

Board of Education Regular Meeting

June 20, 2023 5:00 PM

Central Office

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Approval of Agenda

V. Special Items

1. Individuals to Address the Board
2. Student Celebrations
3. Athletics Update

VI. Consent Agenda

1. Approval of Minutes
2. Surety Bond Renewal
3. District Insurance Coverage
4. Wollman Scholarship
5. Surplus
6. Little Cats Learning Academy Budget
7. Request for Use of School Facilities Agreement Form

VII. Unfinished Business

1. Building and Grounds
 - a. Building and Grounds Report
2. Farrar Schematic Design Budget
3. 2023-2024 Budget
4. Differentiated Pay Plan
5. Policy Updates

VIII. New Business

1. 2023-2024 Board Event Calendar
2. 2023-2024 Agenda Items by Month
3. THS College and Career Readiness- Furniture
4. THS College and Career Readiness- Shelving
5. THS College and Career Readiness- Carpet

IX. District Report

1. Superintendent's Report
2. Board Chairman's Report
3. City Board Liaison Report
4. Personnel
5. Monthly Financial Report

X. Adjournment

TULLAHOMA CITY SCHOOLS
Board of Education Regular Meeting
May 16, 2023 5:00 PM
Central Office

Mrs. Amy Dodson: Absent
Beth Harrison: Present
Mrs. Teresa Lawson: Present
Mrs. Gigi Robison: Present
Mrs. Kim Uselton: Present
Mr. Pat Welsh: Present
Mr. Andy Whitt: Present

I. Call to Order

Chairman
Uselton

II. Pledge of Allegiance

Gigi
Robison

III. Roll Call

Chairman
Uselton

IV. Approval of Agenda

Recommendation is to approve agenda as presented.

Mr. Pat Welsh

Mr. Andy Whitt

Passed

Chairman
Uselton

Beth Harrison: Yea, Mrs. Teresa Lawson: Yea, Mrs. Gigi Robison: Yea, Mrs.

Kim Uselton: Yea, Mr. Pat Welsh: Yea, Mr. Andy Whitt: Yea

Yea: 6, Nay: 0

V. Special Items

Chairman
Uselton

V.1. Individuals to Address the Board

Chairman
Uselton

V.2. Student Celebrations

Dr.
Catherine
Stephens

V.3. Athletics Update

John Olive

V.4. Coordinated School Health Presentation

Gina
Bumbalough

VI. Consent Agenda

To accept the consent agenda as presented.

Mr. Andy Whitt

Mrs. Teresa Lawson

Passed

Chairman
Uselton

Beth Harrison: Yea, Mrs. Teresa Lawson: Yea, Mrs. Gigi Robison: Yea, Mrs.

Kim Uselton: Yea, Mr. Pat Welsh: Yea, Mr. Andy Whitt: Yea

Yea: 6, Nay: 0

VI.1. Approval of Minutes

Chairman
Uselton

VI.2. Surety Bond

Hank Jordan

VI.3. 2023-2024 Kool Kids Budget

Hank Jordan

VI.4. 2023-2024 Nutrition Budget

Hank Jordan

VI.5. Booster Supplemental Pay

Hank Jordan

VI.6. Surplus

Hank Jordan

VII. Unfinished Business

Chairman
Uselton

VII.1. Building and Grounds

VII.1.a. Building and Grounds Report

Teresa
Lawson

VII.2. FY2022 Audit Results

To accept the audit results as presented.

Mrs. Teresa Lawson

Mr. Pat Welsh

Passed

Hank Jordan

Beth Harrison: Yea, Mrs. Teresa Lawson: Yea, Mrs. Gigi Robison: Yea, Mrs.

Kim Uselton: Yea, Mr. Pat Welsh: Yea, Mr. Andy Whitt: Yea

Yea: 6, Nay: 0

VII.3. 2023-2024 Budget

Hank Jordan

VIII. District Report

Chairman
Uselton

VIII.1. Superintendent's Report

Dr.
Catherine
Stephens

VIII.2. Board Chairman's Report

Chairman
Uselton

VIII.3. City Board Liaison Report

VIII.4. Personnel

Dr.
Catherine
Stephens

VIII.5. Monthly Financial Report

Hank Jordan

IX. Adjournment

To adjourn at 6:03.

Mrs. Gigi Robison

Mrs. Teresa Lawson

Passed

Chairman
Uselton

Beth Harrison: Yea, Mrs. Teresa Lawson: Yea, Mrs. Gigi Robison: Yea, Mrs.

Kim Uselton: Yea, Mr. Pat Welsh: Yea, Mr. Andy Whitt: Yea

Yea: 6, Nay: 0

K. Uselton
Chairperson
Superintendent

Memo

To: Board Members

From: Hank Jordan

Date: 6/14/2023

Subject: Renewal of Surety Bond for Dr. Stephens

It is recommended to renew the Surety Bond of Dr. Stephens for another 12 months through Travelers Casualty & Surety Company for the premium cost of \$2,497. Surety Bonds are required for leaders of LEA's in the State of Tennessee.



Memo

To: Board Members

From: Hank Jordan

Date: 6/14/2023

Subject: Renewal of Property & Casualty and Workers Compensation Insurance

Our current Property & Casualty and Workers Compensation insurance coverages will expire 6/30/23. The coverage is carried through Tennessee Risk Management Trust. The cost to renew the Property & Casualty will be \$234,552 (with early pay discount) and the Workers Compensation coverage will be \$156,522 (also with early pay discount).

The P&C coverage is up 12.5% while the Workers Compensation coverage is up 12.3% over the prior year. The P&C coverage is up due to general inflation while the Workers Compensation is up due to higher projected salaries.

The table below shows the premium costs and some coverage limits for the P&C plan.

	Premiums
Property/Casualty	\$239,339
2% Early Pay Discount	\$234,552
Workers Compensation Program	\$159,716
2% Early Pay Discount	\$156,522
Combined Program Costs	\$399,055
2% Early Pay Discount Combined Costs	\$391,074
Coverages	Coverage Limits
Buildings	Replacement Costs
Contents	Replacement Costs

Inland Marine	Actual Cash Value
Electronic Data Processing	\$500,000
Extra Expense	\$5,000,000
Employee Fidelity	\$500,000
Depositors' Forgery	\$500,000
Money Order & Counterfeit Papers	\$500,000
General Liability (per occurrence)	\$2,000,000
Educators Legal Liability/E&O	\$2,000,000
Educators Legal Liability/E&O deductible	\$2,500
Employee Benefits Liability	\$2,000,000
Auto Liability (per occurrence)	\$2,000,000
Auto Physical Damage	Actual Cash Value
Auto Uninsured/Underinsured Motorist	\$2,000,000
Auto Med Pay	\$5,000/\$100,000
Cyber Liability	\$1,000,000
Cyber Liability deductible	\$1,000

We recommend proceeding with the renewal of both insurance coverages and to take advantage of the early pay discounts.

Thank you.

2023 WOLLMAN SCHOLARSHIP AWARDS

Renewals

<u>Name</u>	<u>Year Qualified</u>	<u>Action Taken</u>
Alexandria Ansari	2016	\$1,000.00
Garnet Cuello	2022	\$1,000.00
Lynsey Jackson	2022	\$1,000.00
Shivani Patel	2020	\$1,000.00
Haley Rich	2021	\$1,000.00
Aubrey Shearin	2021	\$1,000.00
Megan Smith	2022	\$1,000.00
Samantha Wade	2021	\$1,000.00
Rebekka Webb	2021	\$1,000.00
	Total:	\$9,000.00

2023 WOLLMAN SCHOLARSHIP AWARDS

New Applicants

<u>Name</u>	<u>Qualified</u>	<u>Action Taken</u>
Alivia Bowen	2023	\$1,000.00
Grace Collins	2023	\$1,000.00
Brittney Meneses	2023	\$1,000.00
Morgan Moore	2023	\$1,000.00
Kendra Young	2023	\$1,000.00
	Total:	\$5,000.00

Jessie Kinsey THS

9 metal bookshelves that are 7.5ft tall by 12.5ft long. They have an approximate value of \$400 each. They are disassembled and from the THS library.

**West Middle School Surplus
May 2023**

Copyright date	Publisher	ISBN	Qty	Title
2012	Glencoe McGraw Hill	978-07-895243-2	47	Tennessee Math Connects Course 3
2012	McGraw Hill	978-0-07-892705-8	57	Algebra 1
2012	Glencoe McGraw Hill	978-0-07-895775-8	30	Pre-Algebra

REL
Discard List

<u>Quantity</u>	<u>Item</u>	<u>Reason</u>
1	Riso 220 UI Copier	Does not work, Old, Obsolete

Mary Gilbert
Print

Mary Gilbert
Signature

Date

 Principal's Signature Robert E. Lee Elementary Books for Discard 2023

<u>Title</u>	<u>Publisher</u>	<u>Subject</u>	<u>Copyright</u>	<u>ISBN</u>	<u>Grade</u>	<u>No. of Copies</u>	<u>Damaged/Obsolete</u>
Envision Math	Scott Foresman	Math	2012	13-978-0-328-61132-4	5	25	Obsolete
Journey's	Houghton Mifflin	ELA	2014	978-0-54-788541-4	1.4	20	Obsolete
Journey's	Houghton Mifflin	ELA	2014	978-0547-88539-1	1.3	22	Obsolete
Journey's	Houghton Mifflin	ELA	2014	978-0-54-788538-4	1.2	23	Obsolete
Journey's	Houghton Mifflin	ELA	2014	978-0-547-88537-7	1.1	11	Obsolete
Journey's	Houghton Mifflin	ELA	2014	978-0-547-88542-1	1.5	20	Obsolete
Journey's	Houghton Mifflin	ELA	2014	978-0-547-88-545-2	1.6	23	Obsolete
Saxon	Houghton Mifflin	Math	2004	1-56577-505-8	5/6	13	Obsolete

REVENUE	2023-2024
ACCOUNT NUMBER	PROPOSED
43400 CHARGES FOR SERVICES	
43511 TUITION - REGULAR DAY STUDENTS	182,476
43521 - MEALS	10,309
43990 OTHER CHARGES FOR SERVICES	3,400
TOTALS ACCOUNT NUMBER 43400	196,185
44000 OTHER LOCAL REVENUE	
44110 INTEREST EARNED	
44170 OTHER REVENUE (ESSER)	47,143
44570 CONTRIBUTIONS & GIFTS	
TOTALS ACCOUNT NUMBER 44000	47,143
TOTALS FOR LITTLE CATS	243,328
EXPENDITURES	2023-24
ACCOUNT NUMBER	PROPOSED
73400 Extended School Program	
105 SUPERVISOR/DIRECTOR	51,080
116 TEACHERS	147,153
201 SOCIAL SECURITY	12,290
204 STATE RETIREMENT	4,868
206 LIFE INSURANCE	165
207 MEDICAL INSURANCE	5,597
208 DENTAL INSURANCE	454
299 VISION INSURANCE	161
212 MEDICARE	2,874
429 INSTRUCTIONAL SUPPLIES & MATERIALS	4,000
435 OTHER SUPPLIES AND MATERIALS	4,375
599 OTHER CHARGES (MEALS)	10,309
TOTAL 72110 ACCOUNT	243,328
TOTAL EXPENDITURES LITTLE CATS	243,328



REQUEST FOR USE OF FACILITIES

School Facility to be rented: _____

Person/Group requesting use of facility: _____

Date of event: _____ Start time of event: _____ End time: _____

Type of event: _____ Number of anticipated attendees: _____

I understand the following requirements (in accordance with TCS Board Policy 3.206) are necessary for my application to be approved.

- 1) Tullahoma City Schools (TCS) requests thirty (30) days notice prior to the desired use of the facility.
- 2) This request should be made to the office of the principal of the requested school facility.
- 3) All activities must be under adult supervision and approved by the building principal. If deemed necessary, the principal may assign a school employee to be present. The group using the facilities will be responsible for any damage to the building or equipment.
- 4) Groups receiving permission for building use are restricted to the dates and hours approved and to the building area and facilities indicated, unless requested changes are approved by the principal.
- 5) Groups receiving permission for building use are responsible for the observance of all fire and safety regulations at all times.
- 6) The use of alcoholic beverages, drugs or tobacco, profane language, or gambling in any form is not permitted in school buildings.
- 7) A custodial fee may be required.
- 8) Student clubs and activities, parent-teacher associations, and other organizations affiliated with the school shall be permitted use of school facilities without charge. Approved club sports may be charged reimbursement fees for expenses when the use of the facility creates a cost to Tullahoma City Schools.
- 9) School facilities may not be used for private profit, except that unused facilities may be leased or rented by private for-profit entities for the following uses:
 - a. private day-care centers which provide educational and child care services to the community;
 - b. cultural and performing arts activities;
 - c. specialized educational instruction; and
 - d. athletic camps



10) Public school facilities may be rented for political campaign purposes; however, political posters or literature may not be displayed on school grounds except in the area rented during the rental times. Political fund-raising is not permitted on school grounds.

11) Groups, with respect to its use and occupancy of school facilities, agrees to indemnify, defend and hold harmless TCS and its respective agents, servants, employees, officers, and board members against every, any and all demand, claim, assertion of liability, or action arising or alleged to have arisen out of any act of omission of group, its agents, servants or employees.

12) Groups shall attach a certificate of insurance with this application. The policy must name Tullahoma City Schools as additionally insured for an amount no less than one million dollars (\$1,000,000) for the duration of the group's use of the facility.

Application submitted by (Please print) _____
Date

Telephone Number _____
Email Address

TCS USE ONLY

Approved _____ Denied _____

Comments: _____

Principal or Designee Signature _____
Date

Provide Copy of Facilities Use Request Form to Director of Business at Central Office.

Director of Business Signature _____
Date Received



Tullahoma City Schools Facility Rental Fees

The Facility Rental Fee, Custodial Fees and Technology fees are listed below. To use any technology in the THS Auditorium, coordinating (Google) forms must be completed two weeks in advance before event. There will be a fee for the staff that must be present to use the technology.

	COMMENTS	FEE	HRS	TOTAL
Date of Event:				
Point of Contact:				
Email Address:				
Phone:				
Facility:				
THS Auditorium Technology Services	Includes Setup Fee	\$60/hr \$25/hr		
Gym		\$60/hr		
THS Lecture Hall		\$20/hr or \$100/day		
Cafeteria		\$20/hr or \$100/day		
Custodian		\$25/hr		
Food Service Requests		Coordinate with Cafeteria staff.		
			TOTAL	

To: Board Members

From: Hank Jordan

Date: 6/14/2023

Subject: Schematic Design Budget and Updated Timeline - Farrar Elementary School

On June 2nd, a virtual meeting conducted by American Constructors and facilitated by Senior Project Manager Zach Baldwin, Steve Billingsley of Billingsley Architecture, Tim Little of OLG Engineering and Derek Martin of American Constructors was held. During this meeting, we were presented with a draft of the Schematic Design Budget and an updated construction timeline. This budget was based on schematic drawings and designs that were prepared by Billingsley Architecture and OLG Engineering. The schematic designs are for 44,041 square feet of new construction and 5,000 square feet of renovations to the existing school. The estimated price was \$17,987,939, or \$366.79 per square foot.

Please note the following comments, qualifications, and clarifications on the bid price:

1. The pricing reflects a 16-month construction schedule with an expected start date of September 2023 and a completion and turnover date of December 2024.
2. The cost includes a 3% construction contingency and a 7% design contingency.
3. Minor demolition costs to the existing building are included.
4. Cost is based on CMU (Concrete Masonry Walls), steel joists and decking, metal roof, water-sourced heat pump HVAC system, new exterior canopy, approximately 5,000 SF of new sidewalks, 2,000 SF for new asphalt, and new landscaping.

Please note some important and upcoming next steps for the timeline:

1. American Constructors will provide an updated Design Development budget in mid-August based on continued designs of Billingsley Architecture and OLG Engineering.
2. American Constructors will bid out the early release grading and foundation package in July and site work and grading could begin in early September.
3. The final Guaranteed Max Price (GMP) budget will be provided in December.
4. Vertical construction to begin with slab prep & pour in December after the GMP budget is approved.

Based on this meeting and further correspondence and discussions, we recommend approval of the Schematic Design Budget of \$17,987,939 and the timeline presented by American Constructors.



June 2, 2023

Dr. Catherine Stephens
Director of Schools
Tullahoma City Schools
510 S. Jackson Street
Tullahoma, TN 37388

RE: Farrar Elementary School – Addition and Renovation – Schematic Design Budget –

Dr. Stephens:

American Constructors, Inc. is pleased to provide you with Schematic Design Budget Pricing for the Farrar Elementary School – Addition and Renovation – Schematic Design based on the documents provided by Billingsley Architecture and OLG Engineering. Please see below for an update of construction costs:

Base SD Construction Budget: \$17,900,000 – 18,000,000

Add Alternates (not included in Budget)

Install sprinkler at existing spaces per narrative: \$300,000

Install voice fire alarm system throughout new and existing facility: \$300,000

Please see attached breakdown, qualifications, and proposed schedule.

Thank you for the opportunity to be a part of this exciting project and please let me know if you have any questions.

Gratefully,

American Constructors, Inc.

Zach Baldwin, LEED AP
Senior Project Manager
Enclosure

**CC: Hank Jordan, Tullahoma City Schools
Steve Billingsley, Billingsley Architecture
Tim Little, OLG Engineering
Mark Friedman, OLG Engineering
Derek Martin, American Constructors**

QUALIFICATIONS and CLARIFICATIONS

Division 1

1. Pricing reflects the Schematic Design Documents prepared by Billingsley Architecture dated May 1, 2023, and OLG Engineering dated May 9, 2023 outlining the renovation of approximately 5,000 SF of the existing space and approximately 44,041 SF of new construction. Any renovation work will take place during the Summer of 2024.
2. Pricing reflects a 16-month construction schedule based on the detailed attachment with expected start of September 2023 targeting a completion and turnover of December 2024. This is based on early release packages as outlined in the schedule.
3. Costs are included for a design contingency (document development) of 7%. This allowance will be reduced as documents are developed.
4. Costs are included for a construction contingency allowance of 3%.
5. Costs are included for builder's risk insurance.
6. Costs are included for a payment and performance bond.
7. No costs are included for the abatement of any hazardous materials.
8. No costs are included for any impact, development, or capacity fees.
9. No costs are included for construction materials testing, special inspections, or commissioning.
10. Permit costs are included.

Division 2

1. Minor demolition costs are included for approximately 5,000 SF space that is to be the new dining space.

Division 3

1. The building concrete package includes continuous footings where load bearing CMU walls are assumed, spread footings and turned-down slab where the structural steel structure is assumed, and typical slab on grade with standard stone base and vapor barrier.

Division 4

1. Costs for load bearing CMU are included per outlined attachment.

Division 5

1. Costs are included for structural steel joists and decking at the load bearing CMU wall area and structural steel columns, beams, joists, and decking where the structure is assumed to be structural steel per the outlined attachment.

Division 6

1. Costs for in-wall, window, roof parapet, and other miscellaneous blocking are included.

Division 7

1. Costs are included for below grade dampproofing, waterproofing at CMU exterior walls and air/moisture barrier at exterior sheathing, and interior and exterior caulking.
2. Costs are included for expansion materials at the tie-in to the existing building.
3. Costs are included for exterior metal panels as shown on the exterior elevations.
4. Costs are included for insulated metal roof panels per narrative provided.

Division 8

1. Costs are for exterior storefront systems as shown.
2. Costs are included for doors, frames, and hardware.
3. No costs are included for any overhead or coiling doors.
4. A cost study for glass reinforcement or films can be provided.

Division 9

1. An allowance of \$100,000 is included for acoustical wall panels.
2. Allowances for interior finishes are included for the renovation space.

Division 10

1. An allowance of \$10,000 is included for interior signage.
2. A material cost of \$5,000 is included for the interior plaque.
3. Costs are included for all specialties, toilet partition and specialties, fire extinguishers and cabinets, flagpole, and cubbies as shown on the documents.
4. Costs for the new exterior canopy are included.

Division 12

1. Costs for the cabinets and countertops are included.
2. An allowance of \$10,000 is included for window treatments.

Division 21

1. Costs for fire protection work are included per OLG's narrative.
2. Costs for fire protection re-work at the future dining room are included.

Division 22

1. Costs for all plumbing work as outlined in OLG's narrative are included.

Division 23

1. Costs for a standard WSHP HVAC system is included.
2. Costs for HVAC test and balance work from an independent firm are included.
3. Costs for minor HVAC re-work in the future dining space is included.

Division 26

1. Costs are included for the electrical systems as outlined in OLG's narrative.
2. Costs for minor electrical re-work in the future dining space is included.

Division 27

1. No costs are included for data/low voltage work. It is assumed this work is by the owner outside of the construction budget.

Division 31

1. No geotechnical report was available at the time of budgeting. An allowance of \$25,000 is included unsuitable soil removal/replacement and/or rock removal if required.

Division 32

1. Costs are included for approximately 5,000 SF of new sidewalks.
2. Costs are included for approximately 2,000 SY of new asphalt light duty paving.
3. No costs are included for new site fencing.
4. An allowance of \$50,000 is included for new landscaping and irrigation.

Division 33

1. Costs for new utility tie-ins (sewer, water, fire lines) are included at a location approximately 150' from the building.

