

**SHERRI BAKER**  
9037 E 40 Rd., Bon Aqua, TN 37025

**RONALD GAMMONS**  
6419 Rice Ln., Lyles, TN 37098

**TIM HOBBS**  
9220 Old Bon Aqua Rd., Bon Aqua, TN 37025

**TABITHA CUDE**  
4141 Lewis Rd., Centerville, TN 37033



**DOUG LANE**  
2059 Lake Dr., Centerville, TN 37033

**CHRISTY MAYS**  
450 Hwy 50, Centerville, TN 37033

**JANE HERRON**  
PO Box 13, Nunnely, TN 37137

**John Mullins**  
**Director of Schools**  
115 MURPHREE AVENUE  
CENTERVILLE, TN 37033

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**REGULAR BOARD MEETING**  
**Monday, May 5, 2025 6:30 PM**  
**Hickman County High School Library**

**I. Call To Order**

**II. Public Comment**

Citizens that would like an opportunity to speak to the Board of Education during public comment should sign up on the sheet provided at the meeting location. Anyone desiring to speak on any subject may speak for 3 minutes without prior school board notification. The sign-up sheet will be available from 5:30 p.m. - 6:30 p.m.

**III. Moment of Silence**

**IV. Pledge of Allegiance**

**V. Agenda for May 5, 2025**

**VI. Regular Meeting Minutes for April 7, 2025**

**VII. Budget Committee Meeting Minutes for April 30, 2025**

**VIII. Special Recognition**

**A. Employee of the Month**

**B. Student Board Representative Recognitions**

**C. Building Teachers of the Year**

1. CES Teacher of the Year -- Christy Mays
2. CIS Teacher of the Year -- Doug Lane
3. EHES Teacher of the Year -- Jane Herron
4. EHIS Teacher of the Year -- Sherri Baker
5. EHMS Teacher of the Year -- Sherri Baker
6. HCMS Teacher of the Year -- Dr. Tabitha Cude
7. EHHS Teacher of the Year -- Tim Hobbs
8. HCHS Teacher of the Year -- Jane Herron

**D. Novice School Teachers of the Year**

1. EHES Novice School Teacher of the Year -- Pippa Taylor
2. EHIS Novice School Teacher of the Year -- Tim Hobbs
3. EHMS Novice School Teacher of the Year -- Dr. Tabitha Cude
4. EHHS Novice School Teacher of the Year -- Christy Mays
5. HCHS Novice School Teacher of the Year -- Doug Lane

- E. Novice District Level Teachers of the Year
  - 1. Hickman County Grades Pre-K-4--Pippa Taylor
  - 2. Hickman County Grades 5-8--Dr. Tabitha Cude
  - 3. Hickman County Grades 9-12--Doug Lane
- F. District Teachers of the Year
  - 1. Grades Pre-K-4 Teacher of the Year -- Jane Herron
  - 2. Grades 5-8 Teacher of the Year -- Dr. Tabitha Cude
  - 3. Grades 9-12 Teacher of the Year -- Tim Hobbs
- G. Leaders of the Year
  - 1. Principal of the Year -- Christy Mays
  - 2. Supervisor of the Year -- Pippa Taylor
- IX. Consent Agenda Items
  - A. Board Chair's Report
    - 1. Chair's Countersigned Warrants
  - B. Director's Report
  - C. Financial Report
  - D. ESSER Updates
  - E. Director's Monthly Attendance Report
  - F. TSBA OPEB Quarterly Statement
- X. Items Requiring Board Action
  - A. Trip Requests
    - 1. HCMS Boys Basketball Camp Trip Request
    - 2. HCHS Volleyball Camp Trip Request
    - 3. HCHS Girls Basketball Camp Trip Request
    - 4. HCMS Girls Basketball Camp Trip Request
  - B. CIS Job Share Requests for 2025-2026
  - C. Authorize Director of Schools to submit grants, applications, reports, amendments, and addenda
  - D. Approval of Bids for Maintenance Department
  - E. Consideration of a Resolution Supporting The Education Freedom Act to Provide Teacher Bonuses
  - F. Approve Bid for School Network Re-Design & Upgrades
  - G. Budget Ammendments
  - H. Budget for FY26 (141, 143)
  - I. Board Policies
    - 1. Board Policies Review - 6.202--6.303, 5.500, 5.501, 5.502
- XI. Announcements
  - A. Regular Board Meeting for June 2, 2025
  - B. Director's Evaluation and Board Self-Evaluation
  - C. School Budget Presentation to County Legislative Body - May 8, 2025 5:30 p.m.
- XII. Closing Comments
  - A. Tim Hobbs-Legislative Representative
  - B. Board Chair, Board Members, Student Representatives and Director of Schools
- XIII. Adjourn



**DOUG LANE**  
2059 Lake Drive, Centerville, TN 37033

**PIPPA TAYLOR**  
6585 Oak Hill Rd., Lyles, TN 37098

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**JANE HERRON**  
PO Box 13, Nunnally, TN 37137

**John Mullins**  
Superintendent of Schools  
115 MURPHREE AVENUE  
CENTERVILLE, TN 37033

The Hickman County Board of Education will meet in regular session on Monday, May 5, 2025 at 6:30 p.m. in the Library of Hickman County High School.

- I. Call to Order
- II. Public Comment  
Citizens that would like an opportunity to speak to the Board of Education during public comment should sign up on the sheet provided at the meeting location. Anyone desiring to speak on any subject may speak for 3 minutes without prior school board notification. The sign-up sheet will be available from 5:30 p.m. - 6:30 p.m.
- III. Moment of Silence
- IV. Pledge of Allegiance
- V. Agenda for May 5, 2025
- VI. Regular Meeting Minutes for April 7, 2025
- VII. Budget Committee Meeting Minutes for April 30, 2025
- VIII. Special Recognition
  - A. Employee of the Month—Tim Hobbs
  - B. Student Board Representative Recognitions—Sherri Baker
  - C. Building Teachers of the Year
    1. CES Teacher of the Year—Christy Mays
    2. CIS Teacher of the Year—Doug Lane
    3. EHES Teacher of the Year—Jane Herron
    4. EHIS Teacher of the Year—Sherri Baker
    5. EHMS Teacher of the Year—Sherri Baker
    6. HCMS Teacher of the Year—Dr. Tabitha Cude
    7. EHHS Teacher of the Year—Tim Hobbs
    8. HCHS Teacher of the Year—Jane Herron
  - D. Novice School Teachers of the Year
    1. EHES Novice School Teacher of the Year—Pippa Taylor
    2. EHIS Novice School Teacher of the Year—Tim Hobbs
    3. EHMS Novice School Teacher of the Year—Dr. Tabitha Cude
    4. EHHS Novice School Teacher of the Year—Christy Mays
    5. HCHS Novice School Teacher of the Year—Doug Lane
  - E. Novice District Level Teachers of the Year
    1. Hickman County Grades Pre-K-4—Pippa Taylor
    2. Hickman County Grades 5-8—Dr. Tabitha Cude
    3. Hickman County Grades 9-12—Doug Lane
  - F. District Teachers of the Year
    1. Grades Pre-K-4 Teacher of the Year—Jane Herron
    2. Grades 5-8 Teacher of the Year—Dr. Tabitha Cude
    3. Grades 9-12 Teacher of the Year—Tim Hobbs
  - G. Leaders of the Year
    1. Principal of the Year—Christy Mays
    2. Supervisor of the Year—Pippa Taylor
- IX. Consent Agenda Items
  - A. Board Chair's Report
    1. Chair's Countersigned Warrants
  - B. Director's Report
  - C. Financial Report
  - D. ESSER Updates
  - E. Director's Monthly Attendance Report
  - F. TSBA OPEB Quarterly Statement

- X. Items Requiring Board Action
  - A. Trip Requests
    - 1. HCMS Boys Basketball Camp Trip Request—Coach and Players
    - 2. HCHS Volleyball Camp Trip Request—Coach and Players
    - 3. HCHS Girls Basketball Camp Trip Request—Coach and Players
    - 4. HCMS Girls Basketball Camp Trip Request—Coach and Players
  - B. CIS Job Share Requests for 2025-2026—Director of Schools
  - C. Authorize Director of Schools to submit grants, applications, reports, amendments and addenda—Director of Schools
  - D. Bids for Maintenance Department—Director of Schools
    - 1. Annual Paving & Patching
    - 2. Annual Sealing & Striping
    - 3. Schools Janitorial Contract
    - 4. Bleacher Services Contract
    - 5. Concrete Pouring – No Bids Received
    - 6. Painting – No Bids Received
  - E. Consideration of a Resolution Supporting The Education Freedom Act to Provide Teacher Bonuses—Director of Schools
  - F. Approve Bid for School Network Re-Design & Upgrades—Technology Coordinator
  - G. Budget Amendments—Business Officer
  - H. Budget for FY26 (141, 143)—Business Officer
  - I. Board Policies
    - 1. Board Policies Review 6.202--6.303, 5.500, 5.501, 5.502—Misty Shelton
- XI. Announcements
  - A. Regular Board Meeting for June 2, 2025
  - B. Director's Evaluation and Board Self-Evaluation
- XII. Closing Comments
  - A. Legislative Representative
  - B. Board Chair, Board Members, Student Representatives and Director of Schools
  - C. School Budget Presentation to County Legislative Body -- May 8, 2025 – 5:30 p.m.
- XIII. Adjourn

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---April 7, 2025

The Hickman county Board of Education met on April 7, 2025, at 6:30 PM in Central Office - Room 203.

**Present:** Sherri Baker, Tabitha Cude, Jane Herron, Tim Hobbs, Doug Lane, Christy Mays, Pippa Taylor.  
Superintendent, both student reps present.

I. Call To Order

II. Public Comment

Citizens that would like an opportunity to speak to the Board of Education during public comment should sign up on the sheet provided at the meeting location. Anyone desiring to speak on any subject may speak for 3 minutes without prior school board notification. The sign-up sheet will be available from 5:30 p.m. - 6:30 p.m.

III. Moment of Silence

IV. Pledge of Allegiance

V. Agenda for April 7, 2025

Motion to approve the Agenda for April 7, 2025 Add budget amendment 31 to item X.

Motion made by Tim Hobbs.

Motion seconded by Tabitha Cude.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Pippa Taylor: Yea

Yea: 7, Nay: 0

VI. Regular Meeting Minutes for March 3, 2025

Motion to approve the Regular Meeting Minutes for March 3, 2025.

Motion made by Jane Herron.

Motion seconded by Pippa Taylor.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Pippa Taylor: Yea

Yea: 7, Nay: 0

VII. Special Recognition

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---April 7, 2025

- A. Employees of the Month
- B. HCHS Boys Basketball Team
- C. Certificate Presentation to TSBA SCOPE Conference Delegates
- D. HCHS JROTC Community Service Presidential Awards
- E. VFW Award to HCHS Student - Jake Tidwell

VIII. Consent Agenda Items

D. Question from Hobbs about the amount - ESSER updates. Newsom responded to this as did the Director of Schools. The question was about the money returning.

Motion to approve the Consent Agenda Items.

Motion made by Sherri Baker.

Motion seconded by Tim Hobbs.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Pippa Taylor: Yea

Yea: 7, Nay: 0

- A. Board Chair's Report
  - 1. Chair's Countersigned Warrants
- B. Director's Report
- C. Financial Report
- D. ESSER Updates
- E. Director's Monthly Attendance Report

IX. Update on HCMS Gym Repairs

The Director of Schools spoke about HCMS: gym is in the dry, the floor company is scheduled. Current building code call for 3 inches of insulation - there is 1 inch and insurance covered this - the decision to put in the 3 inches cost \$20,000, the gym floor depreciated by \$50,000. The floor will be a floating floor.

X. Items Requiring Board Action

- A. Trip Request
  - 1. HCHS TN Strong
    - Motion to approve HCHS TN Strong trip to attend the TN Youth Summit, July 13,14,15 in Chattanooga.
    - Motion made by Doug Lane.
    - Motion seconded by Jane Herron.
    - Motion Result: Passed
    - Sherri Baker: Yea

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---April 7, 2025

Tabitha Cude: Yea  
Jane Herron: Yea  
Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea  
Pippa Taylor: Yea  
Yea: 7, Nay: 0

2. HCHS Senior Trip 2025

Motion to approve HCHS Senior Trip 2025, May 14th, Holiday World in Indiana.

Motion made by Jane Herron.

Motion seconded by Christy Mays.

Motion Result: Passed

Sherri Baker: Yea  
Tabitha Cude: Yea  
Jane Herron: Yea  
Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea  
Pippa Taylor: Yea  
Yea: 7, Nay: 0

3. HCMS 8th Grade Trip

Motion to approve the HCMS 8th Grade Trip to an Amusement Park (May 10) in Bowling Green, KY.

Motion made by Jane Herron.

Motion seconded by Tabitha Cude.

Motion Result: Passed

Sherri Baker: Yea  
Tabitha Cude: Yea  
Jane Herron: Yea  
Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea  
Pippa Taylor: Yea  
Yea: 7, Nay: 0

4. HCHS JROTC Cadet Leadership Challenge

Motion to approve HCHS JROTC Cadet Leadership Challenge, June 3-7, Greenville, KY.

Motion made by Tim Hobbs.

Motion seconded by Pippa Taylor.

Motion Result: Passed

Sherri Baker: Yea  
Tabitha Cude: Yea  
Jane Herron: Yea

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---April 7, 2025

Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea  
Pippa Taylor: Yea

Yea: 7, Nay: 0

B. 2025-2026 Attendance Zones

The attendance zones have not changed for 2025-26.

Motion to approve the 2025-2026 Attendance Zones.

Motion made by Jane Herron.

Motion seconded by Sherri Baker.

Motion Result: Passed

Sherri Baker: Yea  
Tabitha Cude: Yea  
Jane Herron: Yea  
Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea  
Pippa Taylor: Yea

Yea: 7, Nay: 0

C. TSBA 2026 Membership Dues

Motion to approve the TSBA 2026 Membership Dues of \$6300.

Motion made by Jane Herron.

Motion seconded by Tabitha Cude.

Motion Result: Passed

Sherri Baker: Yea  
Tabitha Cude: Yea  
Jane Herron: Yea  
Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea  
Pippa Taylor: Yea

Yea: 7, Nay: 0

D. Approval of E-Rate Purchase

Motion for Approval of E-Rate Purchase. This is within the budget.

Motion made by Sherri Baker.

Motion seconded by Pippa Taylor.

Motion Result: Passed

Sherri Baker: Yea  
Tabitha Cude: Yea  
Jane Herron: Yea  
Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---April 7, 2025

Pippa Taylor: Yea  
Yea: 7, Nay: 0

E. Approval of Bid for Welding Equipment  
Motion for Approval of Bid for Welding Equipment (this is part of the Innovation School Grant). Learning Labs is the recommended company.  
Motion made by Tim Hobbs.  
Motion seconded by Sherri Baker.  
Motion Result: Passed

Sherri Baker: Yea  
Tabitha Cude: Yea  
Jane Herron: Yea  
Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea  
Pippa Taylor: Yea  
Yea: 7, Nay: 0

F. Appoint all Board Members to the Budget Committee  
Motion to Appoint all Board Members to the Budget Committee.  
Motion made by Sherri Baker.  
Motion seconded by Tabitha Cude.  
Motion Result: Passed

Sherri Baker: Yea  
Tabitha Cude: Yea  
Jane Herron: Yea  
Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea  
Pippa Taylor: Yea  
Yea: 7, Nay: 0

G. Approval of Science Textbook Adoption  
Motion for Approval of Science Textbook Adoption from Savvas.  
Motion made by Sherri Baker.  
Motion seconded by Pippa Taylor.  
Motion Result: Passed

Sherri Baker: Yea  
Tabitha Cude: Yea  
Jane Herron: Yea  
Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea  
Pippa Taylor: Yea  
Yea: 7, Nay: 0

H. Budget Amendments

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---April 7, 2025

Motion to approve 3 budget amendments 29, 30 including the addition of 31.

Motion made by Tim Hobbs.

Motion seconded by Tabitha Cude.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Pippa Taylor: Yea

Yea: 7, Nay: 0

I. Budget FY26 Update

Director Mullins discussed the prepared sheets with the Board: County Commission \$, TISA funds, 4.5% increase in back to back years for educators, support personnel would receive an increase, increase substitute teacher \$. He mentioned the work that Elkins and Newsom have done and requests more time to provide clarity and specificity.

Wednesday, 5:30pm, April 30 Budget Meeting.

Motion to approve the Budget FY26 Update.

Motion made by Doug Lane.

Motion seconded by Sherri Baker.

Motion Result: Passed

Sherrri Baker: Yea

Tabitha Cude: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Pippa Taylor: Yea

Yea: 7, Nay: 0

J. Board Policies

1. Board Policies Review - 5.701--6.2011; 5.400, 5.40, 5.402, 5.403

Motion to approve Board Policies Review - 5.701--6.2011; 5.400, 5.40, 5.402, 5.403.

Motion made by Jane Herron.

Motion seconded by Sherri Baker.

Motion Result: Passed

Sherrri Baker: Yea

Tabitha Cude: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---April 7, 2025

Pippa Taylor: Yea  
Yea: 7, Nay: 0

XI. Announcements

A. Regular Board Meeting for May 5, 2025 will be held in the Library at HCHS due to Teacher of the Year recognitions.

B. Board Work Session in April - TBD  
April 30, Wednesday, 5:30pm

XII. Closing Comments

A. Legislative Representative

B. Board Chair, Board Members, Student Representatives and Director of Schools

XIII. Adjourn

Motion to adjourn meeting.

Motion made by Jane Herron.

Motion seconded by Tim Hobbs.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Pippa Taylor: Yea

Yea: 7, Nay: 0

**HICKMAN COUNTY BOARD OF EDUCATION  
BUDGET COMMITTEE MEETING---April 30, 2025**

The Hickman county Board of Education met on April 30, 2025, at 5:30 PM in Central Office - RM 102.

**Present:** Sherri Baker, Tabitha Cude, Jane Herron, Tim Hobbs, Doug Lane, Christy Mays, Pippa Taylor.

I. Call To Order

II. Moment of Silence

III. Pledge of Allegiance

IV. Budget Discussion for FY26

Google Slide presentation on the board and handout given to board members. [2025 HCBOE Budget Work Session April 30](#)

Slide 2 shows FY 25 projections and projected differences.

Slide 3 shows FY fund balance and project operational fund balance. Plans are to ask the BOE to allow OPEB for non-certified employees not only certified.

Slide 4 shows budgeted and projected revenues for FY 26. 78% of the the expenditures are salaries and benefits.

Slide 5 shows FFY 26 cost of increased compensation. 4.5% pay increase for certified employees and select support employees, \$1500 flat rate step increase for select support employees, daily substitute teacher increases - FY26 cost of increased compensation, \$1,500,000.

Slide 6 shows 25-26 \$1,674,000 for Total Capital Projects

Slide 7 shows FY projected operational fund balance, project deficit, and project ending operational fund balance

V. Adjourn

Bank Name                      Bank Number  
General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002753	Four Seasons Outdoors & Sports	2334	04/03/2025	141- -11140	\$2,778.90
<b>141 Total:</b>					\$2,778.90
<b>Bank Total:</b>					\$2,778.90
<b>Bank Payment Count:</b>					1

Hickman County Finance  
 Payment Register By Account Control

Bank Name                      Bank Number  
 General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002754	Apple, Inc.	774	04/07/2025	141- -11140	\$2,496.00
41002755	AT & T	7542	04/07/2025	141- -11140	\$2,882.36
41002756	Benefits, Inc.	1195	04/07/2025	141- -11140	\$2,303.00
41002757	Carter, David	1639	04/07/2025	141- -11140	\$179.20
41002758	County Of Hickman Misc Acct	1633	04/07/2025	141- -11140	\$242,409.17
41002759	Cross, Emily	1744	04/07/2025	141- -11140	\$179.20
41002760	Grainger	3491	04/07/2025	141- -11140	\$307.12
41002761	Hickman Co Chamber Of Commerce	2745	04/07/2025	141- -11140	\$775.00
41002762	Hickman Co General Fund	2720	04/07/2025	141- -11140	\$45,000.00
41002763	Porter, Savannah	8555	04/07/2025	141- -11140	\$200.00
41002764	The Dreaded Lawncare	7933	04/07/2025	141- -11140	\$4,100.00
41002765	Whitaker, Wesley	7554	04/07/2025	141- -11140	\$179.20
<b>141 Total:</b>					<u>\$301,010.25</u>
<b>Bank Total:</b>					\$301,010.25
<b>Bank Payment Count:</b>					12

Hickman County Finance  
 Payment Register By Account Control

<u>Bank Name</u>	<u>Bank Number</u>					<u>Amount</u>
Federal	142					
<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>		
42000760	County Of Hickman Misc Acct	1633	04/07/2025	142-010-11140		\$385.38
<b>142-010 Total:</b>						\$385.38
42000760	County Of Hickman Misc Acct	1633	04/07/2025	142-101-11140		\$2,269.42
42000761	Renaissance Learning	4608	04/07/2025	142-101-11140		\$1,550.00
<b>142-101 Total:</b>						\$3,819.42
42000760	County Of Hickman Misc Acct	1633	04/07/2025	142-170-11140		\$352.87
<b>142-170 Total:</b>						\$352.87
42000760	County Of Hickman Misc Acct	1633	04/07/2025	142-201-11140		\$290.03
<b>142-201 Total:</b>						\$290.03
42000760	County Of Hickman Misc Acct	1633	04/07/2025	142-901-11140		\$1,130.85
<b>142-901 Total:</b>						\$1,130.85
<b>Bank Total:</b>						\$5,978.55
<b>Bank Payment Count:</b>						2

Date/Time: 4/7/2025 10:29 AM

Hickman County Finance  
Payment Register By Account Control

User:

Misty Weems  
Page 1 of 1

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<u>Bank Name</u>	<u>Bank Number</u>					<u>Amount</u>
Cafeteria	143					
<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>		
43000489	County Of Hickman Misc Acct	1633	04/07/2025	143- -11140		\$9,955.85
					<b>143 Total:</b>	\$9,955.85
					<b>Bank Total:</b>	\$9,955.85
					<b>Bank Payment Count:</b>	1

Bank Name                      Bank Number  
General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002766	Hickman Co Trustee	2722	04/09/2025	141- -11140	\$260,657.51
41002767	Hickman County Trustee	2937	04/09/2025	141- -11140	\$3,810.25
<b>141 Total:</b>					\$264,467.76
<b>Bank Total:</b>					\$264,467.76
<b>Bank Payment Count:</b>					2

Hickman County Finance  
Payment Register By Account Control

<u>Bank Name</u>	<u>Bank Number</u>				<u>Amount</u>
Federal	142				
<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	
42000762	Hickman Co Trustee	2722	04/09/2025	142-010-11140	\$103.40
				<b>142-010 Total:</b>	\$103.40
42000762	Hickman Co Trustee	2722	04/09/2025	142-101-11140	\$428.70
				<b>142-101 Total:</b>	\$428.70
42000762	Hickman Co Trustee	2722	04/09/2025	142-170-11140	\$39.50
				<b>142-170 Total:</b>	\$39.50
42000762	Hickman Co Trustee	2722	04/09/2025	142-201-11140	\$103.40
				<b>142-201 Total:</b>	\$103.40
42000762	Hickman Co Trustee	2722	04/09/2025	142-801-11140	\$39.50
				<b>142-801 Total:</b>	\$39.50
42000762	Hickman Co Trustee	2722	04/09/2025	142-901-11140	\$1,150.10
				<b>142-901 Total:</b>	\$1,150.10
				<b>Bank Total:</b>	\$1,864.60
				<b>Bank Payment Count:</b>	1

Hickman County Finance  
Payment Register By Account Control

<u>Bank Name</u>		<u>Bank Number</u>				<u>Amount</u>
General Purpose		141				
<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>		
41002768	A-1 Signs, Inc.	768	04/10/2025	141- -11140		\$370.00
41002769	Ace Hardware	635	04/10/2025	141- -11140		\$399.98
41002770	Allegra Print & Imaging	650	04/10/2025	141- -11140		\$44.40
41002771	Amazon	727	04/10/2025	141- -11140		\$54.88
41002772	Anderson Concrete Finishing	656	04/10/2025	141- -11140		\$3,728.52
41002773	ASMS, LLC	646	04/10/2025	141- -11140		\$859.00
41002774	AT & T	7542	04/10/2025	141- -11140		\$203.21
41002775	BAM Flooring, Inc.	6578	04/10/2025	141- -11140		\$97,470.00
41002776	Bennett & DeCamp PLLC	8071	04/10/2025	141- -11140		\$516.00
41002777	Brewer Chemicals & Equip, LLC	861	04/10/2025	141- -11140		\$420.00
41002778	Brewer, Robert G.	7665	04/10/2025	141- -11140		\$179.20
41002779	Central States Bus Sales, Inc.	1326	04/10/2025	141- -11140		\$1,880.84
41002780	Dickson Automotive, LLC	7779	04/10/2025	141- -11140		\$1,951.72
41002781	Don Kennedy Roofing Co., Inc.	6673	04/10/2025	141- -11140		\$443.42
41002782	Ed's Supply, Inc.	2103	04/10/2025	141- -11140		\$46.08
41002783	Ferrellgas	7446	04/10/2025	141- -11140		\$1,376.26
41002784	Gallaher & Associates, Inc.	7285	04/10/2025	141- -11140		\$1,275.00
41002785	Hobbs, Tim	3117	04/10/2025	141- -11140		\$114.80
41002786	Karco Parts	3364	04/10/2025	141- -11140		\$51.87
41002787	Lumber Yard, The	3652	04/10/2025	141- -11140		\$185.00
41002788	Main Street Emporium	7541	04/10/2025	141- -11140		\$41.50
41002789	Mid-South Bus Center, Inc	3706	04/10/2025	141- -11140		\$366.25
41002790	Nixon Power Services, Llc	4196	04/10/2025	141- -11140		\$1,684.00
41002791	O'Reilly Auto Parts	4265	04/10/2025	141- -11140		\$1,629.70
41002792	Pace Analytical National	2230	04/10/2025	141- -11140		\$355.10
41002793	Plumbmaster, Inc.	4379	04/10/2025	141- -11140		\$109.28
41002794	Prince Hardware, LLC	4321	04/10/2025	141- -11140		\$1,830.65
41002795	Quill, LLC	4574	04/10/2025	141- -11140		\$2,003.32
41002796	SSC Service Solutions Compass Group USA, Inc.	4832	04/10/2025	141- -11140		\$61,839.56
41002797	Tennessee Bureau of Investigation	6362	04/10/2025	141- -11140		\$400.00
41002798	Tennessee School Board Assoc.	61	04/10/2025	141- -11140		\$6,376.00
41002799	The King's Daughter's School	7928	04/10/2025	141- -11140		\$5,000.00
41002800	Totty, Loretta A.	8355	04/10/2025	141- -11140		\$37.15
41002801	Town Of Centerville	5315	04/10/2025	141- -11140		\$12,631.86
41002802	Unifirst Corp.	5758	04/10/2025	141- -11140		\$788.34
41002803	UPS	8274	04/10/2025	141- -11140		\$50.63
41002804	Verizon Wireless	5823	04/10/2025	141- -11140		\$68.04
41002805	Youth Town of Tennessee, Inc.	6951	04/10/2025	141- -11140		\$1,200.00
					<b>141 Total:</b>	\$207,981.56
					<b>Bank Total:</b>	\$207,981.56
					<b>Bank Payment Count:</b>	38

Hickman County Finance  
Payment Register By Account Control

<u>Bank Name</u>	<u>Bank Number</u>					<u>Amount</u>
Federal	142					
<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>		
42000763	Mayberry, Kimberly D.	4108	04/10/2025	142-010-11140		\$139.30
					<b>142-010 Total:</b>	\$139.30
42000764	Quill, LLC	4574	04/10/2025	142-401-11140		\$1,825.55
					<b>142-401 Total:</b>	\$1,825.55
					<b>Bank Total:</b>	\$1,964.85
					<b>Bank Payment Count:</b>	2

Hickman County Finance  
 Payment Register By Account Control

Bank Name                      Bank Number  
 General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002806	Amazon	727	04/14/2025	141- -11140	\$1,482.94
41002807	AT & T	7542	04/14/2025	141- -11140	\$58.88
41002808	Bates, Michelle	889	04/14/2025	141- -11140	\$554.60
41002809	Daugherty, Tonya	7288	04/14/2025	141- -11140	\$161.00
41002810	Howard Industries, Inc.	2866	04/14/2025	141- -11140	\$1,520.00
41002811	Monica Ogles PT	7756	04/14/2025	141- -11140	\$3,552.66
41002812	Oriental Trading Co., Inc.	6258	04/14/2025	141- -11140	\$709.28
41002813	Postmaster	4334	04/14/2025	141- -11140	\$219.00
41002814	Renato Software LTD.	7243	04/14/2025	141- -11140	\$8,700.00
41002815	Rush Truck Centers of Tennessee, Inc.	8662	04/14/2025	141- -11140	\$807.00
41002816	Soliant Health, LLC	8569	04/14/2025	141- -11140	\$1,247.93
41002817	The Brook Center Therapy Solutions, LLC	8659	04/14/2025	141- -11140	\$2,789.20
41002818	Visa	8268	04/14/2025	141- -11140	\$340.23

**141 Total:**                      \$22,142.72

**Bank Total:**                      \$22,142.72

**Bank Payment Count:**                      13

<u>Bank Name</u>	<u>Bank Number</u>
Federal	142

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
42000765	Amazon	727	04/14/2025	142-101-11140	\$6,262.62
42000766	Cdw-G	1375	04/14/2025	142-101-11140	\$199.02
42000767	King, Dalton Chevelle	8498	04/14/2025	142-101-11140	\$209.60
42000768	Josh Houston & associates, Inc.	7413	04/14/2025	142-101-11140	\$100.00
42000769	Natalia Ward	8761	04/14/2025	142-101-11140	\$2,500.00
42000771	Scholastic, Inc.	4871	04/14/2025	142-101-11140	\$5,127.41
<b>142-101 Total:</b>					\$14,398.65
42000770	Ron Clark Academy	4804	04/14/2025	142-401-11140	\$2,150.00
<b>142-401 Total:</b>					\$2,150.00
<b>Bank Total:</b>					\$16,548.65
<b>Bank Payment Count:</b>					7

Hickman County Finance  
 Payment Register By Account Control

Bank Name Cafeteria      Bank Number 143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000490	Fesco	2399	04/14/2025	143- -11140	\$2,426.18
43000491	Fitts, Connie S.	185	04/14/2025	143- -11140	\$92.40
43000492	Gordon Food Service, Inc.	2488	04/14/2025	143- -11140	\$97,395.06
43000493	Murfreesboro Pure Milk Co, Inc.	7552	04/14/2025	143- -11140	\$1,600.00
43000494	Optimus Pest Solutions	47	04/14/2025	143- -11140	\$240.00
43000495	Pepsi Cola	6726	04/14/2025	143- -11140	\$1,786.49
43000496	Petrowski, Jera	4345	04/14/2025	143- -11140	\$47.60
43000497	Prairie Farms Dairy	18	04/14/2025	143- -11140	\$12,405.82
43000498	Quill, LLC	4574	04/14/2025	143- -11140	\$736.67
43000499	Volco	5841	04/14/2025	143- -11140	\$1,347.43
<b>143 Total:</b>					<b>\$118,077.65</b>

