



Williamson County Board Work Session

September 17, 2026 6:00 PM

Support Services Building - Professional Development Room

1. Call to Order

2. Consent Agenda

- a. Approval of the August 17, 2026 School Board Meeting Minutes
- b. Approval of Fairview High Building Modification Request Band Storage Shed
- c. Recommendation for Field Trip Fee Requests

3. Superintendent's Report (45 minutes)

Leigh Webb

- a. Elementary School Cluster Spotlight - Golden Volunteers
- b. Academic Spotlight
- c. Fall Semester Update
- d. Preparation for the Election of Board Chair and Vice-Chair

4. New Business

- a. Approval of Textbook Adoption Committee for Social Studies adoption in March (Annual Agenda Item) Leigh Webb
- b. Approval of Collaborative Conference Team (Annual Agenda Item) Leigh Webb
- c. Approval of Board Parameters 2027-28 School Calendar (Annual Agenda Item) Leigh Webb
- d. Approval of Calendar Committee Membership (Annual Agenda Item) Leigh Webb
- e. Approval to Renew Interim Superintendent's Contract Claire Reeves
- f. Superintendent Search Process Claire Reeves
 - I. HYA Corporation Presentation
 - II. Tennessee School Board Association
 - III. ZEAL Education Group
- g. Adoption and Approval of Board Goals/Affirm Strategic Plan (Annual Agenda Item) Claire Reeves
- h. Review of 1.2021 Code of Conduct for School Board Members (Annual Agenda Item) Claire Reeves
- i. Board Policies - Second Reading
 - I. 6.415 Applied Behavior Analysis Private Pay in Schools (New)
- j. 2026-27 School Board Budget (10 minutes) Rachel Farmer
 - I. Approval of General Purpose School Fund Amendment 09.26 United Way Grant in the amount of \$52,080.
 - II. Approval of General Purpose School Fund Amendment 09.26 Athletic Donations in the amount of \$45,223.50

III. Approval of General Purpose School Fund Resolution

10.26 Buses in the amount of \$3,367,130.

5. Approval of 2027-28 Budget Preparation Calendar (Annual Agenda Item)

Rachel Farmer

6. Monthly Reports & Miscellaneous Information

- a. Year To Date Financial Report
- b. End of the Month Purchasing Report for August
- c. Operations Report
- d. Overnight Field Trip Report

7. October Annual Agenda Item

- **Approval of TISA Accountability Report**



Williamson County School Board Meeting
August 17, 2026, 6:30 PM
Williamson County Administrative Complex - Auditorium

Attendance Taken at 6:31 PM.

Mr. Drason Beasley:	Present
Mr. Tony Bostic:	Present
Mr. Joshua Brown:	Present
Mr. Dan Cash:	Present
Mrs. Donna Clements:	Present
Dr. Dennis Driggers:	Present
Mr. Jay Galbreath:	Present
Mrs. Tonja Hibma:	Present
Dr. Margie Padgett:	Present
Mrs. Claire Reeves:	Present
Mr. Eric Welch:	Present
Mrs. Melissa Wyatt:	Present

Present: 12

Board Member Beasley attended via Zoom due to an out of town work conflict.

1. Call to Order

Chairman Brown called the meeting order and asked the members to record their attendance. He thanked the Sheriff's Deputies Matt Smith and Jason Curtis for attending the meeting. Chairman Brown also recognized Franklin Boy Scout Troop 135 for attending. Brown called upon Board Member Jay Galbreath to lead the Pledge of Allegiance, followed by a moment of silence.

- a. Record Attendance
- b. Pledge of Allegiance and a Moment of Silence

2. Items of Particular Public Interest (Public Comment)

Chairman Brown called upon the following individuals who signed up before the meeting began, to speak during public comment.

- David Dunn spoke about the CHS digital hall pass.
- Charles Rathbone spoke about an athletic period.

- David Blackwell spoke about hiring an outside law firm and costs.
- Chris Hughes spoke about an athletic period.
- Ron Benkert spoke about the adoption of Social Studies textbooks.
- Beverly Purvis thanked the School Board for their service.

3. Approval of Agenda

Chairman Brown presented the agenda for approval. The Board voted in favor by saying aye.

Motion Passed: Motion by Mrs. Melissa Wyatt to approve the agenda. A second was made by Dr. Dennis Driggers.

Mr. Jay Galbreath:	Yes
Mrs. Donna Clements:	Yes
Mr. Eric Welch:	Yes
Mr. Drason Beasley:	Yes
Mr. Tony Bostic:	Yes
Dr. Dennis Driggers:	Yes
Mrs. Tonja Hibma:	Yes
Dr. Margie Padgett:	Yes
Mrs. Claire Reeves:	Yes
Mrs. Melissa Wyatt:	Yes
Mr. Dan Cash:	Yes
Mr. Joshua Brown:	Yes

Yes: 12, Nay: 0

4. Approval of Consent Agenda

Chairman Brown presented the consent agenda for approval. The Board voted in favor by saying aye.

Motion Passed: Motion by Dr. Dennis Driggers to approve the consent agenda. A second was made by Mrs. Melissa Wyatt.

Mrs. Donna Clements:	Yes
Mr. Eric Welch:	Yes
Mr. Drason Beasley:	Yes
Mr. Tony Bostic:	Yes
Dr. Dennis Driggers:	Yes
Mrs. Tonja Hibma:	Yes
Dr. Margie Padgett:	Yes
Mrs. Claire Reeves:	Yes
Mrs. Melissa Wyatt:	Yes
Mr. Dan Cash:	Yes
Mr. Joshua Brown:	Yes
Mr. Jay Galbreath:	Yes

Yes: 12, Nay: 0

a. Approval of June 15, 2026, School Board Meeting Minutes

b. Approval of June 29, 2026, Special Called School Board Meeting Minutes

- c. Board Policies First and Final Reading
 - I. 1.400 School Board Meetings and Work Session
 - II. 1.403 Agendas and Public Comment
 - III. 3.204 Threat Assessment Team
 - IV. 3.205 Security
 - V. 4.213 Family Life Education
 - VI. 5.106 Application and Employment
 - VII. 5.302 Sick Leave - Teacher
 - VIII. 5.303 Personal and Professional Leave
 - IX. 5.601 Staff Rights and Responsibilities
 - X. 6.203 School Admissions
 - XI. 6.303 Interrogations and Searches
 - XII. 6.304 Student Discrimination, Harassment, Bullying, Cyber-Bullying and Intimidation
 - XIII. 6.312 Use of Wireless Communications
 - XIV. 6.313 Use of Digital Devices
 - XV. 6.4081 Safe Relocation of Students
 - XVI. 6.506 Students from Military Families
- d. Recommendation for Field Trip Fee Requests
- e. Approval of City of Spring Hill Right-of-Way Request on Prescott Way
- f. Approval of City of Franklin Sanitary Sewer Easement Request of Oak View Elementary
- g. Approval of Building Modification Shade Structure at Nolensville Elementary
- h. Approval of Building Modification Storage Shed at Centennial High
- i. Approval of Building Modification Storage Shed at Fairview Middle
- j. Approval of Building Modification Request Video Scoreboard at Franklin High School
- k.

5. Communications to the Board

a. Superintendent's Report

Dr. Leigh Webb thanked the individuals who spoke during public comment. She talked about the Securely Hall Pass. The purpose is to identify how many are in one location and how long they are out of class. Webb thanked Coaches Rathbone and Hughes for speaking about an Athletic Period. Dr. Webb said that the start of the school year has been highly successful. Webb encouraged viewers to watch the August 14 Work Session. Dr. Webb shared that WCS was the highest efficiency school district in the state of Tennessee and 30% higher than the State of Tennessee.

During Spotlights, Dr. Webb thanked the 5 School Board members, District 2 Dan Cash, District 4 Josh Brown, District 6 Jay Galbreath, District 10 Eric Welch and District 12 Drason Beasley, who are leaving the Board. This is their final meeting. WCS thanks these Board members for their years of service.

I. Student, Staff and School Spotlights

In Student Spotlights, the Board celebrated [four Ravenwood High Junior Reserve Officers' Training Corps \(JROTC\) cadets for winning the Army Academic Bowl](#). [Eight students were recognized for earning a perfect composite ACT score](#) over the summer, and [two student-athletes were named Gatorade Tennessee Players of the Year](#).

In Staff Spotlights, [Brentwood High's Harriet Medlin earned the Diamond Coaching Award from the National Speech and Debate Association \(NSDA\).](#)

b. Board Chair Report

Chairman Brown opened the floor for any Board members leaving to speak. Cash said that this is one of the great jobs and experiences he has had. Board member Galbreath said he was grateful for the opportunity to serve and make decisions that benefit the students and the district as a whole. Board member Beasley said it has been a highlight to support families across the district. He thanked the leadership for their work. Board member Welch thanked the voters, candidates, the three excellent Superintendents that he has worked with, School Board Colleagues, especially Mr. Bill Peach and Mrs. Konyon who will take his place as the District 10 representative, district leaders, building teachers, parents, volunteers, students and his family.

Chairman Brown concluded that, as a Page graduate, he never thought he would be School Board Chair. Brown said it has been an honor to serve a district that has received the recognition and status that WCS has received. He thanked his colleagues, teachers and staff.

6. New Business

a. 2026-27 School Board Budget

I. Approval of General Purpose School Fund Amendment 08.26 Carryforward Reserves in the amount of \$81,614.45.

Chairman Brown called upon Dr. Webb, who recommended approval of General Purpose School Fund Amendment 08.26 Carryforward Reserves in the amount of \$81,614.45.

Motion Passed: Motion by Mr. Tony Bostic to approve. A second was made by Dr. Dennis Driggers.

Mr. Eric Welch: Yes

Mr. Drason Beasley: Yes

Mr. Tony Bostic: Yes

Dr. Dennis Driggers: Yes

Mrs. Tonja Hibma: Yes

Dr. Margie Padgett: Yes

Mrs. Claire Reeves: Yes

Mrs. Melissa Wyatt: Yes

Mr. Dan Cash: Yes

Mr. Joshua Brown: Yes

Mr. Jay Galbreath: Yes

Mrs. Donna Clements: Yes

Yes: 12, Nay: 0

II. Approval of General Purpose School Fund Amendment 08.26 Transition Grant Carryover in the amount of \$41,280.00.

Chairman Brown called upon Dr. Webb, who recommended approval of General Purpose School Fund Amendment 08.26 Transition Grant Carryover in the amount of \$41,280.00.

Motion Passed: Motion by Mrs. Tonja Hibma to approve. A second was made by Mr. Tony Bostic.

Mr. Drason Beasley:	Yes
Mr. Tony Bostic:	Yes
Dr. Dennis Driggers:	Yes
Mrs. Tonja Hibma:	Yes
Dr. Margie Padgett:	Yes
Mrs. Claire Reeves:	Yes
Mrs. Melissa Wyatt:	Yes
Mr. Dan Cash:	Yes
Mr. Joshua Brown:	Yes
Mr. Jay Galbreath:	Yes
Mrs. Donna Clements:	Yes
Mr. Eric Welch:	Yes

Yes: 12, Nay: 0

III. Approval of General Purpose School Fund Amendment 08.26 State Special Education Preschool Grant in the amount of \$665,232.00.

Chairman Brown called upon Dr. Webb who recommended approval of General Purpose School Fund Amendment 08.26 State Special Education Preschool Grant in the amount of \$665,232.00.

Motion Passed: Motion by Mrs. Donna Clements to approve. A second was made by Mr. Tony Bostic.

Mr. Tony Bostic:	Yes
Dr. Dennis Driggers:	Yes
Mrs. Tonja Hibma:	Yes
Dr. Margie Padgett:	Yes
Mrs. Claire Reeves:	Yes
Mrs. Melissa Wyatt:	Yes
Mr. Dan Cash:	Yes
Mr. Joshua Brown:	Yes
Mr. Jay Galbreath:	Yes
Mrs. Donna Clements:	Yes
Mr. Eric Welch:	Yes
Mr. Drason Beasley:	Yes

Yes: 12, Nay: 0

b. Approval of Outstanding Purchase Order for Activity School Funds (Annual Agenda Item)

Chairman Brown called upon Dr. Webb, who recommended approval of Approval of Outstanding Purchase Order for Activity School Funds (Annual Agenda Item).

Motion Passed: Motion by Mr. Eric Welch to approve. A second was made by Mrs. Melissa Wyatt.

Dr. Dennis Driggers: Yes
Mrs. Tonja Hibma: Yes
Dr. Margie Padgett: Yes
Mrs. Claire Reeves: Yes
Mrs. Melissa Wyatt: Yes
Mr. Dan Cash: Yes
Mr. Joshua Brown: Yes
Mr. Jay Galbreath: Yes
Mrs. Donna Clements: Yes
Mr. Eric Welch: Yes
Mr. Drason Beasley: Yes
Mr. Tony Bostic: Yes
Yes: 12, Nay: 0

c. Board Policies - First Reading

I. 6.415 Applied Behavior Analysis Private Pay in Schools (New)

Chairman Brown called upon Dr. Webb, who recommended approval of Board Policy 6.415 Applied Behavior Analysis Private Pay in Schools on first reading. The policy will return to policy committee for a second reading.

Motion Passed: Motion by Mr. Tony Bostic to approve. A second was made by Mrs. Claire Reeves.

Mrs. Tonja Hibma: Yes
Dr. Margie Padgett: Yes
Mrs. Claire Reeves: Yes
Mrs. Melissa Wyatt: Yes
Mr. Dan Cash: Yes
Mr. Joshua Brown: Yes
Mr. Jay Galbreath: Yes
Mrs. Donna Clements: Yes
Mr. Eric Welch: Yes
Mr. Drason Beasley: Yes
Mr. Tony Bostic: Yes
Dr. Dennis Driggers: Yes
Yes: 12, Nay: 0

d. Approval of Change to Early Release Day from November 11, 2026, to November 18, 2026.

Chairman Brown called upon Dr. Webb, who recommended approval of Change to Early Release Day from November 11, 2026, to November 18, 2026.

Motion Passed: Motion by Mrs. Tonja Hibma to approve. A second was made by Mrs. Melissa Wyatt.

Dr. Margie Padgett: Yes
Mrs. Claire Reeves: Yes

Mrs. Melissa Wyatt: Yes
Mr. Dan Cash: Yes
Mr. Joshua Brown: Yes
Mr. Jay Galbreath: Yes
Mrs. Donna Clements: Yes
Mr. Eric Welch: Yes
Mr. Drason Beasley: Yes
Mr. Tony Bostic: Yes
Dr. Dennis Driggers: Yes
Mrs. Tonja Hibma: Yes
Yes: 12, Nay: 0

e. Approval of Additional Course on the 2026 Course List

Chairman Brown called upon Dr. Webb, who recommended approval of Additional Course on the 2026 Course List.

Motion Passed: Motion by Mr. Tony Bostic to approve. A second was made by Mrs. Donna Clements.

Mrs. Claire Reeves: Yes
Mrs. Melissa Wyatt: Yes
Mr. Dan Cash: Yes
Mr. Joshua Brown: Yes
Mr. Jay Galbreath: Yes
Mrs. Donna Clements: Yes
Mr. Eric Welch: Yes
Mr. Drason Beasley: Yes
Mr. Tony Bostic: Yes
Dr. Dennis Driggers: Yes
Mrs. Tonja Hibma: Yes
Dr. Margie Padgett: Yes
Yes: 12, Nay: 0

f. Approval of Sick Bank Trustees (Annual Agenda Item)

Chairman Brown called upon Dr. Webb, who recommended approval of Sick Bank Trustees (Annual Agenda Item).

Motion Passed: Motion by Dr. Dennis Driggers to approve. A second was made by Mrs. Melissa Wyatt.

Mrs. Melissa Wyatt: Yes
Mr. Dan Cash: Yes
Mr. Joshua Brown: Yes
Mr. Jay Galbreath: Yes
Mrs. Donna Clements: Yes
Mr. Eric Welch: Yes

Mr. Drason Beasley: Yes
Mr. Tony Bostic: Yes
Dr. Dennis Driggers: Yes
Mrs. Tonja Hibma: Yes
Dr. Margie Padgett: Yes
Mrs. Claire Reeves: Yes
Yes: 12, Nay: 0

g. Approval of Annual Agenda (Annual Agenda Item)

Chairman Brown called upon Dr. Webb, who recommended approval of the Annual Agenda (Annual Agenda Item).

Motion Passed: Motion by Mrs. Donna Clements to approve. A second was made by Mrs. Claire Reeves.

Mr. Dan Cash: Yes
Mr. Joshua Brown: Yes
Mr. Jay Galbreath: Yes
Mrs. Donna Clements: Yes
Mr. Eric Welch: Yes
Mr. Drason Beasley: Yes
Mr. Tony Bostic: Yes
Dr. Dennis Driggers: Yes
Mrs. Tonja Hibma: Yes
Dr. Margie Padgett: Yes
Mrs. Claire Reeves: Yes
Mrs. Melissa Wyatt: Yes
Yes: 12, Nay: 0

h. Approval of Superintendent / District Goals for 2026-27

Chairman Brown called upon Dr. Webb, who recommended approval of Superintendent / District Goals (Annual Agenda Item).

Motion Passed: Motion by Mr. Dan Cash to approve. A second was made by Mrs. Tonja Hibma.

Mr. Joshua Brown: Yes
Mr. Jay Galbreath: Yes
Mrs. Donna Clements: Yes
Mr. Eric Welch: Yes
Mr. Drason Beasley: Yes
Mr. Tony Bostic: Yes
Dr. Dennis Driggers: Yes
Mrs. Tonja Hibma: Yes
Dr. Margie Padgett: Yes
Mrs. Claire Reeves: Yes
Mrs. Melissa Wyatt: Yes

Mr. Dan Cash: Yes

Yes: 12, Nay: 0

i. Approval of New Board Attorney to begin September 1, 2026

Chairman Brown made the motion to begin negotiations with Sam Jackson of Spencer Fane to be the Board Attorney. Chairman Brown thanked Booby Cook for his service, guidance and advice. Brown called upon Dr. Webb, who recommended approval of Sam Jackson as the new Board Attorney to begin September 1, 2026.

Motion Passed: Motion by Mr. Joshua Brown to approve. A second was made by Mrs. Claire Reeves.

Mr. Jay Galbreath: Yes

Mrs. Donna Clements: Yes

Mr. Eric Welch: Yes

Mr. Drason Beasley: Yes

Mr. Tony Bostic: Yes

Dr. Dennis Driggers: Yes

Mrs. Tonja Hibma: Yes

Dr. Margie Padgett: Yes

Mrs. Claire Reeves: Yes

Mrs. Melissa Wyatt: Yes

Mr. Dan Cash: Yes

Mr. Joshua Brown: Yes

Yes: 12, Nay: 0

7. Adjournment

There being no further business, Board Chair Brown adjourned the meeting at 7:46 pm.

Chairperson

Superintendent



MEMORANDUM

To: Williamson County School Board

From: Eric J. Gardner, P.E., Director of Facilities & Construction

CC: Leigh Webb, Superintendent

Date: August 27, 2026

Subject: Fairview High School Storage Building Request

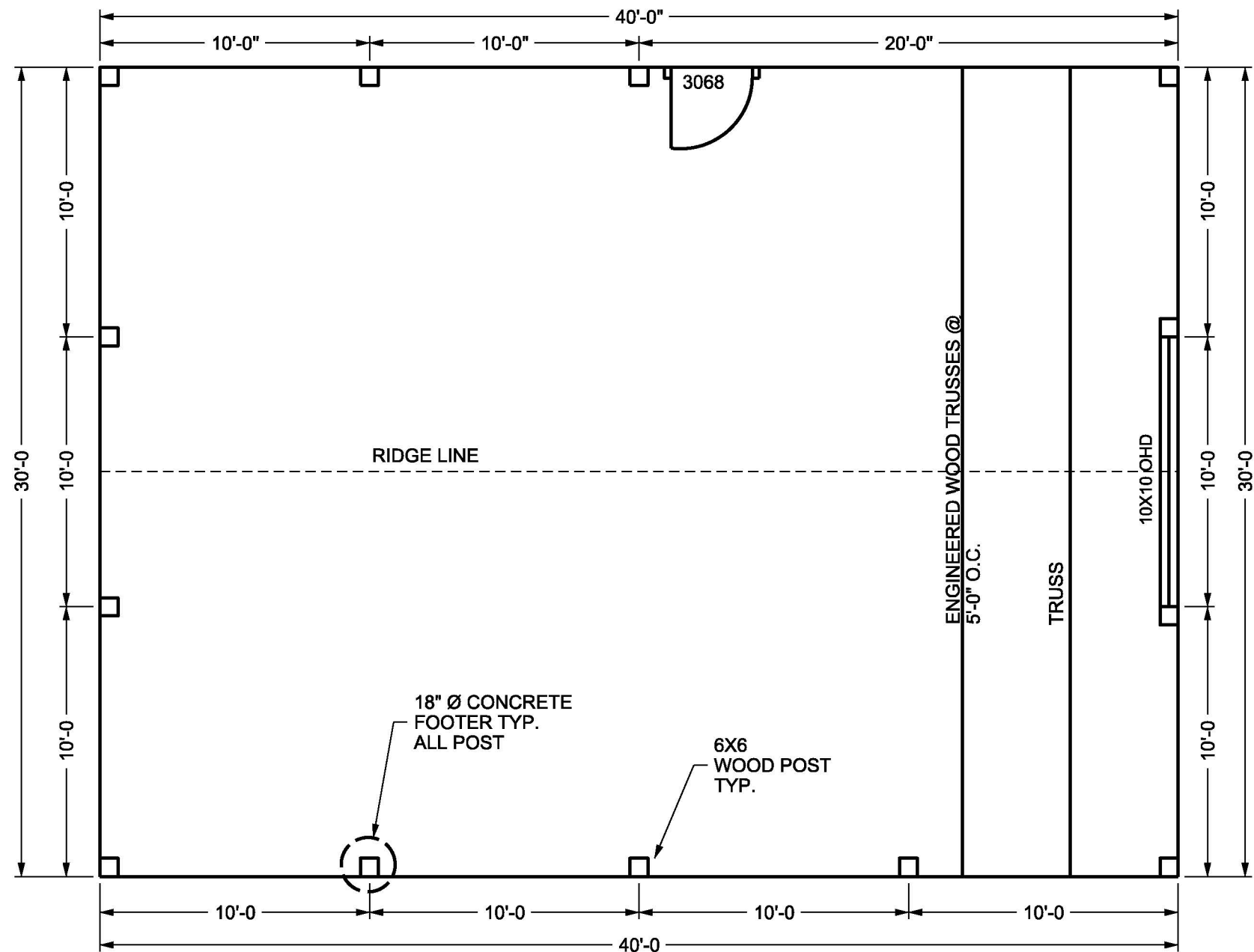
Fairview High School is requesting to construct a 30'x40' storage building for band storage. The proposed building will be located adjacent to the southeast endzone of the multipurpose field. This will be funded by the Fairview High School Band. The following conditions apply to obtaining approval:

- The contractor will be responsible for obtaining all applicable permits and approvals from the City of Fairview and other regulatory agencies.
- The contractor must submit a Certificate of Insurance naming WCS as additional insured and all employees working on WCS property must pass a background check.
- The contractor will be responsible for repairing any damage caused and clean up any mess created in the course of the project.

Staff recommends approval.



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LAYOUT PLAN
SCALE: 3/16" = 1'-0"

NOTES:

- CONSTRUCTION BRACING BY CONTRACTOR AND MUST REMAIN IN PLACE UNTIL ALL STRUCTURAL ITEMS SHOWN ON THIS DRAWING AND PERMANENT BRACING ARE COMPLETED.
- SEE TRUSS SPEC SHEETS FOR PERMANENT BRACING REQUIREMENTS.
- CONTRACTOR TO VERIFY DIMENSIONS BEFORE CONSTRUCTION AND/OR ORDERING MATERIAL.
- CONCRETE TO BE 3000 PSI MINIMUM COMPRESSIVE STRENGTH.
- ASSUMED SOIL BEARING = 2000 PSF MINIMUM.
- SOIL FRICTION RESISTANCE TO VERTICAL LOAD OF 300 PSF IS APPLIED.
- PRESSURE TREATMENT OF WOOD TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF AWPA STANDARD C1 FOR THE INTENDED END USE CATEGORY.
- FASTENERS INSTALLED WITH TREATED WOOD MUST BE MANUFACTURER RECOMMENDED FOR USE WITH THE ASSOCIATED WOOD TREATMENT.
- WHERE SOUTHERN YELLOW PINE (SYP) LUMBER IS SPECIFIED ON THIS DRAWING, SPF, DOUG FIR, OR HEM-FIR ARE ACCEPTABLE TO USE IF THE ALLOWABLE DESIGN STRESS VALUES MEET OR EXCEED THAT OF SYP FOR THE FOLLOWING:
1) BENDING (Fb), 2) TENSION (Ft) PARALLEL TO THE GRAIN,
3) COMPRESSION (Fc) PARALLEL TO THE GRAIN.

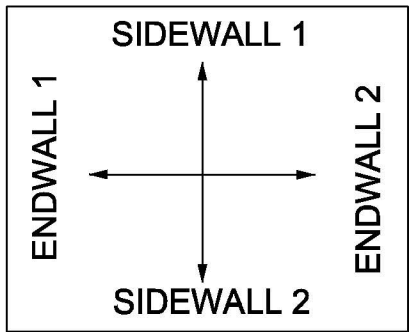
- TEMPORARY AND PERMANENT BRACING OF ROOF TRUSSES IS EXTREMELY IMPORTANT TO THE DESIGN AND STABILITY OF THIS BUILDING. REFER TO "BCSI 1-03 - GUIDE TO GOOD PRACTICE FOR HANDLING, INSTALLING & BRACING METAL PLATE CONNECTED WOOD TRUSSES" AND/OR "HIB-91 SUMMARY SHEET - COMMENTARY AND RECOMMENDATIONS FOR HANDLING, INSTALLING & BRACING METAL PLATE CONNECTED WOOD TRUSSES" FOR EXACT BRACING REQUIREMENTS. REFER TO MANUFACTURER'S ENGINEERED TRUSS SPEC SHEET FOR PERMANENT BRACING, HOWEVER, PERMANENT BRACING SHOWN ON THESE DRAWINGS SHALL APPLY IF THE REQUIREMENTS ARE MORE STRINGENT THAN THE MANUFACTURER'S TRUSS SPEC SHEET.
- LOCATION AND NUMBER OF DOORS & WINDOWS MAY VARY PER OWNER / BUILDER REQUIREMENTS (2x6 FRAMING OR FRAMING PER MANUFACTURER REQUIREMENTS, UNLESS NOTED)

DESIGN CRITERIA - IRC 2024

- DESIGN LOADS PER ASCE 7-22
- ROOF LIVE LOAD = 20 PSF
DEAD LOAD = 6 PSF
- DESIGN WIND SPEED = 105 MPH
- WIND RISK CATEGORY II
- WIND EXPOSURE CATEGORY C
- BUILDING CATEGORY II
- GROUND SNOW LOAD = 10 PSF
- IMPORTANCE FACTOR 1.0

MATERIAL SPECS.

- TRUSS - SEE SPEC SHEET
MINIMUM CONCRETE COVER FOR REINFORCING STEEL AND ANCHOR BOLTS - 2"
CONCRETE - 3000 PSI MINIMUM
REBAR - GRADE 60 MINIMUM
STRUCTURAL STEEL - ASTM A36 MINIMUM
WOOD - PURLINS - #2 SYP MINIMUM
BRACING - #2 SYP MINIMUM
POSTS - #2 SYP TREATED
OTHER - #2 SYP MINIMUM (UNLESS NOTED)



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BY: KRISTOFFER G. LEATHERMAN, PE
TN REG NO 124607
LeathermanEngineering@gmail.com
(931) 510-8720



08-14-2026
DRAWING NO.
26-0808

FLOOR PLAN

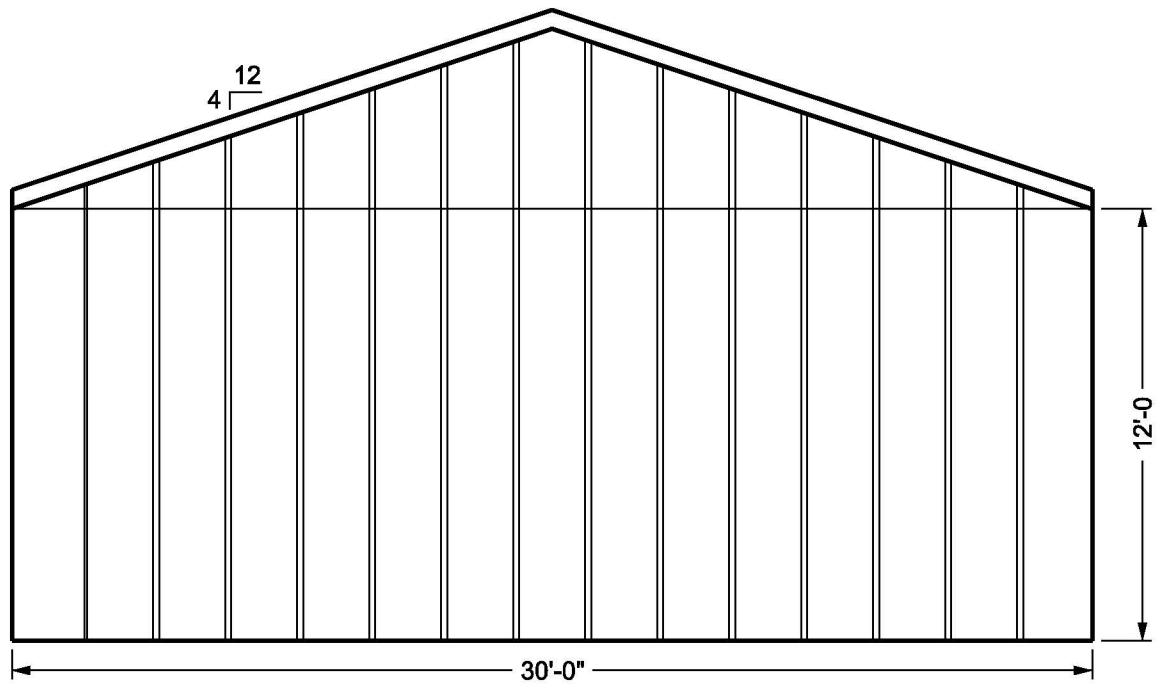
SHEET: S1.1

SUMMERTOWN METALS LLC
3864 Summertown Hwy - Summertown, TN 38483
Phone (931) 796-1521 Fax (426) 955-9515
KRIS LEATHERMAN 462 AIRPORT RD LACEYS SPRING, AL 36754

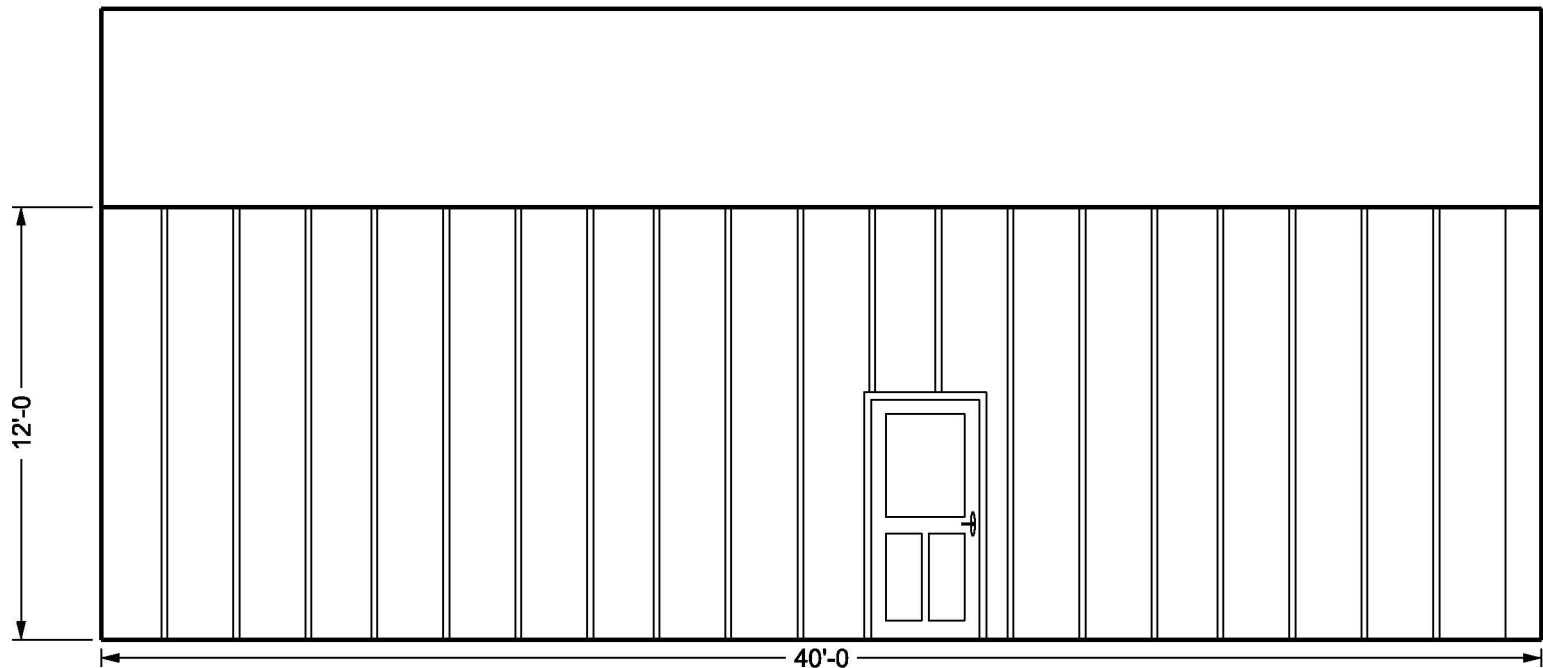


PROJECT:
TINA HARGIS
2595 FAIRVIEW BLVD
FAIRVIEW, TN 37062

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ENDWALL 1
SCALE: 3/16" = 1'-0"



SIDEWALL 1
SCALE: 3/16" = 1'-0"

NOTES:

1. CONSTRUCTION BRACING BY CONTRACTOR AND MUST REMAIN IN PLACE UNTIL ALL STRUCTURAL ITEMS SHOWN ON THIS DRAWING AND PERMANENT BRACING ARE COMPLETED.
2. SEE TRUSS SPEC SHEETS FOR PERMANENT BRACING REQUIREMENTS.
3. CONTRACTOR TO VERIFY DIMENSIONS BEFORE CONSTRUCTION AND/OR ORDERING MATERIAL.
4. CONCRETE TO BE 3000 PSI MINIMUM COMPRESSIVE STRENGTH.
5. ASSUMED SOIL BEARING = 2000 PSF MINIMUM.
6. SOIL FRICTION RESISTANCE TO VERTICAL LOAD OF 300 PSF IS APPLIED.
7. PRESSURE TREATMENT OF WOOD TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF AWPA STANDARD C1 FOR THE INTENDED END USE CATEGORY.
8. FASTENERS INSTALLED WITH TREATED WOOD MUST BE MANUFACTURER RECOMMENDED FOR USE WITH THE ASSOCIATED WOOD TREATMENT.
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3) COMPRESSION (Fc) PARALLEL TO THE GRAIN.