American Constructors, Inc.
Estimate Summary Report

Farrar Elem S : Farrar Elementary School Add+Reno

New Const. Square Footage: 44041

Renovation Square Footage: 5000

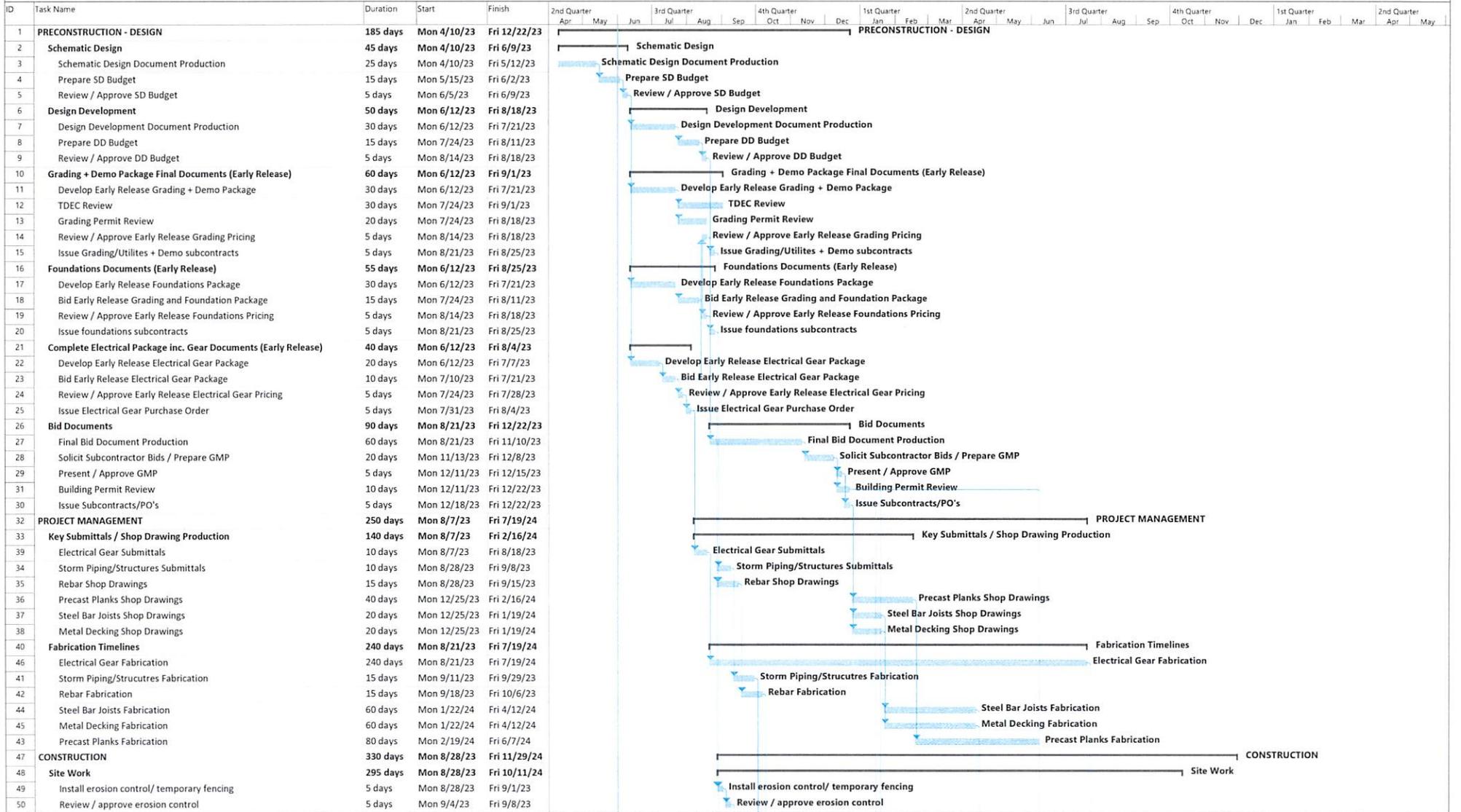
Estimator:

Baldwin/Hall

Item	Description of Work	Labor	Material	Sub	Taxes and Insurance	Total	Cost per Sq. Ft.	Notes
02.00	Demolition	0	0	25,000	0	25,000	0.51	
03.00	Concrete	34,000	195,000	755,500	36,693	1,021,193	20.82	
04.00	Masonry	0	50,000	2,060,000	4,875	2,114,875	43.12	
05.00	Steel and Metals	0	0	1,315,000	0	1,315,000	26.81	
06.05	Rough Carpentry, Blocking	35,500	38,400	17,000	22,204	113,104	2.31	
07.00	Caulking, Waterproofing, Damppro	0	0	209,330	0	209,330	4.27	
07.04	Metal Wall Panels	0	0	65,000	0	65,000	1.33	
07.15	Expansion Material	0	0	7,000	0	7,000	0.14	
07.20	Roofing	0	0	590,000	0	590,000	12.03	
07.25	Firestopping	0	0	11,240	0	11,240	0.23	
08.10	Glass and Glazing	0	0	180,000	0	180,000	3.67	
08.15	Doors, Frames and Hardware	6,000	405,122	45,000	42,619	498,741	10.17	
09.00	Drywall	0	0	290,000	0	290,000	5.91	
09.10	Hard Tile	0	0	71,396	0	71,396	1.46	
09.20	Flooring	0	0	5,000	0	5,000	0.10	
09.40	Ceilings	4,000	2,500	139,881	2,324	148,704	3.03	
09.55	Acoustic Wall Panels	0	0	100,000	0	100,000	2.04	
09.60	Carpet and Resilient Flooring	11,250	5,400	343,285	6,377	366,312	7.47	
09.90	Painting	0	0	200,000	0	200,000	4.08	
10.10	Canopies	0	0	104,675	0	104,675	2.13	
10.50	Specialties	5,600	195,157	44,335	21,940	267,032	5.45	
12.00	Casework, Lab Casework	0	0	36,400	0	36,400	0.74	
12.30	Window Treatment	0	0	10,000	0	10,000	0.20	
21.00	Fire Protection	0	0	202,500	0	202,500	4.13	
22.00	Plumbing	0	0	585,000	0	585,000	11.93	
23.00	Mechanical and HVAC	0	0	2,107,500	0	2,107,500	42.97	
23.10	Test and Balance	0	0	10,000	0	10,000	0.20	

Item	Description of Work	Labor	Material	Sub	Taxes and Insurance	Total	Cost per Sq. Ft.	Notes
26.00	Electrical	0	0	1,532,500	0	1,532,500	31.25	
31.00	Earthwork	0	0	596,750	0	596,750	12.17	
32.00	Exterior Improvements	2,000	5,000	220,030	1,528	228,558	4.66	
33.00	Utilities	0	0	149,900	0	149,900	3.06	
97.00	General Conditions	808,274	365,050	515,565	455,895	2,144,784	43.73	
97.20	Permits	0	0	0	37,500	37,500	0.76	
97.60	Taxes & Insurance	0	0	0	241,638	241,638	4.93	
97.80	Design Contingency	0	0	0	1,255,974	1,255,974	25.61	
97.85	Construction Contingency	0	0	0	538,275	538,275	10.98	
98.00	Fee	0	0	0	607,059	607,059	12.38	
Estimate Totals:		\$906,624	\$1,261,629	\$12,544,787	\$3,274,899	\$17,987,939	\$366.79	

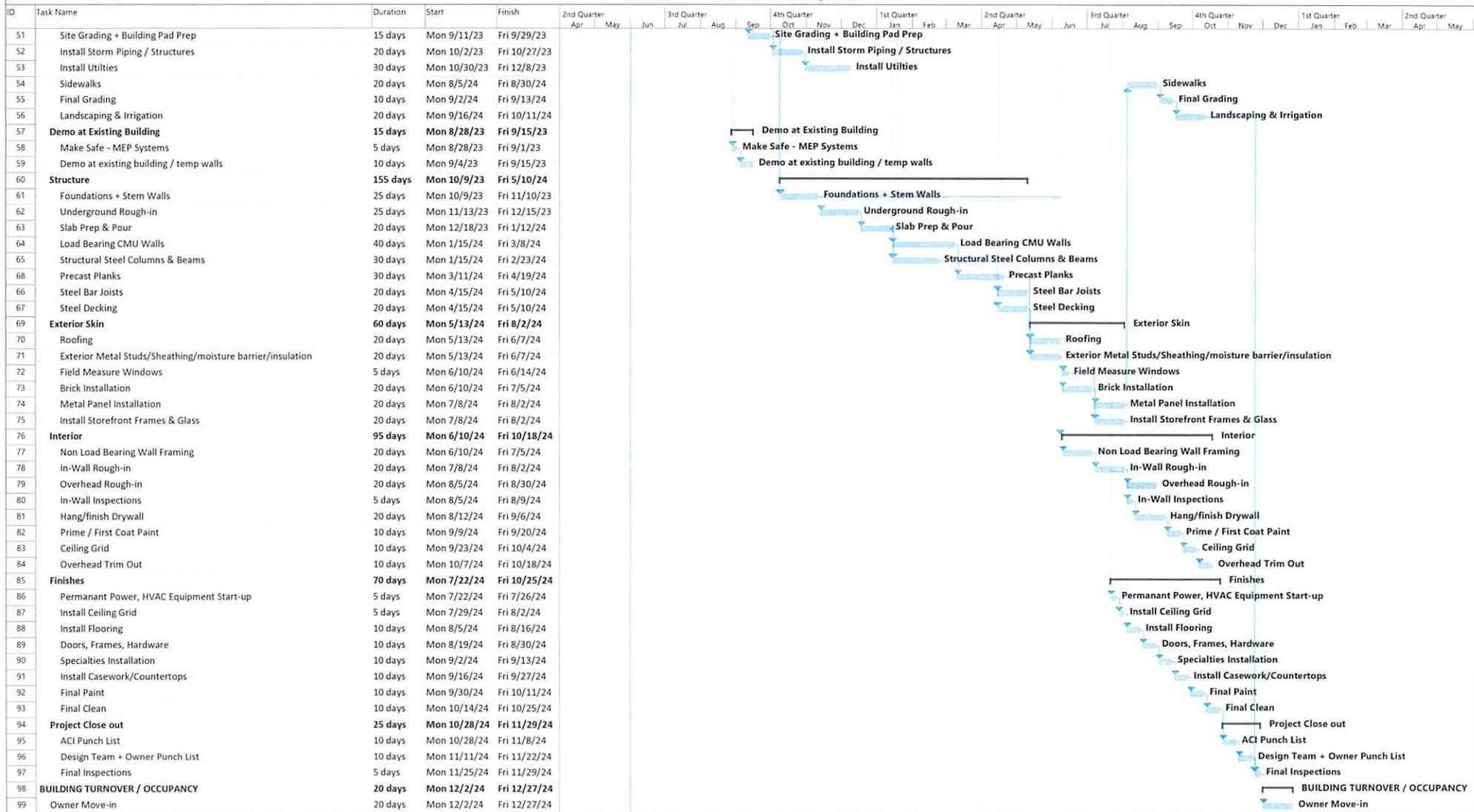
Additions and Renovations to Farrar Elementary School



American Constructors, Inc. Date: Thu 6/1/23

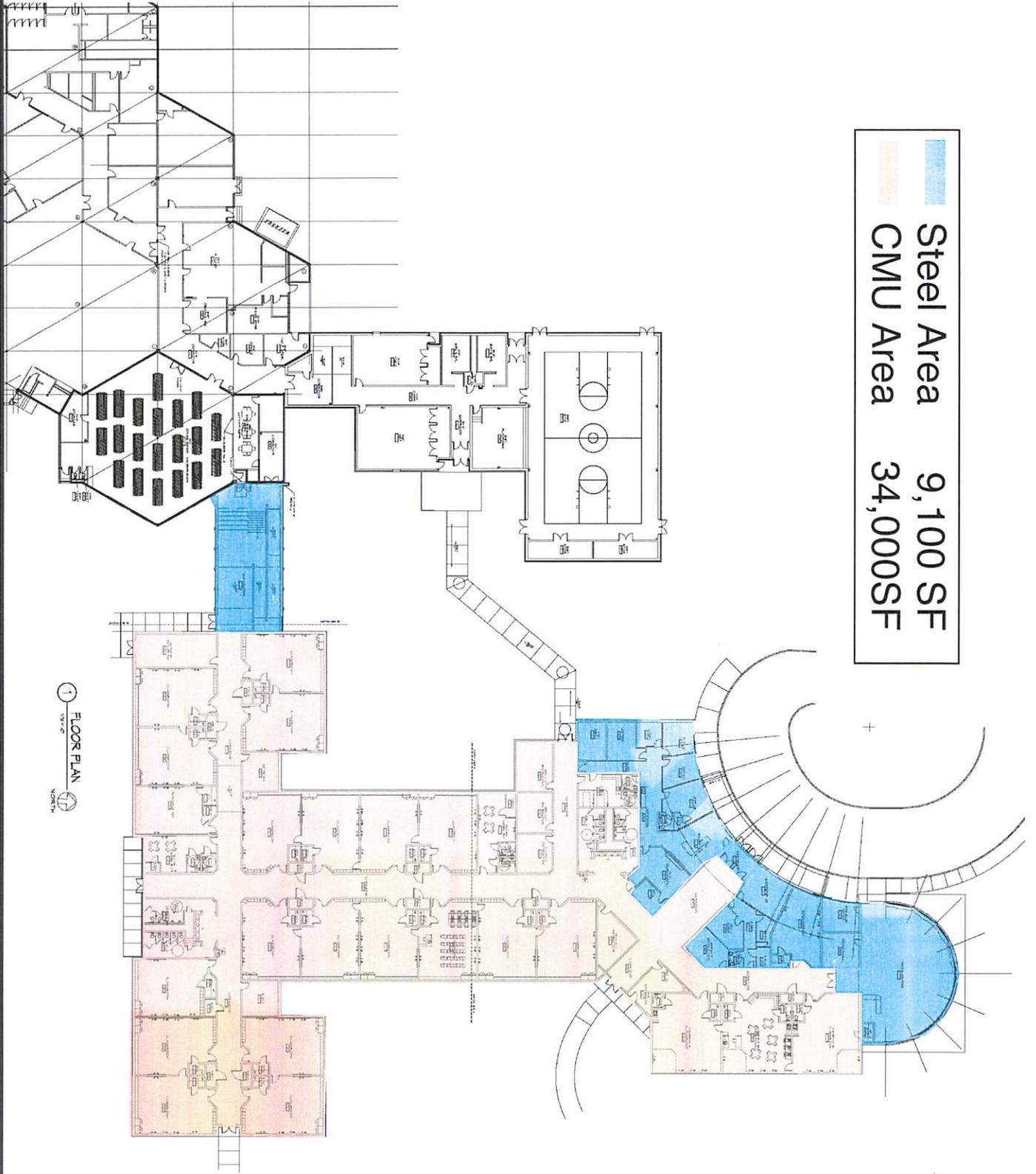
Task	Summary	Inactive Milestone	Duration-only	Start-only	External Milestone	Manual Progress
Split	Project Summary	Inactive Summary	Manual Summary Rollup	Finish-only	Deadline	
Milestone	Inactive Task	Manual Task	Manual Summary	External Tasks	Progress	

Additions and Renovations to Farrar Elementary School



American Constructors, Inc.
Date: Thu 6/1/23





Steel Area 9,100 SF
 CMU Area 34,000 SF

1 FLOOR PLAN
 1/8" = 1'-0"



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DATE	DESCRIPTION
05-08-2023	SDS
05-08-2023	SAB
05-08-2023	AS NOTED

A2.1



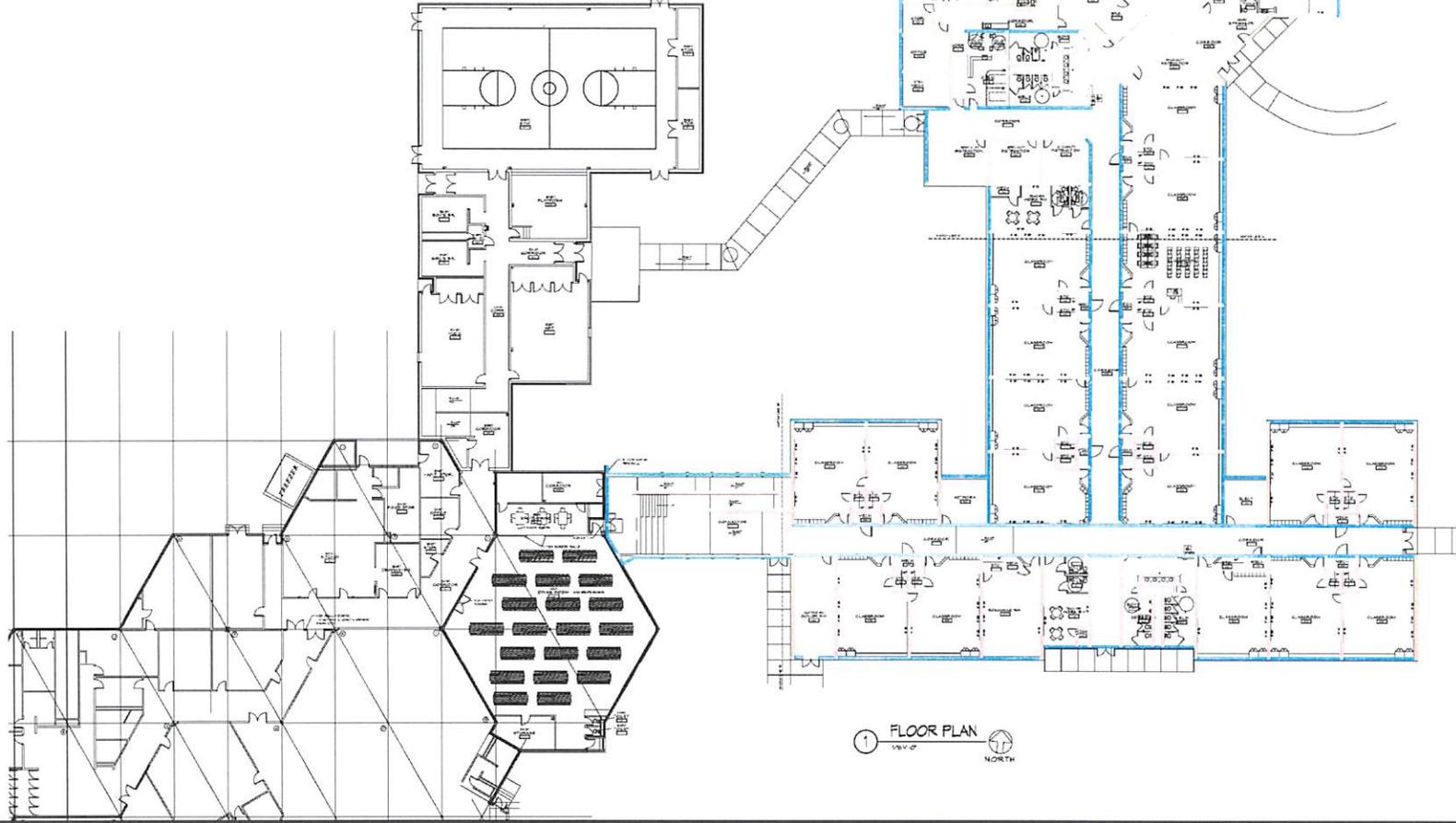
COMPLETE FLOOR PLAN
 New Facility for:
Jack T. Farrar Elementary School
 215 Westside Drive
 Tullahoma, Tennessee

PRELIMINARY
 NOT FOR CONSTRUCTION

Oliver • Little • Gipson
OLG
 Engineering, Inc.
 301 Industrial Blvd. 2903 Elm Hill Pkwy, C
 Tullahoma, TN 37388 Nashville, TN 37214
 Office: 931.454.8940 Office: 615.878.6022
 olg@olig.com

Z:\23-03 Farrar Elm - Tullahoma\23-03-A2_1_Floor Plan.dwg, 5/4/2023 5:16:23 PM, DWG, 10 HPD, PLOT

	Load Bearing CMU Walls	1,630 LF	23,500 SF
	Metal Stud Walls - Exterior	360 LF	5,036 SF
	Metal Stud Walls - Interior	575 LF	8,500 SF
	Non Load Bearing CMU Walls - Exterior	400 LF	5,570 SF
	Non Load Bearing CMU Walls - Interior	1,840 LF	27,000 SF



1 FLOOR PLAN
1/8" = 1'-0"
NORTH



REVISIONS

Oliver • Little • Gibson
AOLG
ENGINEERING, INC.
207 MAINWAY BLVD. SUITE 100, TN 37211
COLUMBIA, TN 37203
MEMPHIS, TN 37214
NASHVILLE, TN 37215
MEMPHIS, TN 38112
MEMPHIS, TN 38117
MEMPHIS, TN 38118

PRELIMINARY
NOT FOR CONSTRUCTION

DATE: 05/04/2023
DRAWN: SGB
CHECKED: SGB
SCALE: AS NOTED

COMPLETE FLOOR PLAN
New Facility for:
Jack T. Farrar Elementary School
Tullahoma, Tennessee
215 Westside Drive