**Bank Total:** \$118,077.65

**Bank Payment Count:** 10

Bank Name                      Bank Number  
 General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002819	Amazon	727	04/16/2025	141- -11140	\$747.03
41002820	AT & T	7542	04/16/2025	141- -11140	\$766.07
41002821	County Of Hickman Misc Acct	1633	04/16/2025	141- -11140	\$6,592.22
41002822	Dickson Graphics	2002	04/16/2025	141- -11140	\$289.63
41002823	Gossett, Donna Kay	2621	04/16/2025	141- -11140	\$37.15
41002824	Hanes, Darrell	6648	04/16/2025	141- -11140	\$37.15
41002825	Hickman Co Solid Waste Dept.	2717	04/16/2025	141- -11140	\$38.72
41002826	Optimus Pest Solutions	47	04/16/2025	141- -11140	\$750.00
41002827	Town Of Centerville	5315	04/16/2025	141- -11140	\$3,679.16
41002828	UPS	8274	04/16/2025	141- -11140	\$50.63
<b>141 Total:</b>					<b>\$12,987.76</b>
<b>Bank Total:</b>					<b>\$12,987.76</b>
<b>Bank Payment Count:</b>					<b>10</b>

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<u>Bank Name</u>	<u>Bank Number</u>
General Purpose	141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002829	Rj Young Company	4691	04/16/2025	141- -11140	\$195.25
41002830	Southeastern Sound, Inc.	5053	04/16/2025	141- -11140	\$2,614.00
41002831	TNRMT	5357	04/16/2025	141- -11140	\$33,166.00
41002832	Zayo Education	2141	04/16/2025	141- -11140	\$2,426.73
<b>141 Total:</b>					<b>\$38,401.98</b>
<b>Bank Total:</b>					<b>\$38,401.98</b>
<b>Bank Payment Count:</b>					<b>4</b>

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<u>Bank Name</u>	<u>Bank Number</u>
Cafeteria	143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000500	AT & T	7542	04/16/2025	143- -11140	\$50.90
43000501	Matrix Mechanical Solutions, LLC	7974	04/16/2025	143- -11140	\$1,675.97
43000502	Mobile Fixture & Equip. Co.	3769	04/16/2025	143- -11140	\$104,079.72
<b>143 Total:</b>					<u>\$105,806.59</u>
<b>Bank Total:</b>					<u>\$105,806.59</u>
<b>Bank Payment Count:</b>					3

Bank Name                      Bank Number  
Cafeteria                              143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000503	Chef's Deal Restaurant And Equipment Co.	1794	04/24/2025	143- -11140	\$31,611.12
43000504	Prince Hardware, LLC	4321	04/24/2025	143- -11140	\$544.88
43000505	Rj Young Company	4691	04/24/2025	143- -11140	\$336.83
43000506	Workplace Pro	6039	04/24/2025	143- -11140	\$1,244.70
<b>143 Total:</b>					<b>\$33,737.53</b>
<b>Bank Total:</b>					<b>\$33,737.53</b>
<b>Bank Payment Count:</b>					<b>4</b>

Hickman County Finance  
 Payment Register By Account Control

<u>Bank Name</u>	<u>Bank Number</u>					<u>Amount</u>
General Purpose	141					
<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>		
41002853	Centerville Elementary	1761	04/24/2025	141- -11140		\$450.50
41002854	Centerville Elementary School	1540	04/24/2025	141- -11140		\$374.00
41002855	East Hickman Elementary School	2098	04/24/2025	141- -11140		\$501.50
41002856	East Hickman High School	2113	04/24/2025	141- -11140		\$450.50
41002857	East Hickman Intermediate School	2213	04/24/2025	141- -11140		\$416.50
41002858	East Hickman Middle School	2201	04/24/2025	141- -11140		\$323.00
41002859	Hickman County High School	2917	04/24/2025	141- -11140		\$450.50
41002860	Hickman County Middle School	2957	04/24/2025	141- -11140		\$314.50
<b>141 Total:</b>						\$3,281.00
<b>Bank Total:</b>						\$3,281.00
<b>Bank Payment Count:</b>						8

Hickman County Finance  
 Payment Register By Account Control

Bank Name                      Bank Number  
 General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002861	Smith, Aaron	8781	04/24/2025	141- -11140	\$1,834.40
41002862	Centerville Elementary School	1540	04/24/2025	141- -11140	\$500.00
41002863	Centerville Intermediate School	1290	04/24/2025	141- -11140	\$500.00
41002864	East Hickman Elementary School	2212	04/24/2025	141- -11140	\$500.00
41002865	East Hickman High School	2113	04/24/2025	141- -11140	\$500.00
41002866	East Hickman Intermediate School	2213	04/24/2025	141- -11140	\$500.00
41002867	East Hickman Middle School	2201	04/24/2025	141- -11140	\$500.00
41002868	Hickman Co Middle School	8518	04/24/2025	141- -11140	\$500.00
41002869	Hickman County High School	2917	04/24/2025	141- -11140	\$500.00
<b>141 Total:</b>					\$5,834.40
<b>Bank Total:</b>					\$5,834.40
<b>Bank Payment Count:</b>					9

Hickman County Finance  
Payment Register By Account Control

**Bank Name**                      **Bank Number**  
General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002833	Amazon	727	04/24/2025	141- -11140	\$861.43
41002834	Big E's Automotive	1042	04/24/2025	141- -11140	\$2,040.00
41002835	Curriculum Associates, LLC	1418	04/24/2025	141- -11140	\$76.05
41002836	Dickson Electric System	1806	04/24/2025	141- -11140	\$31,245.13
41002837	Dickson Medical Associates	2022	04/24/2025	141- -11140	\$125.00
41002838	East Hickman High School	2110	04/24/2025	141- -11140	\$2,910.00
41002839	Hickman Co Trustee	2722	04/24/2025	141- -11140	\$1,666.70
41002840	Hickman County High School	2917	04/24/2025	141- -11140	\$2,970.00
41002841	Interpreters Unlimited, Inc.	6501	04/24/2025	141- -11140	\$168.75
41002842	Lakeshore Learning	3463	04/24/2025	141- -11140	\$809.31
41002843	Nashville State Community College	8069	04/24/2025	141- -11140	\$5,207.10
41002844	ODP Business Solutions, LLC	4261	04/24/2025	141- -11140	\$12.15
41002845	Pace Analytical National	2230	04/24/2025	141- -11140	\$355.10
41002846	Quill, LLC	4574	04/24/2025	141- -11140	\$453.93
41002847	Republic Service, LLC #840	4739	04/24/2025	141- -11140	\$3,629.16
41002848	Rj Young Company	4691	04/24/2025	141- -11140	\$4,191.49
41002849	Scholastic, Inc	5880	04/24/2025	141- -11140	\$1,056.00
41002850	Soliant Health, LLC	8569	04/24/2025	141- -11140	\$2,245.48
41002851	Stellar Therapy Services, LLC	8260	04/24/2025	141- -11140	\$3,150.00
41002852	Water Authority Of Dickson Co.	5874	04/24/2025	141- -11140	\$2,935.78
<b>141 Total:</b>					<u>\$66,108.56</u>
<b>Bank Total:</b>					\$66,108.56
<b>Bank Payment Count:</b>					20

Hickman County Finance  
Payment Register By Account Control

<u>Bank Name</u>	<u>Bank Number</u>						
Federal	142						
		<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
		42000782	Rj Young Company	4691	04/24/2025	142-010-11140	\$254.12
						<b>142-010 Total:</b>	\$254.12
		42000772	Amazon	727	04/24/2025	142-101-11140	\$209.16
		42000775	Child 1st Publications	1700	04/24/2025	142-101-11140	\$510.00
		42000782	Rj Young Company	4691	04/24/2025	142-101-11140	\$189.48
						<b>142-101 Total:</b>	\$908.64
		42000773	Boehms, Charlotte	1209	04/24/2025	142-801-11140	\$84.42
		42000776	Davidson, Raven	1859	04/24/2025	142-801-11140	\$103.60
		42000777	Educational Testing Service	4478	04/24/2025	142-801-11140	\$110.00
		42000778	Hickman County High School	40	04/24/2025	142-801-11140	\$1,245.00
		42000779	Matney, Amy	3921	04/24/2025	142-801-11140	\$84.00
		42000784	Williams, Myles	6681	04/24/2025	142-801-11140	\$84.56
						<b>142-801 Total:</b>	\$1,711.58
		42000774	Central Reach	8753	04/24/2025	142-901-11140	\$511.69
		42000781	NCS Pearson Inc.	4359	04/24/2025	142-901-11140	\$182.50
		42000783	School Health Corporation Enablemart C/O Mrn Inc	2132	04/24/2025	142-901-11140	\$509.67
		42000785	Wilson, Anita	7954	04/24/2025	142-901-11140	\$840.00
						<b>142-901 Total:</b>	\$2,043.86
		42000780	National Institute For Excellence In Teaching	4172	04/24/2025	142-959-11140	\$39,237.50
						<b>142-959 Total:</b>	\$39,237.50
						<b>Bank Total:</b>	\$44,155.70
						<b>Bank Payment Count:</b>	14

Bank Name                      Bank Number  
 General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002870	Amazon	727	04/28/2025	141- -11140	\$1,996.14
41002871	Carter, David	1639	04/28/2025	141- -11140	\$171.52
41002872	Centerville Intermediate School	1290	04/28/2025	141- -11140	\$374.00
41002873	Hickman County Trustee	2937	04/28/2025	141- -11140	\$5,916.50
41002874	Lumen/Centurylink	4577	04/28/2025	141- -11140	\$80.12
41002875	Anderson, Lynne	8643	04/28/2025	141- -11140	\$75.60
41002876	Matrix Mechanical Solutions, LLC	7974	04/28/2025	141- -11140	\$7,890.00
41002877	Quill, LLC	4574	04/28/2025	141- -11140	\$81.79
41002878	Soliant Health, LLC	8569	04/28/2025	141- -11140	\$831.40
<b>141 Total:</b>					<u>\$17,417.07</u>
<b>Bank Total:</b>					<u>\$17,417.07</u>
<b>Bank Payment Count:</b>					9

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Bank Name                      Bank Number  
Federal                              142

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
42000787	Renaissance Learning	4608	04/28/2025	142-401-11140	\$500.00
<b>142-401 Total:</b>					\$500.00
42000786	Pro-Ed, Inc	4324	04/28/2025	142-901-11140	\$937.20
42000788	Western Psychological Service	6042	04/28/2025	142-901-11140	\$573.10
<b>142-901 Total:</b>					\$1,510.30
<b>Bank Total:</b>					\$2,010.30
<b>Bank Payment Count:</b>					3

**Bank Name**                      **Bank Number**  
 Cafeteria                              143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000507	American Fidelity Assurance Co	636	04/28/2025	143- -11140	\$1,120.07
43000508	Ameritas Life Insurance Corp.	7442	04/28/2025	143- -11140	\$64.62
43000509	Beam Insurance Administrators LLC	7435	04/28/2025	143- -11140	\$311.51
43000510	Hickman Co Trustee	2722	04/28/2025	143- -11140	\$1,408.89
43000511	Hickman County Trustee	2937	04/28/2025	143- -11140	\$18,371.53
43000512	Tennessee Farmers Life Insurance	5297	04/28/2025	143- -11140	\$25.00
<b>143 Total:</b>					<u>\$21,301.62</u>
<b>Bank Total:</b>					<u>\$21,301.62</u>
<b>Bank Payment Count:</b>					6



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**PIPPA TAYLOR**  
6585 Oak Hill Rd., Lyles, TN 37098

**TIM HOBBS**  
9220 Old Bon Aqua Rd., Bon Aqua, TN 37025

**TABITHA CUDE**  
4141 Lewis Rd., Centerville, TN 37033

**CHRISTY MAYS**  
450 Hwy. 50, Centerville, TN 37033

**SHERRI BAKER**  
9037 E 40 Rd., Bon Aqua, TN 37025

**JANE HERRON**  
PO Box 13, Nunnely, TN 37137

**John Mullins**  
Superintendent of Schools  
115 MURPHREE AVENUE  
CENTERVILLE, TN 37033

Memorandum

To: Board Members  
From: John Mullins  
Date: 4/29/2025  
Re: May Director's Report

**Leave of Absence**

Professional  
Megan Brewer  
Chelsea Mathis

FMLA – 4/8/2025—5/23/2025  
FMLA – 4/8/2025—5/23/2025

Support Staff

**Hiring**

Professional

Support Staff  
Charles Williams

Bus Driver

**Resignation**

Professional

Support Staff

**Retirement**

Professional

**Support Staff**

**Transfers**

**Professional**

**Support Staff**

**Appointment**

**Professional**

**Support Staff**

**Open Positions**

Bus Drivers  
Sp Ed Teacher

\*Denotes a relationship under board policy 1.108. Applicants are qualified for the positions

141	Account	Description	Year-To-Date		Month-To-Date		% of Avg
			Budget Estimate	Actual	Estimate Avg/Mth	Actual	
<b>Revenues</b>							
40110	Current Property Tax		3,032,648.00	(3,123,176.96)	252,720.67	(32,921.00)	13.03%
40120	Trustee's Collections - Prior Year		65,000.00	(62,274.41)	5,416.67	(280.96)	5.19%
40125	Trustee's Collections - Bankruptcy		500.00	(90.34)	41.67	(2.71)	6.50%
40130	Cir Clk/Clk & Master Collections-Pr Yr		47,000.00	(21,201.43)	3,916.67	(1,000.02)	25.53%
40140	Interest And Penalty		15,000.00	(10,939.06)	1,250.00	(879.09)	70.33%
40161	Payments In Lieu Of Taxes - T. V. A.		4,000.00	(2,408.11)	333.33	(240.81)	72.24%
40162	Payments In Lieu Of Taxes-Local		6,000.00	(6,000.00)	500.00	0.00	0.00%
40210	Local Option Sales Tax		2,535,177.00	(2,412,448.32)	211,264.75	(246,467.55)	116.66%
40270	Business Tax		35,000.00	(15,214.10)	2,916.67	(2,974.47)	101.98%
41110	Marriage Licenses		1,300.00	(988.00)	108.33	(95.00)	87.69%
43570	Receipts From Individual Schools		30,000.00	(4,140.86)	2,500.00	0.00	0.00%
43582	Community Service Fees - Adults		200.00	(56.10)	16.67	0.00	0.00%
44120	Lease/Rentals/PPP		10,000.00	(905.00)	833.33	0.00	0.00%
44170	Miscellaneous Refunds		30,000.00	(35,614.33)	2,500.00	(35,299.02)	1,411.96%
44530	Sale Of Equipment		15,000.00	(15,195.20)	1,250.00	0.00	0.00%
44560	Damages Recovered From Individuals		3,000.00	(16,892.13)	250.00	0.00	0.00%
44570	Contributions & Gifts		57,000.00	(66,000.00)	4,750.00	0.00	0.00%
46175	On-Behalf Contributions For OPEB		35,000.00	0.00	2,916.67	0.00	0.00%
46510	Tennessee Investment in Student		24,228,618.00	(22,259,422.01)	2,019,051.50	(2,445,126.34)	121.10%
46515	Early Childhood Education		621,613.12	(272,172.54)	51,801.09	(100,950.20)	194.88%
46520	School Food Service		22,000.00	(16,683.87)	1,833.33	0.00	0.00%
46550	Driver Education		5,000.00	(8,198.65)	416.67	(8,198.65)	1,967.68%
46590	Other State Education Funds		240,000.00	(435.01)	20,000.00	(435.01)	2.18%
46610	Career Ladder Program		45,000.00	(36,982.90)	3,750.00	(16,467.77)	439.14%
46790	Other Vocational		1,757,897.38	(53,770.62)	146,491.45	0.00	0.00%
46851	State Revenue Sharing -T.V.A.		230,000.00	(153,032.69)	19,166.67	(51,722.87)	269.86%
46980	Other State Grants		192,531.41	0.00	16,044.28	0.00	0.00%
46990	Other State Revenues		258,804.00	0.00	21,567.00	0.00	0.00%
47640	Rotc Reimbursement		70,000.00	(58,947.94)	5,833.33	0.00	0.00%
48130	Contributions		120,000.00	(120,000.00)	10,000.00	0.00	0.00%
48990	Other		187,000.00	(49,418.62)	15,583.33	(3,887.26)	24.94%
49700	Insurance Recovery		228,896.80	(212,960.62)	19,074.73	(212,960.62)	1,116.45%
49800	Transfers In		141,936.38	0.00	11,828.03	0.00	0.00%
<b>Total Revenues</b>			<b>34,271,122.09</b>	<b>(29,035,569.82)</b>	<b>2,855,926.84</b>	<b>(3,159,909.35)</b>	<b>110.64%</b>
<b>Expenditures</b>							
71100	Regular Instruction Program		(16,173,689.80)	12,951,165.35	(1,347,807.48)	1,584,896.47	117.59%
71150	Alternative Instruction Program		(297,165.00)	179,444.51	(24,763.75)	18,375.61	74.20%

Template Name: LGC  
 Created by:

Hickman County Finance  
 Summary Financial Statement  
 April 2025

User:  
 Date/Time:

Michael Elkins  
 5/2/2025 4:50 PM  
 Page 2 of 4

Account	Description	Year-To-Date		Month-To-Date		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
141	General Purpose School					
71200	Special Education Program	(3,961,979.12)	2,283,662.07	(330,164.93)	273,343.61	82.79%
71300	Career and Technical Education	(2,035,288.62)	867,038.74	(169,607.39)	149,783.53	88.31%
72110	Attendance	(221,255.00)	146,293.38	(18,437.92)	13,414.85	72.76%
72120	Health Services	(985,892.00)	539,212.96	(82,157.67)	57,752.03	70.29%
72130	Other Student Support	(1,254,128.00)	702,753.10	(104,510.67)	78,058.66	74.69%
72210	Regular Instruction Program	(1,675,053.38)	999,034.69	(139,587.78)	111,976.25	80.22%
72220	Special Education Program	(379,981.00)	229,545.12	(31,665.08)	29,764.60	94.00%
72230	Career and Technical Education	(245,411.41)	132,234.95	(20,450.95)	11,398.34	55.74%
72250	Technology	(463,782.00)	326,836.37	(38,648.50)	25,197.15	65.20%
72290	Other Programs	(35,000.00)	26,390.84	(2,916.67)	0.00	0.00%
72310	Board Of Education	(716,803.00)	544,216.02	(59,733.58)	85,710.87	143.49%
72320	Director Of Schools	(330,801.00)	226,057.24	(27,566.75)	22,227.99	80.63%
72410	Office Of The Principal	(2,090,218.00)	1,203,700.89	(174,184.83)	119,188.17	68.43%
72510	Fiscal Services	(50,000.00)	47,303.00	(4,166.67)	47,303.00	1,135.27%
72610	Operation Of Plant	(2,681,750.00)	2,094,961.43	(223,479.17)	192,528.72	86.15%
72620	Maintenance Of Plant	(1,421,686.41)	822,025.70	(118,473.87)	97,977.13	82.70%
72710	Transportation	(2,242,651.18)	1,434,684.07	(186,887.60)	170,719.64	91.35%
72810	Central And Other	(373,528.90)	141,388.60	(31,127.41)	37,443.55	120.29%
73100	Food Service	(44,809.00)	0.00	(3,734.08)	0.00	0.00%
73300	Community Services	(115,277.00)	63,258.22	(9,606.42)	7,711.54	80.27%
73400	Early Childhood Education	(519,555.00)	326,363.41	(43,296.25)	36,640.15	84.63%
76100	Regular Capital Outlay	(1,739,694.83)	334,323.00	(144,974.57)	14,235.00	9.82%
<b>Total</b>	<b>Expenditures</b>	<b>(40,055,399.65)</b>	<b>26,621,893.66</b>	<b>(3,337,949.97)</b>	<b>3,185,646.86</b>	<b>95.44%</b>
<b>Total 141</b>	General Purpose School	<b>(5,784,277.56)</b>	<b>(2,413,676.16)</b>	<b>(482,023.13)</b>	<b>25,737.51</b>	<b>5.34%</b>

142	School Federal Projects	Account	Description	Year-To-Date		Month-To-Date		% of Avg
				Budget Estimate	Actual	Estimate Avg/Mth	Actual	
<b>Revenues</b>								
44170		Miscellaneous Refunds	0.00	0.00	0.00%	0.00	0.00%	0.00%
47131		Vocational Educ - Basic Grants To	74,394.32	(54,157.03)	72.80%	6,199.53	(17,017.35)	274.45%
47141		Title 1 Grants To Local Educ Agencies	1,249,111.22	(655,412.21)	52.47%	104,092.60	(132,460.25)	127.25%
47143		Special Education - Grants To States	1,142,048.92	(549,494.93)	48.11%	95,170.74	(62,920.24)	66.11%
47145		Special Education Preschool Grants	50,643.08	(9,065.04)	17.90%	4,220.26	0.00	0.00%
47146		English Language Acquisition Grants	0.00	(87,697.69)	0.00%	0.00	(10,494.67)	0.00%
47148		Rural Education	120,160.42	(65,402.58)	54.43%	10,013.37	(8,130.58)	81.20%
47189		Eisenhower Prof Development State	205,381.20	(68,951.82)	33.57%	17,115.10	0.00	0.00%
47309		COVID-19 Grant D	88,000.00	0.00	0.00%	7,333.33	0.00	0.00%
47401		American Rescue Plan Act Grant #1	1,638,423.78	(1,437,315.32)	87.73%	136,535.32	0.00	0.00%
47590		Other Federal Through State	166,755.57	0.00	0.00%	13,896.30	0.00	0.00%
<b>Total Revenues</b>			<b>4,734,918.51</b>	<b>(2,927,496.62)</b>	<b>61.83%</b>	<b>394,576.54</b>	<b>(231,023.09)</b>	<b>58.55%</b>
<b>Expenditures</b>								
71100		Regular Instruction Program	(1,612,004.53)	1,199,065.65	74.38%	(134,333.71)	62,204.07	46.31%
71150		Alternative Instruction Program	(7,865.50)	7,675.20	97.58%	(655.46)	0.00	0.00%
71200		Special Education Program	(961,160.58)	516,169.21	53.75%	(80,096.72)	39,155.81	48.89%
71300		Career and Technical Education	(69,639.02)	64,025.47	91.94%	(5,803.25)	1,949.74	33.60%
72110		Attendance	(2,338.00)	2,335.10	99.88%	(194.83)	0.00	0.00%
72120		Health Services	(11,555.00)	10,392.10	89.94%	(962.92)	0.00	0.00%
72130		Other Student Support	(81,349.54)	67,286.24	82.71%	(6,779.13)	1,484.86	21.90%
72210		Regular Instruction Program	(977,156.44)	644,808.72	65.99%	(81,429.70)	82,063.66	100.78%
72220		Special Education Program	(375,579.15)	238,562.36	63.52%	(31,298.26)	26,868.91	85.85%
72230		Career and Technical Education	(7,589.30)	3,779.09	49.79%	(632.44)	0.00	0.00%
72250		Technology	(68,604.09)	60,938.84	88.83%	(5,717.01)	0.00	0.00%
72320		Director Of Schools	(3,549.50)	3,546.50	99.92%	(295.79)	0.00	0.00%
72410		Office Of The Principal	(17,343.00)	13,840.20	79.80%	(1,445.25)	0.00	0.00%
72610		Operation Of Plant	(265,092.49)	236,928.00	89.38%	(22,091.04)	0.00	0.00%
72620		Maintenance Of Plant	(8,245.50)	7,676.25	93.10%	(687.13)	0.00	0.00%
72710		Transportation	(51,780.00)	33,539.60	64.77%	(4,315.00)	1,049.60	24.32%
73100		Food Service	(73,389.50)	72,567.26	98.88%	(6,115.79)	0.00	0.00%
73300		Community Services	(2,393.00)	2,390.00	99.87%	(199.42)	0.00	0.00%
73400		Early Childhood Education	(6,904.00)	6,333.95	91.74%	(575.33)	0.00	0.00%
76100		Regular Capital Outlay	(14,443.99)	14,443.99	100.00%	(1,203.67)	0.00	0.00%
99100		Transfers Out	(116,936.38)	0.00	0.00%	(9,744.70)	0.00	0.00%
<b>Total Expenditures</b>			<b>(4,734,918.51)</b>	<b>3,206,753.73</b>	<b>67.73%</b>	<b>(394,576.54)</b>	<b>214,776.65</b>	<b>54.43%</b>
<b>Total</b>	<b>142</b>	School Federal Projects	<b>0.00</b>	<b>279,257.11</b>	<b>100.00%</b>	<b>0.00</b>	<b>(16,246.44)</b>	<b>0.00%</b>

Account	Description	Year-To-Date		Month-To-Date		% of Budget	Estimate Avg/Mth	Actual	% of Avg
		Budget Estimate	Actual	Actual	Actual				
<b>143</b>	Central Cafeteria								
<b>Revenues</b>									
43521	Lunch Payments - Children	0.00	41,736.92	0.00%	0.00	0.00%	0.00	0.00	0.00%
43522	Lunch Payments - Adults	28,498.00	(18,373.62)	64.47%	2,374.83	0.00%	0.00	0.00	0.00%
43523	Income From Breakfast	2,969.00	(1,005.00)	33.85%	247.42	0.00%	0.00	0.00	0.00%
43525	A La Carte Sales	225,000.00	(207,105.44)	92.05%	18,750.00	0.00%	0.00	0.00	0.00%
43570	Receipts From Individual Schools	0.00	(21,952.21)	0.00%	0.00	0.00%	(21,952.21)		0.00%
44110	Investment Income	1,000.00	(230.19)	23.02%	83.33	0.00%	(22.49)		26.99%
44170	Miscellaneous Refunds	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%
47111	USDA School Lunch Program	1,700,000.00	(1,181,504.16)	69.50%	141,666.67	0.00%	0.00	0.00	0.00%
47113	Breakfast	750,000.00	(433,817.07)	57.84%	62,500.00	0.00%	0.00	0.00	0.00%
47114	USDA - Other	0.00	(7,116.01)	0.00%	0.00	0.00%	0.00	0.00	0.00%
	<b>Total Revenues</b>	<b>2,707,467.00</b>	<b>(1,829,366.78)</b>	<b>67.57%</b>	<b>225,622.25</b>		<b>(21,974.70)</b>		<b>9.74%</b>
<b>Expenditures</b>									
73100	Food Service	(3,248,963.00)	2,855,169.34	87.88%	(270,746.92)		(27,152.98)		-10.03%
	<b>Total Expenditures</b>	<b>(3,248,963.00)</b>	<b>2,855,169.34</b>	<b>87.88%</b>	<b>(270,746.92)</b>		<b>(27,152.98)</b>		<b>-10.03%</b>
<b>Total 143</b>	Central Cafeteria	<b>(541,496.00)</b>	<b>1,025,802.56</b>	<b>189.44%</b>	<b>(45,124.67)</b>		<b>(49,127.68)</b>		<b>-108.87%</b>























*Account Activity Summary  
Hickman  
01/01/2025 - 03/31/2025*

<i>Beginning Value - Investment Account</i>	\$	2,877,627.50
<i>Beginning Value - Alternative Invest. Acct.</i>	\$	226,984.82
<b>Total Beginning Value</b> <sup>1 See Definitions</sup>	<b>\$</b>	<b>3,104,612.32</b>
<b><i>Additions</i></b> <sup>2</sup>		
<i>Contributions</i> <sup>3</sup>	\$	-
<i>Dividends &amp; Interest</i> <sup>4</sup>	\$	23,057.29
<b><i>Withdrawals</i></b> <sup>5</sup>		
<i>TSBA Fee</i> <sup>6</sup>	\$	(1,940.38)
<i>MS Fees</i> <sup>7</sup>	\$	(1,909.61)
<i>System Distributions</i> <sup>8</sup>	\$	-
<b><i>Unadjusted Investment Earnings</i></b> <sup>9</sup>	<b>\$</b>	<b>(31,803.07)</b>
<i>Ending Value - Investment Account</i>	\$	2,801,465.21
<i>Ending Value - Alternative Invest. Acct.</i>	\$	290,551.34
<b>Total Ending Value</b> <sup>10</sup>	<b>\$</b>	<b>3,092,016.55</b>

**Definitions:**

1. **Beginning Value:** The total account value at the start of business on the first day of the specified reporting period.
2. **Additions:** All credits to the account in which total account value is increased within the specified reporting period.
3. **Contributions:** The sum of total cash deposits and/or other asset transfers into the Morgan Stanley account from outside of the Morgan Stanley account and by instruction of the client within the specified reporting period.
4. **Dividends and Interest:** The sum of all dividend, interest, and capital gain payments credited to the account and those in the which settlement date lies within the specified reporting period. **NOTE:** Any dividend, interest, or capital gain distribution in which a settlement date lies outside of the reporting period or in which was included in the beginning value will not be included 'Dividends and Interest' total for the period.
5. **Withdrawals:** The sum of total cash and/or other asset transfers out of the Morgan Stanley account to any other account whether inside or outside of the firm.
6. **TSBA Fee:** The fee calculated by instruction of the client and is based on the account value at the end of business on the last day of the prior quarter.
7. **MS Fees:** The sum of all quarterly fees charged by Morgan Stanley and any adjustments made to this charge within the specified reporting period in which client is in agreement for investment advisory and brokerage services provided.
8. **System Distributions:** The sum of any distributions to the beneficiary (public school system) of the GASB 45 Trust within the specified reporting period.
9. **Unadjusted Investment Earnings:** The earnings of asset investments in the Morgan Stanley account unadjusted for any fees charged or withdrawals in the account by instruction of Morgan Stanley or the client and within the specified reporting period.
10. **Ending Value:** The Account Value at the end of business on the last day of the specified reporting period.

The information and data contained in this report are from sources considered reliable, but their accuracy and completeness is not guaranteed. This report has been prepared for illustrative purposes only and is not intended to be used as a substitute for monthly transaction statements you receive on a regular basis from Morgan Stanley Smith Barney LLC. Please compare the data on this document carefully with your monthly statements to verify its accuracy. The Company strongly encourages you to consult with your own accountants or other advisors with respect to any tax questions.

