

Hamilton County Department of Education  
Hamilton County Board of Education Board Meeting - Regular Session  
May 21, 2026 6:00 PM  
3074 Claude Ramsey Parkway  
Chattanooga, TN 37421

I. Roll Call

II. \*\*Approval of the Agenda

III. Executive Session - No

IV. Pledge to the Flag and Meditation - Greg Wilkey, Principal of East Side Elementary School

V. Exemplars of Excellence

A. Athletic Accomplishments and Honors

Robert Sharpe, EdD, Chief Operations Officer

Tim James Ed.S., District Athletic Director

B. SDCL Read 20 - 2026 Librarian of the Year

Dr. Blake Freeman, Chief Academic Officer

Dr. Jamie Paris, Director of Professional Learning & the Extended Core

C. 2026 Novice Teacher of the Year

Dr. Zac Brown, Deputy Superintendent

Dr. Chrissy Easterly, Director of Talent Development

Erin Kirby, Induction Coordinatorr

D. Principals of the Year Recognition

Dr. Blake Freeman, Chief Academic Officer

E. Hamilton County Schools' 4th Annual George Kilgore Initiative Award

Dr. Blake Freeman, Chief Academic Officer, Teaching & Learning

Dr. Olivia Bagby, Director of Future Ready Students

F. American Heart Association Recognition

Dr. Blake Freeman, Chief Academic Officer

G. HCS Blood Assurance Drive Recognition

Dr. Blake Freeman, Chief Academic Officer

Dr. John Rice, Director of Middle and High School Teaching and Learning

Dr. Jamie Parris, Director of Professional Learning & the Extended Core

H. G. House Joint Resolution 1192

Robert Sharpe, EdD, Chief Operations Officer

VI. Board Member Disclaimer Statement - I declare that I have a [spouse, parent, grandparent, child, sibling, aunt, uncle, nephew, niece, relation-in-law or member of my household] who works for the school system and that the Board's vote on [budget, policies, etc.] may have an effect on my relative's employment. Even so, I hereby certify that I will cast my vote in the best interest of the school system.

VII. \*\*Approval of the Consent Agenda

A. Approval of the Minutes of the April 2026 Regular Session

B. Executive Committee Report

C. Superintendent - Dr. Justin Robertson

1. Field Trips

a. Dr. Elaine Harper - Community Superintendent Harrison Bay

b. Dr. Lee Ziegler - Community Superintendent North River

c. Dr. Shane Harwood - Community Superintendent Rock Point

d. Dr. Tiffany Earvin - Community Superintendent MidTown

D. Chief Financial Officer - Mary Ellen Heuton, CPA

1. Bids/Contracts
  - a. Award Bid 26-33, Heavy Equipment Repair
  - b. Award Bid 26-45, McConnell Elementary Multi-Purpose Building
  - c. Approve GMP Amendment 1 for CMAR 26-31 Soddy Daisy Middle High School Construction Manager at Risk
    - a. Request Approval of District Lighting and FY26 Budget Amendment General Purpose - Operating

2. Financial Reports

3. Budget Amendments

- a. Federal Grants, State Grants, and Self-Funded Programs
- b. General Operating Amendments
- c. School Nutrition

4. FY27 Consolidated Funding Application Approval

#### VIII. Administrative Business Matters

##### A. Chief Talent Officer - Dr. Zac Brown

1. \*\* Request for New and Updated Job Class Description

##### B. Chief Operations Officer - Dr. Robert Sharpe

1. \*\* Authorize CMAR-RFP Procurement for Gateway Career Technical Education Building Renovation (Franklin-Robertson Future Ready Center)
2. \*\* Clifton Hills Architectural Selection & Phase 0
3. \*\* Approval of Lease Option Chattanooga Police Department
4. \*\* Gateway CTE (FRFRC) Architect Fee Increase
5. \*\* Lookout Mountain Elementary School - Turf Field Donation
6. \*\* Red Bank High School Stream Restoration

##### C. Shannon Moody - Chief Strategy Officer

1. \*\* Policies on Second and Final Read
  - 1.400 School Board Meetings
  - 1.404 Appearances Before the Board
  - 2.802 Payroll Procedures
  - 6.702 Student Clubs and Organization

##### D. Mary Ellen Heuton, CPA - Chief Financial Officer

1. \*\* FY26 Budget - Capital Projects Fund
2. \*\* Approval of Fiscal Year 2027 Capital Projects Fund for Presentation to the Hamilton County Commission
3. \*\* Approval of Fiscal Year 2027 Budget for Presentation to the Hamilton County Commission

#### IX. Board Matters

##### A. Chief Strategy Officer - Shannon Moody

1. Policies on First Read

#### X. Information Only

##### A. Legal Services Report

#### XI. Events/Announcements

May 22

Administrative In-Service

May 25

Memorial Day - Central Office Closed

June 18

Work Session 4:30pm

June 18

Board Meeting 6:00pm

## XII. Adjourn

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Robert Sharpe, EdD, Chief Operations Officer  
Tim James Ed.S., District Athletic Director

**Date:** May 21, 2026

**Subject:** Athletic Accomplishments and Honors

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

**State Champion Recognition**

We recognize Hixson Wildcat Braylen Cospers for accomplishing a feat very few wrestlers can claim; he is this year's 157 lb. State Champion. Braylen is a great competitor who battled his way to the championship and in the process, he has set an example for all future Wildcats to follow.

**Tennessee Chapter of the National Wrestling Hall of Fame Induction**

Longtime Hixson Wildcat Garrick Hall was recently inducted into the National Wrestling Hall of Fame. Coach Hall dedicated more than 20 years to Hixson High School, building one of the premier wrestling programs in the state. In his tenure, Coach Hall led the Wildcats to 8 Region Championships and 3 State Championships, while also coaching 6 individual State Champions. In recognition of his success and leadership, he was named Tennessee Coach of the Year in 2009. Coach Hall's dedication to the sport of wrestling, his athletes, and the Hixson community has made a lasting impact and reflects the very best of Hamilton County Schools. Congratulations, Coach Hall, on this well-deserved honor and an incredible legacy.

**TIAAA Student Athlete Scholarship**

Samuel Edmondson of Signal Mountain High School is an outstanding two-sport athlete and student leader. He serves as Vice President of the National Honor Society, Sports Editor of the school newspaper, and is an active member of Mu Alpha Theta, Beta Club, and Young Life.

This year, Samuel was named the recipient of the prestigious Tennessee Interscholastic Athletic Administrators Association scholarship, an honor that reflects both his excellence in athletics and his commitment to leadership, academics, and service. In addition to these accomplishments, Samuel has earned an appointment to the United States Military Academy at West Point, where

he will attend this fall. His achievements exemplify dedication, character, and excellence both on and off the field.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Blake Freeman, Chief Academic Officer  
Dr. Jamie Parris, Director of Professional Learning & the Extended Core

**Date:** May 21, 2026

**Subject:** SDCL Read 20 – 2026 Librarian of the Year

**Board Agenda Category:**

- Consent Agenda
  - Action Item
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On March 23, SDCL Read 20 sponsored their annual Librarian of the Year for Hamilton County School Librarians to recognize the value of our librarians and what they do for students, staff, families, and the community. SDCL Read 20 recognized an outstanding librarian, Jennifer Fields, (Chattanooga School for the Liberal Arts). The Librarian of the Year exemplifies community involvement by working with their community to provide the best support available for the advancement of literacy for students throughout Hamilton County.

*SDCL Read 20 is a public-private partnership whose mission is to create a community of readers by promoting the importance of reading with children for at least 20 minutes a day.*

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**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Zac Brown, Deputy Superintendent  
Dr. Chrissy Easterly, Director of Talent Development  
Erin Kirby, Induction Coordinator

**Date:** May 21, 2026

**Subject:** 2026 Novice Teacher of the Year

**Board Agenda Category:**

- Consent Agenda
  - Action Item
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The Novice Teacher of the Year Program, sponsored annually by the Tennessee Department of Education, recognizes and honors outstanding teachers in Tennessee. The program promotes an appreciation for excellence in teaching in grade bands Pre K-4, 5-8, and 9-12. It is my pleasure to announce the Novice Teachers of the Year 2026 for Hamilton County in the following categories:

Grades K-4: Lauren Cardenas Ogle - Dupont Elementary - Music Teacher

Principal: Tersheia Hayes

Community Superintendent: Dr. Lee Ziegler

Board Member: Joe Smith

Grades 5-8: Reagan Lowrie - Sale Creek Middle High School - 6th Grade Math

Principal: Dr. Meredith Leann Welch

Community Superintendent: Dr. Lee Ziegler

Board Member: Steve Slater

Grades 9-12: Mikayla Hawkins - East Ridge High School - Algebra 2

Principal: Dr. Juan Moreno

Community Superintendent: Dr. Marques Stewart

Board Member: Larry Grohn

Opportunity 2030 Commitment Connection

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**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Blake Freeman, Chief Academic Officer

**Date:** May 21, 2026

**Subject:** Principals of the Year Recognition

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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Hamilton County Schools District is proud to recognize the 2026 Principals of the Year.

Elementary Principal of the Year: **Lindsey Hagan**

Red Bank Elementary

Community Superintendent: Dr. Shane Harwood

Board Member: Ben Daughtery

Secondary Principal of the Year: **LeAnn Welch**

Sale Creek Middle/High School

Community Superintendent: Dr. Lee Ziegler

Board Member: Steve Slater

**Opportunity 2030 Commitment Connection**

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**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Blake Freeman, Chief Academic Office, Teaching & Learning  
Dr. Olivia Bagby, Director of Future Ready Students

**Date:** May 21, 2026

**Subject:** Hamilton County School's 4<sup>th</sup> Annual George Kilgore Initiative Award

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

*Hamilton County School's 4th Annual George Kilgore Initiative Award is being awarded to a HCS senior who completed their CTE program of study and exhibited strong initiative in their CTE learning journey.*

**ABOUT GEORGE KILGORE**

A proud Soddy Daisy High School graduate, George Kilgore (July 11, 1967 - June 12, 2022), worked for Hamilton County Schools in Career and Technical Education for 24 years. George began his career in education as a Graphic Arts Teacher at Sequoyah High School where he served for 15 years. George then transitioned to the district office working as a Teacher on Special Assignment reporting directly to the CTE Director. In 2021, George was elevated to the title of Career and Technical Education Program Lead. Throughout his time with Hamilton County Schools, George placed the success of Hamilton County's CTE teachers and students at the forefront of every decision. He helped teachers ensure they were equipped with every resource needed to be successful and advocated for every student's high school and career options. George served in an instrumental role to four CTE Directors over his 9 years at the district level. Each CTE director constantly commended him on his initiative to take action to get the work done.

***The recipient of this award is an individual who, like George, shows strong qualities of initiative, loves CTE, and is pursuing a postgraduate step in the field of CTE.***

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**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Blake Freeman, Chief Academic Officer

**Date:** May 21, 2026

**Subject:** American Heart Association Recognition

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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The American Heart Association would like to recognize the top Hamilton County School who raised the most money and also had the largest percentage of students who participated from 19 participating schools in Hamilton County.

Ms. Jean Saunders, Development Director of School Engagement with the American Heart Association, commends Allen Elementary, Principal Haley Brown, Allen coordinator, Ms. Katrina Jenkins and the Allen students for raising \$16,154.92 during the American Heart Challenge.

Thank you to the students and families for coming in strong with 55% of students participating.

**Opportunity 2030 Commitment Connection**

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**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Blake Freeman, Chief Academic Officer  
Dr. John Rice, Director of Middle and High School Teaching and Learning  
Dr. Jamie Parris, Director of Professional Learning & the Extended Core

**Date:** May 21, 2026

**Subject:** HCS Blood Assurance Drive Recognition

**Board Agenda Category:**

- Consent Agenda
- Action Item

- 
- Reports and Information

Blood Assurance would like to recognize the winners of the HCS High School Blood Drive Competition. Made possible through the generous donation of Jerry Summers, HCS hosted school-based blood drives from August through December. Schools competed in one of three divisions based on their enrollment size and partnered with their JROTC, Student Government Association, and/or Leadership Course students to manage the logistics at their schools.

HCS significantly increased blood donations when compared to past fall drives. The amount of blood collected will impact over 4,700 lives in the Chattanooga area. Through this partnership with Blood Assurance, HCS students were able to give back to the local community in a life-changing way.

**Division 1 Winners**

- 1<sup>st</sup> Place – East Hamilton High School - \$30,000
- 2<sup>nd</sup> Place – Ooltewah High School - \$10,000

**Division 2 Winners**

- 1<sup>st</sup> Place – East Ridge High School - \$15,000
- 2<sup>nd</sup> Place – Tyner High School - \$5,000

**Division 3 Winners**

- 1<sup>st</sup> Place – Chattanooga School for the Arts and Sciences - \$10,000
- 2<sup>nd</sup> Place – Chattanooga School for the Liberal Arts - \$5,000

**Opportunity 2030 Commitment Connection**

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**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Robert Sharpe, EdD, Chief Operations Officer

**Date:** May 21, 2026

**Subject:** House Joint Resolution 1192

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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The Tennessee House of Representatives issued a House Joint Resolution 1192 to honor and commend Hamilton County Schools upon its receipt of the Community Partner of the year Award from the Chattanooga Police Department. This was put forth by Representative Michele Reneau.

Attachments: House Joint Resolution 1192

**Opportunity 2030 Commitment Connection**

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HOUSE JOINT RESOLUTION 1192

By Reneau

A RESOLUTION to honor and commend Hamilton County Schools upon its receipt of the Community Partner of the Year Award.

WHEREAS, our nation was conceived by individuals who were willing to sacrifice their personal concerns to ensure the public safety and welfare, and the Volunteer State is especially proud to be the home of so many valiant individuals who have performed above and beyond the call of duty in service of public safety; and

WHEREAS, such individuals comprise the staff of Hamilton County Schools (HCS), who were recently honored with the Chattanooga Police Department (CPD) Community Partner of the Year award, in recognition of HCS's long-standing partnership with CPD through school resource officers and initiatives such as "Handle with Care"; and

WHEREAS, in 2025, HCS truly excelled, offering personnel from the Police Service Center a clean, secure, and fully functional workspace when the CPD staff members were required to vacate their premises due to mold; and

WHEREAS, the support provided by HCS made a lasting impact on the Chattanooga Police Department; now, therefore,

BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES OF THE ONE HUNDRED FOURTEENTH GENERAL ASSEMBLY OF THE STATE OF TENNESSEE, THE SENATE CONCURRING, that we honor and commend Hamilton County Schools upon its receipt of the Community Partner of the Year award from the Chattanooga Police Department.

BE IT FURTHER RESOLVED, that an appropriate copy of this resolution be prepared for presentation with this final clause omitted from such copy and upon proper request made to the appropriate clerk, the language appearing immediately following the State seal appear without House or Senate designation.

**Minutes**

**Hamilton County Department of Education**

**Hamilton County Board of Education Board Meeting – Regular Session**

April 16, 2026, 6:00 P.M.

Board Room

3074 Claude Ramsey Pkwy

Chattanooga, TN 37421

Attendance taken at 6:45 P.M.

**I. Roll Call**

Mrs. Jill Black: Present

Mr. Ben Connor: Present

Mr. Ben Daugherty: Present

Mr. Larry Grohn: Present

Mrs. Felice Hadden: Present

Mrs. Karitsa Jones: Present

Mr. Gary Kuehn: Present

Mrs. Jodi Schaffer: Present

Mr. Steve Slater: Present

Mr. Joe Smith: Present

Ms. Jackie Thomas: Present

Superintendent Dr. Justin Robertson was present.

**II. \*\*Approval of the Agenda**

**Passed:** Motion to Approve Agenda with Addition of Budget Discussion Under IX.  
Board Matters

Passed with a Motion by Mrs. Felice Hadden and a Second by Mrs. Jodi Schaffer.

Mr. Joe Smith: Yes

Mr. Steve Slater: Yes

Mr. Ben Daugherty: Yes

Ms. Jackie Thomas: No

Mrs. Karitsa Jones: No

Mr. Ben Connor: Yes

Mrs. Jodi Schaffer: Yes

Mr. Larry Grohn: Yes

Mr. Gary Kuehn: Yes

Mrs. Felice Hadden: Yes

Mrs. Jill Black: Yes

Yes: 9; No: 2

**III. Executive Session -- No**

**IV. Pledge to the Flag and Mediation –Lee Ann McBryar, Principal of Lookout Valley Middle High School**

**V. Exemplars of Excellence**

- A. Honoring 2026 Individual State Wrestling Champions  
Tim James, Ed.S., District Athletic Director
- B. Honoring 2026 Teachers of the Year  
Dr. Justin Robertson, Superintendent

**VI. Board Member Disclaimer Statement - I declare that I have a [spouse, parent, grandparent, child, sibling, aunt, uncle, nephew, niece, relation-in-law or member of my household] who works for the school system and that the Board's vote on [budget, policies, etc.] may have an effect on my relative's employment. Even so, I hereby certify that I will cast my vote in the best interest of the school system.**

Board Member Karitsa Jones recited the Board Member Disclaimer Statement.

**VII. \*\*Approval of the Consent Agenda**

**Passed:** Motion to Approve the Consent Agenda

Passed with a Motion by Mr. Gary Kuehn and a Second by Mr. Larry Grohn.

Mr. Joe Smith:	Yes
Mr. Steve Slater:	Yes
Mr. Ben Daugherty:	Absent
Ms. Jackie Thomas:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Ben Connor:	Yes
Mrs. Jodi Schaffer:	Yes
Mr. Larry Grohn:	Yes
Mr. Gary Kuehn	Yes
Mrs. Felice Hadden:	Yes
Mrs. Jill Black:	Yes

Yes: 10; No: 0

VII.A. Approval of the Minutes of the March 12, 2026 Regular Session

VII.B. Executive Committee Report  
East Hamilton High School Facility Naming Review Committee

VII.C. Superintendent – Dr. Justin Robertson

VII.C.1. Field Trips

VII.C.1.a. Dr. Elaine Harper – Community Superintendent, Harrison Bay

VII.C.1.b. Dr. Lee Ziegler – Community Superintendent, North River

VII.C.1.c. Dr. Shane Harwood – Community Superintendent, Rock Point

VII.C.1.d. Dr. Marques Stewart – Community Superintendent, Missionary Ridge

VII.D. Chief Financial Officer – Mary Ellen Heuton, CPA

VII.D.1. Bids/Contracts

VII.D.1.a. Property Sale of MLK Building & Personal Property Disposal Authorization

VII.D.1.b. Approve Agreement with ParentSquare, Inc.

VII.D.1.c. Award BID, 26-39, Lookout Valley MHS HVAC Upgrades

VII.D.1.d. Award BID, 26-35, Epoxy Coating Services

VII.D.1.e. Award BID, 26-37, Athletic Field Irrigation System Repairs

VII.D.1.f. Award BID, 26-42, Hunter Middle School & Wallace A. Smith Elementary School HVAC Controls

VII.D.1.g. Award BID, 26-41, Athletic Field and Facility Renovation for Hixson HS, Central HS, and CSAS

VII.D.2. Financial Reports

VII.D.3. Budget Amendments

VII.D.3.a. Federal Grants, State Grants, and Self-Funded Programs

VII.D.3.b. General Operating Amendments

VII.D.4. Request Approval of 2026-2027 Tuition Rates

VII.D.5. Request Approval of School Fees for Collegiate High School Program

VII.D.6. Request Approval of FY25 Internal School Funds Audit

VII.D.7. Request Approval of FY25 Annual Comprehensive Financial Report (ACFR)

VII.E. Chief Academic Officer – Dr. Blake Freeman

VII.E.1. CTE Adoption Committee Findings and Recommendations

VII.E.2. K-12 PE/Wellness Adoption Committee Findings and Recommendations

VII.E.3. High School Bible Curriculum Recommendation

**VIII. Administrative Business Matters**

**VIII.A. Deputy Superintendent – Dr. Zac Brown**

**VIII.A.1. \*\*Teachers Eligible for Tenure**

**Passed:** Motion to Approve Grant of Tenure to Eligible Teachers

Passed with a Motion by Mrs. Felice Hadden and a Second by Mr. Ben Connor.

Mr. Joe Smith:	Yes
Mr. Steve Slater:	Yes
Mr. Ben Daugherty:	Absent
Ms. Jackie Thomas:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Ben Connor:	Yes
Mrs. Jodi Schaffer:	Yes
Mr. Larry Grohn:	Yes
Mr. Gary Kuehn	Yes
Mrs. Felice Hadden:	Yes
Mrs. Jill Black:	Yes
Yes: 10; No: 0	

**VIII.A.2. \*\*Teachers Eligible for Tenure Reinstatement**

**Passed:** Motion to Approve Grant of Tenure to Teachers Eligible for Tenure Reinstatement

Passed with a Motion by Mr. Ben Connor and a Second by Mr. Gary Kuehn.

Mr. Joe Smith:	Yes
Mr. Steve Slater:	Yes
Mr. Ben Daugherty:	Yes
Ms. Jackie Thomas:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Ben Connor:	Yes
Mrs. Jodi Schaffer:	Yes
Mr. Larry Grohn:	Yes
Mr. Gary Kuehn	Yes
Mrs. Felice Hadden:	Yes
Mrs. Jill Black:	Yes
Yes: 11; No: 0	

**VIII.A.3. \*\*Request for New and Updated Job Class Description**

**Passed:** Motion to Approve Request for New and Updated Job Class Description

Passed with a Motion by Mrs. Jodi Schaffer and a Second by Mr. Ben Connor.

Mr. Joe Smith:	Yes
Mr. Steve Slater:	Yes
Mr. Ben Daugherty:	Yes
Ms. Jackie Thomas:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Ben Connor:	Yes
Mrs. Jodi Schaffer:	Yes
Mr. Larry Grohn:	Yes
Mr. Gary Kuehn	Yes
Mrs. Felice Hadden:	Yes
Mrs. Jill Black:	Yes

Yes: 11; No: 0

**VIII.B. Chief Operations Officer – Dr. Robert Sharpe**

**VIII.B.1. \*\*SY2026-2027 School Meal Prices**

**Passed:** Motion to Approve 2026-2027 School Meal Prices

Passed with a Motion by Mr. Larry Grohn and a Second by Mrs. Felice Hadden

Mr. Joe Smith:	Yes
Mr. Steve Slater:	Yes
Mr. Ben Daugherty:	Yes
Ms. Jackie Thomas:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Ben Connor:	Yes
Mrs. Jodi Schaffer:	Yes
Mr. Larry Grohn:	Yes
Mr. Gary Kuehn	Yes
Mrs. Felice Hadden:	Yes
Mrs. Jill Black:	Yes

Yes: 11; No: 0

**VIII.C. Chief Strategy Officer – Shannon Moody**

**VIII.C.1. \*\*Approve 2027-2028 School Calendar**

**Passed:** Motion to Change “Spring Holiday” on 2027-2028 School Calendar to “Good Friday”

Passed with a Motion by Mr. Steve Slater and a Second by Mrs. Jodi Schaffer

Mr. Joe Smith: Yes  
Mr. Steve Slater: Yes  
Mr. Ben Daugherty: Yes  
Ms. Jackie Thomas: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Ben Connor: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Larry Grohn: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Jill Black: Yes  
Yes: 11; No: 0

**Passed:** Motion to Approve 2027-2028 School Calendar

Passed with a Motion by Mr. Gary Kuehn and a Second by Mrs. Jackie Thomas

Mr. Joe Smith: Yes  
Mr. Steve Slater: Yes  
Mr. Ben Daugherty: Yes  
Ms. Jackie Thomas: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Ben Connor: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Larry Grohn: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Jill Black: Yes  
Yes: 11; No: 0

#### **VIII.D. Superintendent – Dr. Justin Robertson**

##### **VIII.D.1. \*\*Proposed 2026-2027 Schedule of Sessions**

**Rescinded:** Motion of Mrs. Jill Black with Second by Mrs. Karitsa Jones to Approve 2026-2027 Schedule of Sessions

**Passed:** Motion to Approve 2026-2027 Schedule of Sessions as Amended with August 2026 Meeting Date Changed to August 13, 2026

Passed with a Motion by Mrs. Karitsa Jones and a Second by Mr. Ben Connor.

Mr. Joe Smith:	Yes
Mr. Steve Slater:	Yes
Mr. Ben Daugherty:	Yes
Ms. Jackie Thomas:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Ben Connor:	Yes
Mrs. Jodi Schaffer:	Yes
Mr. Larry Grohn:	Yes
Mr. Gary Kuehn	Yes
Mrs. Felice Hadden:	Yes
Mrs. Jill Black:	Yes
Yes: 11; No: 0	

**VIII.E. Chief of Opportunity and Access – Dr. Neelie Parker**

**VIII.E.1. \*\*New Charter Application Presentation and Vote**

**Passed:** Motion to Not Approve the New Charter Application

Passed with a Motion by Mr. Gary Kuehn and a Second by Ms. Jackie Thomas.

Mr. Joe Smith:	Yes
Mr. Steve Slater:	Yes
Mr. Ben Daugherty:	Yes
Ms. Jackie Thomas:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Ben Connor:	Yes
Mrs. Jodi Schaffer:	Yes
Mr. Larry Grohn:	Yes
Mr. Gary Kuehn	Yes
Mrs. Felice Hadden:	Yes
Mrs. Jill Black:	Yes
Yes: 11; No: 0	

**IX. Board Matters**

**IX.A. Chief Strategy Officer – Shannon Moody**

**IX.A.1. Policies on First Read**

**IX.B. Jodi Schaffer –District 7**

TISA Bonus Funding

**IX.C. Ben Daugherty –District 2**

Technology Usage--Pulled

**IX.D. Felice Hadden –District 10**

Budget Discussion

**X. Information Only**

X.A. Legal Services Report

**XI. Events/Announcements**

**XII. Adjourn**

The meeting was adjourned at 8:36 p.m.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Elaine Harper, Community Superintendent, HBLC

**Date:** May 21, 2026

**Subject:** Harrison Bay Overnight Field Trip Approval

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

1. **East Hamilton High**-Eighteen students from the Cheer Squad will travel to Vanderbilt University in Nashville, Tennessee, to participate in the UCA Cheer Camp. They will depart June 1, 2026, and return June 3, 2026.
2. **East Hamilton High**-Fourteen students from the Wrestling Team will travel to Emmanuel University in Franklin Springs, Georgia, to participate in the FCA Wrestling Camp. They will depart June 1, 2026, and return June 4, 2026.
3. **Central High**-Twelve students from the Cheer Squad will travel to the University of Alabama in Tuscaloosa, Alabama, to participate in the UCA Cheer Camp. They will depart July 8, 2026, and return July 11, 2026.
4. **CSLA**-Twenty two students from the Volleyball Team will travel to University of Tennessee in Knoxville, Tennessee, to participate in the UTK Volleyball Camp. They will depart July 18, 2026, and return July 19, 2026.
5. **Ooltewah High**-Twenty five students from the Girls Soccer Team will travel to Englewood, Tennessee, to participate in a Team Building Camp at Camp Living Stones. They will depart August 14, 2026, and return August 15, 2026.

**Opportunity 2030 Commitment Connection**

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# HAMILTON COUNTY SCHOOLS

## Request for Field Trip Approval

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 04/28/26 10:36 AM

Learning Community   
  FRI/CTE   
  Exceptional Ed   
  PreK

School East Hamilton High    Grade/Group/Team High School Cheerleaders  
 Departure Date/Time 06/01/26 7:00 am    Return Date/Time 06/03/26 5:00 pm  
 Event/Venue UCA Varsity Camp at Vanderbilt University    Address 2602 Jess Neely Drive  
 Instructional value Team Bonding and learning new skills for sideline and competition.  
 Evaluation End of camp you are evaluated on your skills.

Fee Requested \$ 435.00    How Acquired? Student/Parent

Total # of Students 18    Total # of Staff 2    Total # of Chaperones 0    Nurse Required: No

Number of subs needed 0    Funding source for subs \_\_\_\_\_  
 • Total # of Students with 504 Plan 0    Modifications Needed \_\_\_\_\_  
 • Total # of Students with Disabilities 0    Modifications Needed \_\_\_\_\_

**Transportation:** The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

Other: \_\_\_\_\_  
 County School Bus    Cost \$ \_\_\_\_\_    Bus # \_\_\_\_\_    Driver's Name \_\_\_\_\_  
 Handicap Accessible Bus    Cost \$ \_\_\_\_\_  
 Charter Bus (**Board Approved**) \_\_\_\_\_    Cost \$ \_\_\_\_\_  
 Cars    List Driver(s) Parents are responsible for their student getting to Vanderbilt University    Cost \$ 0

**WRITTEN** parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

**List Chaperones:**

Staff: Martha Paige Stewart and Renata Allison

Chaperones: \_\_\_\_\_

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied?  Yes

**\*Overnight Field Trips**

- \*Number of students not attending for economic reasons 0
- \*Number of trips this group expects to take which will require funds 0
- \*Estimated cost to parent support groups for this trip \$ 0
- \*Projects students have undertaken to secure funds Fundraisers
- \*Co-ed trips require co-ed chaperones. Have you complied?  Yes
- \*Travel itinerary attached with name/address of accommodations  Yes

Teacher Name: Martha Paige Stewart    Date Submitted: 04/28/26 10:36 AM

Secretary Name & Approval: STEPHANIE CRAMER    Approved - Secretary    04/28/26

Principal's Name & Approval: BRENTLEY ELLER    Approved - Principal    04/29/26

Director Admin Name & Approval: \_\_\_\_\_

Director Name & Approval: \_\_\_\_\_

LC Super Admin Name & Approval: ALYSSA TEAL    Approved - LC Assistant    04/30/26

LC Super Name & Approval: ELAINE HARPER    Approved - LC Superintendent    04/30/26

**HAMILTON COUNTY SCHOOLS  
Request for Field Trip Approval**

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 04/28/26 8:38 AM

Learning Community     FRI/CTE     Exceptional Ed     PreK

School East Hamilton High    Grade/Group/Team High School Wrestling Team

Departure Date/Time 06/01/26 7:00 am    Return Date/Time 06/04/26 4:00 pm

Event/Venue FCA Wrestling Team Camp    Address Emmanuel University, 181 Spring St, Franklin Springs, GA 30639

Instructional value Improved technique and team bonding experience.

Evaluation The overall growth of our team's performance and culture.

Fee Requested \$ 0.00    How Acquired? N/A

Total # of Students 14    Total # of Staff 2    Total # of Chaperones 0    Nurse Required: No

Number of subs needed 0    Funding source for subs \_\_\_\_\_

• Total # of Students with 504 Plan 0    Modifications Needed \_\_\_\_\_

• Total # of Students with Disabilities 0    Modifications Needed \_\_\_\_\_

**Transportation:** The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

Other: \_\_\_\_\_

County School Bus    Cost \$ \_\_\_\_\_    Bus # \_\_\_\_\_    Driver's Name \_\_\_\_\_

Handicap Accessible Bus    Cost \$ \_\_\_\_\_

Charter Bus (**Board Approved**) \_\_\_\_\_    Cost \$ \_\_\_\_\_

Cars    List Driver(s) Eric Mountain, Jeremy Stankewitz, Parents will provide transportation for their children    Cost \$ N/A

**WRITTEN** parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

**List Chaperones:**

Staff: Eric Mountain, Jeremy Stankewitz

Chaperones: \_\_\_\_\_

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied?  Yes

**\*Overnight Field Trips**

\*Number of students not attending for economic reasons 0

\*Number of trips this group expects to take which will require funds 0

\*Estimated cost to parent support groups for this trip \$ 0

\*Projects students have undertaken to secure funds N/A

\*Co-ed trips require co-ed chaperones. Have you complied?  Yes

\*Travel itinerary attached with name/address of accommodations  Yes

Teacher Name: Eric Mountain    Date Submitted: 04/28/26 8:38 AM

Secretary Name & Approval: STEPHANIE CRAMER    Approved - Secretary    04/28/26

Principal's Name & Approval: BRENTLEY ELLER    Approved - Principal    04/29/26

Director Admin Name & Approval: \_\_\_\_\_

Director Name & Approval: \_\_\_\_\_

LC Super Admin Name & Approval: ALYSSA TEAL    Approved - LC Assistant    04/30/26

LC Super Name & Approval: ELAINE HARPER    Approved - LC Superintendent    04/30/26

HAMILTON COUNTY SCHOOLS  
Request for Field Trip Approval

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 05/02/26 12:19 PM

Learning Community  FRI/CTE  Exceptional Ed  PreK

School Central High Grade/Group/Team Varsity Cheer

Departure Date/Time 07/08/26 8:00am Return Date/Time 07/11/26 4:00pm

Event/Venue UCA Cheer Camp @ University of Alabama Address 739 Paul W Bryant Dr., Tuscaloosa, AL 35487

Instructional value Cheerleaders will get to participate in a UCA camp with other cheer squads and learn things they can use during their season.

Evaluation N/A

Fee Requested \$ 520.00 How Acquired? Student/Parent, Fundraiser(s)/Donation(s)

Total # of Students 12 Total # of Staff 2 Total # of Chaperones 0 Nurse Required: No

Number of subs needed 0 Funding source for subs \_\_\_\_\_

• Total # of Students with 504 Plan 0 Modifications Needed \_\_\_\_\_

• Total # of Students with Disabilities 0 Modifications Needed \_\_\_\_\_

**Transportation:** The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

Other: \_\_\_\_\_

County School Bus Cost \$ \_\_\_\_\_ Bus # \_\_\_\_\_ Driver's Name \_\_\_\_\_

Handicap Accessible Bus Cost \$ \_\_\_\_\_

Charter Bus (**Board Approved**) Nooga Shuttles Inc Cost \$ 2,800.00

Cars List Driver(s) \_\_\_\_\_ Cost \$ \_\_\_\_\_

**WRITTEN** parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

**List Chaperones:**

Staff: Stacy Alexander and Sara Apgar

Chaperones: \_\_\_\_\_

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied?  Yes

**\*Overnight Field Trips**

\*Number of students not attending for economic reasons 0

\*Number of trips this group expects to take which will require funds 1

\*Estimated cost to parent support groups for this trip \$ 520.00

\*Projects students have undertaken to secure funds Cheerleaders will be doing several fundraisers over the summer to raise the funds.

\*Co-ed trips require co-ed chaperones. Have you complied?  Yes

\*Travel itinerary attached with name/address of accommodations  Yes

Teacher Name: Stacy Alexander Date Submitted: 05/02/26 12:19 PM

Secretary Name & Approval: KIMBERLY CRAWFORD Approved - Secretary 05/04/26

Principal's Name & Approval: LEANGELA ROGERS Approved - Principal 05/04/26

Director Admin Name & Approval: \_\_\_\_\_

Director Name & Approval: \_\_\_\_\_

LC Super Admin Name & Approval: ALYSSA TEAL Approved - LC Assistant 05/05/26

LC Super Name & Approval: ELAINE HARPER Approved - LC Superintendent 05/06/26

**HAMILTON COUNTY SCHOOLS  
Request for Field Trip Approval**

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 04/23/26 1:01 PM

Learning Community     FRI/CTE     Exceptional Ed     PreK

School CSLA    Grade/Group/Team High School Volleyball Team  
Departure Date/Time 07/18/26 8:00am    Return Date/Time 07/19/26 9:00pm  
Event/Venue University of Tennessee Knoxville Volleyball Camp    Address Joan Cronan Volleyball Center, 2321 Stephenson Drive, Knoxville, TN 37916  
Instructional value Team will take part in volleyball skills training and competition.  
Evaluation Player surveys

Fee Requested \$ 200.00    How Acquired? School Funds, Student/Parent, Fundraiser(s)/Donation(s)  
Total # of Students 22    Total # of Staff 3    Total # of Chaperones 0    Nurse Required: No  
Number of subs needed 0    Funding source for subs \_\_\_\_\_  
• Total # of Students with 504 Plan 0    Modifications Needed \_\_\_\_\_  
• Total # of Students with Disabilities 0    Modifications Needed \_\_\_\_\_

**Transportation:** The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

Other: \_\_\_\_\_  
 County School Bus    Cost \$ \_\_\_\_\_    Bus # \_\_\_\_\_    Driver's Name \_\_\_\_\_  
 Handicap Accessible Bus    Cost \$ \_\_\_\_\_  
 Charter Bus (**Board Approved**) \_\_\_\_\_    Cost \$ \_\_\_\_\_  
 Cars    List Driver(s) Parents transporting their child    Cost \$ 0

**WRITTEN** parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

**List Chaperones:**

Staff: Daniel Basler, Hudson Hodges, Angela Heisig

Chaperones: \_\_\_\_\_

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied?  Yes

**\*Overnight Field Trips**

- \*Number of students not attending for economic reasons 0
- \*Number of trips this group expects to take which will require funds 2
- \*Estimated cost to parent support groups for this trip \$ 50
- \*Projects students have undertaken to secure funds 2 fundraisers
- \*Co-ed trips require co-ed chaperones. Have you complied?  Yes
- \*Travel itinerary attached with name/address of accommodations  Yes

Teacher Name: Dan Basler    Date Submitted: 04/23/26 1:01 PM

Secretary Name & Approval: LESLIE LINGERFELT    Approved - Secretary    04/28/26

Principal's Name & Approval: DR MARY CATHERINE GATLIN    Approved - Principal    04/28/26

Director Admin Name & Approval: \_\_\_\_\_

Director Name & Approval: \_\_\_\_\_

LC Super Admin Name & Approval: ALYSSA TEAL    Approved - LC Assistant    05/05/26

LC Super Name & Approval: ELAINE HARPER    Approved - LC Superintendent    05/05/26

HAMILTON COUNTY SCHOOLS  
Request for Field Trip Approval

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 04/09/26 1:18 PM

Learning Community  FRI/CTE  Exceptional Ed  PreK

School Ooltewah High Grade/Group/Team Girls Soccer  
Departure Date/Time 08/14/26 4:00 pm Return Date/Time 08/15/26 5:00 pm  
Event/Venue Girls Soccer Team Camp/Camp Living Stones Address 534 County Rd. 876 Englewood, TN 37329  
Instructional value Team Building for soccer team  
Evaluation Coach Adolph-Unity

Fee Requested \$ 78.00 How Acquired? Student/Parent

Total # of Students 25 Total # of Staff 2 Total # of Chaperones 1 Nurse Required: No

Number of subs needed 0 Funding source for subs \_\_\_\_\_

- Total # of Students with 504 Plan 0 Modifications Needed \_\_\_\_\_
- Total # of Students with Disabilities 0 Modifications Needed \_\_\_\_\_

**Transportation:** The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

Other: \_\_\_\_\_  
 County School Bus Cost \$ \_\_\_\_\_ Bus # \_\_\_\_\_ Driver's Name \_\_\_\_\_  
 Handicap Accessible Bus Cost \$ \_\_\_\_\_  
 Charter Bus (**Board Approved**) \_\_\_\_\_ Cost \$ \_\_\_\_\_  
 Cars List Driver(s) Parents or Students with parent permission Cost \$ 0

**WRITTEN** parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

**List Chaperones:**

Staff: Rick Adolph/James Carpenter

Chaperones: Trisha Boccia

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied?  Yes

**\*Overnight Field Trips**

\*Number of students not attending for economic reasons 0

\*Number of trips this group expects to take which will require funds 0

\*Estimated cost to parent support groups for this trip \$ 78

\*Projects students have undertaken to secure funds Car wash

\*Co-ed trips require co-ed chaperones. Have you complied?  Yes

\*Travel itinerary attached with name/address of accommodations  Yes

Teacher Name: Rick Adolph Date Submitted: 04/09/26 1:18 PM

Secretary Name & Approval: TINA LEE Approved - Secretary 04/10/26

Principal's Name & Approval: DONALD MULLINS Approved - Principal 04/10/26

Director Admin Name & Approval: \_\_\_\_\_

Director Name & Approval: \_\_\_\_\_

LC Super Admin Name & Approval: ALYSSA TEAL Approved - LC Assistant 04/15/26

LC Super Name & Approval: ELAINE HARPER Approved - LC Superintendent 04/20/26

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Shane Harwood, Community Superintendent  
Rock Point Learning Community

**Date:** **May 21, 2026**

**Subject:** Field Trips

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

- 
- #1. Signal Mountain Middle High School -** Eighteen 9th-12th grade Girls High School Basketball Team students will travel to MTSU in Murfreesboro, Tennessee June 3-5, 2026 to participate in the MTSU Basketball Camp.
- #2\*. CSAS School -** Five 9th-12th grade High School Quiz Bowl students traveled to Rosemont, Illinois April 24-26, 2026 and participated in the Quiz Bowl National Championships.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

HAMILTON COUNTY SCHOOLS  
Request for Field Trip Approval

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 04/08/26 8:40 AM

Learning Community  FRI/CTE  Exceptional Ed  PreK

School Sign Mountain Middle/High Grade/Group/Team 9-12/Girl's HS Basketball Team

Departure Date/Time 06/03/26 8:00 am Return Date/Time 06/05/26 5:00 pm

Event/Venue MTSU Basketball Camp Address 2650 MIDDLE TENNESSEE BLVD, MURFREESBORO, TN 37130

Instructional value Improvement of individual and team skills, team bonding

Evaluation Social Activities and Basketball Games

Fee Requested \$ 195.00 How Acquired? Student/Parent

Total # of Students 18 Total # of Staff 2 Total # of Chaperones 1 Nurse Required: No

Number of subs needed 0 Funding source for subs \_\_\_\_\_

• Total # of Students with 504 Plan 0 Modifications Needed \_\_\_\_\_

• Total # of Students with Disabilities 0 Modifications Needed \_\_\_\_\_

**Transportation:** The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

Other: \_\_\_\_\_

County School Bus Cost \$ \_\_\_\_\_ Bus # \_\_\_\_\_ Driver's Name \_\_\_\_\_

Handicap Accessible Bus Cost \$ \_\_\_\_\_

Charter Bus (**Board Approved**) \_\_\_\_\_ Cost \$ \_\_\_\_\_

Cars List Driver(s) Kendra Bell, Kyefer Cavins and Michele Hilvers Cost \$ 0

**WRITTEN** parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

**List Chaperones:**

Staff: Kendra Bell and Kyefer Cavins

Chaperones: Michele Hilvers

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied?  Yes

**\*Overnight Field Trips**

\*Number of students not attending for economic reasons 0

\*Number of trips this group expects to take which will require funds 2

\*Estimated cost to parent support groups for this trip \$ 195

\*Projects students have undertaken to secure funds Peach Sale and Gym Sign Sale

\*Co-ed trips require co-ed chaperones. Have you complied?  Yes

\*Travel itinerary attached with name/address of accommodations  Yes

Teacher Name: Kendra Bell Date Submitted: 04/08/26 8:40 AM

Secretary Name & Approval: DEBBIE PRICE Approved - Secretary 04/08/26

Principal's Name & Approval: MICHAEL CARSON Approved - Principal 04/14/26

Director Admin Name & Approval: \_\_\_\_\_

Director Name & Approval: \_\_\_\_\_

LC Super Admin Name & Approval: PAMELA KILGORE Approved - LC Assistant 04/15/26

LC Super Name & Approval: DAVID HARWOOD Approved - LC Superintendent 04/15/26



Hamilton County Schools  
3074 Hickory Valley Road  
Chattanooga, Tennessee 37421

Request for Early Approval

MEMORANDUM

To: Executive Committee of the Board

School: CSAS

Date: 4/8/26 Trip Dates: 4/24, 4/25, 4/26

The attached request requires approval of the Board of Education. The reason this item was not submitted within the timeframe necessary for it to be placed on the agenda for a scheduled Board session is as follows:

The submission was delayed due to external dependencies regarding the National Academic Quiz Tournaments (NAQT)

~~qualification process. While our A-Team successfully qualified, the final roster and budget were dependent on a "wild-card" bid for our B-Team. The notification window for this bid did not conclude until the week of April 1st.~~

We deferred the formal submission to ensure the request accurately reflected the final number of participating students and associated costs. Now that the tournament field is finalized, we are submitting this request immediately to ensure our qualifying A-Team students can meet the national registration deadline. To prevent future delays, we will prioritize earlier qualification matches and, if necessary, submit "placeholder" requests for qualifying teams while wild-card decisions are pending.

Christin S Carlisle  
Principal Signature

4/8/26  
Date

DocuSigned by:  
Joe Brewer  
89459830E439414...  
Deputy Superintendent

04/16/2026  
Date

**APPROVED:**

DS  
*SM*

Signed by:  
Justin Robertson  
4D76312655B6468...  
Superintendent Signature

04/17/2026  
Date

Signed by:  
Joe Smith  
A11684E245B840D...  
Board Chairman Signature

04/17/2026  
Date

HAMILTON COUNTY SCHOOLS

Request for Field Trip Approval

Overnight Day/Overnight (Must go to Board for Approval)

Today's Date: 04/01/26 9:03 PM

Learning Community FRI/CTE Exceptional Ed PreK

School CSAS - Upper Grade/Group/Team 9-12/CSAS High School Quiz Bowl
Departure Date/Time 04/24/26 12pm Return Date/Time 04/26/26 9pm
Event/Venue Quiz Bowl National Championships Address 9300 Bryn Mawr Avenue, Rosemont, IL 60018, United States of America

Instructional value Quiz bowl offers significant instructional value by promoting rapid recall of academic facts, encouraging deep, multidisciplinary knowledge retention, and fostering teamwork. It strengthens academic confidence, prepares students for future academic pursuits, and builds camaraderie among learners passionate about ideas.

Evaluation Team members will compete in over 20, 30 min, matches vying against team from across the united states. Last year was our first year. We placed 206 out of 336. An increase in our placing would show significant improvement.

Fee Requested \$ 200.00 How Acquired? Student/Parent, PTA/PTO-Restricted, Fundraiser(s)/Donation(s)

Total # of Students 5 Total # of Staff 2 Total # of Chaperones 0 Nurse Required: No

Number of subs needed 0 Funding source for subs

Total # of Students with 504 Plan 1 Modifications Needed none

Total # of Students with Disabilities 0 Modifications Needed

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

Other: Plane
County School Bus Cost \$ Bus # Driver's Name
Handicap Accessible Bus Cost \$
Charter Bus (Board Approved) Cost \$
Cars List Driver(s) Parents will transport students to the airport and pick them up from the airport. Cost \$

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Nick Siler, Laura Lewis

Chaperones:

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? Yes

\*Overnight Field Trips

\*Number of students not attending for economic reasons 0

\*Number of trips this group expects to take which will require funds 1

\*Estimated cost to parent support groups for this trip \$ 2000

\*Projects students have undertaken to secure funds n/a

\*Co-ed trips require co-ed chaperones. Have you complied? Yes

\*Travel itinerary attached with name/address of accommodations Yes

Teacher Name: Nick Siler Date Submitted: 04/01/26 9:03 PM

Secretary Name & Approval: KIMBERLY ROGERS Approved - Secretary 04/09/26

Principal's Name & Approval: CHRISTIN CARLISLE Approved - Principal 04/09/26

Director Admin Name & Approval:

Director Name & Approval:

LC Super Admin Name & Approval: PAMELA KILGORE Approved - LC Assistant 04/10/26

LC Super Name & Approval: DAVID HARWOOD Approved - LC Superintendent 04/10/26

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Tiffany Earvin, MidTown Community Superintendent

**Date:** May 21, 2026

**Subject:** Overnight Field Trips

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

1. **Brainerd High**-Eight students from JROTC will travel to Wendell H. Ford RTC Junior Cadet Leadership Camp in Greenville, Kentucky, for an immersive experience in teamwork and discipline. They will depart on May 30, 2026, and will return June 3, 2026.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

# HAMILTON COUNTY SCHOOLS Request for Field Trip Approval

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 04/21/26 9:39 AM

Learning Community  FRI/CTE  Exceptional Ed  PreK

School Brainerd High Grade/Group/Team JROTC

Departure Date/Time 05/30/26 6 AM Return Date/Time 06/03/26 3 PM

Event/Venue Junior Cadet Leadership Challenge Address Wendell H. Ford RTC, Greenville, KY 42345

Instructional value JCLC is a SEL development camp designed to provide JROTC with practical experience in teamwork, discipline, confidence-building, and citizenship in a structured environment.