Jack T. Farrar Elementary School

JOB NO.: 504217
DATE: 05-04-2023
DRAWN: SGB
CHECKED: SGB
SCALE: AS NOTED

A2.1

REVENUE	FY23	FY 24
ACCOUNT NUMBER	Budgeted	Budgeted
UNDESIGNATED FUND BALANCE	3,184,750	853,707
40100 COUNTY TAXES		
40110 CURRENT PROPERTY TAX-COFFEE CO.	5,990,236	6,128,011
40111 CURRENT PROPERTY TAX -FRANKLIN CO.	190,000	190,000
40120 TRUSTEE'S COLLECTION-PRIOR YEAR	160,000	150,000
40130 CIRCUIT CLERK/C&M-PRIOR YEAR	38,000	27,500
40140 INTEREST & PENALTY	42,000	42,000
40161 PAYMENTS IN LIEU-TVA	100,000	100,000
TOTALS ACCOUNT NUMBER 40100	6,520,236	6,637,511
40600 CITY SCHOOL DISTRICT REVENUES		
40710 LOCAL OPTION SALES TAX	5,037,257	5,440,238
TOTALS ACCOUNT NUMBERS 40600/40700	5,037,257	5,440,238
41000 LICENSES & PERMITS		
41110 MARRIAGE LICENSES	1,300	1,300
TOTALS ACCOUNT NUMBER 41000	1,300	1,300
43000 CHARGES FOR SERVICES		
43511 TUITION-REGULAR DAY STUDENTS	196,476	196,500
43570 RECEIPTS FROM INDIVIDUAL SCHOOLS	60,000	5,000
43990 OTHER CHARGES FOR SERVICES		
TOTALS ACCOUNT NUMBER 43000	256,476	201,500
44000 OTHER LOCAL REVENUE		
44110 INTEREST EARNED	25,000	85,000
44170 OTHER REVENUE	0	0
44300 NURSING REIMBURSEMENT	0	0
44520 INSURANCE RECOVERY	0	0
44530 SALE OF EQUIPMENT	0	0
44560 DAMAGES RECOVERED FROM INDIVIDUALS	0	0
44570 CONTRIBUTIONS & GIFTS	25,000	23,000
44570 CONTRIBUTIONS & GIFTS - TEF	0	0
44900 CITY LIQUOR TAX	45,240	78,000
TOTALS ACCOUNT NUMBER 44000	95,240	186,000
46500 STATE EDUCATION FUNDS		
46511 BASIC EDUCATION PROGRAM	19,326,000	
46510 TENNESSEE INVESTMENT IN STUDENT ACHIEVEMENT		23,418,507
46515 PRE-K	373,728	376,591
46590 OTHER STATE EDUCATION FUNDS-CSH	95,000	0
46592 INTERNET CONNECTIVITY	0	0
46595 STUDENT MANAGEMENT SYSTEM	0	0
46610 CAREER LADDER	60,000	60,000

EXPENDITURES	FY23		FY24
ACCOUNT NUMBER	Budgeted		Budgeted
71100 REGULAR EDUCATIONAL PROGRAM			
116 TEACHERS	12,157,820		13,071,240
117 CAREER LADDER	30,548		30,548
163 EDUCATIONAL ASSISTANTS	1,044,387		1,114,730
195 SUBSTITUTE TEACHERS	260,871		330,000
201 SOCIAL SECURITY	772,100		901,884
204 STATE RETIREMENT	1,154,939		1,149,962
206 LIFE INSURANCE	24,200		22,355
207 MEDICAL INSURANCE	2,134,290		2,301,757
208 DENTAL INSURANCE	61,072		63,675
299 VISION INSURANCE	22,248		23,057
212 MEDICARE	182,376		210,925
355 TRAVEL	30,000		20,000
429 INSTRUCTIONAL SUPPLIES & MATERIALS	270,000		364,500
449 TEXTBOOKS	400,000		400,000
524 STAFF DEVELOPMENT			10,000
599 OTHER CHARGES	100,000		115,000
722 REGULAR INSTRUCTIONAL EQUIPMENT	791,000		791,000
TOTAL 71100 ACCOUNT	19,435,850		20,920,632
71200 SPECIAL EDUCATION PROGRAM			
116 TEACHERS	1,727,649		1,886,322
117 CAREER LADDER	3,000		3,000
162 CLERICAL PERSONNEL	39,087		0
163 EDUCATIONAL ASSISTANTS	826,417		872,158
171 SPEECH PATHOLOGISTS	87,666		94,241
189 OTHER SALARIES	0		
195 SUBSTITUTE TEACHERS	64,766		70,000
201 SOCIAL SECURITY	152,972		179,039
204 STATE RETIREMENT	187,614		213,832
206 LIFE INSURANCE	5,463		6,013
207 MEDICAL INSURANCE	498,806		548,990
208 DENTAL INSURANCE	16,622		17,192
212 MEDICARE	38,000		41,872
299 VISION INSURANCE	5,893		6,215
312 CONTRACTS WITH PRIVATE AGENCIES	60,000		146,000
355 TRAVEL	0		
399 OTHER CONTRACTED SERVICES	0		
429 INSTRUCTIONAL SUPPLIES & MATERIALS	30,000		32,000
499 OTHER INSTRUCTIONAL SUPPLIES	32,500		32,500
599 OTHER CHARGES	32,500		
725 SPECIAL EDUCATION EQUIPMENT	10,000		10,000
APPROX AMOUNT FROM SPED TRANSFER			
TOTAL 71200 ACCOUNT	3,818,957		4,159,375

71300 VOCATIONAL EDUCATION PROGRAM		
105 SUPERVISOR/DIRECTOR		110,174
116 TEACHERS	498,230	532,460
117 CAREER LADDER	1,062	1,000
201 SOCIAL SECURITY	28,280	39,905
204 STATE RETIREMENT	45,912	55,693
206 LIFE INSURANCE	703	737
207 MEDICAL INSURANCE	86,366	89,965
208 DENTAL INSURANCE	2,120	2,220
299 VISION INSURANCE	752	787
212 MEDICARE	6,614	9,333
355 TRAVEL	12,000	12,000
429 INSTRUCTIONAL SUPPLIES AND MATERIALS	15,000	15,000
599 OTHER CHARGES	5,000	5,000
730 VOC EQUIPMENT		0
TOTAL 71300 ACCOUNT	702,040	874,274
72110 ATTENDANCE		
105 SUPERVISOR/DIRECTOR	96,426	103,380
162 CLERICAL PERSONNEL	0	64,000
201 SOCIAL SECURITY	5,937	10,378
204 STATE RETIREMENT	9,932	15,383
206 LIFE INSURANCE	100	192
207 MEDICAL INSURANCE	6,800	10,909
208 DENTAL INSURANCE	0	554
299 VISION INSURANCE	100	196
212 MEDICARE	1,325	2,427
355 TRAVEL	3,675	675
499 OTHER SUPPLIES AND MATERIALS	2,500	2,000
524 STAFF DEVELOPMENT		3,000
599 OTHER CHARGES		750
TOTAL 72110 ACCOUNT	126,795	213,843
72120 HEALTH SERVICES		
131 NURSES	473,551	489,318
201 SOCIAL SECURITY	27,197	30,338
204 STATE RETIREMENT	25,768	34,317
206 LIFE INSURANCE	0	767
207 MEDICAL INSURANCE	85,464	100,869
208 DENTAL INSURANCE	2,154	2,220
299 VISION INSURANCE	764	787
212 MEDICARE	6,360	7,095
413 DRUGS AND MEDICAL SUPPLIES	35,000	35,000
499 OTHER CHARGES	5,000	15,000
TOTAL 72120 ACCOUNT	661,258	715,710
72130 OTHER STUDENT SUPPORT		
117 CAREER LADDER	1,600	0
123 GUIDANCE PERSONNEL	604,709	643,684
161 SECRETARY	33,597	39,832

23-24 GEN PURPOSE BUDGET

6/20/2023

201 SOCIAL SECURITY	37,415		42,378
204 STATE RETIREMENT	60,944		56,901
206 LIFE INSURANCE	858		959
207 MEDICAL INSURANCE	84,422		97,337
208 DENTAL INSURANCE	2,313		2,497
299 VISION INSURANCE	915		984
212 MEDICARE	8,751		10,253
312 CONTRACTS W/PRIVATE AGENCIES	48,000		48,000
322 EVALUATION AND TESTING	15,000		15,000
524 STAFF DEVELOPMENT			340
TOTAL 72130 ACCOUNT	898,524		958,164
72210 INSTRUCTIONAL STAFF/ REG. INST. PROG.			
105 SUPERVISOR/DIRECTOR	113,089		249,450
117 CAREER LADDER	3,000		3,000
129 LIBRARIANS	249,716		292,476
161 SECRETARY	59,657		66,320
201 SOCIAL SECURITY	25,154		37,897
204 STATE RETIREMENT	37,674		35,977
206 LIFE INSURANCE	500		507
207 MEDICAL INSURANCE	46,288		51,960
208 DENTAL INSURANCE	1,510		1,554
299 VISION INSURANCE	550		551
212 MEDICARE	5,882		8,863
308 CONSULTANTS	0		0
355 TRAVEL			500
432 LIBRARY BOOKS	50,000		50,000
524 STAFF DEVELOPMENT	6,000		6,000
599 OTHER CHARGES			200
TOTAL 72210 ACCOUNT	599,021		805,254
72220 SPECIAL EDUCATION PROGRAM			
105 SUPERVISOR/DIRECTOR	111,754		120,165
117 CAREER LADDER	0		0
124 PSYCHOLOGIST	70,417		80,000
162 CLERICAL PERSONNEL	0		89,444
189 OTHER SALARIES	259,275		325,270
201 SOCIAL SECURITY	19,833		38,122
204 STATE RETIREMENT	20,292		26,167
206 LIFE INSURANCE	415		475
207 MEDICAL INSURANCE	38,596		42,340
208 DENTAL INSURANCE	1,247		1,376
212 MEDICARE	4,648		7,619
299 VISION INSURANCE	442		749
355 TRAVEL	5,000		5,000
399 OTHER CONTRACTED SERVICES	35,000		150,075
499 OTHER SUPPLIES & MATERIALS			22,500
524 STAFF DEVELOPMENT	34,000		34,000
599 OTHER CHARGES			10,000
TOTAL 72220 ACCOUNT	600,919		953,302

72250 TECHNOLOGY		
105 SUPERVISOR/DIRECTOR	114,590	121,466
117 CAREER LADDER	0	1,000
163 EDUCATIONAL ASSISTANTS	342,312	382,166
201 SOCIAL SECURITY	27,253	31,287
204 STATE RETIREMENT	33,496	39,770
206 LIFE INSURANCE	623	671
207 MEDICAL INSURANCE	53,625	57,795
208 DENTAL INSURANCE	1,883	1,942
212 MEDICARE	6,374	7,317
299 VISION INSURANCE	667	689
355 TRAVEL	5,000	4,000
435 OFFICE SUPPLIES	1,000	1,000
524 STAFF DEVELOPMENT	3,500	6,000
599 OTHER CHARGES	10,000	10,000
TOTAL 72250 ACCOUNT	600,324	665,103
72310 GENERAL ADMIN/BD OF EDUCATION		
191 DIRECTOR'S FEE	8,400	10,500
118 SECRETARY TO BOARD	0	0
201 SOCIAL SECURITY	600	651
205 HSA FRINGE	65,000	65,000
206 LIFE INSURANCE	2,261	2,655
207 MEDICAL INSURANCE	150,000	173,227
208 DENTAL INSURANCE	11,250	11,496
299 VISION INSURANCE	3,189	3,454
210 UNEMPLOYMENT COMPENSATION	10,000	10,000
211 LOCAL RETIREMENT	600,000	650,000
212 MEDICARE	2,200	152
217 HYBRID RETIREMENT STABILIZATION	100,000	
305 AUDIT SERVICES	30,000	35,000
320 DUES AND MEMBERSHIP	18,000	19,500
331 LEGAL SERVICES	35,000	39,000
355 TRAVEL	15,000	4,500
506 LIABILITY INSURANCE	208,600	234,552
508 PREMIUM ON CORP. SURETY BONDS	2,500	2,500
510 TRUSTEE COMMISSION	147,000	150,000
513 WORKMEN'S COMPENSATION	142,000	156,522
524 STAFF DEVELOPMENT	0	30,000
599 OTHER CHARGES	20,000	25,000
TOTAL 72310 ACCOUNT	1,570,999	1,623,710
72320 OFFICE OF THE SUPERINTENDENT		
101 ADMINISTRATIVE OFFICER	178,448	189,155
117 CAREER LADDER	1,400	1,400
161 SECRETARY	72,532	72,470
201 SOCIAL SECURITY	13,959	16,308
204 STATE RETIREMENT	18,592	19,009
206 LIFE INSURANCE	179	192

23-24 GEN PURPOSE BUDGET

6/20/2023

207 MEDICAL INSURANCE	618		6,504
208 DENTAL INSURANCE	539		555
299 VISION INSURANCE	191		197
212 MEDICARE	3,640		3,814
307 COMMUNICATIONS	150,000		150,000
348 POSTAL CHARGES	2,000		6,000
435 OFFICE SUPPLIES	7,000		10,000
524 STAFF DEVELOPMENT	18,000		18,000
599 OTHER CHARGES	10,000		20,000
TOTAL 72320 ACCOUNT	477,098		513,604
72410 OFFICE OF THE PRINCIPAL			
103 ASSISTANT PRINCIPALS	383,868		776,045
104 PRINCIPALS	876,031		856,750
117 CAREER LADDER	3,000		3,000
161 SECRETARIES	230,060		271,920
201 SOCIAL SECURITY	83,204		118,278
204 STATE RETIREMENT	122,835		137,355
206 LIFE INSURANCE	1,528		1,629
207 MEDICAL INSURANCE	175,016		184,080
208 DENTAL INSURANCE	4,605		4,717
299 VISION INSURANCE	1,633		1,672
212 MEDICARE	20,000		85,847
435 OFFICE SUPPLIES	25,000		25,000
524 STAFF DEVELOPMENT	0		2,500
599 OTHER CHARGES	0		1,000
TOTAL 72410 ACCOUNT	1,926,779		2,469,794
72510 FISCAL SERVICES			
105 SUPERVISOR/DIRECTOR	121,568		140,812
119 BOOKKEEPERS	174,869		193,564
201 SOCIAL SECURITY	17,385		20,731
204 STATE RETIREMENT	16,723		22,684
206 LIFE INSURANCE	356		383
207 MEDICAL INSURANCE	31,726		36,898
208 DENTAL INSURANCE	1,077		1,110
299 VISION INSURANCE	382		393
212 MEDICARE	4,066		4,848
399 OTHER CONTRACTED SERVICES	45,000		47,500
435 OFFICE SUPPLIES	3,000		3,000
524 STAFF DEVELOPMENT	1,500		1,500
TOTAL 72510 ACCOUNT	417,652		473,424
72520 HR/PERSONNEL			
105 SUPERVISOR/DIRECTOR	128,972		147,240
162 CLERICAL PERSONNEL	112,070		165,376
201 SOCIAL SECURITY	14,764		19,382
204 STATE RETIREMENT	21,662		25,653
206 LIFE INSURANCE	267		386
207 MEDICAL INSURANCE	24,218		42,336

23-24 GEN PURPOSE BUDGET

6/20/2023

208 DENTAL INSURANCE	808		1,056
299 VISION INSURANCE	286		393
212 MEDICARE	3,453		4,533
355 TRAVEL	4,000		500
435 OFFICE SUPPLIES	0		5,000
499 OTHER SUPPLIES AND MATERIALS	2,550		1,000
524 STAFF DEVELOPMENT	0		3,500
599 OTHER CHARGES	32,135		32,135
TOTAL 72110 ACCOUNT	345,184		448,490
72610 OPERATION OF PLANT			
166 CUSTODIAL PERSONNEL	793,885		810,372
201 SOCIAL SECURITY	46,947		50,243
204 STATE RETIREMENT	28,017		43,774
206 LIFE INSURANCE	2,100		2,231
207 MEDICAL INSURANCE	185,519		205,965
208 DENTAL INSURANCE	6,488		6,673
299 VISION INSURANCE	2,300		2,366
212 MEDICARE	10,979		11,750
399 OTHER CONTRACTED SERVICES	500,000		800,000
410 CUSTODIAL SUPPLIES	150,000		150,000
415 ELECTRICITY	925,000		950,000
434 NATURAL GAS	110,000		122,000
454 WATER AND SEWER	85,000		85,000
599 OTHER CHARGES	0		2,000
TOTAL 72610 ACCOUNT	2,846,235		3,242,373
72620 MAINTENANCE OF PLANT			
189 OTHER SALARIES	546,214		618,276
201 SOCIAL SECURITY	32,850		38,333
204 STATE RETIREMENT	16,531		34,528
206 LIFE INSURANCE	1,000		1,054
207 MEDICAL INSURANCE	83,927		96,346
208 DENTAL INSURANCE	2,814		2,775
299 VISION INSURANCE	998		1,082
212 MEDICARE	7,683		8,965
335 MAINTENANCE AND REPAIR OF BLDGS	460,000		460,000
336 MAINTENANCE AND REPAIR OF EQUIP	150,000		150,000
499 OTHER SUPPLIES	500		1,500
717 MAINTENANCE EQUIPMENT	15,000		15,000
718 MOTOR VEHICLES	0		0
TOTAL 72620 ACCOUNT	1,317,517		1,427,860
72710 TRANSPORTATION			
146 BUS DRIVERS	84,283		136,000
189 OTHER SALARIES AND WAGES	77,452		124,000
201 SOCIAL SECURITY	10,327		16,120
204 STATE RETIREMENT	6,882		7,153
206 LIFE INSURANCE	100		100
207 MEDICAL INSURANCE	3,785		3,151

23-24 GEN PURPOSE BUDGET

6/20/2023

208 DENTAL INSURANCE	400		400
299 VISION INSURANCE	200		200
212 MEDICARE	1,800		3,770
338 MAINTENANCE AND REPAIR OF VEHICLES	30,000		35,000
425 GASOLINE	30,000		60,000
511 VEHICLE INSURANCE	0		0
599 OTHER CHARGES	0		14,000
717 TRANSPORTATION EQUIPMENT	189,606		208,558
TOTAL 72710 ACCOUNT	434,834		608,452
76100 REGULAR CAPITAL OUTLAY			
707 BUILDING IMPROVEMENTS	3,184,750		1,222,726
TOTAL 76100 ACCOUNT	3,184,750		1,222,726
TOTAL EXPENDITURES GENERAL PURPOSE FD	39,964,734		42,296,090

Differentiated Pay Plan Summary

Year	Description	Cost Per Employee	Number	Total Cost
2014-2015	Speech Pathologists	\$5,000	3	\$15,000
	Curriculum Developer	\$6,000	10	\$60,000
	Mentor Teacher	\$1,500	15	\$22,500
				\$97,500
2015-2016	Speech Pathologists	\$5,000	4	\$20,000
	Curriculum Developer	\$6,000	12	\$72,000
	Mentor Teacher	\$1,500	20	\$30,000
				\$122,000
2016-2017	Speech Pathologists	\$5,000	4	\$20,000
	Curriculum Developer	\$6,000	12	\$72,000
				\$92,000
2017-2018	Speech Pathologists	\$5,000	4	\$20,000
	Curriculum Developer	\$6,000	12	\$72,000
				\$92,000
2018-2019	Speech Pathologists	\$5,000	5	\$25,000
	Fine Arts Coordinator	\$5,000	1	\$5,000
	Behavior Specialist	\$5,000	1	\$5,000
	Assessment Facilitator	\$5,000	1	\$5,000
				\$40,000
2019-2020	Speech Pathologists	\$5,000	6	\$30,000
	Fine Arts Coordinator	\$5,000	1	\$5,000
	Behavior Specialist	\$5,000	1	\$5,000
	Assessment Facilitator	\$5,000	1	\$5,000
				\$45,000
2020-2021	Speech Pathologists	\$5,000	6	\$30,000
	Fine Arts Coordinator	\$5,000	1	\$5,000
	Behavior Specialist	\$5,000	1	\$5,000
	Assessment Facilitator	\$5,000	1	\$5,000
				\$45,000
2021-2022	Speech Pathologists	\$5,000	6	\$30,000
	Fine Arts Coordinator	\$5,000	1	\$5,000
	Behavior Specialist	\$5,000	2	\$10,000
	CDC Teacher	\$5,000	7	\$35,000
				\$80,000
2022-2023	Speech Pathologists	\$5,000	6	\$30,000
	Fine Arts Coordinator	\$5,000	1	\$5,000
	Behavior Specialist	\$5,000	2	\$10,000
	Behavior Mod Teacher	\$5,000	2	\$10,000
	CDC Teacher	\$5,000	7	\$35,000
	CTE Director	\$5,000	1	\$5,000
	School Psychologist	\$5,000	1	\$5,000
				\$100,000
2023-2024	Speech Pathologists	\$5,000	6	\$30,000
	Fine Arts Coordinator	\$5,000	1	\$5,000
	Behavior Specialist	\$5,000	2	\$10,000
	Behavior Mod Teacher	\$5,000	2	\$10,000
	CDC Teacher	\$5,000	7	\$35,000
	School Psychologist	\$5,000	2	\$10,000
				\$100,000

Adding additional position this year

Tullahoma City Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Board Members	Descriptor Code: 1.102	Issued Date: 06/20/23
		Rescinds: 1.102	Issued: 06/21/22

1 The legal status of board members shall be as follows:

2 **NUMBER OF MEMBERS¹**

3 The Board is composed of seven (7) members.

4 **QUALIFICATIONS**

5 Members of the Board shall be elected by the voters of the City of Tullahoma, Tennessee, at large and
6 shall be citizens of recognized integrity, intelligence, and ability to administer the duties of the
7 office.^{1,2} To qualify as a candidate, an individual must show proof of:

8 1. Graduation from high school or receipt of a GED or HiSET;³ and

9

10 2. Being a qualified voter and resident in the city for one (1) year prior to the qualifying deadline
11 for running as a candidate.⁴

12 **TERMS OF OFFICE**

13 Members of the Board shall serve four (4) year terms.¹

14 **VACANCIES**

15 Vacancies shall be declared to exist on account of death, resignation, removal, or through due process
16 proceedings.⁶

17 When a vacancy occurs, the unexpired term shall be filled at the next regular or special meeting of the
18 local legislative body.⁷ Such appointment shall continue until the next regular election.