10. TEMPORARY AND PERMANENT BRACING OF ROOF TRUSSES IS EXTREMELY IMPORTANT TO THE DESIGN AND STABILITY OF THIS BUILDING. REFER TO "BCSI 1-03 - GUIDE TO GOOD PRACTICE FOR HANDLING, INSTALLING & BRACING METAL PLATE CONNECTED WOOD TRUSSES" AND/OR "HIB-91 SUMMARY SHEET - COMMENTARY AND RECOMMENDATIONS FOR HANDLING, INSTALLING & BRACING METAL PLATE CONNECTED WOOD TRUSSES" FOR EXACT BRACING REQUIREMENTS. REFER TO MANUFACTURER'S ENGINEERED TRUSS SPEC SHEET FOR PERMANENT BRACING, HOWEVER, PERMANENT BRACING SHOWN ON THESE DRAWINGS SHALL APPLY IF THE REQUIREMENTS ARE MORE STRINGENT THAN THE MANUFACTURER'S TRUSS SPEC SHEET.
11. LOCATION AND NUMBER OF DOORS & WINDOWS MAY VARY PER OWNER / BUILDER REQUIREMENTS (2x6 FRAMING OR FRAMING PER MANUFACTURER REQUIREMENTS, UNLESS NOTED)

DESIGN CRITERIA - IRC 2024

1. DESIGN LOADS PER ASCE 7-22
2. ROOF LIVE LOAD = 20 PSF
DEAD LOAD = 6 PSF
3. DESIGN WIND SPEED = 105 MPH
4. WIND RISK CATEGORY II
5. WIND EXPOSURE CATEGORY C
6. BUILDING CATEGORY II
7. GROUND SNOW LOAD = 10 PSF
8. IMPORTANCE FACTOR 1.0

MATERIAL SPECS.

- TRUSS - SEE SPEC SHEET
MINIMUM CONCRETE COVER FOR REINFORCING STEEL AND ANCHOR BOLTS - 2"
CONCRETE - 3000 PSI MINIMUM
REBAR - GRADE 60 MINIMUM
STRUCTURAL STEEL - ASTM A36 MINIMUM
WOOD - PURLINS - #2 SYP MINIMUM
BRACING - #2 SYP MINIMUM
POSTS - #2 SYP TREATED
OTHER - #2 SYP MINIMUM (UNLESS NOTED)

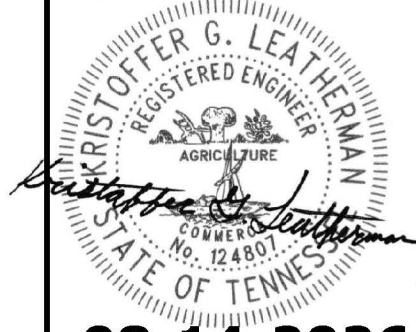
PROJECT:
TINA HARGIS
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FAIRVIEW, TN 37062



SUMMERTOWN METALS LLC
3864 Summertown Hwy - Summertown, TN 38483
Phone (931) 796-1521 Fax (425) 955-9515
KRIS LEATHERMAN 462 AIRPORT RD LACEYS SPRING, AL 36754

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TN REG NO 124607
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(931) 510-8720

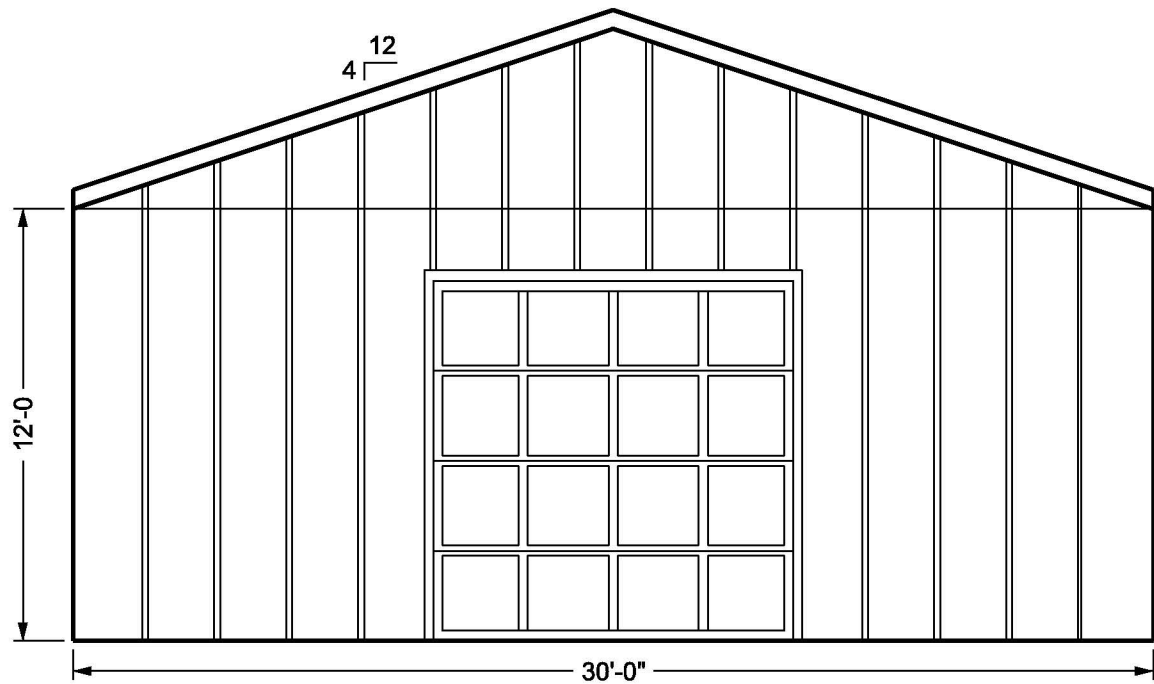


08-14-2026
DRAWING NO.
26-0808

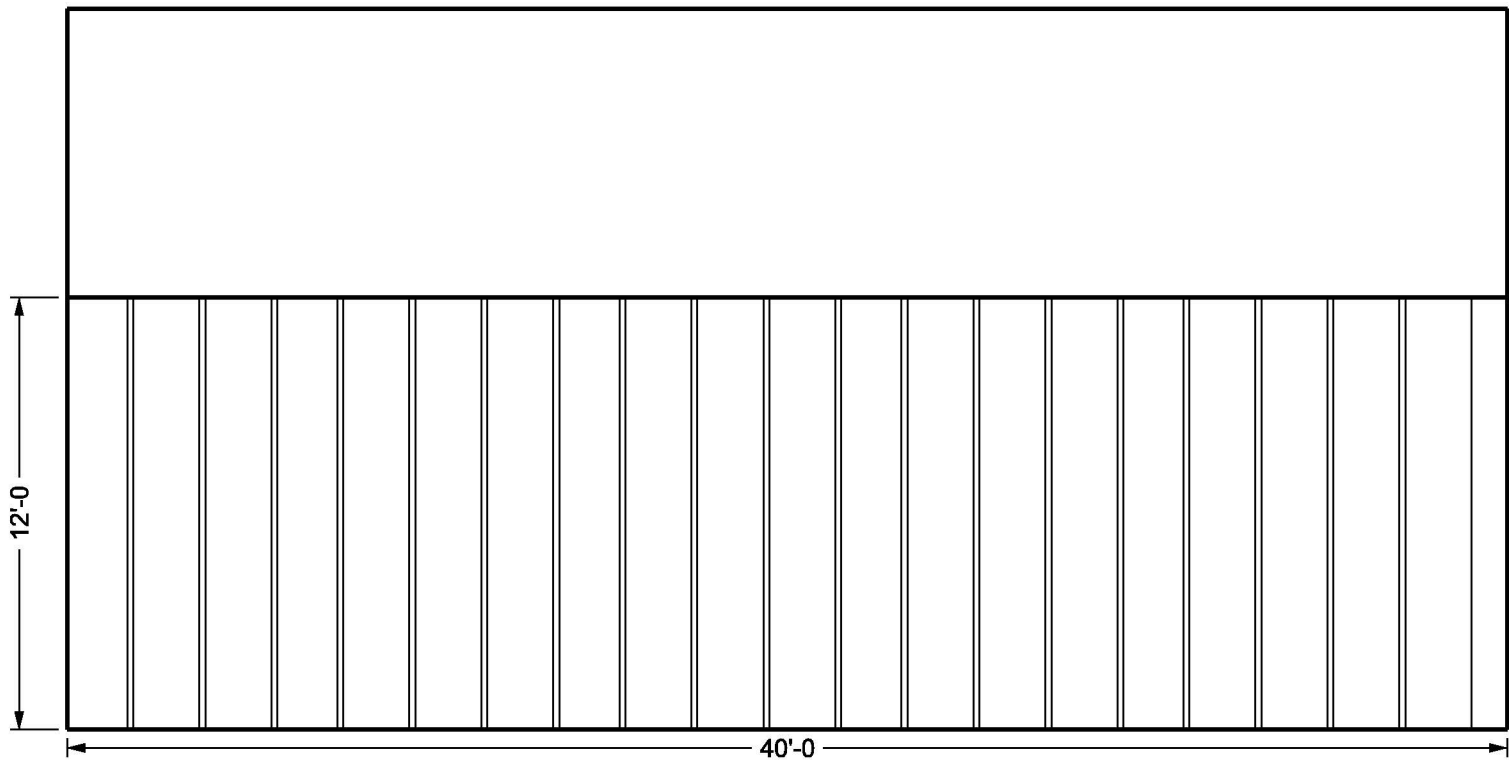
ELEVATIONS

SHEET: **S1.2**

THIS DRAWING WAS PRODUCED BY KRISTOFFER G. LEATHERMAN AND MAY NOT BE MODIFIED IN ANY WAY NOR SHALL THIS DRAWING BE USED BY ANYONE OTHER THAN SUMMERTOWN METALS OR ITS ASSIGNS WITHOUT THE EXPRESS WRITTEN PERMISSION OF KRISTOFFER G. LEATHERMAN WHOSE PROFESSIONAL ENGINEER'S STAMP APPEARS ON THIS DRAWING.



ENDWALL 2
SCALE: 3/16" = 1'-0"



SIDEWALL 2
SCALE: 3/16" = 1'-0"

NOTES:

1. CONSTRUCTION BRACING BY CONTRACTOR AND MUST REMAIN IN PLACE UNTIL ALL STRUCTURAL ITEMS SHOWN ON THIS DRAWING AND PERMANENT BRACING ARE COMPLETED.
2. SEE TRUSS SPEC SHEETS FOR PERMANENT BRACING REQUIREMENTS.
3. CONTRACTOR TO VERIFY DIMENSIONS BEFORE CONSTRUCTION AND/OR ORDERING MATERIAL.
4. CONCRETE TO BE 3000 PSI MINIMUM COMPRESSIVE STRENGTH.
5. ASSUMED SOIL BEARING = 2000 PSF MINIMUM.
6. SOIL FRICTION RESISTANCE TO VERTICAL LOAD OF 300 PSF IS APPLIED.
7. PRESSURE TREATMENT OF WOOD TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF AWPA STANDARD C1 FOR THE INTENDED END USE CATEGORY.
8. FASTENERS INSTALLED WITH TREATED WOOD MUST BE MANUFACTURER RECOMMENDED FOR USE WITH THE ASSOCIATED WOOD TREATMENT.
9. WHERE SOUTHERN YELLOW PINE (SYP) LUMBER IS SPECIFIED ON THIS DRAWING, SPF, DOUG FIR, OR HEM-FIR ARE ACCEPTABLE TO USE IF THE ALLOWABLE DESIGN STRESS VALUES MEET OR EXCEED THAT OF SYP FOR THE FOLLOWING:
1) BENDING (Fb), 2) TENSION (Ft) PARALLEL TO THE GRAIN,
3) COMPRESSION (Fc) PARALLEL TO THE GRAIN.

10. TEMPORARY AND PERMANENT BRACING OF ROOF TRUSSES IS EXTREMELY IMPORTANT TO THE DESIGN AND STABILITY OF THIS BUILDING. REFER TO "BCSI 1-03 - GUIDE TO GOOD PRACTICE FOR HANDLING, INSTALLING & BRACING METAL PLATE CONNECTED WOOD TRUSSES" AND/OR "HIB-91 SUMMARY SHEET - COMMENTARY AND RECOMMENDATIONS FOR HANDLING, INSTALLING & BRACING METAL PLATE CONNECTED WOOD TRUSSES" FOR EXACT BRACING REQUIREMENTS. REFER TO MANUFACTURER'S ENGINEERED TRUSS SPEC SHEET FOR PERMANENT BRACING, HOWEVER, PERMANENT BRACING SHOWN ON THESE DRAWINGS SHALL APPLY IF THE REQUIREMENTS ARE MORE STRINGENT THAN THE MANUFACTURER'S TRUSS SPEC SHEET.
11. LOCATION AND NUMBER OF DOORS & WINDOWS MAY VARY PER OWNER / BUILDER REQUIREMENTS (2x6 FRAMING OR FRAMING PER MANUFACTURER REQUIREMENTS, UNLESS NOTED)

DESIGN CRITERIA - IRC 2024

1. DESIGN LOADS PER ASCE 7-22
2. ROOF LIVE LOAD = 20 PSF
DEAD LOAD = 6 PSF
3. DESIGN WIND SPEED = 105 MPH
4. WIND RISK CATEGORY II
5. WIND EXPOSURE CATEGORY C
6. BUILDING CATEGORY II
7. GROUND SNOW LOAD = 10 PSF
8. IMPORTANCE FACTOR 1.0

MATERIAL SPECS.

- TRUSS - SEE SPEC SHEET
MINIMUM CONCRETE COVER FOR
REINFORCING STEEL AND ANCHOR BOLTS - 2"
CONCRETE - 3000 PSI MINIMUM
REBAR - GRADE 60 MINIMUM
STRUCTURAL STEEL - ASTM A36 MINIMUM
WOOD - PURLINS - #2 SYP MINIMUM
BRACING - #2 SYP MINIMUM
POSTS - #2 SYP TREATED
OTHER - #2 SYP MINIMUM
(UNLESS NOTED)

PROJECT:
TINA HARGIS
2595 FAIRVIEW BLVD
FAIRVIEW, TN 37062



SUMMERTOWN METALS LLC
3864 Summertown Hwy - Summertown, TN 38483
Phone (931) 796-1521 Fax (426) 955-9515
KRIS LEATHERMAN 462 AIRPORT RD LACEYS SPRING, AL 36754

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BY: KRISTOFFER G. LEATHERMAN, PE
TN REG NO 124607
LeathermanEngineering@gmail.com
(931) 510-8720



08-14-2026
DRAWING NO.
26-0808

ELEVATIONS

SHEET: **S1.3**

TRIP FINDER - September School Board Field Trip Approval Report *(Field Trips With Student Fees Over \$100)*

Trip ID	Origin	Trip Date	Return Date	Date Requested	Cost	Trip Name	Trip Type	Activity Type	#	Destination
10258	Brentwood HS - CTE Paid	02/23/2027	02/26/2027	08/06/2026	Over \$100 No Driver	Brentwood DECA State Competition	CTE OVERNIGHT	CTE - DECA	120	Chattanooga Convention Center
Notes/Fees	Charter Busses will be used. (No School Busses will be needed.) The Cost will not exceed \$500 per student.									
10612	Fairview HS - CTE Paid	03/02/2027	03/06/2027	08/20/2026	Over \$100 PER STUDENT	FCCLA State Competition	CTE OVERNIGHT	CTE - FCCLA	25	Chattanooga Convention Center
Notes/Fees	11:00 am pick up time on March 6 is Eastern Standard Time. The cost is \$350 per student but will be offset by fundraising.									
10615	Fairview HS - CTE Paid	03/02/2027	03/06/2027	08/20/2026	Over \$100 PER STUDENT	Fairview TSA State Conference	CTE OVERNIGHT	CTE - TSA	30	Chattanooga Convention Center
Notes/Fees	The cost is estimated at \$300 per child. The price will be offset with fundraising.									
10681	Hillsboro MS Fine Arts	04/30/2027	05/01/2027	08/25/2026	Over \$100 PER STUDENT	Dollywood Choir, Orchestra, Band Festival	FINE ARTS OVERNIGHT	Chorus/Choir	75	Dollywood Theme Park
Notes/Fees	Choir, Orchestra, and Band will team up to travel to Music in the Parks OR Music Showcase at Dollywood. Cost will be appx \$360 per student. Will fundraiser to offset the cost. We will leave after school hours at 3:30 pm on Friday, April 30 and arrive at Fairfield Inn Pigeon Forge by 8:30 pm. We will eat breakfast and check out before travelling to our performance venues the following morning, May 1. We will perform for seasoned adjudicators for detailed feedback on our groups' performances and optionally enter the competition with other schools. After the performances, we will spend time in Dollywood Theme Park, convening in the afternoon for the awards ceremony. We will return Saturday night, May 1 by 11:00 pm. We will travel by motor coach. All arrangements are being proposed by Bob Rogers Travel.									
10238	Independence HS Fine Arts Overnight	01/15/2027	01/16/2027	08/06/2026	Over \$100 PER STUDENT	Tennessee State Thespian Conference	FINE ARTS OVERNIGHT	Drama	70	MTSU
Notes/Fees	More details (hotel and exact departure/arrival time) as we get closer to field trip. The cost will be approximately \$175 per student.									
10231	Nolensville High	03/03/2027	03/07/2027	08/06/2026	Over \$100 No Driver	Southeastern Theatre Conference	FINE ARTS OVERNIGHT	Drama	40	Lexington Convention Center Central Bank Center
Notes/Fees	Chartering a bus - no need for a Williamson County bus. The cost is estimated at \$500, but will be defrayed through fundraising efforts. This conference is our students' opportunity to perform if we win our state conference and to audition for colleges/university programs and scholarships. The students also have the opportunity to attend over 100 different workshops related to theatre education taught by college professors and professionals.									
10282	Nolensville High	06/01/2027	06/05/2027	08/08/2026	Over \$100 No Driver	Universal Studios NHS Band	FINE ARTS OVERNIGHT	9th-12th Grade	140	Universal Studios Florida
Notes/Fees	The NHS Band will be participating in one stage performance and one performing workshop while at Universal Studios. Cost will be \$1420 per student. Will travel by charter buses.									
10470	Nolensville High	11/06/2026	11/08/2026	08/17/2026	Over \$100 No Driver	Model United Nations - NHS	ACADEMIC OVERNIGHT	Model UN	45	Embassy Suites Murfreesboro
Notes/Fees	No bus required - parents will arrange transportation. Cost is \$350 per student.									
10069	Nolensville HS - CTE Paid	03/07/2027	03/10/2027	07/28/2026	Over \$100 PER STUDENT	HOSA State Leadership Conference	CTE OVERNIGHT	CTE - HOSA	40	Chattanooga Convention Center
Notes/Fees	Would like to leave 3:00 pm or later on Sunday afternoon. Trip Finder would not let us enter a time that late. Cost is \$250 per student.									
10323	Page High	03/03/2027	03/07/2027	08/11/2026	Over \$100 PER STUDENT	South Eastern Theatre Conference	FINE ARTS OVERNIGHT	Drama	40	Lexington Convention Center Central Bank Center
Notes/Fees	NO BUS. WILL USE CHARTER BUS. \$550 max per student.									

TRIP FINDER - September School Board Field Trip Approval Report *(Field Trips With Student Fees Over \$100)*

Trip ID	Origin	Trip Date	Return Date	Date Requested	Cost	Trip Name	Trip Type	Activity Type	#	Destination
10506	Page HS - CTE Paid	09/27/2026	09/28/2026	08/17/2026	Over \$100 No Driver	Page DECA Dollywood	CTE OVERNIGHT	CTE - DECA	30	Dollywood Theme Park
Notes/Fees	Take a Charter Bus for Trip. NO SCHOOL BUS NEEDED. \$285 per student.									
10153	Page Middle	03/31/2027	04/04/2027	08/03/2026	Over \$100 No Driver	Band Trip to MFA National Concert Band Festival	FINE ARTS OVERNIGHT	Concert	75	Indianapolis Convention Center
Notes/Fees	Cost is roughly \$1000 per student. We will have fundraising opportunities to offset the cost.									
10654	Ravenwood High	01/15/2027	01/16/2027	08/24/2026	Over \$100 PER STUDENT	Tennessee Thespian Honor Society Conference	FINE ARTS OVERNIGHT	Drama	50	MTSU
Notes/Fees	Ravenwood High School's Thespian Honor Society Troupe #6790 will be attending the 2027 Tennessee Thespian Honor Society State Conference at Middle Tennessee State University. The cost is \$150 per student. Students will depart Ravenwood High School at 11:00AM on Friday, January 15th and arrive at MTSU approx. 12:00PM. Students will attend master classes, school performances, and a college/career fair provided by the conference on Friday, January 15th and Saturday, January 16th. Students and Chaperones will be staying at Wingate by Wyndham Murfreesboro (118 Westgate Blvd, Murfreesboro, TN 37128). Students will depart MTSU approx. 10:00pm on Saturday, January 16th and arrive at Ravenwood HS approx. 11:00PM.									
10206	Ravenwood HS - CTE Paid	02/23/2027	02/27/2027	08/04/2026	Over \$100 PER STUDENT	DECA State Career Development Conference	CTE OVERNIGHT	CTE - DECA	200	Chattanooga Convention Center
Notes/Fees	NO BUS NEEDED - Students to pay costs with supplement from DECA fundraiser. Cost is \$350 per student. Will fundraise to reduce the cost.									
10240	Ravenwood HS - CTE Paid	04/17/2027	04/21/2027	08/06/2026	Over \$100 No Driver	DECA International Career Development Conference	CTE OVERNIGHT	CTE - DECA	70	Anaheim Convention Center
Notes/Fees	NO DRIVER - Student pay with supplement from fundraiser. Cost is \$1000 per student. Will fundraise to reduce the cost.									
10404	Ravenwood HS - CTE Paid	03/03/2027	03/06/2027	08/13/2026	Over \$100 PER STUDENT	Tennessee Technology Student Association State Conference	CTE OVERNIGHT	CTE - TSA	120	Chattanooga Convention Center
Notes/Fees	This is the TSA State Conference. The cost per student is \$300 or less depending upon hotel costs.									
10514	Spring Station Middle	03/15/2027	03/18/2027	08/18/2026	Over \$100 PER STUDENT	SSMS THEATRE NEW YORK TRIP	FINE ARTS OVERNIGHT	Drama	50	Nashville International Airport
Notes/Fees	"Estimated cost per student is \$1,899. Fundraising will be all ticket sales minus expense of show from both of the SSMS fall theatre productions. Additional fundraising will occur to offset cost. Students will meet at the Nashville airport and will go together to NYC. NYC was not a destination option. The "every other year" Broadway theatre trip for 7th and 8th graders is due to take place this spring break. We see 2 Broadway shows, take a workshop/class on Broadway, do tourist attractions such as museums, central park, tours, etc. Each student/family is responsible for making payments directly to the travel agent. Students/Families will log in and pay their payments each due date. Families will not pay SSMS for any portion of the trip. RFQ- All travel is arranged by the WCS approved travel agent Bob Rogers Travel."									
10275	Summit High	03/14/2027	03/17/2027	08/07/2026	Over \$100 No Driver	Gulf Shores Classic	ATHLETIC OVERNIGHT	Varsity Softball	14	Gulf Shores Sportsplex
Notes/Fees	No bus is needed. Players will be asked to make donation towards the trip. Amount requested will be between \$100-\$150. Parents are providing transportation.									
10619	Summit HS - CTE Paid	02/23/2027	02/26/2027	08/21/2026	Over \$100 PER STUDENT	SHS DECA State Competition	CTE OVERNIGHT	CTE - DECA	75	Chattanooga Convention Center
Notes/Fees	Cost per student should not exceed \$350 for registration and hotel rooms. Food will be extra. School buses needed. We will leave at 5:00 PM after school and elementary routes.									
10620	Summit HS - CTE Paid	04/16/2027	04/21/2027	08/21/2026	Over \$100 PER STUDENT	SHS DECA International Competition	CTE OVERNIGHT	CTE - DECA	25	Anaheim Convention Center
Notes/Fees	Cost per student will not exceed \$1,000. Parents will be responsible for their student's transportation to and from Nashville Airport. Our group will fly together.									

TRIP FINDER - September School Board Field Trip Approval Report *(Field Trips With Student Fees Over \$100)*

Trip ID	Origin	Trip Date	Return Date	Date Requested	Cost	Trip Name	Trip Type	Acticity Type	#	Destination
9385	Sunset Middle	05/07/2027	05/09/2027	05/22/2026	Over \$100 No Driver	Sunset Fine Arts	FINE ARTS OVERNIGHT	Concert	100	Dollywood Theme Park
Notes/Fees	<i>Competition trip. Leave on Friday to perform that night. Perform on Saturday as well. Day in Park. Awards Saturday Night. Come back on Sunday. Fundraising will be used to offeset trip cost.</i>									
10476	Sunset Middle	11/22/2026	11/24/2026	08/17/2026	Over \$100 PER STUDENT	Sunset Middle Beta Club Convention	ACADEMIC OVERNIGHT	Beta Club	25	Opry Mills Shopping Center
Notes/Fees	<i>I won't know the exact number of students who will be going until October. We had 25 go last year which is what I am basing my number on. Also, we are not going to Opry Mills but Opryland. I thought it was close enough. We will be charging students to go on the trip. Last year it cost \$175. We might increase this this year once I see how much the hotel rooms will cost. I will find out soon. I wasn't sure what number of vehicles meant. None of the adults are driving. We only need one bus.</i>									

Wednesday, September 09, 2026

WCS School Board Work Session

SEPTEMBER 17, 2026







Spotlight on Spring Hill, Thompson's Station

Community, Relationships, Heart

Summit High School – Sarah Lamb

Spring Station Middle School – Paula Waits

Thompson's Station Middle – Jason Loudon

Thompson's Station Elementary – Tiffany Dukes

Allendale Elementary – Anthony Johnson

Bethesda Elementary – Karen Caldwell

Chapman's Retreat Elementary – Michelle Hummel

Thank you to our Golden Mentors!



"Smart kids go to this school!"

"My teachers are nice and care about us."

"I have the BEST teacher this year, and I got to have her last year too!"

"The teachers here like actually seem to love what they are doing. It's wild! What's wrong with them?"

"I love that we have so many different types of classes and after school clubs."

"I've driven the same bus route here for 12 years! I've watched these children grow up. It has been such a huge part of my life! They feel like family to me."



"This school is my family."

"I wouldn't want to be anywhere else!"

"The relationships here are generational, and every conversation feels like family."

"Our principal genuinely cares about every one of us."

"I love the students here and the way they stick together and care about each other."

"I've been here since the school opened, and I will retire here! I love my school and my students!"



GOLDEN MENTORS









Congratulations

NATIONAL MERIT SEMI-FINALISTS



Euan Barr



Naomi Castro-Harris



Henley Davidson



Emma Guina

**Summit
High
School**



Ezekiel Lazear



Colt Miller



Cecilia Wooldridge

Celebrations – Academic Achievement

Getting to the top is hard work.

Staying at the top requires intentionality, consistency, and strategic effort!