Evaluation Placement in competition across Hamilton County

Fee Requested \$ 0 How Acquired? School Funds

Total # of Students 8 Total # of Staff 1 Total # of Chaperones 0 Nurse Required: No

Number of subs needed 0 Funding source for subs \_\_\_\_\_

• Total # of Students with 504 Plan 0 Modifications Needed \_\_\_\_\_

• Total # of Students with Disabilities 0 Modifications Needed \_\_\_\_\_

**Transportation:** The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

Other: \_\_\_\_\_  
 County School Bus Cost \$ \_\_\_\_\_ Bus # \_\_\_\_\_ Driver's Name \_\_\_\_\_  
 Handicap Accessible Bus Cost \$ \_\_\_\_\_  
 Charter Bus (**Board Approved**) Premier Transportation Cost \$ 1,600.00  
 Cars List Driver(s) \_\_\_\_\_ Cost \$ \_\_\_\_\_

**WRITTEN** parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

**List Chaperones:**

Staff: Mark Vines

Chaperones: \_\_\_\_\_

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied?  Yes

**\*Overnight Field Trips**

\*Number of students not attending for economic reasons 0

\*Number of trips this group expects to take which will require funds 0

\*Estimated cost to parent support groups for this trip \$ 0

\*Projects students have undertaken to secure funds Paid for by HCDE JROTC

\*Co-ed trips require co-ed chaperones. Have you complied?  Yes

\*Travel itinerary attached with name/address of accommodations  Yes

Teacher Name: Mark Vines Date Submitted: 04/21/26 9:39 AM

Secretary Name & Approval: LENNEL ROBERTS Approved - Secretary 04/21/26

Principal's Name & Approval: CRYSTAL SORRELLS Approved - Principal 04/21/26

Director Admin Name & Approval: \_\_\_\_\_

Director Name & Approval: \_\_\_\_\_

LC Super Admin Name & Approval: BRANDY POWELL Approved - LC Assistant 04/23/26

LC Super Name & Approval: TIFFANY EARVIN Approved - LC Superintendent 04/23/26

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Mary Ellen Heuton, Chief Finance Officer  
Lindsay Cepero, Director of Procurement

**Date:** May 21, 2026

**Subject:** Bids/Contracts

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

1. Attached for your approval are for the following:
  - A. Award Bid 26-33, Heavy Equipment Repair
  - B. Award Bid 26-46, McConnell Elementary Multi-Purpose Building
  - C. Approve GMP Amendment 1 for CMAR 26-31 Soddy Daisy Middle High School Construction Manager at Risk
  
2. Recommend approval as presented.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Robert Sharpe, Chief Operating Officer  
Justin Witt, Executive Director of Maintenance

**Date:** May 21, 2026

**Subject:** Award Bid 26-33 Heavy Equipment Repair

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Award Invitation to Bid No. 26-33, Heavy Equipment Repairs to the following vendors, for as-needed heavy equipment service and repairs for an initial one (1) year term with the option to renew for an additional one (1) year term. Expenditures will be from various District department budgets, such as General Purpose, and utilized where and as approved in the department's annual budget.

- Fleet Mobile Services LLC
- Rock Solid Mobile Repair LLC
- Stowers Machinery
- Thompson Truck Group

On March 15, 2026, the Procurement Department advertised Invitation to Bid No. 26-33, Heavy Equipment Repair, to obtain bids for HCS heavy equipment service and repairs. Four (4) vendors submitted bids. After review of the bid submissions, staff recommends awarding to the lowest responsive and responsible bidders listed above.

Attachment

- Opening Tabulation

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

## INVITATION TO BID OPENING TABULATION

<b>BID Number:</b>	26-33		
<b>BID Title:</b>	Heavy Equipment Repair		
<b>Opening Date &amp; Time:</b>	April 2, 2026 @ 2:00 PM EST		
<b>LABOR &amp; EQUIPMENT</b>			
DESCRIPTION	BIDDER	UNIT	PRICE
General Labor	Fleet Mobile Services LLC	Per Hour	\$139
	Rock Solid Mobile Repair LLC	Per Hour	\$150
	Stowers Machinery	Per Hour	\$160
	Thompson Truck Group	Per Hour	\$170
Specialized Labor – Hydraulic, Aerial & Safety System Repair	Fleet Mobile Services LLC	Per Hour	\$139
	Rock Solid Mobile Repair LLC	Per Hour	\$160
	Stowers Machinery	Per Hour	\$160
	Thompson Truck Group	Per Hour	\$170
Fabrication – Welding & Structural Frame Repair	Fleet Mobile Services LLC	Per Hour	\$139
	Rock Solid Mobile Repair LLC	Per Hour	\$160
	Stowers Machinery	Per Hour	\$160
	Thompson Truck Group	Per Hour	\$170
Standard Preventive Maintenance, including DOT inspections	Fleet Mobile Services LLC	Per Hour	\$139
	Rock Solid Mobile Repair LLC	Per Hour	\$150
	Stowers Machinery	Per Hour	\$160
	Thompson Truck Group	Per Hour	\$100
Heavy Preventive Maintenance, including DOT inspections	Fleet Mobile Services LLC	Per Hour	\$139
	Rock Solid Mobile Repair LLC	Per Hour	\$150
	Stowers Machinery	Per Hour	\$160
	Thompson Truck Group	Per Hour	\$100
Mobilization/Emergency Call-out Fee (Plus Labor)	Fleet Mobile Services LLC	Per Hour	\$251
	Rock Solid Mobile Repair LLC	Per Hour	\$75
	Stowers Machinery	Per Hour	\$217
	Thompson Truck Group	Per Hour	\$125

**SERVICE FEE & MARKUP**

DESCRIPTION	BIDDER	UNIT OF MEASURE	RATE
Environmental Waste Fee	Fleet Mobile Services LLC	Per Service	\$0
	Rock Solid Mobile Repair LLC	Per Service	\$20
	Stowers Machinery	Per Service	1.5% Parts
	Thompson Truck Group	Per Service	5% Labor
Non-Hazardous Waste Fee	Fleet Mobile Services LLC	Per Service	\$0
	Rock Solid Mobile Repair LLC	Per Service	\$0
	Stowers Machinery	Per Service	3% Labor
	Thompson Truck Group	Per Service	5% Labor
MSRP Discount (Parts & Materials)	Fleet Mobile Services LLC	Percentage	10%
	Rock Solid Mobile Repair LLC	Percentage	0%
	Stowers Machinery	Percentage	0%
	Thompson Truck Group	Percentage	22%

**FOR OFFICE USE ONLY**

<b>AWARD RECOMMENDED TO:</b>	Fleet Mobile Services LLC, Rock Solid Mobile Repair LLC, Stowers Machinery, Thompson Truck Group
<b>FUNDED BY:</b>	General Purpose
<b>TERM OF AWARD:</b>	One (1) year period with the option to renew for an additional one (1) year. Total Term not to exceed two (2) years.

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Robert Sharpe, Chief Operating Officer  
Justin Witt, Executive Director of Maintenance

**Date:** May 21, 2026

**Subject:** Award Bid 26-46, McConnell Elementary Multi-Purpose Building

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Award Invitation to Bid No. 26-46, McConnell Elementary Multi-Purpose Building Addition to Pillar Construction Group LLC, for a new multi-purpose building, in the amount of \$1,832,475. Expenditures will be from the budgeted 2024A Bond Funds.

On April 12, 2026, the Procurement Department advertised Invitation to Bid No. 26-46, McConnell Elementary Multi-Purpose Building Addition, to obtain bids for a new multi-purpose building. Five (5) vendors submitted bids. After review of the bid submissions, staff recommends awarding to the lowest responsive and responsible bidder, Pillar Construction Group LLC.

Attachment

- Opening Tabulation

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

## INVITATION TO BID OPENING TABULATION

<b>BID Number:</b>	26-46
<b>BID Title:</b>	McConnell Elementary Multi-Purpose Building
<b>Opening Date &amp; Time:</b>	April 30, 2026 @ 2:00 PM EST

BIDDER	BASE BID	OWNER'S ALLOWANCE	FIRE ALARM SYSTEM ALLOWANCE	SECURITY ALARM SYSTEM ALLOWANCE	UNSUITABLE SOIL UNIT PRICE (PER CY)	UNSUITABLE SOIL EXTENDED TOTAL (U.P. X 350 CY)	PROJECT TOTAL	ALTERNATE NO. 1
Chazler, Inc.	\$1,961,500	\$50,000	\$49,200	\$10,000	\$30.00	\$10,500	\$2,081,200	\$72,000
J&J Contractors, Inc.	\$2,027,000	\$50,000	\$49,200	\$10,000	\$30.00	\$10,500	\$2,146,700	\$71,000
Pillar Construction Group LLC	\$1,707,000	\$50,000	\$49,200	\$10,000	\$46.50	\$16,275	\$1,832,475	\$70,500
Robert Roberts	\$2,046,229	\$50,000	\$49,200	\$10,000	\$62.00	\$21,700	\$2,177,129	\$53,695
Wilder Contracting, LLC	\$1,822,425	\$50,000	\$49,200	\$10,000	\$33.00	\$11,550	\$1,943,175	\$68,100

### FOR OFFICE USE ONLY

<b>AWARD RECOMMENDED TO:</b>	Pillar Construction Group LLC
<b>FUNDED BY:</b>	2024A Bond Funds
<b>TERM OF AWARD:</b>	One-Time Award, 365 Days to Completion

**To:** Hamilton County Board of Education  
Dr. Justin Roberston, Superintendent

**From:** Dr. Robert Sharpe, Chief of Operations  
Justin Witt, Executive Director of Maintenance

**Date:** May 21, 2026

**RE:** Approve GMP Amendment 1 for CMAR 26-31 Soddy Daisy Middle School  
Construction Manager at Risk

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Approve Amendment No. 1 to the Construction Manager at Risk (CMAR) Agreement with J&J Contractors, Inc. for the Soddy Daisy Middle School CMAR Construction, authorizing construction phase services for a Guaranteed Maximum Price (GMP) in the amount of \$1,796,252.37 for early release construction and site development activities. Expenditures will be paid from the budgeted 2024A Bond Fund. The remaining construction scope will be presented to the Board for separate consideration and approval through a subsequent amendment.

The proposed GMP represents a progressive Guaranteed Maximum Price for early site development and related construction activities, including grading, utilities, and foundational preparation. Approval of this phase allows the District to initiate critical path construction while final design and cost development continue for the remaining scope, supporting schedule acceleration, improved site coordination, and enhanced constructability insight to inform subsequent GMP phases.

Approval of this amendment establishes the first construction phase of the CMAR delivery process and advances the Soddy Daisy Middle School CMAR Construction in a strategic and efficient manner, promoting transparent cost development, coordinated scheduling, and informed decision-making while maintaining project momentum toward overall completion.

## Attachments:

- Amendment 1 – CMAR 26-31

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# FIRST AMENDMENT OF CONSTRUCTION MANAGER SERVICES AGREEMENT FOR PHASE 2 – CONSTRUCTION SERVICES

**THIS AMENDMENT** to the Construction Manager Services Agreement dated **February 24, 2026**, is made and entered into by and between the Hamilton County Department of Education, a Local Education Agency (LEA) of the State of Tennessee, acting by and through its Board of Education (Owner); and **J&J Contractors, Inc.**, a **Tennessee For-Profit Corporation**, licensed to conduct business in the State of Tennessee (the “Construction Manager” or “CMAR”), collectively, the “Parties”.

## RECITALS

**WHEREAS**, the Owner desired to construct the **Soddy Daisy Middle School** Project (the “Project”) within Hamilton County, Tennessee; and,

**WHEREAS**, the CMAR and the Owner entered into Construction Manager Services Agreement dated **February 24, 2026** (“Agreement”) according to the selection of the CMAR pursuant to **Solicitation No. 26-31 for Soddy Daisy Middle School Construction Manager at Risk**; and,

**WHEREAS**, the CMAR and the Owner completed **partial** Pre-Construction Services for the Project; and,

**WHEREAS**, Section 3.01 CM’s Compensation of the Construction Manager Services Agreement provides that the Guaranteed Maximum Price (“GMP”) for construction of the Project will be established in a separate amendment to the Agreement; and,

**WHEREAS**, Section 3.02 The Project; Changes in the Project; Additional Fee of the Construction Manager Services Agreement provides that the CM is entitled to an additional fee if the Owner increases the GMP; and

**WHEREAS**, Section 3.03 Period of Construction; Additional Fee of the Construction Manager Services Agreement provided that the number of calendar days for the period of construction to substantial completion and the number of calendar days to final completion are to be established by amendment to the Agreement, and that the First Construction GMP payment and the subsequent monthly installments shall be determined after the GMP has been established; and

**WHEREAS**, Section 4.07 Project Schedule; Substantial Completion; Occupancy, Subsection (1) Establishment of Substantial Completion Date of the Construction Manager Services Agreement, provides that Liquidated Damages will be established by amendment to the Agreement; and

**WHEREAS**, except as is specifically amended or modified herein, all of the terms and conditions of the Agreement for the Project are hereby ratified and confirmed, and shall remain in full force and effect.

## OPERATIVE PROVISIONS

**NOW THEREFORE**, for and in consideration of the mutual covenants and agreements set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Owner and the CMAR, intending to be legally bound, covenant and agree as follows:

1. **Recitals**. The recitals set forth above are true and correct and incorporated herein as if set forth below.
2. **CM's Compensation**. The Parties hereby agree that the last sentence of Section 3.01 CMAR's Compensation is replaced in its entirety as follows:

The CMAR fee for Construction Services shall be **\$97,668.57**.

3. **Establishment of Guaranteed Maximum Price**. The Parties hereby agree that the total GMP for the portion of construction of the Project as outlined in this Amendment shall be **\$1,796,252.37**. In no event shall the cost of construction of the Project and the CMAR's Fee exceed the GMP, as adjusted by any Owner approved change orders.
4. **Establishment of Period of Construction**. The Parties hereby agree that the first paragraph of Section 3.03 Period of Construction; Additional Fee is replaced in its entirety as follows:

Owner, AE and CMAR expect and believe that the period of construction or construction phase for this portion of the Project shall be **120** calendar days to substantial completion from issuance of the Notice to Proceed and an additional **10** calendar days to final completion. No work shall take place under this Amendment until the date specified in the Construction Phase Notice to Proceed.

5. **Liquidated Damages**. Under Section 4.06 Project Schedule; Substantial Completion; Occupancy, Subsection (1) Establishment of Substantial Completion Date, the Parties hereby agree that the amount of liquidated damages the CM shall be assessed is **\$1,000.00 day** for each day completion is extended beyond the Project substantial completion date due to **electrical and sanitary utility work specifically**.
6. **Contract Documents**. The Construction Manager shall perform the services for the amount stated above in strict accordance with the following documents, all of which are attached hereto and incorporated by reference:
  - 6.1 Exhibit A – Letter Dated **April 30, 2026** Establishing the GMP and Schedule of Values from **J&J Contractors, Inc.**
    - Incorporated by Reference Only – **MTa Architecture and Planning Documents dated April 6, 2026, including Addendum No. 01 dated April 24, 2026**
7. **Effective Date**. This Amendment shall become effective on the date it is approved by the Hamilton County Board of Education.

**EXECUTION OF AGREEMENT**, the parties have executed this Agreement as of the date last below written.

**CONSTRUCTION MANAGER: J&J Contractors, Inc.**

\_\_\_\_\_  
Signature    Date

\_\_\_\_\_  
Printed Name:

\_\_\_\_\_  
Title

**HAMILTON COUNTY DEPARTMENT OF EDUCATION:**

**Supported by:**  
Project Sponsoring Department

**Approved by:**  
Hamilton County Department of Education

\_\_\_\_\_  
Signature    Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature    Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

# EXHIBIT A



GENERAL CONTRACTORS  
700 West Main Street • Chattanooga, Tennessee 37402  
www.jjcontractors.com

April 30, 2026

Hamilton County Dept. of Education  
c/o Mr. Justin Witt, Director of Maintenance and Operations  
2501 Dodds Avenue  
Chattanooga, TN 37407

**Re: Soddy Daisy Middle School Additions & Renovations  
Phase 1 - Site Development**

Mr. Witt,

We've completed the bid process for Phase 1 of the Soddy Daisy Middle project and have generated a final GMP amount of **\$ 1,796,252.37**. This GMP is based on documents produced by MTa Architecture and Planning dated April 6, 2026, including Addendum No. 01 dated April 24, 2026. Our GMP summary is below for your review. We have included the amount quoted by EPB for their portion of the utility work.

General Conditions	\$ 135,310.00
General Requirements	\$ 58,180.00
Existing Conditions – Bid Package SD-1	\$ 238,000.00
Selective Demolition Allowance	\$ 3,420.00
Concrete – Bid Package SD-2	\$ 36,174.00
Concrete Pads for Sanitary System Allowance	\$ 3,750.00
Masonry Repairs Allowance	\$ 8,500.00
Misc. Patch & Repair Allowance	\$ 1,600.00
Roofing Repairs Allowance	\$ 2,500.00
Electrical – Bid Package SD-3	\$ 127,607.00
Earthwork – Bid Package SD-4	\$ 268,000.00
Exterior Improvements – Bid Package SD-5	\$ 13,790.00
Asphalt Paving Repairs Allowance	\$ 15,000.00
Utilities – Bid Package SD-6	\$ 383,000.00
Sanitary Equipment Purchase (assigned to GC)	\$ 119,216.00
EPB Work	\$ 210,000.00
Subtotal	\$ 1,624,047.00
3.5% CMAR Contingency	\$ 56,841.64
0.13% General Liability Insurance	\$ 2,185.16
0.34% Builder's Risk Insurance	\$ 5,715.02
0.58% Performance & Payment Bonds	\$ 9,794.98
5.75% CMAR Fee	\$ 97,668.57
Total	\$ 1,796,252.37



Phone: (423) 265-3233 • Fax: (423) 266-9038 • Toll Free: (877) 552-4288

The expected duration for the work is 120 calendar days from the start of work to substantial completion, with an additional 10 days to final completion. Because this phase of work is a precursor to the main construction project and does not impact the start of the next phase of work, it is not recommended to apply liquidated damages to substantial completion of this phase, but rather to the completion of any portion of the work that prevents the start of the 2027-2028 school year, specifically the electrical and sanitary utility work. Liquidated damages for completion of the electrical and sanitary utility work should be set at \$1,000.00 per calendar day.

In general, the project scope is summarized below.

Existing Conditions:	selective and structural demolition work of classroom building.
Concrete:	concrete apron at the connection of the new gravel access road and Card Road. concrete paving at the installation of two new grease traps outside the kitchen area.
Masonry:	patching of masonry at the enclosed connector to the remaining classroom building.
Misc. Carpentry:	misc. carpentry work at the enclosed connector to the remaining classrooms building.
Roof Patch:	patching of roofing at the enclosed connector to the remaining classrooms building.
Electrical:	underground electrical service to existing buildings and new pump station. overhead secondary electrical service to existing buildings. temporary electrical re-feed of existing classrooms and existing pump station.
Earthwork:	erosion control, tree clearing, dirtwork cut/fill, storm drainage and sediment ponds associated with the building pad for the main addition and parking areas. new gravel access road from Card Road.
Ext. Improvements:	new chain link fencing at the sewer pump station. patching of asphalt damaged by construction operations.
Utilities:	new sanitary sewer with pump system and grease traps. new water service line to the football concessions building.
EPB Work:	removal and relocation of electrical services to accommodate new construction.

If you have any questions or need anything clarified, please contact me direct.

Sincerely,



Brent Collier  
President

Attachments

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Mary Ellen Heuton, CPA – Chief Financial Officer  
Dr. Robert Sharpe – Chief Operating Officer  
Justin Witt – Executive Director of Maintenance

**Date:** May 21, 2026

**Subject:** District Lighting and FY26 Budget Amendment – General Purpose – Operating

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**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

The Board has previously approved the Energy Agreement with Excel Energy Group and the entering of a loan agreement with the Energy Efficient Schools Initiative (EESI) for the district-wide LED lighting project. As final preparations were made, additional buildings were added to the scope leading to a slight increase in the overall project cost. Included is a revised energy proposal outlining the project, cost and savings.

Approval is requested for the revised agreement and to amend the FY26 General Purpose – Operating Budget as follows:

- Loan Proceeds remain at \$5,000,000
- Increase Other Government Contributions by \$89,989 to bring the total funded by the Deferred Maintenance Bond Proceeds to \$540,460
- Increase Contributions and Gifts by \$67,046 to bring the total funded by TVA incentives to \$667,828
- Increase the appropriation by \$157,035 for Building Improvements to bring the total to \$6,208,288

**Opportunity 2030 Commitment Connection**

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- Every Employee Valued

Every Community Served

# ENERGY-EFFICIENT LIGHTING UPGRADE for Hamilton County Schools



SUBMITTED BY



## EXCEL ENERGY GROUP, INC.

April 27, 2026



[WWW.EXCELENERGYGROUP.COM](http://WWW.EXCELENERGYGROUP.COM) | (479) 280-1928

FAYETTEVILLE, AR | LITTLE ROCK, AR | RUSSELLVILLE, AR | COLORADO SPRINGS, CO | NASHVILLE, TN | DALLAS, TX

# The Cost of Lighting

## Average Retail Price of Electricity for Tennessee



Data from the U.S. Energy Information Administration 2017 Annual Report ([www.eia.gov](http://www.eia.gov))

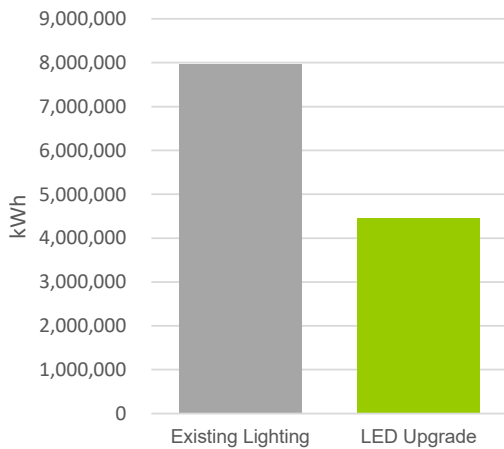
**3,403,149 kWh**

**\$585,268**

Annual kWh Savings

Annual Electric Savings

### Lighting kWh Used Annually



## Making the Switch to LED Lighting

- Reduce energy usage up to 40%
- Longer life means less material replacements
- Standardization of lighting
- Improve lighting quality
- Reduce carbon footprint

### Lighting Energy Savings

All energy savings are calculated per the US Department of Energy standards to insure accurate measurements. The savings calculations start with a baseline usage from the fixture watt loads and operating hours. Each fixture is designed with a replacement/retrofit solution to calculate a proposed system usage. The difference between the two systems is the saved energy usage (left).

kWh Savings Calculation:  
 (Existing kW Load x Current Operation Hours) -  
 (Proposed kW Load x Post Project Operation Hours)

# Executive Summary

Excel is proposing a District-wide energy efficient lighting project designed to generate real dollar savings exceeding the District’s payment for the project. This paid from savings project is guaranteed to have ZERO financial risk to the District.

Excel Energy Group, Inc. (Excel), conducted a survey of the Hamilton County Schools (District) facilities for the purpose of identifying outdated, inefficient, or deteriorated lighting systems and technology. The survey and subsequent evaluation has led us to recommend and propose the following energy saving upgrades to the District’s facilities.

**1) Lighting Fixture Upgrades**

The upgrading and/or replacement of approximately 60,100 lighting fixtures and associated lamps and ballasts. This is an excellent project primarily because many of the lighting products currently in use are so inefficient. Our program provides the District with the best technology in the country and generates a direct reduction in both electric bills and in lamp and ballast maintenance expense. This project is expected to conservatively generate annual savings of \$778,097 at a net cost of \$5,540,460, with a payback of 7.1 years. A large portion of the project will improve lighting in areas that have inadequate lighting.

**2) Standardization of Lamps and Ballasts**

This project will standardize the lighting products in use across the District’s facilities thereby eliminating the need to stock many different lamp and ballast products. Besides spending ZERO dollars in lighting maintenance expense on the fixtures we retrofit for a minimum of five years and virtually no dollars for 20 years, the District will stock just one major lamp type.

**3) EESI Financing**

Excel will aide the District in applying for financing through the State of Tennessee Energy Efficient School Initiative (EESI) for their maximum loan amount of \$5,000,000. The EESI interest rate and term will be 1.50 percent over 10.5 years. With semi-annual payments of \$258,227 (\$516,454 annually) the payment for the project is actually less than the projected annual savings (by \$261,643), resulting in positive cash flow over the life of the project.

**4) Guaranteed Savings**

Excel guarantees this project will generate enough savings to make the District’s payment for the project. In addition to the maintenance savings outlined above, the majority of the District’s savings will be generated from lower electric bills. The electric bill savings are calculated simply by measuring the actual wattage consumed by each type of fixture before and after the retrofit. The wattage reduction times annual hours per year times the average cost per kWh for electricity charged by the power company divided by 1,000, equals the savings. (See Guarantee Letter.)

The following is the Project Annual Financial Summary:

Scope	Initial Cost	Rebates	Net Cost	Energy & Demand Savings	Maint. Savings	HVAC Savings	Total Savings	Annual Payment	Cash Flow	Payback
Lighting	\$6,208,288	(\$667,828)	\$5,540,460	\$585,268	\$93,610	\$99,219	\$778,097	(\$516,454)	\$261,643	7.1

[www.excelenergygroup.com](http://www.excelenergygroup.com)

The parties agree that all information provided by Excel Energy Group, Inc. to the District is proprietary and confidential and shall not be used or disseminated by the District to any individuals or entities without the express written consent of Excel Energy Group, Inc.



# Guarantee Letter EXHIBIT A

If the Hamilton County Schools (District) contracts with Excel Energy Group, Inc. (Excel), to perform energy-efficient lighting upgrades described in the Executive Summary of this proposal, Excel will guarantee the upgrade will achieve enough energy and operational savings to meet the payment for the project according to the following terms and conditions:

## Measure Specific Guarantee of Savings

- The District signs a purchase order with the prices per unit and quantities.
- The "Baseline Year" against which savings are compared shall be the sum of the following for each type of fixture: The pre-retrofit wattage multiplied by the number of fixtures, multiplied by the hours of operation, multiplied by the kWh rate for electricity divided by 1,000.
- The "Measuring Year" shall be the sum of the following for each type of fixture: The post-retrofit wattage multiplied by the number of fixtures, multiplied by the hours of operation, multiplied by the kWh rate for electricity divided by 1,000.
- "Wattage" for each type of fixture is computed by multiplying the measured amperage for each type of fixture times the voltage for each type of fixture.
- The "Total pre-retrofit wattage" for all fixtures is computed by adding the wattage for each existing type of fixture times the quantity of each type of fixture.
- The "Total post-retrofit wattage" for all fixtures is computed by adding the wattage for each new or retrofit type of fixture times the quantity of each type of fixture.
- Annual "Hours of Operation" shall be for interior lighting 2,167 for Primary, 2,459 for High School, 2,594 for Office Building, 3,996 for Exterior lighting and 8,760 for all exit signs. Annual hours for areas controlled by occupancy sensors are 70% of the above deemed hours of operation.
- "Rate of Electricity or kWh rate" is the total electric bill divided by the kilowatt-hour usage (\$0.1717).
- Excel will guarantee the DOLLAR savings by the "Measure Specific" method. Excel will measure the pre and post-retrofit amperage of the major fixture types with a sample size of 3%. The formula for DOLLAR savings calculations (for each type of fixture) will be: Reduced amps multiplied by voltage, multiplied by the annual hours of operation, multiplied by \$0.1717 per kWh (rate) divided by 1,000, multiplied by the total number of each type of fixture to calculate the total dollar savings for all fixtures.
- It is agreed the District will save at least \$93,610 in material replacement savings and \$99,219 in HVAC savings per year with our retrofit.

Using the terms above, Excel will guarantee the District the following:

If the District finances for 10.5 years at 1.50 percent per annum or prevailing rate at time of financing, with semi-annual payments in arrears, the District will save enough dollars using the method described above at the end of the measuring year when compared to the Baseline year, so that the savings when combined with the \$192,829 per year material & HVAC savings, will equal or exceed the sum of District's semi-annual payments for this upgrade at the end of year one. Excel will reduce the purchase price by any shortfall of computed savings times 10.5.

G. Scott Caroom  
President  
Excel Energy Group, Inc.

[www.excelenergygroup.com](http://www.excelenergygroup.com)

The parties agree that all information provided by Excel Energy Group, Inc. to the District is proprietary and confidential and shall not be used or disseminated by the District to any individuals or entities without the express written consent of Excel Energy Group, Inc.



# Product Warranties

Excel uses only top quality name brand fixtures and electrical components in our energy-efficient lighting projects. The system is designed to give you many years of greatly reduced lighting maintenance expense and is backed by manufacturers product warranties that are the best available in the industry. The products are warranted by the manufacturer as follows:

- Linear LED tubes have a manufacturers limited warranty for a period of ten years.
- New LED Panels have a manufacturers limited warranty for a period of ten years.
- New interior fixtures have a manufacturers limited warranty for a period of five years.
- Exit Sign fixtures have a manufacturers limited warranty for a period of five years.
- New exterior LED fixtures have a manufacturers limited warranty for a period of five years.
- LED "screw-in" or "plug-n-play" bulbs have a manufacturers limited warranty for three years.

Above are the typical warranty periods for each product type. The lighting warranty may consist of different warranty periods depending on fixture/lamp type and manufacturer. Please refer to the specification sheet for each individual product for specific warranty periods and programs.

In the event of any outage that may occur with any warranted product, Excel will coordinate via Green Energy Products the necessary replacement material. Our program provides the District with a one-quarter percent par stock of lamps and drivers installed. This par stock will be replenished throughout the warranty periods in accordance to Green Energy Products' limited warranty. The District must retain any failed lamps or drivers for collection by Excel.

Upon project completion, the District will sign off on a project completion checklist and approve the installation as satisfactory. After this approval, the District is responsible for any labor necessary for replacing warranted products.



[www.excelenergygroup.com](http://www.excelenergygroup.com)

The parties agree that all information provided by Excel Energy Group, Inc. to the District is proprietary and confidential and shall not be used or disseminated by the District to any individuals or entities without the express written consent of Excel Energy Group, Inc.

# Lighting Upgrade Summary

## Hamilton County Schools - Preliminary Savings- New Panels in Common Areas

Scope	Initial Cost	Estimated TVA Incentive	Net Cost	kWh Savings	Total Energy Savings	Material Savings	HVAC Savings	Total Savings	Annual Payment 1.50% 10.5 Yr	Cash Flow	Payback In Years
<sup>1</sup> Allen Elementary	\$78,379	(\$6,067)	\$72,312	21,514	\$3,939	\$1,351	\$671	\$5,961	(\$8,096)	(\$2,135)	12.1
<sup>4</sup> Barger Academy	\$47,135	(\$9,521)	\$37,614	33,260	\$5,735	\$945	\$1,038	\$7,718	(\$4,869)	\$2,849	4.9
<sup>5</sup> Battle Academy	\$100,365	(\$353)	\$100,012	60,216	\$11,714	\$1,518	\$1,878	\$15,111	(\$10,367)	\$4,744	6.6
<sup>6</sup> Bess T. Shepherd Elementary	\$80,162	(\$6,917)	\$73,245	25,390	\$4,568	\$1,182	\$754	\$6,504	(\$8,280)	(\$1,776)	11.3
<sup>7</sup> Big Ridge Elementary	\$60,216	(\$5,994)	\$54,222	28,162	\$5,019	\$635	\$796	\$6,449	(\$6,220)	\$229	8.4
<sup>9</sup> Brown Academy	\$115,635	(\$17,766)	\$97,869	74,324	\$14,471	\$1,219	\$2,320	\$18,010	(\$11,944)	\$6,066	5.4
<sup>10</sup> Brown Middle School	\$184,931	(\$15,090)	\$169,841	51,363	\$8,551	\$2,300	\$1,489	\$12,340	(\$19,102)	(\$6,762)	13.8
<sup>11</sup> Calvin Donaldson Elementary	\$50,653	(\$8,439)	\$42,214	41,904	\$8,239	\$731	\$1,304	\$10,274	(\$5,232)	\$5,042	4.1
<sup>12</sup> Central High School	\$171,294	(\$15,869)	\$155,425	44,290	\$8,166	\$1,852	\$1,287	\$11,305	(\$17,693)	(\$6,388)	13.7
<sup>13</sup> Central Office	\$59,944	(\$15,238)	\$44,706	76,918	\$12,864	\$932	\$2,401	\$16,197	(\$6,192)	\$10,005	2.8
<sup>14</sup> Chattanooga High School	\$9,909	(\$486)	\$9,423	2,158	\$289	\$145	\$0	\$434	(\$1,023)	(\$590)	21.7
<sup>16</sup> Daisy Elementary	\$50,712	(\$6,232)	\$44,480	36,250	\$6,939	\$998	\$1,125	\$9,061	(\$5,238)	\$3,823	4.9
<sup>17</sup> Dalewood Middle School	\$88,975	(\$12,098)	\$76,877	51,716	\$8,930	\$1,699	\$1,609	\$12,238	(\$9,190)	\$3,047	6.3
<sup>18</sup> Dawn Center	\$24,642	(\$1,558)	\$23,084	5,184	\$936	\$231	\$148	\$1,315	(\$2,545)	(\$1,230)	17.6
<sup>20</sup> East Hamilton High School	\$382,835	(\$70,296)	\$312,539	434,403	\$69,325	\$6,712	\$12,709	\$88,746	(\$39,543)	\$49,203	3.5
<sup>21</sup> East Lake Academy	\$77,374	(\$4,163)	\$73,211	9,983	\$2,090	\$824	\$308	\$3,222	(\$7,992)	(\$4,770)	22.7
<sup>22</sup> East Lake Elementary	\$73,449	(\$6,212)	\$67,237	20,325	\$3,633	\$871	\$567	\$5,072	(\$7,587)	(\$2,515)	13.3
<sup>23</sup> East Ridge Elementary	\$160,192	(\$21,769)	\$138,423	114,116	\$19,291	\$2,826	\$3,461	\$25,577	(\$16,546)	\$9,031	5.4
<sup>25</sup> East Ridge Middle School	\$80,844	(\$5,345)	\$75,499	19,296	\$3,226	\$1,068	\$596	\$4,889	(\$8,350)	(\$3,461)	15.4
<sup>26</sup> East Side Elementary	\$71,418	(\$4,465)	\$66,953	13,009	\$2,591	\$736	\$406	\$3,733	(\$7,377)	(\$3,644)	17.9
<sup>27</sup> Hardy Elementary	\$80,014	(\$2,560)	\$77,454	15,296	\$2,885	\$860	\$446	\$4,190	(\$8,265)	(\$4,074)	18.5
<sup>28</sup> Harrison Bay Votech	\$47,268	(\$8,614)	\$38,654	21,997	\$3,827	\$883	\$686	\$5,396	(\$4,882)	\$514	7.2
<sup>29</sup> Hillcrest Alternative	\$36,318	(\$8,642)	\$27,676	59,308	\$10,162	\$658	\$1,851	\$12,671	(\$3,751)	\$8,920	2.2
<sup>30</sup> Hixson High School	\$222,098	(\$24,982)	\$197,116	88,971	\$14,915	\$2,947	\$2,869	\$20,730	(\$22,941)	(\$2,210)	9.5
<sup>31</sup> Hixson Middle School	\$174,264	(\$2,323)	\$171,941	92,859	\$15,619	\$2,408	\$2,682	\$20,709	(\$18,000)	\$2,709	8.3
<sup>32</sup> Howard High School	\$263,044	(\$33,612)	\$229,432	140,540	\$25,750	\$3,702	\$4,374	\$33,826	(\$27,170)	\$6,656	6.8
<sup>32A</sup> Hixson Elementary	\$64,421	(\$11,436)	\$52,985	76,259	\$12,995	\$1,456	\$2,315	\$16,766	(\$6,654)	\$10,112	3.2

# Lighting Upgrade Summary

## Hamilton County Schools - Preliminary Savings- New Panels in Common Areas

Scope	Initial Cost	Estimated TVA Incentive	Net Cost	kWh Savings	Total Energy Savings	Material Savings	HVAC Savings	Total Savings	Annual Payment 1.50% 10.5 Yr	Cash Flow	Payback In Years
33 Hunter Middle School	\$221,597	(\$6,649)	\$214,948	45,613	\$8,261	\$2,195	\$1,359	\$11,816	(\$22,889)	(\$11,073)	18.2
34 Loftis Middle School	\$112,492	(\$10,023)	\$102,469	31,280	\$5,548	\$2,073	\$976	\$8,598	(\$11,619)	(\$3,021)	11.9
36 Lookout Valley Middle/High	\$121,204	(\$2,871)	\$118,333	90,267	\$15,460	\$1,649	\$2,818	\$19,926	(\$12,519)	\$7,407	5.9
37 McConnell Elementary	\$50,213	(\$6,041)	\$44,172	23,136	\$4,030	\$911	\$522	\$5,463	(\$5,187)	\$277	8.1
38 Nolan Elementary	\$94,479	(\$11,530)	\$82,949	45,679	\$8,643	\$1,460	\$1,364	\$11,468	(\$9,759)	\$1,709	7.2
39 Normal Park Upper	\$35,479	(\$7,395)	\$28,084	20,990	\$3,752	\$625	\$654	\$5,032	(\$3,665)	\$1,367	5.6
40 North Hamilton County Elementary	\$63,287	(\$1,278)	\$62,009	13,971	\$2,591	\$824	\$413	\$3,828	(\$6,537)	(\$2,709)	16.2
41 Ooltewah Elementary	\$166,091	(\$8,096)	\$157,995	123,263	\$22,279	\$2,673	\$3,423	\$28,375	(\$17,156)	\$11,220	5.6
42 Ooltewah High School	\$341,675	(\$25,382)	\$316,293	83,376	\$14,017	\$3,503	\$2,595	\$20,116	(\$35,292)	(\$15,176)	15.7
43 Ooltewah Middle School	\$110,732	(\$10,498)	\$100,234	37,026	\$6,735	\$1,515	\$1,127	\$9,378	(\$11,438)	(\$2,059)	10.7
44 Orchard Elementary	\$126,296	(\$26,444)	\$99,852	150,670	\$23,757	\$2,105	\$3,088	\$28,951	(\$13,045)	\$15,905	3.4
45 Orchard Knob Middle School	\$97,396	(\$10,872)	\$86,524	49,833	\$8,392	\$2,006	\$1,494	\$11,892	(\$10,060)	\$1,832	7.3
46 Red Bank Elementary	\$73,655	(\$9,184)	\$64,471	33,386	\$6,660	\$894	\$1,042	\$8,596	(\$7,608)	\$988	7.5
47 Red Bank High School	\$138,093	(\$2,470)	\$135,623	36,301	\$6,190	\$1,779	\$1,126	\$9,095	(\$14,264)	(\$5,169)	14.9
48 Red Bank Middle School	\$156,000	(\$21,585)	\$134,415	85,548	\$16,505	\$2,213	\$2,280	\$20,998	(\$16,113)	\$4,885	6.4
49 Sale Creek Middle/High School	\$93,585	(\$3,853)	\$89,732	10,024	\$1,623	\$963	\$169	\$2,755	(\$9,666)	(\$6,912)	32.6
50 Sequoyah Votech	\$144,883	(\$25,100)	\$119,783	89,168	\$15,481	\$2,731	\$2,745	\$20,956	(\$14,965)	\$5,991	5.7
51 Service Center	\$43,187	(\$7,636)	\$35,551	32,386	\$5,352	\$738	\$1,010	\$7,100	(\$4,461)	\$2,639	5.0
52 Signal Mountain Middle/High	\$309,914	(\$49,973)	\$259,941	240,028	\$38,193	\$6,791	\$6,895	\$51,878	(\$32,011)	\$19,867	5.0
53 Snow Hill Elementary	\$46,459	(\$5,581)	\$40,878	18,180	\$3,373	\$729	\$568	\$4,669	(\$4,799)	(\$129)	8.8
54 Soddy Daisy High School	\$220,044	(\$30,042)	\$190,002	103,017	\$16,745	\$3,671	\$3,041	\$23,457	(\$22,729)	\$728	8.1
55 Soddy Elementary	\$109,561	(\$3,297)	\$106,264	90,233	\$15,365	\$1,870	\$2,778	\$20,013	(\$11,317)	\$8,697	5.3
57 Soddy Wrestling Gym	\$23,268	(\$3,427)	\$19,841	13,689	\$2,302	\$317	\$395	\$3,014	(\$2,403)	\$611	6.6
58 Spring Creek Elementary	\$54,693	(\$5,339)	\$49,354	16,113	\$2,969	\$740	\$487	\$4,197	(\$5,649)	(\$1,453)	11.8
59 STEM School	\$31,753	(\$4,625)	\$27,128	19,355	\$3,679	\$475	\$604	\$4,758	(\$3,280)	\$1,478	5.7
60 The Teachers Place	\$51,027	(\$11,997)	\$39,030	77,519	\$13,254	\$839	\$2,420	\$16,513	(\$5,271)	\$11,243	2.4
61 Wallace Smith Elementary	\$72,615	(\$1,639)	\$70,976	32,390	\$5,628	\$1,176	\$770	\$7,575	(\$7,500)	\$74	9.4

# Lighting Upgrade Summary

## Hamilton County Schools - Preliminary Savings- New Panels in Common Areas

Scope	Initial Cost	Estimated TVA Incentive	Net Cost	kWh Savings	Total Energy Savings	Material Savings	HVAC Savings	Total Savings	Annual Payment 1.50% 10.5 Yr	Cash Flow	Payback In Years
62 Westview Elementary School	\$81,736	(\$9,432)	\$72,304	50,090	\$7,812	\$1,541	\$581	\$9,935	(\$8,443)	\$1,492	7.3
63 Wolftever Elementary	\$66,379	(\$3,900)	\$62,479	13,965	\$2,451	\$781	\$432	\$3,664	(\$6,856)	(\$3,192)	17.1
64 Woodmore Elementary	\$48,684	(\$4,841)	\$43,843	16,049	\$2,729	\$583	\$430	\$3,742	(\$5,029)	(\$1,287)	11.7
65 Lookout Mountain Elementary	\$53,569	(\$4,164)	\$49,405	21,521	\$3,703	\$725	\$604	\$5,032	(\$5,533)	(\$501)	9.8
66 Thrasher Elementary	\$59,818	(\$6,617)	\$53,201	30,073	\$5,118	\$828	\$919	\$6,865	(\$6,179)	\$686	7.7
<b>Subtotal</b>	<b>\$6,276,356</b>	<b>(\$667,828)</b>	<b>\$5,608,528</b>	<b>3,403,149</b>	<b>\$585,268</b>	<b>\$93,610</b>	<b>\$99,219</b>	<b>\$778,097</b>	<b>(\$516,454)</b>	<b>\$261,643</b>	<b>7.2</b>
<b>Donated TVA Lamps</b>	<b>(\$68,068)</b>		<b>(\$68,068)</b>								
<b>Grand Total</b>	<b>\$6,208,288</b>	<b>(\$667,828)</b>	<b>\$5,540,460</b>	<b>3,403,149</b>	<b>\$585,268</b>	<b>\$93,610</b>	<b>\$99,219</b>	<b>\$778,097</b>	<b>(\$516,454)</b>	<b>\$261,643</b>	<b>7.1</b>
<b>Capital Contribution (After TVA Incentives)</b>			<b>\$540,460</b>								
<b>EESI 1.5% Financed Amount</b>			<b>\$5,000,000</b>								
<b>Annual Payment (10.5 Years)</b>			<b>(\$516,454)</b>								

**NOTES FOR LIGHTING SCOPE:**

1) TVA Incentive amounts are an estimate based on the 2025 program. Incentives are reserved following project approval and require pre-inspection of facilities before project can commence. The program year ends September 30th. Total incentives exceeding \$100,000 per customer are up to TVA's discretion to allocate. Incentive amounts listed are based on a bonus rebate offered by TVA. In order to qualify for this bonus, project must be pre-inspected and approved before the end of 2025.

2) Payback Period amounts are calculated on the Net Cost (after incentives). Annual Payment amounts are calculated from Initial Cost.

3) The deemed hours of operation are:

- Primary - 2167
- High School - 2459
- Office Building - 2594
- Exterior Lighting - 3996

4) Energy rates are calculated based on energy bills provided by the customer.

5) There are (34) pole lights that will be replaced with new LED fixtures. All other pole lighting was represented as not being owned by the district and/or is existing LED; therefore is excluded from the project.

6) Excluded areas from scope:

- Chattanooga High Center for Creative Arts (Already LED)
- Chattanooga School for Arts & Sciences (Already LED)
- Chattanooga School for the Liberal Arts (Already LED)
- Hixson Clinic (Already LED)
- Howard Middle (Already LED)
- Middle Valley Elementary (Already LED)
- Normal Park Lower
- Chattanooga High School Interior (Already LED)
- Soddy Middle
- East Ridge High
- Clifton Hills Elementary
- Rivermont Elementary
- Hamilton County Collegiate High
- Existing LED fixtures
- Cigna (Already LED)
- East Brainerd Elementary (Already LED)
- East Hamilton Middle (Already LED)
- Harrison Elementary (Already LED)
- Tyner Academy (Already LED)
- Tyner Middle (Already LED)
- Lookout Valley Elementary
- DuPont Elementary
- Brainerd High
- Alpine Crest Elementary
- Apison Elementary

7) Auditoriums and other areas with lighting control boards/panels are excluded from the project. These areas are excluded due to the technology compatibility with the existing control system. Lighting controlled by a dimming switch is still included in the project scope and the switch will be replaced to match compatibility with LED.

8) Existing LED exit signs and any wall/ceiling emergency egress lighting will not be included in the above scope due to no associated savings. New emergency fixtures will be installed in areas where emergency battery ballasts are removed from existing fluorescent fixtures.

9) New recessed LED Panels will be installed in Hallway areas, Cafeterias (not kitchens or serving lines), and Main Offices (not individual offices) only that currently have existing recessed fixtures and have adequate space for the panels. Any existing 2x4, 2x2, or 1x4 fixtures in hard ceilings, shall be retrofitted with a hinged panel or LED tubes depending on proper fitment. A few areas are being redesigned, replacing wrap fixtures with new LED panels to improve the light output of the area. All other areas shall be retrofitted using type B LED tubes Lamps. New recessed panels shall be secured to existing support wires and the existing ceiling grid. If existing support wires are not currently in place, excel will use the factory panel hurricane clips as recommended/provided by the manufacturer to connect it to the existing ceiling grid.



# ENERGY AGREEMENT

This Energy Agreement is entered into this 21st day of May, 2026, by and between the Hamilton County Schools, located at 3074 Claude Ramsey Pkwy, Chattanooga, TN 37421 hereinafter referred to as the ("DISTRICT") and Excel Energy Group, Inc, located at 3003 E 17<sup>th</sup> Street, Russellville, AR 72802, hereinafter referred to as ("EXCEL"), pursuant to the terms and conditions set forth herein.

## WITNESSETH:

**WHEREAS**, the DISTRICT desires to upgrade the lighting systems in its facilities for the purpose of improving the quality of lighting and reducing energy consumption; and

**WHEREAS**, the DISTRICT desires to accomplish these lighting upgrades by contracting with EXCEL to perform the proposed lighting improvements; and

**WHEREAS**, EXCEL, has the expertise in energy efficient lighting to perform the desired improvements; has analyzed the DISTRICT'S facilities; has designed certain facility lighting improvements; and proposes to implement those improvements according to the terms and conditions as more specifically set forth herein; and

**NOW, THEREFORE**, in exchange for valuable consideration, both parties hereby acknowledge the sufficiency of which, and based on the terms, conditions, and covenants set forth herein, the parties agree as follows:

- 1. SCOPE OF WORK.** EXCEL has conducted a comprehensive analysis of the lighting systems in DISTRICT'S buildings on sixty-four school campuses, the design and specifications of which are included in the proposal and attached hereto as "Exhibit A", and hereinafter referred to as the Proposal. The parties agree that EXCEL will perform the lighting upgrades in accordance with the design and specifications included in the Proposal.
- 2. PURCHASE PRICE and PAYMENT TERMS.** The cost of the improvements shall be \$6,208,288 as set forth in Exhibit A, hereinafter referred to as the ("Purchase Price"). The DISTRICT has arranged financing through the Energy Efficient Schools Initiative (EESI) for up to \$5,000,000 of the Purchase Price, with a ten and one-half (10.5) year term and an interest rate bearing no more than 1.5% per annum. Semi-annual payments will commence six months after funding. The project is projected to generate utility incentives in the amount of \$667,828, which is projected to be distributed to the DISTRICT by the utility upon completion of the buildings. Upon receipt of the utility incentives, the DISTRICT will remit EXCEL up to \$667,828, which will be applied towards the Purchase Price. The remaining balance of \$540,460 will be paid by the DISTRICT from alternative funding sources. Alternatively, the DISTRICT can pay for work as it's completed or arrange any other financing of its choice. If the DISTRICT opts for alternative financing, EXCEL will

periodically bill the DISTRICT for completed work, with payments due within 15 days of satisfactory acceptance.

3. **PROCUREMENT.** This project is procured in accordance with TN Code §49-2-203(F)(i).