Legal References

1. Tullahoma Municipal Code, Title 2, Ch. 2, Section 2-201; TCA 49-2-201(a)(1)
2. TCA 49-2-202(a)(1)
3. TCA 49-2-202(a)(4)
4. Public Acts of 2022, Chapter No. 809; Tullahoma Municipal Code, Title 2, Ch. 2, Section 2-201
5. TCA 8-47-101; TCA 49-1-611; TCA 49-2-202(e)(2); Tenn. Att’y Gen. Op. No. 21-14 (September 1, 2021)
6. TCA 49-2-202(e)(1)

Tullahoma City Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Code of Ethics	Descriptor Code: 1.106	Issued Date: 06/20/23
		Rescinds: 1.106	Issued: 02/18/13

1 *Definitions*

- 2 (1) "School district" means Tullahoma City School District, which was duly created by a public or
3 private act of the General Assembly and which includes all boards, committees, commissions,
4 authorities, corporations, or other instrumentalities appointed or created by the school district or an
5 official of the school district.
- 6 (2) "Officials and employees" means and includes any official, whether elected or appointed, officer,
7 employee or servant, or any member of any board, agency, commission, authority, or corporation
8 (whether compensated or not), or any officer, employee, or servant thereof, of the school district.
- 9 (3) "Personal interest" means, for the purpose of disclosure of personal interests in accordance with
10 this Code of Ethics, a financial interest of the official or employee, or a financial interest of the
11 official's or employee's spouse or child living in the same household, in the matter to be voted upon,
12 regulated, supervised, or otherwise acted upon in an official capacity.

13 *General*

14 Board members and school district employees may not accept, directly or indirectly, any gift, money,
15 gratuity, consideration, or favor that a reasonable person would understand was intended to influence
16 the vote, official action, or judgment of the board member or employee in executing decisions
17 affecting the school district. It is also prohibited for a board member's or an employee's spouse or
18 child living in the same household to accept such items.

19 It shall not be considered a violation of this policy for a board member or employee to receive
20 entertainment, food, refreshments, meals, health screenings, amenities, food, or beverages that are
21 provided in connection with a conference sponsored by an established or recognized statewide
22 association of school board officials or by an umbrella or affiliate organization of such statewide
23 association of school board officials.

24 **ETHICS COMPLAINTS**

25 The Board may create a School District Ethics Committee (Ethics Committee), consisting of three (3)
26 members who will be appointed to one-year terms by the Board Chair with confirmation by the Board.
27 At least two (2) members of the committee shall be members of the Board. The Ethics Committee shall
28 convene as soon as practicable after its appointment and elect a Chair and a Secretary. The records of
29 the Ethics Committee shall be maintained by the Secretary and shall be filed in the Director of
30 Schools' office, where they shall be open to public inspection.

1 Questions and complaints regarding violations of this Code of Ethics shall be directed to the Chair of
2 the Ethics Committee. Complaints shall be in writing, signed by the person making the complaint, and
3 include details as to the facts surrounding the complaint.

4 The Ethics Committee may investigate an ethical complaint received against a board member or
5 employee and make recommendations to cease any activity that, in the Ethics Committee's judgment,
6 constitutes a violation of this Code of Ethics. If a member of the Ethics Committee is the subject of a
7 complaint, the member shall recuse himself/herself from all proceedings involving the complaint.

8 The Ethics Committee may:

- 9 1. Refer the matter to the board attorney;
- 10 11 2. In the case of a board member, refer the matter to the Board of Education for possible public
12 13 censure, if warranted;
- 14 15 3. In the case of an employee, refer the matter to the Director of Schools/designee for possible
16 17 disciplinary action, if warranted; or
- 18 4. In a case involving possible violation of state statutes, refer the matter to the district attorney
for possible ouster or criminal prosecution.

19 **POINT OF CONTACT²**

20 The Board Chair shall serve as the point of contact for the Tennessee Ethics Commission. The Director
21 of Schools shall provide the contact information to the Commission and ensure that any changes are
22 submitted within thirty (30) calendar days.

Legal References

1. TCA 8-17-103
2. Public Acts of 2023, Chapter No. 37

Cross References

Board Member Conflict of Interest 1.107
Duties of Board Members 1.202

Tullahoma City Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: School Board Meetings	Descriptor Code: 1.400	Issued Date: 06/20/23
		Rescinds: 1.400	Issued: 08/19/13

1 The Board will transact all business at official meetings that may be either regular or special.
2 Every meeting of the Board shall be open to the public, except for those meetings in which the law allows
3 closed sessions.¹ Open meetings will be physically accessible to all students, employees, and interested
4 citizens.²

5 The Board may restrict the recording of board meetings via camera, camcorder, or other photographic
6 equipment when such recording creates a threat to public safety and welfare or impedes the conducting
7 of efficient and orderly public meetings.³

8 **REGULAR MEETINGS**

9 Regular meetings of the Board shall be held as designated on the board event calendar adopted
10 annually.

11 In instances when any regular meeting date falls on a legal holiday, the meeting shall be rescheduled
12 by the Chair.

13 **SPECIAL MEETINGS**

14 The Board shall hold such special meetings as necessary to transact the business of the Board. Such
15 meetings shall be called by the Chair whenever, in the Chair's judgment, the interests of the schools
16 require it or when requested to do so by a majority of the Board.⁴

17 Only business related to the call of the meeting and details related to agenda items shall be discussed or
18 transacted by the Board at a special meeting.

19 **ELECTRONIC ATTENDANCE⁵**

20 Absent board members may attend a regular or special meeting by electronic means for certain
21 qualifying reasons. The following requirements apply to all electronic attendance, regardless of the
22 reason for the absence:

23 1. A quorum of the Board shall be physically present at the meeting in order for any board
24 member to attend electronically;

25 2. Any board member wishing to participate electronically shall do so using technology that
26 allows the Chair to visually identify the board member; and

- 1 3. The responsibility for the connection lies with the board member wishing to participate
2 electronically. No more than three (3) attempts to connect shall be made unless the Board
3 chooses to make additional attempts.

4 *Work-Related Absence*

5 A board member may attend a meeting by electronic means if out of the county due to work; however,
6 he/she may only participate electronically two (2) times per year for this reason. The board member
7 shall give the Chair and Director of Schools at least five (5) days' notice prior to the meeting of the
8 board member's intention to participate electronically.

9 *Sickness or Period of Convalescence*

10 A board member may attend a meeting by electronic means if sick or in a period of convalescence on
11 the advice of a healthcare professional; however, he/she may only participate electronically three (3)
12 times per year for this reason.

13 *Inclement Weather or Natural Disaster*

14 A board member may attend a meeting by electronic means due to inclement weather or natural
15 disaster if the schools in the school district are closed; however, he/she may only participate
16 electronically three (3) times per year for this reason.

17 *Family Emergency*

18 A board member may attend a meeting by electronic means if there is a family emergency that
19 prevents him/her from attending in person. The absence shall be due to the hospitalization of the board
20 member or the death or hospitalization of the member's spouse, father, mother, son, daughter, brother,
21 sister, son-in-law, daughter-in-law, stepson, stepdaughter, father-in-law, mother-in-law, brother-in-law,
22 or sister-in-law. The board member may only participate electronically two (2) times per year for this
23 reason.
24

25 *Military Service*

26 A board member may attend a meeting by electronic means if out of the county due to military service.
27 The board member may participate electronically as often as he/she is able to do so.

Legal References

1. TCA 8-44-102; TCA 49-6-804(b)
2. 28 CFR § 36.201(a); 28 CFR § 36.202
3. Tenn. Att'y Gen. Op. No. 95-126 (December 28, 1995)
4. TCA 49-2-202(c)(1)
5. TCA 49-2-203(c); Public Acts of 2023, Chapter No. 350

Cross References

School Board Legal Status and Authority 1.100
Board Committees 1.300
Notification of Meetings 1.402
Appearances Before the Board 1.404
Section 504 and ADA Grievance Procedures 1.802

Tullahoma City Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Notification of Meetings	Descriptor Code: 1.402	Issued Date: 06/20/23
		Rescinds: 1.402	Issued: 02/18/13

- 1 The Board shall ensure adequate public notice¹ of all regular meetings by publishing a complete
2 schedule for the entire school year. This schedule shall be posted in the central office, each school, and
3 on the school system’s website and sent to the president of the local education association.²
- 4 In the event of a special board meeting, notice shall be provided at least forty eight (48) hours prior to
5 the meeting and shall be posted in the same locations and in the same manner as regular board
6 meetings. All notices of special board meetings shall state the time, place, and purpose of the meeting.
- 7 The only exception permitted is in the case of an emergency, defined for this policy as a sudden,
8 generally unexpected occurrence or set of circumstances demanding immediate action. In such
9 exceptions, notice shall be given to all appropriate parties as is practical.
- 10 Notice of all meetings with actionable items on the agenda, with the exception of teacher disciplinary
11 hearings, shall include information on how community members can participate in the public comment
12 portion of the board meeting.³

Legal References

1. TCA 8-44-103
2. TCA 49-2-202(c)(1)
3. Public Acts of 2023, Chapter No. 300

Cross References

School Board Meetings 1.400

Tullahoma City Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Appeals to and Appearances Before the Board	Descriptor Code: 1.404	Issued Date: 06/20/23
		Rescinds: 1.404	Issued: 02/18/20

1 APPEALS TO THE BOARD

2 Any matter relating to the operation of the school system may be appealed to the Board. However, the
3 parties shall attempt to settle all matters at the lowest level of responsibility, and the Board shall not hear
4 complaints or concerns which have not advanced through the proper administrative procedure. If all
5 steps of the administrative procedure have been pursued and there is still a desire to appeal to the Board,
6 the matter shall be referred in writing to the office of the Director of Schools, and the Board shall
7 determine whether to hear the appeal.

8 APPEARING BEFORE THE BOARD

9 Individuals speaking to the Board shall address remarks to the Chair and may direct questions to
10 individual board members or staff members only upon approval of the Chair. Each person speaking shall
11 state his/her name, address and subject of presentation. The Chair shall have the authority to terminate
12 the remarks of any individual who violates state law or does not adhere to board rules.¹

13 *Public Comment Period²*

14 There shall be a public comment period for each meeting with actionable items on the agenda, with the
15 exception of teacher disciplinary hearings. Comments shall be limited to topics listed on the agenda. The
16 total public comment period shall be for no more than fifteen (15) minutes. If an individual wishes to
17 address the Board, he/she shall sign up on the form provided before the beginning of the board meeting
18 to request time to speak. Each speaker shall be given no more than three (3) minutes.

19 *Adding an Item to the Agenda*

20 Individuals desiring to appear before the Board shall submit a written request with descriptive materials
21 to the office of the Director of Schools six (6) days before the meeting. If the request is approved by the
22 executive committee, the item will be placed on the agenda. Individuals placed on the agenda will be
23 recognized at the beginning of the meeting and given three (3) minutes to speak when their item is
24 addressed on the agenda. All requests submitted will be included in the board packet.

Legal References

1. TCA 39-17-306
2. Public Acts of 2023, Chapter No. 300

Cross References

- School Board Meetings 1.400
- Public Hearings 1.401
- Agendas 1.403
- Discrimination/Harassment of Employees 5.500
- Complaints and Grievances 5.501
- Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation 6.304
- Student Concerns 6.305

Tullahoma City Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Emergency Preparedness Plan	Descriptor Code: 3.202	Issued Date: 06/20/23
		Rescinds: 3.202	Issued: 11/18/19

1 *General*

2 The Director of Schools shall be responsible for developing, maintaining, and acquiring board
3 approval of the district Emergency Preparedness Plan¹ which shall include procedures for bomb
4 threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, and
5 medical emergencies.

6 The principal of each school shall develop and implement emergency preparedness drills which shall
7 be approved by the Director of Schools. When appropriate, such drills shall be held in conjunction with
8 emergency response agencies.

9 **FIRE AND SAFETY DRILLS**

10 The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30)
11 school days, with two (2) fire drills occurring during the first thirty (30) full days of the school year.
12 Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted
13 throughout the year.²

14 The principal shall ensure that three (3) additional safety drills are given during the school year.³ These
15 drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not
16 require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in
17 each school's office.³

18 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and
19 shall give all school personnel instructions on how to properly use fire extinguishers.

20 **ANNUAL DRILLS⁴**

21 The principal shall ensure that the school safety team conducts each of the following type of drills
22 annually:

- 23 1. An armed intruder drill in coordination with local law enforcement;
- 24 2. An incident command drill; and
- 25 26 3. An emergency safety bus drill.
- 27

1 AED DRILLS⁵

2 All schools shall conduct a CPR and AED drill to ensure awareness of the steps that shall be taken in
3 the event of a medical emergency. The principal shall ensure that the drill occurs.

4 The Director of Schools shall develop the necessary administrative procedures on AED and CPR
5 training, planning, notification, and maintenance to comply with state law.

6 MEDICAL EMERGENCIES/PANDEMIC FLU⁶

7 In the event of medical emergencies such as a pandemic flu outbreak, school officials shall cooperate
8 and consult with the local and state health departments and other local emergency or healthcare
9 providers in protecting students and the community from further infection. The Director of Schools
10 shall develop procedures for health emergencies in accordance with state law.

11 REMOTE LEARNING DRILLS⁷

12 At least once each school year, a remote learning drill shall be conducted. The drill shall accurately
13 reflect how students will transition to remote learning in the event of a disruption to school operations.
14 Students shall not be asked or required to transition to remote learning at any time during the drill.

Legal References

1. TRR/MS 0520-01-02-.30(2); TCA 49-6-804; TCA 49-6-805(8)
2. TCA 68-102-137(b)
3. TCA 68-102-137(f)
4. TCA 49-6-807; Public Acts of 2023, Chapter No. 367
5. TCA 49-2-122; TCA 49-6-1208
6. TCA 49-6-3004(a), (e); TCA 49-5-404
7. TCA 49-2-139

Cross References

Emergency Closings 1.8011
Safety 3.201
Community Use of School Facilities 3.206

Tullahoma City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Threat Assessment Team	Descriptor Code: 3.204	Issued Date: 06/20/23
		Rescinds:	Issued:

1 *General*¹

2 A threat assessment team shall be created within the school district to develop intervention-based
3 approaches to prevent violence, manage reports of potential threats, and create a system that fosters a
4 safe, supportive, and effective school environment. The Director of Schools shall appoint the members
5 of the threat assessment team.

6 The Director of Schools shall develop administrative procedures regarding the training and operations
7 of the team to comply with state law and State Board of Education rules and regulations.

8 **TEAM MEETINGS**

9 All threat assessment team meetings shall be closed to the public.²

10 **RECORDKEEPING**³

11 The team shall document all behaviors and incidents deemed to pose a risk to school safety or that
12 resulted in intervention and shall provide the information to the Director of Schools.

13 A report of the activities of the threat assessment team will be compiled and shared with the Board
14 before each regular meeting.

15 Documents produced or obtained regarding these assessment activities will not be open for public
16 inspection.

Legal References

1. TCA 49-6-2701 *et seq.*; Public Chapter 2023,
Chapter No. 367
2. TCA 49-6-2701(f)
3. TCA 49-6-2702

Cross References

School District Records 1.407
Safety 3.201
Security 3.205
Student Records 6.600

Tullahoma City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Extracurricular Activities	Descriptor Code: 4.300	Issued Date: 06/20/23
		Rescinds: 4.300	Issued: 09/16/13

1 *General*

2 The following shall be adhered to:

- 3 1. The Board shall initially approve extracurricular activities at the district-level to ensure proper
4 support and supervision.
- 5 2. Each student activity shall be under the guidance and direction of a staff member.
- 6 3. All extracurricular activities at the school level shall have the approval of the principal.
- 7 4. Student activities occurring before or after regularly scheduled school hours must be under the
8 supervision of the principal/designee.
- 9 5. Secret organizations shall not be operated in any school.
- 10 6. A student shall not be required to attend an extracurricular activity that is scheduled at a time
11 which conflicts with his/her religious practices.¹
- 12 7. Extracurricular activities during vacation periods shall be restricted to regularly scheduled
13 athletic programs and major events which cannot be scheduled otherwise.
- 14 8. Student groups shall not participate in state or national activities which are not listed as
15 approved activities by a regional accrediting association or the state and national principals'
16 associations without the approval of the Director of Schools.
- 17 9. A student on out-of-school suspension shall not be permitted to participate in extracurricular
18 activities.
- 19 10. Activities which restrict participation because of race, color, religion, sex, disabilities, or
20 national origin are strictly forbidden.²

21 **STUDENT CLUBS & ORGANIZATIONS³**

22 All students under the age of eighteen (18) shall present a signed and dated statement from their
23 parent/guardian before joining any club or organization or participating in activities of a club or
24 organization. The Director of Schools shall develop administrative procedures outlining this
25 recordkeeping process.

Legal References

1. TCA 49-6-1002(c)
2. 34 CFR § 106.41
3. Public Acts of 2023, Chapter No. 353

Cross References

Special Use of School Vehicles 3.402
Interscholastic Athletics 4.301
Field Trips/Excursions/Competitions 4.302
Attendance 6.200

Tullahoma City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Library Materials	Descriptor Code: 4.403	Issued Date: 06/20/23
		Rescinds: 4.403	Issued: 06/21/22

1 *General*

2 The Media Specialists/Library Information Specialists shall be responsible for library collection
3 development. Library materials shall be reviewed to ensure the content aligns with state law.¹ The library
4 collection shall adhere to the following criteria:

- 5 1. Materials shall be suitable for and consistent with the educational mission of the school;
6
- 7 2. Materials shall be appropriate for the age and maturity levels of the students who may access
8 them. The determining factor will be based on an assessment of any mature themes or content
9 (i.e., violence, sexual content, vulgar language, substance abuse);
10
- 11 3. Materials shall contain literary, historical, and/or artistic value and merit; and
12
- 13 4. The collection as a whole shall offer a variety of viewpoints.

14 Media Specialists/Library Information Specialists shall be responsible for periodically reviewing the
15 district's library collection in line with these established standards. He/she shall post the list of library
16 materials online.

17 **COMPLAINTS²**

18 **Tier I**

19 If a complaint is made by an employee, student, or parent/guardian, the person receiving the complaint
20 shall:

- 21 1. Inform the complainant of the selection procedures and make no commitments.
22
- 23 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
24
- 25 3. Inform the principal (and other appropriate personnel).
26
- 27 4. Keep challenged materials available for use during the reconsideration process.
28

29 Upon receipt of the completed form, the principal may notify the Director of Schools. The principal
30 may request review of the challenged materials by an ad hoc materials review committee within fifteen

1 (15) days. The review committee is appointed by the principal and should include certified library
2 media personnel, representatives from classroom teachers, one or more parents, and may include one
3 or more students. The principal will inform the Director of Schools of the review committee's
4 progress.

5 After receiving the challenged materials, the following steps should occur:

- 6 1. Read, view, or listen to the contested material in its entirety;
7
- 8 2. Check general acceptance of the material by reading recognized and evaluative reviews;
9
- 10 3. Determine the extent to which the material is appropriate for the age and maturity levels of the
11 students who have access to the materials and whether the material is suitable for, and
12 consistent with, the educational mission of the school; and
13
- 14 4. Complete the appropriate Checklist for Reconsideration of Library Materials, judging the
15 material for its strength and value.

16 **Tier Two**

17 The complainant may appeal the principal's decision. The appeal shall be to the Director of Schools.
18 He/she shall review the recommendation presented by the review committee along with the principal's
19 recommendation and make the determination whether the material is appropriate for the age and
20 maturity levels of the students who have access to the materials and whether the material is suitable
21 for, and consistent with, the educational mission of the school.

22 **Tier Three**

23 The complainant may appeal the decision of the Director of Schools. The Board shall evaluate the
24 material to determine whether the material is appropriate for the age and maturity levels of the students
25 who have access to the materials and whether the material is suitable for, and consistent with, the
26 educational mission of the school.

27 If, at any tier, it is determined that the material is not appropriate for the age and maturity levels of the
28 students who have access to them or is not suitable for, and consistent with, the educational mission of
29 the school, the material shall be removed from the library collection.

Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); TCA 49-6-3803
2. Public Acts of 2023, Chapter No. 472

Cross References

Textbooks and Instructional Materials 4.400
School and System Websites 4.407
Controversial Materials 4.801

Tullahoma City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Employment of Retirees	Descriptor Code: 5.119	Issued Date: 06/20/23
		Rescinds: 5.119	Issued: 06/21/22

1 *General*

2 The Director of Schools may hire a retired individual if certain conditions are met as provided for in
3 state law.

4 **EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS**

5 Retired members under the Tennessee Consolidated Retirement System (TCRS) may be employed for
6 up to one hundred twenty (120) days per year without loss of retirement benefits. Retired members may
7 substitute teach for additional days.¹

8 **GENERAL EMPLOYMENT CONTRACTS**

9 The Director of Schools may employ retired teachers. Retirement benefits will not be lost or suspended
10 under certain conditions which include, but are not limited to, the following:²
11

- 12 1. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
13
14 2. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
15 receive medical insurance coverage; and
16
17 3. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
18 Board for teachers with no experience filling similar positions or more than eighty-five percent
19 (85%) of the rate of compensation set by the Board for teachers with comparable training and
20 years of experience filling similar positions.