Highest science proficiency 3-11 in TN – newly adopted state standards in 25-26

US News & World Report: Highest performing non-magnet high schools in TN

National Merit Semi-Finalists: Highest in WCS history, state-leaders – 95 students

- Earn Status: top 1% in your state on the Junior PSAT – given each Oct.
- Semi-Finalist to Finalist: scholarship application by deadline, essay, maintain grades, school endorsement, take ACT or SAT to confirm high performance

Growth Scores: Embargoed (lots to celebrate!)



Social Studies Textbook Adoption



Process & Guidelines

Tenn. Code Ann. § 49-6-2202

- Tennessee Textbook and Instructional Materials Quality Commission recommended an initial list of approved textbooks which went before the State Board of Education on first reading at a meeting on August 28, 2026.
- Publishers with textbooks and instructional materials that failed upon initial review will have the opportunity to revise its textbook and instructional materials and submit an appeal to the Textbook Commission. The Textbook Commission will review and hear publisher appeals at its next meeting that will take place on October 1, 2026.
- A finalized list of approved materials for districts will be available following the November State Board of Education Meeting, scheduled for November 20, 2026.



WCS Timeline & Process

1. Textbook committee comprised of WCS teachers and parents is selected with names submitted to WCS School Board for approval. **(September)**
2. Five elementary, five middle and five high schools are selected to house sets of publisher provided review materials to make available to textbook committee members and teachers for review. **(October/November)**
3. Each selected school submits a plan that includes provisions for housing the collection of materials and availability for review by WCS employees and adoption committee. **(November)**
4. Final list of TDOE approved textbooks and instructional materials is published **(November)**
5. WCS requests sets of publisher provided review materials from TN Book Co. Per policy, WCS can request no more than 6 sets of publisher provided review materials. **(November/December)**
6. One collection of materials will be displayed at the PD Center to provide a space for public review. Nine public review opportunities will be published and shared with WCS families and the community. **(December – February)**



WCS Timeline & Process

7. After reviewing the collection of materials presented, teachers make a recommendation to the textbook committee for a preferred textbook. **(February)**
 - Data of teacher recommendations **(selection and rationale)** are captured and aggregated by school.
 - Textbook adoption committee members are provided district data and data on teacher recommendations for the school they represent; parent committee members are provided district data on teacher recommendations.
8. **Textbook adoption committee members make a recommendation (selection and rationale) to the school board for final vote and approval. (March)**
9. WCS Superintendent records the list of textbooks and instructional materials adopted by the WCS School Board and forwards a copy of the recorded adoption to the Commissioner of Education. **(April)**
10. The list of adopted textbooks is published on our WCS website. **(May)**
11. Textbooks and instructional materials are ordered. **(May)**
12. Training and implementation plans are created in partnership with publishers. **(March - May)**
13. Teachers are trained on the implementation of the adopted textbooks and instructional materials. **(May - July; ongoing throughout the first 2 years)**



Next Steps in Adoption Timeline

Current Work – Textbook Adoption Committee

September

Schools submitted teacher nominations for the textbook adoption committee.

- Licensed to teach in TN
- Endorsed in the subject matter or grade level
- Three (3) or more years of experience in public schools

Selection of parents for the textbook adoption committee

- Board members submitted names of parents to serve on the textbook adoption committee

Two ESL teachers and two SSS specialists are nominated to the committee as **non-voting** consultants



Textbook Committee Meetings

October 22, 2026, 8:00 AM-3:00 PM

Establish importance of instructional materials
Develop criteria checklists for evaluation of instructional materials

December 2, 2026, 4:30-6:00 PM

Mandatory meeting for all committee members
Discuss adoption process and timeline
Swear oath as required by TDOE that committee members have not and will not be unduly influenced by any publisher

TBD January 2027 (1/19 or 1/20 possible), 8:00 AM – 3:00 PM

Publishers come to WCS to present to committee members
Committee members review materials, ask questions of publishers, and teacher representatives bring information back to their buildings

January 28, 2027, 8:00 AM-3:00 PM

Committee members meet to review materials up for adoption, using the criteria checklists created during textbook adoption process

February 22, 2027 (CTE) OR February 25, 2027 (Social Studies), 4:30-6:00 PM

Mandatory meeting for all committee members
Committee members receive districtwide and school-specific teacher recommendation data
Committee members cast recommendation selection to present to Board

*All Meetings except for February 22 held at the WCS PD Center. Feb 22 will be in the CO 1st floor training center.



Public Reviews of Materials (Parents, Teachers, and Community Members)

Location of all public reviews: WCS PD Center

1761 West Main Street, Franklin

8:00 AM – 7:00 PM

December 7, 2026*

December 14, 2026*

January 8, 2027*

January 13, 2027

January 25, 2027

February 2, 2027

February 8, 2027

February 17, 2027

February 22, 2027

Print materials as well as digital access will be available at these public review sessions. The first 3 dates (*) are early; WCS will make every effort to have physical materials from publishers that have passed state vetting, but these dates may only include print materials for AP courses (digital access to all materials will be available). Members of the WCS curriculum team will be present to assist and to answer any questions.





End of 1st Month Enrollment:

Elementary Grades K-5: **16,017** students

Middle Grades 6-8: **9,706** students

High School Grades 9-12: **14,319** students

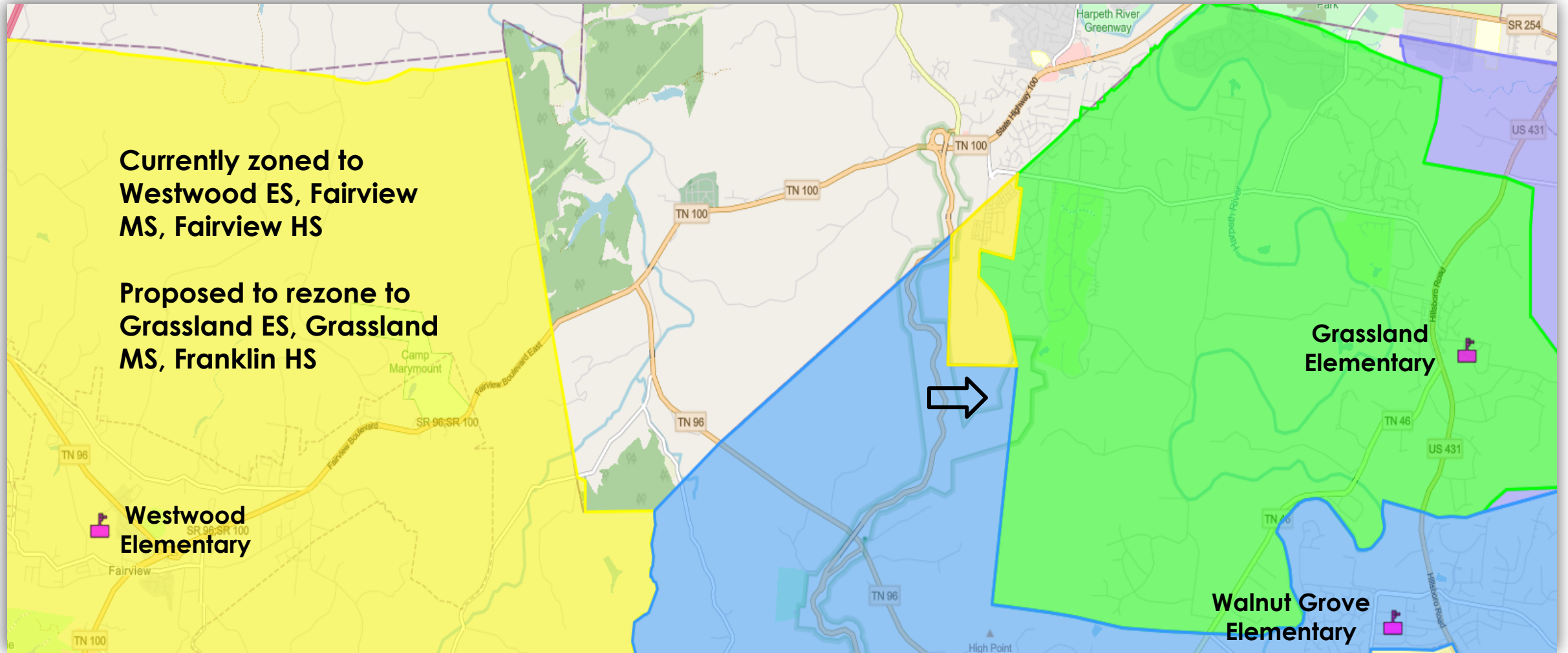
Total K-12 Enrollment: **40,042** students



Stephens Valley Subdivision

**WESTWOOD ES, FAIRVIEW MS, AND FAIRVIEW HS
TO
GRASSLAND ES, GRASSLAND MS, AND FRANKLIN HS**

Stephens Valley Subdivision





Fairview Schools to Franklin Schools Zoning Plan September Work Session 2027-28 School Year Stephens Valley subdivision

School	2026-27 Enrollment as of 8/28/26	Total Homes Currently Approved	Permits Issued	Homes to Be Built	Grassland Elementary Enrollment	Grassland Elementary Building Capacity	Grassland Middle Enrollment	Grassland Middle Building Capacity	Franklin High Enrollment	Franklin High Building Capacity
		324	314	10						
Grassland Elementary	11				397	780				
Westwood Elementary	1									
Grassland Middle	0						817	1,040		
Franklin High	1								1,652	2,000

One student currently enrolled in the zoned schools of Westwood Elementary, Fairview Middle, and Fairview High Schools.

Stephens Valley is approved for 791 homes. Capped at 324 until Sneed Road improvements are completed.



Before the Meeting

**6:00 – 6:20 pm
in the
auditorium**

**Thompson's Station
Middle Orchestra will
perform**

**Spring Station Middle –
will present a short
video**



Meeting Line up – 6:30 pm

Recently elected Board Members sworn into office

- Leigh calls meeting to order and asks members to record attendance
 - Pledge of Allegiance led by 2 SHS students, National Anthem performed by Summit High, followed by a Moment of Silence
 - Leigh asks for voice nominations for Board Chair, once complete – Leigh closes nominations
 - Lydia calls Board names in order of district and they state their choice for Chair
 - If a member of the Board receives 7 or more votes, they are the Chair.
- New Chair repeats process for Vice Chair Vote
 - New Chair asks for voice nominations for Vice Chair, once complete nominations are closed
 - Lydia calls Board names in order of district and they state their choice for Vice Chair
 - If a member of the Board receives 7 or more votes, they are the Vice Chair
 - Meeting resumes by new chair



Board Policy 1.201 Duties of Officers



The Chair of the Board shall have the following duties:

- To assist the Superintendent of Schools in preparing meeting agendas;
- To preside at all meetings of the Board;¹
- To appoint committees authorized by the Board;¹
- To serve as chair of the executive committee;¹
- To countersign all warrants authorized by the Board and issued by the Superintendent of Schools for all expenditures of the school system;^{1,2}
- To conduct Board hearings;³
- To prepare the school budget with the Superintendent of Schools; ⁴
- To certify the value of surplus property valued less than \$250;⁵ and
- To carry out other such duties as may be assigned by the Board.



VICE CHAIR

The Vice Chair shall assume the duties of the chair in his/her absence or function as the chair until a new chair can be elected in the event the chair is incapacitated or the office becomes vacant.



CTE and Social Studies Textbook & Instructional Materials Adoption

2026-2027



State Codes and WCS Board Policy – Useful Links

[TDOE Textbook and Instructional Materials Quality Commission](#)

[Tennessee Laws, Rules, and Policies](#)

[49-6-2207 Adoption of textbooks and instructional materials by local board](#)

[WCS Board Policy 4.401 Textbooks and Instructional Materials](#)



TDOE Provided Adoption Cycle

https://www.tn.gov/content/dam/tn/education/textbook/Instructional_Materials_Adoption_Schedule.pdf

Adoption Cycle	State Materials Adoption	District Materials Adoption	District Materials Implementation
Social Studies CTE (selected courses)	2025-26	2026-27	2027-28
Fine Arts World Language CTE (selected courses)	2026-27	2027-28	2028-29
English Language Arts CTE (selected courses)	2027-28	2028-29	2029-30
CTE (selected courses)	2028-29	2029-30	2030-31
Mathematics CTE (selected courses)	2029-30	2030-31	2031-32



Social Studies Courses

- K-8 Social Studies
- High School Social Studies Courses
 - African American History
 - Ancient History
 - Contemporary Issues
 - Economics
 - Psychology
 - Sociology
 - Tennessee History
 - U.S. Government & Civics
 - U.S. History & Geography
 - World History & Geography
 - Abnormal Psychology*
 - American Civil War and Reconstruction*
 - World War II Research*

*WCS state-approved special courses

- Social Studies AP Courses
 - AP African American Studies
 - AP Comparative Government and Politics
 - AP European History
 - AP Human Geography
 - AP Macroeconomics
 - AP Microeconomics
 - AP United States Government and Politics
 - AP United States History
 - AP World History: Modern

NOTE: AP courses and WCS special courses do not go through state textbook vetting; these are local adoptions only



CTE Courses

Courses in Human Services (taught in WCS):

- Nutrition Across the Lifespan
- Nutrition Science and Diet Therapy
- Cosmetology I-IV

Courses in Management and Entrepreneurship (taught in WCS):

- Business Management
- Introduction to Entrepreneurship
- Entrepreneurship
- Accounting I
- Accounting II

*These courses are electives only taught at some high schools



Process & Guidelines

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WCS Timeline & Process

1. Textbook committee comprised of WCS teachers and parents is selected and names are submitted to WCS School Board for approval. **(September)**
2. Five elementary, five middle and five high schools are selected to house sets of publisher provided review materials to make available to textbook committee members and teachers for review. **(October/November)**
3. Each selected school submits a plan that includes provisions for housing the collection of materials and availability for review by WCS employees and adoption committee. **(November)**
4. Final list of TDOE approved textbooks and instructional materials is published **(November)**
5. WCS requests sets of publisher provided review materials from TN Book Co. Per policy, WCS can request no more than 6 sets of publisher provided review materials. **(November/December)**
6. One collection of materials will be displayed at the PD Center to provide a space for public review. Nine public review opportunities will be published and shared with WCS families and the community. **(December – February)**



WCS Timeline & Process

7. After reviewing the collection of materials presented, teachers make a recommendation to the textbook committee for a preferred textbook. **(February)**
 - Data of teacher recommendations **(selection and rationale)** are captured and aggregated by school.
 - Textbook adoption committee members are provided district data and data on teacher recommendations for the school they represent; parent committee members are provided district data on teacher recommendations.
8. Textbook adoption committee members make a recommendation **(selection and rationale)** to the school board for final vote and approval. **(March)**
9. WCS Superintendent records the list of textbooks and instructional materials adopted by the WCS School Board and forwards a copy of the recorded adoption to the Commissioner of Education. **(April)**
10. The list of adopted textbooks is published on our WCS website. **(May)**
11. Textbooks and instructional materials are ordered. **(May)**
12. Training and implementation plans are created in partnership with publishers. **(March - May)**
13. Teachers are trained on the implementation of the adopted textbooks and instructional materials. **(May - July; ongoing throughout the first 2 years)**



Next Steps in Adoption Timeline

Current Work – Textbook Adoption Committee

September

Schools submitted teacher nominations for the textbook adoption committee.

- Licensed to teach in TN
- Endorsed in the subject matter or grade level
- Three (3) or more years of experience in public schools

Selection of parents for the textbook adoption committee

- Board members submitted names of parents to serve on the textbook adoption committee

Two ESL teachers and two SSS specialists are nominated to the committee as **non-voting** consultants



Full List of Textbook Committee Meetings – Board Members are invited to attend any textbook committee meeting

October 22, 2026, 8:00 AM-3:00 PM

Establish importance of instructional materials
Develop criteria checklists for evaluation of instructional materials

December 2, 2026, 4:30-6:00 PM

Mandatory meeting for all committee members
Discuss adoption process and timeline
Swear oath as required by TDOE that committee members have not and will not be unduly influenced by any publisher

TBD January 2027 (1/19 or 1/20 possible), 8:00 AM – 3:00 PM

Publishers come to WCS to present to committee members
Committee members review materials, ask questions of publishers, and teacher representatives bring information back to their buildings

January 28, 2027, 8:00 AM-3:00 PM

Committee members meet to review materials up for adoption, using the criteria checklists created during textbook adoption process

February 22, 2027 (CTE) OR February 25, 2027 (Social Studies), 4:30-6:00 PM

Mandatory meeting for all committee members
Committee members receive districtwide and school-specific teacher recommendation data
Committee members cast recommendation selection to present to Board

*All Meetings except for February 22 held at the WCS PD Center. Feb 22 will be in the CO 1st floor training center.



Public Reviews of materials (Parents, Teachers, and Community Members)

December 7, 2026*

December 14, 2026*

January 8, 2027*

January 13, 2027

January 25, 2027

February 2, 2027

February 8, 2027

February 17, 2027

February 22, 2027

Location of all public reviews: WCS PD Center

1761 West Main Street, Franklin

8:00 AM – 7:00 PM

Print materials as well as digital access will be available at these public review sessions. The first 3 dates (*) are early; WCS will make every effort to have physical materials from publishers that have passed state vetting, but these dates may only include print materials for AP courses (digital access to all materials will be available). Members of the WCS curriculum team will be present to assist and to answer any questions.



Public Review – Digital Access

- Publicly available digital access to all publisher materials that were submitted to the state during the bidding process are posted on the TDOE website: <https://www.tn.gov/textbook-commission/textbook-online-samples.html>
- Not all of the materials posted on the TDOE site will pass state vetting.
- WCS will organize these publicly available links by course, including only those up for consideration in WCS.
- This digital access list will be posted on the WCS website: <https://www.wcs.edu/districtwide/textbooks>



Public Comment Form

- A public comment form will be available at in-person public reviews and posted on the website alongside the digital review links.
- Available in both print and digital form.
- All comments submitted will be shared with the textbook committee and with the Board prior to voting.



Williamson County Schools Textbook Adoption Public Comment Form

Please circle type of material reviewed

Print

Digital

Title _____

Publisher _____

Reviewer's Name _____

Telephone _____ Address _____

City _____ State _____ Zip Code _____

Who do you represent?

Yourself as a parent and/or community member

An organization (group name) _____

The following question is to be answered after reviewing the material in its entirety. If sufficient space is not provided, please use the back.

What comments, questions, or concerns do you have about this resource? (Include specific grade level and course.)

Signature _____

Date _____



Public Review dates and times shared in November



Shared with principals to be sent home in newsletters



Publish in InFocus



Send to local media for publication



Share on district's social media channels



Publish on district and school websites



Digital Review – State Textbook Commission Website

Board members who are interested in reviewing materials now can access digital samples here:
<https://www.tn.gov/textbook-commission/textbook-online-samples.html>

Recall that these are materials that have been submitted for bid, not just those materials that passed state vetting.

The current list of materials that have passed the first round of state vetting can be found here:
<https://www.tn.gov/content/dam/tn/stateboardofeducation/documents/2026-sbe-meetings/august-28%2c-2026-sbe-meeting/08-28-26%20V%20L%20State%20Approved%20Textbooks%20Schedule%20F%20Attachment.pdf>

The final list of materials that have passed state vetting is expected to be approved at the November 20, 2026 SBOE meeting.



Next Steps in Adoption Timeline

Upcoming Work

October

October 22: WCS textbook committee meets to carry out preliminary work around the importance of high quality instructional materials in supporting best practices in instruction, and to create a criteria checklist that will be used to guide the selection of instructional materials.

November

WCS selects five elementary, five middle and five high schools to house sets of publisher provided review materials to make available to textbook committee members, Board members, and teachers for review.

Tennessee Textbook Commission publishes the final adoption list.

December

December 2: WCS textbook committee meets to discuss adoption process and timeline, and to swear oath as required by TDOE that participants have not and will not be inappropriately influenced by any publisher.

Public reviews begin at PD Center; digital access to materials for public review available on WCS website



Textbook & Instructional Materials Adoption

TLA plans to report on each step of this process via school board sessions.



Ienn. Code Ann. § 49-6-2207

Adoption of textbooks and instructional materials by local board.

(a)(1) The local boards of education are authorized and required to adopt textbooks and instructional materials to be used in the public schools of their school districts, from the list of textbooks and instructional materials listed for adoption by the commission, the adoption to be for a period of no less than three (3) years, but not exceeding the period agreed to in the state contract approved by the commission. The commission is authorized to develop guidelines under which this restriction may be waived.

(2) Boards are encouraged to adopt and make available for use by every student at least one (1) textbook or instructional materials in each subject at grade reading level in every grade.

(b) Cities or special school districts may adopt the same textbooks and instructional materials that are used in the county in which the city or district is located.

(c)(1) Local boards of education shall appoint review committees to review the textbooks and instructional materials proposed for adoption and shall make their adoption upon recommendations of such committees. These committees shall be set up by grade and subject matter fields and composed of teachers, or supervisors and teachers, and parents with children enrolled in the LEA at the time of appointment to a committee. The local board may also appoint experts in the grade level or subject matter field for which textbooks and instructional materials are to be reviewed. Experts may be college professors or credentialed subject matter specialists. The board shall determine the number of members of the committee based upon the relative size of the LEA.

(2) Teachers and supervisors who serve on a committee shall be teaching or supervising the respective grade or subject at the time of appointment. Committees shall be composed by grade or groups of grades arranged so that a committee may consider an entire series of books if it should so desire; provided, that in all cases, the teachers and supervisors appointed to the committees shall be licensed to teach in the state with endorsements in the subject matter or grade level for which textbooks or instructional materials are being reviewed. Teachers and supervisors shall have three (3) or more years of experience as teachers or supervisors in the public schools.

(3) The members of the committee authorized in this section shall serve for the length of time that the adoption process for which they are appointed lasts.

(d)(1) All members appointed on the committees shall subscribe to the oath as set out in § 49-6-2201(i).

(2) The oath shall be administered by the county mayor or by some authorized official empowered to administer an oath.

(e) The director of schools in the LEA adopting textbooks or instructional materials under this part shall serve as an ex officio member of all committees appointed under subsection (c). The director of schools shall record a list of all textbooks or instructional materials adopted by the local board of education. Immediately, at the completion of the adoption process, the director shall forward a copy of the recorded adoption to the commissioner of education and shall post on the LEA's website the list of all books adopted.

(f) (1) A local board may provide electronic textbooks and instructional materials to students enrolled in the board's public schools; provided, that the board provides students the electronic textbooks and instructional materials free of charge. **(2)** A board that provides electronic textbooks and instructional materials to students enrolled in the board's public schools shall provide:

(A) Students and teachers reasonable access to the electronic textbooks and instructional materials, including, but not limited to, providing students and teachers reasonable access to computer equipment necessary for teachers to provide, and for students to complete, homework assignments using an electronic textbook or instructional materials; and

(B) A student reasonable access to a printed version of the electronic textbook or instructional material if the student or the student's parent or legal guardian submits a written request to the principal of the school in which the student is enrolled for a printed version of the textbook or instructional material.



Williamson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Duties of Officers	Descriptor Code: 1.201	Issued Date: 11/26/18
		Rescinds:	Issued:

1 CHAIR

2 The Chair of the Board shall have the following duties:

- 3 1. To assist the Superintendent of Schools in preparing meeting agendas;
- 4 2. To preside at all meetings of the Board;¹
- 5 3. To appoint committees authorized by the Board;¹
- 6 4. To serve as chair of the executive committee;¹
- 7 5. To countersign all warrants authorized by the Board and issued by the Superintendent of
- 8 Schools for all expenditures of the school system;^{1,2}
- 9 6. To conduct Board hearings;³
- 10 7. To prepare the school budget with the Superintendent of Schools;⁴
- 11 8. To certify the value of surplus property valued less than \$250;⁵ and
- 12 9. To carry out other such duties as may be assigned by the Board.

13 VICE CHAIR

14 The Vice Chair shall assume the duties of the chair in his/her absence or function as the chair until a
15 new chair can be elected in the event the chair is incapacitated or the office becomes vacant.

16 SECRETARY

17 The Superintendent of Schools, as the executive officer of the Board, shall serve as Secretary to the
18 Board. He/ she shall keep and preserve all of its records, receive all reports acquired by the Board, and
19 see that such reports are in proper form.⁶ He/she has the right to advise on any question under
20 consideration but has no vote.

21 The Board may assign the keeping of the minutes to a clerk; however, the responsibility resides with
22 the Superintendent of Schools.

23 CHAIR PRO TEM

24 A Chair Pro Tem shall be elected to preside during a meeting when neither the Chair nor the Vice
25 Chair is present.

Legal References

1. TCA 49-2-205
2. TCA 49-2-113
3. TCA 49-5-512(c)
4. TCA 49-2-203(a)(10)(A)(i)
5. TCA 49-6-2007(d)(2)
6. TCA 49-2-301(b)(1)(C)

Cross References

Role of the Board of Education 1.101
Duties of Board Members 1.202
Board Committees 1.300
Executive Committee 1.301
Agendas 1.403
Minutes 1.406
Annual Operating Budget 2.200
Surplus Property Sales 2.403
Separation Practices for Tenured Teachers 5.200



MEMORANDUM

To: Williamson County School Board

From: Dr. Dave Allen, Assistant Superintendent of TLA

CC: Leigh Webb, Superintendent

Date: September 8, 2026

Subject: Textbook Adoption, TN Section F: Social Studies and CTE (Human Services and Management and Entrepreneurship)

Please find attached to this memo the names of the recommended teacher representatives for the 2026-27 Textbook Adoption Committee. The teachers listed have been identified by our Human Resources Department as meeting the state-defined criteria to serve on this committee. As per state criteria, educators must have completed 3 years of classroom experience in a public school, must currently be teaching the subject, and must hold a valid Tennessee teaching license. I am submitting these names to you for approval.

The state also requires parent volunteers to participate in this process and be part of this committee. We are submitting the names of parent nominees who have volunteered to serve on our adoption committee.

Staff recommends approval.

Textbook Committee 2026-2027

Social Studies – Elementary

Allendale ES	Lisa Peterson
Amanda North ES	Christie Hoy
Arrington ES	Samantha Foster
Bethesda ES	Allana Phillips
Chapman's Retreat ES	Amy Raleigh
Clovercroft ES	Lindsey Denton
College Grove ES	Kylie Merrell
Creekside ES	Ann Trubey
Crockett ES	Caitlin Moore
Edmondson ES	Peyton Motley
Fairview ES	Becky Hess
Grassland ES	Shelley Ward
Heritage ES	Wendy Millar
Hillsboro (elementary)	Lisa McCullough
Hunters Bend ES	Emily Campbell
Jordan ES	Nate Pearce
Kenrose ES	Ashley Hartfelder
Lipscomb ES	Keely Price
Longview ES	Rachel Haedge
Mill Creek ES	Megan Ford
Nolensville ES	Abby Craig
Oak View ES	Erika Petersen
Pearre Creek ES	Emma Keleghan
Scales ES	Kelli Barnat
Sunset ES	Isabelle Scott
Thompson's Station ES	Shelley Redmon
Trinity ES	Miriam Camargo
Walnut Grove ES	Emily Boggs
Westwood ES	Amanda Wilson
Winstead ES	Katie Young

Social Studies – Middle

Brentwood MS	Ryan Darling
Fairview MS	Sara Pittman
Grassland MS	Mikaela Argo
Heritage MS	Lisa Martin
Hillsboro (middle)	Ryan Miles
Legacy MS	Gabriella Dugger
Mill Creek MS	Ruth Hasty
Page MS	Elaine Pugh
Spring Station MS	Greg Svhilik
Sunset MS	Christian “Mitch” James
Thompson’s Station MS	Matthew Swinea
Woodland MS	Jessica Jackson

Social Studies – High

ALC	Karina King
Brentwood HS	James “Eddie” Walker
Centennial HS	Shelley Stice
Fairview HS	Jessica Clouse
Franklin HS	Jason Tigert
Independence HS	Jennifer Gaujot
Nolensville HS	Rebecca Leeper
Page HS	Jonathan Vandivere
Ravenwood HS	Kaitlin Stefanski
Renaissance HS	Jennifer Henry
Summit HS	Matthew Hoek
Vanguard Virtual HS	Jeremy Edge

CTE

*# of nominations per school varies based on CTE courses offered at each school

Brentwood HS	Melissa Bashore, Hunter Schmeisser
Centennial HS	Missy Salvasta
EIC	Barbara Joines
Independence HS	Elizabeth Grindstaff
Page HS	Robbie Reed
Ravenwood HS	Bryan Stuck
Summit HS	Jennifer Stevenson, Rebekah Brashier

Parents

District 1 - Mitzi De La Cruz
District 2 - Brittani Ruiz
District 3 - Colleen Gramlich
District 4 – Mariruth Van Hall
District 5 - Lucas Everett
District 6 - Sarah Steinlein
District 7 - Susie Bilbo
District 8- Wendy Farley
District 9- Jessica Kelly
District 10 - Jenna Bragg
District 11 - Trisha Shoulders
District 12 - Michelle Sutton
Board Member – Tonja Hibma

Non-Voting Members

ESL: Jo Franklin

ESL: Michaelyn Burnside-Pouncey

SSS: Teri Driver

SSS: Beth von Bieker

1320 West Main Street , Suite 202
Franklin, Tennessee 37064-3700
Phone (615) 472-4000
Website: <http://www.wcs.edu>



TO: Williamson County Board of Education
FROM: Leigh Webb
DATE: September 11, 2026
RE: Recommendation for appointment of Management Team for Collaborative Conferencing, PECCA

WCS is in the 2nd year of the Three-Year MOU with the WCEA. This year, we have the responsibility to discuss potential changes related to pay, grievance procedures, benefits, and working conditions. Our annual Agenda calls for selection of our management team this month. I recommend the following personnel to the Board of Education as the Management Team to discuss MOU terms for the 2027-2028 school year:

Ashley Slaughter, Assistant Superintendent for Human Resources

Juli Oyer, Assistant Superintendent for Elementary Schools

David Allen, Assistant Superintendent for Teaching, Learning & Assessment

Willie Dickerson, Executive Director of Secondary Schools

Rachel Farmer, Chief Financial Officer

Vickie Robbins, Assistant Chief Financial Officer

Seth Wilson, General Counsel

Staff recommends approval.

1320 West Main Street, Suite 202
Franklin, Tennessee 37064-3700
Phone (615) 472-4000
Website: <http://www.wcs.edu>



TO: Williamson County Board of Education

FROM: Leigh Webb

DATE: September 11, 2026

RE: 2027-28 Calendar Parameters

Board Policy 1.800, School Calendar, provides for the Board to consider school calendar parameters by September of each year. In recent years, the Board has elected not to establish specific parameters and instead has reviewed the calendar recommendation developed by the district's calendar committee. For the upcoming calendar cycle, the committee intends to maintain the current calendar framework and will continue its practice of recommending calendar dates for two school years to support long-range planning for families, employees, and district operations.

Should the Board wish to establish calendar parameters, the consensus recommendations from the Board work session will serve as the basis for the agenda item. The Board may then consider adoption or amendment of those parameters at its September 21, 2026, meeting.

Staff recommends approval.