*Notwithstanding any law to the contrary, contracts for energy-related services that include both engineering services and equipment, and have as their purpose the reduction of energy costs in public schools or school facilities shall be awarded on the basis of recognized competence and integrity and shall not be competitively bid.*

4. **LIGHTING QUALITY.** EXCEL guarantees the DISTRICT's light levels will meet or exceed Illuminating Engineering Society ("IES") lighting standards. The DISTRICT shall have no obligation to release funds to EXCEL until it approves of light levels at each completed facility.
5. **WARRANTIES.** All lighting products contain specific warranties as more specifically set forth in the "Product Warranties" section of Proposal.
6. **PERFORMANCE GUARANTY.** EXCEL guarantees that the lighting improvements will generate certain electricity savings as set forth herein. The DISTRICT agrees and stipulates to the rates, hours of operation, and conditions contained in the "Guarantee Letter-Exhibit A" to the Proposal. The DISTRICT shall have no obligation to release funds to EXCEL until it approves of final installation at each completed facility. EXCEL guarantees the DISTRICT will generate enough electricity savings as determined by the method set forth in the Proposal at the end of the Measuring year when compared to the Baseline year, so that the savings when combined with the \$192,829 per year material and HVAC savings, will equal or exceed the sum of DISTRICT's annual payments for the Purchase Price pursuant to the above-referenced financing terms at the end of one year of making said payments. In the event the computed savings do not exceed the DISTRICT's payment for the project, the Purchase Price due to EXCEL by the DISTRICT will be reduced by any shortfall of savings times ten and one half (10.5).
7. **TIME OF PERFORMANCE.** All aspects of the scope of work shall be completed at times acceptable to the DISTRICT so as to meet any special needs of the DISTRICT and so as not to disrupt any school functions. The DISTRICT will use its best efforts to coordinate access to all buildings and to provide available work schedules for EXCEL's crews. The parties understand time is of the essence.
8. **GOVERNING LAW.** The laws of the State of Tennessee shall govern the terms of this Energy Agreement, and venue for any dispute shall be in Hamilton County in state district courts.
9. **PRIMARY LIGHTING DESIGNER.** Under penalties of perjury, EXCEL is identified as the primary lighting designer for all aspects of this project. According to Section 179(d) tax code, the primary designer of a qualifying energy efficient lighting project is eligible to take any and all tax deductions associated with the

project of any non-taxable entity. The potential tax deduction is limited to the DISTRICT's Purchase Price of the project.

- 10. CARBON REDUCTION.** The DISTRICT conveys all rights and benefits of any and all Carbon Reduction and/or Reduction of Emissions associated with this energy savings project. At Excel's expense, Excel may have these reductions certified. The DISTRICT will allow any site visits required for this certification, and these visits should occur during times that will not interfere with normal operations of the District. After certification, Excel may choose to allocate and/or sell any value of this reduction in emissions and/or carbon.
- 11. ADDITIONAL ENERGY MEASURES.** The DISTRICT maintains the right to amend the energy agreement to add additional energy conservation measures recommended by EXCEL and approved by the DISTRICT.
- 12. INSURANCE.** Prior to starting any part of the work, Excel shall furnish the District certificate(s) of insurance evidencing that Excel maintains insurance policies with the coverages and minimum limits required hereby covering Excel's contractual liability under this Energy Agreement. Excel shall maintain the following minimum insurance in full force and effect at all times until the work has been completed and finally accepted.

*COVERAGES AND LIMITS OF LIABILITY*

- 1). Workers' Compensation (Statutory), Including Statutory Employers' Liability Insurance (\$500,000)
- 2). Comprehensive General Liability Insurance, including Contractual Liability (\$1 million CSL or \$1 million each occurrence BI/PD), Independent Contractor's Coverage (\$2,000,000 aggregate)

- 13. INDEMNIFICATION.** EXCEL agrees to indemnify and hold the DISTRICT, including its officers, directors, agents, and employees, harmless from and against any and all claims or causes of action for damage to persons or property resulting from or relating to the work done pursuant to this agreement, including, but not limited to, reimbursement of reasonable attorney's fees and costs incurred in defense.
- 14. NOTICES.** Any notice or communication required or permitted to be given hereunder shall be in writing, via US certified mail or by facsimile transmission, addressed to the parties as follows:

To: EXCEL Energy Group, Inc.  
Attn: Scotty Caroom, President  
3003 E 17<sup>th</sup> St.  
Russellville, AR 72802  
Email: [scaroom@excelenergygroup.com](mailto:scaroom@excelenergygroup.com)

To: Hamilton County Schools

Attn: Dr. Justin Robertson, Superintendent of Schools  
3074 Claude Ramsey Pkwy  
Chattanooga, TN 37421  
Email: robertson\_justin@hcde.org

Or to such other places and persons as either of the parties may hereafter designate in writing.

**15. TIME OF THE ESSENCE.** The parties agree that time is of the essence in all respects concerning this Agreement and performance hereunder.

**16.** This Energy Agreement is contingent on approval of TVA utility incentives and EESI financing by the Hamilton County Commission.

**IN WITNESS WHEREOF, the** parties have executed this Energy Agreement as of the date first written.

**EXCEL ENERGY GROUP, INC.**

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**SCOTTY CAROOM, PRESIDENT**

**HAMILTON COUNTY SCHOOLS**

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**DR. JUSTIN ROBERTSON, SUPERINTENDENT OF SCHOOLS**

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Mary Ellen Heuton, Chief Financial Officer

**Date:** May 21, 2026

**Subject:** Monthly Financial Report

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Attached is the monthly financial report comparing budget to actual through March, 2026. The presentation of the monthly financial statement compares actual year-to-date expenditures to the original adopted budget and the year-to-date amended budget.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**HAMILTON COUNTY SCHOOLS  
REVENUE/EXPENSES VS BUDGET  
PERIOD ENDED  
March 2026**

REVENUES		General Purpose			Federal Programs			Self-Funded Programs			School Nutrition			Grand Totals		
		Adopted Budget	Revised Budget	YTD Actual	Adopted Budget	Revised Budget	YTD Actual	Adopted Budget	Revised Budget	YTD Actual	Adopted Budget	Revised Budget	YTD Actual	Adopted Budget	Revised Budget	YTD Actual
LOCAL TAXES		276,530,590	276,530,590	219,411,733	-	-	-	-	-	-	-	-	-	276,530,590	276,530,590	219,411,733
LICENSES AND PERMITS		13,000	13,000	8,878	-	-	-	-	-	-	-	-	-	13,000	13,000	8,878
CHARGES FOR CURRENT SERVICES		424,000	424,000	417,054	-	-	-	5,203,293	5,399,856	3,564,866	3,718,711	3,718,711	2,961,542	9,346,004	9,542,567	6,943,463
OTHER LOCAL REVENUES		4,396,679	5,266,576	2,254,599	-	-	-	5,152,154	6,407,042	1,631,246	694,774	694,774	415,048	10,243,607	12,368,392	4,300,893
STATE OF TENNESSEE		294,513,153	303,282,963	243,697,858	-	-	-	-	-	-	-	-	-	294,513,153	303,282,963	243,697,858
OTHER STATE REVENUES		13,632,985	18,630,144	5,534,873	-	-	-	-	-	-	-	-	-	13,842,985	18,840,144	5,534,873
FEDERAL GOVERNMENT		2,154,770	1,269,525	866,461	36,439,010	54,885,287	22,842,670	-	-	-	25,726,184	25,726,184	18,604,492	64,319,964	81,880,996	42,313,623
OTHER SOURCES		927,480	927,480	135,122	-	-	-	-	-	-	-	-	542	927,480	927,480	135,664
RESERVES/FUND BALANCE *		-	9,612,247	-	-	-	-	21,623,109	55,340,363	14,749,503	-	560,539	-	21,623,109	65,513,149	14,749,503
PY ENCUMBRANCE BUDGET		869,897	11,727,502	-	-	-	-	-	-	-	-	260,577	-	869,897	11,988,078	-
<b>TOTAL REVENUES</b>		<b>593,462,554</b>	<b>627,684,027</b>	<b>472,326,579</b>	<b>36,439,010</b>	<b>54,885,287</b>	<b>22,842,670</b>	<b>31,978,556</b>	<b>67,147,261</b>	<b>19,945,615</b>	<b>30,349,669</b>	<b>31,170,785</b>	<b>21,981,625</b>	<b>692,229,789</b>	<b>780,887,359</b>	<b>537,096,488</b>
<b>EXPENDITURES</b>																
REGULAR INSTRUCTION PROGRAM	71100	245,509,367	259,417,490	177,588,733	5,406,819	10,117,657	4,940,558	4,136,987	4,567,277	2,406,189	-	-	-	255,053,173	274,102,424	184,935,480
SPECIAL EDUCATION INSTR PROG	71200	43,682,602	47,842,377	29,304,334	8,943,157	11,091,955	6,800,510	1,134,693	1,143,084	276,723	-	-	-	53,760,452	60,077,416	36,381,568
VOCATIONAL ED INSTR PROG	71300	20,702,161	21,571,027	12,571,216	680,658	810,548	481,143	75,358	358,053	66,264	-	-	-	21,458,177	22,739,628	13,118,623
STUDENT BODY EDUCATIONAL PROG	71400	4,563,624	4,603,624	211,995	-	-	-	1,000	1,124	-	-	-	-	4,564,624	4,604,748	211,995
ATTENDANCE	72110	7,788,126	8,951,446	5,054,979	74,400	162,838	122,353	-	-	-	-	-	-	7,862,526	9,114,284	5,177,332
HEALTH SERVICES	72120	7,027,172	7,415,490	4,676,372	50,000	201,026	78,962	339,036	354,036	102,475	-	-	-	7,416,208	7,970,552	4,857,809
OTHER STUDENT SUPPORT	72130	28,610,569	31,979,021	19,627,854	5,741,369	9,649,039	3,499,029	220,000	259,245	245,370	-	-	-	34,571,938	41,887,305	23,372,253
REG INST SUPPORT	72210	29,734,786	32,777,645	19,882,574	9,283,328	10,850,753	5,642,149	1,213,948	1,447,827	732,921	-	-	-	40,232,062	45,076,225	26,257,644
SPECIAL ED INST SUPPORT	72220	12,609,004	13,269,474	7,871,744	2,242,397	4,350,191	1,265,765	-	-	-	-	-	-	14,851,401	17,619,665	9,137,509
VOCATIONAL ED INST SUPPORT	72230	1,201,742	934,114	628,401	10,000	11,200	9,642	-	1,544	(450)	-	-	-	1,211,742	946,858	637,592
EDUCATION TECHNOLOGY	72250	9,227,277	11,903,808	6,695,995	-	-	-	-	-	-	-	-	-	9,227,277	11,903,808	6,695,995
BOARD OF EDUCATION	72310	6,928,477	6,849,950	5,901,547	-	-	-	100,000	150,000	47,836	-	-	-	7,028,477	6,999,950	5,949,382
OFFICE OF SUPERINTENDENT	72320	2,873,493	3,128,420	1,965,433	-	-	-	113,877	115,777	76,069	-	-	-	2,987,370	3,244,197	2,041,501
OFFICE OF PRINCIPAL	72410	38,488,175	39,650,920	27,862,117	-	8,160	-	18,000	19,000	10,140	-	-	-	38,506,175	39,678,080	27,872,258
FISCAL SERVICES	72510	4,510,135	4,988,340	3,112,133	-	-	-	-	-	-	-	-	-	4,510,135	4,988,340	3,112,133
HUMAN RESOURCES	72520	4,568,932	4,930,731	3,181,441	155,460	377,842	292,291	50,291	54,791	12,418	-	-	-	4,774,683	5,363,364	3,486,150
OPERATION OF PLANT	72610	35,490,091	35,689,395	23,397,228	-	1,181,811	1,176,930	2,000	216,881	117,632	-	-	-	35,492,091	37,088,087	24,691,790
MAINTENANCE OF PLANT	72620	12,312,491	12,921,600	10,185,909	-	-	-	-	121,491	121,491	-	-	-	12,312,491	13,043,091	10,307,400
TRANSPORTATION	72710	29,051,159	29,147,530	22,778,070	241,105	1,103,600	268,956	33,000	62,122	22,550	-	-	-	29,325,264	30,313,252	23,069,576
CENTRAL AND OTHER	72810	2,676,353	3,061,603	639,719	-	-	-	13,000	13,000	428	-	-	-	2,689,353	3,074,603	640,147
FOOD SERVICE	73100	5,850	5,850	5,050	-	-	-	-	-	-	30,349,669	31,170,785	20,821,377	30,355,519	31,176,635	20,826,427
COMMUNITY SERVICES	73300	748,518	783,488	430,464	365,201	375,654	164,385	3,957,973	3,966,723	2,570,505	-	-	-	5,071,692	5,125,865	3,165,355
EARLY CHILDHOOD EDUCATION	73400	2,908,533	3,149,631	2,104,511	2,364,558	2,521,080	1,613,967	564,643	556,472	325,519	-	-	-	5,837,734	6,227,183	4,043,997
REGULAR CAPITAL OUTLAY	76100	1,461,548	1,251,139	462,174	-	-	-	20,001,000	53,733,912	15,606,916	-	-	-	21,462,548	54,985,051	16,069,090
EDUCATION DEBT SERVICE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
EDUCATION CAPITAL PROJECTS		-	138,873	-	880,558	2,071,933	83,952	3,750	4,902	-	-	-	-	884,308	2,215,708	83,952
CHARTER SCHOOLS (TRANSFERS)		40,782,369	41,321,041	31,309,577	-	-	-	-	-	-	-	-	-	40,782,369	41,321,041	31,309,577
TRANSFERS-STATE GRANTS		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TRANSFERS TO FUND BALANCE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>		<b>593,462,554</b>	<b>627,684,027</b>	<b>417,449,569</b>	<b>36,439,010</b>	<b>54,885,287</b>	<b>26,440,590</b>	<b>31,978,556</b>	<b>67,147,261</b>	<b>22,740,998</b>	<b>30,349,669</b>	<b>31,170,785</b>	<b>20,821,377</b>	<b>692,229,789</b>	<b>780,887,359</b>	<b>487,452,534</b>

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Mary Ellen Heuton, Chief Financial Officer, Finance

**Date:** May 21, 2026

**Subject:** Budget Amendments – Federal Grants, State Grants and Self-Funded Programs

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

The Federal Programs budget is amended by items 1 - 5. Item 1 consists of current year awards and carryover funds. Items 2 - 5 consist of current year awards.

The State Programs budget is amended by items 6 and 7. Item 6 consists of carryover funds. Item 7 consists of current year awards.

The Self-Funded Programs budget is amended by items 8 – 15. Items 8 – 10 and 13 consist of current year contributions and carryover contributions. Items 11, 12, 14 and 15 consist of current year contributions.

1. Title IV, Part A: Student Support and Academic Enrichment Grant, with transfers between lines
2. USDOE FY25 School Based Mental Health Grant, with transfers between lines
3. Carl Perkins Vocational Grant, with transfers between lines
4. Teaching All Students Initiative (TAS), totaling \$12,000
5. Preschool Development Grant, totaling \$250,000
6. Innovative School Models, with transfers between lines
7. Summer Learning Camps, totaling \$5,689,744
8. Therapy Services, with a net increase of \$12,212
9. Accelerate Learning, with a net increase of \$36,594
10. Community Donations, with transfers between lines
11. Hamilton County Government Funds, totaling \$1,381,513 and transfers between lines
12. School Paid Positions, with a net increase of \$4,000
13. Innovation & Choice, with transfers between lines

14. School Age Child Care, with transfers between lines
15. Fund for Excellence, with a net increase of \$1,000

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**FEDERAL PROGRAMS**

**SOURCE OF FUNDS**

May 21, 2026

	FEDERAL THROUGH STATE 47100	OTHER FEDERAL THROUGH STATE 47590	DIRECT FEDERAL FUNDS 47990	TOTAL REVENUE	AMENDMENT ITEM #
<b>BUDGET AMENDMENTS</b>					
Title IV, Part A: Student Support and Academic Enrichments Grant	-			-	1
USDOE FY25 School Based Mental Health Grant			-	-	2
Carl Perkins Vocational Grant	-			-	3
Teaching All Students Initiative		12,000		12,000	4
Preschool Development Grant		250,000		250,000	5
	-	262,000	-	262,000	

**FEDERAL PROGRAMS**  
**USE OF FUNDS**

May 21, 2026

	SPECIAL EDUCATION INSTRUCTION	VOCATIONAL EDUCATION INSTRUCTION	OTHER STUDENT SUPPORT	REGULAR INSTRUCTION SUPPORT	SPECIAL EDUCATION SUPPORT	HUMAN RESOURCES/ PERSONNEL	EARLY CHILDHOOD EDUCATION	INDIRECT COST	TOTAL AMENDMENT AMOUNT	AMENDMENT ITEM #
	71200	71300	72130	72210	72220	72520	73400	99100		
BUDGET AMENDMENTS										
Title IV, Part A: Student Support and Academic Enrichments Grant				-					-	1
USDOE FY25 School Based Mental Health Grant					(10,845)	10,845			-	2
Carl Perkins Vocational Grant		(5,000)	5,872					(872)	-	3
Teaching All Students Initiative	12,000								12,000	4
Preschool Development Grant							250,000		250,000	5
	12,000	(5,000)	5,872	-	(10,845)	10,845	250,000	(872)	262,000	

**STATE PROGRAMS**  
**SOURCE OF FUNDS**

May 21, 2026

<b>BUDGET AMENDMENTS</b>	<b>STATE REVENUE 46000</b>	<b>TOTAL REVENUE</b>	<b>AMENDMENT ITEM #</b>
Innovative School Models	-	-	6
Summer Learning Camps	5,689,745	5,689,745	7
	<u>5,689,745</u>	<u>5,689,745</u>	

**STATE PROGRAMS**

**USE OF FUNDS**

May 21, 2026

BUDGET AMENDMENTS	REGULAR INSTRUCTION 71100	VOCATIONAL EDUCATION INSTRUCTION 71300	ATTENDANCE 72110	HEALTH SERVICES 72120	OTHER STUDENT SUPPORT 72130	REGULAR INSTRUCTION SUPPORT 72210	TRANSPORTATION 72710	TOTAL AMENDMENT AMOUNT	AMENDMENT ITEM #
Innovative School Models	15,780	(15,780)						-	6
Summer Learning Camps	3,673,272		88,847	126,926	316,302	259,672	1,224,725	5,689,744	7
	3,689,052	(15,780)	88,847	126,926	316,302	259,672	1,224,725	5,689,744	

**SELF-FUNDED PROGRAMS**  
**SOURCE OF FUNDS**

May 21, 2026

	RESTRICTED FOR EDUCATION FUND BALANCE	CHARGES FOR CURRENT SERVICES	OTHER LOCAL REVENUES	OTHER GOVERNMENT GROUPS	TOTAL AMENDMENT AMOUNT	AMENDMENT ITEM #
BUDGET AMENDMENTS	34555	43000	44000	48000		
Therapy Services		12,212			12,212	8
Accelerate Learning			36,594		36,594	9
Community Donations	210,000		(210,000)		-	10
Hamilton County Government Funds				1,381,513	1,381,513	11
School Paid Positions			4,000		4,000	12
Innovation & Choice	-		-		-	13
School Age Child Care		-	-		-	14
Fund for Excellence		1,000			1,000	15
	210,000	13,212	(169,406)	1,381,513	1,435,319	

**SELF-FUNDED PROGRAMS**

**USE OF FUNDS**

May 21, 2026

<u>BUDGET AMENDMENTS</u>	<u>REGULAR INSTRUCTION 71100</u>	<u>SPECIAL EDUCATION INSTRUCTION 71200</u>	<u>REGULAR INSTRUCTION SUPPORT 72210</u>	<u>TRANSPORTATION 72710</u>	<u>COMMUNITY SERVICES 73300</u>	<u>REGULAR CAPITAL OUTLAY 76100</u>	<u>TOTAL AMENDMENT AMOUNT</u>	<u>AMENDMENT ITEM #</u>
Therapy Services		12,212					12,212	8
Accelerate Learning	30,594		-	6,000			36,594	9
Community Donations							-	10
Hamilton County Government Funds						1,381,513	1,381,513	11
School Paid Positions	4,000						4,000	12
Innovation & Choice			926	(926)			-	13
School Age Child Care						-	-	14
Fund for Excellence			1,000				1,000	15
	<u>34,594</u>	<u>12,212</u>	<u>1,926</u>	<u>5,074</u>	<u>-</u>	<u>1,381,513</u>	<u>1,435,319</u>	

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 FEDERAL PROGRAMS  
 TITLE IV, PART A: STUDENT SUPPORT AND ACADEMIC ENRICHMENT GRANT  
 BUDGET FISCAL YEAR 2025-2026**

2026 Award	1,160,468	1,160,468
2025 Carryover	245,109	245,109
Transfer to Consolidated Administration	(100)	(100)
<b>Total Source of Funds</b>	<b>1,405,477</b>	<b>1,405,477</b>

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 4/16/2026	INCREASE	DECREASE	AMENDED BUDGET 5/21/2026
141-2-104-0000-0-00000-471470-0000-0000-104	Revenue	1,405,477			1,405,477
	<b>Total Source of Funds</b>	<b>1,405,477</b>	<b>-</b>	<b>-</b>	<b>1,405,477</b>

**USE OF FUNDS SUMMARY**

<b>71100</b>	Regular Instruction	400,284	-	-	400,284
<b>72130</b>	Other Student Support	94,017	-	-	94,017
<b>72210</b>	Regular Instruction Support	849,626	34,995	(34,995)	849,626
<b>72710</b>	Transportation	38,977	-	-	38,977
<b>99100</b>	Indirect Cost	22,573	-	-	22,573
	<b>Total Use of Funds</b>	<b>1,405,477</b>	<b>34,995</b>	<b>(34,995)</b>	<b>1,405,477</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 4/16/2026	INCREASE	DECREASE	AMENDED BUDGET 5/21/2026
141-2-104-0000-0-99100-550410-0000-0000-104	Indirect Cost (3.06%)	22,573			22,573
	<b>Total 99100 - Indirect Cost</b>	<b>22,573</b>	<b>-</b>	<b>-</b>	<b>22,573</b>
141-2-104-6000-0-71100-542910-0000-410S-104	Instructional Materials COMP SH	2,750			2,750
141-2-104-6000-0-71100-547110-0000-410W-104	Software WR	67,080			67,080
	<b>Total 71100 - Regular Instruction</b>	<b>69,830</b>	<b>-</b>	<b>-</b>	<b>69,830</b>
141-2-104-6000-0-72130-532210-0000-410W-104	Evaluation & Testing	80,853			80,853
	<b>Total 72130 - Other Student Support</b>	<b>80,853</b>	<b>-</b>	<b>-</b>	<b>80,853</b>
141-2-104-0000-0-72210-510530-PBEN-410S-104	Coordinator SH (1 FTE)	101,304			101,304
141-2-104-0000-0-72210-518810-0000-410S-104	Bonus	2,000			2,000
141-2-104-0000-0-72210-519610-0000-410S-104	In-Service Stipends - COMP (NTN) SH	27,572	30,000		57,572
141-2-104-0000-0-72210-520110-0000-410S-104	Social Security SH	8,115	1,860		9,975
141-2-104-0000-0-72210-520410-0000-410S-104	State Retirement SH	11,745	2,700		14,445
141-2-104-0000-0-72210-520610-0000-410S-104	Life Insurance SH	40			40
141-2-104-0000-0-72210-520710-0000-410S-104	Health Insurance SH	13,340			13,340
141-2-104-0000-0-72210-520810-0000-410S-104	Dental Insurance SH	296			296
141-2-104-0000-0-72210-521010-0000-410S-104	Unemployment Compensation SH	16			16
141-2-104-0000-0-72210-521210-0000-410S-104	Medicare SH	1,898	435		2,333
141-2-104-0000-0-72210-529910-0000-410S-104	Long Term Disability SH	107			107
141-2-104-0000-0-72210-529930-0000-410S-104	Short Term Disability SH	116			116
141-2-104-0000-0-72210-552410-0000-410S-104	Staff Development SH	111,870		(34,995)	76,875
	<b>Total 72210 - Regular Instruction Support</b>	<b>278,419</b>	<b>34,995</b>	<b>(34,995)</b>	<b>278,419</b>
141-2-104-6000-0-72710-531410-0000-410W-104	Contracts with Public Carriers WR	17,000			17,000
	<b>Total 72710 - Transportation</b>	<b>17,000</b>	<b>-</b>	<b>-</b>	<b>17,000</b>
	<b>Total</b>	<b>446,102</b>	<b>34,995</b>	<b>(34,995)</b>	<b>446,102</b>
<b>Fine Arts (Well Rounded)</b>					
141-2-104-6000-0-71100-539980-0000-411W-104	Contract Substitutes	5,000			5,000
141-2-104-6000-0-71100-542910-0000-411W-104	Instructional Materials	7,280			7,280
	<b>Total 71100 - Regular Instruction</b>	<b>12,280</b>	<b>-</b>	<b>-</b>	<b>12,280</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET
		4/16/2026	INCREASE DECREASE	
141-2-104-0000-0-72210-518810-0000-411W-104	Bonus	2,000		2,000
141-2-104-0000-0-72210-5189K0-PBEN-411W-104	District Content Lead (1 FTE)	86,226		86,226
141-2-104-0000-0-72210-519610-0000-411W-104	In-Service Stipends	16,360		16,360
141-2-104-0000-0-72210-520110-0000-411W-104	Social Security	6,485		6,485
141-2-104-0000-0-72210-520410-0000-411W-104	State Retirement	8,367		8,367
141-2-104-0000-0-72210-520610-0000-411W-104	Life Insurance	40		40
141-2-104-0000-0-72210-520710-0000-411W-104	Health Insurance	13,320		13,320
141-2-104-0000-0-72210-520810-0000-411W-104	Dental Insurance	294		294
141-2-104-0000-0-72210-521010-0000-411W-104	Unemployment Compensation	14		14
141-2-104-0000-0-72210-521210-0000-411W-104	Medicare	1,517		1,517
141-2-104-0000-0-72210-529910-0000-411W-104	Long Term Disability	107		107
141-2-104-0000-0-72210-529930-0000-411W-104	Short Term Disability	116		116
141-2-104-0000-0-72210-552410-0000-411W-104	Staff Development	16,500		16,500
	<b>Total 72210 - Regular Instruction Support</b>	<b>151,346</b>	<b>-</b>	<b>151,346</b>
141-2-104-6000-0-72710-531410-0000-411W-104	Contracts with Public Carriers	20,000		20,000
	<b>Total 72710 - Transportation</b>	<b>20,000</b>	<b>-</b>	<b>20,000</b>
	<b>Total Fine Arts Well Rounded</b>	<b>183,626</b>	<b>-</b>	<b>183,626</b>
<b>Social Studies (Well Rounded)</b>				
141-2-104-6000-0-71100-542910-0000-412W-104	Instructional Materials	14,971		14,971
	<b>Total 71100 - Regular Instruction</b>	<b>14,971</b>	<b>-</b>	<b>14,971</b>
141-2-104-0000-0-72210-518810-0000-412W-104	Bonus	2,000		2,000
141-2-104-0000-0-72210-5189K0-PBEN-412W-104	District Content Lead (1 FTE)	88,169		88,169
141-2-104-0000-0-72210-519610-0000-412W-104	In-Service Stipends	9,417		9,417
141-2-104-0000-0-72210-520110-0000-412W-104	Social Security	6,175		6,175
141-2-104-0000-0-72210-520410-0000-412W-104	State Retirement	7,953		7,953
141-2-104-0000-0-72210-520610-0000-412W-104	Life Insurance	40		40
141-2-104-0000-0-72210-520710-0000-412W-104	Health Insurance	13,320		13,320
141-2-104-0000-0-72210-520810-0000-412W-104	Dental Insurance	294		294
141-2-104-0000-0-72210-521010-0000-412W-104	Unemployment Compensation	14		14
141-2-104-0000-0-72210-521210-0000-412W-104	Medicare	1,445		1,445
141-2-104-0000-0-72210-529910-0000-412W-104	Long Term Disability	107		107
141-2-104-0000-0-72210-529930-0000-412W-104	Short Term Disability	116		116
141-2-104-0000-0-72210-552410-0000-412W-104	Staff Development	22,000		22,000
	<b>Total 72210 - Regular Instruction Support</b>	<b>151,050</b>	<b>-</b>	<b>151,050</b>
	<b>Total Social Studies</b>	<b>166,021</b>	<b>-</b>	<b>166,021</b>
<b>STEM (Well Rounded)</b>				
141-2-104-6000-0-71100-542910-0000-413W-104	Instructional Materials	43,412		43,412
	<b>Total 71100 - Regular Instruction</b>	<b>43,412</b>	<b>-</b>	<b>43,412</b>
141-2-104-0000-0-72210-518810-0000-413W-104	Bonus	2,000		2,000
141-2-104-0000-0-72210-5189K0-PBEN-413W-104	District Content Lead STEM (1 FTE)	90,595		90,595
141-2-104-0000-0-72210-519610-0000-413W-104	In-Service Stipends	8,399		8,399
141-2-104-0000-0-72210-520110-0000-413W-104	Social Security	6,262		6,262
141-2-104-0000-0-72210-520410-0000-413W-104	State Retirement	8,113		8,113
141-2-104-0000-0-72210-520610-0000-413W-104	Life Insurance	40		40
141-2-104-0000-0-72210-520710-0000-413W-104	Health Insurance	13,320		13,320
141-2-104-0000-0-72210-520810-0000-413W-104	Dental Insurance	294		294
141-2-104-0000-0-72210-521010-0000-413W-104	Unemployment Compensation	14		14
141-2-104-0000-0-72210-521210-0000-413W-104	Medicare	1,467		1,467
141-2-104-0000-0-72210-529910-0000-413W-104	Long Term Disability	107		107
141-2-104-0000-0-72210-529930-0000-413W-104	Short Term Disability	116		116
141-2-104-0000-0-72210-552410-0000-413W-104	Staff Development	17,000		17,000
	<b>Total 72210 - Regular Instruction Support</b>	<b>147,727</b>	<b>-</b>	<b>147,727</b>
	<b>Total STEM</b>	<b>191,139</b>	<b>-</b>	<b>191,139</b>
<b>Innovation (Well Rounded)</b>				
141-2-104-6000-0-71100-542910-0000-414W-104	Instructional Materials	22,500		22,500
	<b>Total 71100 - Regular Instruction</b>	<b>22,500</b>	<b>-</b>	<b>22,500</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			
		4/16/2026	INCREASE	DECREASE	AMENDED BUDGET 5/21/2026
141-2-104-0000-0-72210-513820-PBEN-414W-104	Tech Int/Innov Coach (.75 FTE)	52,293			52,293
141-2-104-0000-0-72210-513820-PBEN-414E-104	Tech Int/Innov Coach (.25 FTE)	17,431			17,431
141-2-104-0000-0-72210-520110-0000-414W-104	Social Security	3,243			3,243
141-2-104-0000-0-72210-520110-0000-414E-104	Social Security	1,082			1,082
141-2-104-0000-0-72210-520410-0000-414W-104	State Retirement	4,703			4,703
141-2-104-0000-0-72210-520410-0000-414E-104	State Retirement	1,568			1,568
141-2-104-0000-0-72210-520610-0000-414W-104	Life Insurance	30			30
141-2-104-0000-0-72210-520610-0000-414E-104	Life Insurance	10			10
141-2-104-0000-0-72210-520710-0000-414W-104	Health Insurance	9,990			9,990
141-2-104-0000-0-72210-520710-0000-414E-104	Health Insurance	3,330			3,330
141-2-104-0000-0-72210-520810-0000-414W-104	Dental Insurance	224			224
141-2-104-0000-0-72210-520810-0000-414E-104	Dental Insurance	74			74
141-2-104-0000-0-72210-521010-0000-414W-104	Unemployment Compensation	11			11
141-2-104-0000-0-72210-521010-0000-414E-104	Unemployment Compensation	4			4
141-2-104-0000-0-72210-521210-0000-414W-104	Medicare	759			759
141-2-104-0000-0-72210-521210-0000-414E-104	Medicare	254			254
141-2-104-0000-0-72210-529910-0000-414W-104	Long Term Disability	80			80
141-2-104-0000-0-72210-529930-0000-414W-104	Short Term Disability	87			87
141-2-104-0000-0-72210-529910-0000-414E-104	Long Term Disability	27			27
141-2-104-0000-0-72210-529930-0000-414E-104	Short Term Disability	29			29
	<b>Total 72210 - Regular Instruction Support</b>	<b>95,229</b>	<b>-</b>	<b>-</b>	<b>95,229</b>
141-2-104-6000-0-72710-531410-0000-414W-104	Contracts with Public Carriers	1,000			1,000
	<b>Total 72710 - Transportation</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>1,000</b>
	<b>Total Innovation</b>	<b>118,729</b>	<b>-</b>	<b>-</b>	<b>118,729</b>
	<b>Total District</b>	<b>1,105,617</b>	<b>34,995</b>	<b>(34,995)</b>	<b>1,105,617</b>
<b>PRIVATE SCHOOLS</b>					
<b>Avondale SDA</b>					
141-2-104-9010-5-71100-542910-0000-000W-104	Instructional Materials WR	2,638			2,638
	<b>Total 71100 - Regular Instruction</b>	<b>2,638</b>	<b>-</b>	<b>-</b>	<b>2,638</b>
	<b>Total Avondale SDA</b>	<b>2,638</b>	<b>-</b>	<b>-</b>	<b>2,638</b>
<b>Brainerd Baptist</b>					
141-2-104-9030-5-71100-539990-0000-000W-104	Contracted Services WR	2,400			2,400
141-2-104-9030-5-71100-542910-0000-000W-104	Instructional Materials WR	1,794			1,794
141-2-104-9030-5-71100-547110-0000-000W-104	Software WR	1,998			1,998
	<b>Total 71100 - Regular Instruction</b>	<b>6,192</b>	<b>-</b>	<b>-</b>	<b>6,192</b>
	<b>Total Brainerd Baptist</b>	<b>6,192</b>	<b>-</b>	<b>-</b>	<b>6,192</b>
<b>Chattanooga Christian</b>					
141-2-104-9045-5-71100-539990-0000-000W-104	Contracted Services WR	36,037			36,037
	<b>Total 71100 - Regular Instruction</b>	<b>36,037</b>	<b>-</b>	<b>-</b>	<b>36,037</b>
	<b>Total Chattanooga Christian</b>	<b>36,037</b>	<b>-</b>	<b>-</b>	<b>36,037</b>
<b>Montessori School</b>					
141-2-104-9066-5-71100-539990-0000-000W-104	Contracted Services WR	1,000			1,000
141-2-104-9066-5-71100-559990-0000-000W-104	Other charges: field experiences WR	945			945
	<b>Total 71100 - Regular Instruction</b>	<b>1,945</b>	<b>-</b>	<b>-</b>	<b>1,945</b>
141-2-104-9066-5-72710-531410-0000-000W-104	Contracts with Public Carriers WR	977			977
	<b>Total 72710 - Transportation</b>	<b>977</b>	<b>-</b>	<b>-</b>	<b>977</b>
	<b>Total Montessori School</b>	<b>2,922</b>	<b>-</b>	<b>-</b>	<b>2,922</b>
<b>Notre Dame</b>					
141-2-104-9325-5-71100-533610-0000-000W-104	Maintenance and Repair Equipment WR	328			328
141-2-104-9325-5-71100-535610-0000-000W-104	Tuition	1,750			1,750
141-2-104-9325-5-71100-542910-0000-000W-104	Instructional Materials WR	7,856			7,856
	<b>Total 71100 - Regular Instruction</b>	<b>9,934</b>	<b>-</b>	<b>-</b>	<b>9,934</b>
	<b>Total Notre Dame</b>	<b>9,934</b>	<b>-</b>	<b>-</b>	<b>9,934</b>
<b>Saint Jude</b>					
141-2-104-9140-5-71100-547110-0000-000W-104	Software WR	6,680			6,680
	<b>Total 71100 - Regular Instruction</b>	<b>6,680</b>	<b>-</b>	<b>-</b>	<b>6,680</b>
	<b>Total Saint Jude</b>	<b>6,680</b>	<b>-</b>	<b>-</b>	<b>6,680</b>

ACCOUNT CODE	DESCRIPTION	AMENDED			AMENDED
		BUDGET	INCREASE	DECREASE	BUDGET
		4/16/2026			5/21/2026
<b>Silverdale Baptist</b>					
141-2-104-9081-5-71100-542910-0000-000W-104	Instructional Materials WR	13,910			13,910
141-2-104-9081-5-71100-547110-0000-000W-104	Software WR	12,655			12,655
	<b>Total 71100 - Regular Instruction</b>	<b>26,565</b>	<b>-</b>	<b>-</b>	<b>26,565</b>
	<b>Total Silverdale Baptist</b>	<b>26,565</b>	<b>-</b>	<b>-</b>	<b>26,565</b>
<b>Grace Baptist</b>					
141-2-104-9007-5-71100-542910-0000-000W-104	Instructional Materials WR	4,608			4,608
141-2-104-9007-5-71100-547110-0000-000W-104	Software WR	10,500			10,500
	<b>Total 71100 - Regular Instruction</b>	<b>15,108</b>	<b>-</b>	<b>-</b>	<b>15,108</b>
	<b>Total Grace Baptist</b>	<b>15,108</b>	<b>-</b>	<b>-</b>	<b>15,108</b>
<b>Annoor Academy</b>					
141-2-104-9181-5-71100-547110-0000-000W-104	Software WR	1,769			1,769
	<b>Total 71100 - Regular Instruction</b>	<b>1,769</b>	<b>-</b>	<b>-</b>	<b>1,769</b>
	<b>Total Annoor Academy</b>	<b>1,769</b>	<b>-</b>	<b>-</b>	<b>1,769</b>
<b>Collegedale Academy</b>					
141-2-104-9110-5-71100-542910-0000-000W-104	Instructional Materials WR	16,690			16,690
141-2-104-9110-5-71100-547110-0000-000W-104	Software WR	2,050			2,050
	<b>Total 71100 - Regular Instruction</b>	<b>18,740</b>	<b>-</b>	<b>-</b>	<b>18,740</b>
	<b>Total Collegedale Academy</b>	<b>18,740</b>	<b>-</b>	<b>-</b>	<b>18,740</b>
<b>Belvoir Christian Academy</b>					
141-2-104-9090-5-71100-547110-0000-000W-104	Software WR	2,684			2,684
	<b>Total 71100 - Regular Instruction</b>	<b>2,684</b>	<b>-</b>	<b>-</b>	<b>2,684</b>
	<b>Total Belvoir Christian Academy</b>	<b>2,684</b>	<b>-</b>	<b>-</b>	<b>2,684</b>
<b>Boyd-Buchanan</b>					
141-2-104-9025-5-71100-539990-0000-000W-104	Contracted Services WR	10,000			10,000
141-2-104-9025-5-71100-542910-0000-000W-104	Instructional Materials WR	12,974			12,974
141-2-104-9025-5-71100-547110-0000-000W-104	Software WR	3,112			3,112
	<b>Total 71100 - Regular Instruction</b>	<b>26,086</b>	<b>-</b>	<b>-</b>	<b>26,086</b>
	<b>Total Boyd-Buchanan</b>	<b>26,086</b>	<b>-</b>	<b>-</b>	<b>26,086</b>
<b>Bright School</b>					
141-2-104-9035-5-71100-539990-0000-000W-104	Contracted Services WR	6,202			6,202
	<b>Total 71100 - Regular Instruction</b>	<b>6,202</b>	<b>-</b>	<b>-</b>	<b>6,202</b>
	<b>Total Bright School</b>	<b>6,202</b>	<b>-</b>	<b>-</b>	<b>6,202</b>
<b>Hickory Valley Christian School</b>					
141-2-104-9075-5-71100-539990-0000-000W-104	Contracted Services WR	1,975			1,975
	<b>Total 71100 - Regular Instruction</b>	<b>1,975</b>	<b>-</b>	<b>-</b>	<b>1,975</b>
	<b>Total Hickory Valley Christian School</b>	<b>1,975</b>	<b>-</b>	<b>-</b>	<b>1,975</b>
<b>OLPH</b>					
141-2-104-9115-5-71100-539990-0000-000W-104	Contracted Services WR	4,125			4,125
141-2-104-9115-5-71100-547110-0000-000W-104	Software WR	3,345			3,345
141-2-104-9115-5-71100-542910-0000-000W-104	Instructional Materials WR	2,976			2,976
	<b>Total 71100 - Regular Instruction</b>	<b>10,446</b>	<b>-</b>	<b>-</b>	<b>10,446</b>
141-2-104-9115-5-72210-539990-0000-000W-104	Contracted Services WR	2,000			2,000
	<b>Total 72210 - Regular Instruction Support</b>	<b>2,000</b>	<b>-</b>	<b>-</b>	<b>2,000</b>
	<b>Total OLPH</b>	<b>12,446</b>	<b>-</b>	<b>-</b>	<b>12,446</b>
<b>Berean Academy</b>					
141-2-104-9020-5-71100-542910-0000-000W-104	Instructional Materials WR	14,018			14,018
	<b>Total 71100 - Regular Instruction</b>	<b>14,018</b>	<b>-</b>	<b>-</b>	<b>14,018</b>
	<b>Total Berean Academy</b>	<b>14,018</b>	<b>-</b>	<b>-</b>	<b>14,018</b>

ACCOUNT CODE	DESCRIPTION	AMENDED			AMENDED
		BUDGET	INCREASE	DECREASE	BUDGET
		4/16/2026			5/21/2026
<b>Skyyuka Hall</b>					
141-2-104-9120-5-71100-539990-0000-000S-104	Contracted Services SH	2,000			2,000
	<b>Total 71100 - Regular Instruction</b>	<b>2,000</b>	-	-	<b>2,000</b>
141-2-104-9120-5-72130-539990-0000-000S-104	Contracted Services SH	1,525			1,525
	<b>Total 72130 - Other Student Support</b>	<b>1,525</b>	-	-	<b>1,525</b>
	<b>Total Skyyuka Hall</b>	<b>3,525</b>	-	-	<b>3,525</b>
<b>St. Nicholas</b>					
141-2-104-9145-5-71100-539990-0000-000W-104	Contracted Services WR	2,569			2,569
	<b>Total 71100 - Regular Instruction</b>	<b>2,569</b>	-	-	<b>2,569</b>
	<b>Total St Nicholas</b>	<b>2,569</b>	-	-	<b>2,569</b>
<b>St. Peter's</b>					
141-2-104-9147-5-71100-539990-0000-000W-104	Contracted Services WR	10,601			10,601
	<b>Total 71100 - Regular Instruction</b>	<b>10,601</b>	-	-	<b>10,601</b>
	<b>Total St Peter's</b>	<b>10,601</b>	-	-	<b>10,601</b>
<b>Beacon Academy</b>					
141-2-104-9823-5-71100-539990-0000-000W-104	Contracted Services WR	1,487			1,487
	<b>Total 71100 - Regular Instruction</b>	<b>1,487</b>	-	-	<b>1,487</b>
	<b>Total Beacon Academy</b>	<b>1,487</b>	-	-	<b>1,487</b>
<b>Redemption Point</b>					
141-2-104-9898-5-71100-547110-0000-000W-104	Software	2,790			2,790
	<b>Total 71100 - Regular Instruction</b>	<b>2,790</b>	-	-	<b>2,790</b>
	<b>Total Redemption Point</b>	<b>2,790</b>	-	-	<b>2,790</b>
<b>Mission Montessori</b>					
141-2-104-9941-5-71100-539990-0000-000W-104	Contracted Services	285			285
	<b>Total 71100 - Regular Instruction</b>	<b>285</b>	-	-	<b>285</b>
	<b>Total Mission Montessori</b>	<b>285</b>	-	-	<b>285</b>
	<b>Total Private Schools</b>	<b>211,253</b>	-	-	<b>211,253</b>
<b>CHARTER SCHOOLS</b>					
<b>Chattanooga Preparatory School</b>					
141-2-104-8011-8-72130-532210-0000-000W-104	Evaluation and Testing	11,639			11,639
	<b>Total 72130 - Other Student Support</b>	<b>11,639</b>	-	-	<b>11,639</b>
	<b>Total Chattanooga Preparatory School</b>	<b>11,639</b>	-	-	<b>11,639</b>
<b>Chattanooga Girls Leadership Academy</b>					
141-2-104-8001-8-72210-552410-0000-000W-104	Staff Development WR	7,818			7,818
	<b>Total 72210 - Regular Instruction Support</b>	<b>7,818</b>	-	-	<b>7,818</b>
	<b>Total Chattanooga Girls Leadership Academy</b>	<b>7,818</b>	-	-	<b>7,818</b>
<b>Ivy Academy</b>					
141-2-104-8002-8-71100-542910-0000-000W-104	Instructional Materials WR	7,135			7,135
141-2-104-8002-8-71100-559990-0000-000W-104	Other Charges WR	3,581			3,581
	<b>Total 71100 - Regular Instruction</b>	<b>10,716</b>	-	-	<b>10,716</b>
	<b>Total Ivy Academy</b>	<b>10,716</b>	-	-	<b>10,716</b>
<b>Chattanooga Charter School of Excellence</b>					
141-2-104-8003-8-71100-542910-0000-000W-104	Instructional Materials WR	1,236			1,236
141-2-104-8003-8-71100-559990-0000-000W-104	Other Charges	1,500			1,500
	<b>Total 71100 - Regular Instruction</b>	<b>2,736</b>	-	-	<b>2,736</b>
141-2-104-8003-8-72210-552410-0000-000W-104	Staff Development WR	7,475			7,475
	<b>Total 72210 - Regular Instruction Support</b>	<b>7,475</b>	-	-	<b>7,475</b>
	<b>Total Chattanooga Charter School of Excellence</b>	<b>10,211</b>	-	-	<b>10,211</b>
<b>Skilern Elementary School</b>					
141-2-104-8005-8-71100-559990-0000-000W-104	Other Charges WR	6,149			6,149
	<b>Total 71100 - Regular Instruction</b>	<b>6,149</b>	-	-	<b>6,149</b>
	<b>Total Skilern Elementary</b>	<b>6,149</b>	-	-	<b>6,149</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 4/16/2026	INCREASE	DECREASE	AMENDED BUDGET 5/21/2026
<b>Chatt Academy Community School</b>					
141-2-104-8006-8-72210-552410-0000-000W-104	Staff Development WR	3,426			3,426
	<b>Total 72210 - Regular Instruction Support</b>	<b>3,426</b>	-	-	<b>3,426</b>
	<b>Total Chatt Academy Community School</b>	<b>3,426</b>	-	-	<b>3,426</b>
<b>Chattanooga Charter School of Excellence Middle</b>					
141-2-104-8010-8-71100-542910-0000-000W-104	Instructional Materials WR	5,358			5,358
	<b>Total 71100 - Regular Instruction</b>	<b>5,358</b>	-	-	<b>5,358</b>
	<b>Total Chattanooga Charter School of Excellence Middle</b>	<b>5,358</b>	-	-	<b>5,358</b>
<b>Chattanooga Charter School of Excellence High</b>					
141-2-104-8015-8-71100-542910-0000-000W-104	Instructional Materials WR	3,558			3,558
	<b>Total 71100 - Regular Instruction</b>	<b>3,558</b>	-	-	<b>3,558</b>
	<b>Total Chattanooga Charter School of Excellence High</b>	<b>3,558</b>	-	-	<b>3,558</b>
<b>Montessori Elementary Charter</b>					
141-2-104-8142-8-71100-542910-0000-000W-104	Instructional Materials WR	823			823
141-2-104-8142-8-71100-559990-0000-000W-104	Other Charges WR	1,200			1,200
	<b>Total 71100 - Regular Instruction</b>	<b>2,023</b>	-	-	<b>2,023</b>
141-2-104-8142-8-72210-552410-0000-000W-104	Staff Development	5,136			5,136
	<b>Total 72210 - Regular Instruction Support</b>	<b>5,136</b>	-	-	<b>5,136</b>
	<b>Total Montessori Elementary Charter</b>	<b>7,159</b>	-	-	<b>7,159</b>
	<b>Total Charter Schools</b>	<b>66,034</b>	-	-	<b>66,034</b>
	<b>TOTAL BUDGET</b>	<b>1,405,477</b>	<b>34,995</b>	<b>(34,995)</b>	<b>1,405,477</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION**  
**FEDERAL PROGRAMS**  
**USDOE FY25 SCHOOL BASED MENTAL HEALTH GRANT**  
**BUDGET FISCAL YEAR 2025-2026**  
 FY26 allocation is \$1,725,384  
 Year one of a four year award