21 **ADDITIONAL EMPLOYMENT OPTION FOR RETIREES³**

22 Retired members of TCRS or a similar system may be offered reemployment for up to one (1) year as
23 a kindergarten through twelfth (K-12) grade teacher, substitute teacher, or bus driver under the
24 following conditions:

- 25 1. The retired member has been retired for at least sixty (60) calendar days;
26
27 2. The retirement benefit payable to the retired member is reduced to seventy percent (70%) of the
28 retirement allowance;
29

- 1 3. The retired member is not drawing disability retirement benefits; and
2
3 4. The retired member can't accrue additional retirement benefits.

4 The Director of Schools shall notify TCRS of the member's reemployment. Once the retired member is
5 hired by the district, the district shall pay TCRS as prescribed by state law. The school district shall
6 pay to TCRS during the period of reemployment the greater of (1) a payment equal to the amount the
7 school district would have contributed to TCRS; or (2) an amount equal to five percent (5%) of the
8 retired member's pay rate.

Legal References

1. TCA 8-36-805; Public Acts of 2023, Chapter No. 425
2. TCA 8-36-821; Public Acts of 2023, Chapter No. 425
3. TCA 8-36-822; Public Acts of 2023, Chapter No. 425

Cross References

Application and Employment 5.106
Substitute Teachers 5.701

Tullahoma City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Sick Leave	Descriptor Code: 5.302	Issued Date: 06/20/23
		Rescinds: 5.302	Issued: 08/18/20

1 PROFESSIONAL PERSONNEL

2 Professional personnel shall earn one (1) day of sick leave for each month employed during the school
3 year, and these days shall accumulate for an unlimited number of days.¹

4 Sick leave shall be defined as: illness of a teacher from natural causes or accident, quarantine, or illness
5 or death of a member of the immediate family of a teacher, including the teacher's wife or husband,
6 parents, grandparents, children, grandchildren, brothers, sisters, mother-in-law, father-in-law,
7 daughter-in-law, son-in-law, brother-in-law, and sister-in-law.²

8 A signed statement listing the cause of absence shall be provided by the employee on forms furnished
9 by the Director of Schools and shall promptly be given to the immediate supervisor in support of all
10 claims for sick leave pay. A falsified statement shall be grounds for dismissal.

11 Documentation from a physician may be required in support of any claim for sick leave pay.

12 The principal shall notify the Director of Schools' office at once if an employee is sick beyond the limit
13 of his/her sick leave accumulation.

14 Permanent, cumulative sick leave records for each active professional employee shall be kept in the
15 Director of Schools' office.

16 A teacher, upon employment, may transfer his/her accumulated sick leave from another Tennessee
17 school district, provided that the Director of Schools of the district in which the accumulated leave was
18 held provides notarized verification.³

19 SUPPORT PERSONNEL

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

21 At the termination of the employment of any employee, all unused sick leave accumulated by the
22 employee shall be forfeited.

23 The immediate supervisor may require documentation from a physician stating the reason for absence.

24 SICK LEAVE BANK

25 The purpose of the sick leave bank is to provide sick leave to all employees⁴ who have suffered an
26 unplanned personal illness, injury, disability, or quarantine and whose personal sick leave is exhausted.

- 1 To form a sick leave bank, a minimum of twenty (20) employees from the school district shall petition
2 the Board for permission to establish a sick leave bank.⁵ Upon approval, sick leave bank trustees shall
3 be appointed and shall operate as the governing body of the sick leave bank and shall enact rules and
4 regulations consistent with state law.⁶ Employees wishing to participate shall initially give a maximum
5 of three (3) days of sick leave. These days are to be deducted from the employee's personal accumulation
6 and donated to the sick leave bank. Donations of sick leave to the bank are nonrefundable and
7 nontransferable.⁷
- 8 At any time the number of days in the sick leave bank is less than twenty (20), or one (1) per employee
9 if there are more than twenty (20) members, or at any time deemed advisable, the trustees shall assess
10 each member one (1) or more days of accumulated sick leave. If an employee has no accumulated sick
11 leave at the time of assessment, the first earned days shall be donated as they are accrued by the
12 employee.⁷
- 13 An employee who is a member of the sick leave bank may request an allotment of days (for the
14 employee's personal illness or on account of an illness of his/her minor child) in the manner designated
15 by the trustees. The need for these days shall be verified by a statement from a physician.⁸
- 16 By written notice to the trustees, an employee may withdraw from bank participation on June 30th of any
17 year.⁹ Membership withdrawal results in forfeiture of all days contributed.
- 18 The sick leave bank shall be operated in accordance with state law.¹⁰

Legal References

1. TCA 49-5-710(a)(1)
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. Public Acts of 2023, Chapter No. 151
9. TCA 49-5-808(j)
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

Tullahoma City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Family and Medical Leave	Descriptor Code: 5.305	Issued Date: 06/20/23
		Rescinds: 5.305	Issued: 09/15/20

1 ELIGIBILITY

2 Anyone who has been employed for at least twelve (12) months by the school district and anyone who
3 has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for
4 service for purposes of FMLA eligibility¹) during the previous twelve (12) month period shall be eligible
5 to use FMLA leave.²

6 GENERAL PRINCIPLES

7 An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a fixed
8 calendar year for the following reasons:

- 9 1. The birth of a child;
- 10 11 2. The placement of a child with the employee for adoption or foster care;
- 12 13 3. A serious health condition of the employee that makes the employee unable to perform the
14 essential functions of his/her job position;
- 15 16 4. The care of a spouse, child, or parent of the employee who has a serious health condition; and
17
- 18 19 5. Any qualifying circumstances arising out of the fact that a spouse, child, or parent of the
20 employee is on covered active duty or has been notified of an impending call or order to
covered active duty in the Armed Forces.

21 An employee may substitute accrued paid leave for unpaid time. Use of accrued paid leave shall run
22 concurrently with and be counted toward the employee's total period of FMLA leave.

23 MATERNITY/PATERNITY LEAVE

- 24 1. *Relationship between FMLA leave and Tennessee Maternity Leave Act* – FMLA leave shall run
25 concurrently with leave provided under the Tennessee Maternity Act, which affords eligible
26 employees leave for a period not to exceed four (4) months for the adoption, pregnancy,
27 childbirth, and nursing of a newborn child.³
28
- 29 2. *Teachers' Leave* – In accordance with state law, any teacher who goes on maternity or paternity
30 leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave for
31 maternity leave purposes. In order to be eligible to use sick leave, written request of the teacher
32 accompanied by a statement from the teacher's physician verifying pregnancy shall be submitted.

1 Upon verification by a written statement from an adoption agency or other entity handling an
2 adoption, a teacher may also be allowed to use accumulated leave for adoption of a child. If both
3 adoptive parents are teachers employed by the district, however, only one (1) parent is entitled
4 to use such leave.⁴

- 5
- 6 3. Spouses who are both eligible employees of the school district are limited to a combined total of
7 twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is taken
8 for the birth and care of a newborn child, for the placement of a child for adoption or foster care,
9 or to care for a parent who has a serious health condition. Under certain circumstances, spouses
10 who share leave for the birth or adoption of a child may be eligible for limited amounts of
11 additional leave for other qualifying FMLA reasons.⁵

- 12
- 13 4. *Paid Parental Leave* – Under state law, an additional six (6) work weeks of paid leave is available
14 to eligible employees after a birth, stillbirth, or adoption of a newly placed minor child. An
15 eligible employee taking leave under this provision shall not be required to utilize any other type
16 of accrued leave during this period. Eligible employees include teachers, principals, supervisors,
17 or other individuals required by law to hold a valid license of qualification for employment who
18 have been employed with a school district full time for at least twelve (12) consecutive months.

19

20 Employees shall provide notice to the school district thirty (30) days prior to the intended use of
21 the leave. If the employee learns about the need for leave less than thirty (30) days in advance,
22 the employee shall give notice as soon as reasonably possible in order to be eligible for the paid
23 leave. This paid leave does not need to be taken consecutively; however, the paid leave shall be
24 used within twelve (12) months of the qualifying event. The leave shall run concurrently with
25 FMLA leave.⁶

26 LEAVE FOR A SERIOUS HEALTH CONDITION⁷

27 Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when he/she
28 is unable to work because of a serious health condition or to care for an immediate family member with
29 a serious health condition. Employees shall contact Human Resources to determine if the reason for
30 leave qualifies as FMLA leave. If the leave is foreseeable, the employee shall give thirty (30) days'
31 notice. If the leave is not foreseeable, the employee shall notify Human Resources as soon as practicable,
32 generally, either the same or next business day.

33 LEAVE FOR MILITARY FAMILY MEMBERS

- 34 1. *Qualifying Exigency Leave*⁸ - Eligible employees are entitled to up to twelve (12) workweeks
35 of leave because of any qualifying exigency arising out of the fact that the spouse, son,
36 daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has been
37 notified of an impending call to active duty, or has been notified of an impended call to active
38 duty status in the Armed Forces. Qualifying exigencies may include:

- 39
- 40 a. Issues arising from the service member's short notice deployment;
 - 41 b. Military events and related activities (e.g., official ceremonies, support programs);
 - 42 c. Making or updating financial and legal arrangements;
 - 43 d. Attending counseling;

- e. Taking up to fifteen (15) days leave to spend time with a covered service member who is on short-term rest and recuperation leave during deployment; or
- f. Attending post-deployment activities.

2. *Military Caregiver Leave*⁹ - An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member or covered veteran with a serious injury or illness is entitled to up to twenty-six (26) workweeks of leave in a single twelve (12) month period. A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in out-patient status, or is otherwise on the temporary disability retired list for a serious injury or illness.

A covered veteran is an individual who was a member of the Armed Forces at any time during the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy that has a serious injury or illness who is currently receiving medical treatment, recuperation, or therapy.

The single twelve (12) month period for military caregiver leave begins on the first day the employee takes leave for this reason and ends twelve (12) months later. An eligible employee is limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered service member. The maximum of twenty-six (26) workweeks may include no more than twelve (12) workweeks of leave that is taken for the birth and care of a newborn child, for the placement of a child for adoption or foster care, for care of a parent who has a serious health condition, or for the employee's own serious health condition.

INTERMITTENT LEAVE¹⁰

Eligible employees may take FMLA leave intermittently when medically necessary to care for a seriously ill family member, because of the employee's own serious health condition, or for the care for a newborn, a newly adopted child, or a newly placed foster care child. When an employee requests foreseeable leave for planned medical treatment and the employee would be on leave for greater than twenty percent (20%) of the total number of working days in the period during which the leave would extend, the school district may require that such employee elect either to take the leave for periods of a particular duration, not to exceed the duration of the planned medical treatment, or to transfer temporarily to an available alternative position offered by the school district for which the employee is qualified and that has equivalent pay and benefits and better accommodates recurring periods of leave.

RESTRICTIONS

1. Notice Requirements

- a. *Employee Notice*¹¹- For foreseeable leave, the employee shall provide the Director of Schools with at least thirty (30) days written notice before the beginning of the anticipated leave.
- b. *District Notice* - Once it has been established that the leave requested qualifies for FMLA, the Director of Schools/designee shall notify the employee within three (3)

1 business days (absent extenuating circumstances) that any leave taken pursuant to state
2 leave statutes (paid vacation leave, personal leave, sick leave, or workers'
3 compensation) shall run concurrently with FMLA leave.¹² The notice may be given
4 orally or in writing. If the notice is oral, it shall be confirmed in writing, no later than
5 the following pay day.¹³
6

7 2. Certification Requirement¹⁴
8

- 9 a. The Director of Schools may require that a request for leave be supported by
10 certification issued by a health care provider with the following information:
11
12 i. The date on which the serious health condition commenced;
13 ii. The probable duration of the condition;
14 iii. The appropriate medical facts within the knowledge of the health care provider
15 regarding the condition; and
16 iv. A statement that the eligible employee is needed to care for the son, daughter,
17 spouse, or parent and an estimate of the amount of time that such employee is
18 needed.
19
20 b. If there is any reason to doubt the validity of the certification provided, the Director of
21 Schools may require, at the expense of the school district, an opinion of a second health
22 care provider.
23

24 3. Period Near the End of an Academic Term (Professional Employees)¹⁵
25

- 26 a. If leave is taken more than five (5) weeks prior to the end of the term, the Director of
27 Schools may require the employee to continue taking leave until the end of the term if
28 the leave is at least three (3) weeks of duration and the return of employment would
29 occur during the three (3) week period before the end of the term.
30
31 b. If the leave is taken five (5) weeks prior to the end of the term, the Director of Schools
32 may require the employee to continue taking leave until the end of the term if the leave
33 is greater than two (2) weeks duration and the return to employment would occur during
34 the two (2) week period before the end of the term.

35 **REQUIREMENTS OF THE BOARD¹⁶**

- 36 1. The employee shall be restored to the same position of employment or an equivalent position
37 with no loss of benefits, pay, or other terms of employment.
38
39 2. The employee shall be kept under any group health plan for the duration of the leave.
40
41 3. The Board may recover the premium paid under the following conditions:
42
43 a. The employee fails to return from leave after the period of leave has expired; and

- 1 b. The employee fails to return to work for a reason other than the continuation,
2 recurrence, or onset of a serious health condition or other circumstances beyond the
3 control of the employee.

Legal References

1. *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at *1—10 (6th Cir. Oct. 17, 2000)
2. 29 USCA § 2601, 2611—2619
3. TCA 49-5-702; TCA 4-21-408
4. TCA 49-5-710(a)(2); TCA 8-50-802(a)(4)
5. 29 CFR § 825.120(a)(3)
6. Public Acts of 2023, Chapter No. 399
7. 29 CFR § 825.113
8. 29 CFR § 825.126
9. 29 CFR § 825.124; 29 CFR § 825.127
10. 29 CFR § 825.202
11. 29 CFR § 825.302-825.304
12. 29 CFR § 825.207
13. OP Tenn. Atty Gen 94-006 (Jan 13, 1994); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)
14. 29 CFR § 825.305-825.313
15. 29 CFR § 825.602
16. 29 USCA § 2614

Cross References

- Sick Leave 5.302
Long-Term Leaves of Absence 5.304

Tullahoma City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: <h2 style="text-align: center;">Physical Assault Leave</h2>	Descriptor Code: 5.307	Issued Date: 06/20/23
		Rescinds: 5.307	Issued: 09/15/20

1 A teacher who is absent from assigned duties as a result of personal injury caused by physical assault or
 2 other violent criminal acts committed in the course of the teacher's employment duties shall receive
 3 his/her full salary and full benefits until the teacher is released by his/her physician to return to work or
 4 his/her physician determines the teacher is permanently unable to return to work. If the teacher receives
 5 workers' compensation or other similar benefits, the Board shall pay the difference between that amount
 6 and the teacher's full salary.¹

7 A signed statement listing the cause of the absence shall be provided by the employee on forms
 8 furnished by the Director of Schools and shall promptly be given to the immediate supervisor in
 9 support of all claims. A certificate from the physician on forms furnished by the Director of Schools
 10 may also be required to verify the extent of the injury.²

Legal References

1. TCA 49-5-714(a); Public Acts of 2023, Chapter No. 343
2. TRR/MS 0520-01-02-.04(4)(b)

Cross References

- Worker's Compensation 3.602
 Sick Leave 5.302
 Long Term Leaves of Absence 5.304

Tullahoma City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Staff Rights & Responsibilities	Descriptor Code: 5.600	Issued Date: 06/20/23
		Rescinds: 5.600	Issued: 08/21/17

1 In fulfilling any rights and responsibilities, employees shall give proper consideration to the
2 educational welfare of students and ensure that no conflict exists with their duties.

3 Each staff member has the right to a work environment free from sexual, racial, ethnic, and religious
4 discrimination/harassment.¹

5 Educators have the right to:²

6

7 1. Be treated with civility and respect as well as having his/her professional judgement and
8 discretion respected;

9

10 2. Have their professional judgment and discretion respected;

11

12 3. Report any errant, offensive, or abusive content or behavior of a student to the principal and/or
13 appropriate agencies;

14

15 4. Provide students with a safe environment;

16

17 5. Defend themselves and their students from physical violence or harm;³

18

19 6. Share information regarding a student's educational experience, health, or safety with the
20 student's parent(s)/guardian(s) unless otherwise prohibited;⁴

21

22 7. Review all instructional material or curriculum before being utilized by students;

23

24 8. Not be required to use his/her personal money to appropriately equip a classroom;

25

26 9. Report students who commit offenses of assault and battery or vandalism on school property
27 endangering the life, health, or safety of others pursuant to state law;⁵ and

28

29 10. Receive benefits in accordance with state law if the educator is a teacher who is on leave due to
30 a physical assault or other violent criminal act committed during the course of employment.⁶

31 Each staff member has the responsibility to:

32 1. Make themselves familiar with and abide by the laws of the state, the policies of the Board, and
33 the procedures designed to implement them;

- 1 2. To adhere to the Teacher Code of Ethics, to the extent applicable;⁷
- 2 3. Exercise good judgment in selecting issues for discussion and balance the relative maturity of
- 3 students and the students' right to know;
- 4 4. Be courteous and helpful in interacting and responding to parent(s)/guardian(s), visitors, and
- 5 members of the public;
- 6 5. Keep all records and prepare and submit promptly all reports that may be required by state law,
- 7 State Board of Education rules and regulations, board policy, and administrative procedures; and
- 8 6. Wear appropriate dress for work according to local school rules.

Legal References

1. 42 USCA § 2000e-2(a), (b); TCA 49-6-8004
2. TCA 49-5-209; Public Acts of 2023, Chapter No. 153
3. TCA 49-6-2802
4. 20 USCA § 1232g
5. TCA 49-6-4301
6. TCA 49-5-714
7. TCA 49-5-1001 *et seq.*

Cross References

Curriculum Development 4.200
Controversial Issues 4.800
Religious Content of Courses 4.804
Staff-Student Relations 5.610
Ethics 5.611

Tullahoma City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: <h2 style="text-align: center;">Zero Tolerance Offenses</h2>	Descriptor Code: <h3 style="text-align: center;">6.309</h3>	Issued Date: <h3 style="text-align: center;">06/20/23</h3>
		Rescinds: <h3 style="text-align: center;">6.309</h3>	Issued: <h3 style="text-align: center;">08/20/18</h3>

1 In order to ensure a safe and secure learning environment, the following offenses shall not be
 2 tolerated:¹

- 3 1. Bringing to school or being in unauthorized possession of a firearm on school property;²
- 4
- 5 2. Unlawful possession of any drug, including any controlled substance, controlled substance
- 6 analogue, or legend drug on school grounds or at a school-sponsored event;³
- 7
- 8 3. Aggravated assault;⁴
- 9
- 10 4. Assault that results in bodily injury⁵ upon any teacher, principal, administrator, any other
- 11 employee of the school, or school resource officer; or
- 12
- 13 5. Threats of mass violence on school property or at a school-related activity.⁶

14 Committing any of these offenses shall result in a student being expelled from the regular school
 15 program for at least one (1) calendar year unless modified by the Director of Schools. Modification of
 16 the length of time shall be granted on a case-by-case basis. Students that commit zero tolerance
 17 offenses may be assigned to an alternative school or program at the discretion of the Director of
 18 Schools.⁷

19 When it is determined that a student has violated this policy, the principal shall notify the student's
 20 parent(s)/guardian(s) and the criminal justice or juvenile delinquency system as required by law.⁸

Legal References

1. TCA 49-6-3401(g)
2. 18 USCA § 921(a)(3); 20 USCA § 7961
3. TCA 39-17-454; TCA 53-10-101
4. TCA 39-13-102
5. TCA 39-13-101(a)(1)
6. TCA 39-16-517; Public Acts of 2023, Chapter No. 299
7. TCA 49-6-3401(g)(2); TCA 49-6-3402
8. TCA 49-6-4209; TCA 39-17-1312; 20 USCA § 7961(h)(1)

Cross References

- Code of Conduct 6.300
- Drug-Free Schools 6.307
- Suspension 6.316
- Student Disciplinary Hearing Authority 6.317
- Alternative Education 6.319
- Safe Relocation of Students 6.4081

Tullahoma City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Physical Examinations and Immunizations	Descriptor Code: 6.402	Issued Date: 06/20/23
		Rescinds: 6..402	Issued: 11/17/20

1 **PHYSICAL EXAMINATIONS¹**

2 The principal shall ensure that there is a complete physical examination of each student prior to:²

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

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

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

14 **IMMUNIZATIONS**

15 Students will not be permitted to attend school without proof of immunization as determined by the
16 Commissioner of Health unless circumstances outlined in state or federal law prevent a student from
17 producing such records. It is the responsibility of the parent(s)/guardian(s) to have their children
18 immunized and to provide such proof to the principal of the school which the student is to attend.⁴

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

- 21 1. His/her religious tenets and practices if in the absence of an epidemic or immediate threat of an
22 epidemic;⁵ or
- 23
- 24 2. Due to medical reasons if the student has a written statement from his/her doctor excusing
25 him/her from the immunization.⁶

26 The Director of Schools shall ensure that appropriate immunization records are maintained for each
27 student.

Legal References

1. 20 USCA § 1232h(c)
2. TRR/MS 0520-01-13-.01(1)(a)
3. Public Acts of 2023, Chapter No. 353; Tennessee School Health Screening Guidelines,
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

Tullahoma City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Surveys, Analyses, and Evaluations	Descriptor Code: 6.4001	Issued Date: 06/20/23
		Rescinds: 6.4001	Issued: 02/24/14

1 Surveys, analyses, and evaluations for research purposes shall be allowed by the Board when the project
2 is viewed as contributory to a greater understanding of the teaching-learning process, the project does
3 not violate the goals of the Board, and the disruption of the regular school program is minimal. The
4 Director of Schools shall develop administrative procedures for approving requests for conducting
5 surveys, analyses, or evaluations by agencies, organizations, or individuals. The requests shall outline
6 what is to be done, who is to be involved, and how the results will be used and distributed.¹

7 Prior to the dissemination of a survey, analysis, or evaluation to students, parent(s)/guardian(s) shall be
8 notified of the opportunity to review the materials.¹ Such notification shall include information indicating
9 the purpose of the survey, analysis, or evaluation as well as who will have access to the results. The
10 survey, analysis, or evaluation shall only be administered to students under the age of eighteen (18)
11 whose parent(s)/guardian(s) provide written, informed, and voluntarily signed consent. A student who
12 is eighteen (18) years of age or older may participate after he/she provides written, informed, and
13 voluntarily signed consent. The Director of Schools shall develop procedures for granting such parental
14 requests.¹

15 No student shall be required, as part of any program, to submit to a survey, analysis, or evaluation that
16 reveals information concerning:^{1,2}

- 17 1. Mental or psychological problems of the student or the student's family;
- 18
- 19 2. Sexual behavior or attitudes;
- 20
- 21 3. Illegal, anti-social, self-incriminating, or demeaning behavior;
- 22
- 23 4. Critical appraisals of other individuals with whom respondents have close family relationships;
- 24
- 25 5. Legally privileged relationships;
- 26
- 27 6. Income; or
- 28
- 29 7. The collection of student biometric data involving the analysis of facial expressions, EEG
30 brain wave patterns, skin conductance, galvanic skin response, heart-rate variability, pulse,
31 blood volume, posture, and eye-tracking³

32 without the prior consent of the student (if the student is an adult or emancipated minor), or in the case
33 of an unemancipated minor, without the prior written consent of the parent/guardian.