1320 West Main Street, Suite 202
Franklin, Tennessee 37064-3700
Phone (615) 472-4000
Fax (615) 472-4190
Website: <http://www.wcs.edu>



MEMORANDUM

TO: Williamson County School Board

FROM: Jenny Lopez, Executive Assistant Director TLA

DATE: September 11, 2026

RE: Recommendations for Calendar Committee

The following individuals are recommended to serve on the calendar committee for the 26-27 school year as nominees by the Superintendent of Schools:

Jenny Lopez, Executive Director of TLA
Kevin Deck, Assessment Analyst
Juli Oyer, Assistant Superintendent of Elementary Schools
Heather Hayes, Executive Director of Middle Schools
Portia Fulk, WCS Parent in Page Cluster

In addition, the WCEA has recommended the following educators from across the district to serve on the committee:

Beverly Purvis, Westwood Elementary School & WCEA President
Angela Fredrick, Nolensville High School
Wilson Boyd, Ravenwood High School & High School Representative
Carrie Gordon, Thompson's Station MS & Middle School Representative
Michelle Kenley, Sunset Elementary & Elementary School Representative

Staff recommends approval of the Calendar Committee members as listed.

CONTRACT OF EMPLOYMENT
Between
Leigh Webb, Ed.D.
and the
Williamson County Board of Education

This Employment Contract (hereinafter "Contract") is entered into this __ day of ____, 2026, by and between the Williamson County Board of Education (hereinafter the "Board"), and Leigh Webb, Ed.D., (hereinafter the "Interim Superintendent"). The Board and the Interim Superintendent, for the consideration herein specified, agree as follows:

TERM OF CONTRACT

The Board, in accordance with its action as found in the minutes of its meeting held on the 21st day of September, 2026, hereby employs, and the Interim Superintendent hereby accepts, employment as Interim Superintendent of the Williamson County Schools (hereinafter the "District") for a period of eight (8) months, commencing on the 1st day of October 2026, and ending on the 31st day of May 2027.

DUTIES

The Interim Superintendent shall perform the duties and have all such authority as specified in the Tennessee Code Annotated for a Director of Schools, as well as those listed in the policies of the Board as adopted by the Board for a Superintendent, which may be amended by the Board during the term of this Contract following its policies and procedures on adoption and amendment of Board policies. Such duties and authorities are hereby incorporated in this Contract by reference as if fully restated herein. Further, the Interim Superintendent shall perform all duties incident to the office of the Superintendent and such other duties as may be prescribed by the Board from time to time.

The Interim Superintendent shall devote such time and energies as are necessary to perform these duties. These duties will generally be performed during normal business hours, but it is expressly agreed that the duties of this position will require the Interim Superintendent to work during times other than normal business hours.

The Interim Superintendent agrees to conduct herself in an ethical and professional manner at all times in the execution of her duties and shall be responsible for establishing a culture of ethical and professional conduct within the District.

In the event the Interim Superintendent is arrested or charged with any crime or subpoenaed by any court or grand jury, the Interim Superintendent shall immediately notify the Board through the Board Chair.

REFERRALS TO INTERIM SUPERINTENDENT

The Board, collectively or individually, shall promptly refer to the Interim Superintendent for study and recommendation all criticisms, complaints, and suggestions called to their attention relative to the Interim Superintendent or the District. The Interim Superintendent shall share with the Board, wherever and whenever possible and as appropriate, criticisms, complaints, and suggestions concerning the District that come to the attention of the Interim Superintendent.

LOYALTY

The Interim Superintendent shall devote full time, attention, knowledge, and skills, solely and exclusively, to the business and interests of the Board and the District. The Interim Superintendent may, however, undertake consulting work, speaking engagements, writing, lecturing, or other activities which do not interfere with the discharge of the Interim Superintendent's duties and responsibilities. Any such activities undertaken by the Interim Superintendent shall be reported to the Board. The determination of the Board as to whether such other work interferes with the discharge of the Interim Superintendent's duties and responsibilities shall be conclusive.

COMPENSATION

The annual salary of the Interim Superintendent for the term of this Contract shall be \$295,000.00 ("salary"). The salary of the Interim Superintendent shall be paid in accordance with the Board payroll policy and prorated in accordance with the Term of this Contract. In no event shall the Interim Superintendent's salary be reduced, except as provided by law.

Any adjustments to the salary during the term of this Contract shall be in writing and shall be in the form of an amendment or addendum to this Contract. If an adjustment in salary is made during the term of this Contract, it shall not be deemed by either party that a new contract has been formed or that the termination date for the existing contract has been extended.

AUTOMOBILE EXPENSES

The Board shall provide the Interim Superintendent with an automobile and all expenses involved in use of said automobile, including but not limited to insurance, for the Interim Superintendent to carry out her official duties.

TECHNOLOGY EXPENSES

The Board shall provide the Interim Superintendent with a monthly technology allowance of \$60 to cover the cost of any cell phone needed by the Interim Superintendent.

INSURANCE BENEFITS

The Interim Superintendent shall maintain her current insurance benefits through the District. Should the Interim Superintendent elect no coverage under the school system insurance plan, no

other benefit or salary shall be paid in lieu thereof.

MEMBERSHIP DUES

The Board shall pay all dues for the Tennessee Organization of School Superintendents. The Board shall reimburse the Interim Superintendent for expenses in attending related functions provided, however, that the Board must first approve membership except for those organizations listed by name in this paragraph.

PROFESSIONAL LIABILITY

The Board shall maintain liability insurance covering alleged wrongful acts and omissions of the Board and of the Interim Superintendent in the scope of her employment with the Board. The Board shall, to the extent permitted by law, directly and/or through insurance, defend the Interim Superintendent, bear defense costs, and indemnify and hold the Interim Superintendent harmless on demands, claims, suits, and legal proceedings brought by third parties against the Interim Superintendent in her official capacity as agent and employee of the Board, except that this obligation of the Board shall not exist with respect to violations of criminal law, improper personal gain, or willful misconduct. In no event will individual Board members be considered liable for indemnifying the Interim Superintendent against such demands, claims, suits, and legal proceedings.

PROFESSIONAL GROWTH

The Board encourages and expects the Interim Superintendent to participate in professional growth and development activities including attendance at professional conferences at the local, state, and national levels. The necessary expenses of said attendance shall be paid by the Board in accordance with Board policies. Written approval of the Chair of the Board, which shall not be unreasonably withheld, shall constitute Board approval for leave to attend such activities.

ANNUAL LEAVE

The Interim Superintendent shall receive annual leave in accordance with Board policy for district administrators.

SICK LEAVE

The Interim Superintendent shall receive sick leave in accordance with Board policy for district administrators.

WORKYEAR

The office of the Interim Superintendent is a full-time, twelve (12) month position. Days upon which the Interim Superintendent shall not be required to be in attendance at work include the regular school system holidays provided for in statute and any day for which the District is closed in accordance with the school calendar and/or policies established by the Board (e.g., inclement weather, dangerous conditions, safety concerns, etc.), as well as annual leave or sick leave as described above.

EXPENSES

The Board shall reimburse the Interim Superintendent for all actual and necessary travel and other expenses required in the performance of the official duties during employment under this Contract, subject to such limitations as provided by law and by Board policy.

RETURN TO PREVIOUS POSITION

Upon termination of this Contract by mutual agreement, resignation, unilateral termination by the Board or upon expiration of the term, the Board shall offer the Interim Superintendent to return to her previous position within the school system without loss of status or benefits that would have been due or accrued by the Interim Superintendent in said previous position and guaranteed to remain in this position through the end of the 2027-2028 school year with the option of continuing in this position thereafter if agreeable with her and the Superintendent. Nothing within this clause, or any other provision within this Contract, shall prevent the Interim Superintendent from seeking and applying for the role of Superintendent, from the Board considering the Interim Superintendent as part of its Superintendent search, and/or from the Board offering, and the Interim Superintendent accepting, the role of Superintendent at any point within the terms of this Contract.

ANY OTHER CONTRACT SUPERSEDED

This Contract sets forth the terms of employment of the Interim Superintendent by the Board during the stated term and supersedes any other contract that the Board may have previously negotiated with the Interim Superintendent.

CONTRACT TERMINATION

Mutual Agreement. This Contract may be terminated by mutual agreement of the parties, which may include, but is not limited to, retirement, disability, or death of the Interim Superintendent. If this Contract is terminated by mutual agreement, the Interim Superintendent shall be entitled to no further benefits or compensation under the terms of this Contract. In the event of such termination by mutual agreement, the Board shall reassign the Interim

Superintendent to her previous position within the school district, as outlined above.

For Cause. This contract may be terminated by the Board for cause upon proof of improper or unprofessional conduct or misconduct, or an act of moral turpitude, dishonesty, fraud, inefficiency, incompetence, insubordination, or neglect of duty as defined in Title 49, Chapter 5 of the Tennessee Code Annotated as enacted or hereafter amended, material breach of this contract, failure to follow Board policies or directives, violation of local, state, or federal law, or for any reason established by state law. If the Board terminates this contract for cause, the Interim Superintendent shall be entitled to no further benefits or compensation under this Contract nor shall the Interim Superintendent retain any right of reinstatement to her former position.

Removal from Office. This contract shall be terminated if the State Board of Education, in accordance with the provisions of Title 49, Chapter 1 of Tennessee Code Annotated as enacted or hereafter amended, orders the removal of the Interim Superintendent. If such removal is ordered, the Interim Superintendent shall be entitled to no further benefits or compensation under the terms of this contract nor shall the Director retain any right of reinstatement to her former position.

Resignation. The Interim Superintendent may resign by providing written notice of at least fifteen (15) days to the Chair of the Board. This requirement may be waived at the discretion of the Board. In the event of such resignation, the Board shall reassign the Interim Superintendent to her previous position within the school district, as outlined above.

Unilateral Termination. The Board may, at any time, unilaterally terminate this contract after giving fifteen (15) days' notice. In the event of such termination, the Board shall reassign the Interim Superintendent to her previous position within the school district, as outlined above.

SUPERINTENDENT SEARCH

The Interim Superintendent understands and acknowledges that there is no expectation of employment as Interim Superintendent beyond the term of this Contract. The Interim Superintendent agrees that the Board is entitled to take any action it deems appropriate in furtherance of its search for a permanent Superintendent. If, during the term of this contract, the Board desires to conduct a Superintendent search or otherwise takes steps in furtherance of its goal of appointing a permanent Superintendent, the Board shall not be deemed to have breached, terminated, and/or anticipatorily breached or terminated this contract nor shall the Board be deemed to have created or declared a vacancy in the position of Interim Superintendent. Additionally, the Interim Superintendent agrees that if the Board decides to conduct a Superintendent search during the term of this Contract, said action shall not be deemed to trigger any entitlement by the Interim Superintendent to any payment or other remedy under this Contract.

AMENDMENTS

Any modification to this Contract shall be made by mutual agreement of both parties and only in writing. Neither party shall be bound by any oral representation concerning modification of this Contract.

ENTIRE AGREEMENT

This Contract constitutes the entire agreement between the parties. The parties acknowledge that neither party has relied upon any oral representation or any agreements by the other; that no such oral representations or agreements shall in any way affect the terms of this Contract; and that this Contract may not be modified or changed except by written instrument executed by the parties.

CONTROLLING LAW AND JURISDICTION

This Contract shall be interpreted and enforced in accordance with the laws of the State of Tennessee. In the event of litigation arising from the breach or enforcement of this contract, the parties agree that the proper jurisdiction and venue shall rest with the trial courts of Williamson County, Tennessee.

SEVERABILITY

The Board and the Interim Superintendent agree that, in the event any part or clause of this Contract is made invalid, unenforceable, or illegal under federal or state law or held to be invalid, unenforceable, or illegal by any court of competent jurisdiction, the remainder of this contract shall not be affected by such ruling, finding, enactment, or holding. The remainder of this Contract shall continue in full force and effect with such part or clause stricken to the extent of its invalidity, unenforceability, or illegality.

HEADINGS

The headings used throughout this Contract are for the convenience of the parties and are not intended to be used to interpret any term or condition hereof.

NO ASSIGNMENT

This Contract is a contract for personal services and shall not be subject to assignment or transfer in any manner.

Made and executed by the parties this the ____ day of _____, 2026.

Williamson County Board of Education

Leigh Webb, Ed.D.

By: _____
Chairperson



Williamson County Schools

SUPERINTENDENT SEARCH PROPOSAL

September 10, 2026



Claire Reeves, Acting Board Chair
Williamson County Schools
1320 West Main Street
Franklin, Tennessee 37064

Dear Chairperson Reeves, Members of the Williamson County Board of Education and Interim Superintendent Webb:

HYA is pleased to propose a partnership with Williamson County Schools for its Superintendent Search. The challenge in this search is to identify a superintendent who can honor and sustain what is working while leading the district confidently into its next chapter.

This opportunity comes at an important moment. The departure of a longtime superintendent coincides with a significant transition on the Board of Education. The work before the Board is therefore greater than simply filling a vacancy. It is an opportunity to build alignment around what must be preserved, where the district should continue to grow, and the leadership qualities necessary for Williamson County's continued success.

As the HYA lead, I bring experience in both executive search and Board governance. I help Boards define the leadership they need, build consensus around important decisions, and navigate complex transitions. HYA will aggressively recruit exceptional candidates and engage the community while guiding the Board through development of the Leadership Profile, screening, interviews, deliberations, finalist selection, and transition planning.

I most recently led the Miami-Dade County School Board through its Superintendent Search, which concluded with a unanimous Board decision. I also worked closely with the Board, Superintendent, and Cabinet in Chicago during one of the district's most significant governance transitions. Those experiences continue to shape how I support Boards through highly visible and consequential leadership decisions.

The attached proposal provides greater detail about HYA's search process. Our goal is not simply to help Williamson County select an outstanding superintendent, but to help create the alignment, clarity, and governance foundation that will allow that leader, and this exceptional school system, to continue to thrive.

I would welcome the opportunity to present our proposal to the Board and answer any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adam Lechnir', written in a cursive style.

Adam Lechnir
Senior Associate
HYA

INTRODUCTION

After nearly four decades of assisting school boards nationwide, HYA has learned an important lesson: **searches do not solve governance challenges; strong governance creates the conditions for a successful search.** By clarifying expectations, strengthening decision-making, building trust, and establishing consensus around the qualities needed in future leaders, boards create the foundation for both a successful search and a successful leadership transition.

HYA understands that every decision and communication throughout the process shapes public perception of the Board and the district. The search itself becomes a demonstration of leadership, community engagement, and transparency.

Most importantly, we respect the authority of the Board. HYA does not place superintendents or cabinet members. **We design a customized process through which the Board, and only the Board, determines whom to interview and whom to hire.** Our role is to aggressively recruit, provide trusted counsel, facilitate productive dialogue, and protect the integrity of the process.

HYA's national reach and year-round engagement with educational leaders provide access to exceptional candidates who may not be actively seeking a new position. Through proactive recruitment and extensive professional networks, we help ensure the strongest possible pool of candidates for the Board's consideration.

This document serves to clearly outline the specific services, deliverables, and costs proposed for Williamson County Schools.

FIRM INFORMATION

HYA has the most experience in identifying quality education executives in the industry. It's no accident that our firm has assisted Boards with successful selections in more than 2,000 searches, with student enrollment ranging from less than 500 students to upwards of 640,000 for over four decades. The large quantity of searches HYA conducts per year puts us at a competitive advantage. The search volume places the firm and our Associates in more frequent contact with potential candidates, many of whom may not be actively seeking employment but are then known to our Associates and can thus be recruited when or if an appropriate position arises.

In addition to your local HYA search team, clients have a network of 100+ Associates from throughout the United States that assist with our firm's mission to provide aggressive, thorough, and quality assistance to School Boards in need of identifying and recruiting

highly qualified executives for superintendencies and other administrative positions. HYA's expert associates advise the firm and one another on best practices, research, and policy.

HYA partners with leading universities offering academies:

<https://hyasearch.com/academy/>. This not only keeps up on the forefront of emerging practice, but is yet another recruitment strategy given the vast number of participants, including sitting superintendents, in the academies. We invite you to learn more about our firm, our commitments to our clients, and the depth of our work: www.hyasearch.com

Trusted Leadership. Proven Results.

Why HYA

National Leader	Among the nation's most experienced education consulting firms with 2,000+ searches completed across the country by education experts
We Work for YOU	From proposal to placement, HYA's team and technology support you every step of the way through a client-focused customized search
Transition Academy Advantage	Every search includes an academy scholarship where participants produce a 100-Day Plan, KPIs, evaluation, and strategic plan review

Our Approach

● Proactive, Not Passive	75% of candidates <u>personally recruited</u> ; 94% complete first contract
● Deep Community Engagement	Every voice heard through surveys, focus groups, and forums
● Inclusive, Research-Based Survey	Scientifically designed and disaggregated by stakeholder groups
● Data-Driven and Tech-Forward	Board portals, recruitment dashboards, and transparent analytics
● Diplomacy Experts	Decades of experience guiding boards through high-profile searches, navigating political challenges and community dynamics

DIPLOMACY

Working with Boards of Education requires experience, skill, and diplomacy. It is about ensuring every board member has access to information and is heard. HYA utilizes many proven techniques to help a board come together, work cohesively, and ultimately reach consensus regarding the hiring of the next superintendent.

HYA Associates work as your ambassadors, particularly during community engagement in the Engage Phase, but also as we interact with candidates for the position. HYA excels at

navigating complex dynamics, listening and validating constituent voice while promoting the strengths and capabilities of the Division with candidates.

THE SEARCH TEAM

HYA assigns an individual management team to each executive search that it conducts. Upon the concurrence of the Board, HYA proposes the following search team.

HYA Associate	Cell Phone	Email
Adam Lechnir	563-542-2819	adamlechnir@hyasearch.com
Chalanda Tucker	678-362-1703	Chalandatucker@hyasearch.com

Adam Lechnir, HYA Lead Associate



Adam Lechnir is a Senior Associate with Hazard, Young, Attea & Associates (HYA), where he leads the firm's governance practice and supports boards of education through superintendent searches, leadership transitions, governance, and strategic planning. His experience spans school systems of all sizes, including some of the nation's largest and most complex districts.

Most recently, Adam helped lead a Board-led superintendent search for Miami-Dade County Public Schools, guiding the Board through a legally complex, fully public process that concluded ahead of schedule with a unanimous superintendent selection. He also serves as an ongoing advisor to boards and superintendents across the country, helping governing teams establish strong working relationships, clarify roles and expectations, and navigate consequential leadership decisions.

Before joining HYA, Adam served in senior school district leadership roles with extensive responsibility for board governance and executive leadership. His work included supporting superintendent selection and evaluation, advising Board and district leaders through leadership transitions, onboarding new Board members and Board leadership, strengthening Board-Superintendent relationships, and leading strategic planning and community engagement.

Adam holds a Master of Educational Leadership from The Broad Center for the Management of School Systems and a Master of Public Policy from the University of Chicago Harris School of Public Policy.



Nanci Perez, Executive Oversight

For over a decade, Dr. Nanci Perez has served as President of HYA, partnering with school boards and educational leaders nationwide to strengthen leadership, improve organizational effectiveness, and advance student outcomes. She serves on every large search. With more than 30 years of experience as a teacher, administrator, superintendent, and consultant, Dr. Perez specializes in executive search, community engagement, strategic planning, governance, leadership transitions, and organizational effectiveness. Her work helps school systems align leadership, resources, and organizational priorities around student success, ensuring every student has access to the opportunities and support needed to thrive. Under her leadership, HYA has become a trusted partner to school boards and educational organizations across the nation, from small rural districts to the largest and most complex school systems in the United States. Dr. Perez is recognized for helping boards and communities navigate change, build trust among diverse stakeholders, and create high-performing organizations focused on continuous improvement and student success. Her ability to unite diverse perspectives around a shared vision is reflected in honors and recognition she has received from Indian, Muslim, Asian, and NAACP communities.

Dr. Perez holds bachelor's, master's, and doctoral degrees from Loyola University Chicago and an MBA from the University of Chicago.

Chalanda Tucker, HYA Associate



Chalanda Tucker brings extensive experience in the K-12 education sector, specializing in Search, Strategy, Operations, and Program/Project Implementations. With a strong background leading cross-functional initiatives in urban school districts, Chalanda partners with districts to drive strategic alignment, operational excellence, and effective stakeholder engagement.

Chalanda has been responsible for aligning strategic initiatives with organizational goals, managing balanced scorecard frameworks, supporting process improvements, and monitoring key performance indicators to ensure continuous advancement in district operations.

Rebecca Cibulka serves as project manager and can be reached at 847-250-2334 and rebeccacibulka@hyasearch.com

SCOPE OF SERVICES



Engage 3 - 4 Weeks

- Conduct a planning meeting with the Board, which will detail the timeline and steps of the search process
- Complete individual Board Member interviews
- Conduct up to 20 in-person focus or on-line focus groups/town hall meetings to gather input from constituent groups
- Post the online research-based community engagement survey on the division website

*All information gathered in the Engage Phase will help create the **Leadership Profile Report**, which will identify goals, needs, and priorities of the school system to help better match a candidate's skills with the needs of the division and give valuable information to the new leader on day one of employment to set goals and priorities.*



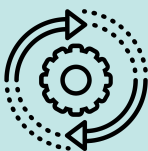
Recruit 6 - 8 Weeks

- Draft a position description to use for advertising
- Prepare and place advertisements as selected and authorized by the Board
- Recruit candidates utilizing local and national networks
- Correspond with candidates regarding the search process and timeline
- Screen candidates using the Leadership Profile Report, agreed upon rubric, and technical and communication competency
- Conduct initial reference checks
- Identify a diverse pool of qualified candidates nationwide
- Prepare a selected slate of candidates for Board consideration (number of candidates to be determined by the Board)



Select 3 - 4 Weeks

- Complete reference checks
- Coordinate and provide third-party, independent investigative background check(s) of candidates as selected by the Board
- Coordinate and provide Management Style and Strengths Assessment(s) as selected by the Board
- Conduct an interview protocols and decision matrices workshop
- Present slate of candidates to the Board
- Co-coordinate interviews for the Board with selected semi-finalists
- Provide QR codes and feedback forms for the community to provide input for finalists, if desired
- Facilitate Board discussion to narrow the candidate pool after each round of interviews (*The Board's decision to hire/not hire a candidate is at the sole discretion of the Board, and the Board takes responsibility for that decision*)
- Communicate with all unsuccessful candidates at the close of the search



Transition Varies

- The HYA Transition Academy is a six-month virtual program designed to help the newly appointed superintendent build a foundation for long-term success.
<https://hyasearch.com/academy/transition-academy/>
- Communicate with all unsuccessful candidates at the close of the search.
- Hold a debriefing meeting with the new superintendent regarding information learned throughout the search process.
- Offer other transition services to be considered by the Board, if desired.

SCOPE DETAIL



Engage Phase

HYA takes great pride in its commitment to community engagement and the thoroughness of the processes used to gather input both in person and virtually. The goal is to gather information from all stakeholders to identify the strengths of the division/community and current and foreseeable division/community challenges within a research-based framework to match the right leader with your school division. The firm has a strong reputation for deep and meaningful engagement through its stakeholder forums, community interest group meetings, and individual interviews. HYA also employs a research-based survey tool that is customizable and available in world languages. There is a lot of science involved in crafting an effective and reliable survey; the resulting survey report is presented with disaggregated data by stakeholder group and identifies the goals, needs, and priorities of the school system, along with the desired characteristics of its next leader. The Community and Leadership Profile Report is sophisticated and immediately publishable for your community. An example of the report is included here: https://hyasearch.com/wp-content/uploads/2025/05/LPR_Seattle-Public-Schools.pdf

Some of the specific deliverables during this phase include:

- Planning Meeting Agenda, Minutes, Search Structure, and Timeline
- Community Engagement Plan and Timeline
- Community Survey and Report
- Community Engagement and Leadership Profile Report



Recruit Phase

Our recruitment process is structured to take the time needed to find the right candidate(s). If, for some reason, the candidate pool does not yield the right match for the Division's specific needs, we continue to recruit and provide another slate for consideration.

Approximately 75% of candidates selected for superintendencies were specifically recruited by HYA for that division and may not have considered the position without our contact and communication. We are not a firm that just advertises and accepts applications. Aggressive recruitment and our network are what separate HYA from our

competitors. We build relationships with each new search, expanding our reach and our record of success. An effective network comes from the volume of engagements. We hope you can take a look at our website to learn more about the depth and magnitude of our reach. <https://hyasearch.com/findajob/>

ADVERTISING

HYA uses a myriad of recruiting techniques to ensure all potential candidates are reached. Without spending a dollar on advertising, HYA clients know that they are getting immediate exposure through the [HYA Active Searches page](#) and social media (90,000+ annual page visits and 23,000+ subscribers). In addition, HYA can provide analytics on your job posting, including how many views your job has received during a specific period of time, the average amount of time your posting was viewed, etc. No other firm has the infrastructure to provide this data to their clients.

HYA offers optional national and regional advertising packages that have been designed to maximize exposure for your vacancy. Given the volume of searches HYA conducts each year, and our preferred pricing, our national package options provide our clients with rates below what they could purchase in the marketplace.

ASSOCIATE NETWORK

Associates are kept informed of the searches the firm is conducting, and we seek recommendations from them regarding candidates who fit the profile being sought for that division. The proof of our recruiting network and efforts is the fact that approximately two-thirds of the candidates ultimately selected by Boards with whom we work were recruited for the position rather than applied or self-nominated.

COMPETENCY-BASED FRAMEWORK, HYA is more than a search firm:

- Our Strategic Planning Collaborative works with Boards and their leadership team to chart a path for continued improvement;
- HYA Associates consult with school divisions regarding equity initiatives and evaluate the return on investment initiatives on having increased student achievement;
- Our Executive Coaching Collaborative focuses on helping education leaders reflect and hone their skills; and
- HYA Associates work with cabinet-level leaders to audit the efficiency and efficacy of their work in HR, Finance, Community Engagement, and Safe Learning Environments.

What does this mean for searches? We know the competency-based questions to ask and how to ascertain the level of sophistication and experience a candidate has in advancing initiatives and improving student outcomes.

Additionally, HYA partners with leading universities offering academies:

<https://hyasearch.com/academy/>. This not only keeps up on the forefront of emerging practice, but is yet another recruitment strategy given the vast number of participants, including sitting superintendents, in the academies.

LONGEVITY

Based on historical data from the firm, 94% of superintendents placed by HYA in the last ten years have stayed for the full term of their first contract.

REFERENCE CHECKS

In addition to listed references and internet searches, HYA Associates conduct confidential reference calls to obtain deep insight on any candidate that would be recommended to the Board for consideration. Given our network of Associates and many professional relationships, it is likely that we know someone who either knows the candidate directly or knows someone who knows the candidate. These references often provide confidential, hard-to-obtain information about the candidate that is invaluable in determining whether to recommend the candidate to the Board.



Select Phase

HYA believes that the Associates are responsible for supporting the School Board in all phases of the search. This is particularly true during the interview process with the semi-finalists and finalists because the Board should be focused on assessing the candidates, not managing logistics. The Associates are available throughout the interview process and will facilitate a debriefing session after the interviews to discuss what the Board learned about the candidates. It is the Board's decision and sole discretion to hire or not hire a particular candidate, and the Board takes responsibility for that decision.

Some of the specific deliverables during this phase include:

- Conduct the Interview Workshop inclusive of sample formats, interview questions, mock sessions and rubrics, and provide materials and protocols to ensure informative, effective board interviews, structure, and timeline;
- Present a slate of candidates with candidate summaries, the number of candidates to be determined by the Board with a recommendation from HYA;
- Schedule interviews for the Board with selected semi-finalists and finalists;
- Facilitate board discussion to narrow the candidate pool after each round of interviews;
- Coordinate and provide investigative background check(s) of candidates, provided by an independent third-party firm, as selected and paid for by the Board;
- Communicate with all unsuccessful candidates at the close of the search and the appointment of the new superintendent;
- Assist the Board in announcing the appointment of the new superintendent.



Transition Phase

The *Transition Phase* provides transition support to ensure a successful transition. From placing over 2,000 leaders, HYA knows how critical the transition phase is for success and longevity, setting the tone for trust, stability, and momentum. HYA Search Clients receive complementary enrollment in the HYA Transition Academy for their selected new leader (non-clients pay \$4,500). This six-month program will produce the following four essential deliverables to be presented to the board and shared with constituents:

- a 100-day plan to document specific actions the Superintendent will take during the transition period,
- Key Performance Indicators (KPIs) to measure progress, align communication, and define school quality,
- an agreed-upon evaluation process and instrument, and
- an assessment of the current strategic plan.

Topics are designed to coincide with the school calendar. For more information, please go to the Academies page of <https://hyasearch.com/academy/>.

At the conclusion of the Transition Academy, HYA offers the following optional services to be considered by the Board and, if desired, paid for by the Board. Descriptions of optional services are included in the HYA Signature Search Brochure appendix. Optional service options are:

- Board Governance Training
- Superintendent Evaluation Facilitation
- Executive Coaching
- Strategic Dashboard for tracking progress and communicating success

REFERENCES

HYA's reputation for effectiveness and integrity is extremely important. The following references were chosen from 2025-2026 as they are our most recent. Our references will attest that phone calls from Board members and the Superintendent are picked up or returned immediately, regardless of the time of day. Emails are returned in a matter of hours, and questions are answered in detail. Our team works for you and with you. Our website also includes a list of recent clients: <https://hyasearch.com/mediatoolkit/>

SELECT HYA SUPERINTENDENT SEARCH HISTORY WITH REFERENCES

0 – 2,500 students		2,501 – 5,000 students	5,001 – 7,500 students	7,501 - 15,000 students	15,001+ students
Cary CCSD 26 (IL) Deanna Darling, Board President 2,372 students 847-361-2220 deanna.darling@cary26.org Center Consolidated School District No. 26 (CO) 628 students Carrie Zimmerman, Current Superintendent 719-480-1491 czimmerman@center.k12.co.us Chilton School District (WI) Terry Criter, Board President 1,048 students 920-216-8466 criter@chiltonsd.org Estes Park School District R-3 (CO) 882 students Stacy Ferree, Board President 970-646-5929 stacy_ferree@psdr3.k12.co.us Riverside Community School District (IA) 677 students J.T. Oltman, Board President 402-672-7400 joltman@riverside.k12.ia.us Turtle Lake School District (WI) 450 students Bill Muench, Board President 715-641-0297 wmuench@turtlelake.k12.wi.us	Yorkville J2 School (WI) District 465 students PK-8 Dave Callewaert 414-510-2485 dave.callewaert@yorkville.k12.wi.us	Anacortes School District (WA) PK-12 2,595 students James Everett, Superintendent jeverett@asd103.org (360) 603-0296 Barrington (RI) 3,294 students PK-12 T. J. Peck, Board President 401-245-5000 peckt@barringtonschool.s.org Milton School District (WI) 3,241 students PK-12 Annette Smith, Board President 608-346-3673 smitha@milton.k12.wi.us Sycamore CUSD 427 (IL) 3,700 students PK-12 Alan Zantout 815-762-3819	Auburn-Washburn (KS) 6,008 students PK-12 Jeremy Wiltz, Board President 913-706-2526 wiltzjer@usd437.net Quincy School District 172 (IL) 6,276 students PK-12 Shelley Arns, Board President 217-257-4245 shelley.arns@qps.org	East Brunswick (NJ) 8,000 students Pk-12 Wilber Pan 773-793-8889 wpeb9@ebnet.org Sun Prairie Area School District (WI) 8,500 students PK-12 Diana McFarland, Board President 608-215-4056 dmmcfar@sunprairieschools.org Vineland Public School District, NJ 10,317 students PK-12 Cedric Holmes, Board President cholmes@vineland.org (856) 506-4859	Anoka-Hennepin School District (MN) PK-12 38,354 students Michelle Langenfeld, Board President 651-442-6482 michelle.langenfeld@ahschools.us Chandler USD (AZ) PK-12 42,000 students Patti Serrano, Board President serrano.patti@cusd80.com phone: 602-881-2821 Dr. Claudia Mendoza, CUSD Governing Board Member mendoza.claudia@cusd80.com phone: 602-770-9232 Clark County (NV) 310,000 students PK-12 Irene Bustamante ibadams@nv.ccsd.net Seattle Public Schools (WA) 50,000 students PK-12 Gina Topp, Board President gktopp@seattleschools.org Sioux Falls (SD) 25,000 students, PK-12 Carly Reiter 605-310-9400 Carly.Reiter@k12.sd.us

FEES

In consideration for Services, the Division will pay to HYA Corporation:

- Consulting Fee for the search in the amount of 25% of compensation of the selected candidate.
 - \$25,000 will be invoiced upon execution of the contract/letter of agreement
 - \$25,000 will be invoiced upon presentation of the Leadership Profile
 - \$25,000 will be invoiced upon presentation of the slate
 - The balance will be invoiced upon appointment of the superintendent
- Included in the consulting fee are all services, including community engagement and online survey, a Board Portal to manage the search, HYA premium ad package, behavior assessments on the slate, and the transition academy.
- Associate Expenses: Travel will be reimbursed by the Board. Mileage reimbursement is based on current IRS guidelines.