*Account Contribution Summary*  
*Hickman*  
*01/01/2025 - 03/31/2025*

ACTIVITY DATE	ACTIVITY	DESCRIPTION		TYPE
		<b>Total Deposits</b>	<b>0.00</b>	

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Account Dividend & Interest Summary  
Hickman  
01/01/2025 - 03/31/2025

ACTIVITY DATE	ACTIVITY	DESCRIPTION		TYPE
01/02/2025	Dividend	PACER US SML CAP CASH COWS ETF	173.39	Cash
01/02/2025	Dividend	PGIM SHORT-TERM CORP BOND Z	580.14	Cash
01/02/2025	Dividend	DWS SMALL CAP CORE S	30.28	Cash
01/02/2025	Dividend	PGIM TOTAL RETURN BOND Z	802.19	Cash
01/02/2025	Dividend	BLACKROCK HIGH EQ INCOME INST	1,673.06	Cash
01/02/2025	Dividend	JOHN HANCOCK BOND I	2,672.47	Cash
01/02/2025	Dividend	JANUS HENDERSON MLT SEC INC I	1,558.41	Cash
01/03/2025	Dividend	CION ARES DIVERSIFIED CREDIT U	674.02	Cash
01/31/2025	Interest Income	MORGAN STANLEY PRIVATE BANK NA	9.61	Cash
02/03/2025	Dividend	PGIM SHORT-TERM CORP BOND Z	592.16	Cash
02/03/2025	Dividend	PGIM TOTAL RETURN BOND Z	801.24	Cash
02/03/2025	Dividend	BLACKROCK HIGH EQ INCOME INST	1,593.94	Cash
02/03/2025	Dividend	JOHN HANCOCK BOND I	2,178.30	Cash
02/03/2025	Dividend	JANUS HENDERSON MLT SEC INC I	1,510.89	Cash
02/04/2025	Dividend	CION ARES DIVERSIFIED CREDIT U	614.75	Cash
02/28/2025	Interest Income	MORGAN STANLEY PRIVATE BANK NA	4.43	Cash
02/28/2025	Interest Income	MORGAN STANLEY PRIVATE BANK NA	1.42	Cash
02/28/2025	Interest Income	MORGAN STANLEY BANK N.A.	3.44	Cash
03/03/2025	Dividend	PGIM SHORT-TERM CORP BOND Z	447.67	Cash
03/03/2025	Dividend	PGIM TOTAL RETURN BOND Z	746.24	Cash
03/03/2025	Dividend	BLACKROCK HIGH EQ INCOME INST	1,710.77	Cash
03/03/2025	Dividend	JOHN HANCOCK BOND I	2,142.49	Cash
03/03/2025	Dividend	JANUS HENDERSON MLT SEC INC I	1,470.46	Cash
03/04/2025	Dividend	CION ARES DIVERSIFIED CREDIT U	558.86	Cash
03/21/2025	Dividend	ISHARES CORE S&P U.S. GROWTH	165.87	Cash
03/21/2025	Dividend	ISHARES CORE S&P U.S. VALUE	329.30	Cash
03/28/2025	Interest Income	MORGAN STANLEY PRIVATE BANK NA	2.23	Cash
03/28/2025	Interest Income	MORGAN STANLEY BANK N.A.	0.01	Cash
03/31/2025	Interest Income	MORGAN STANLEY PRIVATE BANK NA	9.25	Cash
		<b>Total Dividends and Interest</b>	<b>23,057.29</b>	

The information and data contained in this report are from sources considered reliable, but their accuracy and completeness is not guaranteed. This report has been prepared for illustrative purposes only and is not intended to be used as a substitute for monthly transaction statements you receive on a regular basis from Morgan Stanley Smith Barney LLC. Please compare the data on this document carefully with your monthly statements to verify its accuracy. The Company strongly encourages you to consult with your own accountants or other advisors with respect to any tax questions.

Account Fee Summary  
Hickman  
01/01/2025 - 03/31/2025

ACTIVITY DATE	ACTIVITY	DESCRIPTION		TYPE
01/07/2025	CASH TRANSFER	FUNDS TRANSFERRED	-1,940.38	Cash
01/08/2025	Service Fee	ADV FEE 01/01-01/31	-434.24	Cash
01/22/2025	Service Fee	NET PLATFORM FEE	0.00	Cash
02/07/2025	Service Fee	ADV FEE 02/01-02/28	-401.89	Cash
02/26/2025	Account Fee	BCJ26 PLACE FEE	-638.00	Cash
03/07/2025	Service Fee	ADV FEE 03/01-03/31	-435.48	Cash
		<b>Total Withdrawals</b>	<b>-3,849.99</b>	

**\*Cash Balance Includes Cash, Bank Deposits, MMF Balance, and Unsettled Cash.**

Unless otherwise indicated, this information is not intended to be a substitute for the official account statements that you receive from us. This information is approximate and subject to adjustment, updating and correction and is for illustrative and general reference purposes only. We are not responsible for any clerical, computational or other inaccuracies, errors or omissions. We obtain market values and other data from various standard quotation services and other sources, which we believe to be reliable. However, we do not warrant or guarantee the accuracy or completeness of any such information. The values that you actually receive in the market for any investment may be higher or lower than the values reflected herein. To the extent there are any discrepancies between your official account statement and this information, you should rely on the official account statement. This information should not be considered as the sole basis for any investment decision. The Bank Deposit Program (BDP) is a cash sweep feature whereby clients can choose to have their available free credit balances automatically deposited into interest bearing, FDIC-insured deposit accounts at up to three banks ("Program Banks"): (1) Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association (together, the "Morgan Stanley Banks"), or (2) Citibank, N.A. The Program Banks are FDIC members. Morgan Stanley Smith Barney LLC ("Morgan Stanley") is a registered broker-dealer, not a bank. Morgan Stanley and the Morgan Stanley Banks are affiliates. Unless specifically disclosed to you in writing, other investments and services offered to you through Morgan Stanley are not insured by the FDIC, are not deposits or other obligations of, or guaranteed by, the Program Banks and involve investment risks, including possible loss of principal amount invested. External Assets - Certain assets listed in this view are based upon information provided by you, your client or other external sources and are not part of accounts that you manage at Morgan Stanley. Assets not held with Morgan Stanley may not be covered by SIPC protection or by additional protection under Morgan Stanley's excess insurance coverage plans. Morgan Stanley may include information about these external assets in this view solely as a service to you, and Morgan Stanley is not responsible for the accuracy of any information provided by external sources, including but not limited to, you, your client or another financial institution. You are responsible for ensuring the accuracy of such information. Generally, any financial institution that holds securities is responsible for year-end reporting (Internal Revenue Service (IRS) Form 1099) and separate periodic statements, which may vary from Morgan Stanley's information due to different tax reporting periods.

**The information and data contained in this report are from sources considered reliable, but their accuracy and completeness is not guaranteed. This report has been prepared for illustrative purposes only and is not intended to be used as a substitute for monthly transaction statements you receive on a regular basis from Morgan Stanley Smith Barney LLC. Please compare the data on this document carefully with your monthly statements to verify its accuracy. The Company strongly encourages you to consult with your own accountants or other advisors with respect to any tax questions.**



Hickman County Schools Board Agenda Item Request

Date: April 8, 2025

Name of School: HCMS

Item Request: Overnight Basketball Camp

Explanation:

HCMS Boy's Basketball Coach is requesting to take his team to Bethel's summer basketball camp June 5<sup>th</sup> - 7<sup>th</sup>. They would like to stay overnight on the 5<sup>th</sup> and 6<sup>th</sup>.

Attachments (if necessary and appropriate):

Signature of Person requesting to be placed on the agenda:

Mason Floyd (Mason Floyd)

Signature of Building Principal:

Jima S. Shipper

This is a request for May. ☺



Hickman County Schools Board Agenda Item Request

Date: 4/1/25

Name of School: Hickman County HS

Item Request: Volleyball Trip Request

Explanation:

HCHS Volleyball is requesting permission to attend UTC Volleyball Camp in Chattanooga, TN from July 17-19. There will be 10 athletes and 2 coaches in attendance. This will be to strengthen our skills and team culture.

Attachments (if necessary and appropriate):

Signature of Person requesting to be placed on the agenda:

Rachna Hudgins

Signature of Building Principal:

Robb Emerson



Hickman County Schools Board Agenda Item Request

Date: 4-17-25

Name of School: Hickman County School

Item Request: Overnight Summer Camps - HCAS Girls BB

Explanation:

We are wanting to attend Wayne County Camp June 1-4, and  
Bethel University Camp June 8-11. We will take school  
transportation van or bus. We will have female chaperones for  
each camp.

Attachments (if necessary and appropriate):

Signature of Person requesting to be placed on the agenda:

[Handwritten Signature]

Signature of Building Principal:

Ruby Emerson



Hickman County Schools Board Agenda Item Request

Date: April 23, 2025

Name of School: Hcms

Item Request: Overnight Team Camp @ Bethel University

Explanation:

Coach Ron Puckett is requesting to take his Girls Basketball Team to an overnight Camp @ Bethel University June 12-14.

Attachments (if necessary and appropriate):

Signature of Person requesting to be placed on the agenda:

[Handwritten Signature]

Signature of Building Principal:

[Handwritten Signature]

April 12, 2025

To whom it may concern:

We are requesting a job share position for the 2025-2026 school year. The purpose of requesting a job share position is to be able to better care for our young families while continuing to serve as educators. We held a job share position for 2016-2017, 2017-2018, 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023, 2023-2024, and 2024-2025 school years, but we understand that according to Board Policy 5.1051: Job Sharing Guidelines, that this position is based on year to year approval by the board. The following attachment includes our plan and other important information regarding job sharing.

Thanks for your consideration on this matter.

Sincerely,



Ashley Rochelle



Meredith Qualls



**Centerville Intermediate School**

**110 Mary Field Avenue  
Centerville, TN 37033**



**Phone 931-729-2748**

**Fax 931-729-5497**

**Principal, Rose Korte Stites**

**Assistant Principal, Tarrah Lawson**

April 12, 2025

To John Mullins and Hickman County Board Members,

I am requesting that you consider Ashley Rochelle and Meredith Qualls for a job share position for the 2025-2026 school year at Centerville Intermediate School. The request for this position has been granted previously for these teachers at Centerville Elementary School. Mrs. Rochelle and Mrs. Qualls have a reputation of strong classroom management, high-quality instructional strategies, and effective communication with parents, students, and staff. They would be an asset to Centerville Intermediate.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Rose Korte Stites". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

## **The Job-Share Plan for 2025-2026**

- Ashley will work every Monday and Wednesday.
- Meredith will work every Tuesday and Thursday.
- Ashley and Meredith will alternate each Friday.
- Both teachers will be responsible for teaching assigned subject areas on their designated day.
- Both teachers will be present for Inservice.
- One teacher will fill in for the other teacher should the need arise as much as possible.
- Teachers will keep a communication log. The log will be used daily to keep each other informed and record pertinent information such as attendance, student behavior, notes from parents, and school news.
- If approved, teachers will provide a detailed calendar for the 2025-2026 school year.

### **Positives to Consider**

- Both teachers requesting to job share have had a Level 5 in overall effectiveness in the past.
- Teachers have taught together for over 8 years and have very similar classroom management and teaching styles.
- Teachers successfully job shared for the 2016-2017, 2017-2018, and 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023, 2023-2024, and 2024-2025 school years.
- Students benefit from a variety of teaching styles and two fresh, energized educators.

-Quality of teaching may be improved due to a “two heads are better than one” problem solving approach.

-School system saves money due to teachers not receiving benefits.

-Job sharing is a practice in many surrounding counties, in grades that include even as young as kindergarten. Our school system has had a successful job sharing experiences in the past.

-By being exposed to the styles of two teachers, children learn to work with different people and personalities. The ability to work with others is a valuable lifelong skill that all people need throughout their time in school and later in the workforce.

-Children who have behavior problems get a fresh start every day. Negative feelings are less likely to carry over to the next morning.

-In studies done in the United States, all administrators surveyed agreed that job sharing had not diminished the quality of education... (Garman, 1988). Similarly, seventy-five percent of parents in another study felt that the quality of their children’s education had either improved or stayed the same in job sharing classrooms.

-Consider this analogy: Children have two parents. They love both of them for different reasons and are comfortable with them. The two parents are different from each other and will react differently to similar situations. Children can understand this. When children have two teachers, it is not unlike having two parents. The two teachers are individuals who are appreciated for different reasons. Their expectations are alike; their personalities are different. It is not difficult for a child to accept the two people and to learn from each of them.

-It is educationally valuable for students to be exposed to different styles and energies. They benefit from the variety and enjoy the enthusiasm of two different educators.

## **Parent Survey**

-An anonymous parent input survey was sent home in February 2017 in regard to the 2016-1017 job share experience . Parents were asked to rate the job-share experience based on seven categories: overall communication, teacher accessibility, academic growth, meeting students' individual needs, classroom environment, overall student happiness, and discipline. This survey was based on a scale of 1 to 4 (1 being low, 4 being high). Out of the surveys returned, every one of the 7 categories had an **average** of 4.

Parent Quotes from the survey:

“It’s been a great year!”

“It has been great. There has been wonderful support from both teachers, and we greatly appreciate it.”

“This year was the first year with a co-teacher classroom. I thought it was great. My daughter really enjoyed the co-teacher experience.”

“I really believe that having co-teachers is great.”

“This experience has been really good. The students seem very happy as do the teachers.”

### **Other Quotes Concerning Job-Sharing**

“The year I job shared was the best year ever. It can be great for kids if it is the right team. In Sumner County at my school right now there are two job shares. One is extremely dynamic in Kindergarten, and the other is a 5th grade team.” - Tressa Sanders (Former employee and job share position holder of Hickman County Schools)

“When my daughter was in kindergarten at Gower Elementary in Nashville she had teachers that job shared. One teacher worked Mon, Tues and every other Wed and the other worked Thurs, Fri and every other Wed. If one of them needed a day off for personal reasons or sick kids the other took her spot so they never needed a sub! This was a great experience for us. Our daughter loved both teachers and the different qualities

they brought. The kids got so many different ways of learning between the two of them!”- Sarah Price (Parent of a child in a job share classroom)

Apr 21, 2025

To whom it may concern:

We are requesting a job share position for the 2025-2026 school year. The purpose of requesting a job share position is to continue to provide intervention for our students and provide teacher support at CIS. This job share opportunity will allow us to fulfill our family obligations at home (grandchildren and elderly parents) and continue to provide our knowledge of teaching to students and faculty. We currently work successfully together in this position. We understand that according to Board Policy 5.1051:Job Sharing Guidelines, that this position is based on yearly approval by the board.

We appreciate your consideration in approving our 2025-2026 school year job share. Please find attached information detailing job duties and responsibilities for the next school year.

Sincerely,

  
Dusty Covington

Tammy Potts



April 21, 2025

To Mr. John Mullins and Hickman Co. Board Members,

I am requesting that you consider Dusty Covington and Tammy Potts for a job share position for the 2025-2026 school year at Centerville Intermediate School. Mrs. Covington and Mrs. Potts were each granted a 100 day contract previously at CIS.

Mrs. Covington is currently and has served as the Academic Facilitator for CIS for six years and served our school system for the last 17 years in teacher capacities.

Mrs. Potts retired December 2022 after working in Hickman and Rutherford County Schools. Mrs. Potts returned to her hometown and began working to fulfill the RTI needs at CIS. Mrs. Potts stepped up and took an active role while Mrs. Covington was out for a necessary medical leave. She shared the Academic Facilitator role this current year.

They have a reputation of high quality instructional strategies, effective communication with parents, students, and staff, and proven data showing these strengths. They will be a great asset to CIS for the upcoming school year.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Rose Korte Stites", with a stylized flourish at the end.

Rose Korte Stites

## **2024-2025 Job Share Plan:**

- Mrs. Covington will work Monday and Wednesday.
- Mrs. Potts will work Tuesday and Thursday.
- Fridays will be alternated.
- If approved, teachers will provide a detailed calendar for the 2024-2025 school year.
- Both teachers will attend inservice for the first full week, during the school year, professional development as necessary, and other required school activities.
- One teacher will fill in for the other teacher should the need arise as much as possible (rather than getting a substitute).
- Teachers will communicate effectively through notes, emails, or any necessary means to ensure that student and teacher needs are met.

## **Duties:**

- Both teachers will work together to oversee RTI placement, schedules, fidelity checks, and implementation.
- Both will have a focus centered on helping teachers and students close the early learning gaps. Modeling when necessary.
- Both will have a curriculum/planning/data approach with teachers. Modeling when necessary.
- Both teachers will provide RTI instruction as needed.
- Both teachers will be available for testing purposes.
- Both teachers will assist administrators as needs arise.

## **Positives To Consider:**

- Both teachers requesting job shares have had Level 5 effectiveness in the past.
- Teachers have almost 40+ years of combined experience working with students in grades Pre-K-5.
- Teachers successfully worked together as a team previously.
- Mrs. Potts is a retired teacher and through job share opportunities, she is able to continue to help students and teachers and not exceed her 120 days. This allows her to maintain her retirement status.
- In the event of unforeseen circumstances, the role does not suffer. For example, when Mrs. Covington was forced to take a medical leave in the past, Mrs. Potts was able to fulfill her duties.
- School system saves money due to teachers not receiving benefits.
- In studies done in the United States, all administrators surveyed agreed that job sharing had not diminished the quality of education... (Garman, 1988). Similarly, seventy-five percent of parents in another study felt that the quality of their children's education had either improved or stayed the same in job sharing classrooms.
- It is educationally valuable for students to be exposed to different styles and energies. They benefit from the variety and enjoy the enthusiasm of two different educators.

## Sample Motion

I authorize the Director of Schools to submit Grants, Applications, Reports, Amendments and Addenda including Federal Applications and Budgets, and any other grants or awards in closing the 2024-2025 school year and for the rising 2025-2026 school year on behalf of the Hickman County School System.



Hickman County Schools Board Agenda Item Request

Date: 4/16/25

Name of School: Maintenance Department

Item Request: Annual Paving & Patching Results

Explanation:

We had 1 bid for the annual paving & patching. Sessions Paving was the only bid.

Attachments (if necessary and appropriate):

Bid results attached.

Signature of Person requesting to be placed on the agenda:

\_\_\_\_\_

Signature of Building Principal:

Bill Lynch - Maintenance Director

\_\_\_\_\_

The Hickman County Finance Office will be accepting sealed bids for "Annual Paving and Patching".

Bid prices must be good for **July 1, 2025 – June 30, 2026**.

All bidders are required to submit a conflict-of-interest disclosure form that can be obtained at <https://www.hickmank12.org/requestforproposal>.

Specifications may be found at <https://www.hickmank12.org/requestforproposal>, or by contacting the building maintenance office at 931-729-3391 ext. 3.

Bidders must meet TCA 49-5-406 and all other state, federal and local guidelines and laws regarding working on school properties.

Bidders are required to attach:

- TN Paving contractor's license
- 1-million-dollar liability insurance
- workers compensation insurance
- A conflict-of-interest disclosure form can be obtained at <https://www.hickmank12.org/requestforproposal>.
- Iran Divestment Act Certification
- Non-Boycott of Israel Certification
- Background Acknowledgement Form

Sealed bids must be mailed, or hand delivered to the Hickman County Finance Office, 114 North Central Ave, Suite 203, Centerville, TN 37033 and clearly marked "Annual Paving, Patching, and Striping Bid" on the outside of the mailing envelope.

Bids will be opened on April 15, 2025, at 10:00 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept and reject any and all bids or parts of bids, and to waive any informalities that may prevent the acceptance of a better bid.

Bid Rec'd Sessions Paving

Present Remy Mayberry  
Misty Weems

## PAVING

Bid Specifications: Bid form (use this form to bid please).

### Scope:

All paving costs include cleaning, milling, key joints, and tie ins, removal of any vegetation, cleaning of loose sand and millings and the application of the required tack coats per the standard DOT specifications and laying of topcoat as per each of the line items below. Any low drains, utility covers, riser are to be included, unless the paving grade is milled down near the level surface of the finished and final topping. There are not to be any trip hazards and water is not to pond on the surface and be subject to freezing ice hazards. Must be smooth and graded level to travel with properly pitched draining.

### GENERAL ANNUAL PAVING BID:

#### OVERLAY:

Price per square yard for 2-inch overlay rolled to 1.5-inch thickness

\$ \$ 18.<sup>70</sup> per square yard.  
*Eighteen dollars and Seventy Cents.*

#### BINDER /PAVING:

Repaving to include 2-inch of CW grade to (220# per square yard) with binder and additional 1.5-inch finished rolled (165# per square yard) topcoat.

\$ 47.<sup>50</sup> per square yard.  
*Forty-Seven Dollars and Fifty Cents.*

#### MILLING:

Sawing/Demo or Milling existing pavement by the square yard removed down to 4-inches, to include sawing and hauling off/disposal of the excess debris.

\$ 15.<sup>00</sup> per square yard.  
*Fifteen Dollars.*

*Sessions Paving Company  
by Robert A. Hutcherson  
President*

PATCH PAVING:

To saw cut, remove all loose broken materials, including the removal of any wet earth, ensuring solid dry compaction layer is exposed, adding back a minimum of 4-inches of pug and rock material rolled with 2-inches of CW binder, and 1.5-inches of topcoat rolled to smooth level seams to grade.

\$ 220.<sup>00</sup> per square yard.  
*Two Hundred and Twenty Dollars.*

GENERAL GRADING/DITCHING/DRAINS/CURTAIN DRAINS:

General Earth removal "during a paving work", such as undercutting, ~~drainpipe or curtain drain installation~~, ditching for removal of excess clay dirt.

\$ 200.<sup>00</sup> per <sup>cubic</sup> ~~square~~ yard. *ok*

Note: Any necessary <sup>RNH</sup> drainpipe, curtain drain installation, or similar work to be negotiated. Pricing is only for undercutting or removal of excess material to be replaced with stone. <sup>RNH</sup>

*Sessions Paving Company  
by Robert A. Hutchinson  
President*

**Hickman County Government**  
**Conflict of Interest Disclosure Form**

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 4/15/2025 Name: Sessions Paving Company

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 4/15/2025 Signature: Robert A. Hutcherson  
*President*

## IRAN DIVESTMENT ACT CERTIFICATION

I understand that under the Iran Divestment Act, T.C.A. 12-12-101 – 12-12-113, political subdivisions in Tennessee are prohibited from entering into any procurement or contract over \$1,000 with a person who engages in investment activities in Iran. The state's chief procurement officer, as required by T.C.A. 12-12-106, has created a list of persons who engage in investment activities in Iran. Any person who is on the list is ineligible to contract with any political subdivision of the State of Tennessee, and any such contract will be considered void under T.C.A. 12-12-110. The list is published on the Tennessee Department of General Services' website at:

[https://www.tn.gov/content/dam/tn/generalservices/documents/cpo/library/cpo-library/public-information-library/List of persons pursuant to Tenn. Code Ann. 12-12-106 Iran Divestment Act updated with NY06-07-23.pdf](https://www.tn.gov/content/dam/tn/generalservices/documents/cpo/library/cpo-library/public-information-library/List%20of%20persons%20pursuant%20to%20Tenn.%20Code%20Ann.%2012-12-106%20Iran%20Divestment%20Act%20updated%20with%20NY06-07-23.pdf)

### CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A 12-12-106.

Bidder Name: Sessions Paving Company

Bidder Signature: Robert A. Hutcherson President

Date: 4/15/2025

**State of Tennessee**  
**Non-Boycott of Israel Certification**

The Bidder certifies that it is not currently engaged in and will not for the duration of the contract engage in a boycott of Israel as defined by Tenn. Code § 12-4-119. This provision shall not apply to contracts with a total value of less than two hundred fifty thousand dollars (\$250,000) or to contractors with less than ten (10) employees.

According to the law, a boycott of Israel means engaging in refusals to deal, terminating business activities, or other commercial actions that are intended to limit commercial relations with Israel, or companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel to do business, or persons or entities doing business in Israel, when such actions are taken:

1. In compliance with, or adherence to, calls for a boycott of Israel, or
2. In a manner that discriminates on the basis of nationality, national origin, religion, or other unreasonable basis, and is not based on a valid business reason. Tenn. Code § 12-4-119

Signature: Sessions Paving Company  
by Robert N. Hutcherson

Print: Robert N. Hutcherson President

Date: 4/15/2025

Phone/Email: (615) 356-0600 rn.hutcherson@sessionspaving.com

## Background Check Acknowledgement Form

Contractor is required to meet al TCA 49-5-406, local, state, and federal laws regarding "workers on school properties." The Hickman County Board of Education further requires that no prior felons, drug offenders, or sexual registered offenders work on any school properties.

Contractors will be required to wear contractor provided identification when on school premises. The contractor may be asked to provide proof of background check.

Signature: Sessions Paving Company  
By Robert N. Hutcherson

Print: Robert N. Hutcherson

Title: President

Date: 4/15/2025

CONTRACTOR DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF TENNESSEE  
COUNTY OF DAVIDSON

1. Now comes the Affiant, who being duly sworn, deposes and says:

2. He/she is the principal officer for SESSIONS PAVING COMPANY  
(Name and Address of Bidding Entity)  
P.O. Box 90266 (6535 Robertson Avenue) Nashville, TN 37209

3. That the bidding entity has submitted a bid to Hickman County, TN  
(Owner)  
for the construction of Annual Paving, Patching, and Striping  
(Name of Project)  
Good for 7/1/2025 - 6/30/2026

4. That the bidding entity employs no less than five (5) employees.

5. That the Affiant certifies that the bidding entity has in effect, at the time of submission of its bid to perform the construction referred to above, a drug-free workplace program that complies with § 50-9-113, *Tennessee Code Annotated*.

6. That this affidavit is made on personal knowledge.

Further Affiant saith not.

Robert N. Hutcherson  
AFFIANT President

STATE OF TENNESSEE  
COUNTY OF DAVIDSON

Before me personally appeared Robert N. Hutcherson, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledges that such person executed the foregoing affidavit for the purposes therein contained.

Witness my hand and seal at office this 15<sup>th</sup> day of April, 20 25.

Jean M. Starkey  
Notary Public

My commission expires January 22, 2029





STATE OF TENNESSEE  
DEPARTMENT OF  
COMMERCE AND INSURANCE



SESSIONS PAVING COMPANY

ID NUMBER: 6962  
LIC STATUS: ACTIVE  
EXPIRATION DATE: January 31, 2026

BOARD FOR LICENSING CONTRACTORS  
CONTRACTOR

THIS IS TO CERTIFY THAT ALL REQUIREMENTS  
OF THE STATE OF TENNESSEE HAVE BEEN MET

SESSIONS PAVING COMPANY  
P.O. BOX 90266  
NASHVILLE, TN 37209-0266

# State of Tennessee

13728925

BOARD FOR LICENSING CONTRACTORS  
CONTRACTOR  
SESSIONS PAVING COMPANY

*This is to certify that all requirements of the State of Tennessee have been met.*

ID NUMBER: 6962  
LIC STATUS: ACTIVE  
EXPIRATION DATE: January 31, 2026  
UNLIMITED; BC; CE-A; CE-B; HC-D; HRA; MU



IN-1313  
DEPARTMENT OF  
COMMERCE AND INSURANCE





Hickman County Schools Board Agenda Item Request

Date: 4/16/25

Name of School: Maintenance Department

Item Request: Annual Sealing and Striping Bid Result

Explanation:

We had 4 bids for the annual sealing and striping bid.

American Stripers was the lowest bidder overall.

Attachments (if necessary and appropriate):

Bid results attached.

Signature of Person requesting to be placed on the agenda:

Signature of Building Principal:

Bill Lynch - Maintenance Director

The Hickman County Finance Office will be accepting sealed bids for "Annual Sealing and Striping".

Bid prices must be good for **July 1, 2025 – June 30, 2026**.

All bidders are required to submit a conflict-of-interest disclosure form that can be obtained at <https://www.hickmank12.org/requestforproposal>.

Specifications may be found at <https://www.hickmank12.org/requestforproposal>, or by contacting the building maintenance office at 931-729-3391 ext. 3.

Bidders must meet TCA 49-5-406 and all other state, federal and local guidelines and laws regarding working on school properties.

Bidders are required to attach:

- TN business license
- 1-million-dollar liability insurance
- workers compensation insurance
- A conflict-of-interest disclosure form can be obtained at <https://www.hickmank12.org/requestforproposal>.
- Iran Divestment Act Certification
- Non-Boycott of Israel Certification
- Background Acknowledgement Form

Sealed bids must be mailed, or hand delivered to the Hickman County Finance Office, 114 North Central Ave, Suite 203, Centerville, TN 37033 and clearly marked "Annual Paving, Patching, and Striping Bid" on the outside of the mailing envelope.

Bids will be opened on April 15, 2025, at 10:30 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept and reject any and all bids or parts of bids, and to waive any informalities that may prevent the acceptance of a better bid.

Present Penny Mayberry  
Misty Weems

4 Bids rec'd  
see attached

Bid specifications: Bid form (use this form format to bid please).

Scope:

- Seal coating, crack filling, and re-striping of parking lot.
- This includes:
  - Preparation prior to sealcoating the entire area will be swept and cleaned of all debris with commercial blowers.
  - Oil spots will be cleaned and primed as necessary.
  - Adjust any drainage basins/manhole covers prior to asphalt patch installation
- Striping – Re-stripe the parking lots to approved color and lay-out including all lines, handicap stencils, hashes, crosswalks, curbing and other noted
- Contractor will dispose of all refuse and debris collected during preparation operations.

**ANNUAL PARKING LOT MAINTENANCE:**

Crack sealing:

Cost to remove all vegetation from cracks, scrape, shovel, blow out, sweep, clean pavement of all granular dirt build-up including drains. Add HOT SLURRY filling of all cracks, level with a mopped finish.

\$ 1.00 per linear foot.

SEALING:

Cost to remove any vegetation, clean pavement and simply spray **TWO COATS** of parking lot sealer.

\$ .18 per square foot.

## STRIPING by SCHOOL:

\*Note – HCBOE reserves the right to divide/award the striping portion of this bid to bidders that only do striping, in the event we receive a better bid.

Striping bid requires that the parking lot is blown clean of all loose granular debris and removed from the paved area, curbs, and drains prior to painting stripes. All striping is to conform to meeting the most recent and latest ADA accessibility laws and regulations. All paint to get double coated.

### Locations for Striping Pricing:

Centerville Elementary School, 104 Mary Field Avenue, Centerville TN 37033  
(includes street turn lane, front parking lot, side bus lane, and the rear back parking area.)

\$ 2,916.00 Double Paint

\$ 16,830.00 Sealing Lot

Centerville Intermediate School, 110 Mary Field Avenue, Centerville TN 37033  
(includes turn in from the city street, the front parking lot, main drive, and side turn-around, exiting back to ending at the edge of the city street.)

\$ 1,626.00 Double Paint

\$ 11,842.00 Sealing Lot

Hickman County Middle School, 1639 Bulldog Blvd, Centerville TN 37033  
(Vineyard Field Drive, and to include the main front of the building, the side gym, and the donut parking lot at the rear to the school.)

\$ 2,806.00 Double Paint

\$ 18,017.00 Sealing Lot

Hickman County High School, 1645 Bulldog Blvd., Centerville TN 37033

(to include the 360 circle drive around the building, all parking areas front, side and back, the upper soccer field spaces, and the all parking at the rear administrative building. All markings, arrows and road highway center lanes to be properly yellow lanes marked, all spaces to be white striped.)