1 The collection of the following student data is strictly prohibited:⁴

- 2 1. Political affiliation or voting history;
- 3
- 4 2. Religious practices; and
- 5
- 6 3. Firearm ownership.

7 **COLLECTING, DISCLOSING, OR USING INFORMATION FOR MARKETING**⁵

8 In general, the district will not collect, disclose, or use personal student information for the purpose of
9 marketing or selling that information or otherwise providing that information to others for that purpose.

10 If any collected information is to be marketed or sold, parent(s)/guardian(s) will be directly notified at
11 least annually at the beginning of the school year of the specific or approximate dates when such
12 information will be collected. Parent(s)/guardian(s), upon request, may inspect any instrument used to
13 collect personal information for the purpose of marketing or selling that information before the
14 instrument is administered or distributed to the student. All parent(s)/guardian(s) and students of
15 appropriate age may decline to provide the information requested.

16 This portion of the policy does not apply to the collection, disclosure, or use of personal information
17 collected from students for the exclusive purpose of developing, evaluating, or providing educational
18 products or services for or to students or educational institutions to the extent allowed by law such as:

- 19 1. College or other postsecondary education recruitment or military recruitment;
- 20
- 21 2. Book clubs, magazines, and programs providing access to low-cost literary products;
- 22
- 23 3. Tests and assessments used by elementary schools and secondary schools to provide
24 cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about
25 students (or to generate other statistically useful data for the purpose of securing such tests
26 and assessments) and the subsequent analysis and public release of the aggregate data from
27 such tests and assessments;
- 28
- 29 4. The sale by students of products or services to raise funds for school-related or education
30 related activities; or
- 31
- 32 5. Student recognition programs.

Legal References

1. TCA 49-2-211; Public Acts of 2023, Chapter No. 353
2. 20 USCA § 1232h
3. TCA 49-1-706
4. TCA 49-1-705
5. 20 USCA § 1232h(c)(1); 20 USCA § 1232h(c)(4)

Cross References

Testing Programs 4.700

Tulahoma City Schools BOE Calendar Events 2023-2024

July						
Su	M	Tu	W	TH	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

July

7/21, 7/22: TSBA Summer Law Institute

7/26 – 7/28: Teacher Inservice Week

7/31: Teacher Inservice Week

August						
Su	M	Tu	W	TH	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August

8/1: Teacher Inservice Week

8/15:BOE MEETING

September						
Su	M	Tu	W	TH	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

September

9/4: Labor Day

9/14: TSBA Fall District Meeting

9/19: BOE Meeting

October						
Su	M	Tu	W	TH	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

October

10/6– 10/13: Fall Break

10/17: BOE Meeting

November						
Su	M	Tu	W	TH	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

November

11/16 – 11/19: TSBA Annual Conference

11/20 – 11/24: Thanksgiving Break

11/28: BOE Meeting

December						
Su	M	Tu	W	TH	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23

December

12/22: Christmas Break

24	25	26	27	28	29	30
31						

12-25 – 12/29: Christmas Break

January						
Su	M	Tu	W	TH	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January

1/1 – 1/5: Christmas Break

1/8: Teacher Inservice

1/15: Teacher Inservice 1/16: BOE Meeting

1/27: BOE Winter Retreat

February						
Su	M	Tu	W	TH	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

February

2/12-2/13: TSBA Legal and Legislative Conference

2/19: Teacher Inservice 2/20: BOE Meeting

2/22 – 2/25: COSSBA Annual Conference

March						
Su	M	Tu	W	TH	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March

3/15: Spring Break

3/18 – 3/22: Spring Break

3/26: BOE Meeting 3/29: No School

April						
Su	M	Tu	W	TH	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

April

4/16: BOE Meeting

May

May

Su	M	Tu	W	TH	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

5/21: BOE Meeting

5/24: Last Day of School

June						
Su	M	Tu	W	TH	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

June

6/6: Board Summer Retreat

6/18: BOE Meeting



Tullahoma
City Schools

Agenda Items by Month 2023-2024

January			
For Study/Review		Board Meeting	
2024-2025 Budget	Discussion	2024-2025 Budget	Discussion
Board Policy Review 4	Yearly review	Board Policy Review 4	Action if necessary
		Disciplinary Hearing Authority (Policy 6.316)	Annual Board Action
Board Winter Retreat		Tenure	Annual Board Action
Insurance Rebids (as recommended by admin)			
Study Session for the purpose of Board Self Evaluation (Policy 1.103)	To occur immediately following the adjournment of the January Board Meeting		

February			
For Study/Review		Board Meeting	
2024-2025 Budget	Discussion	2024-2025 Budget	Discussion
Board Policy Review 5	Yearly review	Board Policy Review 5	Action if necessary
		Fall Club Sports	Board Action Required
Individual Board Member Meeting with DOS	Schedule with Sandy	Principal and Assistant Principal Recognition	
		System-wide Professional Learning Plan	Annual Board Action Required 5.113

March			
For Study/Review		Board Meeting	
2024-2025 Budget	Discussion	2024-2025 Budget	Discussion
DOS Evaluations	Out to board March 26, 2024 Due back April 1, 2025	Trustees for Non-Certified Retirement	Board Action Required
		200 Day Accountability	Consent Item
Board Policy Review	Yearly review	Board Policy Review	Action if necessary
		Teacher of the Year Recognition	

April			
For Study/Review		Board Meeting	
2024-2025 Budget	Discussion	2024-2025 Budget	Discussion
Board Policy Review	Yearly review	Board Policy Review	Action if necessary
		Holland Awards	Board Action Required
Review tuition fees for upcoming school year	Yearly review	Approve tuition fees for upcoming school year	Board Action Required
		Textbook Adoption	Consent Item
		Milk Bids for School Nutrition (when renewal ends)	Board Action Required
DOS Evaluation Review Week of 4/8/2024		Accept DOS Evaluation	Board Action
Consideration of DOS Contract/Contract Extension		Public Notice of Intent to Consider in May	
		Volunteer of the Year Recognition	

May			
For Study/Review		Board Meeting	
2024-2025 Budget	Discussion	2024-2025 Budget	Discussion
		Retirement Reception	
		DOS Surety Bond	Consent Item
		Food Service Budget	Consent item
		LCLA Budget	Consent item
Finance Committee Meeting (To meet before May BOE meeting)		Audit Results/Finance Committee Report	Board Action Required
Board Policy Review	Yearly review	Board Policy Review	Action if necessary
		Consideration of DOS Contract/Contract Extension	Board Action Required (first on agenda)

June			
For Study/Review		Board Meeting	
2024-2025 Budget	Discussion	2024-2025 Budget	Board Action Required
2024-2025 Board Event Calendar	Discussion	2024-2025 Board Event Calendar	Board Action Required
2024-2025 Board Agenda Items by Month	Discussion	2024-2025 Board Agenda Items by Month	Board Action Required
Coordinated School Health Yearly Update	Discussion	Consolidated Application for Federal Funding	Consent Item
Clyde Smith Jr. Leadership Award	Discussion at Summer Retreat	Instructional Fees	Board Action (Consent item)
Summer Board Retreat			
Strategic plan submitted by DOS	Discussion at Summer Retreat		
Board Policy Review	Yearly review	Board Policy Review	Action if necessary
		Consolidated Application for Federal Funding	Consent Item
		Wollman- Armstrong Scholarships	Board Action Required (Consent Item)
Board School Assignments			
Review of Fee Schedule for Use of School Facilities (Policy 3.206)		Approval of Fee Schedule for Use of School Facilities (Policy 3.206)	Board Action Required
Differentiated Pay Plan	Yearly review	Differentiated Pay Plan	Annual Board Action Required 5.1101
		Building Reports by Board	Board Meeting Info Item

July			
For Study/Review		Board Meeting	
No Activities/Meeting if Required			
Evaluation tool presented to DOS by July 30 for upcoming year			

August			
For Study/Review		Board Meeting	
Clyde Smith Jr. Leadership Award	Discussion	Clyde Smith Jr. Leadership Award	Board Action Required
Health Insurance Premium Cap	Discussion	Health Insurance Premium Cap	Board Action Required
Board Policy Review 6	Yearly review	Board Policy Review 6	Action if necessary
Work Group Appointments			

September			
For Study/Review		Board Meeting	
Board Policy Review 3	Yearly Review	Board Policy Review 3	Board Action if Necessary
		Board Election of Officers	
		Appointment of Attorneys	Board Action Required
		School Compliance Report	Consent Item
		2022-2023 Unpaid Food Service Charges	Consent Item
		Depositories	Consent Item

October			
For Study/Review		Board Meeting	
Board Policy Section 1	Yearly Review	Board Policy Section 1	Board Action If Necessary
Delegates to TSBA Convention	Discussion	Approval of Spring Club Sports	Board Action Required
		Clyde Smith Jr. Leadership Award Reception	

November			
For Study/Review		Board Meeting	
Board Policy Section 2	Yearly Review	Board Policy Section 2	Board Action If Necessary

December			
For Study/Review		Board Meeting	
No Activities/Meeting if Required			

AS 6/7/2023

Memo

To: Board Members

From: Hank Jordan

Date: 5/25/2023

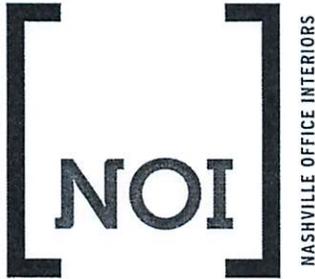
Subject: Purchase of furniture for the College & Career Readiness Center at THS - ISM Grant

Earlier this year TCS was awarded a \$2,000,000 grant from the Innovative School Models (ISM) Grant. A portion of this grant will be used to reimage the THS Library into the College & Career Readiness Center.

Working with the vendor Nashville Office Interiors, and using the State of Tennessee's contract with Sourcewell, THS has received a quote in the amount of \$67,093.61 to purchase new furniture for the room. The furniture includes tables, chairs and lounge areas. The quote includes all freight, design, and labor as well. Attached with this memo is a detailed quote with more specifics on the furniture types.

We recommend the approval of THS purchasing this furniture at the quoted price of \$67,093.61. The cost will be covered by funds received from the ISM Grant.

Thank you.



THS Media Center

Nashville
611 3rd Avenue South
Nashville, TN 37210
Phone: 615-329-1811
www.noifurniture.com

Remit To:
Nashville Office Interiors
611 3rd Avenue South
Nashville, TN 37210
www.noifurniture.com

Order Number	52301
Date	05/19/2023
Customer PO No	
Customer Name	Tulahoma High School
Salesperson	Missy Bean - New Customer
Project Name	
Terms	50% DEPOSIT NET 15
Page	1 of 4

T Tulahoma High School
O 927 N Jackson St, Tullahoma, TN 37388
Tullahoma, TN 37388

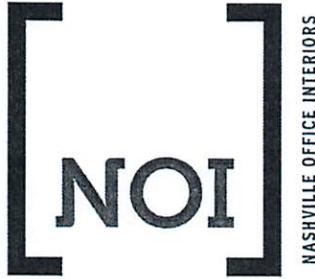
ATTN: tbd

S Tulahoma High School
H 927 N Jackson St, Tullahoma, TN 37388
I Tullahoma, TN 37388
P

T
O ATTN: tbd

Prepared for : Missy Bean - New Customer

Line	Quantity	Description	Unit Price	Extended Amount
1	6.00 Each	NATIONAL OFFICE FURNITURE C02BKT0101 CLARETTE,GANGING BRACKET KIT	49.68	298.08
2	2.00 Each	NATIONAL OFFICE FURNITURE C02LNG0501--22126-STD CLARETTE,LOUNGE,1 SEAT,ARMLESS OPTION: 22126:SEDONA POPPY OPTION: STD:STANDARD GLIDE	924.76	1,849.52
3	3.00 Each	NATIONAL OFFICE FURNITURE C02LNG0501--22147-STD CLARETTE,LOUNGE,1 SEAT,ARMLESS OPTION: 22147:SEDONA MESA OPTION: STD:STANDARD GLIDE	924.76	2,774.28
4	3.00 Each	NATIONAL OFFICE FURNITURE C02LNG0501--22168-STD CLARETTE,LOUNGE,1 SEAT,ARMLESS OPTION: 22168:SEDONA PEWTER OPTION: STD:STANDARD GLIDE	924.76	2,774.28
5	3.00 Each	NATIONAL OFFICE FURNITURE N66RD16GL--G1007-COM-SPECIAL-CF STINSON POLYGONE WHIMSY,16DIA ROUND,STATIC,LAMINATE TOP OPTION: G1007:SEROTINA OPTION: COM:CUSTOMER'S OWN MATERIAL OPTION: SPECIAL:PRIMARY UPH PATTERN COLOR OPTION: CF STINSON POLYGONE:VALENTINE	468.13	1,404.39
6	10.00 Each	CF STINSON,LLC POLYGON VALENTINE--3.3YDS CF Stinson Polygone Valentine OPTION: 3.3YDS:16" Whimsy	58.00	580.00
7	2.00 Each	NATIONAL OFFICE FURNITURE N66RD22GL--G1007-COM-COM-SPECIAL WHIMSY,22DIA ROUND,STATIC,LAMINATE TOP OPTION: G1007:SEROTINA	554.79	1,109.58



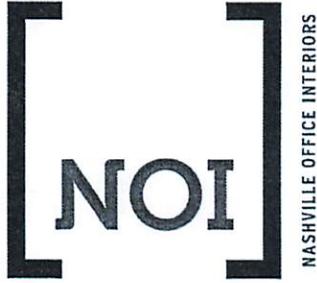
THS Media Center

Nashville
 611 3rd Avenue South
 Nashville, TN 37210
 Phone: 615-329-1811
 www.noifurniture.com

Remit To:
 Nashville Office Interiors
 611 3rd Avenue South
 Nashville, TN 37210
 www.noifurniture.com

Order Number	52301
Date	05/19/2023
Customer PO No	
Customer Name	Tulahoma High School
Salesperson	Missy Bean - New Customer
Project Name	
Terms	50% DEPOSIT NET 15
Page	2 of 4

Item #	Quantity	Description	Unit Price	Total Price
		OPTION: COM:CUSTOMER'S OWN MATERIAL OPTION: COM:Polygone Valentine OPTION: SPECIAL:PRIMARY UPH PATTERN COLOR		
8	7.00 Each	TBD - TO BE DETERMINED NO PO POLYGON VALENTINE--3.5YDS CF Stinson Polygone Valentine OPTION: 3.5YDS:22" Whimsy	70.00	490.00
9	1.00 Each	NATIONAL OFFICE FURNITURE N93B2S48--2-22126-X-X-501-STD FRINGE,BENCH,48W 2 SEAT OPTION: 2:GRADE 2 OPTION: 22126:SEDONA POPPY OPTION: X:NO FRONT SEAT GROMMET OPTION: X:NO END SEAT GROMMET OPTION: 501:METAL LEG,PLATINUM METALLIC OPTION: STD:STANDARD GLIDE	997.41	997.41
10	2.00 Each	NATIONAL OFFICE FURNITURE N93BQR27--2-22168-501-STD FRINGE,BENCH,QUARTER ROUND OPTION: 2:GRADE 2 OPTION: 22168:SEDONA PEWTER OPTION: 501:METAL LEG,PLATINUM METALLIC OPTION: STD:STANDARD GLIDE	882.18	1,764.36
11	3.00 Each	NATIONAL OFFICE FURNITURE N93CSAL--3-41307-LG1007-501 FRINGE,CLUB CHAIR,ARMS,LEFT TABLE,STATIC OPTION: 3:GRADE 3 OPTION: 41307:SILVERTEX CARBON OPTION: LG1007:LAM TABLET ARM,SEROTINA OPTION: 501:PLATINUM METALLIC	1,565.83	4,697.49
12	3.00 Each	NATIONAL OFFICE FURNITURE N93CSAR--3-41307-LG1007-501 FRINGE,CLUB CHAIR,ARMS,RIGHT TABLE,STATIC OPTION: 3:GRADE 3 OPTION: 41307:SILVERTEX CARBON OPTION: LG1007:LAM TABLET ARM,SEROTINA OPTION: 501:PLATINUM METALLIC	1,565.83	4,697.49
13	8.00 Each	NATIONAL OFFICE FURNITURE N93GB2 FRINGE,GANGING CONNECTOR BRACKET,SET OF 2	41.33	330.64
14	4.00 Each	NATIONAL OFFICE FURNITURE N93MTUINR9X--2-22168-2-22168-2-22185-2-22168-LG1007-501-501-STD FRINGE,MID BISTRO UPH BACK,INSIDE ROUND 90 DEGREE,CONTRAST OPTION: 2:GRADE 2 OPTION: 22168:SEDONA PEWTER	2,290.65	9,162.60



THS Media Center

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611 3rd Avenue South
Nashville, TN 37210
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www.noifurniture.com

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611 3rd Avenue South
Nashville, TN 37210
www.noifurniture.com

Order Number	52301
Date	05/19/2023
Customer PO No	
Customer Name	Tullahoma High School
Salesperson	Missy Bean - New Customer
Project Name	
Terms	50% DEPOSIT NET 15
Page	3 of 4

		OPTION: 2:GRADE 2 OPTION: 22168:SEDONA PEWTER OPTION: 2:GRADE 2 OPTION: 22185:SEDONA NIGHTHAWK OPTION: 2:GRADE 2 OPTION: 22168:SEDONA PEWTER OPTION: LG1007:LAMINATE BISTRO,SEROTINA OPTION: 501:PLATINUM METALLIC OPTION: 501:METAL LEG,PLATINUM METALLIC OPTION: STD:STANDARD GLIDE		
15	2.00 Each	NATIONAL OFFICE FURNITURE N93TEN2724L--X-X-G1007-501-STD FRINGE,27DX24W,END TABLE,LAMINATE,METAL LEG OPTION: X:NO SURFACE GROMMET OPTION: X:NO SIDE GROMMET OPTION: G1007:SEROTINA OPTION: 501:PLATINUM METALLIC OPTION: STD:STANDARD GLIDE	825.80	1,651.60
16	2.00 Each	NATIONAL OFFICE FURNITURE N94L1A--4-41605-X JOVALIE,1 SEAT LOUNGE OPTION: 4:GRADE 4 OPTION: 41605:MASQUERADE ROSE OPTION: X:NO GROMMET	1,787.32	3,574.64
17	1.00 Each	NATIONAL OFFICE FURNITURE N94L3A--2-22147-X JOVALIE,3 SEAT LOUNGE OPTION: 2:GRADE 2 OPTION: 22147:SEDONA MESA OPTION: X:NO GROMMET	3,206.40	3,206.40
18	2.00 Each	NATIONAL OFFICE FURNITURE 83N42RDLL--VG1007-GAL2-G1007 FOOTINGS,42DIA,ROUND TOP,TFL OPTION: VG1007:SOFTENED,SEROTINA OPTION: GAL2:GALLERY LAMINATE-GRADE 2 OPTION: G1007:SEROTINA	392.32	784.64
19	2.00 Each	NATIONAL OFFICE FURNITURE CBV3228XBP--X-501-501 FOOTINGS,32WX28H,X BASE,STATIC OPTION: X:NO CUTOUT OPTION: 501:PLATINUM METALLIC OPTION: 501:PLATINUM METALLIC	331.08	662.16
20	40.00 Each	SIT ON IT OFFICE SEATING 1131.FT2.PS.PB.AR0--FC1-G0-SC8-AC Orbx. Wire Rod Chair, Plastic Seat, Plastic Back, Armless	102.15	4,086.00