Optional Additional Services:

Service:	Included in Fee:	Optional Enhancements:
Associate Days (On-site/ Virtual)	In-person days in the division interacting with the Board and/or community for: 1. Planning Meeting and Board preparation 2. Presentation of the <i>Leadership Profile Report</i> 3. Community Engagement Sessions (detailed below) 4. Presentation of the Slate and Interview Workshop 5. Interviews and Adjudication	

Service:	Included in Fee:	Optional Enhancements:
Community Engagement	20 engagement sessions for focus Groups, and Town Hall Meetings, as decided by the Board. Survey and report of findings in English and Spanish. Effective Superintendents' White Paper. Leadership Profile Report Data Brief providing candidates rigorous analysis of existing data sets in a format that is easy to share, communicate, and understand.	Additional on-site associate days for additional community engagement are billed at \$300/hour virtual or \$3,000/day/associate on-site, as selected and paid for by the Board. Survey Customization: Addition of customized questions, 10 forced-choice questions, and 3 open-ended questions for \$1,500. Additional world languages (professionally translated) for \$550 per language. A quote will be provided for custom question translations.
Advertising	- Listed on HYA's active searches webpage (25,000+ pageviews per month) - Full webpage dedicated to your search - K12JobSpot posting (for the length of the search) - Postings on HYA's social media accounts and newsletters	3rd party advertising as selected will be reimbursed by the Board.
Background Check	HYA Associates screen and conduct reference checks on candidates. Behavior Assessments Third Party investigative background check with credit check on finalist.	Additional Third-party investigative background checks, including a full credit will be completed for each candidate the Division chooses to interview. See Due Diligence Services in the Signature Search Brochure for details. Options are \$1,100 or \$1,950 per candidate.

Other Considerations:

Detail of Price:

HYA's partnerships with our district clients are comprehensive, which precludes your staff from providing support for the search. We elevate the search for the Board of Education through our comprehensive strategies and processes. **HYA can customize the scope of this proposal to meet the needs of your budget.** Services in our price proposal include:

BOARD PORTAL: NO ADDITIONAL COST

Communication and organization are critical to successful searches. HYA uses web-based delivery systems that give our clients anytime, anywhere access to all documents regarding the search. Whether through a tablet, smartphone, laptop, or desktop computer, the Board and search associates have access to all information associated with the search in an organized and confidential, password-protected Board Portal.

24/7 Counsel and Board Governance Sessions: NO ADDITIONAL COST

Throughout the search process, the Associates will be available to counsel with the Board about the search individually or collectively.

HYA'S CANDIDATE PROFILE SYSTEM: NO ADDITIONAL COST

Rigorous Talent Sourcing and Deep Dive Screening that results in candidates with the highest level of skill that looks beyond the resume into real abilities.

HYA Advertising: NO ADDITIONAL COST

HYA uses a myriad of recruiting techniques to ensure all potential candidates are reached. Without spending a dollar on advertising, HYA clients know that they are getting immediate exposure through the [HYA Active Searches page](#) and social media (90,000+ annual page visits and 23,000+ subscribers). In addition, HYA can provide analytics on your job posting, including how many views your job has received during a specific period of time, the average amount of time your posting was viewed, etc. No other firm has the infrastructure to provide this data to their clients.

Research-Based Community Survey: NO ADDITIONAL COST

The community survey is the community's first impression of the professionalism of the search. While there are multiple options to gather input, the HYA survey managed entirely by HYA provides the highest level of professionalism, credibility and anonymity.

HYA Transition Academy (six-month virtual program): NO ADDITIONAL COST

Navigating the Superintendent's transition is critical, setting the tone for trust, stability, and momentum. A strong leader aligns priorities, minimizes disruption, and builds credibility. HYA goes beyond recruitment, offering research-based strategies and ongoing support to ensure leaders begin with the relationships, confidence, and deliverables needed for long-term success.

HYA clients receive complimentary enrollment (non-clients pay \$4,500) for their selected new leader. This six-month [Transition Academy](#) produces the following four essential deliverables to be presented to the board: a 100-day plan, Key Performance Indicators (KPIs) to guide the district and share with constituents, an agreed-upon evaluation process and instrument, and an assessment of the current strategic plan. Topics are designed to coincide with the school calendar.

Background check and verification on finalist: NO ADDITIONAL COST

Using a third-party, independent investigative firm for background checks significantly strengthens the integrity, fairness, and rigor of the leadership selection process. A rigorous and evidence-based process is vital for ensuring fairness and equity in leadership selection. Third-party firms provide an objective, consistent, and comprehensive vetting process. They utilize databases and specific social media search engines that are **not available to the public**, scanning for provided information like names, dates of birth, email addresses, and phone numbers. The comprehensive checks cover a vast amount of ground, including:

- Social Security Trace
- County, Federal, and National Criminal Record History
- County Civil Record History
- Credit Report
- Education (Degree) Verification and Academic Program Accreditation
- News Media Review and Social Media Review

Ultimately, the third-party check provides the Board with the information they need to make an informed decision.

Behavior Assessments: NO ADDITIONAL COST

Behavior Assessments are highly regarded for their accuracy and reliability in identifying an individual's natural and adapted behavioral styles, communication, preferences, and motivators. Based on validated research in behavioral science and motivation theory, the assessments have undergone extensive norming and validation studies to ensure consistency and predictive accuracy. While no assessment can capture every nuance of human behavior, behavior assessments provide a reliable, data-driven foundation for improving self-awareness, team dynamics, leadership effectiveness, and hiring decisions.

Data Brief: NO ADDITIONAL COST

Data Brief provides executive-level analysis of important data sets in a compact PDF format. Available data doesn't always meet the needs of school district administrators to produce rigorous analysis of student and district data for governance and executive oversight. The Data Brief fills this gap by providing candidates rigorous analysis of existing data sets in a format that is easy to share, communicate, and understand.

Guarantee: NO ADDITIONAL COST

If the Superintendent departs from the position during the first year and a majority of the Board by vote is still in place, HYA will recruit new candidates for the Board at no additional cost, barring travel, advertising, and due diligence expenses. This applies to HYA-slanted candidates.

Job Posts to Build Cabinet Team: NO ADDITIONAL COST

Every HYA client is given **free access** to [10 job posts](#) post superintendent search on the HYA Active Searches website, via a dedicated district page to build the cabinet team after a search. This tool helps districts recruit cabinet-level leaders (principal and higher) where over 9,000 current administrators are subscribed.

Other Considerations:

If the Board chooses to reimburse candidates for travel for interviews, candidates will submit the expenses directly to the Division for reimbursement.

HYA is a green corporation and provides all search materials online. If the Board requests hard copies of the materials, the Division will be invoiced to cover the costs of any printing, binding, and shipping of materials.

Recruitment for other positions: if the Board employs an HYA recruited candidate within one year of the close of the superintendent search, in addition to the position of Superintendent, 10% of the base salary will be due to HYA for the recruitment of said candidate.

HYA can collaborate with and support community/public relations personnel and division vendors at a rate of \$300/hour.

HYA can collaborate with and support the division's legal counsel at a rate of \$300/hour.

HYA can research and present a comparative salary range with a letter of reasonableness for a fee of \$2,500.

HYA looks forward to the possibility of working with the Board and assisting with the selection of a new leader. Please contact HYA at 847-250-7261 or at hya@hyasearch.com with questions or requests for additional information.



TSBA
TENNESSEE SCHOOL BOARDS ASSOCIATION

TENNESSEE SCHOOL BOARDS ASSOCIATION
**NATIONAL SUPERINTENDENT
SEARCH SERVICE**

The National Superintendent Search Service offers maximum flexibility to the Board and assures the Board has total control of the decision-making process. The search consultant performs the legwork associated with the search, allowing the Board to concentrate on the most critical steps in the search--setting the criteria, interviewing the most qualified candidates and selecting the next Superintendent.

School districts need highly skilled chief executives with a passion to lead! Finding a Superintendent often requires an executive search, which can be a time-consuming, challenging, and complex endeavor. TSBA, through its membership in the National Affiliation of Superintendent Searchers (NASS), offers Tennessee school districts the most experienced network of search professionals in the country.

Unlike any other search firm, NASS members have extensive knowledge of effective governance, understand best practices in school district leadership and use proven strategies to develop productive board/superintendent relations.

NASS connects more than 100 consultants in 39 states who serve as superintendent searchers in state school boards associations. These searchers have proven track records of placements that bring sustained and quality leadership to school districts.

NASS provides an opportunity to collaborate nationally on the search process including nationwide job postings, the ability to recruit highly qualified candidates and to share vital background and reference information on candidates in other states.

The search process must be planned step-by-step to meet the needs and expectations of the Board of Education. Generally, the Search Service consists of the following elements:

1. GENERAL CONSULTATION

A TSBA consultant makes an initial trip to the district, at no charge or obligation, to discuss options with the Board and to explain the Search Service in detail. Specific items to be covered at that time include planning a tentative timeline; defining the scope of the search; and discussing qualifications, contractual details, community/staff involvement, media relations and confidentiality.

2. ADOPTION OF TIMELINE AND PROCEDURES

When the Board decides to utilize the National Superintendent Search Service, they must adopt a timeline. Normally, a full search from announcement to employment takes three to five months. The search consultant will propose a tentative timeline. The timeline is planned so the search can be thorough yet progress steadily.

Recent legislation passed by the General Assembly modified the superintendent interview process. Boards now have the option to conduct superintendent candidate interviews in an executive session. If the Board chooses this option, they are not required to provide public notice of the executive session where interviews will take place. However, every other item on the timeline that is listed under “Board Decision” requires public notice.

The Board should determine the most ideal time for the new Superintendent to begin employment, and direct its efforts toward that date. Most important, the Board must be willing to commit time to the interview and selection process. At the onset of the search, the Board should adopt the procedures that will guide it throughout the process. The consultant will present recommended procedures for the Board’s consideration.

Throughout the search process, the consultant will update the Board regularly about the search and meet at scheduled intervals with the Board to assist it with its responsibilities.

3. COMMUNITY MEETINGS

In the timeline, the Board approves a date(s) to conduct community meetings. The purpose of these meetings is to allow the consultant to gather information from the community on what it believes to be the strengths of the system, the challenges a new Superintendent will face coming into that system and the qualifications and characteristics the community expects in a new Superintendent. After the consultant gathers this information, he/she presents it to the Board for its review.

The search consultant will set meetings with students, teachers, principals, central office staff, parents, teacher assistants, secretaries, business officials, community leaders, city council or county commission, mayor and aldermen, bus drivers, cafeteria workers, maintenance workers and other groups identified by the Board. In addition, the consultant may schedule an evening community forum to accommodate those individuals who cannot attend one of the day meetings. During these meetings, the consultant will ask attendees to complete a survey form regarding the most essential characteristics and qualifications of a Superintendent. The survey may be completed at the meeting or online. Participants will have the opportunity to suggest names of persons to be invited to submit credentials for consideration. The consultant does not conduct community meetings in the Plan 1 and 2 search services, but the consultant will advise the Board on how to conduct the meetings if it wishes to do so.

4. INTERIM REPORT AND ADOPTION OF CRITERIA

After the community meetings, TSBA will tabulate the survey results and develop a set of proposed criteria to present to the board. The final report of the proposed criteria will include comments made at each of the group meetings, and the Board may modify the proposed criteria. Once the Board adopts the criteria, TSBA will advertise the position and recruit candidates.

5. VACANCY NOTIFICATIONS

TSBA will distribute vacancy notifications to the following agencies:

For All Plans

- All Tennessee Superintendents
- TN Organization of School Superintendents
- TN Commissioner of Education
- Association of Independent and Municipal Schools
- TN Supervisors Association
- TN Association for Supervision and Curriculum Development
- TN Principals Association
- TN Association of Secondary School Principals
- National Affiliation of Superintendent Searchers (NASS)
- American Association of School Administrators (AASA)

TSBA also will post the vacancy on its website.

TSBA will develop a brochure, with the Board-adopted criteria, to advertise the position and to outline the search procedures. TSBA will send copies of the brochure to all or some of the aforementioned organizations, to all persons requesting information about the job, to persons recommended for the position, to board members and to the Central Office. The brochure will be available in hard or electronic copy.

Individuals interested in the position should submit the following information through our online application portal:

- A letter of interest
- An up-to-date resume, including accomplishments by position
- A copy of any relevant licenses or certifications
- University transcripts
- Names, addresses and telephone numbers of five professional references

To insure that his or her credentials will be reviewed by the Board, an individual must submit the information by a specified deadline. The consultant may recruit other individuals who have not responded to the vacancy notice and request submission of credentials from those individuals even after the established deadline. TSBA will ask candidates who submit credentials to complete the online application.

6. CREDENTIALS PROCESSING

When interested persons inquire, TSBA will direct them to a brochure outlining system specifics and search procedures. TSBA checks all individuals' submissions, and creates candidate files. Any candidate who does not submit all required information is notified of deficiencies and asked to supply the needed details.

7. SELECTING CANDIDATES

The screening process has been developed carefully to assure effectiveness, fairness and confidentiality. Referring to the Board-adopted criteria, TSBA will assess how well the candidates' credentials match the Board's expectations.

8. FINAL REPORT AND RECOMMENDATION

The search consultant will present the Board with a written report that includes the comments from the community, criteria, interviewing procedures, applicant files, and supporting materials. The search consultant will provide a list of candidates that best meet the qualifications and criteria adopted by the board and recommend the board interview these individuals before other applicants. The Board reserves the right to interview any or all of the recommended candidates.

The search consultant will conduct a limited background check of recommended finalists only. This background check will include the following: residence history; county and national criminal records search; global security watchlist; sex offender records; employment verification; and education verification. Local boards are responsible for complying with all state laws regarding background checks for employees prior to the new director of school assuming any duties.

If the Board chooses the executive session option, application materials are confidential upon request by the applicant and are not open to public inspection. Applicant names may not be disclosed if the applicant has requested confidentiality. Otherwise, applicant files, names, and other documentation provided to the board are subject to Tennessee's Open Records Act.

At the board's request, the search consultant will assist in scheduling interviews for the candidates in accordance with the actions and timeline established by the Board.

9. INTERVIEWING CANDIDATES

If the Board chooses to conduct the interviews in an executive session, they may do so without providing public notice of such meeting. However, all deliberation must take place in a public meeting with adequate public notice.

Consultants do not participate in the interview process. The search consultant will present interviewing and reference-checking techniques to the Board, as well as a list of sample questions to be asked of candidates. Throughout the interviewing period, the search consultant is available to research and respond to questions about salary and fringe benefits, contract details, legal concerns, etc.

The consultant also may upon request conduct post-interview debriefings to determine if candidates are still interested, hear their concerns and refer this information back to the Board before it makes subsequent decisions.

10. REFERENCE CHECKING

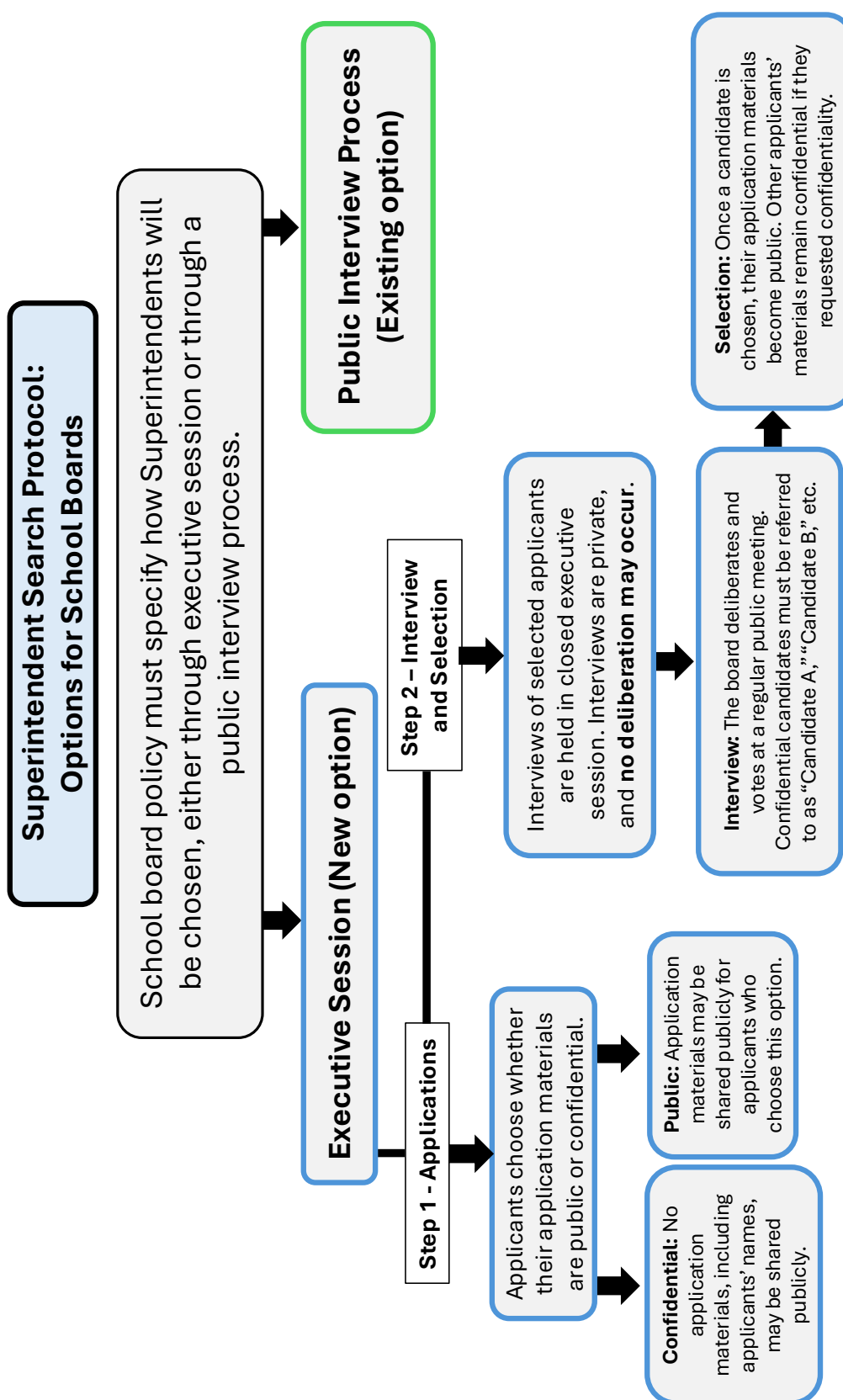
After the Board has conducted initial interviews, it may want one or more of the candidates to return for a second interview. If the Board is interested in pursuing a candidate further, it should conduct independent reference checks of current and former employers, colleagues, staff, community residents, etc. Up to this point, screening has primarily involved references solicited by the consultant, not necessarily the references submitted by the candidate. It is the responsibility of the Board to take an active role in this process.

11. SELECTING THE CANDIDATE

One of the most important duties of the Board is the selection of the Superintendent. This duty cannot be delegated. The search consultant's role is to advise the Board as to how to proceed with the offer as well as to explain features of an employment contract.

12. ANNOUNCING THE SELECTION

The Board should consider a news conference or at least prepare a press release about the new Superintendent once it announces its selection. A public reception for the new Superintendent, hosted by the Board, provides the community an opportunity to meet the individual. Once the Board has made its selection, it will send a letter to each candidate interviewed but not selected as Superintendent.



Superintendent Search Protocol FAQs	Executive Session (New Option)	Public Interview Process (Existing Option)
Is the board required to publish a public notice in advance of interviewing Superintendent candidates?	No. Public notice is not required for the executive session interviews.	Yes.
Who may attend the interviews?	Only members of the school board, relevant district staff, and the applicant(s) being interviewed for the position may attend.	The meeting is open to the public and anyone may attend.
Who may view the applicants' application materials?	Application materials are confidential upon request by the applicant and are not open to public inspection. Applicant names may not be disclosed if the applicant has requested confidentiality.	All applicant names and application materials are public record and may be viewed by anyone who requests to view them.
How does the board deliberate which candidate it would like to hire?	All deliberation must take place in a public meeting with adequate public notice. Since applicant names may not be shared, then the board should reference applicants anonymously (e.g. "Candidate A," "Candidate B," etc.)	All deliberation must take place in a public meeting with adequate public notice.
How is the final decision announced?	Once the board votes to hire a candidate in a meeting that is open to the public, it may then release the name and application materials of the candidate who has been selected. The materials for all other applicants remain confidential.	The board votes to hire a candidate in a meeting that is open to the public.
Are minutes required during interviews?	Yes. The board must still maintain minutes, and those minutes must disclose all persons in attendance <i>except</i> for the applicants being interviewed.	Yes.

Costs

The cost of a national superintendent search varies according to the level of service desired by the Board.

PLAN 1 \$3,000

- Publish a descriptive brochure based upon criteria approved by the Board
- Distribute brochure to the following:
 - All Tennessee Superintendents
 - TN Organization of School Superintendents
 - TN Commissioner of Education
 - Association of Independent and Municipal Schools
 - TN Supervisors Association
 - TN Association for Supervision and Curriculum Development
 - TN Principals Association
 - TN Association of Secondary School Principals
 - Tennessee Colleges/Universities
 - Southern Region state school boards associations
 - National Affiliation of Superintendent Searchers (NASS)
 - American Association of School Administrators (AASA)
- Advertise the vacancy via website
- Receive credentials from candidates
- Provide all applicant materials to the Board

PLAN 2 \$7,500

- Provide all services listed in Plan 1
- Provide an online survey and report results to the Board
- Recruit candidates who meet the Board's criteria
- Respond to inquiries regarding the vacancy
- Conduct checks of credentials and references
- Provide candidate recommendations for the Board to interview
- Schedule interview dates with candidates selected by the board
- Notify candidates of search firm recommendations
- Provide interview guide
- Assist the Board with the development of an employment contract

PLAN 3 \$15,000

- Provide all services listed in Plans 1 and 2
- Conduct in person employee and community meetings
- Consult with each board member on search criteria and process
- Report results of in person meetings and online survey to the Board
- Recommend criteria to be adopted by the Board

GUARANTEE

If a vacancy occurs during the two year period following the employment of a candidate recommended by TSBA, the search consultant will advertise, recruit, screen and refer to the Board additional candidates who meet the established criteria. This service will be provided without charge.

Sample Timetable For Searches

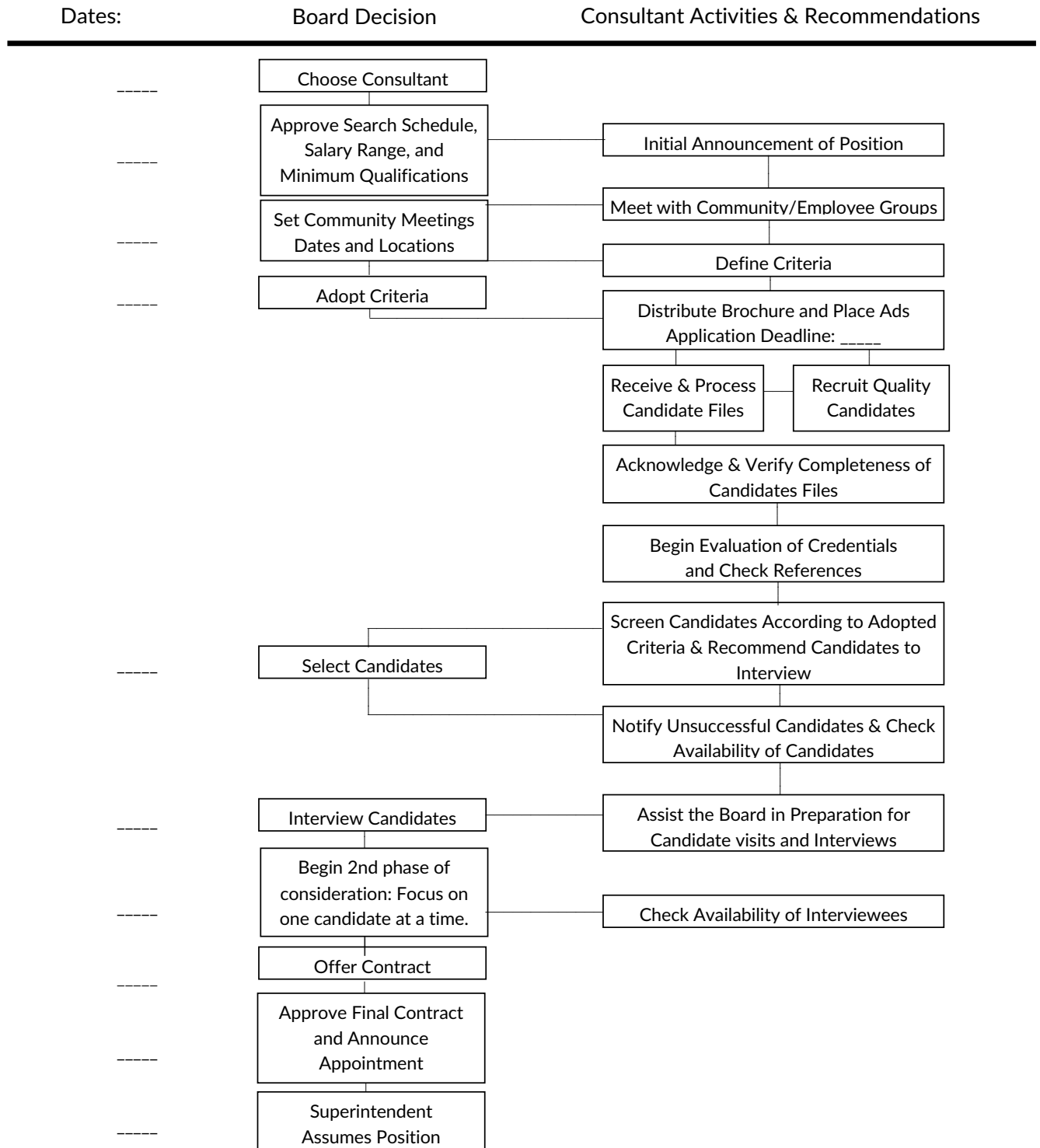
While searches often seem to take on a life of their own, an appropriate timetable, such as the one outlined below, will provide an operational guideline.

Depending on the time of the year, and taking into account vacation and other schedules, plans 2 or 3 will “normally” take from three to four months.

ACTIVITY	WEEK OF SEARCH
Conduct community meetings to assist Board in the development of criteria for new Superintendent	1
Present proposed criteria to the Board for adoption	2-3
Preparation of descriptive materials, brochures and announcements	4
Advertising and solicitation of nominations and recommendations; Processing and screening of candidate's credentials	5-8
Screening of candidates	9
Investigation and evaluation of candidates	10
Presentation of recommendations to the School Board	11
School Board interviews candidates	12-13
School Board focuses on one candidate at a time, conducts in- depth reference check	14-15
School Board appoints Superintendent	16

**SAMPLE SCHOOL DISTRICT
SUPERINTENDENT SEARCH**

TIMELINE AND CRITICAL DECISION SEQUENCE



Sample Community Meeting Schedule

Noon	Mayor, County Commission, City Council, Community and Business Leaders and School Board
2:00 p.m.	Classified Employees
3:00 p.m.	Central Office Staff, Supervisors and Principals
4:00 p.m.	Teachers
6:00 p.m.	Community Forum

List of Recent Superintendent Searches Conducted By TSBA

SYSTEM	YEAR	CONTACT
Bradford Special	2026	Jason McDaniel, Chairman, jmcdaniel@citylumbercompany.com
Tipton County	2026	Blake Shankle, Chairman, bshankle2@tipton-county.com
Campbell County	2026	Jeffrey Miller, Chairman, jeffrey.miller@ccpstn.net
Greeneville City Schools	2026	Josh Quillen, Chairman, joshq@southstatecontractors.com
Trousdale County	2025	John Kerr, Chairman, catojohnkerr@gmail.com
Cumberland County	2025	Scott VanWinkle, Chairman, svanwinkle@ccschools.k12tn.net
Lauderdale County	2025	Chris Rose, Chairman cbrose1977@yahoo.com
Blount County	2025	Chris Pass, Chairman chris.pass@blountk12.org
Rhea County	2025	John Mincy, Chairman knk5388@aol.com
Coffee County	2025	Thomas Ballard, Chairman ballardt@k12coffee.net
Johnson City	2025	Jonathan Kinnick, Chairman jonathanboe@kinnick.net
Milan Special	2024	Will Ownby, Chairman ownbyw@milanssd.org
Houston County	2024	Jeffrey Mathis, Chairman jamathis68@yahoo.com
Dickson County	2023	Sonya Brogdon, Chairman sh.brogdon@yahoo.com
Collierville	2023	Wright Cox, Chairman wcox@colliervilleschools.org

List Of Recent Superintendent Searches Conducted By TSBA, cont.

Franklin County	2023	CleiJo Walker, Chairman walker5578@bellsouth.net
Kingsport City Schools	2023	Melissa Woods, Chairman mwoods@k12k.com
Sumner County	2023	Tim Brewer, Chairman tim.brewer@sumnerschools.org
Union County	2022	Marty Gibbs marty.gibbs@ucps.org
Haywood County	2022	Allen Currie allen.currie@Nutrien.com
Sullivan County	2022	Randall Jones 423-677-2133
Blount County	2022	Robbie Kirkland, Chairman robbie.kirkland@blountk12.org
Rutherford County	2022	Tiffany R. Johnson, Chairman johnsonti@rcschools.net
Clarksville-Montgomery County	2022	Herbert Nelson, Chairman herbert.nelson@cmcss.net
Knox County	2022	Kristi Kristy, Chairman kristi.kristy@knoxschools.org
Humboldt City Schools	2021	Valeria Smith-Wedley, Chairman vswedley@icloud.com
Washington County	2021	Jason Day, Chairman jasondayconstruction@gmail.com
Fentress County	2021	Gary Peters, Chairman garypeters@twlakes.net
Bedford County	2021	Diane Neeley, Chairman diane.neeley@gmail.com
Murfreesboro City Schools	2020	Butch Campbell, Chairman bcampbe3@bellsouth.net



Superintendent Search Proposal

Williamson County Schools
Franklin, Tennessee
June 29, 2026



The problem with status quo

**Most search firms focus on filling a position.
We focus on lasting leadership.**

Selecting a Superintendent is one of the most important decisions a Board of Education will make.