\$ 15,067.00 Double Paint

\$ 61,242.00 Sealing Lot

East Hickman Elementary School, 5191 Hwy 100, Lyles TN 37098

(to include the road markings around all three main driveways entering all three schools, road letters identifying the four-letter school names, i.e., EHES, EHIS, EHMS, then the front of the EHES parking lot lanes, all arrows, yellow dividing traffic lanes markings, road letters, and stop bars per the principal preference, as well as the fire lanes.)

\$ 4,848.00 Double Paint

\$ 13,362.00 Sealing Lot

East Hickman Intermediate School, 5198 East Eagle Drive. Lyles TN 37098

(to include front and rear donut lot area of the school building and roads, enter and exit arrows, crosswalks, parking spaces, and fire lane.)

\$ 2,016.00 Double Paint

\$ 8,656.00 Sealing Lot

East Hickman Middle School, 9414 East Eagle Drive, Lyles Tn 37098

(to include all road front, entire gym side, and rear lot parking areas, arrows and markings to enter and exit.)

\$ 3,145.00 Double Paint

\$ 21,597.00 Sealing Lot

East Hickman High School, 7700 Hwy 7, Lyles TN 37098

(to include all markings surrounding the entire campus, which includes road traffic markings, front, rear and side parking lots as well as outlying athletic parking lots, tennis softball and baseball fields, two divided lanes adding 15 mph every 300ft starting at the entrance and down the road circling around the school. All stop bars painted, arrows and directional markings ending at the gates. Main Hwy 7 entrance to refresh the stop bars and divider lanes.)

\$ 20,750.00 Double Paint

\$ 81,810.00 Sealing Lot

Bid specifications: Bid form (use this form format to bid please).

Scope:

- Seal coating, crack filling, and re-striping of parking lot.
- This includes:
  - Preparation prior to sealcoating the entire area will be swept and cleaned of all debris with commercial blowers.
  - Oil spots will be cleaned and primed as necessary.
  - Adjust any drainage basins/manhole covers prior to asphalt patch installation
- Striping – Re-stripe the parking lots to approved color and lay-out including all lines, handicap stencils, hashes, crosswalks, curbing and other noted
- Contractor will dispose of all refuse and debris collected during preparation operations.

**ANNUAL PARKING LOT MAINTENANCE:**

Crack sealing:

Cost to remove all vegetation from cracks, scrape, shovel, blow out, sweep, clean pavement of all granular dirt build-up including drains. Add HOT SLURRY filling of all cracks, level with a mopped finish.

\$ 2.00 per linear foot.

SEALING:

Cost to remove any vegetation, clean pavement and simply spray **TWO COATS** of parking lot sealer.

\$ .45 per square foot.

### STRIPING by SCHOOL:

\*Note – HCBOE reserves the right to divide/award the striping portion of this bid to bidders that only do striping, in the event we receive a better bid.

Striping bid requires that the parking lot is blown clean of all loose granular debris and removed from the paved area, curbs, and drains prior to painting stripes. All striping is to conform to meeting the most recent and latest ADA accessibility laws and regulations. All paint to get double coated.

#### Locations for Striping Pricing:

Centerville Elementary School, 104 Mary Field Avenue, Centerville TN 37033  
(includes street turn lane, front parking lot, side bus lane, and the rear back parking area.)

\$ 9,147.60 Double Paint  
\$ 38,723.57 Sealing Lot

Centerville Intermediate School, 110 Mary Field Avenue, Centerville TN 37033  
(includes turn in from the city street, the front parking lot, main drive, and side turn-around, exiting back to ending at the edge of the city street.)

\$ 4,315.89 Double Paint  
\$ 31,327.05 Sealing Lot

Hickman County Middle School, 1639 Bulldog Blvd, Centerville TN 37033  
(Vineyard Field Drive, and to include the main front of the building, the side gym, and the donut parking lot at the rear to the school.)

\$ 6,625.96 Double Paint  
\$ 39,592.56 Sealing Lot

Hickman County High School, 1645 Bulldog Blvd., Centerville TN 37033

(to include the 360 circle drive around the building, all parking areas front, side and back, the upper soccer field spaces, and the all parking at the rear administrative building. All markings, arrows and road highway center lanes to be properly yellow lanes marked, all spaces to be white striped.)

\$ 29,708.51 Double Paint

\$ 123,010.66 Sealing Lot

East Hickman Elementary School, 5191 Hwy 100, Lyles TN 37098

(to include the road markings around all three main driveways entering all three schools, road letters identifying the four-letter school names, i.e., EHES, EHIS, EHMS, then the front of the EHES parking lot lanes, all arrows, yellow dividing traffic lanes markings, road letters, and stop bars per the principal preference, as well as the fire lanes.)

\$ 6,589.18 Double Paint

\$ 70,754.96 Sealing Lot

East Hickman Intermediate School, 5198 East Eagle Drive. Lyles TN 37098

(to include front and rear donut lot area of the school building and roads, enter and exit arrows, crosswalks, parking spaces, and fire lane.)

\$ 6,589.18 Double Paint

\$ 70,754.96 Sealing Lot

East Hickman Middle School, 9414 East Eagle Drive, Lyles Tn 37098

(to include all road front, entire gym side, and rear lot parking areas, arrows and markings to enter and exit.)

\$ 6,589.18 Double Paint

\$ 70,754.96 Sealing Lot

East Hickman High School, 7700 Hwy 7, Lyles TN 37098

(to include all markings surrounding the entire campus, which includes road traffic markings, front, rear and side parking lots as well as outlying athletic parking lots, tennis softball and baseball fields, two divided lanes adding 15 mph every 300ft starting at the entrance and down the road circling around the school. All stop bars painted, arrows and directional markings ending at the gates. Main Hwy 7 entrance to refresh the stop bars and divider lanes.)

\$ 40,655.76 Double Paint

\$ 213,061.11 Sealing Lot

Bid specifications: Bid form (use this form format to bid please).

Scope:

- Seal coating, crack filling, and re-striping of parking lot.
- This includes:
  - Preparation prior to sealcoating the entire area will be swept and cleaned of all debris with commercial blowers.
  - Oil spots will be cleaned and primed as necessary.
  - Adjust any drainage basins/manhole covers prior to asphalt patch installation
- Striping – Re-stripe the parking lots to approved color and lay-out including all lines, handicap stencils, hashes, crosswalks, curbing and other noted
- Contractor will dispose of all refuse and debris collected during preparation operations.

ANNUAL PARKING LOT MAINTENANCE:

Crack sealing:

Cost to remove all vegetation from cracks, scrape, shovel, blow out, sweep, clean pavement of all granular dirt build-up including drains. Add HOT SLURRY filling of all cracks, level with a mopped finish.

\$ 0.90 per linear foot.

SEALING:

Cost to remove any vegetation, clean pavement and simply spray **TWO COATS** of parking lot sealer.

\$ 0.20 per square foot.

## STRIPING by SCHOOL:

\*Note – HCBOE reserves the right to divide/award the striping portion of this bid to bidders that only do striping, in the event we receive a better bid.

Striping bid requires that the parking lot is blown clean of all loose granular debris and removed from the paved area, curbs, and drains prior to painting stripes. All striping is to conform to meeting the most recent and latest ADA accessibility laws and regulations. All paint to get double coated.

### Locations for Striping Pricing:

Centerville Elementary School, 104 Mary Field Avenue, Centerville TN 37033  
(includes street turn lane, front parking lot, side bus lane, and the rear back parking area.)

\$ 4,836.<sup>00</sup> Double Paint  
\$ 19,350.<sup>00</sup> Sealing Lot

Centerville Intermediate School, 110 Mary Field Avenue, Centerville TN 37033  
(includes turn in from the city street, the front parking lot, main drive, and side turn-around, exiting back to ending at the edge of the city street.)

\$ 3,040.<sup>00</sup> Double Paint  
\$ 12,924.<sup>00</sup> Sealing Lot

Hickman County Middle School, 1639 Bulldog Blvd, Centerville TN 37033  
(Vineyard Field Drive, and to include the main front of the building, the side gym, and the donut parking lot at the rear to the school.)

\$ 5,104.<sup>00</sup> Double Paint  
\$ 23,833.<sup>00</sup> Sealing Lot

Hickman County High School, 1645 Bulldog Blvd., Centerville TN 37033

(to include the 360 circle drive around the building, all parking areas front, side and back, the upper soccer field spaces, and the all parking at the rear administrative building. All markings, arrows and road highway center lanes to be properly yellow lanes marked, all spaces to be white striped.)

\$ 19,194.<sup>00</sup> Double Paint

\$ 64,926.<sup>00</sup> Sealing Lot

East Hickman Elementary School, 5191 Hwy 100, Lyles TN 37098

(to include the road markings around all three main driveways entering all three schools, road letters identifying the four-letter school names, i.e., EHES, EHIS, EHMS, then the front of the EHES parking lot lanes, all arrows, yellow dividing traffic lanes markings, road letters, and stop bars per the principal preference, as well as the fire lanes.)

\$ 8,540.<sup>00</sup> Double Paint

\$ 61,659.<sup>00</sup> Sealing Lot

East Hickman Intermediate School, 5198 East Eagle Drive. Lyles TN 37098

(to include front and rear donut lot area of the school building and roads, enter and exit arrows, crosswalks, parking spaces, and fire lane.)

\$ 4,610.<sup>00</sup> Double Paint

\$ 10,845.<sup>00</sup> Sealing Lot

East Hickman Middle School, 9414 East Eagle Drive, Lyles Tn 37098

(to include all road front, entire gym side, and rear lot parking areas, arrows and markings to enter and exit.)

\$ 6,820.<sup>00</sup> Double Paint

\$ 16,344.<sup>00</sup> Sealing Lot

East Hickman High School, 7700 Hwy 7, Lyles TN 37098

(to include all markings surrounding the entire campus, which includes road traffic markings, front, rear and side parking lots as well as outlying athletic parking lots, tennis softball and baseball fields, two divided lanes adding 15 mph every 300ft starting at the entrance and down the road circling around the school. All stop bars painted, arrows and directional markings ending at the gates. Main Hwy 7 entrance to refresh the stop bars and divider lanes.)

\$ 23,050.<sup>00</sup> Double Paint

\$ 104,206.<sup>00</sup> Sealing Lot

Bid specifications: Bid form (use this form format to bid please).

Scope:

- Seal coating, crack filling, and re-striping of parking lot.
- This includes:
  - Preparation prior to sealcoating the entire area will be swept and cleaned of all debris with commercial blowers.
  - Oil spots will be cleaned and primed as necessary.
  - Adjust any drainage basins/manhole covers prior to asphalt patch installation
- Striping – Re-stripe the parking lots to approved color and lay-out including all lines, handicap stencils, hashes, crosswalks, curbing and other noted
- Contractor will dispose of all refuse and debris collected during preparation operations.

ANNUAL PARKING LOT MAINTENANCE:

Crack sealing:

Cost to remove all vegetation from cracks, scrape, shovel, blow out, sweep, clean pavement of all granular dirt build-up including drains. Add HOT SLURRY filling of all cracks, level with a mopped finish.

\$ 1.50 per linear foot.

SEALING:

Cost to remove any vegetation, clean pavement and simply spray **TWO COATS** of parking lot sealer.

\$ 0.24 per square foot.

Sessions Paving Company  
by Robert A. Hutcherson  
President

## STRIPING by SCHOOL:

\*Note – HCBOE reserves the right to divide/award the striping portion of this bid to bidders that only do striping, in the event we receive a better bid.

Striping bid requires that the parking lot is blown clean of all loose granular debris and removed from the paved area, curbs, and drains prior to painting stripes. All striping is to conform to meeting the most recent and latest ADA accessibility laws and regulations. All paint to get double coated.

### Locations for Striping Pricing:

Centerville Elementary School, 104 Mary Field Avenue, Centerville TN 37033  
(includes street turn lane, front parking lot, side bus lane, and the rear back parking area.)

\$ 5,785.<sup>00</sup> Double Paint

\$ 17,800.<sup>00</sup> Sealing Lot

Centerville Intermediate School, 110 Mary Field Avenue, Centerville TN 37033  
(includes turn in from the city street, the front parking lot, main drive, and side turn-around, exiting back to ending at the edge of the city street.)

\$ 3,640.<sup>00</sup> Double Paint

\$ 11,200.<sup>00</sup> Sealing Lot

Hickman County Middle School, 1639 Bulldog Blvd, Centerville TN 37033  
(Vineyard Field Drive, and to include the main front of the building, the side gym, and the donut parking lot at the rear to the school.)

\$ 6,500.<sup>00</sup> Double Paint

\$ 20,000.<sup>00</sup> Sealing Lot

*Sessions Paving Company*  
*by Robert A. Hutchinson*  
*President*

Hickman County High School, 1645 Bulldog Blvd., Centerville TN 37033

(to include the 360 circle drive around the building, all parking areas front, side and back, the upper soccer field spaces, and the all parking at the rear administrative building. All markings, arrows and road highway center lanes to be properly yellow lanes marked, all spaces to be white striped.)

\$ 17,275.<sup>00</sup> Double Paint

\$ 53,150.<sup>00</sup> Sealing Lot

East Hickman Elementary School, 5191 Hwy 100, Lyles TN 37098

(to include the road markings around all three main driveways entering all three schools, road letters identifying the four-letter school names, i.e., EHES, EHIS, EHMS, then the front of the EHES parking lot lanes, all arrows, yellow dividing traffic lanes markings, road letters, and stop bars per the principal preference, as well as the fire lanes.)

\$ 13,390.<sup>00</sup> Double Paint

\$ 41,200.<sup>00</sup> Sealing Lot

East Hickman Intermediate School, 5198 East Eagle Drive. Lyles TN 37098

(to include front and rear donut lot area of the school building and roads, enter and exit arrows, crosswalks, parking spaces, and fire lane.)

\$ 2,795.<sup>00</sup> Double Paint

\$ 8,600.<sup>00</sup> Sealing Lot

East Hickman Middle School, 9414 East Eagle Drive, Lyles Tn 37098

(to include all road front, entire gym side, and rear lot parking areas, arrows and markings to enter and exit.)

\$ 10,040.<sup>00</sup> Double Paint

\$ 30,900.<sup>00</sup> Sealing Lot

*Sessions Parking Company  
by Robert A. Hutchinson  
President*

East Hickman High School, 7700 Hwy 7, Lyles TN 37098

(to include all markings surrounding the entire campus, which includes road traffic markings, front, rear and side parking lots as well as outlying athletic parking lots, tennis softball and baseball fields, two divided lanes adding 15 mph every 300ft starting at the entrance and down the road circling around the school. All stop bars painted, arrows and directional markings ending at the gates. Main Hwy 7 entrance to refresh the stop bars and divider lanes.)

\$ 28,925.<sup>00</sup> Double Paint

\$ 89,000.<sup>00</sup> Sealing Lot

*Sessions Paving Company  
by Robert A. Hatcher  
President*

## 2025 - 2026 annual Sealing and Striping Bid Results

	Crack Sealing - per linear foot	Sealing per square foot
Jet Set LLC	\$2.00	\$0.45
American Stripers	\$1.00	\$0.18
Turner Asphalt	\$0.90	\$0.20
Sessions Paving	\$1.50	\$0.24

### Striping by School - Double Paint

	CES	CIS	HCMS	HCHS	EHES	EHIS	EHMS	EHHS	Totals
Jet Set LLC	\$9,147.60	\$4,315.89	\$6,625.96	\$29,708.51	\$6,589.18	\$6,589.18	\$6,589.18	\$40,655.76	\$110,221.26
American Stripers	\$2,916.00	\$1,626.00	\$2,806.00	\$15,067.00	\$4,848.00	\$2,016.00	\$3,145.00	\$20,750.00	\$53,174.00
Turner Asphalt	\$4,836.00	\$3,040.00	\$5,104.00	\$19,194.00	\$8,540.00	\$4,610.00	\$6,820.00	\$23,050.00	\$75,194.00
Sessions Paving	\$5,785.00	\$3,640.00	\$6,500.00	\$17,275.00	\$13,390.00	\$2,795.00	\$10,040.00	\$28,925.00	\$88,350.00

### Striping by School - Sealing Lot

	CES	CIS	HCMS	HCHS	EHES	EHIS	EHMS	EHHS	Totals
Jet Set LLC	\$38,723.57	\$31,327.05	\$39,592.56	\$123,010.66	\$70,754.96	\$70,754.96	\$70,754.96	\$213,061.11	\$657,979.83
American Stripers	\$16,830.00	\$11,842.00	\$18,017.00	\$61,242.00	\$13,362.00	\$8,656.00	\$21,597.00	\$81,810.00	\$233,356.00
Turner Asphalt	\$19,350.00	\$12,924.00	\$23,833.00	\$64,926.00	\$61,659.00	\$10,845.00	\$16,344.00	\$104,206.00	\$314,087.00
Sessions Paving	\$17,800.00	\$11,200.00	\$20,000.00	\$53,150.00	\$41,200.00	\$8,600.00	\$30,900.00	\$89,000.00	\$271,850.00



Hickman County Schools Board Agenda Item Request

Date: 4/16/25

Name of School: Maintenance Department

Item Request: Schools Janitorial Contract Bid Result

Explanation:

We had 1 bid for the school janitorial bid. SSC was the only bid received.

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Attachments (if necessary and appropriate):

Bid results attached.

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Signature of Person requesting to be placed on the agenda:

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Signature of Building Principal:

Bill Lynch - Maintenance Director

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The Hickman County Finance Office will be accepting bids for a 3 year "Schools Janitorial Contract" – July 1, 2025 – June 30, 2028.

All bidders must have a minimum of 5 years in the janitorial business of cleaning facilities of not less than 100,000 sq. ft. and up to 225,000 sq. ft.

Bidders must provide a notarized affidavit attached to the bid, that employees must be random drug tested yearly and have security background checks. Bidders must comply with TCA 49-5-406 local, state, federal regulations regarding working on school properties.

All bidders must attach:

- TN business license
- 1-million-dollar business insurance
- Workers compensation insurance certificates to the bid
- Background Acknowledgement Form
- Iran Divestment Act Certification
- Non-Boycott of Israel Certification
- A conflict-of-interest disclosure form can be obtained at <https://www.hickmank12.org/requestforproposal>.

Bidders are required to attend a pre-bid meeting. The pre-bid meeting will be held at East Hickman County High School, 7700 Hwy 7, Lyles TN, 37098 on April 1, 2025, at 9:00 a.m.

Specifications and Part B specs can be found online at: <https://www.hickmank12.org/requestforproposal>

Sealed bids must be mailed or hand delivered to the Hickman County Finance Office, 114 North Central Avenue, Suite 203, Centerville, TN 37033 and clearly marked on the outside of the envelope "Schools Janitorial Contract". Bids will be opened on April 14, 2025, at 11:00 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of the bids and to waive any informalities that would prevent the acceptance of a better bid.

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Bid Rec'd SSC 742,075.<sup>00</sup>

Present

Renny Mayberry  
Misty Wadsworth

## Service Fee Adjustments

### Annual Inflation Adjustment

As a standard practice, At the end of each year of an Agreement, the Annual Contract Price and any other fees in the Agreement ("Service Fees") shall be increased by an amount equal to the greater of: (i) Consumer Price Index -W, Less Food and Energy, for the most recently published 12-month period, as published by the U.S. Department of Labor, Bureau of Labor Statistics or (ii) Employment Cost Index, Private Industry, Compensation, Not Seasonally Adjusted – CIU20100000000000A. Should the applicable inflation rate over the most recently published 12-month period decrease, the Service Fees shall not change from the previous year.

**SSC has agreed to waive this inflation adjustment at Hickman County Schools for the next 2 years.**

### Labor Changes

The Annual Contract Price will be subject to change in the event of (i) a change to existing or new federal, state or local payroll taxes (including changes to any payroll based taxes or withholdings such as FICA, SUI and FUI); (ii) a change related to unionization of Contractor employees at a Facility (whether an initial collective bargaining agreement, amendments to an existing collective bargaining agreement, or the negotiation of a subsequent, successor collective bargaining agreement); (iii) an increase in the minimum wage rate or the enactment of any "living wage" laws by any governmental entity; and/or (iv) new or additional fees, taxes, assessments or other charges or costs incurred by Contractor arising out of changes to existing or new federal, state or local legislation or legal requirements related to employee medical insurance or other employee benefits. The Annual Contract Price will be increased to account for the change in such costs effective from the date such changes impose additional costs on Contractor.



# Total Financial Offering

As part of the largest global support services organization, SSC is proud to offer our clients unmatched financial resources and stability to support their long-term goals.

SSC Services for Education has decided to keep our pricing at a flat rate for the next 2 contract years. We have not proposed an increase from our current contract price and will be waiving our standard annual inflation adjustment (normally a 2.8% annual increase) until 2027.

This will save Hickman County Schools \$20,778 for the first year and an estimated \$21,360 for the second. The total value of these savings to Hickman County Schools is \$42,138.

## TOTAL ANNUAL COST

**2025: \$742,075**

**2026: \$742,075**

**2027: \$742,075**

SSC also remains committed to supporting and investing into our on-site team members to ensure that they are able to continually deliver the highest quality service and are well rewarded for their hard work.

We will be raising the Average Wage Rate for our hourly staff by 6.5%.

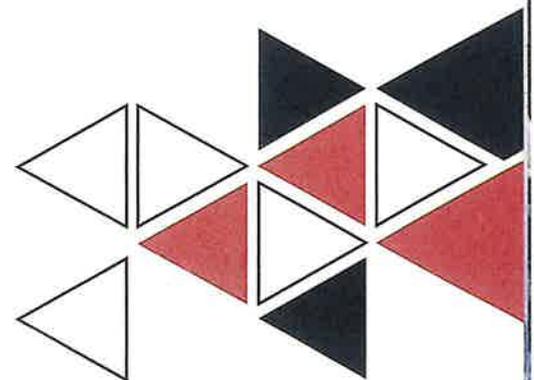
**Current Hourly Average Wage Rate: \$11.02/hour**

**Increased Hourly Average Wage Rate: \$11.74/hour**

SSC also recognizes the value that Unit Director, Victoria Cravens has offered Hickman County Schools and truly the whole community. We are very excited to be increasing her salary by 9.5%, a total raise of \$5,000 per year.

**Current Salary: \$52,607/year**

**Increased Salary: \$57,607/year**



# Proposed Contract Price Summary

We are committed to full operational and financial transparency in our partnership with Hickman County Schools. The table below details our proposed contract price, and below the table we have highlighted the data and creative solutions that went into building your custom proposal package.

<b>Custodial Staff &amp; Management</b>	<b>Salary</b>	<b>FTEs</b>	<b>School Days</b>	<b>Summer/Holiday</b>	<b>Annual Days</b>	<b>Annual Cost</b>
Unit Director	\$57,607	1				\$57,607
Dayporter	\$11.74/hr	7.1	180	25	205	\$108,302
General Cleaning	\$11.74/hr	18.3	180	25	205	\$324,905
Management Health Care Costs					22.6%	\$13,000
Hourly Health Care Costs					8.8%	\$38,307
Wage Associated Taxes, Insurances and Fringe Costs					15.2%	\$74,480
<b>Total Productive Labor</b>						<b>\$616,600</b>

<b>Other Operating Costs</b>	<b>Annual Cost</b>
Janitorial Supplies	\$12,375
Paper, Hand Soaps	\$28,500
General Liability Insurance	\$5,451
Computer Support and Updates	\$2,445
Computer Leasing Charge	\$1,560
Annual Cell Phone Service	\$1,200
Annual Vehicle Expense, Including Insurance, Maintenance, and Fuel	\$6,486
Leased Vehicles	\$9,191
Background Checks	\$788
Hourly Recruiting Fee	\$1,688
Employee Uniforms	\$3,825
Time Tracking	\$914
Regional and Corporate Support	\$28,353
	<b>Contribution to SSC Regional &amp; Corporate Support Includes:</b>
	• RVP & Regional Manager Support
	• Human Resources & Training
	• Purchasing
	• Accounting & Finance
	• Research & Development
	• Legal & Audit
<b>Total Other Operating Costs</b>	<b>\$102,775</b>
Contribution to Pre-Tax Profit	\$22,700
<b>Total Contract Price</b>	<b>\$742,075</b>



Hickman County Schools Board Agenda Item Request

Date: 4/23/25

Name of School: Maintenance Department

Item Request: Bleacher Services Contract

Explanation:

We received 2 bids for the bleacher service.

Bid #1 complete bid from Bleachers and Seats which is a Middle Tennessee company  
and will have a quicker response time.

Bid #2 from FaciliServ was an incomplete bid.

Attachments (if necessary and appropriate):

Bid results attached.

Signature of Person requesting to be placed on the agenda:

\_\_\_\_\_

Signature of Building Principal:

Bill Lynch - Maintenance Director

\_\_\_\_\_

The Hickman County Finance Office will be accepting bids for a "Bleacher Services Contract." This bid will be system wide for all schools. The bid will be for a period of 3 years with a mutual two-year extension option. This bid will be good for the period of July 1, 2025 – June 30, 2028. The bid is for inspection, maintenance, and repair of the bleachers and basketball goals in the Hickman County Schools.

All bidders must attach:

- A conflict-of-interest disclosure form can be obtained at <https://www.hickmank12.org/requestforproposal>.
- Iran Divestment Act Certification
- Non-Boycott of Israel Certification
- TN business license
- A 1-million-dollar liability insurance certificate
- Workers compensation insurance
- Business license
- Background Acknowledgement Form

Per TCA 49-5-406, all bidders' employees working on school properties must comply with all local, state, and federal laws.

Sealed bids must be mailed or hand-delivered to the Hickman County Finance Office, 114 North Central Avenue, Suite 203, Centerville, TN 37033, and clearly marked on the outside of the envelope "Bleacher Services Contract."

Bids will be opened on April 15, 2025, at 11:00 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of the bids and to waive any informalities that would prevent the acceptance of a better bid.

Complete the bid on B (specs) and submit your bid on those forms.

Specifications can be found at <https://www.hickmank12.org/requestforproposal>. Or by calling 391-729-3391 Ext 3.

Present Penny Mayberry  
Misty Weems

2 Bids Rec'd  
see attached

**Hickman County Schools**  
**Bleacher Services Contract RFQ**  
**Fisher Installations, LLC, dba Bleachers and Seats**  
**Bob Dold**  
**615-487-1214**  
**Bob@bleachersandseats.com**

## Outdoor Stadium Bleachers

- Outdoor stadium bleachers are to be inspected with recommendations for any repairs.

### Contract Rates

Annual Safety Inspection Costs: \$ 350<sup>00</sup> per bank

Labor Hour: \$ 85<sup>00</sup> per labor hour

Travel Charge: \$ 0 trip charge to the county

Materials: 50% % mark up of actual cost of materials

### Facility Modifications

- Add and cut stations for wheelchairs in the banks of bleachers on the lowest level of the gymnasiums.
- Widen the bleacher aisles to 48-inches in gymnasiums.
- Install auto-storing handrails compliant with ADA requirements.

### Contract Rates

Wheelchair Stations: N/A per station installed.\*

Bleacher Aisles: N/A cost per step.\*

Auto Self-Storing Handrails: N/A per installed.\*

\*These are custom solutions not possible to create on some older bleachers. A contract rate cannot be provided.

### Basketball Goals

- Inspection: All gymnasium basketball goals should be inspected to include cables, anchoring bolts, clamps, backboard mounts, operation of moving components, motor and key switch operations, and safety straps.
- Items such as back wall vinyl safety pads, nets, metal rims, and pads for each school should be noted and quoted directly to the Maintenance Director and not included as part of the general inspection bid.
- All basketball goals and frames should receive a wipe down of frames from the top of ceiling anchor pivot points to backboard glass goals to remove all dust.
- Goals should be lubricated at all pivot points and moving parts including slide pipe guides, pulley bearings, and bushings.
- Cables should be checked for movement on the proper guide wheels and adjusted accordingly.

- Limit switches should be checked and adjusted as needed. If limits cannot be set, the technician is to notify the designated maintenance representative from the Hickman County Board of Education, and the Maintenance Director should be contacted regarding the issue.

**Contract Rates**

Annual Basketball Goal Inspection: \$200<sup>00</sup> per goal.

Labor Hour: \$85<sup>00</sup> per labor hour.

Travel Charge: \$0 trip charge to the county.

Materials: 50<sup>00</sup> % mark up of actual cost of materials.

Cost of replacement goal straps (only if needed and on-site approved):

\$798<sup>00</sup>

# Repair Costs by Campus

Prices below are all-inclusive and reflect parts, labor & freight costs

## Centerville Elementary School

o Replace casters where frozen in place or broken. \$72.00 per wheel

o Replace or repair bent lower wheel channels. *Repair (if possible) \$198.00*

*If repair is not possible, this component cannot be replaced. Entire frame must be replaced. Each frame is priced differently. As example, tier 13 frame for this system delivered and installed cost is \$1,008.00*

o Replace or repair damaged lower alignment tabs.

*Lower alignment tabs are a factory welded part, must replace entire frame. Each frame is priced differently. As example, tier 13 frame for this system delivered and installed cost is \$1,008.00*

o Replace damaged upper alignment yokes and tighten or replace stop bolts. \$432.65

o Tighten or replace all bolts on existing undercarriage. \$396.00

o Inspect and repair all broken, twisted, or bent bracing. \$594.00

o Raise and align horizontal cantilever arms where cantilever arms are welded to vertical attachment bolted to riser. \$99.00

o Grease all moving and sliding parts if applicable by manufacturer standards of equipment. \$594.00

o Anchor and square rear vertical uprights and tighten or replace wall attachments. \$990.00

o Replace, repair, or adjust individual row locks located on wheel channel. \$149.00 ea.

o Replace or repair all front or rear section locking devices and pads. \$438.00

o Repair power system and replace worn components (friction wheels, motors, and others). *Friction Wheel - \$1,647; 1Ph ½ HP Motor - \$2,815.00; Replace Fuses - \$208.00*

o Check out all sections for proper and smooth operations. *Included in inspection*

o Certify bleacher system for compliance with ICC 300 as required by law and provide a copy to owner of certification. *Included in inspection*

o Any and all other conditions as necessary to ensure bleachers are safe, in good repair, and suitable for use. *See Contract Rates*

## East Hickman Elementary School

o Replace casters where frozen in place or broken. \$72.00 per wheel

o Replace or repair bent lower wheel channels. *Repair (if possible) \$198.00*

*If repair is not possible, this component cannot be replaced. Entire frame must be replaced. Each frame is priced differently. As example, tier 13 frame for this system delivered and installed cost is \$1,008.00*

o Replace or repair damaged lower alignment tabs.