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			
		4/16/2026	INCREASE	DECREASE	AMENDED BUDGET 5/21/2026
141-2-149-0000-0-00000-479900-0000-0000-149	Revenue	1,725,384			1,725,384
	<b>Total Source of Funds</b>	<b>1,725,384</b>	<b>-</b>	<b>-</b>	<b>1,725,384</b>

**USE OF FUNDS SUMMARY**

<b>72220</b>	Special Education Instruction Support	1,650,636	-	(10,845)	1,639,791
<b>72520</b>	Human Resources	-	10,845	-	10,845
<b>99100</b>	Indirect Cost	74,748	-	-	74,748
	<b>Total Use of Funds</b>	<b>1,725,384</b>	<b>10,845</b>	<b>(10,845)</b>	<b>1,725,384</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			
		4/16/2026	INCREASE	DECREASE	AMENDED BUDGET 5/21/2026
141-2-149-6100-0-72220-512410-PBEN-0000-149	Psychological Personnel (10 FTE)	1,075,600			1,075,600
141-2-149-6100-0-72220-512410-0000-0000-149	Extended Contracts - Psychological Personnel	39,750			39,750
141-2-149-6100-0-72220-518810-0000-0000-149	Bonus Payments - Recruitment & Retention	140,000			140,000
141-2-149-6100-0-72220-520110-PBEN-0000-149	Social Security	66,687			66,687
141-2-149-6100-0-72220-520110-0000-0000-149	Social Security	11,145			11,145
141-2-149-6100-0-72220-520410-PBEN-0000-149	State Retirement	86,048			86,048
141-2-149-6100-0-72220-520410-0000-0000-149	State Retirement	14,380			14,380
141-2-149-6100-0-72220-520610-PBEN-0000-149	Life Insurance	400			400
141-2-149-6100-0-72220-520710-PBEN-0000-149	Health Insurance	133,200			133,200
141-2-149-6100-0-72220-520810-PBEN-0000-149	Dental Insurance	2,940			2,940
141-2-149-6100-0-72220-521010-PBEN-0000-149	Unemployment Compensation	140			140
141-2-149-6100-0-72220-521210-PBEN-0000-149	Medicare	15,596			15,596
141-2-149-6100-0-72220-521210-0000-0000-149	Medicare	2,606			2,606
141-2-149-6100-0-72220-529910-PBEN-0000-149	Long Term Disability	1,070			1,070
141-2-149-6100-0-72220-529930-PBEN-0000-149	Short Term Disability	1,160			1,160
141-2-149-0000-0-72220-5189A0-PBEN-0000-149	Resource Facilitator (0.5 FTE)	35,000			35,000
141-2-149-0000-0-72220-520110-PBEN-0000-149	Social Security	2,170			2,170
141-2-149-0000-0-72220-520410-PBEN-0000-149	State Retirement	4,445			4,445
141-2-149-0000-0-72220-520610-PBEN-0000-149	Life Insurance	20			20
141-2-149-0000-0-72220-520710-PBEN-0000-149	Health Insurance	6,660			6,660
141-2-149-0000-0-72220-520810-PBEN-0000-149	Dental Insurance	147			147
141-2-149-0000-0-72220-521010-PBEN-0000-149	Unemployment Compensation	7			7
141-2-149-0000-0-72220-521210-PBEN-0000-149	Medicare	508			508
141-2-149-0000-0-72220-529910-PBEN-0000-149	Long Term Disability	54			54
141-2-149-0000-0-72220-529930-PBEN-0000-149	Short Term Disability	58			58
141-2-149-0000-0-72220-552410-0000-0000-149	In-Service/Staff Development	10,845		(10,845)	-
	<b>Total 72220 - Special Education Instruction Support</b>	<b>1,650,636</b>	<b>-</b>	<b>(10,845)</b>	<b>1,639,791</b>
141-2-149-0000-0-72520-559990-0000-0000-149	Other Charges	-	10,845		10,845
	<b>Total 72520 - Human Resources</b>	<b>-</b>	<b>10,845</b>	<b>-</b>	<b>10,845</b>
141-2-149-0000-0-99100-550410-0000-0000-149	Indirect Cost (5%)	74,748			74,748
	<b>Total 99100 - Indirect Cost</b>	<b>74,748</b>	<b>-</b>	<b>-</b>	<b>74,748</b>
	<b>TOTAL BUDGET</b>	<b>1,725,384</b>	<b>10,845</b>	<b>(10,845)</b>	<b>1,725,384</b>

**HAMILTON COUNTY DEPT OF EDUCATION  
 FEDERAL PROGRAMS  
 CARL PERKINS VOCATIONAL GRANT  
 BUDGET FISCAL YEAR 2025-2026**  
 FY26 allocation is \$1,013,761.91

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET	
		4/16/2026	5/21/2026
141-2-301-0000-0-00000-471310-0000-0000-301	Revenue	1,013,762	1,013,762
	<b>Total Source of Funds</b>	<b>1,013,762</b>	<b>1,013,762</b>

**USE OF FUNDS SUMMARY**

		AMENDED BUDGET	INCREASE	DECREASE	AMENDED BUDGET
		4/16/2026			5/21/2026
<b>71300</b>	Vocational Instruction	793,548	30,000	(35,000)	788,548
<b>72130</b>	Other Student Support	176,962	5,872	-	182,834
<b>72230</b>	Vocational Instruction Staff Support	16,812	-	-	16,812
<b>99100</b>	Indirect Cost	26,440	-	(872)	25,568
	<b>Total Use of Funds</b>	<b>1,013,762</b>	<b>35,872</b>	<b>(35,872)</b>	<b>1,013,762</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			
		4/16/2026	5/21/2026		
141-2-301-0000-0-71300-5189A0-PBEN-0000-301	CTE Innovation Coach (2 FTE)	150,303	150,303		
141-2-301-0000-0-71300-5189H0-PBEN-0000-301	WBL/Youth Apprenticeship Facilitator (.5 FTE)	52,545	52,545		
141-2-301-0000-0-71300-5189K0-PBEN-0000-301	District Content Lead (1 FTE)	75,047	75,047		
141-2-301-0000-0-71300-520110-PBEN-0000-301	Social Security	16,367	16,367		
141-2-301-0000-0-71300-520410-PBEN-0000-301	State Retirement	19,391	19,391		
141-2-301-0000-0-71300-520610-PBEN-0000-301	Life Insurance	137	137		
141-2-301-0000-0-71300-520710-PBEN-0000-301	Medical Insurance	46,341	46,341		
141-2-301-0000-0-71300-520810-PBEN-0000-301	Dental Insurance	1,032	1,032		
141-2-301-0000-0-71300-521010-PBEN-0000-301	Unemployment Compensation	49	49		
141-2-301-0000-0-71300-521210-PBEN-0000-301	Medicare	3,828	3,828		
141-2-301-0000-0-71300-529910-PBEN-0000-301	Long Term Disability	354	354		
141-2-301-0000-0-71300-529930-PBEN-0000-301	Short Term Disability	388	388		
141-2-301-0000-0-71300-542910-0000-0000-301	Instructional Supplies & Materials	134,288	(35,000)	99,288	
141-2-301-0000-0-71300-547110-0000-0000-301	Software	72,712		72,712	
141-2-301-0000-0-71300-549990-0000-0000-301	Supplies & Materials	154,930		154,930	
141-2-301-0000-0-71300-573010-0000-0000-301	Vocational Equipment	65,836	30,000	95,836	
	<b>Total 71300 - Vocational Instruction</b>	<b>793,548</b>	<b>30,000</b>	<b>(35,000)</b>	<b>788,548</b>
141-2-301-0000-0-72130-519610-0000-0000-301	Teacher Stipends for PD/Lead Teachers	19,023		19,023	
141-2-301-0000-0-72130-520110-0000-0000-301	Social Security	1,179		1,179	
141-2-301-0000-0-72130-520410-0000-0000-301	State Retirement	1,522		1,522	
141-2-301-0000-0-72130-521210-0000-0000-301	Medicare	276		276	
141-2-301-0000-0-72130-539990-0000-0000-301	Other Contracted Services	56,800		56,800	
141-2-301-0000-0-72130-552410-0000-0000-301	Staff Development	76,285		76,285	
141-2-301-0000-0-72130-559990-0000-0000-301	Other Charges	21,877	5,872	27,749	
	<b>Total 72130 - Other Student Support</b>	<b>176,962</b>	<b>5,872</b>	<b>-</b>	<b>182,834</b>
141-2-301-0000-0-72230-552410-0000-0000-301	Staff Development	16,812		16,812	
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>16,812</b>	<b>-</b>	<b>-</b>	<b>16,812</b>
141-2-301-0000-0-99100-550410-0000-0000-301	Indirect Cost (3.06%)	26,440		(872)	25,568
	<b>Total 99100 - Indirect Cost</b>	<b>26,440</b>	<b>-</b>	<b>(872)</b>	<b>25,568</b>
	<b>TOTAL BUDGET</b>	<b>1,013,762</b>	<b>35,872</b>	<b>(35,872)</b>	<b>1,013,762</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 FEDERAL PROGRAMS  
 TEACHING ALL STUDENTS INITIATIVE (TAS)  
 BUDGET FISCAL YEAR 2025-2026  
 FY26 award is \$12,000**

**SOURCE OF FUNDS SUMMARY**

<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>FY2026 BUDGET 5/21/2026</b>
141-2-322-0000-0-00000-475900-0000-0000-322	Revenue	12,000
	<b>Total Source of Funds</b>	<b>12,000</b>

**USE OF FUNDS SUMMARY**

<b>71200</b>	Special Education Instruction	12,000
	<b>Total Use of Funds</b>	<b>12,000</b>

**USE OF FUNDS DETAIL**

<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>FY2026 BUDGET 5/21/2026</b>
141-2-322-0120-2-71200-542910-0000-0000-322	Instructional Supplies and Materials	6,500
	<b>Total 71200 - Special Education Instruction Loftis</b>	<b>6,500</b>
141-2-322-0128-3-71200-542910-0000-0000-322	Instructional Supplies and Materials	5,500
	<b>Total 71200 - Special Education Instruction Hixson High</b>	<b>5,500</b>
	<b>TOTAL BUDGET</b>	<b>12,000</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 FEDERAL PROGRAMS  
 PRESCHOOL DEVELOPMENT GRANT  
 BUDGET FISCAL YEAR 2025-2026  
 FY26 Estimated Allocation \$250,000**

**SOURCE OF FUNDS SUMMARY**

<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>FY2026 BUDGET 5/21/2026</b>
141-1-351-0000-0-00000-475900-0000-0000-351	Revenue	250,000
	<b>Total Source of Funds</b>	<b>250,000</b>

**USE OF FUNDS SUMMARY**

<b>73400</b>	Early Childhood Education	250,000
	<b>Total Use of Funds</b>	<b>250,000</b>

**USE OF FUNDS DETAIL**

<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>FY2026 BUDGET 5/21/2026</b>
141-1-351-6000-6-73400-530710-0000-0000-351	Communications	6,000
141-1-351-6000-6-73400-542910-0000-0000-351	Instructional Supplies & Materials	114,000
141-1-351-6000-6-73400-549910-0000-0000-351	Other Supplies & Materials	20,000
141-1-351-6000-6-73400-552410-0000-0000-351	In-Service/Staff Development	50,000
141-1-351-6000-6-73400-579010-0000-0000-351	Other Equipment	60,000
	<b>Total 73400 - Early Childhood Education</b>	<b>250,000</b>
	<b>TOTAL BUDGET</b>	<b>250,000</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION**  
**STATE PROGRAMS**  
**INNOVATIVE SCHOOL MODELS**  
**BUDGET FISCAL YEAR 2025-2026**  
FY25 carryover is \$10,118,325.54

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		
		4/16/2026	INCREASE	DECREASE
141-1-222-0000-0-00000-467900-0000-0000-222	Revenue	10,118,325		
	<b>Total Source of Funds</b>	<b>10,118,325</b>	<b>-</b>	<b>-</b>

**USE OF FUNDS SUMMARY**

		AMENDED BUDGET		
		4/16/2026	INCREASE	DECREASE
<b>71100</b>	Regular Instruction	1,318,876	15,780	-
<b>71300</b>	Vocational Education Instruction	6,769,512	-	(15,780)
<b>72130</b>	Other Student Support	311,390	-	-
<b>72210</b>	Regular Instruction Support	9,359	-	-
<b>72230</b>	Vocational Instruction Staff Support	189,662	-	-
<b>72250</b>	Education Technology	109,891	-	-
<b>72510</b>	Fiscal Services	72,289	-	-
<b>72710</b>	Transportation	153,809	-	-
<b>76100</b>	Regular Capital Outlay	1,183,537	-	-
	<b>Total Use of Funds</b>	<b>10,118,325</b>	<b>15,780</b>	<b>(15,780)</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		
		4/16/2026	INCREASE	DECREASE
<b>District</b>				
141-1-222-0000-0-72510-511930-PBEN-0000-222	Bookkeeper (1 FTE)	48,066		48,066
141-1-222-0000-0-72510-518810-0000-0000-222	Bonus	2,000		2,000
141-1-222-0000-0-72510-520110-PBEN-0000-222	Social Security	3,105		3,105
141-1-222-0000-0-72510-520410-PBEN-0000-222	State Retirement	3,825		3,825
141-1-222-0000-0-72510-520610-PBEN-0000-222	Life Insurance	40		40
141-1-222-0000-0-72510-520710-PBEN-0000-222	Health Insurance	13,320		13,320
141-1-222-0000-0-72510-520810-PBEN-0000-222	Dental Insurance	294		294
141-1-222-0000-0-72510-521010-PBEN-0000-222	Unemployment Compensation	14		14
141-1-222-0000-0-72510-521210-PBEN-0000-222	Medicare	726		726
141-1-222-0000-0-72510-521710-PBEN-0000-222	State Retirement Hybrid	676		676
141-1-222-0000-0-72510-529910-PBEN-0000-222	Long Term Disability	107		107
141-1-222-0000-0-72510-529930-PBEN-0000-222	Short Term Disability	116		116
	<b>Total 72510 - Fiscal Services</b>	<b>72,289</b>	<b>-</b>	<b>-</b>
	<b>Total - District</b>	<b>72,289</b>	<b>-</b>	<b>-</b>
<b>Brainerd High School</b>				
141-1-222-0021-3-71300-535610-0000-0000-222	Tuition	7,600		7,600
141-1-222-0021-3-71300-542910-0000-0000-222	Instructional Supplies	7,000		7,000
141-1-222-0021-3-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	45,100		45,100
141-1-222-0021-3-71300-547110-0000-0000-222	Software	3,173		3,173
141-1-222-0021-3-71300-549990-0000-0000-222	Other Supplies & Materials	13,201		13,201
141-1-222-0021-3-71300-559990-0000-0000-222	Other Charges	2,300		2,300
	<b>Total 71300 - Vocational Education Instruction</b>	<b>78,374</b>	<b>-</b>	<b>-</b>
141-1-222-0021-3-72130-518810-0000-0000-222	Bonus	1,000		1,000
141-1-222-0021-3-72130-5189F0-PBEN-0000-222	College & Career Advisor (.5 FTE)	29,074		29,074
141-1-222-0021-3-72130-520110-PBEN-0000-222	Social Security	1,865		1,865
141-1-222-0021-3-72130-520410-PBEN-0000-222	State Retirement	3,819		3,819
141-1-222-0021-3-72130-520610-PBEN-0000-222	Life Insurance	20		20
141-1-222-0021-3-72130-520710-PBEN-0000-222	Health Insurance	6,660		6,660
141-1-222-0021-3-72130-520810-PBEN-0000-222	Dental Insurance	147		147
141-1-222-0021-3-72130-521010-PBEN-0000-222	Unemployment Compensation	7		7
141-1-222-0021-3-72130-521210-PBEN-0000-222	Medicare	436		436
141-1-222-0021-3-72130-529910-PBEN-0000-222	Long Term Disability	54		54
141-1-222-0021-3-72130-529930-PBEN-0000-222	Short Term Disability	58		58
	<b>Total 72130 - Other Student Support</b>	<b>43,140</b>	<b>-</b>	<b>-</b>
141-1-222-0021-3-72230-552410-0000-0000-222	In-Service/Staff Development	2,402		2,402
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>2,402</b>	<b>-</b>	<b>-</b>
141-1-222-0021-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	18,330		18,330
	<b>Total 72710 - Transportation</b>	<b>18,330</b>	<b>-</b>	<b>-</b>
141-1-222-0021-3-76100-570710-0000-0000-222	Building Improvements	41,534		41,534
	<b>Total 76100 - Regular Capital Outlay</b>	<b>41,534</b>	<b>-</b>	<b>-</b>
	<b>Total - Brainerd High School</b>	<b>183,780</b>	<b>-</b>	<b>-</b>

ACCOUNT CODE	DESCRIPTION	AMENDED	INCREASE	DECREASE	AMENDED
		BUDGET			BUDGET
		4/16/2026			5/21/2026
<b>Brown Middle School</b>					
141-1-222-0035-2-71100-572210-0000-0000-222	Regular Instruction Equipment	5,450			5,450
	<b>Total 71100 - Regular Instruction</b>	<b>5,450</b>	-	-	<b>5,450</b>
141-1-222-0035-2-71300-547110-0000-0000-222	Software	300			300
	<b>Total 71300 - Vocational Education Instruction</b>	<b>300</b>	-	-	<b>300</b>
141-1-222-0035-2-72230-549990-0000-0000-222	Other Supplies & Materials	8,113			8,113
141-1-222-0035-2-72230-552410-0000-0000-222	In-Service/Staff Development	2,500			2,500
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>10,613</b>	-	-	<b>10,613</b>
141-1-222-0035-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	2,400			2,400
	<b>Total 72710 - Transportation</b>	<b>2,400</b>	-	-	<b>2,400</b>
	<b>Total - Brown Middle School</b>	<b>18,763</b>	-	-	<b>18,763</b>
<b>Central High School</b>					
141-1-222-0040-3-71300-514090-0000-0000-222	Stipends - Other	20,028			20,028
141-1-222-0040-3-71300-520110-0000-0000-222	Social Security	1,210			1,210
141-1-222-0040-3-71300-520410-0000-0000-222	State Retirement	1,602			1,602
141-1-222-0040-3-71300-521210-0000-0000-222	Medicare	290			290
141-1-222-0040-3-71300-521710-0000-0000-222	State Retirement Hybrid	208			208
141-1-222-0040-3-71300-542910-0000-0000-222	Instructional Supplies & Materials	25,000			25,000
141-1-222-0040-3-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	4,000			4,000
141-1-222-0040-3-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	318,736			318,736
141-1-222-0040-3-71300-547110-0000-0000-222	Software	5,290			5,290
141-1-222-0040-3-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	50,500			50,500
141-1-222-0040-3-71300-573010-0000-0000-222	Equipment Vocational	106,162			106,162
	<b>Total 71300 - Vocational Education Instruction</b>	<b>533,026</b>	-	-	<b>533,026</b>
141-1-222-0040-3-76100-570710-0000-0000-222	Building Improvements	78,380			78,380
	<b>Total 76100 - Regular Capital Outlay</b>	<b>78,380</b>	-	-	<b>78,380</b>
	<b>Total - Central High School</b>	<b>611,406</b>	-	-	<b>611,406</b>
<b>Normal Park Museum Magnet School</b>					
141-1-222-0041-4-71300-5116E0-PBEN-0000-222	CTE Teacher (1 FTE)	65,951			65,951
141-1-222-0041-4-71300-520110-PBEN-0000-222	Social Security	4,089			4,089
141-1-222-0041-4-71300-520410-PBEN-0000-222	State Retirement	5,276			5,276
141-1-222-0041-4-71300-520610-PBEN-0000-222	Life Insurance	40			40
141-1-222-0041-4-71300-520710-PBEN-0000-222	Health Insurance	13,320			13,320
141-1-222-0041-4-71300-520810-PBEN-0000-222	Dental Insurance	294			294
141-1-222-0041-4-71300-521010-PBEN-0000-222	Unemployment Compensation	14			14
141-1-222-0041-4-71300-521210-PBEN-0000-222	Medicare	956			956
141-1-222-0041-4-71300-521710-PBEN-0000-222	State Retirement Hybrid	656			656
141-1-222-0041-4-71300-529910-PBEN-0000-222	Long Term Disability	107			107
141-1-222-0041-4-71300-529930-PBEN-0000-222	Short Term Disability	116			116
141-1-222-0041-4-71300-542910-0000-0000-222	Instructional Supplies & Materials	1,000			1,000
141-1-222-0041-4-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	2,290			2,290
141-1-222-0041-4-71300-559990-0000-0000-222	Other Charges	4,927			4,927
141-1-222-0041-4-71300-573010-0000-0000-222	Equipment Vocational	56,449			56,449
	<b>Total 71300 - Vocational Education Instruction</b>	<b>155,485</b>	-	-	<b>155,485</b>
141-1-222-0041-4-72710-531410-0000-0000-222	Contracts w/ Public Carriers	4,998			4,998
	<b>Total 72710 - Transportation</b>	<b>4,998</b>	-	-	<b>4,998</b>
141-1-222-0041-4-76100-570710-0000-0000-222	Building Improvements	32,229			32,229
	<b>Total 76100 - Regular Capital Outlay</b>	<b>32,229</b>	-	-	<b>32,229</b>
	<b>Total - Normal Park Museum Magnet School</b>	<b>192,712</b>	-	-	<b>192,712</b>
<b>Center for Creative Arts</b>					
141-1-222-0045-4-71100-549990-0000-0000-222	Other Supplies & Materials	44,471			44,471
	<b>Total 71100 - Regular Instruction</b>	<b>44,471</b>	-	-	<b>44,471</b>
141-1-222-0045-4-71300-5116E0-PWOB-0000-222	CTE Teacher - PTNB (.5 FTE)	26,838			26,838
141-1-222-0045-4-71300-520110-PWOB-0000-222	Social Security	1,664			1,664
141-1-222-0045-4-71300-520770-PWOB-0000-222	Health Insurance	550			550
141-1-222-0045-4-71300-521210-PWOB-0000-222	Medicare	389			389
141-1-222-0045-4-71300-539990-0000-0000-222	Other Contracted Services	68,253			68,253
141-1-222-0045-4-71300-542910-0000-0000-222	Instructional Supplies & Materials	35,000			35,000
141-1-222-0045-4-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	4,465			4,465
141-1-222-0045-4-71300-547110-0000-0000-222	Software	693			693
141-1-222-0045-4-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	8,735			8,735
141-1-222-0045-4-71300-559990-0000-0000-222	Other Charges	500			500
141-1-222-0045-4-71300-573010-0000-0000-222	Vocational Instruction Equipment	10,000			10,000
	<b>Total 71300 - Vocational Education Instruction</b>	<b>157,087</b>	-	-	<b>157,087</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		4/16/2026	INCREASE	DECREASE	5/21/2026
141-1-222-0045-4-72230-519610-0000-0000-222	Stipends	68,580			68,580
141-1-222-0045-4-72230-520110-0000-0000-222	Social Security	4,254			4,254
141-1-222-0045-4-72230-520410-0000-0000-222	State Retirement	5,486			5,486
141-1-222-0045-4-72230-521210-0000-0000-222	Medicare	994			994
141-1-222-0045-4-72230-521710-0000-0000-222	State Retirement Hybrid	686			686
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>80,000</b>	-	-	<b>80,000</b>
141-1-222-0045-4-72250-579010-0000-BUDG-222	Other Equipment	28,891			28,891
	<b>Total 72250 - Education Technology</b>	<b>28,891</b>	-	-	<b>28,891</b>
141-1-222-0045-4-76100-570710-0000-0000-222	Building Improvements	28,311			28,311
	<b>Total 76100 - Regular Capital Outlay</b>	<b>28,311</b>	-	-	<b>28,311</b>
	<b>Total - Center for Creative Arts</b>	<b>338,760</b>	-	-	<b>338,760</b>
<b>Chattanooga School for Arts &amp; Sciences</b>					
141-1-222-0046-4-71100-511610-PBEN-0000-222	World Language Teacher (.5 FTE)	36,567			36,567
141-1-222-0046-4-71100-520110-PBEN-0000-222	Social Security	2,267			2,267
141-1-222-0046-4-71100-520410-PBEN-0000-222	State Retirement	2,925			2,925
141-1-222-0046-4-71100-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0046-4-71100-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0046-4-71100-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0046-4-71100-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0046-4-71100-521210-PBEN-0000-222	Medicare	530			530
141-1-222-0046-4-71100-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0046-4-71100-529930-PBEN-0000-222	Short Term Disability	58			58
	<b>Total 71100 - Regular Instruction</b>	<b>49,235</b>	-	-	<b>49,235</b>
141-1-222-0046-4-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	600			600
141-1-222-0046-4-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	52,000			52,000
141-1-222-0046-4-71300-573010-0000-0000-222	Equipment Vocational	88,085			88,085
	<b>Total 71300 - Vocational Education Instruction</b>	<b>140,685</b>	-	-	<b>140,685</b>
141-1-222-0046-4-76100-570710-0000-0000-222	Building Improvements	85,000			85,000
	<b>Total 76100 - Regular Capital Outlay</b>	<b>85,000</b>	-	-	<b>85,000</b>
	<b>Total - Chattanooga School for Arts &amp; Sciences</b>	<b>274,920</b>	-	-	<b>274,920</b>
<b>Dalewood Middle School</b>					
141-1-222-0055-2-71100-514090-0000-0000-222	Stipends - Other	-	13,528		13,528
141-1-222-0055-2-71100-520110-0000-0000-222	Social Security	-	839		839
141-1-222-0055-2-71100-520410-0000-0000-222	State Retirement	-	1,082		1,082
141-1-222-0055-2-71100-521210-0000-0000-222	Medicare	-	196		196
141-1-222-0055-2-71100-521710-0000-0000-222	State Retirement Hybrid	-	135		135
141-1-222-0055-2-71100-572210-0000-0000-222	Regular Instruction Equipment	25,000			25,000
	<b>Total 71100 - Regular Instruction</b>	<b>25,000</b>	<b>15,780</b>	-	<b>40,780</b>
141-1-222-0055-2-71300-514090-0000-0000-222	Stipends - Other	13,528		(13,528)	-
141-1-222-0055-2-71300-520110-0000-0000-222	Social Security	839		(839)	-
141-1-222-0055-2-71300-520410-0000-0000-222	State Retirement	1,082		(1,082)	-
141-1-222-0055-2-71300-521210-0000-0000-222	Medicare	196		(196)	-
141-1-222-0055-2-71300-521710-0000-0000-222	State Retirement Hybrid	135		(135)	-
141-1-222-0055-2-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	9,000			9,000
141-1-222-0055-2-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	65,845			65,845
141-1-222-0055-2-71300-547110-0000-0000-222	Software	12,000			12,000
141-1-222-0055-2-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	177,420			177,420
141-1-222-0055-2-71300-549990-0000-0000-222	Other Supplies & Materials	483			483
	<b>Total 71300 - Vocational Education Instruction</b>	<b>280,528</b>	-	<b>(15,780)</b>	<b>264,748</b>
141-1-222-0055-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	9,500			9,500
	<b>Total 72710 - Transportation</b>	<b>9,500</b>	-	-	<b>9,500</b>
	<b>Total - Dalewood Middle School</b>	<b>315,028</b>	<b>15,780</b>	<b>(15,780)</b>	<b>315,028</b>
<b>East Hamilton High School</b>					
141-1-222-0059-3-71100-542910-0000-0000-222	Instructional Supplies & Materials	20,800			20,800
141-1-222-0059-3-71100-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	10,000			10,000
	<b>Total 71100 - Regular Instruction</b>	<b>30,800</b>	-	-	<b>30,800</b>
141-1-222-0059-3-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	190,154			190,154
141-1-222-0059-3-71300-549990-0000-0000-222	Other Supplies & Materials	1,000			1,000
141-1-222-0059-3-71300-573010-0000-0000-222	Equipment Vocational	213,200			213,200
	<b>Total 71300 - Vocational Education Instruction</b>	<b>404,354</b>	-	-	<b>404,354</b>
141-1-222-0059-3-72230-552410-0000-0000-222	In-Service/Staff Development	20,000			20,000
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>20,000</b>	-	-	<b>20,000</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		
		4/16/2026	INCREASE	DECREASE
141-1-222-0059-3-76100-570710-0000-0000-222	Building Improvements	73,000		73,000
	<b>Total 76100 - Regular Capital Outlay</b>	<b>73,000</b>	-	<b>73,000</b>
	<b>Total - East Hamilton High School</b>	<b>528,154</b>	-	<b>528,154</b>
<b>East Hamilton Middle School</b>				
141-1-222-0060-2-71300-5116E0-PBEN-0000-222	CTE Teacher (.5 FTE)	37,939		37,939
141-1-222-0060-2-71300-520110-PBEN-0000-222	Social Security	2,352		2,352
141-1-222-0060-2-71300-520410-PBEN-0000-222	State Retirement	3,035		3,035
141-1-222-0060-2-71300-520610-PBEN-0000-222	Life Insurance	20		20
141-1-222-0060-2-71300-520710-PBEN-0000-222	Health Insurance	6,660		6,660
141-1-222-0060-2-71300-520810-PBEN-0000-222	Dental Insurance	147		147
141-1-222-0060-2-71300-521010-PBEN-0000-222	Unemployment Compensation	7		7
141-1-222-0060-2-71300-521210-PBEN-0000-222	Medicare	550		550
141-1-222-0060-2-71300-529910-PBEN-0000-222	Long Term Disability	54		54
141-1-222-0060-2-71300-529930-PBEN-0000-222	Short Term Disability	58		58
141-1-222-0060-2-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	6,152		6,152
141-1-222-0060-2-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	48,000		48,000
141-1-222-0060-2-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	56,000		56,000
141-1-222-0060-2-71300-549990-0000-0000-222	Other Supplies & Materials	4,500		4,500
141-1-222-0060-2-71300-559990-0000-0000-222	Other Charges	5,000		5,000
141-1-222-0060-2-71300-573010-0000-0000-222	Equipment Vocational	88,785		88,785
	<b>Total 71300 - Vocational Education Instruction</b>	<b>259,259</b>	-	<b>259,259</b>
141-1-222-0060-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	3,200		3,200
	<b>Total 72710 - Transportation</b>	<b>3,200</b>	-	<b>3,200</b>
141-1-222-0060-2-76100-570710-0000-0000-222	Building Improvements	9,200		9,200
	<b>Total 76100 - Regular Capital Outlay</b>	<b>9,200</b>	-	<b>9,200</b>
	<b>Total - East Hamilton Middle School</b>	<b>271,659</b>	-	<b>271,659</b>
<b>East Lake Academy</b>				
141-1-222-0064-2-76100-539990-0000-0000-222	Other Contracted Services	9,000		9,000
141-1-222-0064-2-76100-570710-0000-0000-222	Building Improvements	197,438		197,438
	<b>Total 76100 - Regular Capital Outlay</b>	<b>206,438</b>	-	<b>206,438</b>
	<b>Total - East Lake Academy</b>	<b>206,438</b>	-	<b>206,438</b>
<b>East Ridge High School</b>				
141-1-222-0070-3-71300-5116E0-PBEN-0000-222	CTE Teacher (.75 FTE)	47,563		47,563
141-1-222-0070-3-71300-518810-0000-0000-222	Bonus	2,000		2,000
141-1-222-0070-3-71300-5189J0-PBEN-0000-222	FRI School-Based Lead (1 FTE)	65,528		65,528
141-1-222-0070-3-71300-520110-PBEN-0000-222	Social Security	7,136		7,136
141-1-222-0070-3-71300-520410-PBEN-0000-222	State Retirement	9,162		9,162
141-1-222-0070-3-71300-520610-PBEN-0000-222	Life Insurance	70		70
141-1-222-0070-3-71300-520710-PBEN-0000-222	Health Insurance	23,310		23,310
141-1-222-0070-3-71300-520810-PBEN-0000-222	Dental Insurance	515		515
141-1-222-0070-3-71300-521010-PBEN-0000-222	Unemployment Compensation	25		25
141-1-222-0070-3-71300-521210-PBEN-0000-222	Medicare	1,669		1,669
141-1-222-0070-3-71300-521710-PBEN-0000-222	State Retirement Hybrid	655		655
141-1-222-0070-3-71300-529910-PBEN-0000-222	Long Term Disability	187		187
141-1-222-0070-3-71300-529930-PBEN-0000-222	Short Term Disability	203		203
141-1-222-0070-3-71300-542910-0000-0000-222	Instructional Supplies & Materials	1,619		1,619
141-1-222-0070-3-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	4,344		4,344
141-1-222-0070-3-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	5,423		5,423
141-1-222-0070-3-71300-559990-0000-0000-222	Other Charges	275		275
	<b>Total 71300 - Vocational Education Instruction</b>	<b>169,684</b>	-	<b>169,684</b>
141-1-222-0070-3-72130-518810-0000-0000-222	Bonus	2,000		2,000
141-1-222-0070-3-72130-5189F0-PBEN-0000-222	College & Career Advisor (1 FTE)	59,545		59,545
141-1-222-0070-3-72130-520110-PBEN-0000-222	Social Security	3,816		3,816
141-1-222-0070-3-72130-520410-PBEN-0000-222	State Retirement	7,715		7,715
141-1-222-0070-3-72130-520610-PBEN-0000-222	Life Insurance	40		40
141-1-222-0070-3-72130-520710-PBEN-0000-222	Health Insurance	13,320		13,320
141-1-222-0070-3-72130-520810-PBEN-0000-222	Dental Insurance	294		294
141-1-222-0070-3-72130-521010-PBEN-0000-222	Unemployment Compensation	14		14
141-1-222-0070-3-72130-521210-PBEN-0000-222	Medicare	893		893
141-1-222-0070-3-72130-521710-PBEN-0000-222	State Retirement	1,219		1,219
141-1-222-0070-3-72130-529910-PBEN-0000-222	Long Term Disability	107		107
141-1-222-0070-3-72130-529930-PBEN-0000-222	Short Term Disability	116		116
	<b>Total 72130 - Other Student Support</b>	<b>89,079</b>	-	<b>89,079</b>
141-1-222-0070-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	5,000		5,000
	<b>Total 72710 - Transportation</b>	<b>5,000</b>	-	<b>5,000</b>
	<b>Total - East Ridge High School</b>	<b>263,763</b>	-	<b>263,763</b>

ACCOUNT CODE	DESCRIPTION	AMENDED	INCREASE	DECREASE	AMENDED
		BUDGET			BUDGET
		4/16/2026			5/21/2026
<b>East Ridge Middle School</b>					
141-1-222-0075-2-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	6,000			6,000
141-1-222-0075-2-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	24,518			24,518
141-1-222-0075-2-71300-547110-0000-0000-222	Software	1,500			1,500
141-1-222-0075-2-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	1,200			1,200
141-1-222-0075-2-71300-549990-0000-0000-222	Other Supplies & Materials	4,500			4,500
141-1-222-0075-2-71300-573010-0000-0000-222	Equipment Vocational	66,645			66,645
	<b>Total 71300 - Vocational Education Instruction</b>	<b>104,363</b>	-	-	<b>104,363</b>
141-1-222-0075-2-76100-570710-0000-0000-222	Building Improvements	59,400			59,400
	<b>Total 76100 - Regular Capital Outlay</b>	<b>59,400</b>	-	-	<b>59,400</b>
	<b>Total - East Ridge Middle School</b>	<b>163,763</b>	-	-	<b>163,763</b>
<b>Hamilton County Collegiate High</b>					
141-1-222-0086-3-71100-535610-0000-0000-222	Tuition	143,000			143,000
141-1-222-0086-3-71100-542910-0000-0000-222	Instructional Supplies & Materials	11,904			11,904
141-1-222-0086-3-71100-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	20,000			20,000
141-1-222-0086-3-71100-547110-0000-0000-222	Software	1,000			1,000
141-1-222-0086-3-71100-572210-0000-0000-222	Regular Instruction Equipment	14,760			14,760
	<b>Total 71100 - Regular Instruction</b>	<b>190,664</b>	-	-	<b>190,664</b>
141-1-222-0086-3-71300-542930-0000-7535-222	Instructional Supplies & Materials - Equipment - FRFRC	70,000			70,000
141-1-222-0086-3-71300-573010-0000-7535-222	Equipment Vocational - FRFRC	114,385			114,385
	<b>Total 71300 - Vocational Education Instruction</b>	<b>184,385</b>	-	-	<b>184,385</b>
141-1-222-0086-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	2,000			2,000
	<b>Total 72710 - Transportation</b>	<b>2,000</b>	-	-	<b>2,000</b>
	<b>Total - Hamilton County Collegiate High</b>	<b>377,049</b>	-	-	<b>377,049</b>
<b>Howard Connect Academy</b>					
141-1-222-0098-2-71100-511610-PBEN-0000-222	Teacher (4 FTE)	249,023			249,023
141-1-222-0098-2-71100-520110-PBEN-0000-222	Social Security	15,439			15,439
141-1-222-0098-2-71100-520410-PBEN-0000-222	State Retirement	19,922			19,922
141-1-222-0098-2-71100-520610-PBEN-0000-222	Life Insurance	160			160
141-1-222-0098-2-71100-520710-PBEN-0000-222	Health Insurance	53,280			53,280
141-1-222-0098-2-71100-520810-PBEN-0000-222	Dental Insurance	1,176			1,176
141-1-222-0098-2-71100-521010-PBEN-0000-222	Unemployment Compensation	56			56
141-1-222-0098-2-71100-521210-PBEN-0000-222	Medicare	3,611			3,611
141-1-222-0098-2-71100-521710-PBEN-0000-222	State Retirement Hybrid	2,490			2,490
141-1-222-0098-2-71100-529910-PBEN-0000-222	Long Term Disability	428			428
141-1-222-0098-2-71100-529930-PBEN-0000-222	Short Term Disability	464			464
	<b>Total 71100 - Regular Instruction</b>	<b>346,049</b>	-	-	<b>346,049</b>
141-1-222-0098-2-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	3,200			3,200
141-1-222-0098-2-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	800			800
141-1-222-0098-2-71300-559990-0000-0000-222	Other Charges	11,355			11,355
141-1-222-0098-2-71300-573010-0000-0000-222	Equipment Vocational	42,334			42,334
	<b>Total 71300 - Vocational Education Instruction</b>	<b>57,689</b>	-	-	<b>57,689</b>
141-1-222-0098-2-72130-549990-0000-0000-222	Other Supplies & Materials	800			800
	<b>Total 72130 - Other Student Support</b>	<b>800</b>	-	-	<b>800</b>
141-1-222-0098-2-72230-519610-0000-0000-222	Stipends	12,515			12,515
141-1-222-0098-2-72230-520110-0000-0000-222	Social Security	777			777
141-1-222-0098-2-72230-520410-0000-0000-222	State Retirement	1,001			1,001
141-1-222-0098-2-72230-521210-0000-0000-222	Medicare	182			182
141-1-222-0098-2-72230-521710-0000-0000-222	State Retirement Hybrid	125			125
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>14,600</b>	-	-	<b>14,600</b>
141-1-222-0098-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	18,000			18,000
	<b>Total 72710 - Transportation</b>	<b>18,000</b>	-	-	<b>18,000</b>
	<b>Total - Howard Connect Academy</b>	<b>437,138</b>	-	-	<b>437,138</b>

ACCOUNT CODE	DESCRIPTION	AMENDED	INCREASE	DECREASE	AMENDED
		BUDGET			BUDGET
		4/16/2026			5/21/2026
<b>Hunter Middle School</b>					
141-1-222-0100-2-71100-511610-PBEN-0000-222	Teacher (.5 FTE)	25,000			25,000
141-1-222-0100-2-71100-514090-0000-0000-222	Stipends	10,150			10,150
141-1-222-0100-2-71100-520110-0000-0000-222	Social Security	629			629
141-1-222-0100-2-71100-520110-PBEN-0000-222	Social Security	1,550			1,550
141-1-222-0100-2-71100-520410-0000-0000-222	State Retirement	812			812
141-1-222-0100-2-71100-520410-PBEN-0000-222	State Retirement	2,000			2,000
141-1-222-0100-2-71100-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0100-2-71100-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0100-2-71100-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0100-2-71100-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0100-2-71100-521210-0000-0000-222	Medicare	147			147
141-1-222-0100-2-71100-521210-PBEN-0000-222	Medicare	363			363
141-1-222-0100-2-71100-521710-0000-0000-222	State Retirement Hybrid	102			102
141-1-222-0100-2-71100-521710-PBEN-0000-222	State Retirement Hybrid	250			250
141-1-222-0100-2-71100-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0100-2-71100-529930-PBEN-0000-222	Short Term Disability	58			58
141-1-222-0100-2-71100-547110-0000-0000-222	Software	9,678			9,678
141-1-222-0100-2-71100-549980-0000-0000-222	Other Supplies & Materials - Equipment	11,835			11,835
	<b>Total 71100 - Regular Instruction</b>	<b>69,462</b>	<b>-</b>	<b>-</b>	<b>69,462</b>
141-1-222-0100-2-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	2,600			2,600
	<b>Total 71300 - Vocational Education Instruction</b>	<b>2,600</b>	<b>-</b>	<b>-</b>	<b>2,600</b>
141-1-222-0100-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	9,100			9,100
	<b>Total 72710 - Transportation</b>	<b>9,100</b>	<b>-</b>	<b>-</b>	<b>9,100</b>
141-1-222-0100-2-72230-552410-0000-0000-222	In-Service/Staff Development	7,500			7,500
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>7,500</b>	<b>-</b>	<b>-</b>	<b>7,500</b>
141-1-222-0100-2-76100-570710-0000-0000-222	Building Improvements	1,410			1,410
	<b>Total 76100 - Regular Capital Outlay</b>	<b>1,410</b>	<b>-</b>	<b>-</b>	<b>1,410</b>
	<b>Total - Hunter Middle School</b>	<b>90,072</b>	<b>-</b>	<b>-</b>	<b>90,072</b>
<b>Loftis Middle School</b>					
141-1-222-0120-2-71300-5116E0-PBEN-0000-222	CTE Teacher (.5 FTE)	36,777			36,777
141-1-222-0120-2-71300-520110-PBEN-0000-222	Social Security	2,280			2,280
141-1-222-0120-2-71300-520410-PBEN-0000-222	State Retirement	2,942			2,942
141-1-222-0120-2-71300-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0120-2-71300-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0120-2-71300-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0120-2-71300-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0120-2-71300-521210-PBEN-0000-222	Medicare	533			533
141-1-222-0120-2-71300-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0120-2-71300-529930-PBEN-0000-222	Short Term Disability	58			58
141-1-222-0120-2-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	4,102			4,102
141-1-222-0120-2-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	30,833			30,833
	<b>Total 71300 - Vocational Education Instruction</b>	<b>84,413</b>	<b>-</b>	<b>-</b>	<b>84,413</b>
141-1-222-0120-2-72130-512310-PBEN-0000-222	Counselor (.5 FTE)	39,009			39,009
141-1-222-0120-2-72130-520110-PBEN-0000-222	Social Security	2,419			2,419
141-1-222-0120-2-72130-520410-PBEN-0000-222	State Retirement	3,121			3,121
141-1-222-0120-2-72130-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0120-2-72130-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0120-2-72130-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0120-2-72130-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0120-2-72130-521210-PBEN-0000-222	Medicare	563			563
141-1-222-0120-2-72130-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0120-2-72130-529930-PBEN-0000-222	Short Term Disability	58			58
	<b>Total 72130 - Other Student Support</b>	<b>52,058</b>	<b>-</b>	<b>-</b>	<b>52,058</b>
141-1-222-0120-2-76100-570710-0000-0000-222	Building Improvements	42,635			42,635
	<b>Total 76100 - Regular Capital Outlay</b>	<b>42,635</b>	<b>-</b>	<b>-</b>	<b>42,635</b>
	<b>Total - Loftis Middle School</b>	<b>179,106</b>	<b>-</b>	<b>-</b>	<b>179,106</b>