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 Nashville, TN 37210
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Order Number	52301
Date	05/19/2023
Customer PO No	
Customer Name	Tulahoma High School
Salesperson	Missy Bean - New Customer
Project Name	
Terms	50% DEPOSIT NET 15
Page	4 of 4

		OPTION: FC1:Black Frame OPTION: G0:No Glides OPTION: SC8:Slate OPTION: AC:Fully Assembled in Carton		
21	8.00 Each	SIT ON IT OFFICE SEATING 1131.FT2S2.PS.PB.AR0-FC1-G0-SC8-AC Orbix, 30" Wire Rod Bar Stool, Plastic Seat, Plastic Back, Armless OPTION: FC1:Black Frame OPTION: G0:No Glides OPTION: SC8:Slate OPTION: AC:Fully Assembled in Carton	169.65	1,357.20
22	20.00 Each	SIT ON IT OFFICE SEATING 3271.TBT2.TZ2460-TE5-GR1-TL24-GP00-BNDL00 Parallon Training Table - 24" Deep x 60" Wide Rectangular Top for Flip-T Base OPTION: TE5:Flat Edge OPTION: GR1:Grade 1 Laminate OPTION: TL24:Folkstone Grey OPTION: GP00:*** No Grommets *** OPTION: BNDL00:No Bundle Pilot Holes	145.80	2,916.00
23	20.00 Each	SIT ON IT OFFICE SEATING 3272.TBT2.TZ2460-BF01-LS18 Parallon Training Flip-Top T-leg base for 24" Deep x 60" Wide Rectangular Table Top OPTION: BF01:Silver OPTION: LS18:Fixed / Glides	325.35	6,507.00
24	1.00 Each	TBD - TO BE DETERMINED NO PO STINSON FREIGHT	37.85	37.85
25	20.00 Each	TBD - TO BE DETERMINED NO PO DESIGN	75.00	1,500.00
26	197.00 Each	TBD - TO BE DETERMINED NO PO LABOR	40.00	7,880.00
27	1.00 Each	TBD - TO BE DETERMINED NO PO WAREHOUSING	0.00	0.00

Order Sub-Total : \$67,093.61
TOTAL ORDER : \$67,093.61

PLEASE REVIEW THIS QUOTATION AND NOTIFY US PROMPTLY OF ANY CORRECTIONS REQUIRED THANK YOU FOR THE OPPORTUNITY TO BE OF SERVICE

Signature: Name: Jesse Kinsey Title: CTE Director Date: 5/22/23

Memo

To: Board Members

From: Hank Jordan

Date: 5/25/2023

Subject: Purchase of Shelving for the College & Career Readiness Center at THS - ISM Grant

Earlier this year TCS was awarded a \$2,000,000 grant from the Innovative School Models (ISM) Grant. A portion of this grant will be used to reimage the THS Library into the College & Career Readiness Center.

Working with the vendor Patterson Pope out of Nashville, and using the State of Tennessee's contract with Sourcewell, THS has received a quote in the amount of \$41,301 to purchase new shelving and shelving cart solutions for the room. The quote includes all freight and installation as well. Attached with this memo you will see more specifics on the shelving types.

We recommend the approval of THS purchasing these shelving options at the quoted price of \$41,301. The cost will be covered by funds received from the ISM Grant.

Thank you.



Proposal

Quote #: Q-54481-1
Drawing Ver: 337561 1C (Flex Cart)
 - Sourcewell
Date: 5/15/2023
Expires On: 6/30/2023

10321 S. Medallion Dr.
 Cincinnati, OH 45241
 Phone: (704) 523-4400
 Fax: (704) 523-4499

Install To
 Jessie Kinsey
 Tullahoma High School
 927 North Jackson Street
 Tullahoma, TN 37388
 (931) 454-2620
 jessie.kinsey@tcsedu.net

Bill To
 Tullahoma High School
 927 North Jackson Street
 Tullahoma, TN 37388

SALESPERSON	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Paul Myers	pmyers@pattersonpoppe.com		Deposit/Progress Payments

Attn: Jessie Kinsey: Pretax Selling Price \$41,301.00 on Sourcewell Contract #010920-SPC-2023. Please refer to Drawing #337561-1C for details. Spacesaver (10) Cantilever Flex Shelving Carts with concealed casters with Wilsonart laminate tops and end panels. Spacesaver standard color Frost FR (6) for metal shelving and Wilsonart Platinum D315-60 for laminate tops and end panels. Price includes all materials, freight and installation by Patterson Pope. Lead Time is 9 weeks from the time that we receive purchase order. Space to be clear to allow for our installation team to do the installation.

Sub Total:	\$41,301.00
Estimated Total Tax:	
Grand Total:	\$41,301.00

Important Quote Notes

Applicable sales tax and final shipping charges will be added to the invoice if not indicated above.

INFO REGARDING STORAGE FEES: The customer acknowledges that they will be responsible for Storage Fees of \$50 per pallet, per month, incurred 30 days after the ship date that are related to a delay in an installation date due to a customer's request or a site related project delay

Patterson Pope requires a purchase order (or signed quote) for each individual accepted quote.

Please provide sign off on final drawing(s). Indicate color choices on your PO.

Patterson Pope offers custom manufactured solutions to fit your unique space. For this reason no product can be ordered until a representative from Patterson Pope is able to field verify all dimensions.

Signature below indicates acceptance of this proposal and of the attached terms and conditions.

Signature: _____ **Effective Date:** ____/____/____
Name (Print): _____ **Title:** _____

Please sign and email to Paul Myers at pmyers@pattersonpoppe.com.
THANK YOU FOR YOUR BUSINESS!

Patterson Pope Terms and Conditions The following terms and conditions shall apply to any Deliverables (defined herein) provided by Patterson Pope, Inc. ("Company") to Client.

1. **Acceptance and Agreement:** The provisions on the pricing page, the purchase order and these Terms and Conditions (collectively, the "Agreement") constitute the entire agreement between Company and Client and supersede all other communications between the parties, whether written or oral, regarding the products and services described in this Agreement ("Deliverables"). The terms of this Agreement are expressly limited to those provided herein, and no purported modification, addition, or waiver of the provisions hereof shall be binding on Company for any purposes unless contained in writing, signed by an authorized representative of Company. The provisions hereof shall be deemed to have been accepted by Client's acceptance of all or any part of the Deliverables. All orders or any changes to such orders shall be subject to acceptance by Company. Change orders requested after receipt of Client purchase order may also incur additional charges. If, for any reason, Client cancels the order, any cancellation, restocking and handling charges will be invoiced. Future purchase orders (or similar engagement documents) and associated pricing pages may reference these Terms and Conditions, and by such reference, these Terms and Conditions shall be incorporated therein.
2. **Payment and Pricing:** Pricing quoted on the pricing page supersedes all previously quoted prices and is good for 60 days from the date of this Agreement. The pricing page may or may not include applicable sales or other taxes required by law; such taxes will be billed to Client and are Client's sole responsibility. This system has been custom designed and will be specially manufactured for your unique requirements. A non-refundable down payment of 40% is due upon order, 30% is due at the time of shipment and 30% is due at the time of completion. Client shall have no authority to assert any offsets or discounts against any payment due, except as expressly agreed to by Company in the pricing page or other signed writing. Client represents and warrants to Company that it is solvent at the time this Agreement is made. Client hereby grants a security interest in the product Deliverables to secure payment to Company and consents to Company filing a financing statement to perfect such security.
3. **Space Requirements:** This system has been specially designed to meet Client's specific requirements; as such, most of the equipment is manufactured on a "per job" basis. Client shall allow Company's representative(s) reasonable access to Client's facilities to confirm whether the space where the Deliverables will be installed matches Client's representations. In the event that the space cannot be field verified before the Deliverables must be ordered and the actual space does not match what had been previously represented, Client is responsible for any delays and additional costs incurred to reconfigure the Deliverables to fit actual space (i.e. extra material, labor, and freight). Notwithstanding any field verification by Company, it is Client's responsibility to be certain the space is suitable for the installation of this equipment (i.e. adequate fire protection and floor load capacity).
4. **Acceptance:** Client shall accept the Deliverables which conform to the requirements of specifications under this Agreement. All claims for errors, shortages, or damage ("Non-conformance") must be made in writing to the respective Account Representative within ten (10) days of Client's receipt of any Deliverables, and Company shall have a reasonable period of time, based on the severity and complexity of the Non-conformance, to correct the Non-conformance. If Client uses the Deliverables before acceptance or fails to promptly notify Company of any Non-conformance then the Deliverables shall be considered accepted by the Client.
5. **Freight and Shipping:** Freight and shipping terms are detailed on the pricing page. In the event that Client or one of its agents refuses delivery for whatever reason on or after the estimated delivery date, Client will be responsible for the payments in accordance to Section 2 and the pricing page in addition to any supplemental storage charges incurred by Company as a result of the delay unless the delay is caused by Company, one of its manufacturers, freight carriers, subcontractors, and/or any other agent acting on Company's behalf.
6. **Storage Fees:** As part of the Sales Agreement, Patterson Pope agrees to provide 30 days of storage at no cost. After 30 days storage fees will accrue and become billable to customers for any customer related delay or site related delay that results in a change in the installation date.
7. **Limited Warranty:** Company warrants its installation services under the Agreement shall be performed with reasonable care in a diligent and competent manner. Company's sole obligation under this warranty shall be to correct any Non-conformance, provided that Client gives Company written notice within ten (10) days after installation is completed. Company does not warrant and is not responsible for any product Deliverables or third party services. Client agrees to look to the third party manufacturer or vendor (and not Company) with respect to all claims regarding such third party products or services as its sole and exclusive remedy. This section is Company's only warranty concerning the product and service Deliverables, and is made expressly in lieu of, and to disclaim, all other warranties and representations, express or implied, including any implied warranties of merchantability, non-infringement, or fitness for a particular purpose, or otherwise.
8. **Limitation of Remedy and Liability:** The maximum liability of Company and Company's principals, directors, officers, agents, employees, personnel, affiliates and their partners shall be the fees Company actually receives under the Agreement for the portion of work giving rise to the liability. In no event shall any of the above be liable to Client or any third party for any indirect, special, incidental, consequential, exemplary or punitive damages of any kind whatsoever in connection with the agreement, including but not limited to lost profits, loss of business opportunity, lost savings, and loss of business information. Client will bear the risk of loss or damage to, or theft of, any Deliverables once delivery has been made to the Client. Any action against Company must be brought within twelve (12) months after the cause of action arises. Neither party shall be liable for any delays or failures in performance due to circumstances beyond its reasonable control, including but not limited to, strikes, riot, war, fire, flood, storm, explosion, accident, or other acts of God. This contract shall be construed in accordance with the laws of the State of North Carolina (without regard to its choice of law provisions). Claims arising out of or requiring the interpretation of this Agreement shall be brought and litigated exclusively in courts located within Mecklenburg County, North Carolina, or if a federal court, the court whose district includes Mecklenburg County, North Carolina. This Agreement may not be assigned without prior written consent; provided, however, Company may assign this Agreement in whole or in part, without the Client's consent, in connection with a merger, acquisition, corporate reorganization, or sale of substantially all of the Company's assets, and Client agrees that Company shall be released from any further obligations under this Agreement upon such assignment.

Patterson Pope, Inc. _____ Date _____

CLIENT _____ Date _____

(This Agreement may be signed in counterparts and by facsimile or electronic signature by an authorized representative.)

Purchase Order # _____

Memo

To: Board Members

From: Hank Jordan

Date: 5/25/2023

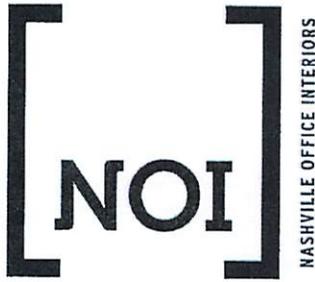
Subject: Purchase of new carpet for the College & Career Readiness Center at THS - ISM Grant

Earlier this year TCS was awarded a \$2,000,000 grant from the Innovative School Models (ISM) Grant. A portion of this grant will be used to reimage the THS Library into the College & Career Readiness Center.

Working with the vendor Nashville Office Interiors, and using the State of Tennessee's contract with Sourcewell, THS has received a quote in the amount of \$27,995.60 to purchase new carpet for the room. The quote includes the removal of the existing carpet and labor to install the new carpet. Attached with this memo is a detailed quote.

We recommend the approval of THS purchasing the carpet from Nashville Office Interiors at the quoted price of \$27,995.60. The cost will be covered by funds received from the ISM Grant.

Thank you.



THS Media Center

Nashville
 611 3rd Avenue South
 Nashville, TN 37210
 Phone: 615-329-1811
 www.noifurniture.com

Remit To:
 Nashville Office Interiors
 611 3rd Avenue South
 Nashville, TN 37210
 www.noifurniture.com

Order Number	56636
Date	05/10/2023
Customer PO No	
Customer Name	Tullahoma High School
Salesperson	Missy Bean
Project Name	
Terms	50% DEPOSIT NET 15
Page	1 of 1

T Tullahoma High School
 O 927 N Jackson St, Tullahoma, TN 37388
 Tullahoma, TN 37388

 ATTN: Jessie Kinsey - 865-805-2274

S Tullahoma High School
 H 927 N Jackson St, Tullahoma, TN 37388
 I Tullahoma, TN 37388
 P

 T ATTN: Jessie Kinsey - 865-805-2274
 O

Prepared for : Missy Bean

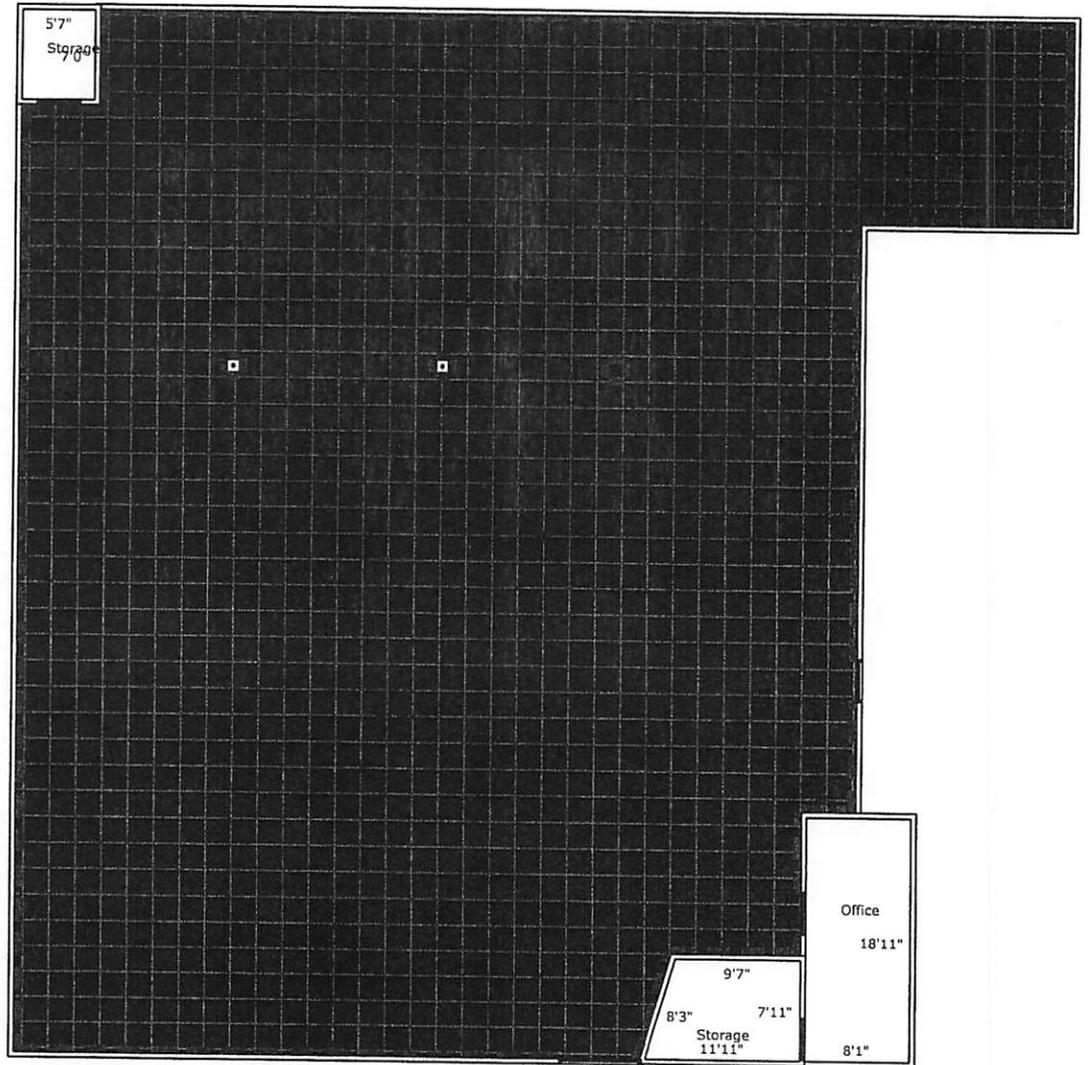
Line	Quantity	Description	Unit Price	Extended Amount
1	1.00 Each	CONTRACT CARPET SALES CARPET Demo of existing carpet & base, & installation of new Interface Carpet	27,995.60	27,995.60
Order Sub-Total :				\$27,995.60
TOTAL ORDER :				\$27,995.60

PLEASE REVIEW THIS QUOTATION AND NOTIFY US PROMPTLY OF ANY CORRECTIONS REQUIRED THANK YOU FOR THE OPPORTUNITY TO BE OF SERVICE

Signature: *Jessie Kinsey* Name: Jessie Kinsey Title: CTE Director Date: 5/26/23

NOI on state contract (no bids required)

■ Interface Heartthrob, Aerie 24" x 24" SF
■ Rubber Base 4" 4" LF



Personnel - June 2023

Hires

Chris Treadway	CSS	Virtual Academy Director	07/01/2023
Chelsey Morris	District Wide	K-5 Reading Coach	07/26/2023
“Julia” Ai Chung Chein	EMS	Nutrition Worker	07/26/2023
Min “Anna” Jiang	EMS	Nutrition Worker	07/26/2023
Taylor “Nikki” Ball	JTF	Speech-Language Pathologist	07/26/2023
Jami Barnes	JTF	2nd Grade Teacher	07/26/2023
Clarice Cox	REL	3rd Grade Teacher	07/26/2023
Dana Harris	REL	Teacher 2nd Garde	07/26/2023
Andrea Parson	REL	Guidance Counselor	07/26/2023
Carla Burden	THS	Science Teacher	07/26/2023
Robert Callison	THS	PE Teacher/Head Boys Wrestling Coach	07/26/2023
Jerry Flippo	THS	Custodian	05/24/2023
Lance Sinclair	THS	Custodian	06/01/2023
Derek Swiger	THS	Bowling Coach	07/01/2023
Jenalee Tirpak	THS	Math Teacher	07/26/2023
Emily Smith	WMS	Cheer Team Coach	07/01/2023

Resignations

Sandy Vaughn	Admin	Assistant to Director of Schools	05/29/2023
Jason Casey Walters	BAE	Behavior Modification Teacher	05/19/2023
Whitney Chapman	ELE	Special Education EA	05/19/2023
Debbie Vajcner	ELE	Custodian	06/02/2023
Tara Litchford	EMS	Girls Track Coach	05/19/2023
Linda Moos	EMS	Nutrition Worker	06/30/2023
Brandon Roy	JTF/BAE	Custodian	06/23/2023
Jessica Skala	JTF	Custodian	06/12/2023
Bethany Cleveland	REL	School Counselor	05/19/2023
Emily Judkins	REL	3rd Grade Teacher	05/19/2023
Monica Davis	THS	Sped Educational Assistant	05/12/2023
Victoria Stuart	THS	Spanish Teacher	05/19/2023
Casey Tate	THS	Math Teacher	05/19/2023
Rhonda Trail	THS	Custodian	05/05/2023

Jason Quick	THS	Principal	06/30/2023
Brian Bennett	WMS	Middle School Baseball Coach	05/19/2023

Transfers

Heather Love-Fleck	ELE-BAE	3rd Grade Teacher-3rd Grade Teacher	07/26/2023
Hannah Marie Bond	THS-Admin	Bookkeeper-Nutrition Bookkeeper	06/13/2023
Angel Stidham	Admin-Admin	Nutrition Bookkeeper-Assistant to DOS	05/24/2023
Cheryl Lee	WMS-THS	English Teacher-English Teacher	07/26/2023
Tracy Barfield	EMS-EMS	7th Math-Special Education Teacher	07/26/2023
Niki Tuten	BAE-BAE	5th Grade ELA-Behavior Mod. Teacher	07/26/2023
Aaron Krahl	THS-WMS	Highly Modified Teacher-Sped Teacher	07/26/2023
Greg English	CSS-THS	TVA Director-High School Principal	07/01/2023