*Lower alignment tabs are a factory welded part, must replace entire frame. Each frame is priced differently. As example, tier 13 frame for this system delivered and installed cost is \$1,008.00*

o Replace damaged upper alignment yokes and tighten or replace stop bolts. \$432.65

o Tighten or replace all bolts on existing undercarriage. \$396.00

o Inspect and repair all broken, twisted, or bent bracing. \$594.00

o Raise and align horizontal cantilever arms where cantilever arms are welded to vertical attachment bolted to riser. \$99.00

o Grease all moving and sliding parts if applicable by manufacturer standards of equipment. \$594.00

o Anchor and square rear vertical uprights and tighten or replace wall attachments. \$990.00

o Replace, repair, or adjust individual row locks located on wheel channel. \$749.00 ea.

o Replace or repair all front or rear section locking devices and pads. \$438.00

o Repair power system and replace worn components (friction wheels, motors, and others). *Friction Wheel - \$1,647; 1Ph ½ HP Motor - \$2,815.00; Replace Fuses - \$208.00*

o Check out all sections for proper and smooth operations. *Included in inspection*

o Certify bleacher system for compliance with ICC 300 as required by law and provide a copy to owner of certification. *Included in inspection*

o Any and all other conditions as necessary to ensure bleachers are safe, in good repair, and suitable for use. *See Contract Rates*

## Centerville Intermediate School

o Replace casters where frozen in place or broken. \$72.00 per wheel

o Replace or repair bent lower wheel channels. *Repair (if possible) \$198.00*

*If repair is not possible, this component cannot be replaced. Entire frame must be replaced. Each frame is priced differently. As example, tier 13 frame for this system delivered and installed cost is \$1,008.00*

o Replace or repair damaged lower alignment tabs.

*Lower alignment tabs are a factory welded part, must replace entire frame. Each frame is priced differently. As example, tier 13 frame for this system delivered and installed cost is \$1,008.00*

o Replace damaged upper alignment yokes and tighten or replace stop bolts. \$432.65

o Tighten or replace all bolts on existing undercarriage. \$396.00

o Inspect and repair all broken, twisted, or bent bracing. \$594.00

o Raise and align horizontal cantilever arms where cantilever arms are welded to vertical attachment bolted to riser. \$99.00

o Grease all moving and sliding parts if applicable by manufacturer standards of equipment. \$594.00

o Anchor and square rear vertical uprights and tighten or replace wall attachments. \$990.00

o Replace, repair, or adjust individual row locks located on wheel channel. \$149.00 ea.

o Replace or repair all front or rear section locking devices and pads. \$438.00

o Repair power system and replace worn components (friction wheels, motors, and others). *Friction Wheel - \$1,647; 1Ph ½ HP Motor - \$2,815.00; Replace Fuses - \$208.00*

o Check out all sections for proper and smooth operations. *Included in inspection*

o Certify bleacher system for compliance with ICC 300 as required by law and provide a copy to owner of certification. *Included in inspection*

o Any and all other conditions as necessary to ensure bleachers are safe, in good repair, and suitable for use. *See Contract Rates*

## East Hickman Intermediate School

o Replace casters where frozen in place or broken. \$72.00 per wheel

o Replace or repair bent lower wheel channels. Repair (if possible) \$198.00

*If repair is not possible, this component cannot be replaced. Entire frame must be replaced. Each frame is priced differently. As example, tier 13 frame for this system delivered and installed cost is \$1,008.00*

o Replace or repair damaged lower alignment tabs.

*Lower alignment tabs are a factory welded part, must replace entire frame. Each frame is priced differently. As example, tier 13 frame for this system delivered and installed cost is \$1,008.00*

o Replace damaged upper alignment yokes and tighten or replace stop bolts. \$432.65

o Tighten or replace all bolts on existing undercarriage. \$396.00

o Inspect and repair all broken, twisted, or bent bracing. \$594.00

o Raise and align horizontal cantilever arms where cantilever arms are welded to vertical attachment bolted to riser. \$99.00

o Grease all moving and sliding parts if applicable by manufacturer standards of equipment. \$594.00

o Anchor and square rear vertical uprights and tighten or replace wall attachments. \$990.00

o Replace, repair, or adjust individual row locks located on wheel channel. \$149.00 ea.

o Replace or repair all front or rear section locking devices and pads. \$438.00

o Repair power system and replace worn components (friction wheels, motors, and others). Friction Wheel - \$1,647; 1Ph ½ HP Motor - \$2,815.00; Replace Fuses - \$208.00

o Check out all sections for proper and smooth operations. *Included in inspection*

o Certify bleacher system for compliance with ICC 300 as required by law and provide a copy to owner of certification. *Included in inspection*

o Any and all other conditions as necessary to ensure bleachers are safe, in good repair, and suitable for use. *See Contract Rates*

## East Hickman Middle School

o Replace casters where frozen in place or broken. *\$72.00 per wheel*

o Replace or repair bent lower wheel channels. *Repair (if possible) \$198.00*

*If repair is not possible, this component cannot be replaced. Entire frame must be replaced. Each frame is priced differently. As example, tier 2, non-power frame for this system delivered and installed cost is \$1,760.00*

o Replace or repair damaged lower alignment tabs.

*Lower alignment tabs are a factory welded part, must replace entire frame. Each frame is priced differently. As example, tier 2, non-power frame delivered and installed cost is \$1,760.00*

o Replace damaged upper alignment yokes and tighten or replace stop bolts. *\$229.00*

o Tighten or replace all bolts on existing undercarriage. *\$396.00*

o Inspect and repair all broken, twisted, or bent bracing. *\$594.00*

o Raise and align horizontal cantilever arms where cantilever arms are welded to vertical attachment bolted to riser. *\$99.00*

o Grease all moving and sliding parts if applicable by manufacturer standards of equipment. *\$594.00*

o Anchor and square rear vertical uprights and tighten or replace wall attachments. *\$990.00*

o Replace, repair, or adjust individual row locks located on wheel channel. *\$99.00 ea.*

o Replace or repair all front or rear section locking devices and pads. *\$438.00*

o Repair power system and replace worn components (friction wheels, motors, and others). *½ HP ( front or rear roller) Accuroller wheel for Accupower system \$1,921.60;*

*½ HP 3Ph GearMotor for Accuroller Power \$2,872.00*

o Check out all sections for proper and smooth operations. *Included in inspection*

o Certify bleacher system for compliance with ICC 300 as required by law and provide a copy to owner of certification. *Included in inspection*

o Any and all other conditions as necessary to ensure bleachers are safe, in good repair, and suitable for use. *See Contract Rates*

## Hickman Middle School

o Replace casters where frozen in place or broken. *\$72.00 per wheel*

o Replace or repair bent lower wheel channels. *Repair (if possible) \$198.00*

*If repair is not possible, this component cannot be replaced. Entire frame must be replaced. Each frame is priced differently. As example, tier 2, non-power frame for this system delivered and installed cost is \$2,698.00*

o Replace or repair damaged lower alignment tabs.

*Lower alignment tabs are a factory welded part, must replace entire frame. Each frame is priced differently. As example, tier 2, non-power frame delivered and installed cost is \$2,698.00*

o Replace damaged upper alignment yokes and tighten or replace stop bolts. *\$336.18*

o Tighten or replace all bolts on existing undercarriage. *\$396.00*

o Inspect and repair all broken, twisted, or bent bracing. *\$594.00*

o Raise and align horizontal cantilever arms where cantilever arms are welded to vertical attachment bolted to riser. *\$99.00*

o Grease all moving and sliding parts if applicable by manufacturer standards of equipment. *\$594.00*

o Anchor and square rear vertical uprights and tighten or replace wall attachments. *\$990.00*

o Replace, repair, or adjust individual row locks located on wheel channel. *\$99.00 ea*

o Replace or repair all front or rear section locking devices and pads. *\$438.00*

o Repair power system and replace worn components (friction wheels, motors, and others). *Drive Wheel - \$706.00; 1Ph Motor - \$1,612.44; Ice Cube Relay - \$387.90; 70:1 Gear Box - \$1,907.46*

o Check out all sections for proper and smooth operations. *Included in inspection*

o Certify bleacher system for compliance with ICC 300 as required by law and provide a copy to owner of certification. *Included in inspection*

o Any and all other conditions as necessary to ensure bleachers are safe, in good repair, and suitable for use. *See Contract Rates*

## East Hickman High School

o Replace casters where frozen in place or broken. *\$72.00 per wheel*

o Replace or repair bent lower wheel channels. *Repair (if possible) \$198.00*

*If repair is not possible, this component cannot be replaced. Entire frame must be replaced. Each frame is priced differently. As example, tier 2, non-power frame for this system delivered and installed cost is \$1,760.00*

o Replace or repair damaged lower alignment tabs.

*Lower alignment tabs are a factory welded part, must replace entire frame. Each frame is priced differently. As example, tier 2, non-power frame delivered and installed cost is \$1,760.00*

o Replace damaged upper alignment yokes and tighten or replace stop bolts. *\$229.00*

o Tighten or replace all bolts on existing undercarriage. *\$396.00*

o Inspect and repair all broken, twisted, or bent bracing. *\$594.00*

o Raise and align horizontal cantilever arms where cantilever arms are welded to vertical attachment bolted to riser. *\$99.00*

o Grease all moving and sliding parts if applicable by manufacturer standards of equipment. *\$594.00*

o Anchor and square rear vertical uprights and tighten or replace wall attachments. *\$990.00*

o Replace, repair, or adjust individual row locks located on wheel channel. *\$99.00 ea.*

o Replace or repair all front or rear section locking devices and pads. *\$438.00*

o Repair power system and replace worn components (friction wheels, motors, and others). *Gearmotor 1/2HP 3PH 208V WT - \$2,099.80;*

*Wide Track Wheel (torque tube) \$792.40*

o Check out all sections for proper and smooth operations. *Included in inspection*

o Certify bleacher system for compliance with ICC 300 as required by law and provide a copy to owner of certification. *Included in inspection*

o Any and all other conditions as necessary to ensure bleachers are safe, in good repair, and suitable for use. *See Contract Rates*

## Hickman High School

o Replace casters where frozen in place or broken. \$72.00 per wheel

o Replace or repair bent lower wheel channels. *Repair (if possible)* \$198.00

*If repair is not possible, this component cannot be replaced. Entire frame must be replaced. Each frame is priced differently. As example, tier 13 frame for this system delivered and installed cost is \$1,008.00*

o Replace or repair damaged lower alignment tabs.

*Lower alignment tabs are a factory welded part, must replace entire frame. Each frame is priced differently. As example, tier 13 frame for this system delivered and installed cost is \$1,008.00*

o Replace damaged upper alignment yokes and tighten or replace stop bolts. \$432.65

o Tighten or replace all bolts on existing undercarriage. \$396.00

o Inspect and repair all broken, twisted, or bent bracing. \$594.00

o Raise and align horizontal cantilever arms where cantilever arms are welded to vertical attachment bolted to riser. \$99.00

o Grease all moving and sliding parts if applicable by manufacturer standards of equipment. \$594.00

o Anchor and square rear vertical uprights and tighten or replace wall attachments. \$990.00

o Replace, repair, or adjust individual row locks located on wheel channel. \$149.00 ea.

o Replace or repair all front or rear section locking devices and pads. \$438.00

o Repair power system and replace worn components (friction wheels, motors, and others). *Friction Wheel - \$1,647; 1Ph ½ HP Motor - \$2,815.00; Replace Fuses - \$208.00*

o Check out all sections for proper and smooth operations. *Included in inspection*

o Certify bleacher system for compliance with ICC 300 as required by law and provide a copy to owner of certification. *Included in inspection*

o Any and all other conditions as necessary to ensure bleachers are safe, in good repair, and suitable for use. *See Contract Rates*

## Outdoor Stadium Bleachers

- Outdoor stadium bleachers are to be inspected with recommendations for any repairs.

## Contract Rates

Annual Safety Inspection Costs: \$275 per bank

Labor Hour: \$51/hr 7-1-25 to 6-30-25, \$58/hr 7-1-27 to 6-30-28 per labor hour

Travel Charge: \$75/hr trip charge to the county

Materials: 15% % mark up of actual cost of materials

## Facility Modifications

- Add and cut stations for wheelchairs in the banks of bleachers on the lowest level of the gymnasiums.
- Widen the bleacher aisles to 48-inches in gymnasiums.
- Install auto-storing handrails compliant with ADA requirements.

## Contract Rates

Wheelchair Stations: \$895 per station installed.

Bleacher Aisles: \$235/48" step cost per step.

~~Auto~~ Self-Storing Handrails: \$235/BR/CSS P Rail per installed.

## Basketball Goals

- Inspection: All gymnasium basketball goals should be inspected to include cables, anchoring bolts, clamps, backboard mounts, operation of moving components, motor and key switch operations, and safety straps.
- Items such as back wall vinyl safety pads, nets, metal rims, and pads for each school should be noted and quoted directly to the Maintenance Director and not included as part of the general inspection bid.
- All basketball goals and frames should receive a wipe down of frames from the top of ceiling anchor pivot points to backboard glass goals to remove all dust.
- Goals should be lubricated at all pivot points and moving parts including slide pipe guides, pulley bearings, and bushings.
- Cables should be checked for movement on the proper guide wheels and adjusted accordingly.

- Limit switches should be checked and adjusted as needed. If limits cannot be set, the technician is to notify the designated maintenance representative from the Hickman County Board of Education, and the Maintenance Director should be contacted regarding the issue.

### Contract Rates

Annual Basketball Goal Inspection:       \$200       per goal.

Labor Hour: \$51/hr 7-1-25 to 6-30-25, \$58/hr 7-1-27 to 6-30-28 per labor hour.

Travel Charge:       \$75/hr       trip charge to the county.

Materials:       15%       % mark up of actual cost of materials.

Cost of replacement goal straps (only if needed and on-site approved): \$725 each,  
Standard installation



Hickman County Schools Board Agenda Item Request

Date: 4/16/25

Name of School: Maintenance Department

Item Request: Concrete Pouring at Schools Bid Result

Explanation:

We had no bids for the concrete pouring at schools bid.

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Attachments (if necessary and appropriate):

Bid results attached.

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Signature of Person requesting to be placed on the agenda:

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Signature of Building Principal:

Bill Lynch - Maintenance Director

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The Hickman County Finance Office is accepting bids for "Concrete Pouring at Schools" 2025-2026.

Bid prices must be good for **July 1, 2025 – June 30, 2026**.

Specifications can be found at <https://www.hickmank12.org/requestforproposal> or by calling 931-729-3391 Ext 3.

All bidders must attach:

- A conflict-of-interest disclosure form can be obtained at <https://www.hickmank12.org/requestforproposal>.
- Iran Divestment Act Certification
- Non-Boycott of Israel Certification
- TN business license
- A 1-million-dollar liability insurance certificate
- Workers compensation insurance
- Background Acknowledgement Form

Per TCA 49-5-406, all bidders' employees working on school properties must comply with all local, state, and federal laws.

Sealed bids must be mailed or hand-delivered to the Hickman County Finance Office, 114 North Central Avenue, Suite 203, Centerville, TN 37033, and clearly marked on the outside of the envelope "Concrete Pouring at School."

Bids will be opened on April 14, at 10:30 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of bids and to waive any informalities that would prevent the acceptance of a better bid.

No Bids Rec'd

Present Penny Mayberry  
Misty Weems



Hickman County Schools Board Agenda Item Request

Date: 4/16/25

Name of School: Maintenance Department

Item Request: Painting at Schools Bid Result

Explanation:

We had no bids for the painting at schools bid.

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Attachments (if necessary and appropriate):

Bid results attached.

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Signature of Person requesting to be placed on the agenda:

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Signature of Building Principal:

Bill Lynch - Maintenance Director

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The Hickman County Finance Office is accepting bids for "Painting at Schools" 2025-2026.

Bid prices must be good for **July 1, 2025 – June 30, 2026**.

Specifications can be found at

<https://www.hickmank12.org/requestforproposal>. Or by calling

931-729-3391 Ext 3.

All bidders must attach:

- A conflict-of-interest disclosure form can be obtained at <https://www.hickmank12.org/requestforproposal>.
- Iran Divestment Act Certification
- Non-Boycott of Israel Certification
- TN business license
- A 1-million-dollar liability insurance certificate
- Workers compensation insurance
- Background Acknowledgement Form

Per TCA 49-5-406, all bidders' employees working on school properties must comply with all local, state, and federal laws.

Sealed bids must be mailed or hand-delivered to the Hickman County Finance Office, 114 North Central Avenue, Suite 203, Centerville, TN 37033, and clearly marked on the outside of the envelope "Painting at Schools."

Bids will be opened on April 14, 2025, at 10:00 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of bids and to waive any informalities that would prevent the acceptance of a better bid.

Present Penny Mayberry  
Misty W. Berns

No bids rec'd

**RESOLUTION BY THE HICKMAN COUNTY BOARD OF EDUCATION**

WHEREAS, the Hickman County Board of Education is entrusted with providing all students with the highest quality educational opportunities, preparing them to succeed in postsecondary education and the workforce; and

WHEREAS, the Tennessee General Assembly passed the "Education Freedom Act of 2025" during the first Extraordinary Session of the 114th General Assembly; and

WHEREAS, this Act includes a provision for one-time bonuses of no less than \$2,000 to qualifying public school teachers in Tennessee; and

WHEREAS, Section Four (4) of the "Education Freedom Act of 2025" requires local boards of education to affirm their intention to participate in this section via a formal resolution in order to receive state funding for teacher bonuses; and

WHEREAS, the Hickman County Board of Education affirms its deep appreciation for the dedication and excellence of its teachers and recognizes the value of these funds in supporting them; and

WHEREAS, the Board does not endorse or support other provisions of the "Education Freedom Act of 2025" beyond the funding allocated for teacher bonuses; and

WHEREAS, while the Board expresses concerns over the broader implications of the Act, it acknowledges that failure to adopt this resolution would result in Hickman County educators being denied access to these much-needed bonus funds;

NOW, THEREFORE, BE IT RESOLVED, that the Hickman County Board of Education formally affirms its intention to participate in Section Four (4) of the "Education Freedom Act of 2025," strictly for the purpose of securing teacher bonuses, and without endorsement or approval of any other components of the Act.

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2025.

HICKMAN COUNTY BOARD OF EDUCATION

APPROVED:

\_\_\_\_\_

Doug Lane

Chairperson, Board of Education

ATTEST:

\_\_\_\_\_

John Mullins

Director of Schools, Hickman County Schools

## GENERAL TERMS AND CONDITIONS OF SEALED BIDS

**THESE ITEMS APPLY TO AND BECOME A PART OF THE BID NO EXCEPTIONS TO THESE TERMS & CONDITIONS WILL BE CONSIDERED**

1. Sealed bids must be mailed or hand delivered to the Hickman County Finance Office at 114 North Central Ave, Suite 203, Centerville, TN 37033 and clearly marked on the outside of the envelope **"School Network Re-Design & Upgrades"** before 10:00 AM on April 28, 2025, at which time sealed bids will be opened at the Hickman County Board of Education located at 115 Murphree Ave, Centerville, TN 37033.

For building projects that exceed \$25,000, Tennessee State Contractor's License number should be listed on the outside of the envelope and a copy provided with the bid proposal. Hickman County Schools (HCS) will not accept bid responses after 10:00 AM, April 28, 2025. Proposals submitted by fax or electronic mail will not be accepted.

2. No bidder may withdraw their proposal for a period of sixty (60) days after the date and hour set for the opening of bids.

3. Any exceptions or deviations from written specifications shall be shown in writing and attached to the bid form. (See "Specifications" sheet for additional detail.)

4. Affidavit Acknowledgement **MUST** be signed and notarized, and returned with the bid. The Conflict of Interest form must also be signed, but not notarized.

5. HCS reserves the right to reject any, all or parts of bids, and to waive any technicalities in the bidding and to award each item to different bidders or all items to a single bidder.

Present *Romy Mayberry*  
*Debbie Byrce*



**Bluegrass Computer Systems**  
**School Network Re-Design & Upgrades**

Bluegrass Computer Systems is a Managed Service Provider that has been in business for 15 years. Over the course of 15 years we have had the privilege of supporting our clients in many different ways. Our business model revolves around tailoring the support we provide to our clients. This process helps reduce extra costs, aligns protocols and processes in a more efficient manner and maximizes our ability to provide you with exactly what you need. From desktop support to level 3 networking support, we cover the gamut of technology needs all while having experience working with a number of K-12 schools.

On the following page titled "School Network Re-Design & Upgrades" you will find we have prepared a statement that outlines and includes all information and acknowledgements requested for the bid. Please don't hesitate to contact us if you have any questions or concerns.

Thank you for consideration,

Phillip Draude

Owner

270-484-1705

Bluegrass Computer Systems

[pdraude@bgcsystems.com](mailto:pdraude@bgcsystems.com)



**ATTENTION:**  
**Hickman County School District**  
**Brad Gilbert**

**FROM:**  
**Bluegrass Computer Systems**  
**1788 Old Gallatin Rd**  
**Portland TN 37148**

**SUBJECT:**  
**School Network Re-Design & Upgrades**

Technical Acknowledgements/Notes/Scope of Work

- 1.1 Bluegrass Computer Systems acknowledges Hickman County Schools goal to fully utilize the 10G fiber connection at the school board office and 8 schools across the county by developing a new network design and implementation of new equipment.
- 1.2 Bluegrass Computer Systems will design a new network topology and physical network infrastructure. Bluegrass Computer Systems will utilize new equipment purchased by HCSS to integrate/install at each location while following the new design. This also includes making necessary remediations at rack locations and organization for each location. In order to fully utilize the 10G fiber connection Bluegrass Computer Systems will provide options to relocate and run additional networking cabling where necessary. This includes terminations, labeling and network rack additions where necessary.
- 1.3 Bluegrass Computer Systems understands that the school district business must still be able to take place during the time of install and remediation and will provide contingencies, remote and onsite support where needed.

1.3a Bluegrass Computer Systems will maintain service and support both onsite and remote throughout the timeline of the project to ensure uptime in between scheduled downtimes of remediation.

1.4 Bluegrass Computer Systems understands that this project can take up to 3 years, fully concluding by July 2027 and payment will be made as completion of work takes place.

2.1 Pre-planning will consist of walk-throughs and extensive documentation for each network rack and their respective locations. This also includes any rack locations that will be added. The pre-planning step will utilize existing maps.

2.2 The project will be completed by utilizing existing equipment ordered by HCSS. Equipment will remain in a central location deemed secure by HCSS and prior to remediation for each school equipment will be picked up that has been designated for the school. Network and rack diagram designs will begin immediately.

2.3 Bluegrass Computer Systems understands that schedules vary for schools during the summer. There will be designated weeks for each school for the hardware remediation portion of the project.

2.4 The project will be completed in phases. Phase 1 will include hardware installation, rack and cabling remediation and initial new switch configurations. Phase 1 will not include any layer 2 or layer 3 redesign implementation. Phase 2 will include the implementation and rollout of the newly designed network. Phase 2 would be anticipated to be rolled out at the end of year 2 with contingencies of rolling out Phase 2 in year 3.

3.0 Bluegrass Computer Systems will follow the outline of scope of work to successfully complete the project and provide two primary points of contacts for support, coordination and updates.

## 1) References

- a. For several years, BCS has provided HCSS onsite and remote technology services. While mainly focusing on enterprise network, server, and wireless tasks, BCS has had opportunities to provide onsite assistance for help desk and IT maintenance tickets. This has given us a strong familiarity with each school's needs from an IT perspective.
- b. For the past 10 years, BCS has provided a similar service to Charleston R-1 School District in Charleston, MO. Charleston R-1 is another K-12 school district with large scale wired and wireless network, as well as a VMWare Virtual Server and Altigen On Prem PBX. Mr. Nate Burton is the technology director and can provide a reference to our service. Mr. Burton can be reached at 573-233-6012.

## 2) Pricing

- a. Pricing stated is for the entirety of the project and includes materials required to complete the project.
- b. Pricing shall be \$182,000

## GENERAL TERMS AND CONDITIONS OF SEALED BIDS

**THESE ITEMS APPLY TO AND BECOME A PART OF THE BID NO EXCEPTIONS TO THESE TERMS & CONDITIONS WILL BE CONSIDERED**

1. Sealed bids must be mailed or hand delivered to the Hickman County Finance Office at 114 North Central Ave, Suite 203, Centerville, TN 37033 and clearly marked on the outside of the envelope **"School Network Re-Design & Upgrades"** before 10:00 AM on April 28, 2025, at which time sealed bids will be opened at the Hickman County Board of Education located at 115 Murphree Ave, Centerville, TN 37033.

For building projects that exceed \$25,000, Tennessee State Contractor's License number should be listed on the outside of the envelope and a copy provided with the bid proposal. Hickman County Schools (HCS) will not accept bid responses after 10:00 AM, April 28, 2025. Proposals submitted by fax or electronic mail will not be accepted.

2. No bidder may withdraw their proposal for a period of sixty (60) days after the date and hour set for the opening of bids.

3. Any exceptions or deviations from written specifications shall be shown in writing and attached to the bid form. (See "Specifications" sheet for additional detail.)

4. Affidavit Acknowledgement **MUST** be signed and notarized, and returned with the bid. The Conflict of Interest form **Must** also be signed, but not notarized.

5. HCS reserves the right to reject any, all or parts of bids, and to waive any technicalities in the bidding and to award each item to different bidders or all items to a single bidder.

**AFFIDAVIT ACKNOWLEDGEMENT**

#### **AMERICANS WITH DISABILITIES ACT**

Bidders shall take the necessary actions to ensure its facilities and employment practices are in compliance with the applicable requirements of the Americans with Disabilities Act. Any costs of such compliance will be the sole responsibility of the bidder.

#### **TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 BACKGROUND CHECKS**

Bidder shall comply with Public Chapter 587 of 2007, as codified in Tennessee Code Annotated Section 49-5-413, which requires any person, corporation or entity who enters into or renews a contract with a local board of education, to provide a criminal history records check conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation for each employee prior to permitting the employee to have contact with students or enter school grounds when students are present.

#### **DRUG FREE WORKPLACE REQUIREMENTS**

Private employers with five or more employees desiring to contract for construction services attest that they have a drug free workplace program in effect in accordance with Tennessee Code Annotated Section 50-9-112.

#### **COMPLIANCE AGREEMENT WITH PUBLIC CHAPTER 587 of 2007**

Contractor shall comply with Public Chapter 587 of 2007, as codified in Tennessee Code Annotated Section 49- 5-413, which requires all contractors to facilitate a criminal history records check conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation for each employee prior to permitting the employee to have contact with students or enter school grounds when students are present.

#### **IRAN DIVESTMENT ACT**

Under the Iran Divestment Act, T.C.A. §§ 12-12-101--12-12-113, political subdivisions in Tennessee are prohibited from entering into any procurement or contract over \$1,000 with a person who engages in investment activities in Iran. The state's chief procurement officer is required under T.C.A. § 12-12-106 to create a list of persons who engage in investment activities in Iran. Any person who is on the list is ineligible to contract with any political subdivision of this state, and any such contract is declared void ab initio under § 12-12-110. On or after July 1, 2016, every bid or proposal submitted to a political subdivision where competitive bidding is required must contain the following statement, submitted by the bidder under penalties of perjury:

*"By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12- 12-106."*

#### **COLLUSION AMONG BIDDERS**

The bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached.

1. Bidder is fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and
2. neither the bidder nor anyone subject to the bidder's direction or control has been a party;
  - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
  - b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c. in any discussions between bidders and any municipal official concerning exchange of money or other things of value for special consideration in the letting of a contract.
3. no officer or employee of HCS either directly or indirectly, owns any interest in the bidder's business.

**NON-BOYCOTT OF ISRAEL**

Concerning the Non-Boycott of Israel Act (TCA 12-4-1 et seq.), by submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not boycotting Israel pursuant to § 12-4-1 and will not during the term of any award. Note: Applicable only to contracts of \$250,000 or more and to suppliers with 10 or more employees.

The undersigned hereby acknowledges receipt of these affidavits and certifies that the submittal in response to this solicitation is in full compliance with the listed requirements. Failure to properly acknowledge issues concerning the above is grounds for bid rejection and may subject the signer to penalties as directed by the appropriate laws.

SIGNATURE OF AUTHORIZED AGENT \_\_\_\_\_

*[Handwritten Signature]*

Subscribed and sworn to before me this 17 day of April, 2025

Signature of Notary Public *Mary Ann Bennett*

My Commission Expires 11/21/26



The Affidavits Acknowledgment must be completed, signed by an authorized agent and notarized and submitted with bid documents.

**Hickman County Government  
Conflict of Interest Disclosure Form**

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

(a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.

(b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 4/17/25 Name: Philip DRAVNE

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 4/17/25 Signature: 

### School Network Re-Design and Upgrade Specs - Hickman County Schools

#### 1 -- Description of Project

1.1 Hickman County Schools has worked with ENA to secure a 10G fiber connection at the school board office. The school system would like to utilize this connection and distribute this to each of our eight schools. We are also looking for a redesign/upgrade of our network at this time to utilize its full capacity. The school district has purchased network switches to be included in these upgrades.

1.2 In a response to this proposal, the vendor will describe how they will achieve this goal along with all costs involved. The buildings involved will include our Central Office and our eight K-12 schools. The school district understands that this could be a two to three year project with the majority of "network down time" being during the summer months. The completion of the entire project to be finished by July 2027.

1.3 The vendor understands that school district business must still be able to take place during this time and any contingencies should be in place for that to be achieved. The vendor agrees to be available remotely and/or on site during any down time due to network upgrades. The vendor agrees to have someone on site within 24 hours of a reported outage if necessary during the project.

1.4 Payment to be made as completion of work takes place. This will be more in depth with contract made with the vendor.

## **2 -- Maps and Layouts of Existing Facilities**

2.1 Maps can be provided. Please contact [brad.gilbert@hickmank12.org](mailto:brad.gilbert@hickmank12.org) for more information.

2.2 Map Notes - Maps provided under this RFP are not guaranteed for scale and only provide representation for bidding purposes. Maps are not guaranteed for 100 percent accuracy as there may have been minor alterations to some facilities that may or may not affect work.

2.3 Site Visits - Site visits can be requested at [brad.gilbert@hickmank12.org](mailto:brad.gilbert@hickmank12.org). Visits are subject to availability of the Technology Coordinator and of the school's schedule.

## **3 -- Service and Support**

Proposer shall include service and support plan for contingencies mentioned in part 1.3. Support (remote/on-site) for network upgrades to be in place for one year upon completion.

#### **4 -- Installation**

Please discuss all pertinent elements and methodologies of installation including but not limited to:

- a) Pre-planning
- b) Sourcing/Product Acquisition
- c) Delivery/Set-up/Storage/Security
- d) Installation
- i) Schedule - Please include your understanding of working in occupied K-12 space, school hours, administration support and partnership, safety, clean-up, and potential schedule.

#### **CONTRACTOR QUALIFICATIONS**

Contractor shall submit a statement pertaining to the labor/staff that will be utilized in the performance of this contract. This statement should include experience, qualifications, training, etc.

- Tennessee State Contractor License is required
- Single Point of Contact - Please identify and detail qualifications of the Single Point of Contact from your company for this contract. While Hickman County Schools may interact with multiple layers of staff, contractor must provide one point of accountability for all material aspects of the contract including installation, warranty, service, etc.
- Any outsourced work must be aligned with rules of this agreement and understands the parameters of working in a K-12 environment.