ACCOUNT CODE	DESCRIPTION	AMENDED	INCREASE	DECREASE	AMENDED
		BUDGET			BUDGET
		4/16/2026			5/21/2026
<b>Hixson High School</b>					
141-1-222-0128-3-71300-5116E0-PBEN-0000-222	CTE Teacher (.50 FTE)	28,330			28,330
141-1-222-0128-3-71300-520110-PBEN-0000-222	Social Security	1,756			1,756
141-1-222-0128-3-71300-520410-PBEN-0000-222	State Retirement	2,266			2,266
141-1-222-0128-3-71300-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0128-3-71300-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0128-3-71300-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0128-3-71300-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0128-3-71300-521210-PBEN-0000-222	Medicare	411			411
141-1-222-0128-3-71300-521710-PBEN-0000-222	State Retirement Hybrid	283			283
141-1-222-0128-3-71300-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0128-3-71300-529930-PBEN-0000-222	Short Term Disability	58			58
141-1-222-0128-3-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	19,500			19,500
141-1-222-0128-3-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	120,671			120,671
141-1-222-0128-3-71300-547110-0000-0000-222	Software	40,000			40,000
141-1-222-0128-3-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	17,500			17,500
141-1-222-0128-3-71300-549990-0000-0000-222	Other Supplies & Materials	7,500			7,500
141-1-222-0128-3-71300-559990-0000-0000-222	Other Charges	4,000			4,000
141-1-222-0128-3-71300-573010-0000-0000-222	Equipment Vocational	41,990			41,990
	<b>Total 71300 - Vocational Education Instruction</b>	<b>291,153</b>	<b>-</b>	<b>-</b>	<b>291,153</b>
141-1-222-0128-3-72210-552410-0000-0000-222	In-Service/Staff Development	1,500			1,500
	<b>Total 72210 - Regular Instructional Support</b>	<b>1,500</b>	<b>-</b>	<b>-</b>	<b>1,500</b>
141-1-222-0128-3-72230-519610-0000-0000-222	In Service/Stipends	1,440			1,440
141-1-222-0128-3-72230-520110-0000-0000-222	Social Security	89			89
141-1-222-0128-3-72230-520410-0000-0000-222	State Retirement	115			115
141-1-222-0128-3-72230-521210-0000-0000-222	Medicare	21			21
141-1-222-0128-3-72230-521710-0000-0000-222	State Retirement Hybrid	15			15
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>1,680</b>	<b>-</b>	<b>-</b>	<b>1,680</b>
141-1-222-0128-3-72250-579010-0000-BUDG-222	Other Equipment	21,000			21,000
	<b>Total 72250 - Education Technology</b>	<b>21,000</b>	<b>-</b>	<b>-</b>	<b>21,000</b>
141-1-222-0128-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	10,000			10,000
	<b>Total 72710 - Transportation</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>10,000</b>
	<b>Total - Hixson High School</b>	<b>325,333</b>	<b>-</b>	<b>-</b>	<b>325,333</b>
<b>Hixson Middle School</b>					
141-1-222-0129-2-71100-514090-0000-0000-222	Stipends	2,572			2,572
141-1-222-0129-2-71100-520110-0000-0000-222	Social Security	159			159
141-1-222-0129-2-71100-520410-0000-0000-222	State Retirement	206			206
141-1-222-0129-2-71100-521210-0000-0000-222	Medicare	38			38
141-1-222-0129-2-71100-521710-0000-0000-222	State Retirement Hybrid	25			25
141-1-222-0129-2-71100-542910-0000-0000-222	Instructional Supplies & Materials	3,500			3,500
141-1-222-0129-2-71100-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	47,500			47,500
	<b>Total 71100 - Regular Instruction</b>	<b>54,000</b>	<b>-</b>	<b>-</b>	<b>54,000</b>
141-1-222-0129-2-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	5,280			5,280
141-1-222-0129-2-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	49,206			49,206
141-1-222-0129-2-71300-573010-0000-0000-222	Equipment Vocational	77,146			77,146
	<b>Total 71300 - Vocational Education Instruction</b>	<b>131,632</b>	<b>-</b>	<b>-</b>	<b>131,632</b>
141-1-222-0129-2-72210-552410-0000-0000-222	In-Service/Staff Development	359			359
	<b>Total 72210 - Regular Instructional Support</b>	<b>359</b>	<b>-</b>	<b>-</b>	<b>359</b>
	<b>Total - Hixson Middle School</b>	<b>185,991</b>	<b>-</b>	<b>-</b>	<b>185,991</b>
<b>The Howard School</b>					
141-1-222-0137-3-71300-5116E0-PBEN-0000-222	CTE Teacher (2 FTE)	110,782			110,782
141-1-222-0137-3-71300-518810-0000-0000-222	Bonus	2,000			2,000
141-1-222-0137-3-71300-520110-PBEN-0000-222	Social Security	6,992			6,992
141-1-222-0137-3-71300-520410-PBEN-0000-222	State Retirement	9,023			9,023
141-1-222-0137-3-71300-520610-PBEN-0000-222	Life Insurance	80			80
141-1-222-0137-3-71300-520710-PBEN-0000-222	Health Insurance	26,640			26,640
141-1-222-0137-3-71300-520810-PBEN-0000-222	Dental Insurance	588			588
141-1-222-0137-3-71300-521010-PBEN-0000-222	Unemployment Compensation	28			28
141-1-222-0137-3-71300-521210-PBEN-0000-222	Medicare	1,635			1,635
141-1-222-0137-3-71300-521710-PBEN-0000-222	State Retirement Hybrid	1,128			1,128
141-1-222-0137-3-71300-529910-PBEN-0000-222	Long Term Disability	214			214
141-1-222-0137-3-71300-529930-PBEN-0000-222	Short Term Disability	232			232
141-1-222-0137-3-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	6,700			6,700
141-1-222-0137-3-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	121,634			121,634
141-1-222-0137-3-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	35,000			35,000
141-1-222-0137-3-71300-549990-0000-0000-222	Other Supplies & Materials	5,250			5,250
141-1-222-0137-3-71300-573010-0000-0000-222	Equipment Vocational	15,000			15,000
	<b>Total 71300 - Vocational Education Instruction</b>	<b>342,926</b>	<b>-</b>	<b>-</b>	<b>342,926</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		4/16/2026	INCREASE	DECREASE	5/21/2026
141-1-222-0137-3-72230-552410-0000-0000-222	In-Service/Staff Development	2,600			2,600
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>2,600</b>	<b>-</b>	<b>-</b>	<b>2,600</b>
141-1-222-0137-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	12,000			12,000
	<b>Total 72710 - Transportation</b>	<b>12,000</b>	<b>-</b>	<b>-</b>	<b>12,000</b>
	<b>Total -The Howard School</b>	<b>357,526</b>	<b>-</b>	<b>-</b>	<b>357,526</b>
<b>Ooltewah Middle School</b>					
141-1-222-0157-2-71300-542910-0000-0000-222	Instructional Supplies & Materials	3,000			3,000
141-1-222-0157-2-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	8,000			8,000
141-1-222-0157-2-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	2,500			2,500
141-1-222-0157-2-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	114,606			114,606
141-1-222-0157-2-71300-549990-0000-0000-222	Other Supplies & Materials	600			600
141-1-222-0157-2-71300-559990-0000-0000-222	Other Charges	1,000			1,000
141-1-222-0157-2-71300-573010-0000-0000-222	Equipment Vocational	110,000			110,000
	<b>Total 71300 - Vocational Education Instruction</b>	<b>239,706</b>	<b>-</b>	<b>-</b>	<b>239,706</b>
141-1-222-0157-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	9,600			9,600
	<b>Total 72710 - Transportation</b>	<b>9,600</b>	<b>-</b>	<b>-</b>	<b>9,600</b>
141-1-222-0157-2-76100-570710-0000-0000-222	Building Improvements	9,000			9,000
	<b>Total 76100 - Regular Capital Outlay</b>	<b>9,000</b>	<b>-</b>	<b>-</b>	<b>9,000</b>
	<b>Total - Ooltewah Middle School</b>	<b>258,306</b>	<b>-</b>	<b>-</b>	<b>258,306</b>
<b>Ooltewah High School</b>					
141-1-222-0160-3-71300-5116E0-PBEN-0000-222	CTE Teacher (.5 FTE)	25,000			25,000
141-1-222-0160-3-71300-520110-PBEN-0000-222	Social Security	1,525			1,525
141-1-222-0160-3-71300-520410-PBEN-0000-222	State Retirement	2,028			2,028
141-1-222-0160-3-71300-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0160-3-71300-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0160-3-71300-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0160-3-71300-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0160-3-71300-521210-PBEN-0000-222	Medicare	357			357
141-1-222-0160-3-71300-521710-PBEN-0000-222	State Retirement Hybrid	252			252
141-1-222-0160-3-71300-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0160-3-71300-529930-PBEN-0000-222	Short Term Disability	58			58
141-1-222-0160-3-71300-535610-0000-0000-222	Tuition	5,000			5,000
141-1-222-0160-3-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	4,000			4,000
141-1-222-0160-3-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	245,270			245,270
141-1-222-0160-3-71300-547110-0000-0000-222	Software	3,901			3,901
141-1-222-0160-3-71300-549990-0000-0000-222	Other Supplies & Materials	500			500
141-1-222-0160-3-71300-559990-0000-0000-222	Other Charges	5,000			5,000
141-1-222-0160-3-71300-573010-0000-0000-222	Equipment Vocational	13,000			13,000
	<b>Total 71300 - Vocational Education Instruction</b>	<b>312,779</b>	<b>-</b>	<b>-</b>	<b>312,779</b>
141-1-222-0160-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	5,400			5,400
	<b>Total 72710 - Transportation</b>	<b>5,400</b>	<b>-</b>	<b>-</b>	<b>5,400</b>
	<b>Total - Ooltewah High School</b>	<b>318,179</b>	<b>-</b>	<b>-</b>	<b>318,179</b>
<b>Chattanooga School for the Liberal Arts</b>					
141-1-222-0162-4-71100-535610-0000-0000-222	Tuition	1,000			1,000
141-1-222-0162-4-71100-549990-0000-0000-222	Other Supplies & Materials	1,000			1,000
	<b>Total 71100 - Regular Instruction</b>	<b>2,000</b>	<b>-</b>	<b>-</b>	<b>2,000</b>
141-1-222-0162-4-71300-514090-0000-0000-222	Stipends	6,359			6,359
141-1-222-0162-4-71300-520110-0000-0000-222	Social Security	394			394
141-1-222-0162-4-71300-520410-0000-0000-222	State Retirement	528			528
141-1-222-0162-4-71300-521210-0000-0000-222	Medicare	92			92
141-1-222-0162-4-71300-521710-0000-0000-222	State Retirement Hybrid	127			127
141-1-222-0162-4-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	5,000			5,000
141-1-222-0162-4-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	28,000			28,000
141-1-222-0162-4-71300-547110-0000-0000-222	Software	1,000			1,000
141-1-222-0162-4-71300-549990-0000-0000-222	Other Supplies & Materials	1,000			1,000
141-1-222-0162-4-71300-559990-0000-0000-222	Other Charges	1,000			1,000
141-1-222-0162-4-71300-573010-0000-0000-222	Equipment Vocational	16,644			16,644
	<b>Total 71300 - Vocational Education Instruction</b>	<b>60,144</b>	<b>-</b>	<b>-</b>	<b>60,144</b>
141-1-222-0162-4-72230-552410-0000-0000-222	In-Service/Staff Development	8,000			8,000
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>8,000</b>	<b>-</b>	<b>-</b>	<b>8,000</b>
141-1-222-0162-4-72710-531410-0000-0000-222	Contracts w/ Public Carriers	2,500			2,500
	<b>Total 72710 - Transportation</b>	<b>2,500</b>	<b>-</b>	<b>-</b>	<b>2,500</b>
141-1-222-0162-4-76100-570710-0000-0000-222	Building Improvements	30,000			30,000
	<b>Total 76100 - Regular Capital Outlay</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>30,000</b>
	<b>Total - Chattanooga School for the Liberal Arts</b>	<b>102,644</b>	<b>-</b>	<b>-</b>	<b>102,644</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 4/16/2026	INCREASE	DECREASE	AMENDED BUDGET 5/21/2026
<b>Lookout Valley Middle/High School</b>					
141-1-222-0165-4-71300-5116E0-PBEN-0000-222	CTE Teacher (.50 FTE)	28,963			28,963
141-1-222-0165-4-71300-520110-PBEN-0000-222	Social Security	1,796			1,796
141-1-222-0165-4-71300-520410-PBEN-0000-222	State Retirement	2,317			2,317
141-1-222-0165-4-71300-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0165-4-71300-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0165-4-71300-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0165-4-71300-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0165-4-71300-521210-PBEN-0000-222	Medicare	420			420
141-1-222-0165-4-71300-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0165-4-71300-529930-PBEN-0000-222	Short Term Disability	58			58
141-1-222-0165-4-71300-542910-0000-0000-222	Instructional Supplies & Materials	21,371			21,371
141-1-222-0165-4-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	273			273
141-1-222-0165-4-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	60,000			60,000
141-1-222-0165-4-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	2,634			2,634
141-1-222-0165-4-71300-549990-0000-0000-222	Other Supplies & Materials	5,000			5,000
141-1-222-0165-4-71300-573010-0000-0000-222	Equipment Vocational	24,559			24,559
	<b>Total 71300 - Vocational Education Instruction</b>	<b>154,279</b>	<b>-</b>	<b>-</b>	<b>154,279</b>
141-1-222-0165-4-72130-518810-0000-0000-222	Bonus	1,000			1,000
141-1-222-0165-4-72130-5189F0-PBEN-0000-222	College & Career Advisor (.5 FTE)	32,779			32,779
141-1-222-0165-4-72130-520110-PBEN-0000-222	Social Security	2,094			2,094
141-1-222-0165-4-72130-520410-PBEN-0000-222	State Retirement	4,289			4,289
141-1-222-0165-4-72130-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0165-4-72130-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0165-4-72130-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0165-4-72130-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0165-4-72130-521210-PBEN-0000-222	Medicare	490			490
141-1-222-0165-4-72130-521710-PBEN-0000-222	State Retirement	676			676
141-1-222-0165-4-72130-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0165-4-72130-529930-PBEN-0000-222	Short Term Disability	58			58
	<b>Total 72130 - Other Student Support</b>	<b>48,274</b>	<b>-</b>	<b>-</b>	<b>48,274</b>
141-1-222-0165-4-72230-519610-0000-0000-222	Stipends	8,817			8,817
141-1-222-0165-4-72230-520110-0000-0000-222	Social Security	547			547
141-1-222-0165-4-72230-520410-0000-0000-222	State Retirement	732			732
141-1-222-0165-4-72230-521210-0000-0000-222	Medicare	128			128
141-1-222-0165-4-72230-521710-0000-0000-222	State Retirement Hybrid	176			176
141-1-222-0165-4-72230-552410-0000-0000-222	In-Service/Staff Development	16,000			16,000
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>26,400</b>	<b>-</b>	<b>-</b>	<b>26,400</b>
	<b>Total - Lookout Valley Middle/High School</b>	<b>228,953</b>	<b>-</b>	<b>-</b>	<b>228,953</b>
<b>Red Bank High School</b>					
141-1-222-0175-3-71100-514090-0000-0000-222	Stipends	8,144			8,144
141-1-222-0175-3-71100-520110-0000-0000-222	Social Security	505			505
141-1-222-0175-3-71100-520410-0000-0000-222	State Retirement	652			652
141-1-222-0175-3-71100-521210-0000-0000-222	Medicare	118			118
141-1-222-0175-3-71100-521710-0000-0000-222	State Retirement Hybrid	81			81
	<b>Total 71100 - Regular Instruction</b>	<b>9,500</b>	<b>-</b>	<b>-</b>	<b>9,500</b>
141-1-222-0175-3-71300-539990-0000-0000-222	Other Contracted Services	15,000			15,000
141-1-222-0175-3-71300-542910-0000-0000-222	Instructional Supplies & Materials	6,884			6,884
141-1-222-0175-3-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	16,300			16,300
141-1-222-0175-3-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	41,907			41,907
141-1-222-0175-3-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	11,000			11,000
141-1-222-0175-3-71300-549990-0000-0000-222	Other Supplies & Materials	14,045			14,045
141-1-222-0175-3-71300-573010-0000-0000-222	Equipment Vocational	138,547			138,547
	<b>Total 71300 - Vocational Education Instruction</b>	<b>243,683</b>	<b>-</b>	<b>-</b>	<b>243,683</b>
141-1-222-0175-3-72230-552410-0000-0000-222	In-Service/Staff Development	7,200			7,200
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>7,200</b>	<b>-</b>	<b>-</b>	<b>7,200</b>
141-1-222-0175-3-76100-570710-0000-0000-222	Building Improvements	7,000			7,000
	<b>Total 76100 - Regular Capital Outlay</b>	<b>7,000</b>	<b>-</b>	<b>-</b>	<b>7,000</b>
	<b>Total - Red Bank High School</b>	<b>267,383</b>	<b>-</b>	<b>-</b>	<b>267,383</b>
<b>Red Bank Middle School</b>					
141-1-222-0180-2-71100-514090-0000-0000-222	Stipends	34,291			34,291
141-1-222-0180-2-71100-520110-0000-0000-222	Social Security	2,126			2,126
141-1-222-0180-2-71100-520410-0000-0000-222	State Retirement	2,743			2,743
141-1-222-0180-2-71100-521210-0000-0000-222	Medicare	497			497
141-1-222-0180-2-71100-521710-0000-0000-222	State Retirement Hybrid	343			343
141-1-222-0180-2-71100-542910-0000-0000-222	Instructional Supplies & Materials	8,307			8,307
141-1-222-0180-2-71100-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	2,503			2,503
141-1-222-0180-2-71100-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	37,170			37,170
	<b>Total 71100 - Regular Instruction</b>	<b>87,980</b>	<b>-</b>	<b>-</b>	<b>87,980</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		4/16/2026	INCREASE	DECREASE	5/21/2026
141-1-222-0180-2-71300-5116E0-PBEN-0000-222	CTE Teacher (1.75 FTE)	95,425			95,425
141-1-222-0180-2-71300-520110-PBEN-0000-222	Social Security	5,916			5,916
141-1-222-0180-2-71300-520410-PBEN-0000-222	State Retirement	7,634			7,634
141-1-222-0180-2-71300-520610-PBEN-0000-222	Life Insurance	70			70
141-1-222-0180-2-71300-520710-PBEN-0000-222	Health Insurance	23,310			23,310
141-1-222-0180-2-71300-520810-PBEN-0000-222	Dental Insurance	515			515
141-1-222-0180-2-71300-521010-PBEN-0000-222	Unemployment Compensation	25			25
141-1-222-0180-2-71300-521210-PBEN-0000-222	Medicare	1,384			1,384
141-1-222-0180-2-71300-521710-PBEN-0000-222	State Retirement Hybrid	954			954
141-1-222-0180-2-71300-529910-PBEN-0000-222	Long Term Disability	187			187
141-1-222-0180-2-71300-529930-PBEN-0000-222	Short Term Disability	203			203
	<b>Total 71300 - Vocational Education Instruction</b>	<b>135,623</b>	<b>-</b>	<b>-</b>	<b>135,623</b>
141-1-222-0180-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	9,920			9,920
	<b>Total 72710 - Contracts w/ Public Carriers</b>	<b>9,920</b>	<b>-</b>	<b>-</b>	<b>9,920</b>
	<b>Total - Red Bank Middle School</b>	<b>233,523</b>	<b>-</b>	<b>-</b>	<b>233,523</b>
<b>Sale Creek Middle/High School</b>					
141-1-222-0190-4-71300-5116E0-PBEN-0000-222	CTE Teacher (.75 FTE)	54,533			54,533
141-1-222-0190-4-71300-520110-PBEN-0000-222	Social Security	3,381			3,381
141-1-222-0190-4-71300-520410-PBEN-0000-222	State Retirement	4,363			4,363
141-1-222-0190-4-71300-520610-PBEN-0000-222	Life Insurance	30			30
141-1-222-0190-4-71300-520710-PBEN-0000-222	Health Insurance	9,990			9,990
141-1-222-0190-4-71300-520810-PBEN-0000-222	Dental Insurance	221			221
141-1-222-0190-4-71300-521010-PBEN-0000-222	Unemployment Compensation	11			11
141-1-222-0190-4-71300-521210-PBEN-0000-222	Medicare	791			791
141-1-222-0190-4-71300-529910-PBEN-0000-222	Long Term Disability	80			80
141-1-222-0190-4-71300-529930-PBEN-0000-222	Short Term Disability	87			87
141-1-222-0190-4-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	48,245			48,245
141-1-222-0190-4-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	70,600			70,600
141-1-222-0190-4-71300-547110-0000-0000-222	Software	4,245			4,245
141-1-222-0190-4-71300-559990-0000-2222-222	Other Charges	3,000			3,000
141-1-222-0190-4-71300-573010-0000-0000-222	Equipment Vocational	37,398			37,398
	<b>Total 71300 - Vocational Education Instruction</b>	<b>236,975</b>	<b>-</b>	<b>-</b>	<b>236,975</b>
141-1-222-0190-4-72230-519610-0000-0000-222	Stipends	1,000			1,000
141-1-222-0190-4-72230-520110-0000-0000-222	Social Security	62			62
141-1-222-0190-4-72230-520410-0000-0000-222	State Retirement	80			80
141-1-222-0190-4-72230-521210-0000-0000-222	Medicare	15			15
141-1-222-0190-4-72230-521710-0000-0000-222	State Retirement Hybrid	10			10
141-1-222-0190-4-72230-533610-0000-0000-222	Maintenance & Repair Services	500			500
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>1,667</b>	<b>-</b>	<b>-</b>	<b>1,667</b>
141-1-222-0190-4-72710-531410-0000-0000-222	Contracts w/ Public Carriers	7,600			7,600
	<b>Total 72710 - Transportation</b>	<b>7,600</b>	<b>-</b>	<b>-</b>	<b>7,600</b>
141-1-222-0190-4-76100-570710-0000-0000-222	Building Improvements	100,000			100,000
	<b>Total 76100 - Regular Capital Outlay</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>100,000</b>
	<b>Total - Sale Creek Middle/High School</b>	<b>346,242</b>	<b>-</b>	<b>-</b>	<b>346,242</b>
<b>Sequoyah High School</b>					
141-1-222-0196-3-71100-511610-PBEN-0000-222	Teacher (.10 FTE)	4,810			4,810
141-1-222-0196-3-71100-520110-PBEN-0000-222	Social Security	298			298
141-1-222-0196-3-71100-520410-PBEN-0000-222	State Retirement	385			385
141-1-222-0196-3-71100-520610-PBEN-0000-222	Life Insurance	4			4
141-1-222-0196-3-71100-520710-PBEN-0000-222	Health Insurance	1,332			1,332
141-1-222-0196-3-71100-520810-PBEN-0000-222	Dental Insurance	29			29
141-1-222-0196-3-71100-521010-PBEN-0000-222	Unemployment Compensation	1			1
141-1-222-0196-3-71100-521210-PBEN-0000-222	Medicare	70			70
141-1-222-0196-3-71100-521710-PBEN-0000-222	State Retirement Hybrid	48			48
141-1-222-0196-3-71100-529910-PBEN-0000-222	Long Term Disability	11			11
141-1-222-0196-3-71100-529930-PBEN-0000-222	Short Term Disability	12			12
	<b>Total 71100 - Regular Instruction</b>	<b>7,000</b>	<b>-</b>	<b>-</b>	<b>7,000</b>
141-1-222-0196-3-71300-514090-0000-0000-222	Stipends	4,070			4,070
141-1-222-0196-3-71300-520110-0000-0000-222	Social Security	252			252
141-1-222-0196-3-71300-520410-0000-0000-222	State Retirement	338			338
141-1-222-0196-3-71300-521210-0000-0000-222	Medicare	59			59
141-1-222-0196-3-71300-521710-0000-0000-222	State Retirement Hybrid	81			81
141-1-222-0196-3-71300-542910-0000-0000-222	Instructional Supplies & Materials	16,000			16,000
141-1-222-0196-3-71300-542930-0000-0000-222	Instructional Supplies & Materials - Consumables	10,000			10,000
141-1-222-0196-3-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	129,371			129,371
141-1-222-0196-3-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	40,000			40,000
141-1-222-0196-3-71300-573010-0000-0000-222	Equipment Vocational	156,843			156,843
	<b>Total 71300 - Vocational Education Instruction</b>	<b>357,014</b>	<b>-</b>	<b>-</b>	<b>357,014</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		4/16/2026	INCREASE	DECREASE	5/21/2026
141-1-222-0196-3-76100-570710-0000-0000-222	Building Improvements	335,000			335,000
	<b>Total 76100 - Regular Capital Outlay</b>	<b>335,000</b>	-	-	<b>335,000</b>
	<b>Total - Sequoyah High School</b>	<b>699,014</b>	-	-	<b>699,014</b>
<b>Orchard Knob Middle School</b>					
141-1-222-0200-2-71100-511610-PBEN-0000-222	Teacher (.5 FTE)	27,696			27,696
141-1-222-0200-2-71100-520110-PBEN-0000-222	Social Security	1,717			1,717
141-1-222-0200-2-71100-520410-PBEN-0000-222	State Retirement	2,216			2,216
141-1-222-0200-2-71100-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0200-2-71100-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0200-2-71100-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0200-2-71100-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0200-2-71100-521210-PBEN-0000-222	Medicare	402			402
141-1-222-0200-2-71100-521710-PBEN-0000-222	State Retirement Hybrid	277			277
141-1-222-0200-2-71100-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0200-2-71100-529930-PBEN-0000-222	Short Term Disability	58			58
	<b>Total 71100 - Regular Instruction</b>	<b>39,254</b>	-	-	<b>39,254</b>
141-1-222-0200-2-71300-5116E0-PBEN-0000-222	CTE Teacher (1 FTE)	50,000			50,000
141-1-222-0200-2-71300-520110-PBEN-0000-222	Social Security	3,100			3,100
141-1-222-0200-2-71300-520410-PBEN-0000-222	State Retirement	4,000			4,000
141-1-222-0200-2-71300-520610-PBEN-0000-222	Life Insurance	40			40
141-1-222-0200-2-71300-520710-PBEN-0000-222	Health Insurance	13,320			13,320
141-1-222-0200-2-71300-520810-PBEN-0000-222	Dental Insurance	294			294
141-1-222-0200-2-71300-521010-PBEN-0000-222	Unemployment Compensation	14			14
141-1-222-0200-2-71300-521210-PBEN-0000-222	Medicare	725			725
141-1-222-0200-2-71300-521710-PBEN-0000-222	State Retirement	500			500
141-1-222-0200-2-71300-529910-PBEN-0000-222	Long Term Disability	107			107
141-1-222-0200-2-71300-529930-PBEN-0000-222	Short Term Disability	116			116
141-1-222-0200-2-71300-542910-0000-0000-222	Instructional Supplies & Materials	12,920			12,920
141-1-222-0200-2-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	20,000			20,000
141-1-222-0200-2-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	110,688			110,688
141-1-222-0200-2-71300-573010-0000-0000-222	Equipment Vocational	12,000			12,000
	<b>Total 71300 - Vocational Education Instruction</b>	<b>227,824</b>	-	-	<b>227,824</b>
141-1-222-0200-2-76100-570710-0000-0000-222	Building Improvements	15,000			15,000
	<b>Total 76100 - Regular Capital Outlay</b>	<b>15,000</b>	-	-	<b>15,000</b>
	<b>Total - Orchard Knob Middle School</b>	<b>282,078</b>	-	-	<b>282,078</b>
<b>Signal Mountain Middle/High School</b>					
141-1-222-0210-4-71300-5116E0-PBEN-0000-222	CTE Teacher (1 FTE)	74,820			74,820
141-1-222-0210-4-71300-514090-0000-0000-222	Stipends	9,902			9,902
141-1-222-0210-4-71300-520110-0000-0000-222	Social Security	614			614
141-1-222-0210-4-71300-520110-PBEN-0000-222	Social Security	4,639			4,639
141-1-222-0210-4-71300-520410-0000-0000-222	State Retirement	817			817
141-1-222-0210-4-71300-520410-PBEN-0000-222	State Retirement	5,986			5,986
141-1-222-0210-4-71300-520610-PBEN-0000-222	Life Insurance	40			40
141-1-222-0210-4-71300-520710-PBEN-0000-222	Health Insurance	13,320			13,320
141-1-222-0210-4-71300-520810-PBEN-0000-222	Dental Insurance	294			294
141-1-222-0210-4-71300-521010-PBEN-0000-222	Unemployment Compensation	14			14
141-1-222-0210-4-71300-521210-0000-0000-222	Medicare	144			144
141-1-222-0210-4-71300-521210-PBEN-0000-222	Medicare	1,085			1,085
141-1-222-0210-4-71300-521710-0000-0000-222	State Retirement Hybrid	185			185
141-1-222-0210-4-71300-521710-PBEN-0000-222	State Retirement Hybrid	748			748
141-1-222-0210-4-71300-529910-PBEN-0000-222	Long Term Disability	107			107
141-1-222-0210-4-71300-529930-PBEN-0000-222	Short Term Disability	116			116
141-1-222-0210-4-71300-542910-0000-0000-222	Instructional Supplies & Materials	10,000			10,000
141-1-222-0210-4-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	25,000			25,000
141-1-222-0210-4-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	281,886			281,886
141-1-222-0210-4-71300-547110-0000-0000-222	Software	4,252			4,252
141-1-222-0210-4-71300-549990-0000-0000-222	Other Supplies & Materials	20,000			20,000
141-1-222-0210-4-71300-559990-0000-0000-222	Other Charges	6,000			6,000
141-1-222-0210-4-71300-573010-0000-0000-222	Equipment Vocational	30,000			30,000
	<b>Total 71300 - Vocational Education Instruction</b>	<b>489,969</b>	-	-	<b>489,969</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		4/16/2026	INCREASE	DECREASE	5/21/2026
141-1-222-0210-4-72130-5189F0-PBEN-0000-222	College & Career Advisor	2,133			2,133
141-1-222-0210-4-72130-5189F0-PWOB-0000-222	College & Career Advisor (.5 FTE PTNB)	20,000			20,000
141-1-222-0210-4-72130-520110-PBEN-0000-222	Social Security	120			120
141-1-222-0210-4-72130-520110-PWOB-0000-222	Social Security	1,240			1,240
141-1-222-0210-4-72130-520410-PBEN-0000-222	State Retirement	163			163
141-1-222-0210-4-72130-520610-PBEN-0000-222	Life Insurance	1			1
141-1-222-0210-4-72130-520710-PBEN-0000-222	Health Insurance	512			512
141-1-222-0210-4-72130-520770-PBEN-0000-222	Health Insurance	550			550
141-1-222-0210-4-72130-520810-PBEN-0000-222	Dental Insurance	11			11
141-1-222-0210-4-72130-521010-PBEN-0000-222	Unemployment Compensation	1			1
141-1-222-0210-4-72130-521210-PBEN-0000-222	Medicare	28			28
141-1-222-0210-4-72130-521210-PWOB-0000-222	Medicare	290			290
141-1-222-0210-4-72130-521710-PBEN-0000-222	State Retirement	29			29
141-1-222-0210-4-72130-529910-PBEN-0000-222	Long Term Disability	4			4
141-1-222-0210-4-72130-529930-PBEN-0000-222	Short Term Disability	4			4
	<b>Total 72130 - Other Student Support</b>	<b>25,086</b>	<b>-</b>	<b>-</b>	<b>25,086</b>
141-1-222-0210-4-72210-552410-0000-0000-222	In-Service/Staff Development	7,500			7,500
	<b>Total 72210 - Regular Instructional Support</b>	<b>7,500</b>	<b>-</b>	<b>-</b>	<b>7,500</b>
141-1-222-0210-4-72710-531410-0000-0000-222	Contracts w/ Public Carriers	6,000			6,000
	<b>Total 72710 - Transportation</b>	<b>6,000</b>	<b>-</b>	<b>-</b>	<b>6,000</b>
141-1-222-0210-4-76100-570710-0000-0000-222	Building Improvements	30,000			30,000
	<b>Total 76100 - Regular Capital Outlay</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>30,000</b>
	<b>Total - Signal Mountain Middle/High School</b>	<b>558,555</b>	<b>-</b>	<b>-</b>	<b>558,555</b>
<b>Soddy Daisy High School</b>					
141-1-222-0220-3-71100-514090-0000-0000-222	Stipends	2,143			2,143
141-1-222-0220-3-71100-520110-0000-0000-222	Social Security	134			134
141-1-222-0220-3-71100-520410-0000-0000-222	State Retirement	171			171
141-1-222-0220-3-71100-521210-0000-0000-222	Medicare	31			31
141-1-222-0220-3-71100-521710-0000-0000-222	State Retirement Hybrid	21			21
	<b>Total 71100 - Regular Instruction</b>	<b>2,500</b>	<b>-</b>	<b>-</b>	<b>2,500</b>
141-1-222-0220-3-71300-5116E0-PBEN-0000-222	CTE Teacher (1 FTE)	56,659			56,659
141-1-222-0220-3-71300-520110-PBEN-0000-222	Social Security	3,513			3,513
141-1-222-0220-3-71300-520410-PBEN-0000-222	State Retirement	4,532			4,532
141-1-222-0220-3-71300-520610-PBEN-0000-222	Life Insurance	40			40
141-1-222-0220-3-71300-520710-PBEN-0000-222	Health Insurance	13,320			13,320
141-1-222-0220-3-71300-520810-PBEN-0000-222	Dental Insurance	294			294
141-1-222-0220-3-71300-521010-PBEN-0000-222	Unemployment Compensation	14			14
141-1-222-0220-3-71300-521210-PBEN-0000-222	Medicare	822			822
141-1-222-0220-3-71300-521710-PBEN-0000-222	State Retirement Hybrid	567			567
141-1-222-0220-3-71300-529910-PBEN-0000-222	Long Term Disability	107			107
141-1-222-0220-3-71300-529930-PBEN-0000-222	Short Term Disability	116			116
141-1-222-0220-3-71300-542910-0000-0000-222	Instructional Supplies & Material	7,099			7,099
141-1-222-0220-3-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	17,500			17,500
141-1-222-0220-3-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	32,183			32,183
141-1-222-0220-3-71300-547110-0000-0000-222	Software	2,400			2,400
141-1-222-0220-3-71300-549990-0000-0000-222	Other Supplies & Materials	20,651			20,651
141-1-222-0220-3-71300-559990-0000-0000-222	Other Charges	600			600
141-1-222-0220-3-71300-573010-0000-0000-222	Vocational Instruction Equipment	120,009			120,009
	<b>Total 71300 - Vocational Education Instruction</b>	<b>280,426</b>	<b>-</b>	<b>-</b>	<b>280,426</b>
141-1-222-0220-3-72130-512310-PBEN-0000-222	Counselor (.5 FTE)	39,782			39,782
141-1-222-0220-3-72130-520110-PBEN-0000-222	Social Security	2,466			2,466
141-1-222-0220-3-72130-520410-PBEN-0000-222	State Retirement	3,182			3,182
141-1-222-0220-3-72130-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0220-3-72130-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0220-3-72130-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0220-3-72130-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0220-3-72130-521210-PBEN-0000-222	Medicare	577			577
141-1-222-0220-3-72130-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0220-3-72130-529930-PBEN-0000-222	Short Term Disability	58			58
	<b>Total 72130 - Other Student Support</b>	<b>52,953</b>	<b>-</b>	<b>-</b>	<b>52,953</b>
141-1-222-0220-3-72250-579010-0000-BUDG-222	Other Equipment	60,000			60,000
	<b>Total 72250 - Education Technology</b>	<b>60,000</b>	<b>-</b>	<b>-</b>	<b>60,000</b>
141-1-222-0220-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	1,650			1,650
	<b>Total 72710 - Transportation</b>	<b>1,650</b>	<b>-</b>	<b>-</b>	<b>1,650</b>
	<b>Total -Soddy Daisy High School</b>	<b>397,529</b>	<b>-</b>	<b>-</b>	<b>397,529</b>
<b>Soddy Daisy Middle School</b>					
141-1-222-0225-2-71100-547110-0000-0000-222	Software	3,000			3,000
	<b>Total 71100 - Regular Instruction</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>3,000</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		4/16/2026	INCREASE	DECREASE	5/21/2026
141-1-222-0225-2-71300-5116E0-PBEN-0000-222	CTE Teacher (.5 FTE)	29,596			29,596
141-1-222-0225-2-71300-514090-0000-0000-222	Stipends	12,860			12,860
141-1-222-0225-2-71300-520110-0000-0000-222	Social Security	797			797
141-1-222-0225-2-71300-520110-PBEN-0000-222	Social Security	1,835			1,835
141-1-222-0225-2-71300-520410-0000-0000-222	State Retirement	1,029			1,029
141-1-222-0225-2-71300-520410-PBEN-0000-222	State Retirement	2,368			2,368
141-1-222-0225-2-71300-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0225-2-71300-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0225-2-71300-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0225-2-71300-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0225-2-71300-521210-0000-0000-222	Medicare	186			186
141-1-222-0225-2-71300-521210-PBEN-0000-222	Medicare	429			429
141-1-222-0225-2-71300-521710-0000-0000-222	State Retirement Hybrid	128			128
141-1-222-0225-2-71300-521710-PBEN-0000-222	State Retirement Hybrid	296			296
141-1-222-0225-2-71300-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0225-2-71300-529930-PBEN-0000-222	Short Term Disability	58			58
141-1-222-0225-2-71300-539980-0000-0000-222	Contract Substitutes	500			500
141-1-222-0225-2-71300-542910-0000-0000-222	Instructional Supplies & Materials	2,500			2,500
141-1-222-0225-2-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	2,500			2,500
141-1-222-0225-2-71300-542930-0000-0000-222	Instructional Supplies & Materials - Equipment	15,000			15,000
141-1-222-0225-2-71300-547110-0000-0000-222	Software	2,500			2,500
141-1-222-0225-2-71300-559990-0000-0000-222	Other Charges	5,000			5,000
141-1-222-0225-2-71300-573010-0000-0000-222	Equipment Vocational	126,123			126,123
	<b>Total 71300 - Vocational Education Instruction</b>	<b>210,593</b>	<b>-</b>	<b>-</b>	<b>210,593</b>
141-1-222-0225-2-72230-514090-0000-0000-222	Stipends	4,240			4,240
141-1-222-0225-2-72230-520110-0000-0000-222	Social Security	263			263
141-1-222-0225-2-72230-520410-0000-0000-222	State Retirement	352			352
141-1-222-0225-2-72230-521210-0000-0000-222	Medicare	61			61
141-1-222-0225-2-72230-521710-0000-0000-222	State Retirement Hybrid	84			84
141-1-222-0225-2-72230-552410-0000-0000-222	In-Service/Staff Development	2,000			2,000
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>7,000</b>	<b>-</b>	<b>-</b>	<b>7,000</b>
141-1-222-0225-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	5,000			5,000
	<b>Total 72710 - Transportation</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>5,000</b>
	<b>Total - Soddy Daisy Middle School</b>	<b>225,593</b>	<b>-</b>	<b>-</b>	<b>225,593</b>
<b>Tyner Middle High</b>					
141-1-222-0238-4-71100-572210-0000-0000-222	Regular Instruction Equipment	253,072			253,072
	<b>Total 71100 - Regular Instruction</b>	<b>253,072</b>	<b>-</b>	<b>-</b>	<b>253,072</b>
141-1-222-0238-4-71300-542910-0000-0000-222	Instructional Supplies & Materials	3,000			3,000
141-1-222-0238-4-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	5,000			5,000
141-1-222-0238-4-71300-547110-0000-0000-222	Software	1,500			1,500
141-1-222-0238-4-71300-549980-0000-0000-222	Other Supplies & Materials - Equipment	66,100			66,100
141-1-222-0238-4-71300-559990-0000-0000-222	Other Charges	20,000			20,000
141-1-222-0238-4-71300-573010-0000-0000-222	Equipment Vocational	235,000			235,000
	<b>Total 71300 - Vocational Education Instruction</b>	<b>330,600</b>	<b>-</b>	<b>-</b>	<b>330,600</b>
141-1-222-0238-4-72710-531410-0000-0000-222	Contracts w/ Public Carriers	11,611			11,611
	<b>Total 72710 - Transportation</b>	<b>11,611</b>	<b>-</b>	<b>-</b>	<b>11,611</b>
	<b>Total - Tyner Academy</b>	<b>595,283</b>	<b>-</b>	<b>-</b>	<b>595,283</b>
<b>STEM School</b>					
141-1-222-0280-3-71100-572210-0000-0000-222	Regular Instruction Equipment	99,439			99,439
	<b>Total 71100 - Regular Instruction</b>	<b>99,439</b>	<b>-</b>	<b>-</b>	<b>99,439</b>
141-1-222-0280-3-71300-5116E0-PBEN-0000-222	STEM Teacher (.50 FTE)	32,742			32,742
141-1-222-0280-3-71300-520110-PBEN-0000-222	Social Security	2,030			2,030
141-1-222-0280-3-71300-520410-PBEN-0000-222	State Retirement	2,619			2,619
141-1-222-0280-3-71300-520610-PBEN-0000-222	Life Insurance	20			20
141-1-222-0280-3-71300-520710-PBEN-0000-222	Health Insurance	6,660			6,660
141-1-222-0280-3-71300-520810-PBEN-0000-222	Dental Insurance	147			147
141-1-222-0280-3-71300-521010-PBEN-0000-222	Unemployment Compensation	7			7
141-1-222-0280-3-71300-521210-PBEN-0000-222	Medicare	475			475
141-1-222-0280-3-71300-521710-PBEN-0000-222	State Retirement Hybrid	327			327
141-1-222-0280-3-71300-529910-PBEN-0000-222	Long Term Disability	54			54
141-1-222-0280-3-71300-529930-PBEN-0000-222	Short Term Disability	58			58
141-1-222-0280-3-71300-542910-0000-2222-222	Instructional Supplies & Materials - Consumables	16,503			16,503
141-1-222-0280-3-71300-547110-0000-0000-222	Software	500			500
141-1-222-0280-3-71300-549990-0000-0000-222	Other Supplies & Materials	15,659			15,659
141-1-222-0280-3-71300-573010-0000-0000-222	Vocational Equipment	34,153			34,153
	<b>Total 71300 - Vocational Education Instruction</b>	<b>111,954</b>	<b>-</b>	<b>-</b>	<b>111,954</b>
	<b>Total - STEM School</b>	<b>211,393</b>	<b>-</b>	<b>-</b>	<b>211,393</b>
	<b>TOTAL BUDGET</b>	<b>10,118,325</b>	<b>15,780</b>	<b>(15,780)</b>	<b>10,118,325</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
STATE PROGRAMS  
SUMMER LEARNING CAMPS  
BUDGET FISCAL YEAR 2025-2026**

FY26 allocation is \$5,689,743.91

**SOURCE OF FUNDS SUMMARY**

<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>FY2026 BUDGET 5/21/2026</b>
141-1-223-0000-0-00000-465900-0000-0000-223	State Revenue	5,689,744
	<b>Total Source of Funds</b>	<b>5,689,744</b>

**USE OF FUNDS SUMMARY**

<b>71100</b>	Regular Instruction	3,673,272
<b>72110</b>	Attendance	88,847
<b>72120</b>	Health Services	126,926
<b>72130</b>	Other Student Support	316,302
<b>72210</b>	Regular Education Instructional Support	259,672
<b>72710</b>	Transportation	1,224,725
	<b>Total Use of Funds</b>	<b>5,689,744</b>

**USE OF FUNDS DETAIL**

<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>FY2026 BUDGET 5/21/2026</b>
<b><u>Summer Learning Camps</u></b>		
<b><u>District</u></b>		
141-1-223-6000-0-71100-5116H0-0000-0000-223	Interventionists	187,720
141-1-223-6000-0-71100-514090-0000-0000-223	Supplemental Pay - Teachers	2,276,032
141-1-223-6000-0-71100-516310-0000-0000-223	Supplemental Pay - Educational Assistants	280,098
141-1-223-6000-0-71100-5189A0-0000-0000-223	Interns - Impact Fellows	12,968
141-1-223-6000-0-71100-520110-0000-0000-223	Social Security	170,922
141-1-223-6000-0-71100-520410-0000-0000-223	State Retirement	232,672
141-1-223-6000-0-71100-521210-0000-0000-223	Medicare	39,974
141-1-223-6000-0-71100-521710-0000-0000-223	State Retirement Hybrid	30,239
141-1-223-6000-0-71100-539990-0000-0000-223	Other Contracted Services	20,250
141-1-223-6000-0-71100-549990-0000-0000-223	Other Supplies & Materials	60,000
141-1-223-6000-0-71100-559990-0000-0000-223	Other Charges	35,000
	<b>Total 71100 - Regular Instruction</b>	<b>3,345,875</b>
141-1-223-6000-0-72110-516210-0000-0000-223	Supplemental Pay - Clerical	72,618
141-1-223-6000-0-72110-520110-0000-0000-223	Social Security	4,502
141-1-223-6000-0-72110-520410-0000-0000-223	State Retirement	9,222
141-1-223-6000-0-72110-521210-0000-0000-223	Medicare	1,053
141-1-223-6000-0-72110-521710-0000-0000-223	State Retirement Hybrid	1,452
	<b>Total 72110 - Attendance</b>	<b>88,847</b>
141-1-223-6000-0-72120-513110-0000-0000-223	Supplemental Pay - Nurses	103,740
141-1-223-6000-0-72120-520110-0000-0000-223	Social Security	6,432
141-1-223-6000-0-72120-520410-0000-0000-223	State Retirement	13,175
141-1-223-6000-0-72120-521210-0000-0000-223	Medicare	1,504
141-1-223-6000-0-72120-521710-0000-0000-223	State Retirement Hybrid	2,075
	<b>Total 72120 - Health Services</b>	<b>126,926</b>

ACCOUNT CODE	DESCRIPTION	FY2026 BUDGET 5/21/2026
141-1-223-6000-0-72130-512310-0000-0000-223	Supplemental Pay - SEAD Coaches	103,740
141-1-223-6000-0-72130-513470-0000-0000-223	Supplemental Pay - ENL Interpreters	34,580
141-1-223-6000-0-72130-517010-0000-0000-223	Supplemental Pay - School Safety Officers	108,927
141-1-223-6000-0-72130-5189A0-PWOB-0000-223	Intern	4,540
141-1-223-6000-0-72130-520110-0000-0000-223	Social Security	15,611
141-1-223-6000-0-72130-520410-0000-0000-223	State Retirement	26,525
141-1-223-6000-0-72130-521210-0000-0000-223	Medicare	3,651
141-1-223-6000-0-72130-521710-0000-0000-223	State Retirement Hybrid	3,908
141-1-223-6000-0-72130-539990-0000-0000-223	Other Contracted Services	14,820
	<b>Total 72130 - Other Student Support</b>	<b>316,302</b>
141-1-223-6000-0-72210-514090-0000-0000-223	Supplemental Pay - Site Directors	189,750
141-1-223-6000-0-72210-5140N0-0000-0000-223	Supplemental Pay - Mentors	20,000
141-1-223-6000-0-72210-5189A0-0000-0000-223	Other Salaries & Wages	12,000
141-1-223-6000-0-72210-520110-0000-0000-223	Social Security	13,749
141-1-223-6000-0-72210-520410-0000-0000-223	State Retirement	17,740
141-1-223-6000-0-72210-521210-0000-0000-223	Medicare	3,215
141-1-223-6000-0-72210-521710-0000-0000-223	State Retirement Hybrid	2,218
141-1-223-6000-0-72210-535510-0000-0000-223	Travel	1,000
	<b>Total 72210 - Regular Education Instructional Support</b>	<b>259,672</b>
141-1-223-6000-0-72710-531410-0000-0000-223	Contracts w/ Public Carriers	1,179,857
	<b>Total 72710 - Transportation</b>	<b>1,179,857</b>
	<b>Total District</b>	<b>5,317,479</b>
<b>Charter Schools</b>		
<b>Chattanooga Girls Leadership Academy</b>		
141-1-223-8001-8-71100-559990-0000-0000-223	Other Charges	26,912
	<b>Total 71100 - Regular Instruction</b>	<b>26,912</b>
141-1-223-8001-8-72710-531410-0000-0000-223	Contracts w/ Public Carriers	4,881
	<b>Total 72710 - Transportation</b>	<b>4,881</b>
<b>Ivy Academy</b>		
141-1-223-8002-8-71100-559990-0000-0000-223	Other Charges	29,668
	<b>Total 71100 - Regular Instruction</b>	<b>29,668</b>
<b>Chattanooga Charter School of Excellence - Elementary</b>		
141-1-223-8003-8-71100-559990-0000-0000-223	Other Charges	70,576
	<b>Total 71100 - Regular Instruction</b>	<b>70,576</b>
141-1-223-8003-8-72710-531410-0000-0000-223	Contracts w/ Public Carriers	12,801
	<b>Total 72710 - Transportation</b>	<b>12,801</b>
<b>Ivy Academy's Skillern Elementary</b>		
141-1-223-8005-8-71100-559990-0000-0000-223	Other Charges	59,409
	<b>Total 71100 - Regular Instruction</b>	<b>59,409</b>
141-1-223-8005-8-72710-531410-0000-0000-223	Contracts w/ Public Carriers	10,775
	<b>Total 72710 - Transportation</b>	<b>10,775</b>

ACCOUNT CODE	DESCRIPTION	FY2026 BUDGET 5/21/2026
<b><u>ChattAcademy Community School</u></b>		
141-1-223-8006-8-71100-559990-0000-0000-223	Other Charges	23,379
	<b>Total 71100 - Regular Instruction</b>	<b>23,379</b>
141-1-223-8006-8-72710-531410-0000-0000-223	Contracts w/ Public Carriers	4,240
	<b>Total 72710 - Transportation</b>	<b>4,240</b>
<b><u>Chattanooga Charter School of Excellence - Middle</u></b>		
141-1-223-8010-8-71100-559990-0000-0000-223	Other Charges	33,243
	<b>Total 71100 - Regular Instruction</b>	<b>33,243</b>
141-1-223-8010-8-72710-531410-0000-0000-223	Contracts w/ Public Carriers	6,029
	<b>Total 72710 - Transportation</b>	<b>6,029</b>
<b><u>Chattanooga Preparatory School</u></b>		
141-1-223-8011-8-71100-559990-0000-0000-223	Other Charges	33,864
	<b>Total 71100 - Regular Instruction</b>	<b>33,864</b>
141-1-223-8011-8-72710-531410-0000-0000-223	Contracts w/ Public Carriers	6,142
	<b>Total 72710 - Transportation</b>	<b>6,142</b>
<b><u>Montessori Elementary at Highland Park</u></b>		
141-1-223-8142-8-71100-559990-0000-0000-223	Other Charges	50,346
	<b>Total 71100 - Regular Instruction</b>	<b>50,346</b>
	<b>Total Charter Schools</b>	<b>372,265</b>
	<b>TOTAL BUDGET</b>	<b>5,689,744</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAM  
 THERAPY SERVICES  
 BUDGET FISCAL YEAR 2025-2026**

**SOURCE OF FUNDS SUMMARY**

<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>AMENDED BUDGET</b>		
		<b>2/19/2026</b>	<b>INCREASE</b>	<b>DECREASE</b>
141-5-405-0000-0-00000-439900-0000-0000	Other Charges for Services	525,000	12,212	537,212
141-5-405-0000-0-00000-4T4555-0000-0000	Restricted for Education	540,000		540,000
<b>Total Source of Revenue</b>		<b>1,065,000</b>	<b>12,212</b>	<b>- 1,077,212</b>

**USE OF FUNDS SUMMARY**

<b>71200</b>	Special Education Instruction	1,065,000	12,212	- 1,077,212
<b>Total Use of Funds</b>		<b>1,065,000</b>	<b>12,212</b>	<b>- 1,077,212</b>

**USE OF FUNDS DETAIL**

<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>AMENDED BUDGET</b>		
		<b>2/19/2026</b>	<b>INCREASE</b>	<b>DECREASE</b>
141-5-405-6000-0-71200-531210-0000-0000	Contracts - Private Agencies	700,000	12,212	712,212
141-5-405-6000-6-71200-539990-0000-0000	Other Contracted Services	320,000		320,000
141-5-405-6000-0-71200-572510-0000-0000	Equipment - Exceptional Ed	45,000		45,000
<b>Total 71200 - Special Education Instruction</b>		<b>1,065,000</b>	<b>12,212</b>	<b>- 1,077,212</b>
<b>TOTAL BUDGET</b>		<b>1,065,000</b>	<b>12,212</b>	<b>- 1,077,212</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 ACCELERATE LEARNING  
 BUDGET FISCAL YEAR 2025-2026  
 FY26 award is \$111,594.00  
 FY25 carryover is \$23,032.85**

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		2/19/2026	INCREASE	DECREASE	5/21/2026
141-5-414-0000-0-00000-445700-0000-0000-414	Contributions and Gifts	75,000	36,594		111,594
141-5-414-0000-0-00000-4T4555-0000-0000-414	Restricted for Education	23,033			23,033
	<b>Total Source of Funds</b>	<b>98,033</b>	<b>36,594</b>	<b>-</b>	<b>134,627</b>