Williamson County Schools has an opportunity to build on its strong tradition of academic excellence by identifying a leader prepared to serve approximately 42,000 students, nearly 8,000 employees, 52 schools, and a highly engaged community. With significant Board transition anticipated, the search process must create continuity, establish shared priorities, and build consensus among both current and incoming Board members.

Zeal Education Group will provide a transparent, inclusive, and community-centered search process. Through multilingual stakeholder engagement, Leadership Profile development, clear communication, and rigorous candidate evaluation, we will help the Board identify a leader who can strengthen student outcomes, unite stakeholders, navigate change, and build public trust.

Known for concierge-level support and deep candidate networks, Zeal is committed to matching the right leader with the right district. We will provide a flexible combination of in-person and virtual support, adapting the process to the Board's needs, transition, and desired timeline. Our team will help the Board maintain momentum, build consensus, attract exceptional candidates, and appoint the next Superintendent according to the schedule that best serves Williamson County Schools.

Sincerely,



Jeff Melendez, Ed.D.
Founder & CEO
Zeal Education Group



A search grounded in Williamson County

Designed around your priorities, culture, and future direction.



DISTRICT PROFILE • WILLIAMSON COUNTY, TENNESSEE



Williamson County Schools

TOTAL ENROLLMENT

41,374

Students, Grades PreK-12

ANNUAL BUDGET

\$562.6M

\$13,600 per student

GRADUATION RATE

97.4%

vs. 97.4% TN state avg.

ECONOMIC NEED

18.7%

Free & reduced-price meals eligible

MATH PERFORMANCE INDEX

76.0

vs. 67.7 TN state avg.

ELA PERFORMANCE INDEX

74.0

vs. 66.1 TN state avg.

STUDENT-TEACHER RATIO

14.2:1

vs. 17.0 TN state avg.

STUDENT DEMOGRAPHICS

White	66.0%
Hispanic / Latino	15.8%
Black / African American	10.0%
Asian	4.7%
Two or More Races	3.5%

Total minority enrollment: 34.0%

DISTRICT CONTEXT

- 50 schools serving students in grades PreK-12
- 29 elementary schools, 11 middle schools, 11 high schools, and 1 K-8 school
- Approximately 7,970 staff members, including 5,971 classroom teachers
- Strong academic performance and high graduation rate consistently above state averages
- Commitment to student well-being, safety, and innovative learning opportunities

ACADEMIC PERFORMANCE NOTES

- Math and ELA performance indexes exceed state averages
- Graduation rate of 97.4% surpasses the state average of 97.4%
- ACT composite score of 49 (to date) above state average
- 94.18% student attendance rate reflects strong engagement
- 63% of teachers hold a Master's degree or higher, above the state average of 56%
- High participation in arts, athletics, and college preparatory programs

50 SCHOOLS

7,970 TOTAL EMPLOYEES

5,971 CLASSROOM TEACHERS

97.4% GRADUATION RATE

14.2:1 STUDENT-TEACHER RATIO

49 ACT COMPOSITE (TO DATE)

\$562.6M TOTAL BUDGET

94.18% ATTENDANCE RATE

60 NATIONAL MERIT SEMIFINALISTS

About us

Outside View. Inside Perspective.

Zeal Education Group is a national K-12 education consulting firm with a team of more than 100 superintendents, industry experts, and thought leaders.

Our superintendent search practice is built on deep professional relationships, disciplined methodology, and an unwavering commitment to identifying the right leader for each district's unique needs, culture, and moment.



Williamson County Search Team



Dr. Jeff Melendez
Founder & CEO
Zeal Education Group

Dr. Jeff Melendez is the Founder and CEO of Zeal Education Group. He brings more than 30 years of public school experience, including six years as a superintendent in Connecticut. He has also served for more than a decade as an Adjunct Professor at Teachers College, Columbia University. Dr. Melendez holds his M.A., Ed.M., and Ed.D. from Teachers College and is a National Board Certified Teacher.



Dr. David Miyashiro
Senior Associate
Zeal Education Group

Dr. David Miyashiro is an educational leader with more than 25 years of experience, including service as a superintendent in Southern California. He is recognized for advancing innovation, organizational transformation, and future-ready learning. His experience helps Boards identify leaders who can navigate change, inspire communities, and position districts for long-term success.



Dr. John Barile
Senior Associate
Zeal Education Group

Dr. John Barile is Dean of the School of Education at Central Connecticut State University and previously served as Superintendent of Brookfield Public Schools. He brings deep experience in district leadership, governance, labor relations, educator preparation, and leadership development. His background helps Boards assess candidate readiness, fit, trust-building ability, and long-term leadership potential.



Ebony Langford-Brown
Associate
Zeal Education Group

Ebony Langford-Brown brings more than 30 years of leadership experience in curriculum, instruction, and systemwide improvement across large public school systems in Maryland. She has led PreK-12 curriculum across 22 content areas and supervised 21 elementary schools as a principal supervisor. Her work focuses on instructional coherence, leadership capacity, equity, and measurable gains in student achievement.



Dr. Joseph S. Micheller
Senior Associate
Zeal Education Group

Dr. Joseph S. Micheller most recently served as Executive Director of New School Development for Cleveland Metropolitan School District, where he helped design and launch more than 30 innovative school models. A former superintendent, assistant superintendent, director, and teacher, he brings strong insight into leadership readiness, system redesign, and community partnership. He helps Boards identify leaders who can build trust and improve districts.



“What Zeal offers is **more than a superintendent search.** It is a community-centered process that surfaces shared priorities, informs strategic direction, and creates the trust needed to rally around new leadership.”

Rock Hill Schools Superintendent Search, 2025
Helena Miller, Board Chair
Rock Hill, SC



A proven process

Designed to identify the right leader and support a confident Board decision.

Zeal Education Group combines strategic leadership consulting with a community-centered search process. We help Boards identify highly qualified leaders whose experience, leadership style, and values align with the district's culture, priorities, governance expectations, and long-term vision.



Superintendent Search Process

1) ESTABLISH A STRONG FOUNDATION

Host an initial planning meeting to set communication norms, clarify mutual expectations, and align on district priorities.

2) DEVELOP A TARGETED TIMELINE

Design a timeline that works backward from the desired start date, ensuring a structured and efficient process.

3) ENGAGE STAKEHOLDERS

Confirm a calendar of events that allows ample time for meaningful community and stakeholder input.



4) CRAFT A LEADERSHIP PROFILE

Develop a candidate profile that not only attracts high-caliber leaders but also ensures alignment with the district's vision and needs.

5) RECRUIT A DIVERSE TALENT POOL

Leverage our extensive national network to identify and engage top-tier candidates.

6) SCREEN AND EVALUATE CANDIDATES

Conduct rigorous assessments to recommend the strongest candidates for interviews.

7) PREP THE BOARD FOR INTERVIEWS

Train board members on legal and ethical considerations, equipping them with best practices for candidate evaluation.

8) FACILITATE THE SELECTION PROCESS

Lead candidate interviews, guide board deliberations, and ensure a structured decision-making process.

9) VERIFY FINAL CANDIDATES

Conduct comprehensive reference checks and third-party background screenings to validate the top candidate's credentials.

10) FINALIZE THE OFFER

Guide the Board through contract negotiations in collaboration with legal counsel to secure a fair and strategic agreement.



11) SUPPORT THE TRANSITION

Assist the new superintendent with the development of an Entry Plan and provide twelve months of Executive Coaching to ensure a strong start.

12) STRENGTHEN LEADERSHIP ALIGNMENT

Lead a Board retreat with the new superintendent to foster a high-performing governance team built on trust, collaboration, and clear expectations.

Roles and Responsibilities

Designed so the Board can focus on selecting the right leader.

	Williamson County Schools Board of Education	Zeal Education Group Search Team
Prepare	Defines district priorities, approves the search process, and participates in interview preparation.	Develops the search timeline, Leadership Profile, interview process, and Board preparation materials.
Connect	Identifies stakeholders and considers community input when identifying desired leadership qualities.	Facilitates stakeholder engagement and connects community priorities to the superintendent search.
Attract	Represents the district and helps communicate why the superintendent opportunity is compelling.	Markets the opportunity nationally and recruits a strong, diverse pool of qualified candidates.
Select	Reviews candidates, conducts interviews, evaluates finalists, and determines the preferred candidate.	Screens candidates, conducts due diligence, and provides the Board with candidate information and recommendations.
Appoint	Approves the superintendent’s contract and formally appoints the district’s next leader.	Supports final references, contract discussions, appointment communications, and transition planning.

Reverse-engineered timeline

Based on when you want the position filled



Appoint

- Conduct reference and third-party background checks
- Negotiate contract
- Appoint new superintendent at Board meeting

~ 15 days

Select

- Present Slate (8-10)
- Conduct bias training and develop questions
- Semi-final interviews (5-7)
- Final interviews (2-3)
- Community engagement (optional)

~ 21 days

Attract

- Define search parameters
- Post position on national, regional, and local boards
- Recruit candidates based on Leadership Profile
- Leverage Zeal's expansive network

~ 45 days

Connect

- Send invitation to participate in community engagement
- Engage stakeholders and administer ThoughtExchange
- Present the Leadership Profile at Board meeting for adoption

~ 30 days

Prepare

- Hold planning meeting
- Set expectations
- Create press release
- Announce vacancy on Zeal's website and through district channels

Day 1

START

Beyond Résumés

The first professional resume was created by Leonardo da Vinci in 1482.
We've come a long way.

While candidates still submit résumés, Zeal's Superintendent Personas go further by helping us assess not just who a candidate is, but how they are likely to lead.

These research-informed archetypes evaluate leadership style, decision-making, and strengths across key areas such as community engagement, academic improvement, and systems management.

By combining both tools, we move beyond résumés to ensure strong alignment with the district's culture, challenges, and future direction, leading to more successful and lasting placements.

Superintendent Personas



The Community Builder

Excels in bringing people together, creating strong relationships with families and staff. While effective in collaboration, their consensus-driven approach may slow urgent decisions.

- **Traits:** Relational, inclusive, coalition-focused
- **Strengths:** Builds trust, fosters engagement, unites stakeholders
- **Challenges:** May struggle with tough decisions, moves cautiously



The Visionary Change Agent

This superintendent pushes districts forward with ambitious reforms and innovative solutions. They inspire transformation but may struggle with those resistant to rapid change.

- **Traits:** Bold, strategic, innovative
- **Strengths:** Transforms districts, drives systemic change, energizes stakeholders
- **Challenges:** Faces resistance, can be seen as disruptive



The Instructional Leader

Focused on teaching and learning, this leader ensures high-quality curriculum and PD. They may require support in managing district logistics.

- **Traits:** Data-driven, student-focused, curriculum expert
- **Strengths:** Improves instruction, boosts student achievement, supports teachers
- **Challenges:** May neglect operations, needs strong executive team



The Operational Strategist

This leader ensures smooth operations, balancing budgets and streamlining systems. While highly efficient, they may lack visibility in instructional leadership.

- **Traits:** Detail-oriented, fiscally responsible, process-driven
- **Strengths:** Strengthens finances, improves efficiency, optimizes resources
- **Challenges:** Can appear bureaucratic, less visible in instruction



The Student Champion

Committed to fairness, this leader ensures all students have access to opportunity. Their work is essential but often met with resistance.

- **Traits:** Justice-driven, culturally competent, advocate for marginalized students
- **Strengths:** Reduces disparities, promotes inclusivity, drives student-focused policies
- **Challenges:** Political push-back, progress can be slow



The Crisis Manager

Thriving under pressure, this leader effectively handles crises and high-stakes situations. While strong in the moment, they may struggle with future-focused strategy.

- **Traits:** Decisive, adaptable, action-oriented
- **Strengths:** Leads in emergencies, manages crises, ensures safety
- **Challenges:** Can be reactive, may lack long-term planning

Deep stakeholder engagement

Every voice helps shape the search.

Zeal creates multiple, accessible ways for students, staff, families, and community members to share meaningful input that directly informs the Leadership Profile and selection process.



People-Centric Meetings

Professionally designed community notices, and **personalized** invitations

	Monday 3/24	Tuesday 3/25	Wednesday 3/26	Thursday 3/27	Friday 3/28	Saturday 3/29
9:00 AM		ISD Principals to Board Meeting	Active Community to Board Meeting	Student Leaders to Board Meeting	ISD Leadership to Board Meeting	
10:00 AM			Advanced Principals to Board Meeting	Parents Association to Board Meeting	Community to Board Meeting	Board to Board Meeting
11:00 AM						
12:00 PM		Student Officials to Board Meeting	Advanced Principals to Board Meeting	Parents Association to Board Meeting	Community to Board Meeting	
1:00 PM			Student Leaders to Board Meeting	Advanced Principals to Board Meeting	Parents Association to Board Meeting	Community to Board Meeting
2:00 PM				ISD Leadership to Board Meeting	Community to Board Meeting	
3:00 PM		Board Certified Staff to Board Meeting	Student Leaders to Board Meeting	Advanced Principals to Board Meeting	Parents Association to Board Meeting	Community to Board Meeting
4:00 PM		Board Certified Staff to Board Meeting	Student Leaders to Board Meeting	Advanced Principals to Board Meeting	Parents Association to Board Meeting	Community to Board Meeting
5:00 PM			Board Certified Staff to Board Meeting	Student Leaders to Board Meeting	Advanced Principals to Board Meeting	Parents Association to Board Meeting
6:00 PM	Open House to Board Meeting	Board Certified Staff to Board Meeting	Student Leaders to Board Meeting	Advanced Principals to Board Meeting	Parents Association to Board Meeting	Community to Board Meeting
7:00 PM						

Engagement Calendar

A way for **everyone** to participate including in-person, virtual meetings, listening sessions and Town Halls



ThoughtExchange

Real-time, open-ended community engagement survey synthesized in **100+ native languages**

Leadership Profile

A board-adopted, customized leadership blueprint that tells your district's story and attracts the right candidates.



First, attract

The Leadership Profile defines success, attracts stronger candidates, and provides the Board with an objective framework for evaluating leadership fit.



Then, evaluate

We use the Leadership Profile as an objective way to measure the extent to which applicants have the necessary skills and dispositions for lasting success

Recruitment Strategy

The best candidates may not be looking for a job.

Zeal will promote the opportunity through leadership networks, national professional associations, approved job boards, education publications, direct referrals, nominations, confidential outreach, and passive candidate recruitment.

We will not rely solely on advertisements.

Our network of more than 100 associates, national education leaders, and more than 10,000 LinkedIn followers expands our ability to identify and engage qualified candidates.



RECRUITMENT REACH



25 CANDIDATES. 17 STATES. ONE SEARCH.

One recent superintendent search attracted 25 qualified candidates representing 17 states, providing the board with a diverse and highly competitive candidate pool.



Interviews

We guide you through every step.



Pre-Screening

Our team reviews all applications against the Leadership Profile and develops a comprehensive dossier for the top 8-10 candidates, including resume, application, references, and a 90-second video.



Slate of Candidates

We present a recommended slate of approximately 8-10 candidates to the Board and facilitate a structured process to identify 5-7 semi-finalists for in-person interviews.



Bias Training

Prior to semi-final interviews, Zeal leads the Board through ethics and bias training. We also partner with the Board to develop a custom set of interview questions aligned to the Leadership Profile.



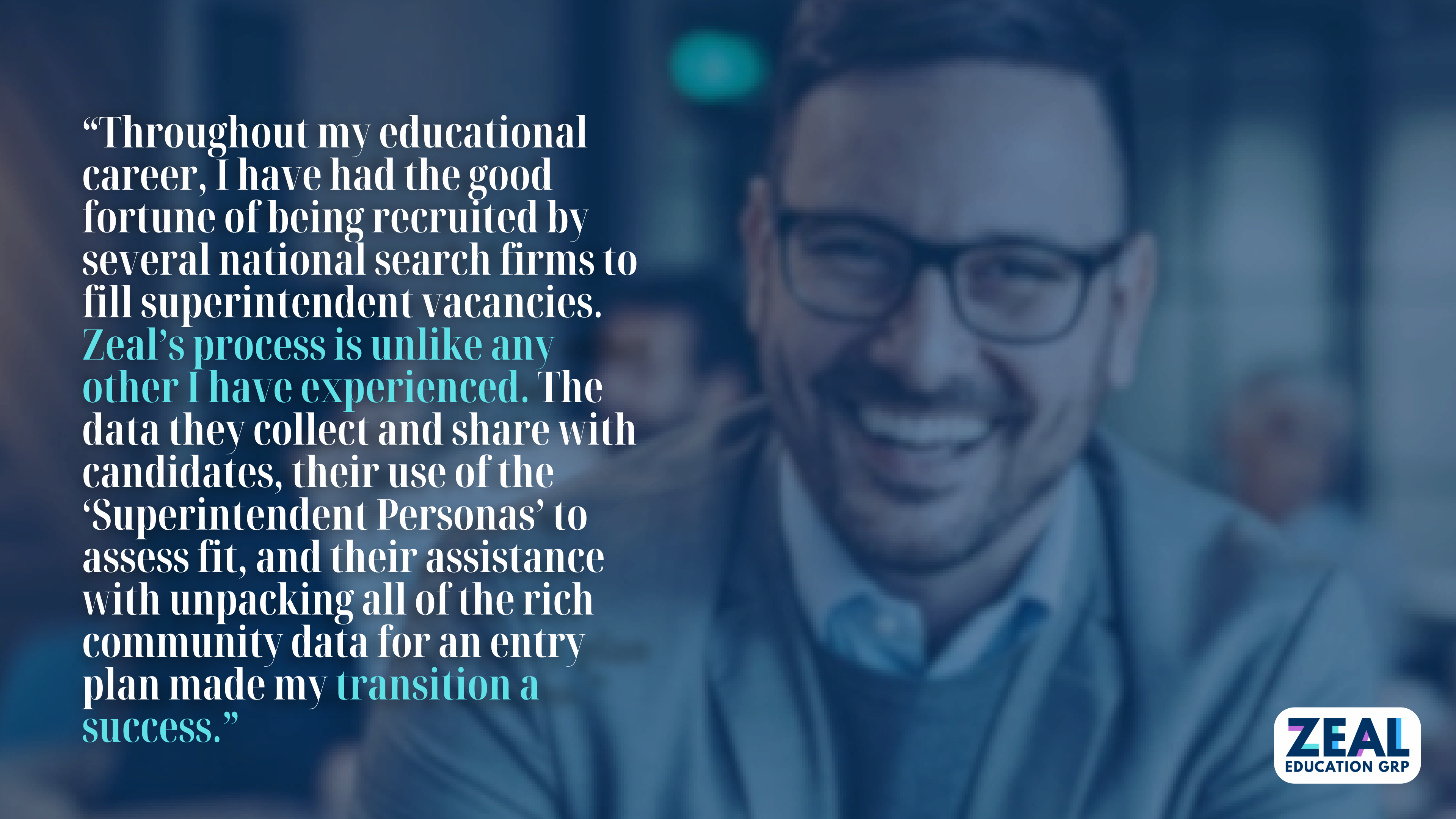
Semi-Final Interviews

Zeal facilitates in-person semi-final interviews with 5-7 candidates. We provide objective scoring rubrics and a structured process to support clear, productive deliberation. The Board will determine the number of finalists, typically two or three.



Final Interviews

We guide the Board through a more conversational process with the 2-3 final candidates, allowing both parties to assess alignment and fit.



“Throughout my educational career, I have had the good fortune of being recruited by several national search firms to fill superintendent vacancies. Zeal’s process is unlike any other I have experienced. The data they collect and share with candidates, their use of the ‘Superintendent Personas’ to assess fit, and their assistance with unpacking all of the rich community data for an entry plan made my transition a success.”

Transparent project management

You will always know where the search stands.

Our process begins with a planning meeting that establishes shared expectations and works backward from the date the Board intends to appoint its new superintendent.

We use Asana to manage more than 60 tasks, decisions, deliverables, and milestones.

The Board will have access to a secure, live dashboard showing project status, upcoming actions, shared documents, and next steps. Expectations remain clear, progress remains visible, and the Board remains fully informed.



ACTIVE CLIENT WORKSPACE

One secure workspace for active Zeal clients.

View project status from Asana, open district documents in Google Drive, and review next steps.

CURRENT PHASE

Phase 2: Project Planning

Timeline, materials, and next steps are being organized for board review.

NEXT BOARD ACTION

Review shared materials

Open the document center before the next scheduled meeting.

LATEST UPDATE

Dashboard refreshed

Project notes and document access placeholders are ready for review.

Asana Project Status

See project phase, tasks, milestones, and next steps.

Total completed tasks	18
Total incomplete tasks	7
Percentage complete	72%

[View Project Status](#)

Google Drive Documents

Open candidate applications, resumes, reference checks, and video introductions.

[Applications](#)

[Resumes](#)

[Reference Check](#)

[Video Introduction](#)

[Open Document Center](#)

Preview only. Real Asana and Google Drive links should be added later behind secure login.

New hire checklist

We're just getting started.

- ✓ Reference checks with both listed and unlisted references
- ✓ Optional third-party criminal, financial, DMV and social media checks
- ✓ Negotiation of contract terms in consultation with Board Attorney
- ✓ Creation of a press release announcing your new superintendent
- ✓ Personalized communication of regrets to non-selected candidates
- ✓ Deep-dive review of all stakeholder feedback and survey data
- ✓ Assistance with the development of transition and Entry Plans
- ✓ 30 days of complimentary Executive Coaching
- ✓ Optional facilitation of a Board-Superintendent Governance Retreat



Executive coaching

Included with every search.

Zeal provides 30 days of complimentary executive coaching following appointment, including stakeholder data synthesis, entry planning support, and thought partnership designed to help the new superintendent establish trust, clarity, and direction from day one.



Governance retreat

Custom designed for Williamson County Schools

Our optional retreat aligns the Board and superintendent on expectations, decision-making, and communication, while building trust and establishing the structures needed for a cohesive, high-performing governance team.



Search References

District	3-Word Testimonial	Impact
Superintendent of Schools Oxford Public Schools Oxford, Connecticut 1,600 Students Rural Suburb	"Extraordinary. Honest. Professional." Robert Carr, Board Chair carr@oxfordpublicschools.org 203-253-9441	Delivered a strong, well-aligned candidate pool. Ensured fit for a small, community-centered district.
Superintendent of Schools Sanborn Regional School District Kingston, New Hampshire 1,400 Students Rural Suburb	"Ethical. Communicative. Integrity." Rick Edelman, Board Chair redelman@sau17.net 267-304-6729	Stabilized the district during a period of uncertainty. Helped rebuild trust through a structured process.
Superintendent of Schools Stamford Public Schools Stamford, Connecticut 16,500 Students Mid-Sized City	"Collaborative. Flexible. Thorough." Andy George, Board Chair ageorge@stamfordpublicschools.org 203-274-0906	Facilitated 70+ stakeholder engagements. Delivered a strong national pool of 27 candidates.
Superintendent of Schools Yarmouth School Department Yarmouth, Maine 1,500 students Rural Suburb	"Innovative. Expertise. Responsive." Christina Patrick, School Committee Chair christina_patrick@yarmouthschools.org 207-329-0396	Co-designed a customized search process. Attracted national and international candidates.
Superintendent of Schools South Portland School Department South Portland, Maine 2,600 students Suburb	"Inclusive. Thorough. Meticulous." Rosemarie DeAngelis, Board Chair deangelo@spsdme.org 207-232-9325	Designed an inclusive, community-driven process. Built broad stakeholder confidence in the outcome.
Superintendent of Schools Rock Hill Schools Rock Hill, South Carolina 15,300 Students Mid-Sized City	"Engaging. Dedicated. Excellent." Helena Miller, Board Chair HMiller@rhmail.org 704-488-4950	Recruited 25 candidates from 17 states. Built a deep, competitive national pool.



What makes Zeal the right search partner?

We don't just run a search. We build consensus around your district's next leader.



We meet your community where they are

We engage your community through in-person interviews, focus groups, and community forums, complemented by ThoughtExchange, an interactive stakeholder engagement platform that captures input in more than 100 languages to ensure every voice informs the Leadership Profile and strengthens confidence in the search process.



Concierge Service

Zeal provides a concierge-level search experience, managing every detail with precision, responsiveness, and care so the Board can remain focused on selecting the right leader. From planning and communication to candidate coordination and stakeholder engagement, we ensure the process remains organized, efficient, and aligned with the district's goals.



Superintendent Personas

We apply a research-based lens to all applicants ensuring alignment between the district's needs and the leadership qualities of the next superintendent. Our Superintendent Personas framework helps the Board evaluate candidates with greater clarity, consistency, and confidence by connecting each applicant's experience, leadership style, and strengths to the district's priorities.



Beyond the Hire

Our work continues after the selection, including 30 days of complimentary executive coaching and governance support to promote a strong and stable transition. We help the new superintendent and Board establish clear expectations, strengthen communication, and build an effective working relationship that supports long-term leadership success and organizational stability.

Investment

Our fee structure is designed to ensure that our clients receive considerably more value from the services that we provide than the dollars they spend. In consideration of the services outlined in this proposal our fee includes the following:

Zeal's Comprehensive Superintendent Search Service:

- Initial planning session with the School Board to establish protocols and expectations
- Creation and distribution of a press release announcing the search
- Development of a customized, backward-designed timeline for the full search process
- Use of Asana project management dashboard to give the Board real-time updates of status
- Comprehensive stakeholder engagement with up to 30 in-person & virtual sessions
- Use of *ThoughtExchange* for multi-lingual, large-scale, and multi-faceted community engagement
- Creation of a Leadership Profile based on stakeholder input
- Use of Zeal's research-based *Superintendent Personas* to assess candidate fit
- Recruitment through Zeal's network of qualified national leaders
- Rigorous candidate screening and selection process
- Preparation of candidate dossiers and rationale for recommendation
- Presentation of 90-second introductory videos introducing each candidate in the slate
- School Board interview training on bias, legal, ethical, and procedural best-practices
- Access to our exclusive Client Portal for real-time search progress status
- Full coordination and facilitation of interview logistics and deliberations
- Communication of regrets with all non-selected candidates
- Contract negotiation support in collaboration with Board Chair and/or legal counsel
- Development of a customized press release announcing the new superintendent
- Thirty days of complementary Executive Coaching for the new superintendent
- Transitional support, development of an Entry Plan and deep-dive into stakeholder feedback

\$48,950

Third-Party Options:

- Third-party featured advertising for 30 days on AASA website, and targeted email marketing (\$3,500)
- Third-party criminal, financial, and social media background check per finalist (\$1,795)

Any necessary consultant travel expenses will be billed to the district at the conclusion of the search.

Zeal is committed to providing exceptional value and will work with the Board to ensure the proposed fee remains competitive for a comparable scope of services.



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FINDING YOUR NEXT SUPERINTENDENT

A CONTEMPORARY GUIDE FOR
BOARDS OF EDUCATION



The most important decision a board can make...

As a Board of Education, there are few decisions more consequential than hiring a new superintendent. The superintendent serves as the public face of the district, the architect of its strategic plan, the steward of public trust, and the instructional leader for hundreds or thousands of students and staff. The stakes are high, and the challenges of the search process — from defining the leadership profile to engaging stakeholders and ultimately selecting the right candidate — require deliberate planning and thoughtful execution.

This guide serves as a primer for boards of education preparing to conduct a superintendent search. Whether you are replacing a long-serving leader or navigating a sudden transition, understanding the process, common pitfalls, and best practices will ensure that your district selects a leader who aligns with your vision, values, and needs.

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1) Ready, set, decide:

KEY CHOICES THAT SHAPE THE SEARCH

Before posting a job description, boards must answer a series of pivotal questions: Will the search be open and transparent or closed to protect candidate confidentiality? Will internal applicants be considered? What salary range makes sense based on the market and district's needs? Who will be part of the hiring committee—and should community voices be included? These decisions set the tone and structure for the entire process, influencing who applies, how the community engages, and how the board builds trust throughout.



2) *Backward design:*

BUILDING A SEARCH TIMELINE THAT WORKS

Superintendent searches take time—but too much time, and you risk losing top candidates. The smartest approach is to plan backward from your ideal start date. How long do you need for community input, candidate outreach, interviews, and contract negotiations? Will an interim superintendent be necessary? Factor in holidays, budget cycles, and school-year constraints. An intentional timeline brings focus and flow to the process.



3) More than a checkbox:

THOUGHTFUL COMMUNITY ENGAGEMENT



Engaging the community isn't about checking a box—it's about tapping into the wisdom of those who know the district best. Through surveys, forums, or digital tools like ThoughtExchange, boards can gather insights that shape the leadership profile and build public trust. But with engagement comes responsibility. Boards must be clear about how input will be used and ensure that feedback is synthesized into actionable themes, not just anecdotal soundbites.

4) *The north star:*

CRAFTING A LEADERSHIP PROFILE THAT GUIDES AND ATTRACTS

A well-developed leadership profile is more than a wish list—it's a strategic blueprint. Grounded in community input and district priorities, the profile outlines the values, competencies, and leadership style your next superintendent must embody. It becomes both a recruiting tool and a rubric, helping candidates determine if they're a fit—and helping boards stay aligned during deliberations.



5) Talent on the move:

REACHING THE RIGHT CANDIDATES



Posting a vacancy is only the beginning. Many of the best candidates aren't actively job hunting—they need to be invited. Boards should consider where to advertise and how to leverage networks that prioritize equity, innovation, and leadership readiness. A compelling leadership profile, combined with intentional outreach, attracts candidates who are not just looking for a job, but for a mission.

6) *Sorting for substance:*

SCREENING WITH CLARITY AND PURPOSE



Once the applications arrive, the challenge becomes identifying who stands out—not just on paper, but in alignment with your district's needs. Using a scoring rubric based on the leadership profile ensures fairness and consistency. Consider blind reviews for the first round to reduce bias, and look for depth over polish. The goal is to surface candidates with both the credentials and the character to lead. At Zeal Education Group, we have identified a series of six, research-based “personas” to help Boards identify which leader may be the best fit given the current state of the district.

7) Interview-ready:

EQUIPPING THE BOARD FOR WHAT COMES NEXT

Superintendent interviews are high-stakes. Boards need a shared understanding of what to ask, what to avoid (legally and ethically), and how to evaluate responses. Consider a pre-interview session that reviews logistics, public meeting laws, and best practices. A prepared board is a confident board—and that leads to stronger candidate interactions.



8) Showtime.

COORDINATING A SMOOTH SELECTION PROCESS



Interview days can be intense. From scheduling and space setup to greeting candidates and keeping things on track, the logistics matter. Boards should assign point people for communication, keep candidates informed, and think through every touchpoint. Optional activities like school tours, stakeholder meetings, or candidate presentations must be executed with professionalism. How you run the process reflects how you run your district and may impact a candidate's desire to become a part of your governance team.