#### **PERMITS**

If applicable, the Contractor will be required to be in compliance with all Federal, State, City, and local laws, rules and regulations and shall be responsible for all coordination and cost associated with license(s), permits, etc.

#### **SCOPE OF WORK**

- 1.) Create rack diagrams for each location
- 2.) Create network diagrams
- 3.) Remove and install MDFs and IDF's (equipment) from network racks

- 1) Switch locations moved to primary IDF/MDF locations
- 2) Network Drop Additions
- 3) Manage/Coordinate Locations for Install
- 4) Verify Proper Implementation and Terminations

4.) Install new equipment using the rack diagrams

5.) Identify patch panel and network drop pairing

a.) Label network drops

b.) Label switches

6.) Switch Configurations (existing and new)

a.) Add to Aruba Central

b.) Configure switching

7.) Test network connectivity

Switch Re-locations, Network Drop and IDF additions

- 1) Verify Proper Implementation and Terminations
- 2) Switch locations moved to primary IDF/MDF locations
- 3) Network Drop Additions
- 4) Manage/Coordinate Locations for Install
- 5) Verify Proper Implementation and Terminations

1.) Create VLAN diagrams

a.) Based off number and type of devices

b.) Indicate flow of traffic between VLANs

2.) Create new subnet documentation based off of VLAN diagrams

a.) Detail gateway and subnet masks

b.) Document DHCP pools

3.) Update devices to DHCP, as needed

- Signs
- HVAC
- Printers
- Point to Points
- Servers

4.) Configure core switches

- a.) Configure and tag VLANs
- b.) Configure ACLs
- c.) Create subnets

5.) Configure access switches

- a.) Configure and tag VLANs

6.) Configure DHCP servers

7.) Configure Clearpass

- a.) Establish device roles
- b.) Pair with VLAN segmentation
- c.) Set devices to be assigned to VLAN

8.) Update static IP addresses

- a.) Identify all devices setup with a static IP
  - Signs
  - HVAC
  - Printers
  - Point to Points
  - Servers

- b.) Use new subnets

9.) Test network connectivity and follow-ups

## **NEW EQUIPMENT AVAILABLE**

9 - Aruba JL658A - (Core Switches)

18 - Power Supplies

36 - Aruba 6200F 24 port switch

17 - Aruba 6200F 48 port switch

50 - 1M DAC cables

10 - 3M DAC cables

53 - Aruba 5yr 6200F switch license

9 - Aruba 5yr 6300M switch license

17 - Short Depth APC 750VA UPS

10 - Regular Depth 1500VA UPS

**Hickman County Board of Education**  
**Budget Amendment - 32**  
**Fund 141 - General Purpose**  
**May 5, 2025**

Account	Description	Debit	Credit	Justification
72810 - 499 -	Other Supplies & Materials	\$ 2,500.00		To track outside support donation expenditures
72810 - 499 - SS	Other Supplies & Materials		\$ 2,500.00	
72250 - 336 -	Maintenance & Rep Equip	8,415.00		Technology Infrastructure Equipment associated Erate board approved at March Board Mtg
72250 - 350 -	Internet Connectivity	12,213.60		
72250 - 355 -	Travel	2,000.00		
72250 - 399 -	Other Contracted Services	12,359.16		
72250 - 499 -	Other Supplies and Materials	523.00		
72250 - 722 -	Equipment		35,510.76	
	<b>TOTALS</b>	<b>\$ 38,010.76</b>	<b>\$ 38,010.76</b>	

**Approved:**

**Attest:**

**Board Chair**

**John Mullins**

**Hickman County Board of Education**  
**Budget Amendment - 33**  
**Fund 141 - General Purpose**  
**May 5, 2025**

Account	Description	Debit	Credit	Justification	
46590 - -	Revenue				
71100 - 116 - SLC	Teachers		\$173,400.00		
71100 - 163 - SLC	Ed Assistants		24,000.00		
71100 - 201 - SLC	Social Security		12,238.80		
71100 - 204 - SLC	State Retirement		18,450.00		
71100 - 212 - SLC	Employer Medicare		2,862.30		
71100 - 429 - SLC	Instructional Supplies & Mat		9,000.00		
71100 - 499 - SLC	Other Supplies & Mat		21,208.68		
71100 - 599 - SLC	Other Charges		2,400.00		
72120 - 131 - SLC	Medical Personnel		9,600.00		
72120 - 201 - SLC	Social Security		595.20		
72120 - 204 - SLC	State Retirement		864.00		
72120 - 212 - SLC	Employer Medicare		139.20		
72210 - 105 - SLC	Supervisor/Director		23,450.00	Summer Learning Camp	
72210 - 201 - SLC	Social Security		1,453.90		
72210 - 204 - SLC	State Retirement		2,110.50		
72210 - 212 - SLC	Employer Medicare		340.03		
73100 - 422 - SLC	Food Supplies		4,950.00		
72710 - 146 - LCT	Bus Drivers		28,000.00		
72710 - 189 - LCT	Other Salaries & Wages		3,200.00		
72710 - 201 - LCT	Social Security		1,934.00		
72710 - 204 - LCT	State Retirement		2,808.00		
72710 - 212 - LCT	Employer Medicare		452.00		
72710 - 412 - LCT	Diesel Fuel		18,254.52		
72710 - 599 - LCT	Other Charges		1,044.21		
	<b>TOTALS</b>	<b>\$ -</b>	<b>\$362,755.34</b>		

**Approved:**

**Attest:**

**Board Chair**

**John Mullins**

**Hickman County Board of Education**  
**Budget Amendment - 34**  
**Fund 142 - Federal Programs**  
**May 5, 2025**

Account	Description	Debit	Credit	Justification
72130 - 524 - PD - 801 71300 - 429 - - 801	Inservice/PD Instructional Supplies	1,032.12	1,032.12	To bring CTE Perkins in to agreement with ePlan
	<b>TOTALS</b>	<b>\$ 1,032.12</b>	<b>\$ 1,032.12</b>	

**Approved:**

**Attest:**

**Board Chair**

**John Mullins**

Hickman County, Tennessee  
General Purpose School Fund 141  
Statement of Proposed Operations  
For the Fiscal Year Ending June 30, 2026

Account No.	Description	Actual 2023-2024	Original Estimate 2024-2025	Amended Estimate 2024-2025	Estimate 2025-2026	Difference 2025-2026
<b><u>ESTIMATED REVENUES</u></b>						
40000	<u>Local Taxes</u>					
40100	<u>County Property Taxes</u>					
40110	Current Property Taxes	3,137,972	3,032,648	3,032,648	2,773,333	(259,315)
40120	Trustee's Collection - Prior Year	83,599	65,000	65,000	75,000	10,000
40125	Trustee's Collection - Bankruptcy	140	500	500	500	0
40130	Circuit/Clerk & Master Collections - Prior Years	32,234	47,000	47,000	40,000	(7,000)
40140	Interest and Penalty	14,938	15,000	15,000	15,000	0
40161	Payments in Lieu of Taxes - TVA	3,120	4,000	4,000	3,500	(500)
40162	Payments in Lieu of Taxes - Local Utilities	6,000	6,000	6,000	6,000	0
40200	<u>County Local Option Taxes</u>					
40210	Local Option Sales Tax	3,041,871	2,535,177	2,535,177	2,975,000	439,823
40270	Business Tax	46,902	35,000	35,000	45,000	10,000
40300	<u>Statutory Local Taxes</u>					
40320	Bank Excise Tax	0	0	0	0	0
40350	Interstate Telecommunication Tax	0	0	0	0	0
	Total Local Taxes	6,366,776	5,740,325	5,740,325	5,933,333	193,008
41000	<u>Licenses and Permits</u>					
41100	<u>Licenses</u>					
41110	Marriage Licenses	1,492	1,300	1,300	1,300	0
	Total Licenses and Permits	1,492	1,300	1,300	1,300	0
43000	<u>Charges for Current Services</u>					
43500	<u>Education Charges</u>					
43517	Tuition - Other	2,400	0	0	0	0
43570	Receipts from Individual Schools	14,948	30,000	30,000	30,000	0
43582	Community Service Fees Adults	113	200	200	200	0
	Total Charges for Current Services	17,461	30,200	30,200	30,200	0
44000	<u>Other Local Revenues</u>					
44100	<u>Recurring Items</u>					
44110	Investment Income	363,499	0	0	0	0
44120	Lease/Rentals	3,455	10,000	10,000	7,500	(2,500)
44170	Miscellaneous Refunds	39,433	30,000	30,000	30,000	0
44500	<u>Nonrecurring Items</u>					
44530	Sale of Equipment	8,748	15,000	15,000	15,000	0
44560	Damages Recovered from Individuals	7,197	3,000	3,000	3,000	0
44570	Contributions and Gifts	20,691	15,000	57,000	20,000	5,000
44990	Other Local Revenues	0	0	0	30,000	30,000
	Total Other Local Revenues	443,023	73,000	115,000	105,500	32,500
	Total Local Revenue	6,828,752	5,844,825	5,886,825	6,070,333	225,508
46000	<u>State of Tennessee</u>					
46175	On-Behalf Contributions for OPEB	58,470	35,000	35,000	40,000	5,000
46500	<u>State Education Funds</u>					
46510	Tennessee Investment in Student Achievemer	24,550,179	24,228,618	24,228,618	25,081,234	852,616
46513	TISA-On-behalf Payments	48,806				
46515	Early Childhood Education	445,023	490,275	621,613	445,000	(45,275)
46520	School Food Service	0	22,000	22,000	22,000	0
46550	Driver Education	3,860	5,000	5,000	10,000	5,000
46590	Other State Education Funds	285,794	240,000	240,000	240,000	0
46591	Coordinated School Health	0	0	0	0	0

Hickman County, Tennessee  
General Purpose School Fund 141  
Statement of Proposed Operations  
For the Fiscal Year Ending June 30, 2026

Account No.	Description	Actual 2023-2024	Original Estimate 2024-2025	Amended Estimate 2024-2025	Estimate 2025-2026	Difference 2025-2026
46594	Family Resource Centers	0	0	0		0
46610	Career Ladder Program	39,539	45,000	45,000	37,500	(7,500)
46790	Other Vocational	955,369	0	1,704,128	759,000	759,000
46800	<u>Other State Revenues</u>					
46851	State Revenue Sharing - TVA	223,542	230,000	230,000	220,000	(10,000)
46980	Other State Grants	57,162	124,847	192,531	0	(124,847)
46981	Safe Schools	41,190	0	0	0	0
46990	Other State Revenues	1,132	258,804	258,804	100,000	(158,804)
	Total State of Tennessee	26,710,066	25,679,544	27,582,694	26,954,734	1,275,190
47000	<u>Federal Government</u>					
47100	<u>Federal Through State</u>					
47401	American Rescue Plan Act Grant #1	340,502	0	0		0
47590	Other Federal Through State	51,433	0	0		0
47600	<u>Direct Federal Revenue</u>					
47640	ROTC Reimbursement	62,624	70,000	70,000	65,000	(5,000)
47990	Other Direct Federal Revenue	0	0	0		0
	Total Federal Government	454,559	70,000	70,000	65,000	(5,000)
48000	<u>Other Governments and Citizens Groups</u>					
48130	Contributions	479,214	0	0		0
48990	Other	236,681	161,000	183,000		(161,000)
	Total Other Governments and Citizens Groups	715,895	161,000	183,000	0	(161,000)
	Total Estimated Revenues	34,709,272	31,755,369	33,722,519	33,090,067	1,334,698
49000	<u>OTHER SOURCES (NON-REVENUE)</u>					
49700	Insurance Recovery	6,855	10,000	15,936		(10,000)
49800	Transfers In	18,571	25,000	141,936	10,000	(15,000)
	Total Other Sources	25,426	35,000	157,873	10,000	(25,000)
	Total Estimated Revenues & Other Sources	34,734,698	31,790,369	33,880,392	33,100,067	1,309,698

Hickman County, Tennessee  
 General Purpose School Fund 141  
 Statement of Proposed Operations  
 For the Fiscal Year Ending June 30, 2026

Account No.	Description	Actual 2023-2024	Original Estimate 2024-2025	Amended Estimate 2024-2025	Estimate 2025-2026	Difference 2025-2026
<b><u>ESTIMATED EXPENDITURES</u></b>						
71000	<u>Instruction</u>					
71100	<u>Regular Instruction Program</u>					
116	Teachers	9,778,835	10,273,253	10,273,253	10,722,365	449,112
117	Career Ladder Program	36,000	45,000	45,000	35,000	(10,000)
128	Homebound Teachers	1,182	12,000	12,000	6,000	(6,000)
140	Salary Supplements	413,987	460,000	460,000	440,000	(20,000)
163	Educational Assistants	410,207	460,000	460,000	497,075	37,075
189	Other Salaries and Wages	378,474	420,000	420,000	410,000	(10,000)
198	Non-Certified Substitute Teachers	174,518	175,000	175,000	210,000	35,000
201	Social Security	815,544	906,162	906,162	922,514	16,352
204	State Retirement	768,432	1,016,744	1,016,744	918,910	(97,834)
207	Medical Insurance	1,524,716	2,000,000	2,000,000	2,090,000	90,000
212	Employer Medicare	2,697	0	0		0
215	On-behalf Payments to OPEB	23,647	0	0		0
336	Maint and Repair Service - Equipment	14,619	12,000	12,000	10,000	(2,000)
399	Other Contracted Services	0	55,000	55,000	107,000	52,000
429	Instructional Supplies and Materials	128,984	125,000	125,000	115,000	(10,000)
449	Textbooks	229,407	175,000	175,000	150,000	(25,000)
471	Software	0	0	1,200		0
499	Other Supplies and Materials	6,638	8,000	11,000	8,000	0
595	TISA-On-behalf Payments	39,133				
599	Other Charges	1,355	0	0		0
722	Regular Instructional Equipment	266	50,000	50,000	150,000	100,000
730	Vocational Instruction Equipment	0	0	331		0
	Total Instructional Program	14,748,641	16,193,159	16,197,690	16,791,864	598,705
71150	<u>Alternative Instruction Program</u>					
116	Teachers	121,900	195,000	195,000	213,289	18,289
163	Educational Assistants	22,975	25,000	25,000	26,000	1,000
201	Social Security	10,548	16,830	16,830	18,306	1,476
204	State Retirement	12,363	19,656	19,656	17,438	(2,218)
207	Medical Insurance	25,375	36,179	36,179	37,988	1,809
355	Travel	1,776	1,500	1,500	2,000	500
429	Instructional Supplies and Materials	1,498	1,500	1,500	1,000	(500)
499	Other Supplies and Materials	1,500	1,500	1,500	1,000	(500)
	Total Alternative Schools	197,935	297,165	297,165	317,021	19,856
71200	<u>Special Education Program</u>					
116	Teachers	1,843,481	1,980,000	1,980,000	2,021,836	41,836
124	Psychological Personnel	75,773	0	0		0
128	Homebound Teachers	2,538	15,000	15,000	7,500	(7,500)
163	Educational Assistants	416,047	510,000	554,000	528,820	18,820
171	Speech Pathologist	194,662	300,000	300,000	255,769	(44,231)
201	Social Security	185,821	214,583	217,311	210,266	(4,317)
204	State Retirement	215,081	256,948	262,162	217,170	(39,778)
207	Medical Insurance	371,575	399,706	415,506	414,442	14,736
212	Employer Medicare	0	0	638		0
312	Contracts With Private Agencies				105,000	
399	Other Contracted Services	249,964	180,000	180,000	75,000	(105,000)
429	Instructional Supplies and Materials	5,858	7,000	22,000	7,000	0
499	Other Supplies and Materials	305	5,000	12,958	5,000	0
595	TISA-On-behalf Payments	9,673	0	0		
725	Special Education Equipment	13,404	5,404	45,404	5,000	(404)
	Total Special Educational Program	3,584,182	3,873,641	4,004,979	3,852,803	(20,838)

Hickman County, Tennessee  
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Account No.	Description	Actual 2023-2024	Original Estimate 2024-2025	Amended Estimate 2024-2025	Estimate 2025-2026	Difference 2025-2026
71300	<u>Career and Technical Education Program</u>					
116	Teachers	816,497	900,000	900,000	932,216	32,216
140	Supplements	8,712	6,000	6,000	6,000	0
189	Other Salaries and Wages	6,500	14,000	14,000	5,000	(9,000)
198	Non-Certified Substitute Teachers	9,850	18,000	18,000	21,600	3,600
201	Social Security	62,711	71,757	71,757	73,809	2,052
204	State Retirement	61,407	79,598	79,598	73,785	(5,813)
207	Medical Insurance	105,106	121,487	121,487	127,562	6,075
307	Communications	10,771	0	0		0
336	Maintenance and Repair Services-Equipment	0	0	11,000	0	
355	Travel	633	2,000	9,000	9,000	7,000
399	Other Contracted Services	10,000	0	0		0
429	Instructional Supplies and Materials	6,197	11,000	11,000	10,000	(1,000)
449	Text Books	3,987	7,000	7,000	7,000	0
471	Software	238,710	139,850	139,850		(139,850)
499	Other Supplies and Materials	36,872	25,000	12,000	20,000	(5,000)
599	Other Charges	12,921	3,500	3,500	3,500	0
730	Vocational Instruction Equipment	812,738	430,970	425,970	15,000	(415,970)
790	Other Equipment	2,341	10,000	10,000	10,000	0
	Total Vocational Education Program	2,205,953	1,840,162	1,840,162	1,314,472	(525,690)
	Total Instruction	20,736,711	22,204,127	22,339,996	22,276,160	72,033
72000	<u>Support Services</u>					
72110	<u>Attendance</u>					
105	Supervisor/Director	67,869	92,000	92,000	96,000	4,000
189	Other Salaries & Wages	41,893	56,000	56,000	57,932	1,932
201	Social Security	7,995	11,322	11,322	11,776	454
204	State Retirement	8,312	12,482	12,482	15,639	3,157
207	Medical Insurance	12,278	18,451	18,451	19,374	923
355	Travel	636	3,000	3,000	1,500	(1,500)
399	Other Contracted Services	12,353	20,000	20,000	20,000	0
499	Other Supplies and Materials	0	2,000	2,000	1,500	(500)
524	In Service/Staff Development	290	1,000	1,000	1,500	500
719	Office Equipment	0	5,000	5,000	0	(5,000)
	Total Attendance	151,626	221,255	221,255	225,221	3,966
72120	<u>Health Services</u>					
105	Supervisor/Director	71,253	75,000	75,000	78,000	3,000
130	Social Workers	0	96,000	96,000	102,800	6,800
131	Medical Personnel	357,331	380,000	380,000	397,459	17,459
189	Other Salaries & Wages	54,240	57,000	57,000	59,100	2,100
201	Social security	36,139	46,512	46,512	48,758	2,246
204	State Retirement	42,176	54,720	54,720	58,551	3,831
207	Medical Insurance	53,588	57,339	57,339	60,206	2,867
355	Travel	2,624	4,000	4,000	2,000	(2,000)
399	Other Contracted Services	6,960	56,821	56,821	35,000	(21,821)
413	Drugs and Medical Supplies	5,494	5,500	5,500	5,500	0
499	Other Supplies and Materials	3,219	3,500	3,500	3,000	(500)
524	Inservice	2,372	4,000	4,000	3,000	(1,000)
599	Other Charges	4,350	5,000	20,000	4,000	(1,000)
735	Health Equipment	5,354	5,500	5,500	4,000	(1,500)
	Total Health Service	645,100	850,892	865,892	861,374	10,482
72130	<u>Other Student Support</u>					
123	Guidance Personnel	572,913	685,000	685,000	719,709	34,709

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189	Other Salaries and Wages	180,897	190,000	190,000	193,500	3,500
201	Social Security	55,911	66,938	66,938	67,861	923
204	State Retirement	54,745	74,885	74,885	71,231	(3,654)
207	Medical Insurance	78,790	84,305	84,305	88,521	4,216
322	Evaluating and Testing	40,000	20,000	20,000	16,000	(4,000)
344	Payments to Schools - Other	80,000	80,000	80,000	64,000	(16,000)
355	Travel	7,832	8,000	8,000	8,000	0
399	Other Contracted Services	14,810	25,000	25,000	10,000	(15,000)
499	Other Supplies and Materials	1,220	4,000	4,000	4,000	0
524	Inservice	2,000	3,000	3,000	2,000	(1,000)
599	Other Charges	2,299	7,000	7,000	5,000	(2,000)
701	Administration Equipment	0	0	6,000	0	0
	Total Other Student Support	1,091,417	1,248,128	1,254,128	1,249,822	1,694
72210	<u>Regular Instruction Program</u>					
105	Supervisor/Director	46,485	119,000	119,000	125,000	6,000
129	Librarians	453,984	485,000	485,000	500,235	15,235
161	Secretary(s)	218,168	235,000	235,000	227,599	(7,401)
162	Clerical Personnel	254,651	272,000	272,000	318,482	46,482
189	Other Salaries and Wages	48,492	20,000	87,128	91,921	71,921
201	Social Security	74,424	86,522	91,658	93,638	7,116
204	State Retirement	95,605	113,047	119,089	109,735	(3,312)
207	Medical Insurance	177,615	190,048	197,948	207,846	17,798
212	Employer Medicare	501	0	0	0	0
336	Maint and Repair Services - Equipment	3,065	4,000	4,000	4,000	0
355	Travel	681	2,500	2,500	2,500	0
399	Other Contracted Services	15,507	16,000	16,000	16,000	0
432	Library Books and Media	7,999	8,000	8,000	8,000	0
499	Other Supplies and Materials	6,000	5,000	5,000	3,000	(2,000)
524	In-Service/Staff Development	0	2,000	2,000	2,000	0
599	Other Charges	0	0	30,730	0	0
701	Administration Equipment	22,571	0	0	0	0
722	Regular Instruction Equipment	7,068	0	0	0	0
790	Other Equipment	81,031	0	0	0	0
	Total Regular Instruction Program	1,513,847	1,558,117	1,675,053	1,709,956	151,839
72220	<u>Special Education Program</u>					
105	Supervisor/Director	84,088	96,742	96,742	93,500	(3,242)
124	Psychological Personnel	0	80,000	80,000	83,000	3,000
131	Medical Personnel	0	65,335	65,335	69,000	3,665
189	Other Salaries and Wages	1,650	5,000	5,000	5,000	0
196	In-Service Training	579	2,000	2,000	2,000	0
201	Social Security	6,418	19,054	19,054	19,317	263
204	State Retirement	5,726	19,683	19,683	19,679	(4)
207	Medical Insurance	8,100	8,667	8,667	9,101	434
312	Contracts with Private Agencies				7,000	
336	Maint and Repair Services - Equipment	4,949	5,000	5,000	5,000	0
355	Travel	4,950	7,500	7,500	7,500	
399	Other Contracted Services	0	0	60,000	60,000	60,000
524	In-Service Training	1,949	4,000	4,000	4,000	0
	Total Special Education Program	118,409	312,981	372,981	384,097	71,116
72230	<u>Career and Technical Education Program</u>					
105	Supervisor/Director	179,261	89,613	89,613	95,500	5,887
189	Other Salaries and Wages	39,123	81,937	87,531	42,000	(39,937)
201	Social Security	10,716	13,075	13,050	10,519	(2,556)
204	State Retirement	10,010	13,633	14,164	10,584	(3,049)

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207	Medical Insurance	9,863	24,867	18,767	2,696	(22,171)
336	Maint and Repair Services - Equipment	479	3,000	3,000	3,000	0
355	Travel	532	2,000	2,000	2,000	0
399	Other Contracted Services	4,956	3,000	3,000	3,000	0
499	Other Supplies and Materials	44,389	0	6,056		0
524	In-Service Training	34,400	0	0		0
790	Other Equipment	34,063	0	8,230		0
	Total Vocational Education Program	367,792	231,125	245,411	169,299	(61,826)
72250	<u>Technology</u>					
105	Supervisor	71,253	74,816	74,816	78,000	3,184
189	Other Salaries and Wages	5,480	70,659	70,659	74,899	4,240
201	Social Security	5,751	11,129	11,129	11,697	568
204	State Retirement	9,085	14,511	14,511	15,527	1,016
207	Medical Insurance	8,100	8,667	8,667	9,101	434
336	Maint and Repair Services - Equipment	0	10,000	10,000	6,000	(4,000)
350	Internet Connectivity	92,786	105,000	105,000	105,000	0
355	Travel	92	2,000	2,000	2,000	0
399	Other Contracted Services	110,668	90,000	90,000	195,000	105,000
499	Other Supplies and Materials	495	2,000	2,000	2,000	0
722	Regular Instruction Equipment	92,844	75,000	75,000	60,000	(15,000)
	Total Technology	396,554	463,782	463,782	559,224	95,442
72290	<u>Other Programs</u>					
215	On-Behalf Payments for OPEB	58,470	35,000	35,000	35,000	0
	Total Other Programs	58,470	35,000	35,000	35,000	0
72310	<u>Board of Education</u>					
191	Board and Committee Members Fees	16,800	16,800	16,800	16,800	0
196	In-Service Training	1,415	12,000	12,000	7,000	(5,000)
201	Social Security	1,136	2,203	2,203	2,142	(61)
204	Medical Insurance	0	15,800	15,800	15,800	0
305	Audit Services	29,000	35,000	35,000	35,000	0
320	Dues and Memberships	21,468	32,000	32,000	26,000	(6,000)
331	Legal Services	7,288	40,000	40,000	25,000	(15,000)
355	Travel	1,862	5,000	5,000	4,000	(1,000)
399	Other Contracted Services	14,717	17,000	17,000	8,000	(9,000)
506	Liability Insurance	119,404	150,000	150,000	160,000	10,000
510	Trustees Commission	133,471	140,000	140,000	150,000	10,000
513	Workers Compensation Insurance	182,568	240,000	240,000	240,000	0
534	Refund to Applicant for Criminal Investigation	0	1,000	1,000	1,000	0
599	Other Charges	4,421	10,000	10,000	7,000	(3,000)
	Total Board of Education	533,550	716,803	716,803	697,742	(19,061)
72320	<u>Director of Schools</u>					
101	County Official/Administrative Officer	120,000	125,000	125,000	130,000	5,000
161	Secretary(s)	107,404	116,000	116,000	122,644	6,644
201	Social Security	17,346	18,437	18,437	19,328	891
204	State Retirement	23,517	24,984	24,984	26,516	1,532
207	Medical Insurance	14,000	14,980	14,980	15,729	749
307	Communication	2,785	3,000	3,000	1,000	(2,000)
336	Maint and Repair Services - Equipment	6,494	15,000	15,000	14,000	(1,000)
348	Postal Charges	979	1,000	1,000	1,000	0
355	Travel	1,954	1,400	1,400	1,400	0
399	Other Contracted Service	5,000	5,000	5,000	3,000	(2,000)
435	Office Supplies	2,463	2,500	2,500	1,500	(1,000)

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499	Other Supplies and Materials	2,282	3,500	3,500	2,500	(1,000)
599	Other Charges	15,864	0	0		0
	Total Office of the Superintendent	320,088	330,801	330,801	338,617	7,816
72410	<u>Office of the Principal</u>					
104	Principals	698,155	780,000	780,000	808,000	28,000
139	Assistant Principals	458,344	650,000	650,000	658,000	8,000
189	Other Salaries and Wages	96,184	101,507	101,507	104,000	2,493
201	Social Security	94,202	117,160	117,160	116,105	(1,055)
204	State Retirement	101,595	137,836	137,836	121,912	(15,924)
207	Medical Insurance	127,514	169,715	169,715	178,201	8,486
348	Postal Charges	132	1,000	1,000	1,000	0
355	Travel	555	3,000	3,000	3,000	0
399	Other Contracted Services	154,314	130,000	130,000	126,000	(4,000)
	Total Office of the Principal	1,730,995	2,090,218	2,090,218	2,116,218	26,000
72510	<u>Fiscal Services</u>					
399	Other Contracted Services	45,000	50,000	50,000	50,000	0
	Total Fiscal Services	45,000	50,000	50,000	50,000	0
72610	<u>Operation of Plant</u>					
307	Communication	41,689	50,000	50,000	40,000	(10,000)
399	Other Contracted Services	742,083	829,250	829,250	837,298	8,048
410	Custodial Supplies	37,874	38,500	38,500	38,500	0
415	Electricity	867,448	1,000,000	1,000,000	990,000	(10,000)
434	Natural Gas	75,827	160,000	160,000	150,000	(10,000)
454	Water and Sewer	261,764	325,000	325,000	345,000	20,000
499	Other Supplies and Materials	1,363	3,500	3,500	3,500	0
501	Boiler Insurance	9,074	10,500	10,500	10,500	0
502	Building and Contents Insurance	200,000	250,000	250,000	275,000	25,000
790	Other Equipment	11,703	15,000	15,000	15,000	0
	Total Operation of Plant	2,248,825	2,681,750	2,681,750	2,704,798	23,048
72620	<u>Maintenance of Plant</u>					
105	Supervisor/Director	59,378	74,816	74,816	78,000	3,184
161	Secretary(s)	13,489	23,000	23,000	23,549	549
189	Other Salaries and Wages	206,454	230,000	230,000	242,650	12,650
201	Social Security	22,191	25,078	25,078	26,332	1,254
204	State Retirement	34,392	41,783	41,783	41,580	(203)
207	Medical Insurance	46,858	51,325	51,325	53,892	2,567
335	Maint & Repair Services - Building	219,881	375,000	375,000	250,000	(125,000)
336	Maint & Repair Services - Equipment	176,229	275,000	275,000	275,000	0
355	Travel	99	3,000	3,000	1,500	(1,500)
399	Other Contracted Services	146,567	250,000	250,000	245,000	(5,000)
418	Equipment and Machinery Parts	0	10,000	10,000	8,000	(2,000)
499	Other Supplies and Materials	0	1,000	1,000	1,000	0
790	Other Equipment	0	0	61,684	50,000	50,000
	Total Maintenance of Plant	925,538	1,360,002	1,421,686	1,296,503	(63,499)
72710	<u>Transportation</u>					
105	Supervisor/Director	71,253	74,816	74,816	78,000	3,184
142	Mechanic(s)	105,223	130,000	130,000	100,000	(30,000)
146	Bus Drivers	790,364	865,000	865,000	912,575	47,575
161	Secretary(s)	13,489	23,000	23,000	23,549	549

