (non-officer held positions)

Club Purpose:

The purpose of the middle school dance team is to promote school spirit, student engagement, and school pride through performance and participation at school events. The team will perform at football games and other school functions, providing sideline entertainment and fostering a positive, energetic environment. In addition, the program will help students develop teamwork, discipline, confidence, and performance skills in a structured and supportive setting.

Club Activities:

Team activities will include (1)regular practices focused on technique, choreography, and performance skills; (2) possible performances at games, and (3) may participate in other activities such as pep rallies, school events, and community appearances as opportunities arise. The team will have the opportunity to prepare for and participate in TSSAA state dance competition. Additional activities may include team-building exercises, basic strength and conditioning, and performance preparation.

Club Meeting Times:

A minimum of twice weekly during active seasons and a minimum of once weekly during non-active seasons. Practices will occur off-site at Oak Ridge Academy of Dance and an MOU will be in place. MOU is on file with ORS.

Club Funding:

Parent Booster Organization (DOTS = Dance Organization Team Support)

Rules and Regulations:

Dance team members will adhere to rules/regulations set forth by DOTS/booster club.

Other Pertinent Information:

Club membership will be decided by an annual tryout process for knowledge of pom skills and dance technique.

Student Representative: Seeley Chapman, Finley Rackard, Collins Dowdell, Daphne Guiliano

Building Administration Approval: cmginel Digitally signed by cmginel Date: 2026.10.23 14:29:30 -04'00' Date: 10/23/26

Date Student Council Reviewed (ORHS Only): _____ Date BOE Approved: _____

Will participants engage in physical activities requiring a health or sports physical? ☑ Yes ☐ No

Physical Exam Required: ☑ Yes ☐ No

Oak Ridge Schools
SCHOOL LEADERSHIP

OAK RIDGE SCHOOLS
New Club Request Form

School: Oak Ridge High School

Club Name: Investment Club Sponsor: Greg Pavinich

Club Membership: Open to all students interested in investing, finance, or the stock market

Selection of Officers: Club vote for President, Vice President, and Secretary

Club Purpose:

To teach students about investing, the stock market, and personal finance through discussions, research, and a virtual stock market simulation.

Club Activities:

Virtual Stock exchange simulation
Researching and discussing companies and stocks
Learning about investing strategies and risk
Stock pitches and presentations
Possible guest speakers

Club Meeting Times:

Thursdays after school from 3:07 - 4:00 pm
Meet once every 5 weeks

Club Funding:

There should be no need for funding. We will use free online resources. There will be no membership fee unless one is required on any projects we decide to do after forming the club.

Rules and Regulations:

Follow all school rules

Other Pertinent Information:

Student Representative: Vandan Nayi Physical Required: ☐ Yes ☑ No

Building Administration Approval: [signature] Date: 11.6.26

Date Student Council Approved (ORHS Only): 11.4.26 Date BOE Approved: _____

Budget Development Timeline…

Fiscal Year 2027-2028

November & December 2026

11/9/26 *Enrollment Projections for FY 2028*

11/23/26 *Budget Development Materials Distributed to Administrators*

12/18/26 *Current HR Data Verified and Completed*

January & February 2027

1/15/27 *All Dept Budget Requests due to Executive Budget Committee*

****1/26-27/27*** *Individual Meetings to Review Budget Requests with Principals, Directors & Supervisors*

Determine FY2028 Step Impact (HR & Finance)

March & April 2027

HR Data Final Verification

Initial estimate of FY27 Ending Budget Position (First TISA estimate arrives mid-April)

3/29/27 5:00 p.m. *OREA & Principal Salary Proposals at Regular BOE Meeting*

4/26/27 5:00 p.m. *Preliminary Budget Overview presented at Regular BOE Meeting*

4/28/27 *All final budget development materials, including narratives due*

May 2027

5/3/27 *First Draft of Budget sent to BOE*

5/10/27 5:00 p.m. *Special BOE Meeting – Budget presented to BOE…City Council will visit for Budget Presentation*

5/17/27 5:00 p.m. *Special Board of Education Meeting – Budget Work Session… Line by Line Review of Budget; Public Hearing and 1st Reading*

5/24/27 5:00 p.m. *Regular BOE Meeting – Adoption of FY2027 Budget – 2nd Reading*

5/25/27 *Budget Transmitted to City*

June 2027

****6/1/27*** *City Council Meeting…1st Reading of Appropriations Ordinance*

****6/8/27*** *City Council Meeting…2nd Reading of Appropriations Ordinance*

Superintendent's Budget Committee Meetings Occur Throughout Budget Development Process

* Dates Subject to Change