9) *Trust... but verify:*

VETTING FINALISTS THOROUGHLY

Even if a candidate dazzles in the interview, a thorough background check is non-negotiable. Contact past supervisors. Confirm licenses and degrees. Conduct third-party screenings if needed. A surprising number of districts skip these steps—only to face regret later. Due diligence isn't about suspicion; it's about stewardship.



10) Making the deal:

CONTRACT NEGOTIATION WITH INTEGRITY



A strong contract is built on clarity, fairness, and shared expectations. Boards should work with legal counsel to finalize terms related to compensation, relocation, evaluations, and more. This isn't just paperwork—it's the framework for your long-term partnership. Get it right, and you set the tone for mutual respect and success.

11) First impressions matter:

SUPPORTING A STRONG START

Transitioning into a superintendency is like boarding a moving train. From day one, your new leader needs structured support. An Entry Plan, public introduction strategy, and regular check-ins can all make a difference. Consider how you'll help your new superintendent identify key players, build relationships, understand district systems, and hit the ground running.



12) *Beyond the search*

STRENGTHENING THE BOARD-SUPERINTENDENT GOVERNANCE TEAM



Hiring a superintendent is the beginning of a relationship, not the end of a process. Plan a governance retreat early on to clarify roles, set communication norms, and establish shared goals. When the board and superintendent operate as a cohesive team, the entire system benefits—from the central office to the classroom.



Finding the right superintendent is one of the most consequential decisions a board will ever make. It's a process that demands discretion, strategy, community alignment, and—above all—clarity of vision.

While some boards choose to navigate this journey on their own, others recognize the value of having a trusted partner who can provide expert guidance every step of the way—from identifying a qualified interim leader to managing a national search, engaging stakeholders, and facilitating contract negotiations.

If your board is seeking concierge-level support delivered with professionalism, discretion, and deep educational expertise, we invite you to consider Zeal Education Group. Our team is made up of former superintendents and governance experts who understand both the challenges and opportunities of district leadership—and we know how to help boards make confident, lasting decisions.

CONTACT US TODAY FOR A FREE CONSULTATION
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WCS Vision

WCS will provide a supportive environment where students are challenged to pursue excellence in academics, athletics, and the arts.

WCS Mission

We exist to provide all students with a quality education that supports their intellectual, physical, emotional, and social development.

2023-2028 WCS Strategic Commitments

- **Preparing Students for Life After WCS**
- **Team Quality**
- **Learning Environment**

Strategic Commitment #1: Preparing Students for Life After WCS

Williamson County Schools will ensure that all students have the academic preparation and skills necessary for postsecondary success. WCS will provide students with learning experiences that help them explore and select from multiple pathways. WCS recognizes that this preparation begins in elementary school and continues through high school.

Goals:

- Increase in the percentage of students meeting college-ready benchmarks on the ACT.
- Increase in the percentage of students reaching the Ready Graduate benchmark (ACT, EPSO, ASVAB).
- Increase in the percentage of students participating in at least one extracurricular activity in athletics, arts, or academics.

Objectives:

1. Increase the percentage of students meeting and exceeding state expectations on state end of year assessments.
2. Increase opportunities for student participation in extracurricular activities at all grade levels.
3. Increase awareness and enrollment in CTE programs and adjust offerings to align with relevant job trends and connect to college and technical pathways.
4. Increase job engagement with local for-profit and non-profit businesses to provide students with increased exposure to career opportunities.

5. Increase the opportunities for students with disabilities to participate in pre-employment transition services in middle and high schools.
6. Rewrite and conduct an annual review of the personal finance course to ensure that it remains relevant and that students can demonstrate proficiency in managing their personal finances.
7. Provide earlier student awareness of requirements to prepare for college and career.

Strategic Commitment #2: Team Quality

Williamson County Schools will invest time, expertise, and resources to attract, retain, and provide ongoing development and training to ensure high-quality team members in all roles.

Goals:

- Create competitive compensation and benefits packages that attract and retain high-performing faculty and staff.
- Increase in teacher retention.
- Increase in overall employee retention.
- Increase in faculty and staff job satisfaction.

Objectives:

1. Improve or develop competitive compensation to recruit the highest quality candidates for all roles.
2. Improve or develop competitive benefits to recruit the highest quality candidates for all roles.
3. Support and advocate for attainable workforce housing options for the WCS team.
4. Provide new WCS team members with differentiated mentoring and coaching.
5. Expand opportunities for professional development and coaching for all with a focus on relevancy, leadership, differentiated offerings, and outcomes.
6. Continuously improve the implementation of educator team collaboration focused on student learning.
7. Increase the diversity of the WCS team.
8. Recognize and honor excellence across all team roles in WCS.
9. Develop and sustain succession planning for senior leadership.

10. Evaluate and maintain the most effective staffing ratios or staffing standards for all roles based on changing student needs and best practices.
11. Continue to find creative ways to recruit and reward hard to fill positions.
12. Continue to find ways to increase efficiencies and streamline administrative tasks for all WCS team roles.

Strategic Commitment #3: Learning Environment

Williamson County Schools will enhance and sustain an all-inclusive, encouraging school environment that supports the individual needs of all students.

Goals:

- Discipline data reflects consistency of implementation districtwide.
- Reduction in instances of threats, bullying, harassment, and discrimination.
- Reduction in repeat discipline infractions
- Improve and continue to implement safety and security plans.
- Improve and continue to implement best practices in supporting mental health.
- Reduction in chronic absenteeism

Objectives:

1. Create a district-wide culture where all students and all WCS team members have a place of belonging and are included, supported, and respected.
2. Continually assess and improve the state of school facilities to ensure they are properly maintained and appropriate for student enrollment, services, and activities.
3. Invest in appropriate resources and technologies to improve the security of facilities and strengthen the physical safety of all students and staff.
4. Implement appropriate strategies to support the mental health and emotional well-being of staff and students.
5. Provide ongoing training to staff and students in safety and security best practices to ensure proper implementation of emergency protocols throughout the district.
6. Consistently educate students, WCS team members, and families about bullying, harassment, and non-discrimination expectations to ensure appropriate reporting.
7. Train WCS team members to identify and report bullying, harassment, and discrimination in order to provide appropriate and uniform discipline.
8. Ensure students are able to learn by improving systems of support and interventions in order to address individual student needs and behaviors.

9. Analyze and evaluate school start times to assess their impact on students and on the objectives of this strategic plan.

Williamson County Board of Education

Monitoring : Review: Annually, in July	Descriptor Term: Code of Conduct for School Board Members	Descriptor Code: 1.2021	Issued Date: 11/28/22
		Rescinds: 1.1061	Issued: 11/15/21

ARTICLE I. MY RELATIONS TO OUR STUDENTS

Section 1. I will at all times think in terms of "students first," always determining other important things according to how they affect the education and development of students.

Section 2. I will seek to provide equal opportunities for all students in academics, the arts, and athletics.

ARTICLE II. MY RELATIONS WITH OUR COMMUNITY

Section 1. I will fairly appraise and support both present and future educational needs.

Section 2. I will represent at all times the entire school community and refuse to represent special interests or partisan politics.

Section 3. I will maintain open lines of communication with the community.

Section 4. I will refrain from using district resources to actively campaign for any candidate for elected office.

Section 5. I will refer to other board members, staff, students, and the public with respect including when using social media.

ARTICLE III. MY RELATIONS TO OUR DISTRICT EMPLOYEES

Section 1. I will support the employment of those persons best qualified to serve in our district.

Section 2. I will strive to secure resources that allow our employees to perform with excellence.

Section 3. I will celebrate employee accomplishments and refrain from public critique.

ARTICLE IV. MY RELATIONS WITH OTHER BOARD MEMBERS

Section 1. I will recognize that authority rests only with the Board in official meetings and that the individual member has no legal status outside of such meetings.

Section 2. I will at all times comply with the Tennessee Open Meetings Act (the "Sunshine Law").

Section 3. I will make final decisions only after full discussion of matters at a Board meeting.

Section 4. I will respect the opinion of other members and will accept the principle of "majority rule."

1 **Section 5.** I will attend all regularly scheduled Board meetings, insofar as possible, and become
informed concerning the issues to be considered at those meetings.

2 **Section 6.** I will work with other Board members to establish effective Board policies and to delegate
authority for the administration of the schools to the Superintendent.

3 **Section 7.** I will refrain from public critique of fellow board members, outside of Board deliberations,
4 in any other public forum, including social media.

5 **ARTICLE V. MY RELATIONS WITH OUR SUPERINTENDENT**

6 **Section 1.** I will support full administrative authority as well as responsibility for the Superintendent to
properly discharge all professional duties.

7 **Section 2.** I will support Superintendent accountability for working and requiring staff to work within
8 the framework of policies set by the Board.

9 **Section 3.** I will refer all complaints and concerns to the Superintendent.

10 **Section 4.** I will refrain from public critique of the Superintendent, outside of Board deliberations, in
11 any other public forum, including social media.

16 **ARTICLE VI. MY RELATIONS TO MYSELF**

17 **Section 1.** I will inform myself about my duties and responsibilities and current educational issues by
18 individual study and through participation in programs providing needed information.

19 **Section 2.** I will avoid being placed in a position of conflict of interest.

20 **Section 3.** I will refrain from using my position on the Board for personal or partisan gain.

21 **Section 4.** I will take no action that will compromise the Board, the District or administration.

22 **Section 5.** I will respect the confidentiality of information that is privileged under applicable law.

23 **Section 6.** I will avoid putting myself in situations that might give the appearance of speaking for the
24 entire Board. However, the Board Chair shall speak for the Board when acting as the official
25 spokesperson pursuant to WCSB policy 1.502.

District 1 Tony Bostic _____

District 2 Randy Allen _____

District 3 Dennis Driggers _____

District 4 Traci Anderson _____

District 5 Margie Padgett _____

District 6 Kimberly Calcote _____

District 7 Melissa Wyatt _____

District 8 Donna Clements _____

District 9 Claire Reeves _____

District 10 Jennifer Konyn _____

District 11 Tonja Hibma _____

District 12 Jessica Lucyshyn _____



Williamson County Schools Board Policy Review or New Policy

This form will be completed for all Williamson County Board of Education policy revisions, deletions or new policies. Attach any information which would be helpful to understand the proposed changes or actions.

Recommended by: Seth Wilson

Title: WCS General Counsel

Date Submitted to General Counsel: July 29, 2026

Recommendation: New ☒ X, Revise, or Delete ☐ the following Policy number and title:

6.415 Applied Behavior Analysis Private Pay Services in Schools

Brief summary of the proposed changes:

Tennessee Public Chapter 1112 requires all LEAs to “allow a private pay provider who is under contract with a parent or legal guardian of a student with autism spectrum disorder or developmental delays who is enrolled in the LEA... access to the student during the school day to provide the student with private pay services in educational settings, including, but not limited to, classroom settings; provided, that the educational settings in which private pay services are provided do not conflict with the student's educational placement.” *See* T. C. A. § 49-10-1502(a).

“Private pay provider” is defined as “a licensed behavior analyst, registered behavior technician, or licensed assistant behavior analyst who provides applied behavior analysis to a student, is not employed or contracted directly by the LEA... and is compensated privately by the student's family or by an external entity.” *See* T. C. A. § 49-10-1501(5).

The Public Chapter further provides that “[a]n LEA...shall adopt and implement a policy for operationalizing private pay services in the LEA...” and thereafter lists requirements for what the “policy adopted pursuant” to PC1112 “must establish...” *See* T. C. A. § 49-10-1502(h). Those requirements include a process for how private pay providers will communicate with a student’s IEP team, professional expectations of the private pay providers in the school or classroom setting, a process for discontinuing or terminating private pay services if an LEA determines they must be discontinued or terminated for cause, and an appeal process where a student’s parent or legal guardian may seek a resolution when the LEA disagrees with the private pay provider or the provision of private pay services. *Id.* Accordingly, each of the requirements outlined under Public Chapter 1112 are included in this new proposed policy “6.415 Applied Behavior Analysis Private Pay Services in Schools.”

A draft of the proposed policy which highlights which sections directly come out of Public Chapter 1112, and which parts come out of requirements provided under Public Chapter 1112 for each LEA to determine, and which includes comments showing how the parts of the proposed policy correspond with the sections of Public Chapter 1112, is being provided to the Board for reference.

Brief justification of why additions or changes are needed or required:

A new policy is needed due to the passage of Tennessee Public Chapter 1112 [*See* <https://publications.tnsosfiles.com/acts/114/pub/pc1112.pdf>] which has since been codified as T. C. A. §§ 49-10-1501 and 49-10-1502 and which requires each LEA to adopt and implement a policy for operationalizing private pay services in the LEA..." *See* T. C. A. § 49-10-1502(h). Public Chapter 1112 required the Tennessee Department of Education ("TDOE") to provide "guidelines and best practices to facilitate the implementation of this section" and to "distribute the guidelines and best practices to each LEA..." *See* T. C. A. § 49-10-1502(j). On or around July 10, 2026, the Tennessee Department of Education released its guidelines and best practices, which can be found here- [Best Practices for Implementation of Private Pay Providers and Behavioral Services in Schools](#). TDOE then provided training sessions on its guidelines and best practices on July 21, 2026, and July 24, 2026. This proposed new policy is in accordance with Public Chapter 1112 as well as the guidelines and best practices provided by TDOE in July 2026.

Staff analysis of the proposed addition or changes in terms of the following:

Legal implications; educational benefits; impact on the staff at the building level; impact on staff at the district level; immediate and future changes in numbers of assignments of personnel; immediate and future budgetary impact.

Williamson County Board of Education

Monitoring:

Review: Annually, in
June

Descriptor Term:

Applied Behavior Analysis Private Pay Services in Schools

Descriptor Code:

6.415

Issued Date:

draft

Rescinds:

Issued:

1 GENERAL

2 This policy applies to "private pay providers" who provide private pay services to a student with
3 autism spectrum disorder or developmental delays during the school day in the educational
4 setting.¹ "Private pay provider" means a licensed behavior analyst, registered behavior technician,
5 or licensed assistant behavior analyst, who is not employed or contracted directly by Williamson
6 County Schools ("WCS"), and who is under contract with and compensated privately by a student's
7 family or by an external entity.¹ "Private pay services" means applied behavior analysis (ABA) provided
8 by the private pay provider on the grounds of WCS in which the student receiving the applied behavior
9 analysis is enrolled.¹ "Applied behavior analysis" ("ABA") means the design, implementation, and
10 evaluation of environmental modifications by a behavior analyst to produce socially significant
11 improvements in human behavior.²

12 WCS will allow private pay providers to provide private pay services to students with autism spectrum
13 disorder or developmental delays during the school day to the extent that such services align with the
14 student's educational and developmental needs and do not conflict with a student's educational
15 placement.³ Nothing in this policy shall be interpreted to grant private pay providers decision-making
16 authority regarding a student's educational program, placement, access to educational settings, or
17 operation procedures within the school environment.

18 While on WCS property providing services to students, private pay providers shall adhere to: (1)
19 the requirements and professional expectations established in a fully executed memorandum of
20 understanding ("MOU") with WCS; (2) Williamson County Board of Education policies; and (3)
21 all applicable state and federal laws, rules and regulations.

22 Private pay providers are prohibited from providing services to, collecting data on, or interacting with
23 (other than incidental or naturally occurring interactions) other students on WCS property who are not
24 directly receiving private pay services from that private pay provider. Any interactions with school
25 staff shall not cause disruption to the educational environment or the provision of educational
26 instruction. Private pay providers are required to adhere to student confidentiality laws for any
27 student the private pay provider encounters while providing services in the educational setting. A
28 licensed behavior analyst, provided by the private pay provider, must supervise the private pay
29 services delivered during the school day.³

30 APPROVAL PROCESS/COORDINATION WITH SCHOOL PERSONNEL

31 Parents/legal guardians may request the provision of private pay ABA services for a student with
32 autism spectrum disorder or developmental delays during the school day by providing a written request

to the principal of the school where the student is enrolled. The school principal will direct all such requests to the WCS Student Support Services department. The WCS Student Support Services department will coordinate with the parent/legal guardian and private pay provider regarding the requirements to approve private pay services in the educational setting, including executing an MOU before the provision of private pay services.

The private pay provider shall comply with all background check, criminal checks, and fingerprinting requirements pursuant to Williamson County Board of Education policy 5.118, T. C. A. § 49-5-413 and Tenn. Comp. R. & Regs. 0520-01-02-.31(7) prior to the private pay provider starting private pay services in the school setting and shall coordinate with WCS to provide proof of compliance.⁴ Upon providing such proof, the private pay provider shall provide WCS with proof of licensure, certification, and professional insurance that covers the school as an additional insured party before providing any services on WCS premises.⁴

The student's parent/legal guardian must provide: (1) written consent acknowledging that the private pay services have been selected by the parent/legal guardian and are not being provided by the school district; (2) a waiver of liability waiving liability on the school district for acts or omissions arising solely from the private pay provider; and (3) a release of information, on a form approved by WCS, to allow school personnel to communicate directly with the private pay provider.⁵

Upon receipt of parental consent for private pay services, private pay providers shall coordinate with the WCS Student Support Services department to provide the information needed to determine the schedule allowed for private pay services in the school setting. School district personnel, in consultation with the relevant IEP team members for the student (if applicable), will provide the parent with notice of the approval/denial of private pay services, including the schedule for private pay services during the school day and the future contact person for the parent/legal guardian regarding the provision of private pay services.³ Decisions regarding scheduling and location of services shall be individualized and focused on allowing the student to meaningfully access educational opportunities while complying with all requirements to provide a free appropriate public education (FAPE) in the student's least restrictive environment.^{3&6} Private pay services may be limited in time/duration if the private pay services (1) would disrupt the overall classroom environment or the delivery of instruction, (2) would disrupt the student's access to the general curriculum, (3) would fragment the student's schedule in a way that would reduce the student's access to the general education program or the student's core curriculum, (4) conflict with the student's educational and developmental needs, or (5) if applicable, would disrupt the student's ability to receive his/her IEP services required to receive a FAPE in his/her educational placement. For students who have an IEP, private pay services can only supplement, not supplant, any requirements in a student's IEP.^{3&6}

The Superintendent of Schools will develop administrative procedures to implement this policy and in accordance with T. C. A. § 49-10-1502.

TERMINATION OF SERVICES

When a school has objective data or documented observations indicating that the delivery of private pay services is substantially interfering with instruction, student engagement, or classroom

management, the school should convene a meeting with the parent/guardian, designated school personnel, and the private pay provider to discuss the concerns, review relevant data, and identify possible adjustments to the service delivery model designed to reduce disruption while continuing to support the student's needs.⁷

Services of the private pay provider may be discontinued or be terminated for cause.⁷ Termination shall be based on either: violation of the terms of the MOU, violation of Williamson County Board of Education policies, safety concerns, and/or violations of state or federal laws, rules and/or regulations.⁷ If concerns persist despite reasonable corrective efforts, or if the private pay provider's conduct presents an immediate risk to student safety, confidentiality, instruction, or school operations, the private pay services may be discontinued or terminated for cause.⁷ If discontinuation or termination for cause is necessary, the WCS Student Support Services department shall provide the parent/legal guardian with a letter outlining the reason for the termination.

APPEALS PROCESS

If a parent/legal guardian disagrees with a decision of the school district regarding the provision of private pay services, an appeal of such decision may be filed in writing with the Superintendent of Schools.⁷ The Superintendent of Schools or his/her Designee will review the appeal of the parent/legal guardian along with any information provided by WCS staff and make a final determination on the matter within ten (10) school days of receipt of the appeal.

Legal References

1. [T. C. A. § 49-10-1501](#)
2. [T. C. A. § 49-10-1501](#); and [T.C.A. § 68-11-302\(9\)](#)
3. [T. C. A. § 49-10-1502](#)
4. [T. C. A. § 49-10-1502\(i\)](#)
5. [T. C. A. § 49-10-1502\(d\)](#)
6. [20 U.S.C. § 1400, et. seq.](#)
7. [T. C. A. § 49-10-1502\(h\)](#)

1320 West Main Street, Suite 202
Franklin, Tennessee 37064-3700
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Website: <http://www.wcs.edu>



MEMORANDUM

To: Williamson County School Board

From: Rachel Farmer, CFO *RF*

CC: Leigh Webb, Superintendent

Date: September 17, 2026

Subject: Budget Amendments and Resolution 2026-2027

The following budget amendments for the 2026-2027 fiscal year will require your approval only.

General Purpose School Fund Amendments:

09.26. United Way Grant

For the fifteenth year, United Way is providing the District funds for after school tutoring for 1-5th grades in our elementary schools. **\$52,080**

09.26. Athletic Donations

The WILCO Athletic Event helps with spotlighting excellence in WCS Athletics. Donations from PlayOn and Teall Properties Group, LLC have been given to support this event. **\$45,223.50**

The following budget resolution and intent to fund for the 2026-2027 fiscal year will require Board and Commission approval.

General Purpose School Fund Resolution:

10.26. Buses

This is our yearly request for buses to be put in place in the next school year. We need to replace fifteen General Education buses and replace four Special Education buses. We will fund through fund balance. **\$3,367,130**

Staff recommend approval of the above budget amendments and resolution.

AMENDMENT:

**APPROPRIATING \$52,080 FOR TUTORS AND RELATED EXPENSES FROM
UNITED WAY GRANT FOR 2026-2027**

WHEREAS, in the past, the United Way has partnered with the Williamson County School District to fund the grant for after school tutoring and other related expenses; and

WHEREAS, for the fifteenth year the United Way is giving the board up to \$52,080 to benefit our elementary schools in grades 1-5 which includes funds for tutoring provided in the fall and spring semester for up to 24 weeks; and

WHEREAS, the grant will fund weekly high dosage-low ratio tutoring of 30-to-60-minute sessions twice weekly during out of school time in reading only; and

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on September 21, 2026, approve the above noted grant and amend the **2026-2027** General Purpose School Fund budget as follows:

Revenue

141.40000.449900.388.00.31.G5121	United Way Grant	\$52,080
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Expenditure

141.71100.518900.388.00.00.G5121	Other Salaries & Wages	\$44,640
141.71100.520100.388.00.00.G5121	Social Security	2,768
141.71100.520400.388.00.00.G5121	Pensions	4,025
141.71100.521200.388.00.00.G5121	Employer Medicare	647
		\$52,080 \$52,080

ACTION TAKEN:

School Board Vote

Yes_____ No_____

09.26.UNITED WAY

Amendment:

**AMENDING THE 2026-2027 GENERAL PURPOSE SCHOOL BUDGET
\$45,223.50 FOR DONATIONS FOR ATHLETICS**

WHEREAS, Williamson County Schools looks to pursue excellence in athletics; and

WHEREAS, Teall Properties Group, LLC has donated \$25,223.50 and PlayOn has donated \$20,000 to help with the cost of the WILCO Awards Athletic Event; and

WHEREAS, there is not a requirement for match of local funds;

NOW, THEREFORE BE IT RESOLVED that the Williamson County Board of Education meeting in regular session on September 21, 2026, approve and amend the **2026-2027** General Purpose School Fund budget as follows:

Revenue

141.40000-445700-350-P3123	Contributions & Gifts	\$45,223.50
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Expenditure

141.72210-549900-350-P3123	Other Supplies & Materials	\$45,223.50
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	\$45,223.50	\$45,223.50

School Board Vote

Yes____ **No**____

9.26. ATHLETIC DONATIONS

Resolution No. _____
Requested by: Board of Education

**RESOLUTION AMENDING THE 2026-2027 GENERAL PURPOSE SCHOOL FUND
BUDGET \$3,367,130 FOR THE PURCHASE OF BUSES**

WHEREAS, it has been determined there is a need to purchase fifteen replacement General Education buses and four replacement Special Education buses for a total estimated cost of **\$3,367,130**; and

WHEREAS, buses must be here by the time school starts in mid-August, and a 9-10-month turnaround is necessary to bid and receive buses after ordering; and

WHEREAS, fund balance can be used for this purchase;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of County Commissioners meeting in regular session on October 12, 2026, approves **\$3,367,130** for the above request and amends the **2026-2027** General Purpose School Fund as follows:

Revenue

141.39000

Fund Balance

\$3,367,130

Expenditure

141.72710.572900

Equipment-
Transportation

\$3,367,130

Commissioner

COMMITTEES REFERRED TO & ACTION TAKEN:

School Board:	For ____ Against ____
Education Committee:	For ____ Against ____
Budget Committee:	For ____ Against ____
Commission Action Taken:	For ____ Against ____ Pass ____ Out ____

Jeff Whidby, County Clerk

Commission Chairman

Andrew E. Marshall, County Mayor

Date

**Williamson County Board of Education
2027-2028 Budget Preparation Timeline**

Dates	Process	Responsible Parties
2026		
SEPTEMBER		
September Staff Meeting	Superintendent guidelines for budget prep to staff aligning to boards strategic plan	Superintendent
September 15th	Open General Purpose Budget Entry in Munis for Director input	CFO
September Work Session (9/17/26)	Presentation of timeline for consideration	CFO
OCTOBER		
October	Asst. Superintendents gather input from principals at October admin meeting	Asst. Superintendents/Principals
All of October	Depts. To meet with appropriate Asst. Supers and input recommended changes/cuts to their budgets for Cabinet Review	Dept heads/Asst Supers
October 15th	Assistant Superintendent Review of Staffing Plan	Assistant Superintendents/HR
Last Week of October	BOARD WORKSHOP PER SCHOOL BOARD IF REQUESTED	
NOVEMBER		
First week of November	HR compile list of new requests by department for use in Department Review	HR
November	Enrollment work to begin with Principals Input	Zoning Specialist/Principals
November 16th	Dept. Heads final day for operational input (in Munis)	Dept. Directors/Managers
November 23rd	Drop dead date for Student Enrollment projections to Cabinet for use in personnel calculations	Zoning Specialist
November 30th	Drop dead date for Budget Entry in MUNIS	Asst. Superintendents
Third Week of November	BOARD WORKSHOP PER SCHOOL BOARD IF REQUESTED	
DECEMBER		
Month of December	Maintenance , Technology , Safety, Major operational capital requests complied by respective departments	Maintenance/Tech/Safety/Depts/Principals
Month of December	Departmental budgets provided to directors for final review.	CFO
Weeks of December 7th and 14th	Assistant Supers Meet with Leigh, Ashley and Rachel - bring in departmental leads if needed	Super/HR/CFO/Individual Assist. Super
2027		
JANUARY		
January 8th	Final day that Maintenance, Technology, Safety Capital requests reviewed with Asst. Superintendents for their input/cuts and approval.	IT and Maintenance/Asst Superintendents
Second Week of January	Leadership meets to go over total budget review of Personnel requests, followed by Operational requests for final cuts	CFO with Superintendent and Asst Supers
Last Week of January	BOARD WORKSHOP PER SCHOOL BOARD IF REQUESTED	
FEBRUARY		
First week of February	Personnel approved by cabinet added to PCR by CFO to finalize PCR for budget calculations	CFO/HR
First week of February	Compilation of budget	CFO
February prior to distribution	Second review of total budget, if necessary by Leadership, for compliance with budget guidance from county and changes if necessary	Noted
February 11th	Distribution of budget to the board at work session preliminary budget	CFO
Last Week of February	BOARD WORKSHOP PER SCHOOL BOARD IF REQUESTED	Board/Cabinet
MARCH		
March 11, 2027 Prior to Work Session	SECOND BOARD WORKSHOP PRIOR TO BD WORKSHOP IF NEEDED	Board/Cabinet
March 22, 2027	Regular School Board meeting (Budget approval)	Board
APRIL		
April 1, 2027	Submit to Co. Mayor	CFO
April-May to be determined by County	Education and Budget Committees of Commission First Review of Budget	Committees/Superintendent/CFO
to be determined by County	2nd Review of budget by Education Committee	Education Committee/Superintendent/CFO
MAY	2nd Review of budget by Budget Committee	Budget Committee? Superintendent/CFO
JUNE		
to be determined by County	Public Hearing on Budget (date set by county , may change)	Budget Committee/Public
to be determined by County	Commission Approval (time set by county, may change)	Superintendent/CFO

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MEMORANDUM

To: Williamson County School Board

From: Rachel Farmer, CFO *RF*

CC: Leigh Webb, Superintendent

Date: September 21, 2026

Subject: End of Month Financials

Please find attached the activity statements for all of our funds for August 31, 2026. These statements are prior to reconciliation with the trustee.

If you have any further questions, please call me at 472-4022.