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Account No.	Description	Actual 2023-2024	Original Estimate 2024-2025	Amended Estimate 2024-2025	Estimate 2025-2026	Difference 2025-2026
189	Other Salaries and Wages	625	0	0		
201	Social Security	74,816	83,600	83,600	82,231	(1,369)
204	State Retirement	93,577	129,389	129,389	129,587	198
207	Medical Insurance	101,951	120,910	120,910	126,956	6,046
212	Employer Medicare	386	0	0		0
299	Other Fringe Benefits	15,355	25,000	25,000	20,000	(5,000)
335	Maintenance and Repair Services - Building	0	5,000	5,000	4,000	(1,000)
338	Maintenance and Repair Services - Vehicles	26,433	30,000	35,936	35,000	5,000
355	Travel	0	3,000	3,000	2,000	(1,000)
399	Other Contracted Services	59,091	60,000	60,000	50,000	(10,000)
412	Diesel Fuel	137,832	200,000	200,000	150,000	(50,000)
418	Equipment and Machinery Parts	508	2,000	2,000	2,000	0
424	Garage Supplies	640	3,000	3,000	3,000	0
425	Gasoline	39,167	45,000	45,000	35,000	(10,000)
433	Lubricants	5,563	12,000	12,000	8,000	(4,000)
442	Propane	44,557	70,000	70,000	60,000	(10,000)
450	Tires and Tubes	6,242	25,000	25,000	15,000	(10,000)
453	Vehicles Parts	48,185	100,000	100,000	90,000	(10,000)
511	Vehicle and Equipment Insurance	50,000	65,000	65,000	75,000	10,000
599	Other Charges	650	5,000	5,000	5,000	0
718	Motor Vehicles	23,075	0	0		0
729	Transportation Equipment	532,054	160,000	160,000	0	(160,000)
	Total Transportation	2,241,036	2,236,715	2,242,651	2,006,898	(229,817)
72810	<u>Central and Other</u>					
201	Social Security	78	383	383	383	0
210	Unemployment Compensation	12,418	20,000	20,000	20,000	0
299	Other Fringe Benefits	1,025	5,000	5,000	5,000	0
316	Contributions	63,341	50,000	50,000	50,000	0
399	Other Contracted Services	17,042	50,000	50,000	50,000	0
499	Other Supplies and Materials	25,846	15,000	17,000	15,000	0
599	Other Charges	7,106	40,000	227,146	174,161	134,161
	Total Central and Other	126,856	180,383	369,529	314,544	134,161
	Total Support Services	12,515,103	14,567,952	15,036,941	14,719,312	151,360
73000	<u>Operation of Non-Instructional Services</u>					
73100	<u>Food Service</u>					
105	Supervisor/Director	36,000	37,500	37,500	39,000	1,500
165	Cafeteria Personnel	16,800	0	0		0
201	Social Security	3,796	2,869	2,869	2,984	115
204	State Retirement	6,252	4,440	4,440	4,712	272
212	Employer Medicare	244	0	0		0
	Total Food Service	63,092	44,809	44,809	46,696	1,887
73300	<u>Community Services</u>					
105	Supervisor/Director	6,828	0	0		0
189	Other Salaries and Wages	70,934	74,548	74,548	76,987	2,439
201	Social security	5,829	5,703	5,703	5,891	188
204	State Retirement	9,207	8,826	8,826	9,301	475
207	Medical Insurance	15,800	16,200	16,200	17,010	810
499	Other Supplies and Materials	4,997	5,000	5,000	5,000	0
719	Office Equipment	0	5,000	5,000	0	(5,000)
	Total Community Services	113,595	115,277	115,277	114,189	(1,088)

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73400	<u>Early Childhood Education</u>					
105	Supervisor/Director	44,379	47,100	47,100	48,000	900
116	Teachers	202,778	223,789	223,789	232,395	8,606
163	Educational Assistants	80,403	84,662	84,662	92,000	7,338
189	Other Salaries and Wages	10,961	12,000	12,000	12,000	0
198	Non-Certified Substitute Teachers	0	5,000	5,000	5,000	0
201	Social Security	22,437	28,500	28,500	29,789	1,289
204	Retirement	26,241	25,678	25,678	33,479	7,801
207	Medical Insurance	43,980	50,326	50,326	35,175	(15,151)
355	Travel	495	500	500	500	0
399	Other Contracted Services	0	0	0	0	0
429	Instructional Supplies and Materials	10,413	10,500	10,500	15,000	4,500
449	Textbooks-Bound	0	0	0	0	0
499	Other Supplies and Materials	13,958	14,500	14,500	15,000	500
524	Inservice	0	2,000	2,000	2,000	0
790	Other Equipment	14,085	15,000	15,000	15,000	0
	Total Early Childhood Education	470,130	519,555	519,555	535,338	15,783
	Total Operation of Non-Instructional Services	646,817	679,641	679,641	696,223	16,582
76000	<u>Capital Outlay</u>					
76100	<u>Regular Capital Outlay</u>					
304	Architects	0	97,072	115,163		(97,072)
350	Internet Connectivity	479,214	0	0		0
399	Other Contracted Services	57,746	2,254	0		(2,254)
706	Building Construction	0	790,928	780,928	759,000	(31,928)
707	Building Improvements	0	137,000	137,000	585,000	448,000
790	Other Equipment	0	6,000	0	100,000	94,000
799	Other Capital Outlay	42,425	635,000	635,000	135,000	(500,000)
	Total Regular Capital Outlay	579,385	1,668,254	1,668,091	1,579,000	(89,254)
	Total Estimated Expenditures	34,478,016	39,119,974	39,724,669	39,270,696	150,722
99000	<u>ESTIMATED OTHER USES</u>					
99100	<u>Transfers Out</u>					
590	Transfers to Other Funds	0	0	0	0	0
	Total Estimated Other Uses	0	0	0	0	0
	Total Estimated Expenditures and Other Uses	34,478,016	39,119,974	39,724,669	39,270,696	150,722
	Excess of Estimated Revenues Over (Under) Estimated Expenditures	256,682	(7,329,605)	(5,844,278)	(6,170,629)	1,158,976
	Estimated Beginning Fund Balances July 1	13,068,733	13,325,415	13,325,415	11,825,415	(1,500,000)
	Fund Balance Audit Adjustment					
	Estimated Ending Fund Balances June 30	13,325,415	5,995,810	7,481,137	5,654,786	(341,024)

	Budgeted FY 2026	Projected FY 2026
Revenue	\$ 33,100,067	\$ 33,615,409
Exp	39,270,696	36,521,747
<b>Excess/(Deficit)</b>	<b>\$ (6,170,629)</b>	<b>\$ (2,906,338)</b>

## Notes to Proposed Budget

### General Budget Items

- **4.5% Step Increase to certified personnel and support staff above \$33K**
- **\$1500 step increase to support staff**
- **Projected 6% increase to Medical Benefits**

### 71100 Regular Instruction Program

The Regular Education Instructional Program includes activities that provide students in grades K thru 12 with learning experiences to prepare them in their roles as citizens, family members, and members of the workforce. Expenditures for instructing students should be recorded in this program.

#### FY 2026 Budget Notes

- **399 Other Contracted Services – Includes contract for programs that provide benchmark information and credit recovery curriculum**
- **449 Text Books – Text book purchases for FY 26**
- **722 Instructional Equipment – Replacement of student chrombooks and Teacher classroom computers, devices as needed.**

### 71150 Alternative Instruction Program

Alternative Schools Program is an instructional program designated for students who consistently exhibit behavior that is disruptive to the learning process or violent in nature.

### 71200 Special Education Program

The Special Education Program includes activities that provide learning experiences for students having special needs. This includes pre-school as well as elementary and secondary students

### 71300 Career and Technical Education Program

The Career and Technical Education Program includes instructional activities that provide students with the opportunity to develop knowledge, skills, and attitudes needed for employment in an occupational area. Activities include student training both in the classroom and in supervised work environments.

#### FY 2026 Budget Notes

- **Will budget and remaining Innovative School Model funds after June 30.**
- **TCAT Revenues will be budgeted and disbursed to the schools as they are received. (Generally Dec and June)**

### 72110 Attendance

Attendance services are activities designed to improve student attendance at school and which attempt to prevent or to solve student problems involving the home, the school, and the community.

## **72120 Health Services**

Health Support Services are activities that provide physical and mental health services that are not direct instruction. Services are also provided for appropriate medical and nursing services as required by individual program needs that include medical supplies, materials, and equipment.

### **FY 2026 Budget Notes**

- **399 Other Contracted Services – Includes contracted services such disposal of medical waste items, contracts for sub nurses**

## **72130 Other Student Support**

Other Student Support includes services to students in addition to attendance and health services. These include guidance services, and evaluation and testing services for Regular Education students, Special Education students, and Vocational Education students. This includes expenditures related to student testing and guidance services.

## **72210 Regular Instructional Program**

The Regular Instruction Program includes activities primarily for assisting instructional staff in planning, developing, and evaluating the process of providing learning experiences for students. These activities include curriculum development, techniques of instruction, child development and understanding, staff training, etc.

## **72220 Special Education Program**

Special Education Instruction Support includes activities primarily for assisting instructional staff in planning, developing, and evaluating the process of providing learning experiences for students with special needs. These activities include curriculum development, techniques of instruction, child development and understanding, and staff training.

## **72230 Career and Technical Education Program**

Career and Technical Education Instructional Staff Support includes activities primarily for assisting instructional staff.

## **72250 Technology**

Technology services are designed to provide internet and other technical services to support instruction, attendance, health, administration, testing, and other areas as needed. Major categories include personnel, benefits, supplies, materials, and other expenses such as internet connectivity.

### **FY 2026 Budget Notes**

- **350 – Interconnectivity thru ENA**
- **399 – Includes contract with Blue Grass, PDQ, Zoom Video, Central Technologies, etc to help maintain, provide security and services related to the network**
  - **ERATE Match of \$95,000 (Year 1) for the installation and implementation of infrastructure equipment purchased through ERATE.**

### **72310 Board of Education**

Board of Education includes activities of the elected body that have been created according to State law and vested with responsibilities for educational activities in a given administrative unit.

### **72320 Director of Schools**

The Office of the Director of Schools includes activities performed in directing and managing all programs of the LEA.

### **72410 Office of The Principal**

Office of the Principal includes activities concerned with directing and managing the operation of a particular school. Such activities include those performed by the School Administrative Staff while they supervise and evaluate all operations of the school. These activities also include the work of secretarial and clerical staff in support of the teaching and administrative duties.

### **FY 2026 Budget Notes**

- **399 Other Contracted Services – Includes copier contract with RJYoung, and duplo providers, reimbursements to schools for contracts with Athletic Trainers, etc.**

### **72510 Fiscal Services**

Fiscal Services includes activities concerned with the fiscal or financial operations of the LEA. This program includes receipts and disbursements, financial and property accounting, payroll, inventory control, internal auditing, and the managing of funds.

- **Payment to county for providing these services**

### **72610 Operation of Plant**

Operation of Plant includes activities concerned with keeping the physical plant clean and ready for daily use. These activities include operating the heating, lighting, and ventilating systems, and repairing and replacing equipment (vacuum cleaners, buffers, etc.).

### **FY 2026 Budget Notes**

- **399 Other Contracted Services – Contract for custodial services**

### **72620 Maintenance of Plant**

Maintenance of Plant includes activities concerned with keeping the physical plant open, comfortable, and safe for use, and keeping the grounds, buildings, and equipment in effective working condition and state of repair.

### **FY 2026 Budget Notes**

- **399 Other Contracted Services – Includes, HVAC maintenance, etc**

**72710 Transportation**

Transportation includes activities concerned with conveying students for Regular, Vocational, and Special Educational instruction, as provided by State and Federal law. This includes trips between home and school, and trips to school activities.

**72810 Central and Other**

These are activities concerned with maintaining an efficient staff for the LEA. It includes such activities as central warehousing and other activities not specifically categorized elsewhere in the chart of accounts.

**73300 Community Services**

Community Services includes activities concerned with providing community services to students, staff, or community participants.

**73400 Early Childhood Education Program**

The Early Childhood Education Program includes activities that address the educational, health and social service needs of preschoolers who are three and four years of age to prepare them for kindergarten.

**76100 Regular Capital Outlay**

District Patch Paving	\$80,000.00
Parking Lot Striping - EHHS, CES, CIS	\$25,000.00
Playground Fencing - CES, CIS	\$30,000.00
District Painting	\$100,000.00
District HVAC Replacement	\$100,000.00
Classroom Flooring - EHES, CES	\$60,000.00
Doors & Windows - EHES	<u>\$425,000.00</u>
Total (not including ISM)	<u>\$820,000.00</u>
ISM _ Capital Outlay Projects	
CTE Building - EHHS (ISM)	\$589,000.00
Consumer Science Class Renovation - HCHS (ISM)	<u>\$170,000.00</u>
ISM Total	<u>\$759,000.00</u>
Total Capital Projects	<u>\$1,579,000.00</u>

Hickman County Tennessee  
 Central Cafeteria Fund 143  
 Statement of Proposed Operations  
 For the Fiscal Year Ending June 30, 2026

Account No	Description	Original		Amended	Estimated 2025-2026	Difference 2025-2026
		Actual 2023-2024	Estimated 2024-2025	Estimated 2024-2025		
<b><u>ESTIMATED REVENUES</u></b>						
43000	<b><u>CHARGES FOR CURRENT SERVICES</u></b>					
43500	<u>Education Charges</u>					
43521	Lunch Payments Children	167,570	0	0	0	0
43522	Lunch Payments Adults	23,836	28,498	28,498	22,000	(6,498)
43523	Income from Breakfast	44,358	2,969	2,969	2,500	(469)
43525	A la Carte Sales	219,258	225,000	225,000	265,000	40,000
	Total Charges for Current Services	455,022	256,467	256,467	289,500	33,033
44000	<b><u>OTHER LOCAL REVENUES</u></b>					
44100	<u>Recurring Items</u>					
44110	Investment Income	1,711	1,000	1,000	1,000	0
44500	<u>Non-Recurring Items</u>					
44530	Sale of Equipment	161	0	0		0
	Total Other Local Revenues	1,872	1,000	1,000	1,000	0
46000	<b><u>STATE OF TENNESSEE</u></b>					
46500	<u>State Education Funds</u>					
46520	School Food Service	15,619	0	0	0	0
46800	<u>Other State Revenue</u>					
46980	Other State Grants	0	0	0		0
46990	Other State Revenue	0	0	0		0
	Total State of Tennessee	15,619	0	0	0	0
47000	<b><u>FEDERAL GOVERNMENT</u></b>					
47100	<u>Federal Through State</u>					
47111	USDA School Lunch Program	1,283,276	1,700,000	1,700,000	1,800,000	100,000
47112	USDA-Commodities	131,234	0	0		0
47113	Breakfast	484,802	750,000	750,000	750,000	0
47114	USDA-Other	91,301	0	0		0
47115	USDA Food Service Equipment Grant	19,200	0	0		0
	Total Federal Government	2,009,813	2,450,000	2,450,000	2,550,000	100,000
	<b>TOTAL ESTIMATED REVENUE</b>	<b>2,482,326</b>	<b>2,707,467</b>	<b>2,707,467</b>	<b>2,840,500</b>	<b>133,033</b>
49000	<b>ESTIMATED OTHER SOURCES(NON-REVENUE)</b>					
49800	Transfer In	0	0	0	0	0
	<b>TOTAL ESTIMATE OTHER SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL ESTIMATED REVENUE AND OTHER SOURCE</b>	<b>2,482,326</b>	<b>2,707,467</b>	<b>2,707,467</b>	<b>2,840,500</b>	<b>133,033</b>

Hickman County Tennessee  
 Central Cafeteria Fund 143  
 Statement of Proposed Operations  
 For the Fiscal Year Ending June 30, 2026

Account No	Description	Original		Amended	Estimated	Difference
		Actual	Estimated	Estimated		
		2023-2024	2024-2025	2024-2025	2025-2026	2025-2026
<b>ESTIMATED EXPENDITURES</b>						
73000	<u>OPERATION OF NON-INSTRUCTIONAL SERVICES</u>					
73100	<u>Food Services</u>					
105	Supervisor/Director	37,000	38,500	38,500	39,000	500
119	Accountants/Bookkeeper	150,268	175,000	175,000	170,000	(5,000)
165	Cafeteria Personnel	641,895	675,000	675,000	740,000	65,000
189	Other Salaries & Wages	0	53,221	53,221	57,000	3,779
201	Social Security	62,003	72,042	72,042	76,959	4,917
204	State Retirement	89,856	111,500	111,500	121,525	10,025
207	Medical Insurance	135,000	145,000	145,000	152,250	7,250
307	Communication	3,025	4,200	4,200	4,200	0
336	Maint & Repair Services - Equipment	98,329	75,000	75,000	65,000	(10,000)
354	Transportation - Other than Students	3,390	5,000	5,000	5,000	0
355	Travel	1,440	3,000	3,000	3,000	0
399	Other Contracted Services	18,641	59,000	59,000	59,000	0
422	Food Supplies	986,176	1,150,000	1,150,000	1,150,000	0
422-SCA	Food Supplies-Supply Chain	76,168	0	0		0
452	Utilities	1,294	30,000	30,000	30,000	0
469	USDA-Commodities	131,234	0	0		0
499	Other Supplies and Materials	105,543	175,000	175,000	155,000	(20,000)
599	Other Charges	24,226	27,500	27,500	30,000	2,500
710	Food Service Equipment	105,637	450,000	450,000	100,000	(350,000)
	Total Food Service	2,671,125	3,248,963	3,248,963	2,957,934	(291,029)
	Total Estimated Expenditures	2,671,125	3,248,963	3,248,963	2,957,934	(291,029)
	Excess of Estimated Revenues Over					
	(Under) Estimated Expenditures	(188,799)	(541,496)	(541,496)	(117,434)	424,062
	Estimated Beginning Fund Balance July 1	1,293,886	1,105,087	1,105,087	850,000	(255,087)
	Estimated Ending Fund Balance June 30	1,105,087	563,591	563,591	732,566	168,975

500,000 OF FUND BALANCE BELONGS TO GPS FUND(141)



*Misty Shelton*  
VPK Supervisor/Licensure Coordinator/Board Policies  
Hickman County Schools  
115 Murphree Avenue  
Centerville, Tennessee 37033

To: School Board Members  
From: Misty Shelton  
Date: May 2025

**The following policies are up for review.**

**Up for Review:**

- 6.202- Home Schools
- 6.203 -School Admissions
- 6.204 -Attendance of Non-Resident Students
- 6.205 -Student Assignment
- 6.206 -Transfers Within the System
- 6.207 -Withdrawals
- 6.208 -Release During School Hours
- 6.209 -Child Custody/ Parental Access
- 6.301 -Rights and Responsibilities of Students
- 6.302 -Procedural Due Process
- 6.303 -Interrogations and Searches
- \*5.500- Discrimination/Harassment
- \*5.501 -Complaints and Grievances
- \*5.502 -Complaints about School Personnel

\*Added from canceled board meeting

**Thank you for your careful consideration of these policies.**

931-729-3391 ext. 2226

[misty.shelton@hickmank12.org](mailto:misty.shelton@hickmank12.org)

fax 931-729-3834

# Hickman County Board of Education

Descriptor Term: <b>Home Schools</b>	Descriptor Code: <b>6.202</b>	Issued Date: <b>08/07/23</b>
	Rescinds: <b>6.202</b>	Issued: <b>03/06/23</b>

1 A "home school" is a school conducted or directed by parent or parents or legal guardian or guardians  
2 for their own children. Home schools which teach K-12 where the parents are associated with an  
3 organization that conducts church-related schools (*as defined by §49-50-801*) which are supervised by  
4 such organization and which administer standardized achievement tests at the same time tests are given  
5 in their regular day schools are exempt from the following provisions, but must follow procedures issued  
6 by the State Department of Education.<sup>1</sup>

7 A parent wishing to conduct a home school shall meet the following requirements:<sup>2</sup>

- 8 1. Provide annual notice to the director of schools before the commencement of each school year  
9 of the intent to conduct a home school;
- 10 2. Submit to the director of schools the name, number, age, grade level of children involved,  
11 location of the school, curriculum to be offered, proposed hours of instruction, qualifications  
12 of the parent/teacher, whether a college preparatory or general course of education will be  
13 taught in grades 9-12, and a description of the courses to be taught each year;
- 14 3. Maintain attendance records, subject to inspection of the local director of schools;
- 15 4. Submit attendance records to the director of schools at the end of each school year;
- 16 5. Provide instruction for at least four (4) hours per day for the same number of instructional days  
17 as are required by state law for public schools;<sup>3</sup>
- 18 6. Possess a high school diploma or a high school equivalency credential approved by the State  
19 Board of Education;<sup>4</sup>
- 20 7. Cooperate in the administration to home school students of appropriate tests by the  
21 Commissioner of Education, his/her designee or by a professional testing service;
- 22 8. Take action according to state law if home school student falls behind appropriate grade level;
- 23 9. Submit proof to the director of schools that other health services and examinations as required  
24 by law have been received by the home school student; and
- 25 10. In the event of illness or inadequacy of the home school parent-teacher to teach a specific  
26 subject, employ a tutor having the same qualifications as required of parent/teacher.  
27  
28  
29  
30  
31  
32  
33  
34

1 If one or more of these requirements are not met, the Board authorizes the director of schools to take  
 2 formal action to bring the child into compliance with the Compulsory Attendance Law (until the child  
 3 has reached age 17), either in the home school or in a public, private or church-related school.

4 It shall be the policy of this Board that public school facilities shall be available for home school  
 5 instruction only when *all* of the following conditions exist:

- 6 1. Special needs courses are being taught which require services unavailable to the home school  
 7 student;
- 8 2. These services cannot be provided through any means other than the public schools;
- 9 3. Requests for services are made known by the home school parent when notice is given to the  
 10 director of schools of the intent to conduct a home school;
- 11 4. The director of schools investigates request and make recommendations to the Board;
- 12 5. No overcrowding, additional expenses, including providing transportation, or other special  
 13 situations which interfere with the normal operation of the school system shall be incurred; and
- 14 6. Approval by the Board on a case-by-case basis.

15 The director of schools, through the attendance supervisor, shall have the attendance records of the home  
 16 school inspected at least two (2) times each school year in order to provide assistance in implementing  
 17 the Compulsory Attendance Law.  
 18

### 19 **Student Performance<sup>5</sup>**

20 If a home school student falls more than one (1) year behind his appropriate grade level in his/her  
 21 comprehensive test score for two (2) consecutive tests, and if a certified teacher who would have taught  
 22 the child at his/her grade level determines through appropriate means that the student is not learning  
 23 disabled, the director of schools shall require the parents to enroll the child in a public, private or church-  
 24 related school.  
 25  
 26  
 27  
 28

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#### Legal References

1. TCA 49-50-801(a)
2. TCA 49-6-3050(b)
3. TCA 49-6-3004(a); TCA 49-6-3050(b)(3)
4. TCA 49-6-3050(b)(4); Public Acts of 2023, Chapter  
No. 114
5. TCA 49-6-3050(b)(6)

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#### Cross References

Compulsory Attendance Ages 6.201

# Hickman County Board of Education

Descriptor Term: <b>School Admissions</b>	Descriptor Code: <b>6.203</b>	Issued Date: <b>08/05/24</b>
	Rescinds: <b>6.203</b>	Issued: <b>03/06/23</b>

1 Any student entering school for the first time must present:

- 2
- 3 1. A birth certificate or officially acceptable evidence of date of birth at the time of registration;<sup>1</sup>
- 4
- 5 2. Evidence of a current medical examination.<sup>2</sup> There shall be a complete medical examination of
- 6 every student entering school for the first time. This applies to kindergarten, first grade and other
- 7 students for whom there is no health record; and
- 8
- 9 3. Evidence of state-required immunization.<sup>3</sup>

10 The name used on the records of a student entering school must be the same as that shown on the birth  
11 certificate unless evidence is presented that such name has been legally changed through a court as  
12 prescribed by law. If the parent does not have or cannot obtain a birth certificate, then the name used on  
13 the records of such student will be the same as that shown on documents which are acceptable to the  
14 school principal as proof of date of birth.

15 The name used on the records of a student entering the Hickman County School System from another  
16 school must be the same as shown on records from the school previously attended unless evidence is  
17 presented that such name has been legally changed through a court as prescribed by law.<sup>4</sup>

18 No student shall be granted entrance under disciplinary action from another system.

19 A child whose care, custody and support has been assigned to a resident of the district by a power of  
20 attorney or order of the court shall be enrolled in school provided appropriate documentation has been  
21 filed with the district office.<sup>5</sup>

22 A student may transfer into the school system at any time during the year if his/her parent(s) or legal  
23 guardian moves his/her residence into the school system.

## 24 **ADJUDICATED DELINQUENT STUDENT<sup>6</sup>**

25  
26  
27 A principal or principal's designee may ask a parent/guardian in writing if their student has been  
28 adjudicated delinquent for an offense listed in TCA 49-6-3051 within thirty (30) days of the student  
29 first enrolling in the school and when any such student:

- 30
- 31 1. Resumes school attendance after suspension, expulsion, or adjudication of delinquency; or
- 32
- 33 2. Changes schools within this state.
- 34

1 This information shall be shared only with school employees who have responsibility for classroom  
2 instruction of the student, the school counselor, social worker, or psychologist who is developing a plan  
3 for the student while in the school, and the school resource officer. Such information is otherwise  
4 confidential and shall not be released to others, and the written notification shall not become a part of the  
5 student's record.<sup>7</sup>  
6

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Legal References

1. [TCA 49-6-3008\(b\)](#)
2. [TRR/MS 0520-01-13-.01\(1\)\(a\); 20 USCA § 1232h\(c\)](#)
3. [TCA 49-6-5001\(c\)](#)
4. [TCA 49-6-5106](#)
5. [TCA 49-6-3001\(c\)\(6\)](#)
6. [TCA 37-1-153\(e\), 154; TCA 49-6-3051; Public Acts of 2024, Chapter No. 721](#)
7. [TCA 49-6-3051\(d\)](#)

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Cross References

Admission of Suspended/Expelled Students 6.318  
Homeless Students 6.503  
Migrant Students 6.504  
Students in Foster Care 6.505  
Students from Military Families 6.506

7

# Hickman County Board of Education

Descriptor Term: <b>Attendance of Non-Resident Students</b>	Descriptor Code: <b>6.204</b>	Issued Date: <b>06/03/24</b>
	Rescinds: <b>6.204</b>	Issued: <b>03/06/23</b>

1 Students residing outside the boundaries of the school system may attend schools within the school  
2 system under the following conditions:

- 3 1. They must be approved by the director of schools.<sup>1</sup>
- 4 2. Tuition for out-of-state non-resident students shall be charged at the same rate as the average  
5 cost per student (state and local funds) in the system attended.<sup>2</sup>
- 6 3. Non-resident students must make application at least two weeks prior to the first day of school.<sup>3</sup>
- 7 4. Requests from students from adjoining states to attend school shall be considered on a case-by-  
8 case basis.<sup>4</sup>
- 9 5. If a teacher of this school system has a residence outside the school system, his/her children  
10 may be allowed to attend provided that there is available room and teaching capacity and other  
11 determinations made by the board according to applicable law.<sup>5</sup>
- 12 6. The children residing in the same household of employees that are employed full-time by the  
13 Hickman County Board of Education may attend school in Hickman County.
- 14 7. The children of business owners that pay taxes in Hickman County may attend school in  
15 Hickman County if there is available room and teaching capacity.
- 16
- 17
- 18

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#### Legal References

1. [TCA 49-6-3104](#)
2. [TCA 49-6-3003](#); [TCA 49-6-403\(f\)](#)
3. [TCA 49-6-3105](#)
4. [TCA 49-6-3108](#); [TCA 49-6-403\(f\)](#)
5. [TCA 49-6-3113](#); [TCA 49-6-3103](#)

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#### Cross References

Revenues 2.400  
Students from Military Families 6.506

# Hickman County School System

**Attendance of Non-Resident  
Students**

**6.204AP**

## Out of County Students

At times, students living out of Hickman County may request to attend Hickman County Schools. Such requests will require completion of an Out of County Tuition Form. Students outside the county will not be allowed to displace any student residing in Hickman County. If after the requesting student has supplied the out of county form, current copies of attendance, grades, and discipline records, the school system will determine if the student is accepted to attend school in Hickman County.

[Application can be found at this link](#)

# Hickman County Board of Education

Descriptor Term: <b>Student Assignments</b>	Descriptor Code: <b>6.205</b>	Issued Date: <b>03/06/23</b>
	Rescinds: <b>6.205</b>	Issued: <b>01/04/21</b>

## 1 TO SCHOOLS

2 Students, including those in kindergarten, shall attend the school to which they are assigned.<sup>1</sup>

3 Parents who are dissatisfied with the assignment of their children may, within ten (10) days after the  
4 assignment, make application to the Board for a hearing requesting a transfer to another school.<sup>2</sup>

## 5 TO CLASSES

6 The principal shall be responsible for assigning all students to classes.

7 Students who enter the system from another school system are to be placed by the principal in the  
8 grade and/or level as indicated by records from the former school. If the student's placement is  
9 inappropriate in the grade or level assigned, he/she may be reassigned by the principal to another grade  
10 level. Parents shall be kept advised.

11 The principal shall separate an alleged victim of child sexual abuse from an alleged perpetrator if the  
12 abuse allegedly occurred while the child was under the supervision or care of the school. If available  
13 and appropriate, a child shall be reassigned if a request is made by the child's parent or custodian and  
14 the perpetrator has been: (1) substantiated by the department of children's services; (2) adjudicated by  
15 a juvenile court to have committed the child sexual abuse; or (3) criminally charged.<sup>3</sup>

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### Legal References

1. TCA 49-6-3102, 3103
2. TCA 49-6-3201
3. TCA 49-6-3102(h)

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### Cross References

Transfers Within the System 6.206  
Homeless Students 6.503  
Students in Foster Care 6.505

# Hickman County Board of Education

Descriptor Term: <b>Transfers Within the System</b>	Descriptor Code: <b>6.206</b>	Issued Date: <b>10/02/23</b>
	Rescinds: <b>6.206</b>	Issued: <b>03/06/23</b>

1 *General*<sup>1</sup>

2 Each year, the Director of Schools/designee shall review the number of spaces available in each school  
3 by grade, class, and program levels. This information shall be posted on the district's website along with  
4 the dates of the district's open enrollment period. The open enrollment period shall last for thirty (30)  
5 days and information about the number of seats available shall be posted for at least fourteen (14) days  
6 prior. The Director of Schools/designee shall reserve a reasonable number of enrollment spaces at each  
7 school to account for the enrollment of zoned students, siblings of students, and students who have a  
8 parent/guardian employed at the school.<sup>2</sup>

9 During the district's open enrollment period each year, a parent/guardian may request that his/her child  
10 attend a school within the district other than the one to which the child is zoned. The Director of  
11 Schools/designee shall review such requests, and if adequate space is available, grant such transfers. If  
12 the number of requests exceeds the number of available spaces, the Director of Schools/designee shall  
13 implement a lottery to fill the available spaces.

14 The open enrollment process shall be completed before other nonresident transfers are approved.

15 **POST ENROLLMENT**<sup>1</sup>

16 The student must maintain satisfactory attendance, behavior, and effort to remain in the new school.

17 **CHANGE IN RESIDENCE**<sup>1</sup>

18 Students whose families transfer their residence to another school area after the first month of school  
19 may complete the school year at their former school. Students who present evidence that they will move  
20 during the school year and who desire to enroll in a new school in the new area may do so with prior  
21 written request for a change of school area.