**USE OF FUNDS SUMMARY**

<b>71100</b>	Regular Instruction	60,842	30,594	-	91,436
<b>72210</b>	Instructional Support	13,789	405	(405)	13,789
<b>72710</b>	Transportation	18,500	6,000	-	24,500
<b>99100</b>	Indirect Costs	4,902	-	-	4,902
	<b>Total Use of Funds</b>	<b>98,033</b>	<b>36,999</b>	<b>(405)</b>	<b>134,627</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		2/19/2026	INCREASE	DECREASE	5/21/2026
<b>District Office</b>					
141-5-414-0000-0-72210-514090-0000-0000-414	Stipends	7,635	405		8,040
141-5-414-0000-0-72210-552410-0000-0000-414	In Service/Staff Development	4,750		(405)	4,345
141-5-414-0000-0-72210-559990-0000-0000-414	Other Charges	1,404			1,404
	<b>Total 72210 - Regular Instructional Support</b>	<b>13,789</b>	<b>405</b>	<b>(405)</b>	<b>13,789</b>
141-5-414-0000-0-99100-550410-0000-0000-414	Indirect Cost (5%)	4,902			4,902
	<b>Total 99100 - Indirect Cost</b>	<b>4,902</b>	<b>-</b>	<b>-</b>	<b>4,902</b>
	<b>Total - District Office</b>	<b>18,691</b>	<b>405</b>	<b>(405)</b>	<b>18,691</b>
<b>School-Based System Wide</b>					
141-5-414-6000-0-71100-542910-0000-0000-414	Instructional Supplies	36			36
	<b>Total - School-Based System Wide</b>	<b>36</b>	<b>-</b>	<b>-</b>	<b>36</b>
<b>Allen Elementary</b>					
141-5-414-0005-1-71100-518990-PWOB-0000-414	Impact Tutors (0.6 FTE)	5,599	3,364		8,963
141-5-414-0005-1-71100-520770-PWOB-0000-414	Medical Insurance	1,775	1,175		2,950
	<b>Total - Allen Elementary</b>	<b>7,374</b>	<b>4,539</b>	<b>-</b>	<b>11,913</b>
<b>Bess. T Shepherd Elementary</b>					
141-5-414-0017-1-71100-518990-PWOB-0000-414	Impact Tutors (0.8 FTE)	5,239	3,161		8,400
141-5-414-0017-1-71100-520770-PWOB-0000-414	Medical Insurance	1,900	1,275		3,175
	<b>Total - Bess. T. Shepherd Elementary</b>	<b>7,139</b>	<b>4,436</b>	<b>-</b>	<b>11,575</b>
<b>Chattanooga School for Arts &amp; Sciences-Lower</b>					
141-5-414-0047-1-71100-518990-PWOB-0000-414	Impact Tutors (1.7 FTE)	8,735	1,500		10,235
141-5-414-0047-1-71100-520770-PWOB-0000-414	Medical Insurance	4,750	1,400		6,150
	<b>Total - CSAS Lower</b>	<b>13,485</b>	<b>2,900</b>	<b>-</b>	<b>16,385</b>
<b>Daisy Elementary</b>					
141-5-414-0050-1-71100-518990-PWOB-0000-414	Impact Tutors (0.6 FTE)	5,575	2,840		8,415
141-5-414-0050-1-71100-520770-PWOB-0000-414	Medical Insurance	1,600	935		2,535
	<b>Total - Daisy Elementary</b>	<b>7,175</b>	<b>3,775</b>	<b>-</b>	<b>10,950</b>
<b>East Ridge Elementary</b>					
141-5-414-0065-1-71100-518990-PWOB-0000-414	Impact Tutors (0.9 FTE)	3,832	1,600		5,432
141-5-414-0065-1-71100-520770-PWOB-0000-414	Medical Insurance	2,225	1,325		3,550
	<b>Total - East Ridge Elementary</b>	<b>6,057</b>	<b>2,925</b>	<b>-</b>	<b>8,982</b>
<b>Harrison Elementary</b>					
141-5-414-0090-1-71100-518990-PWOB-0000-414	Impact Tutors (1.4 FTE)	14,696	9,435		24,131
141-5-414-0090-1-71100-520770-PWOB-0000-414	Medical Insurance	4,200	2,584		6,784
	<b>Total 71100 - Regular Instruction</b>	<b>18,896</b>	<b>12,019</b>	<b>-</b>	<b>30,915</b>
141-5-414-0090-1-72710-531410-0000-0000-414	Contracts w/ Public Carriers	18,500	6,000		24,500
	<b>Total 72710 - Transportation</b>	<b>18,500</b>	<b>6,000</b>	<b>-</b>	<b>24,500</b>
	<b>Total - Harrison Elementary</b>	<b>37,396</b>	<b>18,019</b>	<b>-</b>	<b>55,415</b>
<b>Woodmore Elementary</b>					
141-5-414-0245-1-71100-518990-PWOB-0000-414	Impact Tutors (0.3 FTE)	405			405
141-5-414-0245-1-71100-520770-PWOB-0000-414	Medical Insurance	275			275
	<b>Total - Woodmore Elementary</b>	<b>680</b>	<b>-</b>	<b>-</b>	<b>680</b>
	<b>Total - Schools</b>	<b>79,306</b>	<b>36,594</b>	<b>-</b>	<b>115,900</b>
	<b>TOTAL BUDGET</b>	<b>98,033</b>	<b>36,999</b>	<b>(405)</b>	<b>134,627</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 COMMUNITY DONATIONS - SCHOOLS  
 BUDGET FISCAL YEAR 2025-2026**

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		4/16/2026	INCREASE	DECREASE	5/21/2026
141-5-427-0000-0-00000-445700-0000-0000	Contributions & Gifts	467,700		(210,000)	257,700
141-5-427-0000-0-00000-4T4555-0000-0000	Restricted for Education	820	210,000		210,820
	<b>Total Source of Funds</b>	<b>468,520</b>	<b>210,000</b>	<b>(210,000)</b>	<b>468,520</b>

**USE OF FUNDS SUMMARY**

<b>71100</b>	Regular Instruction	3,700	-	-	3,700
<b>72130</b>	Other Student Support	210,000	-	-	210,000
<b>72210</b>	Regular Instruction Support	4,820	-	-	4,820
<b>76100</b>	Regular Capital Outlay	250,000	-	-	250,000
	<b>Total Use of Funds</b>	<b>468,520</b>	<b>-</b>	<b>-</b>	<b>468,520</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		4/16/2026	INCREASE	DECREASE	5/21/2026
<b><u>Librarians</u></b>					
141-5-427-0000-0-72210-547110-0000-0000	Software	820			820
	<b>Total 72210 - Regular Instruction Support</b>	<b>820</b>	<b>-</b>	<b>-</b>	<b>820</b>
	<b>Total - Librarian Funds</b>	<b>820</b>	<b>-</b>	<b>-</b>	<b>820</b>
<b><u>TN GYO - Educator Residency Act</u></b>					
141-5-427-0000-0-72210-552410-0000-0000	In Service/Staff Development	2,100			2,100
141-5-427-0000-0-72210-559990-0000-0000	Other Charges	1,900			1,900
	<b>Total 72210 - Regular Instruction Support</b>	<b>4,000</b>	<b>-</b>	<b>-</b>	<b>4,000</b>
	<b>Total - TN GYO ERA</b>	<b>4,000</b>	<b>-</b>	<b>-</b>	<b>4,000</b>
<b><u>CFG-C-Northside Neighborhood House</u></b>					
141-5-427-0127-1-72130-539990-0000-9250	Other Contracted Services	70,000			70,000
141-5-427-0180-2-72130-539990-0000-9250	Other Contracted Services	70,000			70,000
141-5-427-0230-1-72130-539990-0000-9250	Other Contracted Services	70,000			70,000
	<b>Total 72130 - Other Student Support</b>	<b>210,000</b>	<b>-</b>	<b>-</b>	<b>210,000</b>
	<b>Total CFGC-Northside Neighborhood House</b>	<b>210,000</b>	<b>-</b>	<b>-</b>	<b>210,000</b>
<b><u>EA Homes, LP - Cigna Playground</u></b>					
141-5-427-P10B-0-76100-570710-0000-0000	Building Improvements - Ed Cap - E. Brainerd Annex-Cigna	250,000			250,000
	<b>Total 76100 - Regular Capital Outlay</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>250,000</b>
	<b>Total - EA Homes, LP - Cigna Playground</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>250,000</b>
<b><u>Rock Point Church / Bridge Classrooms</u></b>					
141-5-427-6000-0-71100-542910-0000-9270	Instructional Supplies	2,200			2,200
141-5-427-6000-0-71100-559990-0000-9270	Other Charges	1,500			1,500
	<b>Total 71100 - Regular Instruction</b>	<b>3,700</b>	<b>-</b>	<b>-</b>	<b>3,700</b>
	<b>Total - Rock Bridge Church / Bridge Classrooms</b>	<b>3,700</b>	<b>-</b>	<b>-</b>	<b>3,700</b>
	<b>TOTAL BUDGET</b>	<b>468,520</b>	<b>-</b>	<b>-</b>	<b>468,520</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 HAMILTON COUNTY GOVERNMENT FUNDS  
 BUDGET FISCAL YEAR 2025-2026**

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET
		4/16/2026	INCREASE	DECREASE
141-5-435-0000-0-00000-481300-0000-0000-435	Other Government Contributions	52,107,626	1,381,513	53,489,139
	<b>Total Source of Funds</b>	<b>52,107,626</b>	<b>1,381,513</b>	<b>- 53,489,139</b>

**USE OF FUNDS SUMMARY**

<b>76100</b>	Capital Outlay	52,107,626	4,034,643	(2,653,130)	53,489,139
	<b>Total Use of Funds</b>	<b>52,107,626</b>	<b>4,034,643</b>	<b>(2,653,130)</b>	<b>53,489,139</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		4/16/2026	INCREASE	DECREASE	5/21/2026
<b>Deferred Maintenance</b>					
<b>District 1</b>					
141-5-435-0196-4-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Sequoyah Roof	2,283,227		(665,226)	1,618,001
141-5-435-0196-4-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Sequoyah Fans	48,077			48,077
141-5-435-0190-4-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Sale Creek Bleachers	220,072			220,072
141-5-435-0220-3-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -SDHS Security	3,894			3,894
141-5-435-0220-3-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -SDHS Brick Repair	1,200,000		(400,000)	800,000
141-5-435-0147-1-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -NHES Roof	656,203			656,203
141-5-435-0050-1-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Daisy Elem-Fire Alarm	102,033			102,033
141-5-435-0230-1-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Soddy Elem-Auditorium Roof	102,000			102,000
141-5-435-0220-3-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Soddy Daisy High-JROTC Roof	59,000			59,000
141-5-435-0220-3-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Soddy Daisy High - Weight Room Renovation	124,035			124,035
141-5-435-0147-1-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -North Hamilton Co Elem - Water Heaters	27,755			27,755
141-5-435-0190-4-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Sale Creek Gym Locker Reno	300,000			300,000
141-5-435-0220-3-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -SDHS Old Gym Air Conditioning	350,000			350,000
141-5-435-0147-1-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -North Hamilton Co Elem - Chiller	300,000			300,000
141-5-435-0220-3-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -SDHS Roof	325,000			325,000
	<b>Total 76100 - Capital Outlay - District 1</b>	<b>6,101,296</b>	<b>-</b>	<b>(1,065,226)</b>	<b>5,036,070</b>
<b>District 2</b>					
141-5-435-0240-1-76100-570710-0000-1202-A09	Building Improvements - Ed Cap -Thrasher-Chiller	177,000		(100,000)	77,000
141-5-435-0210-4-76100-570710-0000-1202-A09	Building Improvements - Ed Cap -SMMHS Turf Field	1,182,911			1,182,911
	<b>Total 76100 - Capital Outlay - District 2</b>	<b>1,359,911</b>	<b>-</b>	<b>(100,000)</b>	<b>1,259,911</b>
<b>District 3</b>					
141-5-435-0128-3-76100-570710-0000-1203-A09	Building Improvements - Ed Cap -Hixson High-Chiller	150,000		(50,000)	100,000
141-5-435-0019-1-76100-570710-0000-1203-A09	Building Improvements - Ed Cap -Big Ridge-Chiller	64,884			64,884
141-5-435-0128-3-76100-570710-0000-1203-A09	Building Improvements - Ed Cap -Hixson High - Vocational Rooftop Units	100,429			100,429
141-5-435-0120-2-76100-570710-0000-1203-A09	Building Improvements - Ed Cap -Loftis Middle-Chiller	390,307	12,860		403,167
141-5-435-0120-2-76100-570710-0000-1203-A09	Building Improvements - Ed Cap - Loftis Middle-Lobby/Clear Story Windows	34,169			34,169
141-5-435-0051-1-76100-570710-0000-1203-A09	Building Improvements - Ed Cap - McConnell Elem	2,000,000			2,000,000
141-5-435-0128-3-76100-570710-0000-1203-A09	Building Improvements - Ed Cap -Hixson High - Turf Football Field	1,000,000	301,940		1,301,940
	<b>Total 76100 - Capital Outlay - District 3</b>	<b>3,739,789</b>	<b>314,800</b>	<b>(50,000)</b>	<b>4,004,589</b>
<b>District 4</b>					
141-5-435-0046-4-76100-570710-0000-1204-A09	Building Improvements - Ed Cap -CSAS Auditorium Roof	120,000			120,000
141-5-435-0200-2-76100-570710-0000-1204-A09	Building Improvements - Ed Cap -OKMS Bleachers	184,850			184,850
141-5-435-0200-2-76100-570710-0000-1204-A09	Building Improvements - Ed Cap -OKMS HVAC	6,000,000			6,000,000
141-5-435-0046-4-76100-570710-0000-1204-A09	Building Improvements - Ed Cap -CSAS - Lower - Elementary Roof	62,000			62,000
141-5-435-0000-0-76100-570710-0000-1204-A09	Building Improvements - Ed Cap -Hillcrest Center-Security Entrance	30,000			30,000
141-5-435-0110-1-76100-570710-0000-1204-A09	Building Improvements - Ed Cap - Hardy Elem Playground	250,000			250,000
141-5-435-P85B-0-76100-570710-0000-1204-A09	Building Improvements - Ed Cap - FRFRC (Gateway) Stormwater Landscape	13,500			13,500
141-5-435-0046-4-76100-570710-0000-1204-A09	Building Improvements - Ed Cap -CSAS Stadium/Turf	4,500,000	942,568		5,442,568
141-5-435-0200-2-76100-570710-0000-1204-A09	Building Improvements - Ed Cap -OKMS Sand Gym Floor	37,000			37,000
141-5-435-P85B-0-76100-570710-0000-1204-A09	Building Improvements - Ed Cap - FRFRC (Gateway) CTE Expo Area	300,000	40,929		340,929
	<b>Total 76100 - Capital Outlay - District 4</b>	<b>11,497,350</b>	<b>983,497</b>	<b>-</b>	<b>12,480,847</b>
<b>District 5</b>					
141-5-435-0245-1-76100-570710-0000-1205-A09	Building Improvements - Ed Cap -Woodmore Shingle Roof	95,000			95,000
141-5-435-0245-1-76100-570710-0000-1205-A09	Building Improvements - Ed Cap -Woodmore-Boiler	200,000			200,000
141-5-435-0245-1-76100-570710-0000-1205-A09	Building Improvements - Ed Cap - Woodmore Elem - Brown Modified Roof	70,190	8,980		79,170
141-5-435-7056-7-76100-570710-0000-1205-A09	Building Improvements - Ed Cap -Dawn Program-Fencing	5,836			5,836
141-5-435-0245-1-76100-570710-0000-1205-A09	Building Improvements - Ed Cap -Woodmore-Playground Upgrade	250,000			250,000
141-5-435-0055-2-76100-570710-0000-1205-A09	Building Improvements - Ed Cap -Dalewood Reroof Pods-Gym	2,500,000			2,500,000
	<b>Total 76100 - Capital Outlay - District 5</b>	<b>3,121,026</b>	<b>8,980</b>	<b>-</b>	<b>3,130,006</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		4/16/2026	INCREASE	DECREASE	5/21/2026
<b>District 6</b>					
141-5-435-0041-4-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -NPMMS Fencing	39,350			39,350
141-5-435-0041-4-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -NPMMS Fire Alarm	1,986		(1,986)	-
141-5-435-0175-3-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -RBHS Renovation	141,938			141,938
141-5-435-0175-3-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -RBHS Elevator	9,563			9,563
141-5-435-0045-4-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -CCA Theatre Seating	456,269			456,269
141-5-435-0041-4-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -NPMMS Elevator	102,002			102,002
141-5-435-0041-4-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -NPMMS Windows	530,000			530,000
141-5-435-0045-4-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -CCA Stage Wall	300,000			300,000
141-5-435-0175-3-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -RBHS Replace Gym Floor	300,000			300,000
141-5-435-0175-3-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -RBHS Replace Gym Hallway Roof	100,000			100,000
141-5-435-0041-4-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -NPMMS Gym Units	170,000			170,000
141-5-435-0183-1-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -Rivermont Chiller	230,000			230,000
	<b>Total 76100 - Capital Outlay - District 6</b>	<b>2,381,108</b>	<b>-</b>	<b>(1,986)</b>	<b>2,379,122</b>
<b>District 7</b>					
141-5-435-0059-3-76100-570710-0000-1207-A09	Building Improvements - Ed Cap -EHHS Stadium/Turf	731,431	1,225,753		1,957,184
141-5-435-0059-3-76100-570710-0000-1207-A09	Building Improvements - Ed Cap -EHHS Stair Treads	15,000	10,000		25,000
141-5-435-0265-1-76100-570710-0000-1207-A09	Building Improvements - Ed Cap - Westview - Chiller	304,869	27,752		332,621
141-5-435-0265-1-76100-533510-0000-1207-A09	Building Improvements - Ed Cap - Westview - Paving	100,003			100,003
141-5-435-0265-1-76100-533510-0000-1207-A09	Building Improvements - Ed Cap - Westview - Building Settlement	550,000			550,000
	<b>Total 76100 - Capital Outlay - District 7</b>	<b>1,701,303</b>	<b>1,263,505</b>	<b>-</b>	<b>2,964,808</b>
<b>District 8</b>					
141-5-435-0070-3-76100-570710-0000-1208-A09	Building Improvements - Ed Cap -ERHS Ceiling Demo	750,000			750,000
141-5-435-0070-3-76100-570710-0000-1208-A09	Building Improvements - Ed Cap -ERHS Softball Field	493,250			493,250
141-5-435-0235-1-76100-570710-0000-1208-A09	Building Improvements - Ed Cap - Spring Creek-Fire Alarm	113,469			113,469
141-5-435-0070-3-76100-570710-0000-1208-A09	Building Improvements - Ed Cap -ERHS Gym Roof	72,000			72,000
141-5-435-0235-1-76100-570710-0000-1208-A09	Building Improvements - Ed Cap - Spring Creek-Chiller	255,000			255,000
	<b>Total 76100 - Capital Outlay - District 8</b>	<b>1,683,719</b>	<b>-</b>	<b>-</b>	<b>1,683,719</b>
<b>District 9</b>					
141-5-435-0100-2-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Hunter Baseball Fld	264,640			264,640
141-5-435-0040-3-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Central Bleachers	500,000			500,000
141-5-435-0040-3-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Central Rooftop Units	3,199,774		(800,000)	2,399,774
141-5-435-0215-1-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Snow Hill Chiller	245,000			245,000
141-5-435-0215-1-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Snow Hill Roof/Addit	1,290,596	9,404		1,300,000
141-5-435-0040-3-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Central - Turf	1,000,000	442,437		1,442,437
141-5-435-0040-3-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Central Front Office Renovation	40,000			40,000
141-5-435-0100-2-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Hunter Athletic Field ADA	150,000		(3,000)	147,000
	<b>Total 76100 - Capital Outlay - District 9</b>	<b>6,690,010</b>	<b>451,841</b>	<b>(803,000)</b>	<b>6,338,851</b>
<b>District 10</b>					
141-5-435-0160-3-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - OHS Chiller	70,000			70,000
141-5-435-0160-3-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - OHS Track	621,546	39,864		661,410
141-5-435-0017-1-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - BTES Roof	242,066			242,066
141-5-435-0017-1-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - BTES Controls	20,000			20,000
141-5-435-0260-1-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - Wallace Smith Controls	450,000	32,972		482,972
141-5-435-0100-2-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - Hunter Mid Controls	725,000	206,926		931,926
141-5-435-0157-2-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - Ooltewah Mid-Roof	430,000			430,000
141-5-435-0160-3-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - OHS Soccer RR	300,000			300,000
	<b>Total 76100 - Capital Outlay - District 10</b>	<b>2,858,612</b>	<b>279,762</b>	<b>-</b>	<b>3,138,374</b>
<b>District 11</b>					
141-5-435-0064-2-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - ELA EPDM Roof	740,925	14,769		755,694
141-5-435-0137-3-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - Howard High-Settling	492,750			492,750
141-5-435-0125-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - Lkt Mtn Cafeteria Roof	293,592	7,121		300,713
141-5-435-0125-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - Lkt Mtn Controls	45,000			45,000
141-5-435-0165-4-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - LVMHS Wallpacks	1,888,216	677,315		2,565,531
141-5-435-0241-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - LVE Roof,Ceiling	902,397	11,126		913,523
141-5-435-0241-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - LVE Restrooms	90,000			90,000
141-5-435-0037-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - Donaldson Roof	67,000			67,000
141-5-435-0063-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - East Lake Ele Chiller	285,307			285,307
141-5-435-0063-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - East Lake Ele Water Heater	10,578			10,578
141-5-435-0016-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - Battle Academy Office Remodel	15,000	3,000		18,000
141-5-435-0125-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - Lkt Mtn Elevator	100,000			100,000
	<b>Total 76100 - Capital Outlay - District 11</b>	<b>4,930,765</b>	<b>713,331</b>	<b>-</b>	<b>5,644,096</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 4/16/2026	INCREASE	DECREASE	AMENDED BUDGET 5/21/2026
<b>District Projects</b>					
141-5-435-0000-0-76100-570710-0000-1212-A09	Building Improvements - Ed Cap - Service Center Roof	887,498	8,280		895,778
141-5-435-0000-0-76100-539990-0000-1212-A09	Other Contracted Services - CSLA/Dawn Demo	1,031,402		(632,918)	398,484
141-5-435-6000-0-76100-539990-0000-1212-A09	Other Contracted Services - System Wide Painting	959,236			959,236
141-5-435-6000-0-76100-570710-0000-1212-A09	Building Improvements - Ed Cap - System Wide Alarms	50,000			50,000
141-5-435-6000-0-76100-539990-0000-1212-A09	Other Contracted Services - Flooring System Wide	150,000			150,000
141-5-435-6000-0-76100-539990-0000-1212-A09	Other Contracted Services - Asbestos Abatement-System	100,000			100,000
141-5-435-6000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap Playground Safety System wide	150,000			150,000
141-5-435-6000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap HVAC System wide	150,000			150,000
141-5-435-6000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap Marker Boards System wide	49,029			49,029
141-5-435-6000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap Fencing System wide	150,000			150,000
141-5-435-6000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap Fire Code Upgrades System wide	100,000			100,000
141-5-435-6000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap Wood Exterior Doors	200,000			200,000
141-5-435-0000-0-76100-533510-0000-1212-A09	Maintenance & Repairs Bldgs - Paving	300,000			300,000
141-5-435-0000-0-76100-533610-0000-1212-A09	Maintenance & Repairs Services- IT ( Paging System upgrades)	199,336			199,336
141-5-435-0000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap Door Locks	200,000			200,000
141-5-435-0000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap Central Office Bldg 228 RTU	16,236			16,236
141-5-435-0000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap Central Office Remaining Roofs	250,000			250,000
141-5-435-0000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap LED Lighting Upgrade	500,000			500,000
141-5-435-0000-0-76100-570710-0000-1212-A09	Building Improvement - Ed Cap Deferred Maintenance Materials	600,000			600,000
<b>Total 76100 - Capital Outlay - District Wide</b>		<b>6,042,737</b>	<b>8,280</b>	<b>(632,918)</b>	<b>5,418,099</b>
<b>Total Deferred Maintenance Phase 1</b>		<b>52,107,626</b>	<b>4,023,996</b>	<b>(2,653,130)</b>	<b>53,478,492</b>
<b>Building Projects-Tyner and Howard</b>					
141-5-435-0237-3-76100-570610-0000-0000-435	Building Construction - Ed Cap-Tyner		10,647		10,647
<b>Total 76100 - Capital Outlay</b>		<b>-</b>	<b>10,647</b>	<b>-</b>	<b>10,647</b>
<b>TOTAL BUDGET</b>		<b>52,107,626</b>	<b>4,034,643</b>	<b>(2,653,130)</b>	<b>53,489,139</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 SCHOOL PAID POSITIONS  
 BUDGET FISCAL YEAR 2025-2026**

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		2/19/2026	INCREASE	DECREASE	5/21/2026
141-5-492-0000-0-00000-445700-0000-0000	Contributions & Gifts	1,219,461	4,000	-	1,223,461
	<b>Total Source of Funds</b>	<b>1,219,961</b>	<b>4,000</b>	<b>-</b>	<b>1,223,461</b>

**USE OF FUNDS SUMMARY**

<b>71100</b>	Regular Instruction	971,383	4,000	-	975,383
<b>71200</b>	Special Education Instruction	31,058	-	-	31,058
<b>72130</b>	Other Student Support	8,000	-	-	8,000
<b>72410</b>	Office of the Principal	16,500	-	-	16,500
<b>73400</b>	Early Childhood Education	192,520	-	-	192,520
	<b>Total Use of Funds</b>	<b>1,219,461</b>	<b>4,000</b>	<b>-</b>	<b>1,223,461</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		2/19/2026	INCREASE	DECREASE	5/21/2026
<b><u>Big Ridge Elementary</u></b>					
141-5-492-0019-1-71100-513450-PWOB-0000	Other Instruction Personnel	15,000			15,000
141-5-492-0019-1-71100-520110-PWOB-0000	Social Security	1,250			1,250
141-5-492-0019-1-71100-521210-PWOB-0000	Employer Medicare	250			250
151-5-492-0019-1-71100-520770-PWOB-0000	Health Insurance - Flat Rate	500			500
	<b>Total 71100 - Regular Instruction</b>	<b>17,000</b>	<b>-</b>	<b>-</b>	<b>17,000</b>
141-5-492-0019-1-72130-516420-PWOB-0000	Attendants - Cafeteria	3,000			3,000
	<b>Total 72130 - Other Student Support</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>3,000</b>
	<b>Total Big Ridge Elementary</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>20,000</b>
<b><u>Normal Park Museum Magnet</u></b>					
141-5-492-0041-4-71100-513450-PWOB-0000	Other Instruction Personnel	48,770			48,770
141-5-492-0041-4-71100-520110-PWOB-0000	Social Security	4,032			4,032
141-5-492-0041-4-71100-521210-PWOB-0000	Employer Medicare	707			707
141-5-492-0041-4-71100-520770-PWOB-0000	Health Insurance - Flat Rate	1,500			1,500
	<b>Total 71100 - Regular Instruction</b>	<b>55,009</b>	<b>-</b>	<b>-</b>	<b>55,009</b>
141-5-492-0041-4-71100-516350-PBEN-0000	Educational Asst - Behavior	28,000			28,000
141-5-492-0041-6-73400-516330-PBEN-0000	Educational Assistant - Pre-K	30,700			30,700
141-5-492-0041-6-73400-520110-PBEN-0000	Social Security	3,640			3,640
141-5-492-0041-6-73400-520410-PBEN-0000	State Retirement	7,455			7,455
141-5-492-0041-6-73400-520610-PBEN-0000	Life Insurance	80			80
141-5-492-0041-6-73400-520710-PBEN-0000	Medical Insurance	26,640			26,640
141-5-492-0041-6-73400-520810-PBEN-0000	Dental Insurance	588			588
141-5-492-0041-6-73400-521010-PBEN-0000	Unemployment	28			28
141-5-492-0041-6-73400-521210-PBEN-0000	Employer Medicare	851			851
141-5-492-0041-6-73400-521710-PBEN-0000	State Retirement Hybrid	1,174			1,174
141-5-492-0041-6-73400-529910-PBEN-0000	Long Term Disability	214			214
141-5-492-0041-6-73400-529930-PBEN-0000	Short Term Disability	232			232
141-5-492-0041-6-73400-5116D0-PBEN-0000	Teacher - Pre-K	67,000			67,000
141-5-492-0041-6-73400-520110-PBEN-0000	Social Security	4,154			4,154
141-5-492-0041-6-73400-520410-PBEN-0000	State Retirement	5,561			5,561
141-5-492-0041-6-73400-520610-PBEN-0000	Life Insurance	40			40
141-5-492-0041-6-73400-520710-PBEN-0000	Medical Insurance	13,320			13,320
141-5-492-0041-6-73400-520810-PBEN-0000	Dental Insurance	294			294
141-5-492-0041-6-73400-521010-PBEN-0000	Unemployment	14			14
141-5-492-0041-6-73400-521210-PBEN-0000	Employer Medicare	972			972
141-5-492-0041-6-73400-521710-PBEN-0000	State Retirement Hybrid	1,340			1,340
141-5-492-0041-6-73400-529910-PBEN-0000	Long Term Disability	107			107
141-5-492-0041-6-73400-529930-PBEN-0000	Short Term Disability	116			116
	<b>Total 73400 - Early Childhood Education</b>	<b>192,520</b>	<b>-</b>	<b>-</b>	<b>192,520</b>
	<b>Total Normal Park Museum Magnet</b>	<b>247,529</b>	<b>-</b>	<b>-</b>	<b>247,529</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 2/19/2026	INCREASE	DECREASE	AMENDED BUDGET 5/21/2026
<b>Lookout Mountain Elementary</b>					
141-5-492-0125-1-71100-511610-PBEN-0000	Teacher – Regular Education	75,000			75,000
141-5-492-0125-1-71100-516310-PBEN-0000	Educational Assist- Regular Education	148,500			148,500
141-5-492-0125-1-71100-513450-PWOB-0000	Other Instruction Personnel	37,500			37,500
141-5-492-0125-1-71100-520110-PBEN-0000	Social Security	13,702			13,702
141-5-492-0125-1-71100-520110-PWOB-0000	Social Security	2,480			2,480
141-5-492-0125-1-71100-520110-0000-0000	Social Security	496			496
141-5-492-0125-1-71100-520410-PBEN-0000	State Retirement	18,417			18,417
141-5-492-0125-1-71100-520410-0000-0000	State Retirement	759			759
141-5-492-0125-1-71100-520610-PBEN-0000	Life Insurance	240			240
141-5-492-0125-1-71100-520710-PBEN-0000	Medical Insurance	79,920			79,920
141-5-492-0125-1-71100-520810-PBEN-0000	Dental Insurance	1,764			1,764
141-5-492-0125-1-71100-521010-PBEN-0000	Unemployment	84			84
141-5-492-0125-1-71100-521210-PBEN-0000	Employer Medicare	3,205			3,205
141-5-492-0125-1-71100-521210-PWOB-0000	Employer Medicare	580			580
141-5-492-0125-1-71100-521210-0000-0000	Employer Medicare	116			116
141-5-492-0125-1-71100-521710-PBEN-0000	State Retirement Hybrid	7,840			7,840
141-5-492-0125-1-71100-521710-0000-0000	State Retirement Hybrid	75			75
141-5-492-0125-1-71100-529910-PBEN-0000	Other Fringe Benefits	337			337
141-5-492-0125-1-71100-529930-PBEN-0000	Short Term Disability	410			410
141-5-492-0125-1-71100-520770-PWOB-0000	Health Insurance - Flat Rate	500			500
141-5-492-0125-1-71100-518810-0000-0000	Bonus Pay	8,000			8,000
	<b>Total 71100 - Regular Instruction</b>	<b>399,925</b>	<b>-</b>	<b>-</b>	<b>399,925</b>
	<b>Total Lookout Mountain Elementary</b>	<b>399,925</b>	<b>-</b>	<b>-</b>	<b>399,925</b>
<b>Nolan Elementary</b>					
141-5-492-0149-1-71100-513450-PWOB-0000	Other Instruction Personnel	100,765			100,765
141-5-492-0149-1-71100-520110-PWOB-0000	Social Security	6,248			6,248
141-5-492-0149-1-71100-521210-PWOB-0000	Employer Medicare	1,461			1,461
141-5-492-0149-1-71100-520770-PWOB-0000	Health Insurance - Flat Rate	2,500			2,500
	<b>Total 71100 - Regular Instruction</b>	<b>110,974</b>	<b>-</b>	<b>-</b>	<b>110,974</b>
	<b>Total Nolan Elementary</b>	<b>110,974</b>	<b>-</b>	<b>-</b>	<b>110,974</b>
<b>Signal Mountain Middle/High</b>					
141-5-492-0210-4-71100-511610-PBEN-0000	Teacher - Regular Education	103,503			103,503
141-5-492-0210-4-71100-513450-PWOB-0000	Other Instruction Personnel	36,675			36,675
141-5-492-0210-4-71100-520110-PWOB-0000	Social Security	1,847			1,847
141-5-492-0210-4-71100-520110-PBEN-0000	Social Security	6,724			6,724
141-5-492-0210-4-71100-520410-PBEN-0000	State Retirement	8,676			8,676
141-5-492-0210-4-71100-520610-PBEN-0000	Life Insurance	80			80
141-5-492-0210-4-71100-520710-PBEN-0000	Medical Insurance	26,640			26,640
141-5-492-0210-4-71100-520810-PBEN-0000	Dental Insurance	588			588
141-5-492-0210-4-71100-521010-PBEN-0000	Unemployment	28			28
141-5-492-0210-4-71100-521210-PBEN-0000	Employer Medicare	1,579			1,579
141-5-492-0210-4-71100-521210-PWOB-0000	Employer Medicare	1,309			1,309
141-5-492-0210-4-71100-521710-PBEN-0000	State Retirement Hybrid	2,040			2,040
141-5-492-0210-4-71100-529910-PBEN-0000	Other Fringe Benefits	154			154
141-5-492-0210-4-71100-529930-PBEN-0000	Short Term Disability	232			232
141-5-492-0210-4-71100-520770-PWOB-0000	Health Insurance - Flat Rate	500			500
	<b>Total 71100 - Regular Instruction</b>	<b>190,575</b>	<b>-</b>	<b>-</b>	<b>190,575</b>
141-5-492-0210-4-71200-516340-PBEN-0000	Educational Assistant - Ex Ed (.5)	19,141			19,141
141-5-492-0210-4-71200-520110-PBEN-0000	Social Security	1,205			1,205
141-5-492-0210-4-71200-520410-PBEN-0000	State Retirement	1,806			1,806
141-5-492-0210-4-71200-520610-PBEN-0000	Life Insurance	30			30
141-5-492-0210-4-71200-520710-PBEN-0000	Medical Insurance	6,467			6,467
141-5-492-0210-4-71200-520810-PBEN-0000	Dental Insurance	204			204
141-5-492-0210-4-71200-521010-PBEN-0000	Unemployment	10			10
141-5-492-0210-4-71200-521210-PBEN-0000	Employer Medicare	401			401
141-5-492-0210-4-71200-521710-PBEN-0000	State Retirement Hybrid	563			563
141-5-492-0210-4-71200-529910-PBEN-0000	Other Fringe Benefits	30			30
141-5-492-0210-4-71200-529930-PBEN-0000	Short Term Disability	34			34
141-5-492-0210-4-71100-520770-PWOB-0000	Health Insurance - Flat Rate	-			-
141-5-492-0210-4-71200-518810-0000-0000	Bonus Pay	1,000			1,000
141-5-492-0210-4-71200-520110-0000-0000	Social Security	62			62
141-5-492-0210-4-71200-520410-0000-0000	State Retirement	76			76
141-5-492-0210-4-71200-521210-0000-0000	Employer Medicare	15			15
141-5-492-0210-4-71200-521710-0000-0000	State Retirement Hybrid	14			14
	<b>Total 71200 - Special Education Instruction</b>	<b>31,558</b>	<b>-</b>	<b>-</b>	<b>31,058</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		2/19/2026	INCREASE	DECREASE	5/21/2026
141-5-492-0210-4-72410-516220-PWOB-0000	School Clerical	14,609			14,609
141-5-492-0210-4-72410-520110-PWOB-0000	Social Security	1,114			1,114
141-5-492-0210-4-72410-521210-PWOB-0000	Employer Medicare	277			277
141-5-492-0210-4-72410-520770-PWOB-0000	Health Insurance - Flat Rate	500			500
	<b>Total 72410 - Office of the Principal</b>	<b>16,500</b>	-	-	<b>16,500</b>
	<b>Total Signal Mountain Middle/High</b>	<b>238,633</b>	-	-	<b>238,133</b>
<b>Soddy Elementary</b>					
141-5-492-0230-1-71100-513450-PWOB-0000	Other Instruction Personnel	-	3,600	-	3,600
141-5-492-0230-1-71100-520110-PWOB-0000	Social Security	-	50	-	50
141-5-492-0230-1-71100-520770-PWOB-0000	Employer Medicare	-	75	-	75
141-5-492-0230-1-71100-521210-PWOB-0000	Health Insurance - Flat Rate	-	275	-	275
	<b>Total 71100 - Regular Instruction</b>	-	<b>4,000</b>	-	<b>4,000</b>
	<b>Total Soddy Elementary</b>	-	<b>4,000</b>	-	<b>4,000</b>
<b>Thrasher Elementary</b>					
141-5-492-0240-4-71100-511610-PBEN-0000	Teacher - Regular Education	50,000			50,000
141-5-492-0240-4-71100-520110-PBEN-0000	Social Security	3,362			3,362
141-5-492-0240-4-71100-520410-PBEN-0000	State Retirement	4,953			4,953
141-5-492-0240-4-71100-520610-PBEN-0000	Life Insurance	40			40
141-5-492-0240-4-71100-520710-PBEN-0000	Medical Insurance	13,320			13,320
141-5-492-0240-4-71100-520810-PBEN-0000	Dental Insurance	294			294
141-5-492-0240-4-71100-521010-PBEN-0000	Unemployment	14			14
141-5-492-0240-4-71100-521210-PBEN-0000	Employer Medicare	580			580
141-5-492-0240-4-71100-521710-PBEN-0000	State Retirement Hybrid	780			780
141-5-492-0240-4-71100-529910-PBEN-0000	Other Fringe Benefits	100			100
141-5-492-0240-4-71100-529930-PBEN-0000	Short Term Disability	116			116
141-5-492-0240-1-71100-513450-PWOB-0000	Other Instruction Personnel	86,559			86,559
141-5-492-0240-1-71100-520110-PWOB-0000	Social Security	2,883			2,883
141-5-492-0240-1-71100-521210-PWOB-0000	Employer Medicare	6,623			6,623
141-5-492-0240-1-71100-520770-PWOB-0000	Health Insurance - Flat Rate	1,435			1,435
141-5-492-0240-1-71100-518810-0000-0000	Bonus Pay	2,000			2,000
141-5-492-0240-1-71100-520110-0000-0000	Social Security	124			124
141-5-492-0240-1-71100-520410-0000-0000	State Retirement	160			160
141-5-492-0240-1-71100-521210-0000-0000	Employer Medicare	29			29
141-5-492-0240-1-71100-521710-0000-0000	State Retirement Hybrid	28			28
	<b>Total 71100 - Regular Instruction</b>	<b>173,400</b>	-	-	<b>173,400</b>
	<b>Total Thrasher Elementary</b>	<b>173,400</b>	-	-	<b>173,400</b>
<b>Wallace A Smith Elementary</b>					
141-5-492-0260-1-72130-516420-PWOB-0000	Attendants - Cafeteria	4,100			4,100
141-5-492-0260-1-72130-520110-PWOB-0000	Social Security	325			325
141-5-492-0260-1-72130-521210-PWOB-0000	Employer Medicare	75			75
141-5-492-0260-1-72130-520770-PWOB-0000	Health Insurance - Flat Rate	500			500
	<b>Total 72130 - Regular Instruction</b>	<b>5,000</b>	-	-	<b>5,000</b>
	<b>Total Soddy Elementary</b>	<b>5,000</b>	-	-	<b>5,000</b>
<b>Westview Elementary</b>					
141-5-492-0265-1-71100-513450-PWOB-0000	Other Instruction Personnel	22,294			22,294
141-5-492-0265-1-71100-520110-PWOB-0000	Social Security	1,383			1,383
141-5-492-0265-1-71100-521210-PWOB-0000	Employer Medicare	323			323
141-5-492-0265-1-71100-520770-PWOB-0000	Health Insurance - Flat Rate	500			500
	<b>Total 71100 - Regular Instruction</b>	<b>24,500</b>	-	-	<b>24,500</b>
	<b>Total Westview Elementary</b>	<b>24,500</b>	-	-	<b>24,500</b>
	<b>TOTAL BUDGET</b>	<b>1,219,961</b>	-	-	<b>1,223,461</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 INNOVATION & CHOICE  
 BUDGET FISCAL YEAR 2025-2026**  
 FY25 carryover is \$9,957.35

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		4/16/2026	INCREASE	DECREASE	5/21/2026
141-5-496-0000-0-00000-4T4555-0000-0000	Restricted for Education	9,957			9,957
141-5-496-0000-0-00000-445700-0000-0000	Contributions & Gifts	405			405
		<b>10,362</b>	<b>-</b>	<b>-</b>	<b>10,362</b>

**USE OF FUNDS SUMMARY**

72210	Regular Instruction Support	6,840	926	-	7,766
72710	Transportation	3,522	-	(926)	2,596
	<b>Total Use of Funds</b>	<b>10,362</b>	<b>926</b>	<b>(926)</b>	<b>10,362</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		4/16/2026	INCREASE	DECREASE	5/21/2026
<b><u>Innovation and Arts Programming</u></b>					
141-5-496-0000-0-72710-531410-0000-0000	Contracts w/ Public Carriers	2,092			2,092
	<b>Total 72710 - Transportation</b>	<b>2,092</b>	<b>-</b>	<b>-</b>	<b>2,092</b>
	<b>Total - Innovation and Arts Programming</b>	<b>2,092</b>	<b>-</b>	<b>-</b>	<b>2,092</b>
<b><u>First Day Ready</u></b>					
141-5-496-0000-0-72210-519610-0000-9100	In Service/Stipends	853			853
141-5-496-0000-0-72210-520110-0000-9100	Social Security	53			53
141-5-496-0000-0-72210-520410-0000-9100	State Retirement	66			66
141-5-496-0000-0-72210-521210-0000-9100	Employer Medicare	13			13
141-5-496-0000-0-72210-521710-0000-9100	State Retirement Hybrid	12			12
141-5-496-0000-0-72210-549990-0000-9100	Other Supplies & Materials	1,880			1,880
141-5-496-0000-0-72210-559990-0000-9100	Other Charges	3,963	926		4,889
	<b>Total 72210 - Regular Instruction Support</b>	<b>6,840</b>	<b>926</b>	<b>-</b>	<b>7,766</b>
141-5-496-0000-0-72710-531410-0000-9100	Contracts w/ Public Carriers	1,430		(926)	504
	<b>Total 72710 - Transportation</b>	<b>1,430</b>	<b>-</b>	<b>(926)</b>	<b>504</b>
	<b>Total - First Day Ready</b>	<b>8,270</b>	<b>926</b>	<b>(926)</b>	<b>8,270</b>
	<b>TOTAL BUDGET</b>	<b>10,362</b>	<b>926</b>	<b>(926)</b>	<b>10,362</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 SCHOOL AGE CHILD CARE  
 BUDGET FISCAL YEAR 2025-2026**

**SOURCE OF FUNDS SUMMARY**

<b>ACCOUNT CODES</b>	<b>DESCRIPTION</b>	<b>AMENDED BUDGET 4/16/2026</b>	<b>AMENDED BUDGET 5/21/2026</b>
141-5-824-0000-0-00000-435810-0000-0000	Community Service Fee Day Care	3,956,973	3,956,973
141-5-824-0000-0-00000-441100-0000-0000	Interest Earned	1,000	1,000
	<b>Total Source of Funds</b>	<b>3,957,973</b>	<b>3,957,973</b>

**USE OF FUNDS SUMMARY**

<b>73300</b>	Community Services	3,957,973	60,000	(60,000)	3,957,973
	<b>Total Use of Funds</b>	<b>3,957,973</b>	<b>60,000</b>	<b>(60,000)</b>	<b>3,957,973</b>

**USE OF FUNDS DETAIL**

<b>ACCOUNT CODES</b>	<b>DESCRIPTION</b>	<b>AMENDED BUDGET 4/16/2026</b>	<b>INCREASE</b>	<b>DECREASE</b>	<b>AMENDED BUDGET 5/21/2026</b>
141-5-824-0000-0-73300-510510-PBEN-0000	Manager Community Service (1 FTE)	115,309			115,309
141-5-824-0000-0-73300-516210-PBEN-0000	Clerical Personnel - Community Service (5 FTE)	316,756			316,756
141-5-824-0000-0-73300-518810-0000-0000	Bonus Pay	12,000			12,000
141-5-824-0000-0-73300-520110-0000-0000	Social Security	744			744
141-5-824-0000-0-73300-520110-PBEN-0000	Social Security	26,788			26,788
141-5-824-0000-0-73300-520410-0000-0000	State Retirement	1,623			1,623
141-5-824-0000-0-73300-520410-PBEN-0000	State Retirement	54,872			54,872
141-5-824-0000-0-73300-520610-PBEN-0000	Life Insurance	240			240
141-5-824-0000-0-73300-520710-PBEN-0000	Medical Insurance	79,920			79,920
141-5-824-0000-0-73300-520810-PBEN-0000	Dental Insurance	1,764			1,764
141-5-824-0000-0-73300-521010-PBEN-0000	Unemployment Compensation	84			84
141-5-824-0000-0-73300-521210-0000-0000	Employer Medicare	174			174
141-5-824-0000-0-73300-521210-PBEN-0000	Employer Medicare	6,265			6,265
141-5-824-0000-0-73300-521710-0000-0000	State Retirement Hybrid	28			28
141-5-824-0000-0-73300-521710-PBEN-0000	State Retirement Hybrid	1,623			1,623
141-5-824-0000-0-73300-529910-PBEN-0000	Long Term Disability	642			642
141-5-824-0000-0-73300-529930-PBEN-0000	Short Term Disability	696			696
141-5-824-0000-0-73300-530710-0000-0000	Telephone	6,000			6,000
141-5-824-0000-0-73300-533000-0000-0000	Lease/SBITA Payments	5,000			5,000
141-5-824-0000-0-73300-533610-0000-0000	Maint & Repairs - Equipment	1,000			1,000
141-5-824-0000-0-73300-535510-0000-0000	Travel	10,000			10,000
141-5-824-0000-0-73300-539910-0000-0000	Copier Lease/Maint	5,000			5,000
141-5-824-0000-0-73300-539940-0000-0000	Contracted Printing	5,000			5,000
141-5-824-0000-0-73300-539990-0000-0000	Other Contracted Services	75,000	50,000		125,000
141-5-824-0000-0-73300-543510-0000-0000	Office Supplies	5,000			5,000
141-5-824-0000-0-73300-547110-0000-0000	Software	5,000			5,000
141-5-824-0000-0-73300-549990-0000-0000	Other Supplies And Materials	200,000		(60,000)	140,000
141-5-824-0000-0-73300-552410-0000-0000	In Service/Staff Development	25,000			25,000
141-5-824-0000-0-73300-559990-0000-0000	Other Charges	50,000			50,000
141-5-824-0000-0-73300-579010-0000-0000	Equipment - Other	50,000			50,000
	<b>Total - Office</b>	<b>1,061,528</b>	<b>50,000</b>	<b>(60,000)</b>	<b>1,051,528</b>
141-5-824-0005-1-73300-516910-PWOB-0000	Part-Time - No Benefits (2 FTE)	53,788			53,788
141-5-824-0005-1-73300-518810-0000-0000	Bonus Pay	2,000			2,000
141-5-824-0005-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	33,930			33,930
141-5-824-0005-1-73300-520110-0000-0000	Social Security	124			124
141-5-824-0005-1-73300-520110-PWOB-0000	Social Security	5,439			5,439
141-5-824-0005-1-73300-520770-PWOB-0000	Medical Insurance PT	3,250			3,250
141-5-824-0005-1-73300-521210-0000-0000	Employer Medicare	29			29
141-5-824-0005-1-73300-521210-PWOB-0000	Employer Medicare	1,272			1,272
141-5-824-0005-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	2,500		5,500
141-5-824-0005-1-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total - Allen Elementary</b>	<b>105,832</b>	<b>2,500</b>	<b>-</b>	<b>108,332</b>