YEAR-TO-DATE BUDGET REPORT

FOR 2027 13			JOURNAL DETAIL 2027 1 TO 2027 13			
ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
141 GENERAL PURPOSE SCHOOL	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	USE/COL
40000 REVENUES	-540,254,721	-706,512	-540,961,233	-30,180,188.51	-510,781,044.49	5.6%
71100 REGULAR INSTRUCTION	247,861,111	0	247,861,111	12,944,027.22	234,452,304.71	5.2%
71150 ALTERNATIVE INSTRUCTION	809,655	0	809,655	30,685.59	774,993.50	3.8%
71200 SPECIAL EDUCATION INSTRUCTION	82,817,897	522,456	83,340,353	2,701,953.19	79,392,996.64	3.2%
71300 CAREER AND TECHNICAL EDUCATIO	11,801,936	20,108	11,822,044	889,983.35	10,730,580.06	7.5%
71400 STUDENT BODY EDUC PRGM	2,017,000	0	2,017,000	811,293.69	968,771.85	40.2%
72110 ATTENDANCE	877,242	0	877,242	132,977.32	744,264.68	15.2%
72120 HEALTH SERVICES	10,128,302	0	10,128,302	466,915.52	9,651,037.10	4.6%
72130 OTHER STUDENT SUPPORT	20,984,078	0	20,984,078	956,276.38	16,988,939.98	4.6%
72210 INSTRUCTION SUPPORT	27,748,172	63,592	27,811,764	1,908,538.58	25,493,052.64	6.9%
72215 ALTERNATIVE SUPPORT	412,037	0	412,037	50,896.61	361,140.39	12.4%
72220 SPECIAL EDUCATION SUPPORT	14,052,417	165,086	14,217,503	994,355.46	12,646,183.10	7.0%
72230 CAREER/TECH EDUC SUPPORT	842,698	16,885	859,583	113,372.95	740,466.67	13.2%
72250 TECHNOLOGY	14,465,508	0	14,465,508	3,552,846.17	9,863,217.18	24.6%
72310 BOARD OF EDUCATION	22,581,341	0	22,581,341	370,882.82	22,069,604.75	1.6%
72320 OFFICE OF SUPERINTENDENT	2,430,945	0	2,430,945	374,940.25	2,043,133.34	15.4%
72410 OFFICE OF PRINCIPAL	34,947,946	0	34,947,946	3,960,485.61	30,987,459.89	11.3%
72510 FISCAL SERVICES	2,900,011	0	2,900,011	643,087.71	2,256,473.29	22.2%
72520 HUMAN SERVICES/PERSONNEL	3,180,944	0	3,180,944	550,055.03	2,617,881.56	17.3%
72610 OPERATION OF PLANT	23,573,449	0	23,573,449	3,592,746.79	11,358,920.95	15.2%
72620 MAINTENANCE OF PLANT	13,687,800	0	13,687,800	2,042,121.74	10,341,654.39	14.9%
72710 TRANSPORTATION	26,212,809	0	26,212,809	1,392,829.05	24,555,818.57	5.3%
73100 FOOD SERVICE	0	0	0	559.26	-559.26	100.0%
73300 COMMUNITY SERVICES	1,502,330	0	1,502,330	342,039.54	1,130,037.36	22.8%
73400 EARLY CHILDHOOD/PRE K	955,305	0	955,305	58,313.11	894,511.76	6.1%
76100 REGULAR CAPITAL OUTLAY	0	0	0	79,113.64	-547,267.94	100.0%
TOTAL GENERAL PURPOSE SCHOOL	26,536,211	81,614	26,617,825	8,781,108.07	-265,427.33	33.0%
TOTAL REVENUES	-540,254,721	-706,512	-540,961,233	-30,180,188.51	-510,781,044.49	
TOTAL EXPENSES	566,790,932	788,126	567,579,058	38,961,296.58	510,515,617.16	

YEAR-TO-DATE BUDGET REPORT

FOR 2027 13				JOURNAL DETAIL 2027 1 TO 2027 13		
ACCOUNTS FOR: 142 SCHOOL FEDERAL PROJECTS	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
40000 REVENUES	-10,916,182	0	-10,916,182	-216,102.07	-10,700,079.45	2.0%
71100 REGULAR INSTRUCTION	908,395	0	908,395	56,375.09	843,604.76	6.2%
71200 SPECIAL EDUCATION INSTRUCTION	4,735,766	0	4,735,766	86,203.20	4,323,169.80	1.8%
71300 CAREER AND TECHNICAL EDUCATIO	313,781	0	313,781	11,439.50	302,341.01	3.6%
72120 HEALTH SERVICES	1,146,921	0	1,146,921	48,295.19	1,098,625.81	4.2%
72130 OTHER STUDENT SUPPORT	129,375	0	129,375	5,681.49	116,111.85	4.4%
72210 INSTRUCTION SUPPORT	960,690	0	960,690	208,884.90	612,192.30	21.7%
72220 SPECIAL EDUCATION SUPPORT	2,171,790	0	2,171,790	175,572.21	1,848,199.63	8.1%
72230 CAREER/TECH EDUC SUPPORT	20,450	0	20,450	1,533.08	18,916.51	7.5%
72410 OFFICE OF PRINCIPAL	64,441	0	64,441	5,394.52	59,046.48	8.4%
72710 TRANSPORTATION	112,837	0	112,837	5,776.21	105,626.90	5.1%
99100 TRANSFERS OUT	351,736	0	351,736	.00	351,736.44	.0%
TOTAL SCHOOL FEDERAL PROJECTS	0	0	0	389,053.32	-1,020,507.96	100.0%
TOTAL REVENUES	-10,916,182	0	-10,916,182	-216,102.07	-10,700,079.45	
TOTAL EXPENSES	10,916,182	0	10,916,182	605,155.39	9,679,571.49	

YEAR-TO-DATE BUDGET REPORT

FOR 2027 13			JOURNAL DETAIL 2027 1 TO 2027 13			
ACCOUNTS FOR: 143 CENTRAL CAFETERIA	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
40000 REVENUES	-20,773,718	0	-20,773,718	-1,257,360.34	-19,516,357.66	6.1%
73100 FOOD SERVICE	21,537,317	0	21,537,317	1,663,044.54	11,965,680.68	7.7%
TOTAL CENTRAL CAFETERIA	763,599	0	763,599	405,684.20	-7,550,676.98	53.1%
TOTAL REVENUES	-20,773,718	0	-20,773,718	-1,257,360.34	-19,516,357.66	
TOTAL EXPENSES	21,537,317	0	21,537,317	1,663,044.54	11,965,680.68	

YEAR-TO-DATE BUDGET REPORT

FOR 2027 13			JOURNAL DETAIL 2027 1 TO 2027 13			
ACCOUNTS FOR: 146 EXTENDED SCHOOL PROGRAM	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
40000 REVENUES	-7,574,600	0	-7,574,600	-829,227.61	-6,745,372.39	10.9%
73300 COMMUNITY SERVICES	8,226,127	0	8,226,127	1,512,537.48	6,629,234.75	18.4%
TOTAL EXTENDED SCHOOL PROGRAM	651,527	0	651,527	683,309.87	-116,137.64	104.9%
TOTAL REVENUES	-7,574,600	0	-7,574,600	-829,227.61	-6,745,372.39	
TOTAL EXPENSES	8,226,127	0	8,226,127	1,512,537.48	6,629,234.75	

YEAR-TO-DATE BUDGET REPORT

FOR 2027 13					JOURNAL DETAIL 2027 1 TO 2027 13	
ACCOUNTS FOR:	ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
177 EDUCATION CAPITAL PROJECTS	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	USE/COL
40000 REVENUES	-607,378,194	-578,646,339*****			-17,511,411.71	98.5%
82330 OTHER DEBT SERVICE	0	2,400,000	2,400,000	2,400,000.00	.00	100.0%
91300 EDUCATION CAPITAL OUTLAY	825,006,443	387,701,276*****			61,588,242.15	93.6%
TOTAL EDUCATION CAPITAL PROJECTS	217,628,248	-188,545,064	29,083,185	-31,350,293.59	44,076,830.44	-107.8%
TOTAL REVENUES	-607,378,194	-578,646,339*****			-17,511,411.71	
TOTAL EXPENSES	825,006,443	390,101,276*****			61,588,242.15	

YEAR-TO-DATE BUDGET REPORT

FOR 2027 13				JOURNAL DETAIL 2027 1 TO 2027 13		
	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
GRAND TOTAL	245,579,585	-188,463,449	57,116,136	-21,091,138.13	35,124,080.53	-36.9%
** END OF REPORT - Generated by Rachel Farmer **						



To: Rachel Farmer
From: Kirk Elliott
Date: Sept. 2, 2026
RE: Purchasing Report

Contains bid projects conducted during the month of August 2026

The following is a summary of pertinent bid data for inclusion with the Board Materials to be reviewed at the next WCBOE meeting. The summary is in order of ascending bid sequence numbers and not necessarily by date. Pursuant to Board Policy this summary reports recent RFB's (Request for Bids), RFP's (Request for Proposals) and RFQ's (Request for Qualifications) that were administered by the WCS Purchasing Department. As always any purchasing - bid project that may require Board action should appear on the Board Agenda. The projects listed below are listed here for your information and inclusion in the consent agenda or action if the Board desires. If further details are needed please contact the Purchasing Department to review any of the related bid - project files. In addition to the projects listed in this monthly report the WCS Purchasing Department continues to review, approve and process numerous daily purchase orders that encompass day to day operations as well as negotiate renewals of previously bid contracts.

RFQ #1417	SACC Base Club Programs	
Project	The project is requesting qualifications from interested vendors for high quality after school enrichment programs for the (29) SACC programs operated by WCS.	
Department / Director	SACC / Leslie Weaver, Danielle Braswell	
Advertised	Friday, July 31, 2026 in the Tennessean Newspaper	
RFQ Opening	Monday, August 17, 2026 at 2:30 pm	
Bidders Solicited or that participated in this project	Name of Company	Bid Amount
	N Zone Sports Music City	
	Nashville Stars Soccer	Proposal was submitted and is under review
	Nashville Stars Little Medical	Proposal was submitted and is under review
	Little Scholars	Proposal was submitted and is under review
	Mr. Bond Science Geo	Proposal was submitted and is under review
	Better Golf Academy	
	Family First Martial Arts	
	Krav Maga Martial Arts	
	Nashville United Soccer	Proposal was submitted and is under review
	USTA Tennessee	Proposal was submitted and is under review
	Code Ninjas	
	Engineering For Kids	
	i-Code Franklin	Proposal was submitted and is under review
	Robo Think Middle TN	Proposal was submitted and is under review
	Mr. Bond Science Guys	Proposal was submitted and is under review
	Foundation for TN Chess	Proposal was submitted and is under review
	Prodigy Chess School	Proposal was submitted and is under review
	Flour Power Cooking Studios	
	The Curious Kitchen	
	Earth Experience Museum	
	Primrose Sewing	
	AlphaBest	
	Nexplore	Proposal was submitted and is under review
Awarded	The programs that submitted a proposal are under review by the WCS-SACC Staff and Leadership Committee and have not yet been awarded at the time of this report.	



MEMORANDUM

To: Williamson County School Board

From: Eric J. Gardner, P.E., Director of Facilities & Construction

CC: Leigh Webb, Superintendent

Date: September 3, 2026

Subject: Capital Project Updates

Grassland Middle School Renovation – Project Completion Date: Summer 2028

- Multi-summer construction project to renovate GMS designed by Johnson & Bailey Architects (J&B).
- Scope of renovation includes administrative/entrance reconstruction, gym floor rescreening, floor/floor base replacement, ceiling tile replacement, door and hardware replacement, plumbing/restroom fixture replacement, signage replacement, and repainting.
- Grace Contracting, LLC is the General Contractor.
- Phase 1 renovations are complete.
- Furniture installation in the new admin space is complete.
- The contractor is working on punchlist items.
- Phase 2 renovations will take place during summer break 2027. The contractor may complete some items during school breaks during the 2026-27 school year, which might allow for the renovation project to be completed in 2027, prior to the 2027-28 school year.



Reception Area



New conference room



Lobby

WCS High School Football Light Replacement – Project Completion Date: August 2026

- Light installations at all schools are complete.
- Contractor is working on punchlist items and completing some repairs at FHS and IHS, but lights should be operational at the next home football games.

TRIP FINDER - September School Board Field Trip Approval Report *(Field Trips - Overnight)*

Trip ID	Origin	Trip Date	Return Date	Date Requested	Cost	Trip Name	Trip Type	Activity Type	#	Destination
9817	Brentwood High	09/26/2026	09/27/2026	07/13/2026	Under \$100 No Driver	BHS Cross Country @ On Twilight PR'ville	ATHLETIC OVERNIGHT	9th-12th Grade	70	John Hunt Soccer Complex
Notes/Fees	Parents will be responsible for providing transportation to and from the meet. Hotel accommodations for anyone staying overnight will be communicated with all students, parents, and staff.									
10258	Brentwood HS - CTE Paid	02/23/2027	02/26/2027	08/06/2026	Over \$100 No Driver	Brentwood DECA State Competition	CTE OVERNIGHT	CTE - DECA	120	Chattanooga Convention Center
Notes/Fees	Charter Busses will be used. (No School Busses will be needed.) The Cost will not exceed \$500 per student.									
9826	Brentwood HS Sports	12/11/2026	12/12/2026	07/14/2026	No Cost No Driver	BHS Wrestling @ McCallie Invitational (Varsity)	ATHLETIC OVERNIGHT	Varsity Wrestling	18	McCallie High School
Notes/Fees	Number of wrestlers subject to change. Time of return subject to change. Wrestlers school miss most if not all of school on the 11th to arrive at weight ins on time at 1:30 eastern time. Overnight Trip.									
10612	Fairview HS - CTE Paid	03/02/2027	03/06/2027	08/20/2026	Over \$100 PER STUDENT	FCCLA State Competition	CTE OVERNIGHT	CTE - FCCLA	25	Chattanooga Convention Center
Notes/Fees	11:00 am pick up time on March 6 is Eastern Standard Time. The cost is \$350 per student but will be offset by fundraising.									
10615	Fairview HS - CTE Paid	03/02/2027	03/06/2027	08/20/2026	Over \$100 PER STUDENT	Fairview TSA State Conference	CTE OVERNIGHT	CTE - TSA	30	Chattanooga Convention Center
Notes/Fees	The cost is estimated at \$300 per child. The price will be offset with fundraising.									
10401	Franklin HS Fine Arts Overnight	12/03/2026	12/05/2026	08/13/2026	No Cost	Franklin Band Mid-State Jazz/Orchestra	FINE ARTS OVERNIGHT	Concert	20	Blackman High School
Notes/Fees	No bus required. Charter Bus used. Honor Band event contingent on audition and placement.									
10402	Franklin HS Fine Arts Overnight	02/04/2027	02/06/2027	08/13/2026	No Cost	Franklin Band Mid-State Percussion Ensemble	FINE ARTS OVERNIGHT	Concert	10	Blackman High School
Notes/Fees	No bus required. Contingent on audition and placement.									
10681	Hillsboro MS Fine Arts	04/30/2027	05/01/2027	08/25/2026	Over \$100 PER STUDENT	Dollywood Choir, Orchestra, Band Festival	FINE ARTS OVERNIGHT	Chorus/Choir	75	Dollywood Theme Park
Notes/Fees	Choir, Orchestra, and Band will team up to travel to Music in the Parks OR Music Showcase at Dollywood. Cost will be appx \$360 per student. Will fundraiser to offset the cost. We will leave after school hours at 3:30 pm on Friday, April 30 and arrive at Fairfield Inn Pigeon Forge by 8:30 pm. We will eat breakfast and check out before travelling to our performance venues the following morning, May 1. We will perform for seasoned adjudicators for detailed feedback on our groups' performances and optionally enter the competition with other schools. After the performances, we will spend time in Dollywood Theme Park, convening in the afternoon for the awards ceremony. We will return Saturday night, May 1 by 11:00 pm. We will travel by motor coach. All arrangements are being proposed by Bob Rogers Travel.									
9463	Independence High	09/11/2026	09/13/2026	05/28/2026	No Cost No Driver	Indy Varsity Volleyball Rocky Top Classic Tournament	ATHLETIC OVERNIGHT	Varsity Volleyball	14	Wilderness Lodge
Notes/Fees	No cost no driver. Parents will provide transportation for players.									
10800	Independence High	02/26/2027	02/28/2027	09/01/2026	No Cost No Driver	Indy GLAX BITV Tournament	ATHLETIC OVERNIGHT	Lacrosse	30	Collierville High School
Notes/Fees	No bus needed									
10238	Independence HS Fine Arts Overnight	01/15/2027	01/16/2027	08/06/2026	Over \$100 PER STUDENT	Tennessee State Thespian Conference	FINE ARTS OVERNIGHT	Drama	70	MTSU
Notes/Fees	More details (hotel and exact departure/arrival time) as we get closer to field trip. The cost will be approximately \$175 per student.									

TRIP FINDER - September School Board Field Trip Approval Report *(Field Trips - Overnight)*

Trip ID	Origin	Trip Date	Return Date	Date Requested	Cost	Trip Name	Trip Type	Activity Type	#	Destination
9918	Nolensville High	09/24/2026	09/26/2026	07/16/2026	No Cost No Driver	NHS XC Meet	ATHLETIC OVERNIGHT	Cross Country	50	Gans Creek Recreation Area
Notes/Fees	We will be traveling by charter bus for this field trip. Cost for transportation will be paid by booster club.									
10219	Nolensville High	10/23/2026	10/24/2026	08/05/2026	Under \$100 No Driver	Tennessee Theatre Association State Festival - Theatre	FINE ARTS OVERNIGHT	Drama	40	Collierville High School
Notes/Fees	Students to perform for the One act state festival and audition for colleges. Would like to take a school bus if possible. Please let us know if not possible and we will change plans. - REVISED - GOING TO CHARTER A BUS.									
10231	Nolensville High	03/03/2027	03/07/2027	08/06/2026	Over \$100 No Driver	Southeastern Theatre Conference	FINE ARTS OVERNIGHT	Drama	40	Lexington Convention Center Central Bank Center
Notes/Fees	Chartering a bus - no need for a Williamson County bus. The cost is estimated at \$500, but will be defrayed through fundraising efforts. This conference is our students' opportunity to perform if we win our state conference and to audition for colleges/university programs and scholarships. The students also have the opportunity to attend over 100 different workshops related to theatre education taught by college professors and professionals.									
10232	Nolensville High	1/15/2027	1/16/2027	08/06/2026	Under \$100 Per Student	Thespian Conference	FINE ARTS OVERNIGHT	Drama	70	MTSU
Notes/Fees	We will leave NHS at 11:00 a.m. and drop off bags at hotel on the way to MTSU. Drop off at MTSU and pick up at 10 pm and drop at hotel. Saturday am - bus to pick up from hotel at 7:30 a.m. and drop at MTSU. Please return at 10:00 p.m. to bring back to NHS by 11:00 p.m.									
10282	Nolensville High	06/01/2027	06/05/2027	08/08/2026	Over \$100 No Driver	Universal Studios NHS Band	FINE ARTS OVERNIGHT	9th-12th Grade	140	Universal Studios Florida
Notes/Fees	The NHS Band will be participating in one stage performance and one performing workshop while at Universal Studios. Cost will be \$1420 per student. Will travel by charter buses.									
10470	Nolensville High	11/06/2026	11/08/2026	08/17/2026	Over \$100 No Driver	Model United Nations - NHS	ACADEMIC OVERNIGHT	Model UN	45	Embassy Suites Murfreesboro
Notes/Fees	No bus required - parents will arrange transportation. Cost is \$350 per student.									
10069	Nolensville HS - CTE Paid	03/07/2027	03/10/2027	07/28/2026	Over \$100 PER STUDENT	HOSA State Leadership Conference	CTE OVERNIGHT	CTE - HOSA	40	Chattanooga Convention Center
Notes/Fees	Would like to leave 3:00 pm or later on Sunday afternoon. Trip Finder would not let us enter a time that late. Cost is \$250 per student.									
10043	Page High	10/02/2026	10/03/2026	07/27/2026	No Cost No Driver	Page Cross Country	ATHLETIC OVERNIGHT	Cross Country	30	Shelby Farms Park
Notes/Fees	No Cost. No Driver									
10044	Page High	11/06/2026	11/07/2026	07/27/2026	No Cost No Driver	Page High Cross Country	ATHLETIC OVERNIGHT	Cross Country	20	Shelby Farms Park
Notes/Fees	No Cost. No Driver									
10045	Page High	10/07/2026	10/09/2026	07/27/2026	No Cost No Driver	Page High Golf	ATHLETIC OVERNIGHT	Golf	15	Sevierville Convention Center
Notes/Fees	No Cost. No Driver									
10311	Page High	10/23/2026	10/24/2026	08/11/2026	Under \$100 No Driver	Tennessee Theatre Association One-Act Competition	FINE ARTS OVERNIGHT	Drama	17	Collierville High School
Notes/Fees	Parents responsible for transportation									
10323	Page High	03/03/2027	03/07/2027	08/11/2026	Over \$100 PER STUDENT	South Eastern Theatre Conference	FINE ARTS OVERNIGHT	Drama	40	Lexington Convention Center Central Bank Center
Notes/Fees	NO BUS. WILL USE CHARTER BUS . \$550 max per student.									

TRIP FINDER - September School Board Field Trip Approval Report *(Field Trips - Overnight)*

Trip ID	Origin	Trip Date	Return Date	Date Requested	Cost	Trip Name	Trip Type	Activity Type	#	Destination
10366	Page High	11/22/2026	11/25/2026	08/12/2026	No Cost No Driver	Girls Basketball	ATHLETIC OVERNIGHT	Varsity Girls Basketball	15	Harrah's Convention Center
Notes/Fees	no cost, no driver									
10369	Page High	11/22/2026	11/25/2026	08/12/2026	No Cost No Driver	Girls Basketball Bolles	ATHLETIC OVERNIGHT	Varsity Girls Basketball	15	Bolles High School
Notes/Fees	No cost, no driver									
10370	Page High	12/20/2026	12/23/2026	08/12/2026	No Cost No Driver	Girls Basketball Harrahs	ATHLETIC OVERNIGHT	Varsity Girls Basketball	15	Harrah's Convention Center
Notes/Fees	no cost, no driver									
10386	Page High	01/22/2027	01/23/2027	08/12/2026	No Cost No Driver	Girls Basketball Raatz Fence	ATHLETIC OVERNIGHT	Varsity Girls Basketball	15	Mercy Academy
Notes/Fees	no cost, no driver									
10906	Page High	03/12/2027	03/14/2027	09/04/2026	No Cost No Driver	BLAX SOUTH WALTON FL	ATHLETIC OVERNIGHT	Lacrosse	55	SOUTH WALTON HIGH SCHOOL
Notes/Fees	No cost. No bus. Parents responsible for transportation.									
10506	Page HS - CTE Paid	09/27/2026	09/28/2026	08/17/2026	Over \$100 No Driver	Page DECA Dollywood	CTE OVERNIGHT	CTE - DECA	30	Dollywood Theme Park
Notes/Fees	Take a Charter Bus for Trip. NO SCHOOL BUS NEEDED. \$285 per student.									
10153	Page Middle	03/31/2027	04/04/2027	08/03/2026	Over \$100 No Driver	Band Trip to MFA National Concert Band Festival	FINE ARTS OVERNIGHT	Concert	75	Indianapolis Convention Center
Notes/Fees	Cost is roughly \$1000 per student. We will have fundraising opportunities to offest the cost.									
10019	Ravenwood High	09/25/2026	09/26/2026	07/24/2026	No Cost No Driver	RHS Speech and Debate Overnight to Barlett HS Tournament	ACADEMIC OVERNIGHT	Debate Team	40	Bartlett High School
Notes/Fees	Will use a charter bus company (Wise or Premiere) for transportation -- no WCS buses will be used.									
10253	Ravenwood High	04/02/2027	04/03/2027	08/06/2026	No Cost	Ravenwood Boys Lacrosse - Knoxville Trip	ATHLETIC OVERNIGHT	Lacrosse	50	Farragut High School
Notes/Fees	This is an overnight trip to Knoxville to play Farragut High School and Hardin Valley Academy. We will be traveling via charter bus and staying in a hotel on 4/2/27, which will covered by the Ravenwood Boy's Lacrosse Booster Club.									
10261	Ravenwood High	10/24/2026	10/25/2026	08/07/2026	No Cost No Driver	Ravenwood Boys Basketball Fall Retreat	ATHLETIC OVERNIGHT	Varsity Boys Basketball	19	Cedar Crest Camp
Notes/Fees	The boys basketball team is going on a team building retreat on Oct. 24th. We will stay overnight and return on the 25th. Players' parents will be responsible for transportation to and from retreat.									
10262	Ravenwood High	12/27/2026	12/31/2026	08/07/2026	No Cost No Driver	Ravenwood Boys Basketball Pensacola Trip	ATHLETIC OVERNIGHT	Varsity Boys Basketball	19	Fairfield Inn and Suites Pensacola
Notes/Fees	Boys basketball team will be attending varsity Christmas tourney in Pensacola Fl. We will be staying at Fairfield Inn and Suite in Pensacola. Players will travel with coaches to event in rented cars and return with parents.									
10653	Ravenwood High	10/23/2026	10/25/2026	8/24/2026	Under \$100 Per Student	Tennessee Theatre Association Conference	FINE ARTS OVERNIGHT	Drama	15	Collierville High School
Notes/Fees	Ravenwood HS Honors Theatre Arts III class will be participating in the 2026 Tennessee Theatre Association Conference's One Act Festival at Collierville High School. Students will depart Ravenwood HS the morning of Oct. 23rd and arrive at Collierville HS approx. 12:00pm. Students will set up their performance, perform, watch other state high school performances, and attend a college/career fair provided by the conference on Friday, Oct. 23rd and Saturday, Oct. 24th. Students, Chaperones, and Driver will be staying at Fairfield by Marriott Inn & Suites (10290 Collierville Road, Collierville, TN, 38017) Friday and Saturday evenings. Students will leave Collierville, TN the morning of Sunday, Oct. 25th and return to Ravenwood High School approx. 12:00pm.									

TRIP FINDER - September School Board Field Trip Approval Report *(Field Trips - Overnight)*

Trip ID	Origin	Trip Date	Return Date	Date Requested	Cost		Trip Name	Trip Type	Activity Type	#	Destination
10654	Ravenwood High	01/15/2027	01/16/2027	08/24/2026	Over \$100 PER STUDENT	No Driver	Tennessee Thespian Honor Society Conference	FINE ARTS OVERNIGHT	Drama	50	MTSU
Notes/Fees	<i>Ravenwood High School's Thespian Honor Society Troupe #6790 will be attending the 2027 Tennessee Thespian Honor Society State Conference at Middle Tennessee State University. The cost is \$150 per student. Students will depart Ravenwood High School at 11:00AM on Friday, January 15th and arrive at MTSU approx. 12:00PM. Students will attend master classes, school performances, and a college/career fair provided by the conference on Friday, January 15th and Saturday, January 16th. Students and Chaperones will be staying at Wingate by Wyndham Murfreesboro (118 Westgate Blvd, Murfreesboro, TN 37128). Students will depart MTSU approx. 10:00pm on Saturday, January 16th and arrive at Ravenwood HS approx. 11:00PM.</i>										
10749	Ravenwood High	12/27/2026	12/31/2026	08/28/2026	No Cost	No Driver	Ravenwood Girls Basketball Pensacola Trip	ATHLETIC OVERNIGHT	Varsity Girls Basketball	15	Fairfield Inn and Suites Pensacola
Notes/Fees	<i>Girls Basketball will be attending a Varsity Christmas tournament in Pensacola, FL. We will be staying at Fairfield Inn and Suite in Pensacola. Players will travel with coaches to event in rented transportation and return with parents. Costs to be paid by Girls Basketball Booster Club.</i>										
10206	Ravenwood HS - CTE Paid	02/23/2027	02/27/2027	08/04/2026	Over \$100 PER STUDENT	No Driver	DECA State Career Development Conference	CTE OVERNIGHT	CTE - DECA	200	Chattanooga Convention Center
Notes/Fees	<i>NO BUS NEEDED - Students to pay costs with supplement from DECA fundraiser. Cost is \$350 per student. Will fundraise to reduce the cost.</i>										
10239	Ravenwood HS - CTE Paid	11/18/2026	11/18/2026	08/06/2026	Under \$100	No Driver	DECA District Career Development Conference	CTE OVERNIGHT	CTE - DECA	115	Farm Bureau Expo Center
Notes/Fees	<i>NO DRIVER - Student pay with supplement from fundraiser.</i>										
10240	Ravenwood HS - CTE Paid	04/17/2027	04/21/2027	08/06/2026	Over \$100	No Driver	DECA International Career Development Conference	CTE OVERNIGHT	CTE - DECA	70	Anaheim Convention Center
Notes/Fees	<i>NO DRIVER - Student pay with supplement from fundraiser. Cost is \$1000 per student. Will fundraise to reduce the cost.</i>										
10404	Ravenwood HS - CTE Paid	03/03/2027	03/06/2027	08/13/2026	Over \$100 PER STUDENT	No Driver	Tennessee Technology Student Association State Conference	CTE OVERNIGHT	CTE - TSA	120	Chattanooga Convention Center
Notes/Fees	<i>This is the TSA State Conference. The cost perstudent is \$300 or less depending upon hotel costs.</i>										
10514	Spring Station Middle	03/15/2027	03/18/2027	08/18/2026	Over \$100 PER STUDENT	No Driver	SSMS THEATRE NEW YORK TRIP	FINE ARTS OVERNIGHT	Drama	50	Nashville International Airport
Notes/Fees	<i>"Estimated cost per student is \$1,899. Fundraising will be all ticket sales minus expense of show from both of the SSMS fall theatre productions. Additional fundraising will occur to offset cost. Students will meet at the Nashville airport and will go together to NYC. NYC was not a destination option. The "every other year" Broadway theatre trip for 7th and 8th graders is due to take place this spring break. We see 2 Broadway shows, take a workshop/class on Broadway, do tourist attractions such as museums, central park, tours, etc. Each student/family is responsible for making payments directly to the travel agent. Students/Families will log in and pay their payments each due date. Families will not pay SSMS for any portion of the trip. RFQ- All travel is arranged by the WCS approved travel agent Bob Rogers Travel."</i>										
9607	Summit High	09/11/2026	09/12/2026	06/12/2026	No Cost	No Driver	LIVT Volleyball Tournament	ATHLETIC OVERNIGHT	Varsity Volleyball	12	KIVA Sports Center
Notes/Fees	<i>No cost to students ; parents will provide transportation</i>										
9952	Summit High	11/23/2026	11/24/2026	07/20/2026	No Cost	No Driver	SHS Varsity Boys Basketball Overnight Trip	ATHLETIC OVERNIGHT	Varsity Boys Basketball	12	Gordon Central High School
Notes/Fees	<i>Varsity Boys Basketball Overnight Trip to Calhoun, GA on 11/23-11/24. Ray Tucker Thanksgiving Classic. No Transport needed- Parents will provide transportation .</i>										
10275	Summit High	03/14/2027	03/17/2027	08/07/2026	Over \$100	No Driver	Gulf Shores Classic	ATHLETIC OVERNIGHT	Varsity Softball	14	Gulf Shores Sportsplex
Notes/Fees	<i>No bus is needed. Players will be asked to make donation towards the trip. Amount requested will be between \$100-\$150. Parents are providing transportation.</i>										
10276	Summit High	04/02/2027	04/03/2027	08/07/2026	No Cost	No Driver	Freed Hardeman Tournament	ATHLETIC OVERNIGHT	Varsity Softball	14	Freed Hardeman University
Notes/Fees	<i>No cost. No bus needed. Parents will provide transportation.</i>										

TRIP FINDER - September School Board Field Trip Approval Report (Field Trips - Overnight)

Trip ID	Origin	Trip Date	Return Date	Date Requested	Cost	Trip Name	Trip Type	Activity Type	#	Destination
10438	Summit High	02/10/2027	02/14/2027	08/14/2026	No Cost No Driver	Choir Universal Studios Overnight Trip	FINE ARTS OVERNIGHT	9th-12th Grade	43	Universal Studios Florida
Notes/Fees	Students will be taking a chartered motor coach to Orlando and use that motor coach throughout the entire trip. This trip is an educational field trip which includes performances that were earned through a video submission through Universal Studios.									
10619	Summit HS - CTE Paid	02/23/2027	02/26/2027	08/21/2026	Over \$100 PER STUDENT	SHS DECA State Competition	CTE OVERNIGHT	CTE - DECA	75	Chattanooga Convention Center
Notes/Fees	Cost per student should not exceed \$350 for registration and hotel rooms. Food will be extra. School buses needed. We will leave at 5:00 PM after school and elementary routes.									
10620	Summit HS - CTE Paid	04/16/2027	04/21/2027	08/21/2026	Over \$100 PER STUDENT	SHS DECA International Competition	CTE OVERNIGHT	CTE - DECA	25	Anaheim Convention Center
Notes/Fees	Cost per student will not exceed \$1,000. Parents will be responsible for their student's transportation to and from Nashville Airport. Our group will fly together.									
9385	Sunset Middle	05/07/2027	05/09/2027	05/22/2026	Over \$100 No Driver	Sunset Fine Arts	FINE ARTS OVERNIGHT	Concert	100	Dollywood Theme Park
Notes/Fees	Competition trip. Leave on Friday to perform that night. Perform on Saturday as well. Day in Park. Awards Saturday Night. Come back on Sunday. Fundraising will be used to offset trip cost.									
10476	Sunset Middle	11/22/2026	11/24/2026	08/17/2026	Over \$100 PER STUDENT	Sunset Middle Beta Club Convention	ACADEMIC OVERNIGHT	Beta Club	25	Opry Mills Shopping Center
Notes/Fees	I won't know the exact number of students who will be going until October. We had 25 go last year which is what I am basing my number on. Also, we are not going to Opry Mills but Opryland. I thought it was close enough. We will be charging students to go on the trip. Last year it cost \$175. We might increase this this year once I see how much the hotel rooms will cost. I will find out soon. I wasn't sure what number of vehicles meant. None of the adults are driving. We only need one bus.									

Wednesday, September 09, 2026