22 **[NOTE: Not effective in the event of a federally mandated desegregation order.]**<sup>3</sup>

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Legal References

1. TCA 49-2-128
2. TCA 49-6-3113
3. 34 C.F.R. § 100.4

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Cross References

Student Assignments 6.205  
Homeless Students 6.503  
Students in Foster Care 6.505

# Hickman County School System

## Transfers Within the System

6.206AP

### In County Transfers/Out of Zone Requests

During the month of June each year, a parent/guardian may request that his/her child attend a school within the system other than the one to which the child is zoned. The director of school or his/her designee shall review such requests, and if adequate space is available, grant such transfers unless a transfer would be adverse to the best interests of the child or the school system. If granted, the student must provide his/her own transportation to and from the school. The zoning request may be revoked based on attendance or discipline issues.

A parent/guardian may appeal the assignment of a student to the Board within the first ten days of being enrolled at the assigned school. After the first ten days of being enrolled, he/she shall not be permitted to transfer to another school (out of zone) unless there is a change in residence of the student's parents or guardians outside the zone in which the student enrolled. Any exception to this policy must be brought before the director of schools for evaluation and decision.

Students who families transfer their residence to another school zone in the system after the first month of school may complete the year at their former school. Students who present evidence that they will move during the school year and who desire to enroll in a new school in the new zone may do so with prior written request for a change of school zone. The director of schools or his/her designee may grant other exceptions to this policy for good and sufficient reasons. Again, zoning exceptions may be revoked for attendance or discipline issues.

Principals shall allow credit for work transferred from other schools only when substantiated by official transcripts or successful completion of comprehensive written examinations approved, administered and graded by the principal or his/her designated representative.

# Hickman County Board of Education

	Descriptor Term: <b>Withdrawals</b>	Descriptor Code: <b>6.207</b>	Issued Date: <b>03/06/23</b>
		Rescinds: <b>6.207</b>	Issued: <b>01/04/21</b>

- 1 Students shall notify their teacher(s) and/or principal when it is known that they will be withdrawing  
2 from school.
- 3 Dues and/or other money collected for workbooks, materials and supplies will be returned if the student  
4 withdraws within the first thirty (30) days, provided the school system does not take a loss because of  
5 the refund. After the first thirty (30) days, no money will be refunded.
- 6 If a student drops a class or withdraws from school during a grading period, each teacher will record on  
7 the withdrawal form, grade sheet, and permanent record the grade attained as of the date of withdrawal.
- 8 The principal will ensure that all information is completed on a student's records before a transcript is  
9 sent to another school.

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Cross References

Student Records 6.600

# Hickman County Board of Education

Descriptor Term: <b>Release During School Hours</b>	Descriptor Code: <b>6.208</b>	Issued Date: <b>03/06/23</b>
	Rescinds: <b>6.208</b>	Issued: <b>01/04/21</b>

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

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

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## Legal References

1. TCA 36-6-105
2. TRR/MS 0520-01-03-.03(10); State Board of  
Education Policy 2.103(V)

# Hickman County Board of Education

Descriptor Term:

**Child Custody/Parental Access**

Descriptor Code:

**6.209**

Issued Date:

**03/06/23**

Rescinds:

**6.209**

Issued:

**01/04/20**

1 The Board presumes that the person who enrolls a student in school is the student's custodial parent.  
2 Unless a Tennessee court specifies otherwise, the custodial parent shall be the one whom the school  
3 district holds responsible for the education and welfare of that child.

4 Parents or guardians shall have the right to receive information contained in school records concerning  
5 their minor child. <sup>1</sup> The Board, unless informed otherwise, assumes there are no restrictions regarding  
6 the non-custodial parent's right to be kept informed of the student's progress and activities. If restrictions  
7 are made relative to the rights of the non-custodial parent, the custodial parent shall be requested to  
8 submit a certified copy of the court order which curtails these specific rights.

9 Unless there are specific court-imposed restrictions, the non-custodial parent, upon request, shall be  
10 given access to all of the student's educational records including but not limited to the student's  
11 cumulative file and the student's special education file, if applicable.<sup>2</sup>

12 No principal or teacher shall permit a change in the physical custody of a child at school unless:

- 13 1. The person seeking custody of the child presents the school official with a certified copy of  
14 a valid court order from a Tennessee court designating the person who has custody of the  
15 child; and  
16  
17 2. The person seeking custody shall give the school official reasonable advance notice of his/her  
18 intent to take custody of the child at school.<sup>3</sup>

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#### Legal References

1. 20 USCA § 1232g(a)(1)(A)
2. TCA 49-6-902
3. TCA 36-6-105

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#### Cross References

Student Records 6.600 -6.603

# Hickman County Board of Education

Descriptor Term:

## Rights and Responsibilities of Students

Descriptor Code:  
6.301

Issued Date:  
04/03/23

Rescinds:  
6.301

Issued:  
02/01/21

1 The Board expects all school staff, students and parents to assume the responsibility for appropriate  
2 behaviors in the school.

3 Each student has the right to:

- 4 1. Have the opportunity for a free education in the most appropriate learning environment;
- 5 2. Be secure in his/her person, papers and effects against unreasonable searches and seizure;
- 6 3. Expect that the school will be a safe place;
- 7 4. Have an appropriate environment conducive to learning;
- 8 5. Not be discriminated against on the basis of sex, race, color, creed, religion, national origin or  
9 disabilities<sup>1</sup>; and
- 10 6. Be fully informed of school rules and regulations.

11 Each student has the responsibility to:

- 12 1. Know and adhere to reasonable rules and regulations established by the Board;
- 13 2. Respect the human dignity and worth of every other individual;
- 14 3. Refrain from libel, slanderous remarks, and obscenity in verbal and written expression;
- 15 4. Study and maintain the best possible level of academic achievement;
- 16 5. Be punctual and present in the regular school program;
- 17 6. Dress and groom in a manner that meets reasonable standards of health, cleanliness, modesty  
18 and safety;
- 19 7. Maintain and/or improve the school environment, preserve school and private property, and  
20 exercise care while using school facilities;
- 21 8. Refrain from behavior which would lead to physical or emotional harm or disrupts the  
22 educational process;
- 23 9. Respect the authority of school administrators, teachers and other authorized personnel in  
24 maintaining discipline in the school and at school-sponsored activities;

- 1 10. Obey the law and school rules as to the possession or the use of alcohol, illegal drugs and other  
2 unauthorized substances or materials; and
- 3 11. Possess on school grounds only those materials which are acceptable under the law and accept  
4 the consequences for articles stored in one's locker.

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Legal References

1. 20 USCA § 1703

# Hickman County Board of Education

	Descriptor Term: <b>Procedural Due Process</b>	Descriptor Code: <b>6.302</b>	Issued Date: <b>04/03/23</b>
		Rescinds: <b>6.302</b>	Issued: <b>02/01/21</b>

1 Before school authorities administer disciplinary measures, reasonable inquiry shall be made to  
2 determine the truth of what happened.<sup>1</sup> The nature of this inquiry will vary in degree with the  
3 seriousness of the offense and the consequence attached thereto.

4 For minor offenses where corrective measures are taken by the classroom teacher, no formal procedure  
5 is required. An inquiry into the incident to ensure that the offender is accurately identified, that he  
6 understands the nature of the offense, and that he/she knew the consequences of the offense for which  
7 he is accused.

8 In case of severe offenses where there is a possibility of suspension, the student shall be advised of the  
9 nature of his/her misconduct, questioned about it, and allowed to give an explanation.<sup>2</sup>

10 If the principal determines that the offense is of such nature that the student's continued presence  
11 would be detrimental to the school or persons within the school, he/she shall refer the case to the  
12 disciplinary hearing authority.<sup>3</sup>

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#### Legal References

1. *Ingraham v. Wright*, 430 U.S. 651 (1977)
2. *Goss v. Lopez*, 419 U.S. 565 (1975)
3. TCA 49-6-3401(c)(4)(A)—(B)

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#### Cross References

Interrogations and Searches 6.303  
Discipline Procedures 6.313  
Suspension/Expulsion/Remand 6.316  
Disciplinary Hearing Authority 6.317

<b>Hickman County Board of Education</b>			
	Descriptor Term: <b>Interrogations and Searches</b>	Descriptor Code: <b>6.303</b>	Issued Date: <b>04/03/23</b>
		Rescinds: <b>6.303</b>	Issued: <b>02/01/21</b>

1 **INTERROGATIONS BY SCHOOL PERSONNEL**

2 School personnel have a duty to report any reasonable suspicion that a student is carrying, or has  
 3 carried, a weapon or is violating, or has violated, a provision of the Tennessee Drug Control Act to the  
 4 principal, the principal's designee or, if the principal and the principal's designee are unavailable and  
 5 the offense was committed on school property, to the appropriate authorities.<sup>1</sup>

6 Students may be questioned by teachers or principals about any matter pertaining to the operation of a  
 7 school and/or the enforcement of its rules. Questioning must be conducted discreetly and under  
 8 circumstances which will avoid unnecessary embarrassment to the student being questioned. Any  
 9 student answering falsely, evasively or refusing to answer a proper question may be subject to  
 10 disciplinary action, including suspension.

11 If a student is suspected or accused of misconduct or infraction of the student code of conduct, the  
 12 principal may interrogate the student, without the presence of parent(s)/guardian(s) or legal custodians  
 13 and without giving the student constitutional warnings.

14 **INTERROGATIONS BY POLICE (AT ADMINISTRATOR'S REQUEST)**

15 If the principal has requested assistance by the police department to investigate a crime involving  
 16 his/her school, the police shall have permission to interrogate a student suspect in school during school  
 17 hours. The principal shall first attempt to notify the parent(s)/guardian(s) or legal custodians of the  
 18 student of the intended interrogation unless circumstances require otherwise. The interrogation may  
 19 proceed without attendance of the parent(s)/guardian(s) or legal custodians. The principal or his/her  
 20 designee shall be present during the interrogation.

21 The use of police women or female staff members is desirable in the interrogation of female students.

22 **POLICE-INITIATED INTERROGATIONS**

23 If the police deem circumstances of sufficient urgency to interrogate students at school for unrelated  
 24 crimes committed outside of school hours, the police department shall first contact the principal  
 25 regarding the planned interrogation, inform him/her of the probable cause to investigate within the  
 26 school. The principal shall make reasonable effort to notify the parent(s)/guardian(s) or legal  
 27 custodians of the interrogation unless circumstances require otherwise. The interrogation may proceed  
 28 without attendance of the parent(s)/guardian(s) or legal custodians. The principal or his/her designee  
 29 shall be present during the interrogation.

30 **SEARCHES BY SCHOOL PERSONNEL**

1 In order to ensure a safe and secure learning environment, the Director of Schools shall develop  
2 procedures regarding the searching of students' lockers, vehicles, and containers which are consistent  
3 with state law. The Director of Schools shall develop additional procedures to ensure compliance with  
4 all of the provisions of the School Security Act of 1981.<sup>1,2</sup>

5 Any principal, or his/her designee, having reasonable suspicion may search any student, place or thing  
6 on school property or in the actual or constructive possession of any student during any organized  
7 school activity off campus, including buses, vehicles of students or visitors (*Notice shall be posted in*  
8 *the school parking lot that vehicles parked on school property by students or visitors are subject to*  
9 *search for drugs, drug paraphernalia or dangerous weapons*), and containers or packages if he/she  
10 receives information which would cause a reasonable belief that the search will lead to the discovery  
11 of:

- 12 1. Evidence of any violation of the law;
- 13
- 14 2. Evidence of any violation of school rules or regulations or proper standards of student or  
15 faculty conduct;
- 16
- 17 3. Any object or substance which, because of its presence, presents an immediate danger of harm  
18 or illness to any person.

19 A student using a locker that is the property of the school system does not have the right of privacy in  
20 that locker or its contents. All lockers or other storage areas provided for student use on school  
21 premises remain the property of the school system and are provided for the use of students subject to  
22 inspection, access for maintenance and search. *Notice shall be posted in each school that lockers and*  
23 *other storage areas are school property and are subject to search.*

24 A student may be subject to physical search or a student's pocket, purse or other container may be  
25 required to be emptied because of the results of a locker search, or because of information received  
26 from a teacher, staff member or other student if such action is reasonable to the principal. All of the  
27 following standards of reasonableness shall be met:

- 28 1. A particular student has violated policy;
- 29
- 30 2. The search could be expected to yield evidence of the violation of school policy or disclosure  
31 of a dangerous weapon or drug;
- 32
- 33 3. The search is in pursuit of legitimate interests of the school in maintaining order, discipline,  
34 safety, supervision and education of students;
- 35
- 36 4. The primary purpose of the search is not to collect evidence for a criminal prosecution; and  
37
- 38 5. The search shall be reasonably related to the objectives of the search and not excessively  
39 intrusive in light of the age of the student, as well as the nature of the infraction alleged to have  
40 been committed.

41 School officials may conduct hand-held or walk-through metal detector checks of a student's person or  
42 personal effects.

## 1 USE OF ANIMALS

2 When necessary, dogs or other animals trained to detect drugs or dangerous weapons may be used in  
3 conducting searches, but the animals shall be used only to pinpoint areas which need to be searched  
4 and shall not be used to search the persons of students or visitors.

## 5 SEARCHES BY POLICE

6 If public health or safety is involved, upon request of the principal who shall be present, police officers  
7 may make a general search of students' lockers and desks, or students' or nonstudents' automobiles for  
8 drugs, weapons or items of an illegal or prohibited nature.

9 If the principal has received reliable information which he/she believes to be true that evidence of a  
10 crime or of stolen goods, not involving school property of members of the school staff or student body,  
11 is located on school property and that any search for such evidence or goods would be unrelated to  
12 school discipline or to the health and safety of a student or the student body, he/she shall request police  
13 assistance; and procedures to obtain and execute a search warrant shall thereafter be followed.

14 Anything found in the course of the search conducted in accordance with this policy which is evidence  
15 of a violation of the law or a violation of student conduct standards may be:

- 16 1. Seized and admitted as evidence in any hearing, trial, suspension or dismissal proceeding. It  
17 should be tagged for identification at the time it is seized and kept in a secure place by the  
18 principal or the principal's designee until it is presented at the hearing. At the discretion of the  
19 principal, the items seized may be returned to the parent or guardian of a student or, if it has no  
20 significant value, the item may be destroyed, but only with the express written permission of  
21 the director of schools.
- 22 2. Any seized item may be turned over to any law enforcement officer. Any dangerous weapon or  
23 drug as defined in TCA 49-6-4202 shall be turned over to an appropriate law enforcement  
24 official after completion of an administrative proceeding at which its presence is reasonably  
25 required.  
26

27 Whenever the possibility of uncovering evidence of a criminal nature exists, the principal or his/her  
28 designee may request the assistance of a law enforcement officer to:

- 29 1. Search any area of the school premises, any student or any motor vehicle on the school  
30 premises; or
- 31 2. Identify or dispose of anything found in the course of a search conducted in accordance with  
32 this policy.  
33

34 The involvement of law enforcement officials is encouraged when there is reasonable cause to suspect  
35 that criminal evidence is about to be uncovered.

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Legal References

1. TCA 49-6-4201 to 4219
2. Tenn. Op. Att’y Gen. No. 14-21 (February 24, 2014)

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Cross References

Traffic and Parking Controls 3.403  
Procedural Due Process 6.302  
Child Abuse and Neglect 6.409

# Hickman County School System

## Interrogations and Searches

6.303AP

### Use of Metal Detectors

Hickman County Schools authorizes the use of hand-held or walk-through metal detectors to check a student's person or personal effects as follows:

1. School officials or law enforcement officers may conduct metal detector checks of groups of individuals if the checks are done in a minimally-intrusive, nondiscriminatory manner. Metal detector checks of groups of individuals may not be used to single out a particular individual or category of individuals.
2. If a school official or a law enforcement officer has reasonable suspicion to believe that a particular student is in possession of an illegal or unauthorized metal-containing object or weapon, s/he may conduct a metal detector check of the student's person and personal effects.

A student's failure to permit a metal detector check as provided in this policy will be considered grounds for disciplinary action.

The Hickman County Alternative Schools use hand-held detectors for each student that enters the classrooms. This is a precautionary measure to ensure the safety of students and staff.

# Hickman County Board of Education

Descriptor Term: <b>Discrimination / Harassment of Employees (Sexual, Racial, Ethnic, Religious)</b>	Descriptor Code: <b>5.500</b>	Issued Date: <b>03/06/23</b>
	Rescinds: <b>5.500</b>	Issued: <b>11/02/20</b>

1 Employees shall be provided a work environment free from sexual, racial, ethnic and religious  
2 discrimination/ harassment. It shall be a violation of this policy for any employee or any student to  
3 discriminate against or harass an employee through disparaging conduct or communication that is sexual,  
4 racial, ethnic or religious in nature. The following guidelines are set forth to protect employees from  
5 discrimination/ harassment.

6 Employee discrimination/harassment will not be tolerated.<sup>1</sup> Discrimination/harassment is defined as  
7 conduct, advances, gestures or words either written or spoken of a sexual, racial, ethnic or religious  
8 nature which:

- 9 1. Unreasonably interfere with the individual's work or performance; or
- 10 2. Create an intimidating, hostile or offensive work environment; or
- 11 3. Imply that submission to such conduct is made an explicit or implicit term of employment;
- 12 4. Imply that submission to or rejection of such conduct will be used as a basis for an employment  
13 decision affecting the harassed employee.

14 Alleged victims of sexual, racial, ethnic and religious discrimination/harassment shall report these  
15 incidents immediately.<sup>2</sup> This report should be made to the immediate supervisor except when the  
16 immediate supervisor is the offending party. If the immediate supervisor is the offending party, the report  
17 may be made to the Federal Rights Coordinator or the director of schools. Allegations of  
18 discrimination/harassment shall be fully investigated (as set forth in Complaints and Grievances 5.500).  
19 An oral complaint may be submitted; however, such complaint must be reduced to writing to ensure a  
20 more complete investigation. The complaint should include the following information:

- 21 1. Identity of the alleged victim and person accused;
- 22 2. Location, date, time and circumstances surrounding the alleged incident;
- 23 3. Description of what happened;
- 24 4. Identity of witnesses; and
- 25 5. Any other evidence available.

26 The privacy and anonymity of all parties and witnesses to complaints will be respected. However,  
27 because an individual's need for confidentiality must be balanced with obligations to cooperate with  
28 police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough  
29 investigation or to take necessary action to resolve a complaint, the identity of parties and witnesses may  
30 be disclosed in appropriate circumstances to individuals with a need to know.

31 A substantiated charge against an employee shall result in disciplinary action up to and including  
32 termination. A substantiated charge against a student may result in corrective or disciplinary action up  
33 to and including suspension.

- 1 There will be no retaliation against any person who reports discrimination/harassment or participates in
  - 2 an investigation. However, any employee who refuses to cooperate or gives false information during the
  - 3 course of any investigation may be subject to disciplinary action. The willful filing of a false report will
  - 4 itself be considered harassment and will be treated as such.
- 
- 5 An employee disciplined for violation of this policy may appeal the decision by contacting the Federal
  - 6 Rights Coordinator or the director of schools.

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Legal References

1. 29 CFR §1604.11; TCA 5-23-104
2. 20 USCA § 1681

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Cross References

Appeals To and Appearances Before the Board 1.404  
Equal Opportunity Employment 5.104  
Complaints and Grievances 5.501  
Title IX & Sexual Harassment 6.3041

# Hickman County Board of Education

Descriptor Term:

## Complaints and Grievances

Descriptor Code:  
5.501

Issued Date:  
03/06/23

Rescinds:  
5.501

Issued:  
12/07/20

### 1 EMPLOYMENT-RELATED COMPLAINTS/GRIEVANCES

2 The Board believes that differences of opinions arising in the course of employment should be resolved  
3 as quickly as possible and at the lowest supervisory level.

4 In instances of questions by an individual staff member concerning the interpretation of policies and  
5 procedures to that staff member, administrative practices within his/her particular school, and  
6 relationships with other employees, the staff member concerned must consult the administrative or  
7 supervisory personnel to whom he/she is responsible. If a satisfactory resolution of the problem cannot  
8 be reached after ample opportunity for consideration of the matter, the staff member concerned may  
9 discuss the matter with the next level of supervision up to and including the director of schools.

10 In instances where an individual staff member feels for personal reasons that he/she cannot discuss a  
11 problem with his/her immediate superior, he/she may take the problem directly to the director of schools.  
12 After review of the case, the director of schools shall take action as he/she deems appropriate and within  
13 a prompt, reasonable time shall notify all parties concerned of his decision.

### 14 HARASSMENT/DISCRIMINATION GRIEVANCES

15 Employees should notify any district complaint manager if they believe the Board, its employees or  
16 agents have violated their rights guaranteed by the State or federal Constitution, State or federal statute  
17 or board policy including:<sup>1,2,3</sup>

- 18 1. Age Discrimination Employment Act;<sup>1</sup>
- 19
- 20 2. Title II of the Americans with Disabilities Act<sup>4</sup>
- 21
- 22 3. Title IX of the Education Amendments of 1972<sup>5</sup>
- 23
- 24 4. Section 504 of the Rehabilitation Act of 1973<sup>6</sup>
- 25
- 26 5. Claims of sexual harassment under Title VII of the Civil Rights Act of 1964 and Title IX of the  
27 Education Amendments of 1972<sup>7,5</sup>

28 The complaint manager will endeavor to respond and resolve complaints without resorting to this  
29 grievance procedure and, if a complaint is filed, to address the complaint promptly and equitably. The  
30 right of a person to prompt and equitable resolution of the complaint shall not be impaired by the  
31 person's pursuit of other remedies. Use of this grievance procedure is not a prerequisite to the pursuit  
32 of other remedies and use of this grievance procedure does not extend any filing deadline related to the  
33 pursuit of other remedies.

- 1 1. Filing a Complaint — An employee who wishes to avail himself or herself of this grievance  
2 procedure may do so by filing a complaint with any district complaint manager. The employee  
3 may request a complaint manager of the same sex. The complaint manager may assist the  
4 employee in filing a grievance.  
5
- 6 2. Investigation — The complaint manager will investigate the complaint or appoint a qualified  
7 person to undertake the investigation on his or her behalf. The complaint and identity of the  
8 complainant will not be disclosed except (1) as required by law or this policy; or (2) as  
9 necessary to fully investigate the complaint; or (3) as authorized by the complainant. The  
10 complaint manager shall file a written report within ten (10) days of the filing of the grievance,  
11 of his or her findings with the director of schools. If a complaint of sexual harassment contains  
12 allegations involving the director of schools, the written report shall be filed with the Board.  
13 The director of schools shall keep the Board informed of all complaints.  
14
- 15 3. Decision and Appeal — After receipt of the complaint manager's report, the director of schools  
16 shall render a written decision within five (5) days of the receipt of the report which shall be  
17 provided to the employee. If the employee is not satisfied with the decision, the employee may  
18 appeal the decision to the Board by making a written request to the complaint manager. The  
19 complaint manager shall be responsible for promptly forwarding all materials relative to the  
20 complaint and appeal to the Board. Thereafter, the Board shall render within thirty (30) days  
21 from the date the appeal was received, review the report and affirm, overrule or modify the  
22 decision and render a written finding which shall be provided to the complainant. This  
23 grievance procedure shall not be construed to create an independent right to a Board hearing.

#### 24 **APPOINTING COMPLAINT MANAGERS**

25 The director of schools shall appoint at least two complaint managers, one of each gender. The Federal  
26 Rights Coordinator may be appointed as a complaint manager. The director of schools shall insert into  
27 this policy the names, addresses and telephone numbers of current complaint managers. (see note)

28 *(Note: Title IX regulations require districts to identify the name, address and telephone number of the*  
29 *person who is responsible for coordinating the district's compliance efforts. A policy should not be*  
30 *adopted with a person's name in it; rather, the identifying information can be added and amended as*  
31 *necessary.)*

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Legal References

1. Age Discrimination Employment Act, 29 USCA § 621 *et seq.*; 42 USCA §§ 6101 – 6107; 34 CFR § 110.25
2. Equal Pay Act, 29 USCA § 206(d)
3. Immigration Reform and Control Act, 8 USCA § 1324 *et seq.*
4. Americans with Disabilities Act, 42 USCA § 12101 *et seq.*
5. Title IX of the Education Amendments, 20 USCA § 1681 *et seq.*
6. Section 504 of the Rehabilitation Act, 29 USCA § 701 *et seq.*
7. Title VII of Civil Rights Act, 42 USCA § 2000e *et seq.*

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Cross References

Appeals to and Appearances Before the Board 1.404  
Section 504 and ADA Grievance Procedures 1.802  
Equal Opportunity Employment 5.104  
Discrimination/Harassment of Employees 5.500  
Title IX & Sexual Harassment 6.3041

# Hickman County School System

## Complaints and Grievances

5.501AP

1. Follow reporting procedures outlined in board policy 5.501.
2. Documentation on the appropriate form should be completed and signatures obtained. Forms are listed below and can also be found at in the Google folder for Administrative forms.

Title VII/IX Complaint forms: Complaint Register  
Complaint/Grievance Statement form

Complaint Managers:

Mike Elkins

[Mike.elkins@hickmank12.org](mailto:Mike.elkins@hickmank12.org)

115 Murphree Avenue

Centerville, TN 37033

(931) 729-3391

Belinda Anderson

[belinda.anderson@hickmank12.org](mailto:belinda.anderson@hickmank12.org)

115 Murphree Avenue

Centerville, TN 37033

(931) 729-3391

# Hickman County Board of Education

	Descriptor Term: <b>Complaints About School Personnel</b>	Descriptor Code: <b>5.502</b>	Issued Date: <b>05/01/23</b>
		Rescinds: <b>5.502</b>	Issued: <b>12/05/22</b>

- 1 Whenever a complaint about an employee is made to the Board as a whole or a board member as an
- 2 individual, it will be referred to the school administration for study and possible solutions. The
- 3 employee involved will be advised of the nature of the complaint and given opportunity for
- 4 explanation, comment, and presentation of the facts as he/she sees them.
  
- 5 If, after such procedure is followed there is still a question or complaint, the matter shall then be
- 6 referred in writing to the Board, which shall determine whether it will hear the individual or group.
  
- 7 Individuals or groups desiring to speak to the Board shall follow the same procedures as outlined in
- 8 board policy dealing with public participation at board meetings.

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Cross References

Appeals To & Appearances Before the Board 1.404

### PROPOSED FUNDRAISING ACTIVITIES

Fund/account name General Fund

Proposed fundraising activities: yearbook sales

Purposed Uses of funds raised

general supplies

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

School wide

Method by which school will receive profit Wilcox Recognition will invoice school for the amount owed. The school will keep any remaining funds collected.

Requested by \_\_\_\_\_ Date \_\_\_\_\_  
Name/Title

Approved by Amy McAfee Date 4/2/25  
Principal

Approved by John Mullins Date 4-2-25  
Director of Schools\*

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name Student Incentives

Proposed fundraising activities: Kona TCE

Purposed Uses of funds raised

student incentives for attendance/PBIS.

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

School wide

Method by which school will receive profit

Kona Ice will send a check.

Requested by Amy McAfee Date \_\_\_\_\_  
Name/Title

Approved by Amy McAfee Date 4/2/25  
Principal

Approved by John Mullins Date 4-3-25  
Director of Schools\*

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

PROPOSED FUNDRAISING ACTIVITIES

Fund/account name HCMS Cheerleading Squad

Proposed fundraising activities: Calendar fundraiser

Purposed Uses of funds raised  
New squad members will use the money to help cover costs of appear/ camp.

Expected student involvement (school-wide or specific school organization) 10 students

Method by which school will receive profit Cash/Check

Requested by Madelyn Owens/Coach Date 4/11/25  
Name/Title

Approved by Jina S. Shipp Date 4-11-25  
Principal

Approved by John Mullens Date 4-15-25  
Director of Schools\*

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name FCCLA

Proposed fundraising activities: Funds 2 orgs Shoe drive fundraiser

Purposed Uses of funds raised to help off-set costs of going to compete @ Nationals in July Orlando, FL

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

FCCLA members taking T shoes but anyone can donate

Method by which school will receive profit Company weighs shoes & cuts check to our organization

Requested by [Signature] teacher Date 4-23-25  
Name/Title

Approved by [Signature] Principal Date 4-23-25

Approved by [Signature] Director of Schools\* Date 4-23-25

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name General

Proposed fundraising activities: Kona Ice will be set up  
selling shaved ice

Purposed Uses of funds raised  
PBIS incentives, safety enhancements, general use

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

Method by which school will receive profit percentage of sales

Requested by Jennifer Lange Date 4/17/25  
Name/Title

Approved by [Signature] Date 4/17/25  
Principal

Approved by John Mullins Date 4-17-25  
Director of Schools\*

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

Exhibit I

PROPOSED FUNDRAISING ACTIVITIES

Fund/account name HCMS Cheerleading

Proposed fundraising activities Peach Sale

Purposed Uses of funds raised  
Funds will be used to raise money for our squad to purchase equipment and participating in various cheer opportunities.

Expected student involvement (school-wide or specific school organization) 10 students

Method by which school will receive profit Cash/Check

Requested by Madelyn Owens/coach Date 4/17/25  
Name/Title

Approved by [Signature] Date 4-21-25  
Principal

Approved by [Signature] Date 4-21-25  
Director of Schools\*

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

## **HICKMAN COUNTY LEGISLATIVE BODY**

Budget Committee Schedule

Fiscal Year 2025-2026

Thursday, April 10th, 2025

5:30 Regular Meeting

6:00 Non-Profit Presentation

Monday, April 14th, 2025

5:30 Work Session Budget Meeting

County General

Drug Fund

AFT Fund

Debt Service

Hwy. Dept.

Thursday, April 17th, 2025

5:30 Work Session Budget Meeting

Solid Waste

ARPA

Monday, April 21st, 2025

5:30 Work Session Budget Meeting

Thursday, April 24th, 2025

5:30 Work Session Budget Meeting

Thursday, May 1st, 2025 (If needed)

5:30 Work Session Budget Meeting

Thursday, May 8th, 2025 (If needed)

5:30 Work Session Budget Meeting

School presentation

Monday, May 12th, 2025

5:30 Regular Meeting & Work Session

Thursday, May 15th, 2025 (if needed)

5:30 Work Session Budget Meeting

Monday, May 19th, 2025 (Committee Approval)

5:30 Work Session Budget Meeting

Budget Books to Commission by May 30th, 2025

Regular County Legislative Body meeting Tuesday, May 27th, 2025

Monday, June 2nd, 2025

Budget published in H.C. Times as per TCA 5-21-111(a)(1)(A)

Monday, June 9th, 2025

5:30 Public Hearing on 25-26 Budget as per TCA 5-21-111(a)(2)

Monday, June 23rd, 2025

Budget Presentation and Resolutions to County Commission