Retirements

Mary Wright	REL	1st Grade teacher	12/21/2023
Sylvia "Ann" Massingille	THS	Part-Time Cafeteria Worker	05/19/2023

22-23 GEN PURPOSE BUDGET

6/20/2023

REVENUE	FY23	FY23	FY23
ACCOUNT NUMBER	Budgeted	Actual	Projected
		Thru MAY	End of Yr
UNDESIGNATED FUND BALANCE	3,184,750	0	996,705
40100 COUNTY TAXES			
40110 CURRENT PROPERTY TAX-COFFEE CO.	5,990,236	6,406,477	6,406,477
40111 CURRENT PROPERTY TAX -FRANKLIN CO.	190,000	283,924	283,924
40120 TRUSTEE'S COLLECTION-PRIOR YEAR	160,000	150,745	164,449
40130 CIRCUIT CLERK/C&M-PRIOR YEAR	38,000	25,474	27,790
40140 INTEREST & PENALTY	42,000	38,559	42,064
40161 PAYMENTS IN LIEU-TVA	100,000	85,156	92,898
TOTALS ACCOUNT NUMBER 40100	6,520,236	6,990,335	7,017,602
40600 CITY SCHOOL DISTRICT REVENUES			
40710 LOCAL OPTION SALES TAX	5,037,257	5,144,771	5,612,477
TOTALS ACCOUNT NUMBERS 40600/40700	5,037,257	5,144,771	5,612,477
41000 LICENSES & PERMITS			
41110 MARRIAGE LICENSES	1,300	1,197	1,306
TOTALS ACCOUNT NUMBER 41000	1,300	1,197	1,306
43000 CHARGES FOR SERVICES			
43511 TUITION-REGULAR DAY STUDENTS	196,476	209,462	185,947
43570 RECEIPTS FROM INDIVIDUAL SCHOOLS	60,000	26,426	28,829
43990 OTHER CHARGES FOR SERVICES			0
TOTALS ACCOUNT NUMBER 43000	256,476	235,888	214,776
44000 OTHER LOCAL REVENUE			
44110 INTEREST EARNED	25,000	139,050	151,691
44170 OTHER REVENUE	0	7,952	8,675
44300 NURSING REIMBURSEMENT	0	11,604	12,658
44520 INSURANCE RECOVERY	0	16,773	18,298
44530 SALE OF EQUIPMENT	0	1,550	1,691
44560 DAMAGES RECOVERED FROM INDIVIDUAL	0	3,627	3,957
44570 CONTRIBUTIONS & GIFTS	25,000	33,073	36,080
44570 CONTRIBUTIONS & GIFTS - TEF	0	0	0
44900 CITY LIQUOR TAX	45,240	57,297	62,506
TOTALS ACCOUNT NUMBER 44000	95,240	270,926	295,556
46500 STATE EDUCATION FUNDS			
46511 BASIC EDUCATION PROGRAM	19,326,000	17,440,200	19,326,000
46515 PRE-K	373,728	321,921	351,187
46550 DRIVERS EDUCATION	0	6,025	6,025
46590 OTHER STATE EDUCATION FUNDS-CSH	95,000	62,024	67,662
46592 INTERNET CONNECTIVITY	0	0	0
46595 STUDENT MANAGEMENT SYSTEM	0	0	0
46610 CAREER LADDER	60,000	47,047	51,324

22-23 GEN PURPOSE BUDGET

6/20/2023

EXPENDITURES	FY23	FY23	FY23
ACCOUNT NUMBER	Budgeted	Actual	Projected
		Thru MAY	End of Yr
71100 REGULAR EDUCATIONAL PROGRAM			
116 TEACHERS	12,157,820	10,117,718	12,141,262
117 CAREER LADDER	30,548	21,027	25,233
163 EDUCATIONAL ASSISTANTS	1,044,387	859,675	1,031,610
195 SUBSTITUTE TEACHERS	260,871	281,785	338,142
201 SOCIAL SECURITY	772,100	649,756	779,707
204 STATE RETIREMENT	1,154,939	891,756	1,070,107
206 LIFE INSURANCE	24,200	17,706	21,247
207 MEDICAL INSURANCE	2,134,290	1,832,450	2,198,940
208 DENTAL INSURANCE	61,072	50,413	60,496
299 VISION INSURANCE	22,248	18,264	21,916
212 MEDICARE	182,376	155,501	186,601
355 TRAVEL	30,000	20,234	22,073
429 INSTRUCTIONAL SUPPLIES & MATERIALS	270,000	284,905	310,806
449 TEXTBOOKS	400,000	135,658	147,990
599 OTHER CHARGES	100,000	154,724	168,790
722 REGULAR INSTRUCTIONAL EQUIPMENT	791,000	663,226	723,519
TOTAL 71100 ACCOUNT	19,435,850	16,154,798	19,248,439
71200 SPECIAL EDUCATION PROGRAM			
116 TEACHERS	1,727,649	1,382,513	1,659,016
117 CAREER LADDER	3,000	2,625	3,150
162 CLERICAL PERSONNEL	39,087	32,200	38,640
163 EDUCATIONAL ASSISTANTS	826,417	677,420	812,904
171 SPEECH PATHOLOGISTS	87,666	74,831	89,797
189 OTHER SALARIES	0	0	0
195 SUBSTITUTE TEACHERS	64,766	53,538	64,245
201 SOCIAL SECURITY	152,972	131,826	158,191
204 STATE RETIREMENT	187,614	165,649	198,778
206 LIFE INSURANCE	5,463	4,784	5,741
207 MEDICAL INSURANCE	498,806	439,604	527,524
208 DENTAL INSURANCE	16,622	13,682	16,418
212 MEDICARE	38,000	31,115	37,338
299 VISION INSURANCE	5,893	4,944	5,933
312 CONTRACTS WITH PRIVATE AGENCIES	60,000	351,365	383,308
355 TRAVEL	0	0	0
399 OTHER CONTRACTED SERVICES	0	154	168
429 INSTRUCTIONAL SUPPLIES & MATERIALS	30,000	26,672	29,097
499 OTHER INSTRUCTIONAL SUPPLIES	32,500	13,566	14,799
599 OTHER CHARGES	32,500	23,880	26,051
725 SPECIAL EDUCATION EQUIPMENT	10,000	8,336	9,094
APPROX AMOUNT FROM SPED TRANSFER			0
TOTAL 71200 ACCOUNT	3,818,957	3,438,704	4,080,193

22-23 GEN PURPOSE BUDGET

6/20/2023

71300 VOCATIONAL EDUCATION PROGRAM			
116 TEACHERS	498,230	411,801	494,162
117 CAREER LADDER	1,062	833	1,000
201 SOCIAL SECURITY	28,280	23,581	28,298
204 STATE RETIREMENT	45,912	34,616	41,539
206 LIFE INSURANCE	703	584	701
207 MEDICAL INSURANCE	86,366	71,681	86,017
208 DENTAL INSURANCE	2,120	1,760	2,112
299 VISION INSURANCE	752	624	749
212 MEDICARE	6,614	5,515	6,618
355 TRAVEL	12,000	12,545	13,686
429 INSTRUCTIONAL SUPPLIES AND MATERIALS	15,000	20,000	21,818
599 OTHER CHARGES	5,000	2,308	2,518
730 VOC EQUIPMENT		0	0
TOTAL 71300 ACCOUNT	702,040	585,850	699,217
72110 ATTENDANCE			
105 SUPERVISOR/DIRECTOR	96,426	80,355	96,426
162 CLERICAL PERSONNEL	0		0
201 SOCIAL SECURITY	5,937	4,949	5,939
204 STATE RETIREMENT	9,932	6,983	8,379
206 LIFE INSURANCE	100	76	91
207 MEDICAL INSURANCE	6,800	5,790	6,948
208 DENTAL INSURANCE	0	220	264
299 VISION INSURANCE	100	78	94
212 MEDICARE	1,325	1,157	1,389
355 TRAVEL	3,675	829	994
499 OTHER SUPPLIES AND MATERIALS	2,500	154	185
524 STAFF DEVELOPMENT		5,157	6,188
599 OTHER CHARGES		831	998
TOTAL 72110 ACCOUNT	126,795	106,579	127,894
72120 HEALTH SERVICES			
131 NURSES	473,551	380,839	457,006
201 SOCIAL SECURITY	27,197	21,712	26,054
204 STATE RETIREMENT	25,768	26,680	32,016
206 LIFE INSURANCE	0	608	730
207 MEDICAL INSURANCE	85,464	80,289	96,346
208 DENTAL INSURANCE	2,154	1,760	2,112
299 VISION INSURANCE	764	624	749
212 MEDICARE	6,360	5,078	6,093
413 DRUGS AND MEDICAL SUPPLIES	35,000	10,308	12,370
499 OTHER CHARGES	5,000	16,734	20,081
TOTAL 72120 ACCOUNT	661,258	544,632	653,559
72130 OTHER STUDENT SUPPORT			
117 CAREER LADDER	1,600	0	0
123 GUIDANCE PERSONNEL	604,709	499,199	599,039

22-23 GEN PURPOSE BUDGET

6/20/2023

161 SECRETARY	33,597	27,678	33,213
201 SOCIAL SECURITY	37,415	30,645	36,774
204 STATE RETIREMENT	60,944	43,871	52,646
206 LIFE INSURANCE	858	760	912
207 MEDICAL INSURANCE	84,422	77,522	93,026
208 DENTAL INSURANCE	2,313	1,980	2,376
299 VISION INSURANCE	915	780	936
212 MEDICARE	8,751	7,167	8,600
312 CONTRACTS W/PRIVATE AGENCIES	48,000	44,000	48,000
322 EVALUATION AND TESTING	15,000	95	104
524 STAFF DEVELOPMENT		340	371
TOTAL 72130 ACCOUNT	898,524	734,037	875,997
72210 INSTRUCTIONAL STAFF/ REG. INST. PROG			
105 SUPERVISOR/DIRECTOR	113,089	103,664	113,088
117 CAREER LADDER	3,000	2,584	2,818
129 LIBRARIANS	249,716	230,377	251,320
161 SECRETARY	59,657	55,682	60,744
201 SOCIAL SECURITY	25,154	23,208	25,318
204 STATE RETIREMENT	37,674	30,881	33,689
206 LIFE INSURANCE	500	445	485
207 MEDICAL INSURANCE	46,288	45,814	49,979
208 DENTAL INSURANCE	1,510	1,364	1,488
299 VISION INSURANCE	550	484	528
212 MEDICARE	5,882	5,428	5,921
308 CONSULTANTS	0	0	0
355 TRAVEL			0
432 LIBRARY BOOKS	50,000	50,001	50,001
524 STAFF DEVELOPMENT	6,000	5,138	5,605
599 OTHER CHARGES		272	297
TOTAL 72210 ACCOUNT	599,021	555,340	601,280
72220 SPECIAL EDUCATION PROGRAM			
105 SUPERVISOR/DIRECTOR	111,754	102,466	111,781
117 CAREER LADDER	0	0	0
124 PSYCHOLOGIST	70,417	47,244	51,539
189 OTHER SALARIES	259,275	221,481	241,616
201 SOCIAL SECURITY	19,833	19,212	20,958
204 STATE RETIREMENT	20,292	21,968	23,965
206 LIFE INSURANCE	415	418	456
207 MEDICAL INSURANCE	38,596	37,325	40,718
208 DENTAL INSURANCE	1,247	1,210	1,320
212 MEDICARE	4,648	4,493	4,902
299 VISION INSURANCE	442	429	468
355 TRAVEL	5,000	2,419	2,639
399 OTHER CONTRACTED SERVICES	35,000	3,933	4,290
524 STAFF DEVELOPMENT	34,000	20,308	22,154
TOTAL 72220 ACCOUNT	600,919	482,905	526,805
72250 TECHNOLOGY			

22-23 GEN PURPOSE BUDGET

6/20/2023

105 SUPERVISOR/DIRECTOR	114,590	105,042	114,591
117 CAREER LADDER	0	0	0
163 EDUCATIONAL ASSISTANTS	342,312	319,380	348,414
201 SOCIAL SECURITY	27,253	25,442	27,754
204 STATE RETIREMENT	33,496	33,912	36,995
206 LIFE INSURANCE	623	585	638
207 MEDICAL INSURANCE	53,625	50,646	55,250
208 DENTAL INSURANCE	1,883	1,694	1,848
212 MEDICARE	6,374	5,950	6,491
299 VISION INSURANCE	667	601	655
355 TRAVEL	5,000	3,528	3,848
435 OFFICE SUPPLIES	1,000	316	345
524 STAFF DEVELOPMENT	3,500	3,576	3,901
599 OTHER CHARGES	10,000	1,583	1,726
TOTAL 72250 ACCOUNT	600,324	552,254	602,459
72310 GENERAL ADMIN/BD OF EDUCATION			
191 DIRECTOR'S FEE	8,400	8,933	9,746
118 SECRETARY TO BOARD	0	0	0
201 SOCIAL SECURITY	600	290	316
205 HSA FRINGE	65,000	0	0
206 LIFE INSURANCE	2,261	2,296	2,504
207 MEDICAL INSURANCE	150,000	148,775	162,300
208 DENTAL INSURANCE	11,250	9,743	10,629
299 VISION INSURANCE	3,189	2,963	3,233
210 UNEMPLOYMENT COMPENSATION	10,000	0	0
211 LOCAL RETIREMENT	600,000	601,747	601,747
212 MEDICARE	2,200	69	75
217 HYBRID RETIREMENT STABILIZATION	100,000	0	0
305 AUDIT SERVICES	30,000	22,575	24,627
320 DUES AND MEMBERSHIP	18,000	16,676	18,192
331 LEGAL SERVICES	35,000	22,195	24,213
355 TRAVEL	15,000	1,971	2,150
506 LIABILITY INSURANCE	208,600	208,545	208,545
508 PREMIUM ON CORP. SURETY BONDS	2,500	0	0
510 TRUSTEE COMMISSION	147,000	133,280	145,396
513 WORKMEN'S COMPENSATION	142,000	139,382	139,382
524 STAFF DEVELOPMENT	0	26,417	28,819
599 OTHER CHARGES	20,000	40,229	43,886
TOTAL 72310 ACCOUNT	1,570,999	1,386,086	1,425,760
72320 OFFICE OF THE SUPERINTENDENT			
101 ADMINISTRATIVE OFFICER	178,448	164,577	179,539
117 CAREER LADDER	1,400	1,400	1,400
161 SECRETARY	72,532	67,044	73,138
201 SOCIAL SECURITY	13,959	12,529	13,668
204 STATE RETIREMENT	18,592	16,435	17,929
206 LIFE INSURANCE	179	167	182
207 MEDICAL INSURANCE	618	6,378	6,958
208 DENTAL INSURANCE	539	484	528

22-23 GEN PURPOSE BUDGET

6/20/2023

299 VISION INSURANCE	191	172	187
212 MEDICARE	3,640	3,330	3,632
307 COMMUNICATIONS	150,000	129,271	141,023
348 POSTAL CHARGES	2,000	6,267	6,836
435 OFFICE SUPPLIES	7,000	10,566	11,527
524 STAFF DEVELOPMENT	18,000	15,562	16,977
599 OTHER CHARGES	10,000	21,193	23,119
TOTAL 72320 ACCOUNT	477,098	455,374	496,645
72410 OFFICE OF THE PRINCIPAL			
103 ASSISTANT PRINCIPALS	383,868	282,679	339,214
104 PRINCIPALS	876,031	729,201	795,491
117 CAREER LADDER	3,000	3,584	3,909
161 SECRETARIES	230,060	233,708	254,954
201 SOCIAL SECURITY	83,204	73,255	79,915
204 STATE RETIREMENT	122,835	97,927	106,830
206 LIFE INSURANCE	1,528	1,429	1,559
207 MEDICAL INSURANCE	175,016	161,891	176,608
208 DENTAL INSURANCE	4,605	4,136	4,512
299 VISION INSURANCE	1,633	1,466	1,600
212 MEDICARE	20,000	17,132	18,690
435 OFFICE SUPPLIES	25,000	20,700	22,582
524 STAFF DEVELOPMENT	0	1,548	1,688
599 OTHER CHARGES	0	931	1,015
TOTAL 72410 ACCOUNT	1,926,779	1,629,585	1,808,567
72510 FISCAL SERVICES			
105 SUPERVISOR/DIRECTOR	121,568	124,886	136,240
119 BOOKKEEPERS	174,869	162,516	177,290
201 SOCIAL SECURITY	17,385	17,030	18,578
204 STATE RETIREMENT	16,723	19,491	21,263
206 LIFE INSURANCE	356	334	365
207 MEDICAL INSURANCE	31,726	32,474	35,426
208 DENTAL INSURANCE	1,077	968	1,056
299 VISION INSURANCE	382	343	374
212 MEDICARE	4,066	3,983	4,345
399 OTHER CONTRACTED SERVICES	45,000	46,397	50,615
435 OFFICE SUPPLIES	3,000	4,305	4,697
524 STAFF DEVELOPMENT	1,500	2,214	2,415
TOTAL 72510 ACCOUNT	417,652	414,941	452,663
72520 HR/PERSONNEL			
105 SUPERVISOR/DIRECTOR	128,972	126,721	138,241
162 CLERICAL PERSONNEL	112,070	98,097	107,015
201 SOCIAL SECURITY	14,764	13,291	14,499
204 STATE RETIREMENT	21,662	18,625	20,318
206 LIFE INSURANCE	267	251	274
207 MEDICAL INSURANCE	24,218	28,465	31,053
208 DENTAL INSURANCE	808	726	792
299 VISION INSURANCE	286	257	281

22-23 GEN PURPOSE BUDGET

6/20/2023

212 MEDICARE	3,453	3,108	3,391
355 TRAVEL	4,000	450	491
435 OFFICE SUPPLIES	0	4,292	4,682
499 OTHER SUPPLIES AND MATERIALS	2,550	0	0
524 STAFF DEVELOPMENT	0	3,176	3,464
599 OTHER CHARGES	32,135	29,898	32,616
TOTAL 72110 ACCOUNT	345,184	327,356	357,116
72610 OPERATION OF PLANT			
166 CUSTODIAL PERSONNEL	793,885	697,169	760,548
201 SOCIAL SECURITY	46,947	41,028	44,757
204 STATE RETIREMENT	28,017	38,793	42,320
206 LIFE INSURANCE	2,100	1,960	2,138
207 MEDICAL INSURANCE	185,519	181,368	197,856
208 DENTAL INSURANCE	6,488	5,863	6,396
299 VISION INSURANCE	2,300	2,079	2,268
212 MEDICARE	10,979	9,595	10,468
399 OTHER CONTRACTED SERVICES	500,000	867,672	946,551
410 CUSTODIAL SUPPLIES	150,000	131,653	143,621
415 ELECTRICITY	925,000	912,450	995,400
434 NATURAL GAS	110,000	114,363	124,760
454 WATER AND SEWER	85,000	73,716	80,417
599 OTHER CHARGES	0	2,494	2,721
TOTAL 72610 ACCOUNT	2,846,235	3,080,202	3,360,220
72620 MAINTENANCE OF PLANT			
189 OTHER SALARIES	546,214	502,387	548,059
201 SOCIAL SECURITY	32,850	30,197	32,942
204 STATE RETIREMENT	16,531	28,064	30,616
206 LIFE INSURANCE	1,000	920	1,003
207 MEDICAL INSURANCE	83,927	84,423	92,098
208 DENTAL INSURANCE	2,814	2,420	2,640
299 VISION INSURANCE	998	944	1,030
212 MEDICARE	7,683	7,062	7,704
335 MAINTENANCE AND REPAIR OF BLDGS	460,000	265,422	289,552
336 MAINTENANCE AND REPAIR OF EQUIP	150,000	124,878	136,230
499 OTHER SUPPLIES	500	973	1,061
717 MAINTENANCE EQUIPMENT	15,000	16,487	17,986
718 MOTOR VEHICLES	0		0
TOTAL 72620 ACCOUNT	1,317,517	1,064,177	1,160,921
72710 TRANSPORTATION			
146 BUS DRIVERS	84,283	147,260	160,647
189 OTHER SALARIES AND WAGES	77,452	129,183	140,927
201 SOCIAL SECURITY	10,327	16,729	18,249
204 STATE RETIREMENT	6,882	6,253	6,821
206 LIFE INSURANCE	100	65	71
207 MEDICAL INSURANCE	3,785	3,099	3,380
208 DENTAL INSURANCE	400	264	288
299 VISION INSURANCE	200	94	102

22-23 GEN PURPOSE BUDGET

6/20/2023

212 MEDICARE	1,800	3,912	4,268
338 MAINTENANCE AND REPAIR OF VEHICLES	30,000	39,277	42,847
425 GASOLINE	30,000	53,233	58,073
511 VEHICLE INSURANCE	0	0	0
599 OTHER CHARGES	0	10,333	11,272
717 TRANSPORTATION EQUIPMENT	189,606	116,313	116,313
TOTAL 72710 ACCOUNT	434,834	526,012	563,258
76100 REGULAR CAPITAL OUTLAY			
707 BUILDING IMPROVEMENTS	3,184,750	1,785,253	1,913,129
TOTAL 76100 ACCOUNT	3,184,750	1,785,253	1,913,129
TOTAL EXPENDITURES GENERAL PURPOSE FD	39,964,734	33,824,085	38,954,122

\$0.00