141-5-824-0010-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1 FTE)	20,750	20,750
141-5-824-0010-1-73300-518810-0000-0000	Bonus Pay	2,000	2,000
141-5-824-0010-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	27,759	27,759
141-5-824-0010-1-73300-520110-0000-0000	Social Security	124	124
141-5-824-0010-1-73300-520110-PWOB-0000	Social Security	3,008	3,008
141-5-824-0010-1-73300-520770-PWOB-0000	Medical Insurance PT	1,950	1,950
141-5-824-0010-1-73300-521210-0000-0000	Employer Medicare	29	29
141-5-824-0010-1-73300-521210-PWOB-0000	Employer Medicare	703	703
141-5-824-0010-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0010-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Alpine Crest Elementary</b>	<b>62,323</b>	<b>62,323</b>
141-5-824-0013-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1 FTE)	28,530	28,530
141-5-824-0013-1-73300-518810-0000-0000	Bonus Pay	2,000	2,000
141-5-824-0013-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	26,388	26,388
141-5-824-0013-1-73300-520110-0000-0000	Social Security	124	124
141-5-824-0013-1-73300-520110-PWOB-0000	Social Security	3,405	3,405
141-5-824-0013-1-73300-520770-PWOB-0000	Medical Insurance PT	1,950	1,950
141-5-824-0013-1-73300-521210-0000-0000	Employer Medicare	29	29
141-5-824-0013-1-73300-521210-PWOB-0000	Employer Medicare	796	796
141-5-824-0013-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0013-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Apison Elementary</b>	<b>69,222</b>	<b>69,222</b>
141-5-824-0016-1-73300-516910-PWOB-0000	Part-Time - No Benefits (3.5 FTE)	59,990	59,990
141-5-824-0016-1-73300-518810-0000-0000	Bonus Pay	4,000	4,000
141-5-824-0016-1-73300-518930-PBEN-0000	Site Director (1 FTE)	39,926	39,926
141-5-824-0016-1-73300-520110-0000-0000	Social Security	248	248
141-5-824-0016-1-73300-520110-PBEN-0000	Social Security	2,475	2,475
141-5-824-0016-1-73300-520110-PWOB-0000	Social Security	3,719	3,719
141-5-824-0016-1-73300-520410-0000-0000	State Retirement	153	153
141-5-824-0016-1-73300-520410-PBEN-0000	State Retirement	5,071	5,071
141-5-824-0016-1-73300-520610-PBEN-0000	Life Insurance	40	40
141-5-824-0016-1-73300-520710-PBEN-0000	Medical Insurance	13,320	13,320
141-5-824-0016-1-73300-520770-PWOB-0000	Medical Insurance PT	4,550	4,550
141-5-824-0016-1-73300-520810-PBEN-0000	Dental Insurance	294	294
141-5-824-0016-1-73300-521010-PBEN-0000	Unemployment Compensation	14	14
141-5-824-0016-1-73300-521210-0000-0000	Employer Medicare	58	58
141-5-824-0016-1-73300-521210-PBEN-0000	Employer Medicare	579	579
141-5-824-0016-1-73300-521210-PWOB-0000	Employer Medicare	870	870
141-5-824-0016-1-73300-521710-0000-0000	State Retirement Hybrid	27	27
141-5-824-0016-1-73300-521710-PBEN-0000	State Retirement Hybrid	799	799
141-5-824-0016-1-73300-529910-PBEN-0000	Long Term Disability	107	107
141-5-824-0016-1-73300-529930-PBEN-0000	Short Term Disability	116	116
141-5-824-0016-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0016-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Battle Academy</b>	<b>142,356</b>	<b>142,356</b>
141-5-824-0017-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	14,866	14,866
141-5-824-0017-1-73300-518810-0000-0000	Bonus Pay	1,000	1,000
141-5-824-0017-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	32,940	32,940
141-5-824-0017-1-73300-520110-0000-0000	Social Security	62	62
141-5-824-0017-1-73300-520110-PWOB-0000	Social Security	2,964	2,964
141-5-824-0017-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300	1,300
141-5-824-0017-1-73300-521210-0000-0000	Employer Medicare	15	15
141-5-824-0017-1-73300-521210-PWOB-0000	Employer Medicare	693	693
141-5-824-0017-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0017-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Shepherd Elementary</b>	<b>59,840</b>	<b>59,840</b>

141-5-824-0019-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1 FTE)	31,750	31,750
141-5-824-0019-1-73300-518810-0000-0000	Bonus Pay	4,000	4,000
141-5-824-0019-1-73300-518930-PBEN-0000	Site Director (0.5 FTE)	39,734	39,734
141-5-824-0019-1-73300-520110-0000-0000	Social Security	248	248
141-5-824-0019-1-73300-520110-PBEN-0000	Social Security	2,464	2,464
141-5-824-0019-1-73300-520110-PWOB-0000	Social Security	1,969	1,969
141-5-824-0019-1-73300-520410-0000-0000	State Retirement	153	153
141-5-824-0019-1-73300-520410-PBEN-0000	State Retirement	5,046	5,046
141-5-824-0019-1-73300-520610-PBEN-0000	Life Insurance	40	40
141-5-824-0019-1-73300-520710-PBEN-0000	Medical Insurance	13,320	13,320
141-5-824-0019-1-73300-520770-PWOB-0000	Medical Insurance PT	1,950	1,950
141-5-824-0019-1-73300-520810-PBEN-0000	Dental Insurance	294	294
141-5-824-0019-1-73300-521010-PBEN-0000	Unemployment Compensation	14	14
141-5-824-0019-1-73300-521210-0000-0000	Employer Medicare	58	58
141-5-824-0019-1-73300-521210-PBEN-0000	Employer Medicare	576	576
141-5-824-0019-1-73300-521210-PWOB-0000	Employer Medicare	460	460
141-5-824-0019-1-73300-521710-0000-0000	State Retirement Hybrid	27	27
141-5-824-0019-1-73300-521710-PBEN-0000	State Retirement Hybrid	795	795
141-5-824-0019-1-73300-529910-PBEN-0000	Long Term Disability	107	107
141-5-824-0019-1-73300-529930-PBEN-0000	Short Term Disability	116	116
141-5-824-0019-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0019-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Big Ridge Elementary</b>	<b>109,121</b>	<b>109,121</b>
141-5-824-0033-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1 FTE)	22,960	22,960
141-5-824-0033-1-73300-518810-0000-0000	Bonus Pay	3,000	3,000
141-5-824-0033-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	26,013	26,013
141-5-824-0033-1-73300-520110-0000-0000	Social Security	186	186
141-5-824-0033-1-73300-520110-PWOB-0000	Social Security	3,036	3,036
141-5-824-0033-1-73300-520770-PWOB-0000	Medical Insurance PT	1,950	1,950
141-5-824-0033-1-73300-521210-0000-0000	Employer Medicare	44	44
141-5-824-0033-1-73300-521210-PWOB-0000	Employer Medicare	710	710
141-5-824-0033-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0033-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Brown Academy</b>	<b>63,899</b>	<b>63,899</b>
141-5-824-0041-4-73300-516910-PWOB-0411	Part-Time - No Benefits (2 FTE)	57,752	57,752
141-5-824-0041-4-73300-518810-0000-0411	Bonus Pay	6,000	6,000
141-5-824-0041-4-73300-518930-PBEN-0411	Site Director (1 FTE)	59,281	59,281
141-5-824-0041-4-73300-518930-PWOB-0411	Site Director	-	-
141-5-824-0041-4-73300-520110-0000-0411	Social Security	372	372
141-5-824-0041-4-73300-520110-PBEN-0411	Social Security	3,700	3,700
141-5-824-0041-4-73300-520110-PWOB-0411	Social Security	3,582	3,582
141-5-824-0041-4-73300-520410-0000-0411	State Retirement	153	153
141-5-824-0041-4-73300-520410-PBEN-0411	State Retirement	7,530	7,530
141-5-824-0041-4-73300-520610-PBEN-0411	Life Insurance	40	40
141-5-824-0041-4-73300-520710-PBEN-0411	Medical Insurance	13,320	13,320
141-5-824-0041-4-73300-520770-PWOB-0411	Medical Insurance PT	2,600	2,600
141-5-824-0041-4-73300-520810-PBEN-0411	Dental Insurance	294	294
141-5-824-0041-4-73300-520110-PWOB-0411	Unemployment Compensation	14	14
141-5-824-0041-4-73300-521210-0000-0411	Employer Medicare	87	87
141-5-824-0041-4-73300-521210-PBEN-0411	Employer Medicare	860	860
141-5-824-0041-4-73300-521210-PWOB-0411	Employer Medicare	837	837
141-5-824-0041-4-73300-521710-0000-0411	State Retirement Hybrid	27	27
141-5-824-0041-4-73300-521710-PBEN-0411	State Retirement Hybrid	1,186	1,186
141-5-824-0041-4-73300-529910-PBEN-0411	Long Term Disability	107	107
141-5-824-0041-4-73300-529930-PBEN-0411	Short Term Disability	116	116
141-5-824-0041-4-73300-549990-0000-0411	Other Supplies And Materials	3,000	3,000
141-5-824-0041-4-73300-559990-0000-0411	Other Charges	3,000	3,000
	<b>Total - Normal Park Museum Magnet Lower</b>	<b>163,858</b>	<b>163,858</b>
141-5-824-0041-4-73300-516910-PWOB-0412	Part-Time - No Benefits (1 FTE)	30,451	30,451
141-5-824-0041-4-73300-518810-0000-0412	Bonus Pay	1,000	1,000
141-5-824-0041-4-73300-518930-PWOB-0412	Site Director (0.5 FTE)	25,307	25,307
141-5-824-0041-4-73300-520110-0000-0412	Social Security	62	62
141-5-824-0041-4-73300-520110-PWOB-0412	Social Security	3,457	3,457
141-5-824-0041-4-73300-520770-PWOB-0412	Medical Insurance PT	1,950	1,950
141-5-824-0041-4-73300-521210-0000-0412	Employer Medicare	15	15
141-5-824-0041-4-73300-521210-PWOB-0412	Employer Medicare	808	808
141-5-824-0041-4-73300-549990-0000-0412	Other Supplies And Materials	3,000	3,000
141-5-824-0041-4-73300-559990-0000-0412	Other Charges	3,000	3,000
	<b>Total - Normal Park Museum Magnet Upper</b>	<b>69,050</b>	<b>69,050</b>

141-5-824-0047-1-73300-516910-PWOB-0000	Part-Time - No Benefits (2 FTE)	25,486		25,486
141-5-824-0047-1-73300-518810-0000-00000	Bonus Pay	4,000		4,000
141-5-824-0047-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	20,201		20,201
141-5-824-0047-1-73300-520110-0000-0000	Social Security	248		248
141-5-824-0047-1-73300-520110-PWOB-0000	Social Security	2,833		2,833
141-5-824-0047-1-73300-520770-PWOB-0000	Medical Insurance PT	3,250		3,250
141-5-824-0047-1-73300-521210-0000-0000	Employer Medicare	58		58
141-5-824-0047-1-73300-521210-PWOB-0000	Employer Medicare	662		662
141-5-824-0047-1-73300-549990-0000-0000	Other Supplies And Materials	3,000		3,000
141-5-824-0047-1-73300-559990-0000-0000	Other Charges	3,000		3,000
	<b>Total - Chattanooga School Arts &amp; Science</b>	<b>62,738</b>	<b>-</b>	<b>62,738</b>
141-5-824-0050-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1.5 FTE)	41,053		41,053
141-5-824-0050-1-73300-518810-0000-00000	Bonus Pay	3,000		3,000
141-5-824-0050-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	25,845		25,845
141-5-824-0050-1-73300-520110-0000-0000	Social Security	186		186
141-5-824-0050-1-73300-520110-PWOB-0000	Social Security	4,148		4,148
141-5-824-0050-1-73300-520770-PWOB-0000	Medical Insurance PT	2,600		2,600
141-5-824-0050-1-73300-521210-0000-0000	Employer Medicare	44		44
141-5-824-0050-1-73300-521210-PWOB-0000	Employer Medicare	942		942
141-5-824-0050-1-73300-549990-0000-0000	Other Supplies And Materials	3,000		3,000
141-5-824-0050-1-73300-559990-0000-0000	Other Charges	3,000		3,000
	<b>Total - Daisy Elementary</b>	<b>83,818</b>	<b>-</b>	<b>83,818</b>
141-5-824-0051-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1 FTE)	28,208		28,208
141-5-824-0051-1-73300-518810-0000-00000	Bonus Pay	2,000		2,000
141-5-824-0051-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	26,496		26,496
141-5-824-0051-1-73300-520110-0000-0000	Social Security	124		124
141-5-824-0051-1-73300-520110-PWOB-0000	Social Security	3,392		3,392
141-5-824-0051-1-73300-520770-PWOB-0000	Medical Insurance PT	1,950		1,950
141-5-824-0051-1-73300-521210-0000-0000	Employer Medicare	29		29
141-5-824-0051-1-73300-521210-PWOB-0000	Employer Medicare	793		793
141-5-824-0051-1-73300-549990-0000-0000	Other Supplies And Materials	3,000		3,000
141-5-824-0051-1-73300-559990-0000-0000	Other Charges	3,000		3,000
	<b>Total - McConnell Elementary</b>	<b>68,992</b>	<b>-</b>	<b>68,992</b>
141-5-824-0058-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	23,066		23,066
141-5-824-0058-1-73300-518810-0000-00000	Bonus Pay	1,000		1,000
141-5-824-0058-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	28,513		28,513
141-5-824-0058-1-73300-520110-0000-0000	Social Security	62		62
141-5-824-0058-1-73300-520110-PWOB-0000	Social Security	3,198		3,198
141-5-824-0058-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300		1,300
141-5-824-0058-1-73300-521210-0000-0000	Employer Medicare	15		15
141-5-824-0058-1-73300-521210-PWOB-0000	Employer Medicare	740		740
141-5-824-0058-1-73300-549990-0000-0000	Other Supplies And Materials	3,000		3,000
141-5-824-0058-1-73300-559990-0000-0000	Other Charges	3,000		3,000
	<b>Total - Dupont Elementary</b>	<b>63,894</b>	<b>-</b>	<b>63,894</b>
141-5-824-0062-1-73300-516910-PWOB-0000	Part-Time - No Benefits	72,015		72,015
141-5-824-0062-1-73300-518810-0000-00000	Bonus Pay	4,000		4,000
141-5-824-0062-1-73300-518930-PBEN-0000	Site Director (0.5 FTE)	45,157		45,157
141-5-824-0062-1-73300-520110-0000-0000	Social Security	248		248
141-5-824-0062-1-73300-520110-PBEN-0000	Social Security	2,800		2,800
141-5-824-0062-1-73300-520110-PWOB-0000	Social Security	4,465		4,465
141-5-824-0062-1-73300-520410-0000-0000	State Retirement	153		153
141-5-824-0062-1-73300-520410-PBEN-0000	State Retirement	5,735		5,735
141-5-824-0062-1-73300-520610-PBEN-0000	Life Insurance	40		40
141-5-824-0062-1-73300-520710-PBEN-0000	Medical Insurance	13,320		13,320
141-5-824-0062-1-73300-520770-PWOB-0000	Medical Insurance PT	5,200		5,200
141-5-824-0062-1-73300-520810-PBEN-0000	Dental Insurance	294		294
141-5-824-0062-1-73300-521010-PBEN-0000	Unemployment Compensation	14		14
141-5-824-0062-1-73300-521210-0000-0000	Employer Medicare	58		58
141-5-824-0062-1-73300-521210-PBEN-0000	Employer Medicare	655		655
141-5-824-0062-1-73300-521210-PWOB-0000	Employer Medicare	1,044		1,044
141-5-824-0062-1-73300-521710-0000-0000	State Retirement Hybrid	27		27
141-5-824-0062-1-73300-521710-PBEN-0000	State Retirement Hybrid	903		903
141-5-824-0062-1-73300-529910-PBEN-0000	Long Term Disability	107		107
141-5-824-0062-1-73300-529930-PBEN-0000	Short Term Disability	116		116
141-5-824-0062-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	2,500	5,500
141-5-824-0062-1-73300-559990-0000-0000	Other Charges	3,000		3,000
	<b>Total - East Brainerd Elementary</b>	<b>162,351</b>	<b>2,500</b>	<b>164,851</b>

141-5-824-0065-1-73300-516910-PWOB-0000	Part-Time - No Benefits (4 FTE)	24,671			24,671
141-5-824-0065-1-73300-518810-0000-00000	Bonus Pay	3,000			3,000
141-5-824-0065-1-73300-518930-PBEN-0000	Site Director (1 FTE)	40,105			40,105
141-5-824-0065-1-73300-520110-0000-0000	Social Security	186			186
141-5-824-0065-1-73300-520110-PBEN-0000	Social Security	2,487			2,487
141-5-824-0065-1-73300-520110-PWOB-0000	Social Security	1,530			1,530
141-5-824-0065-1-73300-520410-0000-0000	State Retirement	153			153
141-5-824-0065-1-73300-520410-PBEN-0000	State Retirement	5,093			5,093
141-5-824-0065-1-73300-520610-PBEN-0000	Life Insurance	40			40
141-5-824-0065-1-73300-520710-PBEN-0000	Medical Insurance	13,320			13,320
141-5-824-0065-1-73300-520770-PWOB-0000	Medical Insurance PT	1,950			1,950
141-5-824-0065-1-73300-520810-PBEN-0000	Dental Insurance	294			294
141-5-824-0065-1-73300-521010-PBEN-0000	Unemployment Compensation	14			14
141-5-824-0065-1-73300-521210-0000-0000	Employer Medicare	44			44
141-5-824-0065-1-73300-521210-PBEN-0000	Employer Medicare	582			582
141-5-824-0065-1-73300-521210-PWOB-0000	Employer Medicare	358			358
141-5-824-0065-1-73300-521710-0000-0000	State Retirement Hybrid	27			27
141-5-824-0065-1-73300-521710-PBEN-0000	State Retirement Hybrid	802			802
141-5-824-0065-1-73300-529910-PBEN-0000	Long Term Disability	107			107
141-5-824-0065-1-73300-529930-PBEN-0000	Short Term Disability	116			116
141-5-824-0065-1-73300-549990-0000-0000	Other Supplies And Materials	3,000			3,000
141-5-824-0065-1-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total - East Ridge Elementary</b>	<b>100,879</b>	<b>-</b>	<b>-</b>	<b>100,879</b>
141-5-824-0085-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1 FTE)	69,648			69,648
141-5-824-0085-1-73300-518810-0000-00000	Bonus Pay	6,000			6,000
141-5-824-0085-1-73300-518930-PBEN-0000	Site Director (1 FTE)	40,227			40,227
141-5-824-0085-1-73300-520110-0000-0000	Social Security	372			372
141-5-824-0085-1-73300-520110-PBEN-0000	Social Security	2,494			2,494
141-5-824-0085-1-73300-520110-PWOB-0000	Social Security	4,318			4,318
141-5-824-0085-1-73300-520410-0000-0000	State Retirement	153			153
141-5-824-0085-1-73300-520410-PBEN-0000	State Retirement	5,109			5,109
141-5-824-0085-1-73300-520610-PBEN-0000	Life Insurance	40			40
141-5-824-0085-1-73300-520710-PBEN-0000	Medical Insurance	13,320			13,320
141-5-824-0085-1-73300-520770-PWOB-0000	Medical Insurance PT	3,900			3,900
141-5-824-0085-1-73300-520810-PBEN-0000	Dental Insurance	294			294
141-5-824-0085-1-73300-521010-PBEN-0000	Unemployment Compensation	14			14
141-5-824-0085-1-73300-521210-0000-0000	Employer Medicare	87			87
141-5-824-0085-1-73300-521210-PBEN-0000	Employer Medicare	583			583
141-5-824-0085-1-73300-521210-PWOB-0000	Employer Medicare	1,010			1,010
141-5-824-0085-1-73300-521710-0000-0000	State Retirement Hybrid	27			27
141-5-824-0085-1-73300-521710-PBEN-0000	State Retirement Hybrid	805			805
141-5-824-0085-1-73300-529910-PBEN-0000	Long Term Disability	107			107
141-5-824-0085-1-73300-529930-PBEN-0000	Short Term Disability	116			116
141-5-824-0085-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	2,500		5,500
141-5-824-0085-1-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total - Middle Valley Elementary</b>	<b>154,624</b>	<b>2,500</b>	<b>-</b>	<b>157,124</b>
141-5-824-0090-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1.5 FTE)	33,673			33,673
141-5-824-0090-1-73300-518810-0000-00000	Bonus Pay	2,000			2,000
141-5-824-0090-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	33,173			33,173
141-5-824-0090-1-73300-520110-0000-0000	Social Security	124			124
141-5-824-0090-1-73300-520110-PWOB-0000	Social Security	4,144			4,144
141-5-824-0090-1-73300-520770-PWOB-0000	Medical Insurance PT	2,600			2,600
141-5-824-0090-1-73300-521210-0000-0000	Employer Medicare	29			29
141-5-824-0090-1-73300-521210-PWOB-0000	Employer Medicare	969			969
141-5-824-0090-1-73300-549990-0000-0000	Other Supplies And Materials	3,000			3,000
141-5-824-0090-1-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total - Harrison Elementary</b>	<b>82,712</b>	<b>-</b>	<b>-</b>	<b>82,712</b>
141-5-824-0097-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	14,957			14,957
141-5-824-0097-1-73300-518810-0000-00000	Bonus Pay	2,000			2,000
141-5-824-0097-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	32,828			32,828
141-5-824-0097-1-73300-520110-0000-0000	Social Security	124			124
141-5-824-0097-1-73300-520110-PWOB-0000	Social Security	2,963			2,963
141-5-824-0097-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300			1,300
141-5-824-0097-1-73300-521210-0000-0000	Employer Medicare	29			29
141-5-824-0097-1-73300-521210-PWOB-0000	Employer Medicare	693			693
141-5-824-0097-1-73300-549990-0000-0000	Other Supplies And Materials	3,000			3,000
141-5-824-0097-1-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total - Barger Academy</b>	<b>60,894</b>	<b>-</b>	<b>-</b>	<b>60,894</b>

141-5-824-0125-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	13,532		13,532
141-5-824-0125-1-73300-518810-0000-00000	Bonus Pay	2,000		2,000
141-5-824-0125-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	28,067		28,067
141-5-824-0125-1-73300-520110-0000-0000	Social Security	124		124
141-5-824-0125-1-73300-520110-PWOB-0000	Social Security	2,579		2,579
141-5-824-0125-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300		1,300
141-5-824-0125-1-73300-521210-0000-0000	Employer Medicare	29		29
141-5-824-0125-1-73300-521210-PWOB-0000	Employer Medicare	603		603
141-5-824-0125-1-73300-549990-0000-0000	Other Supplies And Materials	3,000		3,000
141-5-824-0125-1-73300-559990-0000-0000	Other Charges	3,000		3,000
	<b>Total - Lookout Mountain Elementary</b>	<b>54,234</b>	<b>-</b>	<b>54,234</b>
141-5-824-0127-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	18,631		18,631
141-5-824-0127-1-73300-518810-0000-0000	Bonus Pay	1,000		1,000
141-5-824-0127-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	27,539		27,539
141-5-824-0127-1-73300-520110-0000-0000	Social Security	62		62
141-5-824-0127-1-73300-520110-PWOB-0000	Social Security	2,862		2,862
141-5-824-0127-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300		1,300
141-5-824-0127-1-73300-521210-0000-0000	Employer Medicare	15		15
141-5-824-0127-1-73300-521210-PWOB-0000	Employer Medicare	669		669
141-5-824-0127-1-73300-549990-0000-0000	Other Supplies And Materials	3,000		3,000
141-5-824-0127-1-73300-559990-0000-0000	Other Charges	3,000		3,000
	<b>Total - Hixson Elementary</b>	<b>58,078</b>	<b>-</b>	<b>58,078</b>
141-5-824-0147-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1 FTE)	24,430		24,430
141-5-824-0147-1-73300-518810-0000-00000	Bonus Pay	2,000		2,000
141-5-824-0147-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	26,070		26,070
141-5-824-0147-1-73300-520110-0000-0000	Social Security	124		124
141-5-824-0147-1-73300-520110-PWOB-0000	Social Security	3,131		3,131
141-5-824-0147-1-73300-520770-PWOB-0000	Medical Insurance PT	1,950		1,950
141-5-824-0147-1-73300-521210-0000-0000	Employer Medicare	29		29
141-5-824-0147-1-73300-521210-PWOB-0000	Employer Medicare	732		732
141-5-824-0147-1-73300-549990-0000-0000	Other Supplies And Materials	3,000		3,000
141-5-824-0147-1-73300-559990-0000-0000	Other Charges	3,000		3,000
	<b>Total - North Hamilton County Elementary</b>	<b>64,466</b>	<b>-</b>	<b>64,466</b>
141-5-824-0148-1-73300-516910-PWOB-0000	Part-Time - No Benefits	24,411		24,411
141-5-824-0148-1-73300-518810-0000-00000	Bonus Pay	3,000		3,000
141-5-824-0148-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	24,509		24,509
141-5-824-0148-1-73300-520110-0000-0000	Social Security	186		186
141-5-824-0148-1-73300-520110-PWOB-0000	Social Security	1,933		1,933
141-5-824-0148-1-73300-520770-PWOB-0000	Medical Insurance PT	1,950		1,950
141-5-824-0148-1-73300-521210-0000-0000	Employer Medicare	44		44
141-5-824-0148-1-73300-521210-PWOB-0000	Employer Medicare	709		709
141-5-824-0148-1-73300-549990-0000-0000	Other Supplies And Materials	3,000		3,000
141-5-824-0148-1-73300-559990-0000-0000	Other Charges	3,000		3,000
	<b>Total - Wolftever Creek Elementary</b>	<b>62,742</b>	<b>-</b>	<b>62,742</b>
141-5-824-0149-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	19,971		19,971
141-5-824-0149-1-73300-518810-0000-00000	Bonus Pay	2,000		2,000
141-5-824-0149-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	29,354		29,354
141-5-824-0149-1-73300-520110-0000-0000	Social Security	124		124
141-5-824-0149-1-73300-520110-PWOB-0000	Social Security	3,058		3,058
141-5-824-0149-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300		1,300
141-5-824-0149-1-73300-521210-0000-0000	Employer Medicare	29		29
141-5-824-0149-1-73300-521210-PWOB-0000	Employer Medicare	715		715
141-5-824-0149-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	2,500	5,500
141-5-824-0149-1-73300-559990-0000-0000	Other Charges	3,000		3,000
	<b>Total - Nolan Elementary</b>	<b>62,551</b>	<b>2,500</b>	<b>65,051</b>

141-5-824-0155-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1 FTE)	34,800			34,800
141-5-824-0155-1-73300-518810-0000-00000	Bonus Pay	2,000			2,000
141-5-824-0155-1-73300-518930-PBEN-0000	Site Director (1 FTE)	32,559			32,559
141-5-824-0155-1-73300-520110-0000-0000	Social Security	124			124
141-5-824-0155-1-73300-520110-PBEN-0000	Social Security	2,019			2,019
141-5-824-0155-1-73300-520110-PWOB-0000	Social Security	2,158			2,158
141-5-824-0155-1-73300-520410-PBEN-0000	State Retirement	4,135			4,135
141-5-824-0155-1-73300-520610-PBEN-0000	Life Insurance	40			40
141-5-824-0155-1-73300-520710-PBEN-0000	Medical Insurance	13,320			13,320
141-5-824-0155-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300			1,300
141-5-824-0155-1-73300-520810-PBEN-0000	Dental Insurance	294			294
141-5-824-0155-1-73300-521010-PBEN-0000	Unemployment Compensation	14			14
141-5-824-0155-1-73300-521210-0000-0000	Employer Medicare	29			29
141-5-824-0155-1-73300-521210-PBEN-0000	Employer Medicare	472			472
141-5-824-0155-1-73300-521210-PWOB-0000	Employer Medicare	505			505
141-5-824-0155-1-73300-521710-PBEN-0000	State Retirement Hybrid	651			651
141-5-824-0155-1-73300-529910-PBEN-0000	Long Term Disability	107			107
141-5-824-0155-1-73300-529930-PBEN-0000	Short Term Disability	116			116
141-5-824-0155-1-73300-549990-0000-0000	Other Supplies And Materials	3,000			3,000
141-5-824-0155-1-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total - Ooltewah Elementary</b>	<b>100,643</b>	-	-	<b>100,643</b>
141-5-824-0162-4-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	25,449			25,449
141-5-824-0162-4-73300-518810-0000-00000	Bonus Pay	1,000			1,000
141-5-824-0162-4-73300-518930-PWOB-0000	Site Director (0.5 FTE)	34,102			34,102
141-5-824-0162-4-73300-520110-0000-0000	Social Security	62			62
141-5-824-0162-4-73300-520110-PWOB-0000	Social Security	3,692			3,692
141-5-824-0162-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300			1,300
141-5-824-0162-4-73300-521210-0000-0000	Employer Medicare	15			15
141-5-824-0162-4-73300-521210-PWOB-0000	Employer Medicare	864			864
141-5-824-0162-4-73300-549990-0000-0000	Other Supplies And Materials	3,000			3,000
141-5-824-0162-4-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total - Chattanooga School for Liberal Arts</b>	<b>72,484</b>	-	-	<b>72,484</b>
141-5-824-0171-1-73300-516910-PWOB-0000	Part-Time - No Benefits (2 FTE)	50,961			50,961
141-5-824-0171-1-73300-518810-0000-00000	Bonus Pay	3,000			3,000
141-5-824-0171-1-73300-518930-PBEN-0000	Site Director (1 FTE)	43,277			43,277
141-5-824-0171-1-73300-520110-0000-0000	Social Security	186			186
141-5-824-0171-1-73300-520110-PBEN-0000	Social Security	2,683			2,683
141-5-824-0171-1-73300-520110-PWOB-0000	Social Security	3,160			3,160
141-5-824-0171-1-73300-520410-0000-0000	State Retirement	153			153
141-5-824-0171-1-73300-520410-PBEN-0000	State Retirement	5,496			5,496
141-5-824-0171-1-73300-520610-PBEN-0000	Life Insurance	40			40
141-5-824-0171-1-73300-520710-PBEN-0000	Medical Insurance	13,320			13,320
141-5-824-0171-1-73300-520770-PWOB-0000	Medical Insurance PT	2,600			2,600
141-5-824-0171-1-73300-520810-PBEN-0000	Dental Insurance	294			294
141-5-824-0171-1-73300-521010-PBEN-0000	Unemployment Compensation	14			14
141-5-824-0171-1-73300-521210-0000-0000	Employer Medicare	44			44
141-5-824-0171-1-73300-521210-PBEN-0000	Employer Medicare	628			628
141-5-824-0171-1-73300-521210-PWOB-0000	Employer Medicare	739			739
141-5-824-0171-1-73300-521710-0000-0000	State Retirement Hybrid	27			27
141-5-824-0171-1-73300-521710-PBEN-0000	State Retirement Hybrid	866			866
141-5-824-0171-1-73300-529910-PBEN-0000	Long Term Disability	107			107
141-5-824-0171-1-73300-529930-PBEN-0000	Short Term Disability	116			116
141-5-824-0171-1-73300-549990-0000-0000	Other Supplies And Materials	3,000			3,000
141-5-824-0171-1-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total - Red Bank Elementary</b>	<b>133,711</b>	-	-	<b>133,711</b>
141-5-824-0183-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	15,661			15,661
141-5-824-0183-1-73300-518810-0000-00000	Bonus Pay	1,000			1,000
141-5-824-0183-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	25,562			25,562
141-5-824-0183-1-73300-520110-0000-0000	Social Security	62			62
141-5-824-0183-1-73300-520110-PWOB-0000	Social Security	2,556			2,556
141-5-824-0183-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300			1,300
141-5-824-0183-1-73300-521210-0000-0000	Employer Medicare	15			15
141-5-824-0183-1-73300-521210-PWOB-0000	Employer Medicare	598			598
141-5-824-0183-1-73300-549990-0000-0000	Other Supplies And Materials	3,000			3,000
141-5-824-0183-1-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total - Rivermont Elementary</b>	<b>52,754</b>	-	-	<b>52,754</b>

141-5-824-0215-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	22,697	22,697
141-5-824-0215-1-73300-518810-0000-00000	Bonus Pay	3,000	3,000
141-5-824-0215-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	28,994	28,994
141-5-824-0215-1-73300-520110-0000-0000	Social Security	186	186
141-5-824-0215-1-73300-520110-PWOB-0000	Social Security	3,205	3,205
141-5-824-0215-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300	1,300
141-5-824-0215-1-73300-521210-0000-0000	Employer Medicare	44	44
141-5-824-0215-1-73300-521210-PWOB-0000	Employer Medicare	750	750
141-5-824-0215-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0215-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Snow Hill Elementary</b>	<b>66,176</b>	<b>66,176</b>
141-5-824-0230-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	39,955	39,955
141-5-824-0230-1-73300-518810-0000-00000	Bonus Pay	1,000	1,000
141-5-824-0230-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	27,423	27,423
141-5-824-0230-1-73300-520110-0000-0000	Social Security	62	62
141-5-824-0230-1-73300-520110-PWOB-0000	Social Security	4,177	4,177
141-5-824-0230-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300	1,300
141-5-824-0230-1-73300-521210-0000-0000	Employer Medicare	15	15
141-5-824-0230-1-73300-521210-PWOB-0000	Employer Medicare	977	977
141-5-824-0230-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0230-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Soddy Elementary</b>	<b>80,909</b>	<b>80,909</b>
141-5-824-0235-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	25,473	25,473
141-5-824-0235-1-73300-518810-0000-00000	Bonus Pay	1,000	1,000
141-5-824-0235-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	28,810	28,810
141-5-824-0235-1-73300-520110-0000-0000	Social Security	62	62
141-5-824-0235-1-73300-520110-PWOB-0000	Social Security	3,366	3,366
141-5-824-0235-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300	1,300
141-5-824-0235-1-73300-521210-0000-0000	Employer Medicare	15	15
141-5-824-0235-1-73300-521210-PWOB-0000	Employer Medicare	783	783
141-5-824-0235-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0235-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Spring Creek Elementary</b>	<b>66,809</b>	<b>66,809</b>
141-5-824-0240-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	24,915	24,915
141-5-824-0240-1-73300-518810-0000-00000	Bonus Pay	2,000	2,000
141-5-824-0240-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	33,399	33,399
141-5-824-0240-1-73300-520110-0000-0000	Social Security	124	124
141-5-824-0240-1-73300-520110-PWOB-0000	Social Security	3,726	3,726
141-5-824-0240-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300	1,300
141-5-824-0240-1-73300-521210-0000-0000	Employer Medicare	29	29
141-5-824-0240-1-73300-521210-PWOB-0000	Employer Medicare	845	845
141-5-824-0240-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0240-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Thrasher Elementary</b>	<b>72,338</b>	<b>72,338</b>
141-5-824-0241-1-73300-516910-PWOB-0000	Part-Time - No Benefits (0.5 FTE)	14,383	14,383
141-5-824-0241-1-73300-518810-0000-00000	Bonus Pay	1,000	1,000
141-5-824-0241-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	26,484	26,484
141-5-824-0241-1-73300-520110-0000-0000	Social Security	62	62
141-5-824-0241-1-73300-520110-PWOB-0000	Social Security	2,534	2,534
141-5-824-0241-1-73300-520770-PWOB-0000	Medical Insurance PT	1,300	1,300
141-5-824-0241-1-73300-521210-0000-0000	Employer Medicare	15	15
141-5-824-0241-1-73300-521210-PWOB-0000	Employer Medicare	593	593
141-5-824-0241-1-73300-549990-0000-0000	Other Supplies And Materials	3,000	3,000
141-5-824-0241-1-73300-559990-0000-0000	Other Charges	3,000	3,000
	<b>Total - Lookout Valley Elementary</b>	<b>52,371</b>	<b>52,371</b>

141-5-824-0260-1-73300-516910-PWOB-0000	Part-Time - No Benefits (2.5 FTE)	47,457			47,457
141-5-824-0260-1-73300-518810-0000-00000	Bonus Pay	3,000			3,000
141-5-824-0260-1-73300-518930-PBEN-0000	Site Director (FTE)	32,970			32,970
141-5-824-0260-1-73300-520110-0000-0000	Social Security	186			186
141-5-824-0260-1-73300-520110-PBEN-0000	Social Security	2,044			2,044
141-5-824-0260-1-73300-520110-PWOB-0000	Social Security	2,942			2,942
141-5-824-0260-1-73300-520410-0000-0000	State Retirement	153			153
141-5-824-0260-1-73300-520410-PBEN-0000	State Retirement	4,188			4,188
141-5-824-0260-1-73300-520610-PBEN-0000	Life Insurance	40			40
141-5-824-0260-1-73300-520710-PBEN-0000	Medical Insurance	13,320			13,320
141-5-824-0260-1-73300-520770-PWOB-0000	Medical Insurance PT	3,250			3,250
141-5-824-0260-1-73300-520810-PBEN-0000	Dental Insurance	294			294
141-5-824-0260-1-73300-521010-PBEN-0000	Unemployment Compensation	14			14
141-5-824-0260-1-73300-521210-0000-0000	Employer Medicare	44			44
141-5-824-0260-1-73300-521210-PBEN-0000	Employer Medicare	478			478
141-5-824-0260-1-73300-521210-PWOB-0000	Employer Medicare	688			688
141-5-824-0260-1-73300-521710-0000-0000	State Retirement Hybrid	27			27
141-5-824-0260-1-73300-521710-PBEN-0000	State Retirement Hybrid	659			659
141-5-824-0260-1-73300-529910-PBEN-0000	Long Term Disability	107			107
141-5-824-0260-1-73300-529930-PBEN-0000	Short Term Disability	116			116
141-5-824-0260-1-73300-549990-0000-0000	Other Supplies And Materials	3,000			3,000
141-5-824-0260-1-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total - Smith Elementary</b>	<b>117,977</b>	<b>-</b>	<b>-</b>	<b>117,977</b>
141-5-824-0265-1-73300-516910-PWOB-0000	Part-Time - No Benefits (1.5 FTE)	40,690			40,690
141-5-824-0265-1-73300-518810-0000-00000	Bonus Pay	3,000			3,000
141-5-824-0265-1-73300-518930-PWOB-0000	Site Director (0.5 FTE)	33,596			33,596
141-5-824-0265-1-73300-520110-0000-0000	Social Security	186			186
141-5-824-0265-1-73300-520110-PWOB-0000	Social Security	4,606			4,606
141-5-824-0265-1-73300-520770-PWOB-0000	Medical Insurance PT	2,600			2,600
141-5-824-0265-1-73300-521210-0000-0000	Employer Medicare	44			44
141-5-824-0265-1-73300-521210-PWOB-0000	Employer Medicare	1,077			1,077
141-5-824-0265-1-73300-549990-0000-0000	Other Supplies And Materials	3,000			3,000
141-5-824-0265-1-73300-559990-0000-0000	Other Charges	3,000			3,000
	<b>Total SACC - Westview Elementary</b>	<b>91,799</b>	<b>-</b>	<b>-</b>	<b>91,799</b>
	<b>TOTAL BUDGET</b>	<b>3,957,973</b>	<b>60,000</b>	<b>(60,000)</b>	<b>3,957,973</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 FUND FOR EXCELLENCE  
 BUDGET FISCAL YEAR 2025-2026**

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		
		3/12/2026	INCREASE	DECREASE
141-5-904-0000-0-00000-439900-0000-0000-904	Other Charges for Services	208,403	1,000	
141-5-904-0000-0-00000-445700-0000-0000-904	Contributions and Donations	121,491		
	<b>Total Source of Funds</b>	<b>329,894</b>	<b>1,000</b>	<b>-</b>

AMENDED BUDGET		
5/21/2026		
209,403		
121,491		
<b>330,894</b>		

**USE OF FUNDS SUMMARY**

<b>72210</b> Regular Education Instruction Support	208,403	1,000	-	209,403
<b>72620</b> Maintenance of Plant	121,491	-	-	121,491
<b>Total Use of Funds</b>	<b>329,894</b>	<b>1,000</b>	<b>-</b>	<b>330,894</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		
		3/12/2026	INCREASE	DECREASE
141-5-904-0000-0-72210-516110-PBEN-0000-904	Administrative Assistant	61,140		
141-5-904-0000-0-72210-5189A0-PBEN-0000-904	Other Salaries	84,035		
141-5-904-0000-0-72210-520110-PBEN-0000-904	Social Security	9,001		
141-5-904-0000-0-72210-520410-PBEN-0000-904	Retirement	18,436		
141-5-904-0000-0-72210-520610-PBEN-0000-904	Life Insurance	80		
141-5-904-0000-0-72210-520710-PBEN-0000-904	Health Insurance	26,640		
141-5-904-0000-0-72210-520810-PBEN-0000-904	Dental	588		
141-5-904-0000-0-72210-521010-PBEN-0000-904	Unemployment	28		
141-5-904-0000-0-72210-521210-PBEN-0000-904	Medicare	2,105		
141-5-904-0000-0-72210-521710-PBEN-0000-904	State Retirement Hybrid	2,904		
141-5-904-0000-0-72210-529910-PBEN-0000-904	Long Term Disability	214		
141-5-904-0000-0-72210-529930-PBEN-0000-904	Short Term Disability	232		
141-5-904-0000-0-72210-543510-0000-0000-904	Office Supplies	1,000		
141-5-904-0000-0-72210-549990-0000-0000-904	Other Supplies and Materials	2,000	1,000	
	<b>Total 72210 Reg Education Instruction Support</b>	<b>208,403</b>	<b>1,000</b>	<b>-</b>
141-5-904-0021-3-72620-533510-0000-9330-904	Maintenance & Repairs - Building	121,491		
	<b>Total 72620 Maintenance of Plant</b>	<b>121,491</b>	<b>-</b>	<b>-</b>
	<b>TOTAL BUDGET</b>	<b>329,894</b>	<b>1,000</b>	<b>-</b>

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Mary Ellen Heuton, CPA – Chief Financial Officer

**Date:** May 21, 2026

**Subject:** FY26 Budget Amendment – General Purpose

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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Board approval is requested to amend the FY26 General Purpose Operating Budget as follows:

- Transfers between accounts to reclassify existing budget appropriations between various lines as indicated in the attachment. These transfers will not increase the total FY26 budget.
- In addition to the FY26 expenditures appropriated in the original FY26 Approved Budget, the FY26 budget approval allowed for the appropriation of funds to meet obligations carried forward from FY25 open purchase order balances in each respective fund. The amount appropriated at 7/1/25 was \$20,150,072.58. A portion of this appropriation has been reversed either because the obligation was cancelled or the appropriation was covered with other funding. The current amount appropriated is \$11,702,806.70 (\$11,694,559.20 for General Purpose Operating and \$8,247.50 General Purpose State).
- Summary of Operating Budget Amendments through 06/30/2026:
  - **Original Approved Operating:** **\$577,580,874**
  - **Amended Operating Through 10/09/2025:** **\$592,597,776**
  - **Amended Operating Through 01/15/2026:** **\$604,347,235**
  - **Amended Operating Through 06/30/2026:** **\$611,864,336**

Opportunity 2030 Commitment Connection

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

Hamilton County Schools  
Fiscal Year 2026  
Operating Budget  
Expenditures by Function - Approved and Amended  
May 21, 2026

Function	Function Description	Approved Operating	Transfers Between	Transfer Between	Transfer Between	Revenue	Fund Balance	FY25	Amended
			Accounts Through 7/1/2025 to 9/30/2025	Accounts 10/1/20205 to 12/31/2025	Accounts 1/1/2026 to 06/30/2026	Appropriations Through 6/30/2026	Appropriations Through 06/30/2026	Encumbrance Carryforward	Operating 06/30/2026
71100	Regular Education Instruction	243,475,983	1,068,190	(3,194,753)	(3,992,808)	1,293,883	11,161,196	10,928,463	260,740,155
71200	Special Education Instruction	42,992,520	(13,155)	920,140	1,848,206	2,008,449	-	-	47,756,160
71300	CTE Instructional	13,665,424	27,678	155,727	308,252	445,812	-	-	14,602,893
71400	Student Body Education	4,563,624	48,000	(8,000)	(978)	-	-	-	4,602,646
72110	Attendance	7,788,126	(56,614)	(77,799)	88,984	1,216,255	-	-	8,958,952
72120	Health Services	7,027,172	83,257	84,246	190,601	36,097	-	-	7,421,373
72130	Other Student Support	28,284,451	43,922	6,707	276,912	1,211,187	500,000	31,282	30,354,461
72210	Reg Ed Instruction Support	29,268,158	(907,384)	712,061	653,036	1,169,563	-	26,308	30,921,741
72220	Special Ed Instruction Support	12,609,004	(129,199)	224,681	(824,551)	405,045	-	-	12,284,980
72230	CTE Instructional Support	698,213	8,133	12,208	18,600	-	-	-	737,154
72250	Educational Technology	9,227,277	104,057	696,076	229,846	-	1,581,895	87,766	11,926,917
72310	Board Of Education	6,928,477	(154,586)	31,059	20,000	-	-	25,000	6,849,950
72320	Director Of Schools	2,873,493	166,593	43,817	14,270	-	-	3,899	3,102,072
72410	Office Of The Principal	38,349,469	-	370,693	861,594	-	-	-	39,581,755
72510	Fiscal Services	4,442,932	(104,057)	(246,949)	43,563	-	780,563	-	4,916,051
72520	Human Resources/Personnel	4,568,932	93,320	131,062	123,667	-	-	13,750	4,930,731
72610	Operation Of Plant	35,490,091	(630,028)	(70,035)	98,502	-	-	23,581	34,912,112
72620	Maintenance Of Plant	12,312,491	-	181,294	99,271	-	-	526,295	13,119,351
72710	Transportation	28,667,109	(34,685)	29,744	1,619,884	-	-	-	30,282,053
72810	Central And Other	2,676,353	381,582	(23,297)	(1,743,361)	-	-	28,216	1,319,493
73100	School Nutrition	5,850	-	-	-	-	-	-	5,850
73300	Community Services	748,518	4,976	18,300	16,694	-	-	-	788,488
73400	Early Childhood Education	134,838	-	3,019	49,816	-	-	-	187,674
76100	Regular Capital Outlay	-	-	-	-	-	101,412	-	101,412
99100	Operating Transfers	-	-	-	-	-	-	-	-
99110	Transfer to Capital Maintenance	-	-	-	-	-	138,873	-	138,873
99120	Transfer to Charter Schools	40,782,369	-	-	-	538,672	-	-	41,321,041
	Grand Total	577,580,874	-	-	-	8,324,963	14,263,939	11,694,559	611,864,336

Summary of Revenue Appropriations

7/17/2025	FY26 State Funded Teacher Bonus	8,289,900
10/9/2025	Correction of Revenue for FRI Early Childhood	(1,034)
10/9/2025	Additional Nurse Practitioner Supported by County	36,097
	Total Revenue Appropriations	<u>8,324,963</u>

Summary of Fund Balance Appropriations

7/17/2025	Appropriate funds from Unassigned for East Side Elementary Multi-purpose Field *source correction 10/9/25	101,412
9/18/2025	Reappropriate funds from Committed for Education for FY26 Matching Bonus	3,500,000
9/18/2025	Appropriate funds from Assigned for Education for FY26 Matching Bonus	400,000
10/9/2025	Reappropriate from Assigned for Education for Student and Staff Device, Security, and Budget Modeling/MUNIS	2,529,461
10/9/2025	Reappropriate funds from Assigned for Education for SRDI and Dual Enrollment	22,194
10/9/2025	Appropriate funds from Unassigned for Architectural Services and East Hamilton Amphitheatre	138,873
2/19/2026	Appropriate from Fund Balance Assigned for Technology for the purchase of \$1,500,000 in staff devices and \$500,000 of student devices	2,000,000
4/16/2026	Appropriate funds from Assigned for Education Fund Balance - Instructional Materials for Instructional Materials	1,000,000
4/16/2026	Appropriate from Assigned for Education Fund Balance - Technology for Instructional Materials	3,000,000
4/16/2026	Appropriate from Unassigned Fund Balance for Instructional Materials	1,572,000
	Total Fund Balance Appropriations	<u>14,263,939</u>

FY25 Encumbrance Carryforward

	Transfer from Prior Year Encumbrance Fund Balance - Open Purchase Orders	11,875,456
	Coding correction from Prior Year Encumbrance funding entry - should have been self-funded instead of GP	(121,491)
	Cancelled PO's	(59,406)
	Total FY25 Encumbrance Carryforward	<u>11,694,559</u>

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Mary Ellen Heuton, Chief Financial Officer

**Date:** May 21, 2026

**Subject:** Budget Amendment- School Nutrition

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Board approval is recommended for the following items for School Nutrition for Fiscal Year 2026:

- Transfers existing budget appropriations between designated accounts in accordance with the attached documentation.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**SCHOOL NUTRITION PROGRAM**  
**May Budget Amendment FY26**

ACCOUNT	ACCOUNT DESCRIPTION	APPROVED BUDGET FY26	REVISED BUDGET FY26	DECREASE	INCREASE	PROPOSED AMENDMENT BUDGET FY26 5/21/26
143-0-819-0000-0-00000-435225-0000-0000	Adult Lunch Meals	164,826.00	164,826.00			164,826.00
143-0-819-0000-0-00000-435230-0000-0000	Student Breakfast Meals	246,319.00	246,319.00			246,319.00
143-0-819-0000-0-00000-435231-0000-0000	Student Lunch Meals	2,098,803.00	2,098,803.00			2,098,803.00
143-0-819-0000-0-00000-435234-0000-0000	Adult Breakfast Meals	4,391.00	4,391.00			4,391.00
143-0-819-0000-0-00000-435250-0000-0000	A La Carte Breakfast St	25,342.00	25,342.00			25,342.00
143-0-819-0000-0-00000-435251-0000-0000	A La Carte Lunch Studen	938,155.00	938,155.00			938,155.00
143-0-819-0000-0-00000-435252-0000-0000	A La Carte Breakfast Ad	6,336.00	6,336.00			6,336.00
143-0-819-0000-0-00000-435253-0000-0000	A La Carte Lunch Adult	234,539.00	234,539.00			234,539.00
143-0-819-0000-0-00000-439900-0000-0000	Other Charges	111,464.00	111,464.00			111,464.00
143-0-819-0000-0-00000-441100-0000-0000	Interest Earned-Now Acc	579,810.00	579,810.00			579,810.00
143-0-819-0000-0-00000-445300-0000-0000	Sale Of Equipment	3,500.00	3,500.00			3,500.00
143-0-819-0000-0-00000-465200-0000-0000	School Nutrition	210,000.00	210,000.00			210,000.00
143-0-819-0000-0-00000-471110-0000-0000	Section 4 Lunch	17,875,488.00	17,875,488.00			17,875,488.00
143-0-819-0000-0-00000-471120-0000-0000	Commodities	2,032,465.00	2,032,465.00			2,032,465.00
143-0-819-0000-0-00000-471130-0000-0000	Breakfast-USDA	5,359,313.00	5,359,313.00			5,359,313.00
143-0-819-0000-0-00000-471140-0000-0000	USDA- Other	458,918.00	458,918.00			458,918.00
143-0-819-0000-0-00000-471150-0000-0000	USDA- Equipment	-	0			-
143-0-819-0000-0-00000-4T0001-0000-0000			260,576.56			260,576.56
143-0-819-0000-0-00000-4T4570-0000-0000			560,539.00			560,539.00
<b>TOTAL REVENUE</b>		<b>30,349,669.00</b>	<b>31,170,784.56</b>	<b>-</b>		<b>31,170,784.56</b>

ACCOUNT	ACCOUNT DESCRIPTION	APPROVED BUDGET FY26	REVISED BUDGET FY26	DECREASE	INCREASE	PROPOSED AMENDMENT BUDGET FY26 5/21/26
143-0-819-0000-0-73100-510510-0000-0000-	510510 Director	119,796.00	119,796.00			119,796.00
143-0-819-0000-0-73100-510520-0000-0000-	510520 Supervisor	365,255.00	365,255.00			365,255.00
143-0-819-0000-0-73100-510550-0000-0000-	510550 Dietitian	74,389.00	74,389.00			74,389.00
143-0-819-0000-0-73100-511910-0000-0000-	511910 Accountant	85,949.00	85,949.00			85,949.00
143-0-819-0000-0-73100-512010-0000-0000-	512010 IT Specialist	173,084.00	173,084.00			173,084.00
143-0-819-0000-0-73100-514910-0000-0000-	514910 Warehouse Personnel	192,659.00	192,659.00			192,659.00
143-0-819-0000-0-73100-516110-0000-0000-	516110 Administrative Assistant	66,641.00	66,641.00			66,641.00
143-0-819-0000-0-73100-516210-0000-0000-	516210 Clerical Personnel	228,076.00	228,076.00			228,076.00
143-0-819-6000-0-73100-516510-0000-0000-	516510 Cafeteria Personnel	4,340,592.00	4,192,592.00			4,192,592.00
143-0-819-6000-0-73100-516510-PPTT-0000-	516510 Cafeteria Personnel	4,348,179.00	4,348,179.00	183,000.00		4,165,179.00
143-0-819-6000-0-73100-518810-0000-0000-	518810 Bonus Pay	-	470,000.00			470,000.00
143-0-819-6000-0-73100-518820-0000-0000-	518820 Bonus Pay	322,000.00	-			-
143-0-819-0000-0-73100-519610-0000-0000-	In Service/Stipend	2,000.00	5,000.00			5,000.00
143-0-819-0000-0-73100-520110-0000-0000-	520110 Social Security	80,963.00	80,963.00			80,963.00
143-0-819-6000-0-73100-520110-0000-0000-	520110 Social Security	269,117.00	269,117.00			269,117.00
143-0-819-6000-0-73100-520110-PPTT-0000-	520110 Social Security	269,588.00	269,588.00			269,588.00
143-0-819-0000-0-73100-520410-0000-0000-	520410 State Retirement	165,843.00	165,843.00			165,843.00
143-0-819-6000-0-73100-520410-0000-0000-	520410 State Retirement	551,256.00	551,256.00			551,256.00
143-0-819-0000-0-73100-520610-0000-0000-	520610 Life Insurance	720.00	720.00			720.00
143-0-819-6000-0-73100-520610-0000-0000-	520610 Life Insurance	5,720.00	5,720.00			5,720.00
143-0-819-0000-0-73100-520710-0000-0000-	520710 Medical Insurance	239,760.00	239,760.00			239,760.00
143-0-819-6000-0-73100-520710-0000-0000-	520710 Medical Insurance	1,904,760.00	1,904,760.00			1,904,760.00
143-0-819-6000-0-73100-520710-PPTT-0000-	520710 Medical Insurance	184,800.00	-			-
143-0-819-6000-0-73100-520770-0000-0000-	520770 Medical Insurance Part	-	184,800.00			184,800.00
143-0-819-0000-0-73100-520810-0000-0000-	520810 Dental Insurance	5,292.00	5,292.00			5,292.00
143-0-819-6000-0-73100-520810-0000-0000-	520810 Dental Insurance	42,042.00	42,042.00			42,042.00
143-0-819-0000-0-73100-521010-0000-0000-	521010 Unemployment	252.00	252.00			252.00
143-0-819-6000-0-73100-521010-0000-0000-	521010 Unemployment	2,002.00	2,002.00			2,002.00
143-0-819-0000-0-73100-521210-0000-0000-	521210 Employer Medicare	18,935.00	18,935.00			18,935.00
143-0-819-6000-0-73100-521210-0000-0000-	521210 Employer Medicare	62,939.00	62,939.00			62,939.00
143-0-819-6000-0-73100-521210-PPTT-0000-	521210 Employer Medicare	63,049.00	63,049.00			63,049.00
143-0-819-0000-0-73100-521710-0000-0000-	521710 State Retirement Hybrid	86,812.00	86,812.00			86,812.00
143-0-819-0000-0-73100-529910-0000-0000-	529910 Long Term Disability	1,926.00	1,926.00			1,926.00
143-0-819-6000-0-73100-529910-0000-0000-	529910 Long Term Disability	15,301.00	15,301.00			15,301.00
143-0-819-0000-0-73100-529930-0000-0000-	529930 Short Term Disability	2,088.00	2,088.00			2,088.00
143-0-819-6000-0-73100-529930-0000-0000-	529930 Short Term Disability	16,588.00	16,588.00			16,588.00
143-0-819-0000-0-73100-530710-0000-0000-	530710 Telephone	2,000.00	2,000.00			2,000.00
143-0-819-6000-0-73100-533610-0000-0000-	533610 Maint & Repairs - Equip	150,000.00	150,000.00			150,000.00
143-0-819-6000-0-73100-533620-0000-0000-	533620 Maint&Repairs-Coolers/F	220,000.00	220,000.00		17,000.00	237,000.00
143-0-819-6000-0-73100-533630-0000-0000-	533630 Maint & Repairs - Ice M	20,000.00	20,000.00			20,000.00
143-0-819-6000-0-73100-533640-0000-0000-	533640 Maint & Repairs-Dish Ma	35,000.00	35,000.00	7,000.00		28,000.00
143-0-819-6000-0-73100-533650-0000-0000-	533650 Maint & Repairs-Plumbin	25,000.00	40,000.00	10,000.00		30,000.00
143-0-819-0000-0-73100-533810-0000-0000-	533810 Maint & Repairs - Vehic	25,000.00	25,000.00	9,000.00		16,000.00
143-0-819-6000-0-73100-535510-0000-0000-	535510 Travel-Mileage	29,000.00	29,000.00			29,000.00
143-0-819-6000-0-73100-535910-0000-0000-	535910 Disposal Fees	87,000.00	87,000.00			87,000.00
143-0-819-0000-0-73100-539910-0000-0000-	539910 Copier Lease/Maint	4,500.00	4,500.00			4,500.00
143-0-819-0000-0-73100-539940-0000-0000-	539940 Contracted Printing	4,000.00	4,000.00			4,000.00
143-0-819-6000-0-73100-539960-0000-0000-	539960 Sanitation/Safety Contr	199,770.00	199,770.00			199,770.00
143-0-819-6000-0-73100-539990-0000-0000-	539990 Other Contracted Servc	950,000.00	950,000.00	5,000.00		945,000.00
143-0-819-6000-0-73100-542210-0000-0000-	542210 Food Supplies	10,628,323.00	10,628,323.00		165,000.00	10,793,323.00
143-0-819-6000-0-73100-542220-0000-0000-	542220 Food - Disposables	1,132,847.00	1,132,847.00			1,132,847.00
143-0-819-6000-0-73100-542280-0000-0000-	542280 Fruits And Vegetable Pr	201,000.00	201,000.00			201,000.00
143-0-819-0000-0-73100-542510-0000-0000-	542510 Gasoline	11,000.00	11,000.00			11,000.00
143-0-819-0000-0-73100-543510-0000-0000-	543510 Office Supplies	20,000.00	20,000.00			20,000.00
143-0-819-6000-0-73100-546910-0000-0000-	546910 USDA Commodities	2,032,465.00	2,032,465.00			2,032,465.00
143-0-819-0000-0-73100-549990-0000-0000-	549990 Other Supplies And Mate	50,000.00	60,436.40		14,000.00	74,436.40
143-0-819-6000-0-73100-547110-0000-0000-	547110 Software	134,391.00	86,930.00			86,930.00
143-0-819-0000-0-73100-552410-0000-0000-	552410 In Service/Staff Develo	30,000.00	30,000.00			30,000.00
143-0-819-6000-0-73100-571010-0000-0000-	571010 Equipment Food Service	50,000.00	890,140.16		18,000.00	908,140.16
<b>TOTAL EXPENSES</b>		<b>30,349,669.00</b>	<b>31,170,784.56</b>			<b>31,170,784.56</b>

To: Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

From: Mary Ellen Heuton, Chief Financial Officer  
Angelia Askins, Executive Director of Grants and Federal Programs

Date: May 21, 2026

Subject: FY27 Consolidated Funding Application Approval

Board Agenda Category:

- Consent Agenda
- Action Item
- Reports and Information

We are requesting Board approval of preliminary Consolidated Funding Application awards. Preliminary allocations were based on final FY26 allocations and may change upon receipt of preliminary and final FY27 allocations.

<b>Program</b>	<b>Description</b>	<b>Director</b>	<b>Preliminary Allocation</b>
Title I- A	Increase academic achievement for students who are economically disadvantaged	Angelia Askins	\$ 18,649,782.26
Title II	Teacher recruitment and retention and professional development of school-based teachers and leaders	Angelia Askins	\$ 2,415,982.30
Title III	Improve education of English learners and immigrant students	Dr. Diego Trujillo	\$ 723,737.60
Title I-A Neglected	Serving students in Neglected facilities	Angelia Askins	\$ 232,157.38
Title I- D	Serving students in Delinquent facilities	Angelia Askins	\$ 108,843.08
Title I-C	Serving students who are migrant	Dr. Diego Trujillo	\$ 11,075.58
Title IV Part A	Improve student achievement and well rounded education	Angelia Askins	\$ 1,160,468.23
IDEA Part B	Special Education services for eligible students ages 3-21	Michelle Eargle	\$ 11,630,834.00
IDEA Preschool	Special Education services for eligible students ages 3-5	Michelle Eargle	\$ 320,501.00
IDEA Part B	Required 15% from sum of IDEA Part B and IDEA Preschool	Michelle Eargle	\$ (1,792,700.25)
<b>Total Preliminary Allocation</b>			<b>\$ 33,460,681.18</b>

Opportunity 2030 Commitment Connection

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Zac Brown, Deputy Superintendent

**Date:** May 21, 2026

**Subject:** Request for new and updated job class description

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

In alignment with policy 5.103 and 5.101, the following new and updated job class descriptions are presented to you for review. The updates include job descriptions being updated to reflect the current essential job responsibilities of existing job classes.

Job Class Descriptions:

Job Title	Purpose	Job Details
Chief of Staff	The purpose of this classification is to provide executive-level leadership, strategic coordination, and operational support to the Superintendent and Board of Education. This position serves as a key liaison between the Superintendent, Board members, school administrators, employees, parents, community, and stakeholders. This role advances and implements the district's strategic plan by aligning priorities, managing high-level initiatives, supporting cross-functional decision making ,vision setting, project management, and team leadership while advancing initiatives and matters that impact distribution operations, governance and student success while also ensuring alignment with the district's mission.	Min \$121,515 Annual calendar Reclassification

<p>Director of Executive Strategy</p>	<p>The purpose of this classification is to serve as a key member of the Office of the Superintendent, partnering with the Chief of Staff to drive the execution of executive priorities, directing the district's leadership and strategic communications narrative, orchestrating intergovernmental and board-related initiatives, and leading cross-functional projects that ensure organizational alignment across all departments and external partners.</p>	<p>Min \$88,855 Annual calendar Reclassification</p>
<p>Chief of Schools</p>	<p>The purpose of this classification is to provide executive leadership to ensure high-quality instruction, strong school leadership, and continuous improvement across all assigned schools. This role supports principals and school teams through strategic oversight, compliance assurance, professional learning, and effective use of resources to improve student achievement and align school operations with the district's vision, mission, and goals.</p>	<p>Min \$121,515 Annual calendar Reclassification</p>
<p>Director of School Operations</p>	<p>The purpose of this classification is to support and supervise school principals to ensure effective operations aligned with district goals. This role provides leadership in the implementation of policies, staffing plans, and school improvement efforts. Through collaboration with principals, district staff, and community stakeholders, this position supports continuous improvement and consistent, high-quality service to schools.</p>	<p>Min \$98,629 Annual calendar Reclassification</p>
<p>Director of School Safety and Security</p>	<p>The purpose of this classification is to provide coordination and leadership in the development, implementation and evaluation of all safety and security measures for Hamilton County Schools. The position is responsible for directing assigned programs and services, leading the District team of School Safety Officers, and ensuring District compliance with all applicable state and federal laws related to school safety. Will work closely with district and school administrators, and local law enforcement agencies on all matters related to school safety</p>	<p>Min \$88,855 Annual calendar Occupied</p>

	and security.	
Executive Assistant to the Board	The purpose of this classification is to provide executive-level administrative and governance support to the Board of Education, ensuring the efficient, lawful, and transparent conduct of Board business in coordination with the Superintendent's Office.	Min \$55,672 Annual calendar Vacant
Human Resources Generalist III	The purpose of this classification is to perform and administer a broad range of human resources functions, including onboarding, offboarding, employee relations, leave administration, and compliance. This role serves as a key resource for employees and leaders by resolving complex HR matters, improving processes, and ensuring alignment with organizational policies and employment laws. The role plays a critical role in enhancing the employee experience and driving continuous improvement in the department.	Min \$45,181 Annual calendar Revised
Benefits Specialist Lead	The purpose of this classification is to serve as senior-level resource within the Human Resources team, providing advanced technical expertise, process oversight, and day-to-day leadership within the benefits function. This role supports the administration of employee benefits, while ensuring data accuracy, regulatory compliance, and consistent application of plan rules. The classification acts as a mentor and escalation point for Benefits staff and plays a key role in auditing eligibility, reviewing carrier reporting, and improving processes and systems.	Min \$50,037 Annual calendar Reclassification
Compliance Administrator	The purpose of this classification is to administer and oversee district-wide Human Resources compliance functions, including licensure, tenure, employment screening, retirement administration, regulatory reporting, and related compliance programs. This position exercises a high degree of independent judgment, discretion,	Min \$62,907 Annual calendar Occupied

	and decision-making authority in interpreting and applying federal, state, and district regulations, resolving complex compliance matters, evaluating risk exposure, and developing compliant operational procedures. The position is responsible for analyzing regulations, advising leadership on compliance impacts, and ensuring audit-ready systems and practices in alignment with TDOE, Treasury, IRS, DOL, and other federal/state requirements.	
Dispatcher	The purpose of this classification is to dispatch buses to ensure on-time performance of service within an assigned geographical area and provide superior customer service to drivers, monitors, school administration, and parents.	Min \$3,660 Annual calendar Occupied
Routing Specialist	The purpose of this classification is to design, implement, and maintain school bus routes and schedules that ensure safe, efficient, and compliant student transportation while supporting data-driven decision-making and operational efficiency.	Min \$36,660 Annual calendar Occupied
Accountant I	The purpose of this classification is to perform professional accounting and financial support functions related to district financial operations, including general accounting, budgeting, payroll support, benefits, financial reporting, and compliance activities. This role is responsible for analyzing and processing financial transactions, maintaining accurate financial records, supporting budget and reporting processes, and assisting in ensuring compliance with district procedures, governmental accounting standards, and applicable regulatory requirements. The position supports operational and financial decision-making through the review, organization, and analysis of financial information while developing proficiency in governmental accounting practices and financial operations.	Min \$50,037 Annual calendar Reclassification
Accountant II	The purpose of this classification is to independently perform professional accounting, financial analysis, budgeting, reconciliation, and	Min \$56,257 Annual calendar Reclassification

	<p>reporting functions in support of district financial operations. This position is responsible for reviewing financial data, preparing and reviewing financial reports, monitoring account activity and budget performance, resolving accounting discrepancies, and supporting compliance with governmental accounting standards, district procedures, and applicable state and federal regulations. The role exercises discretion and judgment in evaluating financial information, applying accounting principles, researching and resolving operational issues, and supporting financial and operational decision-making. This position also provides technical guidance and support to departments regarding financial procedures, reporting requirements, budgeting, and compliance matters while developing and implementing process improvements to enhance operational efficiency, accuracy, and internal controls.</p>	
Accountant III	<p>The purpose of this classification is to perform advanced professional accounting work, including complex financial analysis, budgeting, and reporting. This role leads functional areas or programs, supports strategic decision-making, and ensures compliance with financial and regulatory requirements.</p>	<p>Min \$62,029 Annual calendar Reclassification</p>
Accountant IV	<p>The purpose of this classification is to serve as a senior-level accounting expert responsible for complex financial operations, system-wide processes, and strategic financial oversight. This role develops policies, ensures compliance, and leads high-impact financial initiatives.</p>	<p>Min \$68,386 Annual calendar Reclassification</p>
Accountant Lead	<p>The purpose of this classification is to provide leadership, oversight, and strategic direction for accounting operations. This role supervises staff or functional areas, ensures compliance with financial regulations, and supports executive</p>	<p>Min \$75,387 Annual calendar Reclassification</p>

	leadership through high-level financial management and decision-making.	
Accounting Manager	The purpose of this classification is to plans, directs, and manages the accounting activities of the department, ensuring the integrity of financial records and compliance with regulatory and reporting requirements. This role exercises professional judgment in overseeing complex accounting functions, supervising staff, improving processes, and providing financial insight to support executive leadership and organizational goals.	Min \$86,014 Annual calendar Reclassification
Budget Manager	The purpose of this classification is to ensure the proper execution of budget functions to support the efficient operation of the Budget and Financial processes. The position will oversee daily operations, supervise and manage all budget functions, and partner with other stakeholders to develop budgets, financial analysis and projections.	Min \$86,014 Annual calendar Reclassification
School Choice Charter Manager	The purpose of this classification is to act as a liaison between the Hamilton County charter schools and the district to ensure all students have access to high quality school options by overseeing charter school operations and authorization and collaborating with the school choice facilitator on other school choice options. Hamilton County Schools will be the first choice for families in K-12 Education. We will accelerate innovation, increase high-quality school choice options and enhance family and community engagement.	Min \$78,019 Annual calendar Occupied
District Athletic Director	The purpose of this classification is to provide district-wide leadership of athletics for before and after school programming that develops and supports students outside of the classroom. This position directs operations and strategic planning for middle school and high school athletics, providing support to administrators and staff in the development and maintenance of student athletic activities in their schools. This role	Min \$86,014 Annual calendar Reclassification

	oversees the implementation of policies and procedures that ensure programs are aligned with District goals and develops strong internal and external partnerships to cultivate greater visibility, engagement, and support for growth.	
Programmatic Support Manager	The purpose of this classification is to provide support to leaders and departments through coordination, planning, monitoring, and guidance of business activities to ensure compliance with programmatic and fiscal requirements for operating funds, grant funds, and other external funds; utilizing a team of administrative, financial, and technical personnel. The position will serve as a liaison between programmatic and fiscal teams to ensure compliance with district, state, and federal requirements and to support the efficient and effective operation of the district and supported departments.	Min \$86,014 Annual calendar Reclassification
Community Schools Facilitator	The purpose of this classification is to assist teachers, school staff, LSC members, parents, community members, and students in improving student achievement and student well-being. This position supports student success by aligning school, family, and community supports, and strengthening partnerships around shared goals. This role supports the implementation, advancement, and sustainability of the community school ecosystem within Hamilton County by providing comprehensive support to lead agency partners, school-based coordinators, school principals, educators, families, and community partners to improve coordination, expand access to supports, and strengthen outcomes for students and schools.	Min \$68,386 Annual calendar Revised

## **Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served



## Job Description

Job Title:	<b>Chief of Staff</b>		
Reports to:	<b>Superintendent</b>		
Job Class:	<b>P101</b>	FLSA Status:	<b>Exempt</b>
<u>Pay Grade:</u>	<b>Q (2011)</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to provide leadership and serve as a liaison between the Superintendent, Board members, school administrators, employees, parents, community, and stakeholders. This role implements the district's strategic plan through vision setting, project management, and team leadership while advancing initiatives and foundations to ensure alignment with the district's mission.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Leads the planning, development, and implementation of programs, policies, and procedures for assigned areas to ensure the effective utilization of resources to support the vision and mission of the school district.
- Supports the Superintendent and his Cabinet in their daily operations, ensuring that expectations and deadlines are clearly communicated to executives.
- Leads key initiatives, facilitates communication between the Superintendent's office and other internal and external stakeholders, and represents the Superintendent when needed at public events.
- Interacts with government, community, industry officials and the Board of Education in the representation and development of strategic program initiatives.
- Oversee operations of the Office of the Superintendent, including board communication, oversight, and performance management for executive staff, and executive meetings and retreats.
- Attends Board of Education meetings and attends such other meetings as assigned by the Superintendent.
- Manages annual updates to board policies and strategic school staffing models.
- Leads the development, annual updates, and long-term maintenance of the strategic plan, monitoring progress and ensuring alignment with objectives.
- Researches and integrates best practices and innovations to enhance initiatives and support strategic priorities.
- Guides teams in strategic decision-making and supports departments undergoing strategic changes.
- Provides administrative support to district foundations, including the Hamilton County Schools Foundation and Funds for Excellence.
- Evaluates the effectiveness of operations and programs in assigned areas; identifies and implements improvements or enhancements.
- Supervises, directs, counsels, disciplines, and evaluates assigned staff.

- Develops, recommends, and implements budget for assigned area; monitors expenditures to ensure compliance with approved budget.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- May operate a motor vehicle to conduct various work activities.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011. .
- Acts in a professional, respectful, and welcoming manner at all times.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Works collaboratively with all stakeholders.
- Follows established procedures to ensure assigned areas are safe.
- Maintains confidentiality.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Master's degree in Education Leadership, Business Management, or related field;
- Ten (10) years of progressively responsible experience in district management, strategic planning and execution, and related areas;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job..
- Must maintain a valid state-issued driver's license.

### **Knowledge, Skills, and Abilities**

- Demonstrates excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Knowledge and experience using data-driven decision making to ensure high-quality professional development for school administrators and system leaders.
- Knowledge of school district operations and procedures.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

*Hamilton County Schools is an Equal Opportunity employer and actively seeks to recruit and retain a diverse workforce that reflects the diversity of our student population and community. HCS does not discriminate on the basis of race, creed, color, sexual orientation, gender identity, religion, age, national origin, genetic information, individuals with disabilities, or veteran status with regard only for qualifications for the positions involved.*



## Job Description

Job Title:	<b>Director of Executive Strategy</b>		
Reports to:	<b>Chief of Staff</b>		
Job Class:	<b>P288</b>	FLSA Status:	<b>Exempt</b>
<u>Pay Grade:</u>	<b>M (2007)</b>	Position Certified:	<b>No</b>

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### **Purpose of Job**

The purpose of this classification is to serve as a key member of the Office of the Superintendent, partnering with the Chief of Staff to drive the execution of executive priorities, directing the district's leadership and strategic communications narrative, orchestrating intergovernmental and board-related initiatives, and leading cross-functional projects that ensure organizational alignment across all departments and external partners.

### **Primary Job Duties and Responsibilities**

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- Spearheads the execution of high-impact strategic initiatives, ensuring alignment across departments and external partners.
- Directs cross-functional project management frameworks, exercising authority to reallocate resources or pivot strategies.
- Acts as a strategic advisor to the Superintendent, providing high-level counsel liaison to the Office of the Superintendent providing updates on the health and progress of district initiatives.
- Leads the district's intergovernmental affairs strategy, researching policy, monitoring legislation, and elevating the district's legislative priorities.
- Directs the flow of information between the Board of Education, district staff, and the Superintendent's Office
- Supports the district's position on proposed legislation and advises leadership on advocacy and policy priorities.
- Authorizes and oversees the development of executive position papers and strategic communications that enhance the district's narrative.
- Synthesizes complex data to formulate formal recommendations, informing district decision-making on matters of significance.
- Formulates and implements organizational accountability systems designed to improve district-wide follow-through.
- Represents the Office of the Superintendent as a formal designee in meetings and events as assigned by the Chief of Staff or Superintendent.
- May operate a motor vehicle to conduct various work activities.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.

- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Acts in a professional, respectful, and welcoming manner at all times.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Works collaboratively with all stakeholders.
- Follows established procedures to ensure assigned areas are safe.
- Maintains confidentiality.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

**Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's degree in Public Administration, Business Administration, Education Leadership, or related field;
- Seven (7) years of progressively responsible experience in strategic planning, public policy, or related field;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Experience leading large-scale, cross-functional projects and managing complex stakeholder relationships in a high-pressure environment.
- Experience navigating public sector governance, including legislative processes, intergovernmental relations, and policy analysis.

**Knowledge, Skills, and Abilities**

- Ability to manage highly sensitive, confidential information and exercise autonomous judgement in politically charged situations.
- Capacity to analyze complex data sets and legislative documents to formulate high-level recommendations for executive decision-making.
- Demonstrates excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Ability to design and implement organizational frameworks that improve district-wide accountability and follow-through.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Chief of Schools</b>		
Reports to:	<b>Superintendent</b>		
Job Class:	<b>P102</b>	FLSA Status:	<b>Exempt</b>
<a href="#">Pay Grade:</a>	<b>Q (2011)</b>	Position Certified:	<b>Yes</b>

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### **Purpose of Job**

The purpose of this classification is to provide executive leadership to ensure high-quality instruction, strong school leadership, and continuous improvement across all assigned schools. This role supports principals and school teams through strategic oversight, compliance assurance, professional learning, and effective use of resources to improve student achievement and align school operations with the district's vision, mission, and goals.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Leads the planning, implementation, and continuous improvement of programs, policies, and procedures to support district goals and maximize resources.
- Oversee the development, implementation, and monitoring of School Improvement Plans to ensure measurable short and long-term gains in student achievement.
- Ensures schools in assigned areas demonstrate improvement in academic performance (including TCAP), student engagement, attendance, dropout rates, and participation in advanced coursework.
- Provides leadership and support for curriculum, instruction, school administration, and instructional leadership.
- Designs and delivers targeted professional learning for principals, administrators, and teachers that result in improved instructional practices and student outcomes.
- Serves as a key support to school administrators, teachers, parents, and students to promote effective learning environments.
- Supervises, evaluates, coaches, and disciplines assigned staff to ensure accountability, growth, and high performance.
- Develops, recommends, and manages budgets for assigned areas, ensuring fiscal responsibility and alignment with district priorities.
- Oversee effective business practices and operational systems within district schools.
- Establishes and enforces procedures to ensure safe, orderly, and supportive school environments.
- Builds and sustains effective two-way communication between the district and school principals.

- Collaborate with Superintendent, Board of Education, State Department of Education, district leaders, and community partners to support efficient and effective school operations.
- Creates a customer-focused climate that delivers high-quality service to schools, families, community members, and stakeholders.
- Maintain confidentiality and always exercise professional judgement.
- Communicates effectively with internal and external stakeholders to coordinate work, share information, and resolve issues.
- May operate a motor vehicle to conduct various work activities.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Master's Degree in related field;
- Ten (10) years previous experience that includes progressively responsible school administration and/or district administration;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Current valid Tennessee Administrator license is required.
- Must maintain a valid state issued driver's license.

### **Knowledge, Skills, and Abilities**

- Ability to communicate effectively verbally and in writing with stakeholders inside and outside HCDE.
- Ability to work in a highly visible and fast-paced work environment.
- Ability to work under pressure and deal effectively with unexpected events.
- Demonstrated ability to effectively work with a diverse group of stakeholders.
- Ability to use multiple technology devices to complete essential functions of job.
- Demonstrated skills in planning, organization, problem-solving, decision-making, and time management.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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					Kneel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Job Description

Job Title:	<b>Director of School Operations</b>		
Reports to:	<b>Community Superintendent</b>		
Job Class:	<b>P169</b>	FLSA Status:	<b>Exempt</b>
<a href="#">Pay Grade:</a>	<b>N (2007)</b>	Position Certified:	<b>Yes</b>

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### **Purpose of Job**

The purpose of this classification is to support and supervise school principals to ensure effective operations aligned with district goals. This role provides leadership in the implementation of policies, staffing plans, and school improvement efforts. Through collaboration with principals, district staff, and community stakeholders, this position supports continuous improvement and consistent, high-quality service to schools.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Provides leadership, direction, supervision, and support to school principals and works collaboratively with district staff in support of schools.
- Supervise, support, and evaluate principals in assigned schools.
- Plan and support implementation of policies, procedures and academic programs.
- Ensure school compliance with applicable policy and regulations required by local, state, and federal levels.
- Monitor the school decision-making processes at designated schools.
- Assist with forecast planning to determine staffing allocations to designated schools.
- Consult with principals on the development of master schedules and annual staffing decisions.
- Assist with the identification, development, and implementation of staff development for school administrators and staff.
- Creates a customer-focused climate to provide quality services and support to schools and the community.
- Understands and utilizes McREL Balanced Leadership Framework to support principals and improve school performance.
- Aligns school improvement efforts and professional support with the HCS Strategic Plan.
- May operate a motor vehicle to conduct various work activities.
- Attends meetings as needed.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.

- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Follows established procedures to ensure assigned areas are safe.
- Maintains confidentiality.
- Performs other related duties as assigned.

**Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Master's Degree in a related field;
- Seven (7) years of previous experience in school administration;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Must maintain a valid state issued driver's license.
- Current valid Tennessee Administrator license required.
- Specialist or Doctorate degree strongly preferred.

**Knowledge, Skills, and Abilities**

- Knowledge and experience using data-driven decision making ensures high quality professional development for school administrators and system leaders.
- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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					Kneel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
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## Job Description

Job Title:	<b>Director of School Safety and Security</b>		
Reports to:	<b>Chief</b>		
Job Class:	<b>P183</b>	FLSA Status:	<b>Exempt</b>
Pay Grade:	<b>M (2006)</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to provide coordination and leadership in the development, implementation and evaluation of all safety and security measures for Hamilton County Schools. The position is responsible for directing assigned programs and services, leading the District team of School Safety Officers, and ensuring District compliance with all applicable state and federal laws related to school safety. Will work closely with district and school administrators, and local law enforcement agencies on all matters related to school safety and security.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Directs and coordinates a comprehensive district-wide school safety and security program.
- Supervises, evaluates, and manages all HCS School Security Officers, including hiring, orientation, scheduling, performance evaluation, discipline, and leave administration.
- Serves as the primary liaison between the district and local, state, and federal law enforcement and emergency response agencies.
- Provides guidance, training, and technical assistance to site-based administrators, school leaders, and bus supervisors on safety, security, and emergency response matters.
- Advises and assists school administrators in addressing criminal activity, safety threats, and security incidents occurring on school campuses.
- Leads and supports the district's student threat assessment process in coordination with appropriate stakeholders.
- Participates in the development, implementation, and maintenance of the district-level Crisis Response Plan.
- Assists schools in developing, reviewing, and maintaining site-based crisis management and emergency response plans as part of each school's safety plan.
- Coordinates and oversees safety and security planning for special events held at district facilities.
- Directs and coordinates periodic safety and security assessments and audits of school facilities, grounds, and traffic patterns.
- Collaborates with school administrators and the Maintenance and Facilities departments to identify, prioritize, and resolve safety and security deficiencies.

- Prepares and reviews memoranda, reports, diagrams, and other documentation related to safety, security, and traffic matters; forwards recommendations to appropriate departments for action.
- Collects, reviews, and maintains records and statistical reports related to school crime and safety incidents.
- Oversees the collection, compilation, and submission of all required annual safety and security reports to the Tennessee Department of Education.
- Prepares and presents periodic safety and security reports to the Superintendent and Board of Education.
- Communicates with the media, as appropriate, regarding matters related to school safety and security.
- Collaborates with other school systems and professional organizations to share best practices and remain current on emerging safety and security issues.
- Coordinates, develops, and implements required training and professional development for School Security Officers and other assigned staff.
- Works directly with law enforcement and emergency responders during critical incidents and coordinates post-incident follow-up actions.
- Evaluates the effectiveness of safety and security programs and recommends strategic improvements.
- Develops and manages the school safety and security budget; prepares related fiscal reports and monitors expenditures to ensure responsible use of resources.
- Maintains accurate and confidential records and produces clear, data-informed reports.
- Effectively presents information to district leadership, public audiences, and governing bodies.
- Establishes and maintains collaborative, professional working relationships with internal and external stakeholders.
- Operates a motor vehicle to perform various work activities.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies, and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Follows established procedures to ensure assigned areas are safe.
- Maintains confidentiality.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's degree in criminal justice or combination of an equivalent education, training, and progressively responsible experience in security operations, law enforcement, emergency management, or a related field.
  - Must maintain a valid state issued driver's license.
  - Must qualify for appropriate licensure through Department of Commerce and Insurance within the State of TN.
  - Weapons qualifications at or above established standards.
  - Certified in First Aid, CPR and "Stop the Bleed."
  - Successful completion of a pre-employment drug screening is required as a condition of employment.
  - Two (2) years of experience as Student Security Officer preferred.
  - Master's degree in criminal justice, public safety, security management, emergency management, or a related discipline preferred.
-

- Experience directing large-scale security operations in a public agency, school system, or similarly regulated environment preferred.
- Formal training or certification in security or emergency management (e.g., CPTED, ICS/NIMS, ASIS certifications) preferred.

**Knowledge, Skills, and Abilities**

- Demonstrated leadership experience overseeing security, safety, or risk-management functions in a complex organization.
- Ability to meet required physical fitness and agility standards.
- Knowledge of best practices for school safety, security, and threat assessment.
- Knowledge of emergency response and crisis management procedures.
- Ability to operate communication equipment, including two-way radios.
- Ability to respond quickly, calmly, and effectively during emergencies.
- Ability to communicate clearly and professionally, both verbally and in writing.
- Ability to use basic computer applications for documentation and reporting.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

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	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Executive Assistant to the Board</b>		
Reports to:	<b>Superintendent and Board</b>		
Job Class:	<b>V255</b>	FLSA Status:	<b>Non-Exempt</b>
<u>Pay Grade:</u>	<b>H (1014)</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to provide executive-level administrative and governance support to the Board of Education, ensuring the efficient, lawful, and transparent conduct of Board business in coordination with the Superintendent's Office.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Serves as the primary liaison between the Board of Education, Superintendent, executive leadership, administrative staff, the public, Tennessee School Boards Association, and local government officials to facilitate communication and coordination.
- Assists the Superintendent with preparing and monitoring the annual budgets for the Office of the Superintendent and the Office of the Board; reviews expenses, assigns account codes, reconciles budget reports, identifies potential issues, and recommends fund transfers as needed.
- Prepares, maintains, and certifies official Board meeting minutes and permanent records; researches records as requested; assists with agenda development, preparation of Board packets, meeting notices, and communication of Board actions.
- Coordinates and supports Board meetings by preparing materials, arranging meeting logistics, conducting Board member polls, and assisting with ceremonial elements of meetings as needed.
- Maintains official Board records, policies, training documentation, and annual planning materials; coordinates public records requests and works with Finance on required audits of Board records.
- Assists the Board Chair with the annual Superintendent evaluation and Board self-assessment processes.
- Maintains the master calendar for the Board and Superintendent's Office; schedules meetings, appointments, and events; prepares and distributes schedules and notifies stakeholders of changes.
- Arranges travel, lodging, and registrations for Board members and designated staff.
- Plans and coordinates meetings, work sessions, and retreats, including facilities, equipment, catering, and materials; records draft minutes and assists with final documentation.
- Prepares and edits a wide variety of documents, including correspondence, reports, agendas, minutes, legal documents, presentations, schedules, spreadsheets, and other official materials.

- Answers telephone calls and greets visitors in a timely fashion; ascertains nature of business, directs callers/visitors to appropriate personnel, and records/relays messages; retrieves messages from voice mail; initiates and returns calls as necessary.
- Assists in organizing and/or conducting special projects, special activities, or other events.
- Works closely with the Executive Assistant to the Superintendent and the Executive Assistant to the Deputy Superintendent to ensure effective and timely communication among assigned departments.
- Communicates through the proper channels to keep supervisor and other appropriate personnel informed of impending problems or events of unusual nature.
- Provides assistance to other employees or departments as needed.
- Updates Hamilton County Department of Education website with current information.
- Attends meetings as needed.
- Travels to school locations and other locations throughout the district to perform job duties.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law.
- Acts in a professional, respectful, and welcoming manner at all times.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Works collaboratively with all stakeholders.
- Follows established procedures to ensure assigned areas are safe.
- Maintains confidentiality.
- Attends work and arrives at work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- High School diploma or equivalent;
- Five (5) years previous experience and/or training that includes office administration, project management, budget administration, personal computer operations bookkeeping, and payroll (preferably in a school system environment);
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Must hold a valid state issued driver's license.
- May be required to possess and maintain Appointment of Notary Public certification.
- College-level course work or vocational training in office administration, basic bookkeeping, and personal computer operations preferred.

### **Knowledge, Skills, and Abilities**

- Ability to evaluate, audit, deduce, and/or assess data using established criteria. Includes exercising discretion in determining actual or probable consequences and in referencing such evaluation to identify and select alternatives.
  - Ability to apply principles of persuasion and/or influence over others in coordinating activities of a project, program, or designated area of responsibility.
-

- Ability to prioritize job tasks.
- Ability to perform addition, subtraction, multiplication, and division. Ability to calculate decimals and percentages.
- Ability to communicate effectively verbally and in writing.
- Ability to use technology to create presentations/reports and maintain a variety of spreadsheets.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Human Resources Generalist III</b>		
Reports to:	<b>Supervisor</b>		
Job Class:	<b>V311</b>	FLSA Status:	<b>Non-Exempt</b>
<u>Pay Grade:</u>	<b>F (1010)</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to perform and administer a broad range of human resources functions, including onboarding, offboarding, employee relations, leave administration, and compliance. This role serves as a key resource for employees and leaders by resolving complex HR matters, improving processes, and ensuring alignment with organizational policies and employment laws. The role plays a critical role in enhancing the employee experience and driving continuous improvement in the department.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Administer and execute daily HR functions, including onboarding, offboarding, employee records management, and HRIS data accuracy.
- Lead all aspects of onboarding and offboarding processes, ensuring seamless and compliant employee experience.
- Develop, review, and enhance HR communications such as offer letters, onboarding materials, and employee correspondence.
- Process employee separations and conduct or support exit interviews to identify trends and improvement opportunities.
- Serve as a primary point of contact for employee relations matters, resolving moderately complex issues independently and escalating as appropriate.
- Support disciplinary processes, investigations, and performance management initiatives in partnership with HR leadership.
- Administer HR programs, including compensation, benefits, recognition, and engagement initiatives.
- Participate in and support employee disciplinary meetings, investigations, and terminations, ensuring consistency and compliance.
- Collaborate with managers to identify staffing needs, required competencies, and position requirements.
- Review, post, and manage job requisitions in alignment with workforce plans.
- Screen applicants, evaluate qualifications, and extend job offers in accordance with established guidelines.
- Participate in recruiting events and support talent acquisition initiatives as needed.

- Oversee and administer employee leave programs, including FMLA, ADA/ADAAA accommodations, Sate Paid Leave, and other federal, state, and local leave laws.
- Manage the full leave lifecycle, from initial request through return-to-work, including eligibility determination, documentation, and tracking intermittent leave.
- Maintain regular communication with employees and supervisors regarding leave status and expectations.
- Ensure compliance with all employment laws, regulations, and internal policies; participate in audits and maintain accurate documentation (e.g., I-9 compliance).
- Monitor and track employee compliance with required training, certifications, licensure, and continuing education requirements.
- Develop and deliver professional development and training opportunities.
- Support new hire orientation and ensure completion of onboarding requirements.
- Maintain accurate training records and generate reports as needed.
- Identify opportunities to improve HR processes, workflows, and communication strategies.
- Lead or participate in special projects within the Talent department to enhance efficiency and service delivery.
- Stay current on industry trends, regulatory updates, and HR best practices, recommending improvements as appropriate.
- Provide high-quality, customer-focused HR support to employees, administrators, and stakeholders.
- Build strong working relationships with leadership, school staff, and external partners.
- Communicate effectively with internal and external stakeholders to resolve issues and ensure smooth operations.
- Perform general administrative duties as needed, including documentation, correspondence, filing, and coordination of departmental activities.
- Provides assistance to other employees or departments as needed.
- Attends meetings/trainings as needed.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Maintains confidentiality.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- High School diploma or equivalent;
- Four (4) years experience in human resources or related field;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Bachelor's Degree in Business Administration, Human Resources, or related field preferred.
- SHRM-CP or PHR preferred.

### **Knowledge, Skills, and Abilities**

- Knowledge of basic human resources principles, practices, and procedures.
-

- Understanding of employment laws and regulations (e.g., FMLA, FLSA, EEO, ADA).
- Strong data entry skills with attention to accuracy and detail.
- Effective written and verbal communication skills.
- Ability to handle sensitive and confidential information with discretion.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Benefits Specialist Lead</b>		
Reports to:	<b>Manager</b>		
Job Class:	<b>V628</b>	FLSA Status:	<b>Non-Exempt</b>
<u>Pay Grade:</u>	<b>1012</b>	Position Certified:	<b>No</b>

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### **Purpose of Job**

The purpose of this classification is to serve as senior-level resource within the Human Resources team, providing advanced technical expertise, process oversight, and day-to-day leadership within the benefits function. This role supports the administration of employee benefits, while ensuring data accuracy, regulatory compliance, and consistent application of plan rules. The classification acts as a mentor and escalation point for Benefits staff and plays a key role in auditing eligibility, reviewing carrier reporting, and improving processes and systems.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Oversees and performs advanced benefits processing, including enrollments, terminations, life events, COBRA administration, and retiree benefits.
- Manages and supports open enrollment activities, including system updates, employee communication, and audit of final elections.
- Ensures accurate maintenance of employee benefits data in HRIS and vendor systems.
- Reviews and determines new hire and ongoing employee eligibility decisions across employee groups.
- Partners with HR, payroll, and leadership to resolve eligibility discrepancies and issues affecting coverage.
- Conducts regular audits of eligibility files, enrollment records, and benefits deductions to ensure accuracy and compliance.
- Reviews carrier reports, including error and exception reports from all benefits vendors.
- Assist in monitoring and reconciling purchase orders, invoices, and other benefit billing.
- Identifies discrepancies, trends, and risks; works with carriers and internal stakeholders to resolve issues
- Monitors EDI file feeds and corrects data errors impacting enrollment and billing
- Builds and maintains strong relationships with vendors, brokers, and internal stakeholders
- Tracks and analyzes error reports, audit findings, and key metrics
- Provides recommendations to the Benefits Manager to improve processes and reduce discrepancies
- Assists the Benefits Manager with special projects as assigned.
- Ensures compliance and fulfills requirements of ACA, HIPAA, and FMLA regulations.
- Attends meetings and training as needed.

- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Acts in a professional, respectful, and welcoming manner at all times.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Maintains confidentiality.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- High School diploma or equivalent;
- Six (6) years of progressive benefits administration or related work experience;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Bachelor's degree in Business Administration or related field preferred.

### **Knowledge, Skills, and Abilities**

- Strong knowledge of employee benefits programs and applicable laws and regulations
- Advanced analytical and problem-solving skills with high attention to detail
- Ability to interpret plan documents and apply eligibility rules consistently
- Ability to lead, train, and mentor others without direct supervisory authority
- Strong organizational, communication, and interpersonal skills
- Ability to manage multiple priorities and meet deadlines

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>HR Compliance Administrator</b>		
Reports to:	<b>HR Manager/Director</b>		
Job Class:	<b>V320</b>	FLSA Status:	<b>Exempt</b>
<u>Pay Grade:</u>	<b>J (1018)</b>	Position Certified:	<b>No</b>

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### **Purpose of Job**

The purpose of this classification is to administer and oversee district-wide Human Resources compliance functions, including licensure, tenure, employment screening, retirement administration, regulatory reporting, and related compliance programs. This position exercises a high degree of independent judgment, discretion, and decision-making authority in interpreting and applying federal, state, and district regulations, resolving complex compliance matters, evaluating risk exposure, and developing compliant operational procedures. The position is responsible for analyzing regulations, advising leadership on compliance impacts, and ensuring audit-ready systems and practices in alignment with TDOE, Treasury, IRS, DOL, and other federal/state requirements.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Interprets and applies federal, state, and district regulations to ensure compliance across HR functions
- Serves as the district subject matter expert on complex HR compliance matters requiring interpretation of laws, regulations, policies, and administrative guidance
- Independently leads compliance reviews, audits, investigations, and corrective action processes with limited direction or supervision
- Exercises discretion and independent judgment in evaluating compliance risks, determining appropriate corrective actions, and recommending operational solutions
- Provides consultative guidance and recommendations to administrators, supervisors, and employees regarding complex compliance and employment matters Oversees educator licensure compliance, monitoring status, renewals, and required actions
- Manages reporting and data accuracy in state licensure, retirement and/or other related systems
- Serves as liaison with TDOE and communicates regulatory updates
- Ensures compliance with background checks, drug screening, and motor vehicle requirements
- Audits and maintains accurate employee eligibility and compliance records
- Administers retirement processes and ensures compliance with applicable regulations (e.g., TCRS, IRS)
- Meets with employees and provides guidance on retirement eligibility and options

- Oversees retirement reporting, payroll deductions, and required filings
- Prepares and submits required reports (TDOE, Treasury, DOL, IRS, etc.)
- Maintains data integrity across HR systems and conducts regular audits
- Analyzes trends and implements process improvements to strengthen compliance
- Supports compliance related to differentiated compensation and job classifications
- Reviews and evaluates job descriptions, classifications, and related duties for compliance with applicable wage and hour laws, regulations, and district standards
- Provides clear guidance to employees and leaders on compliance-related matters
- Conducts training and presentations on licensure, retirement, and compliance topics
- Works cross-functionally to improve processes and ensure consistent practices
- Develops and implements long and short-term plans, goals, and objectives for the assigned area.
- Communicates through the proper channels to keep supervisor and other appropriate personnel informed of impending problems or events of unusual nature.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Maintains confidentiality.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's degree in human resources, business administration, or related field;
- Five (5) years of experience in compliance, human resources, or related field;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Master's Degree in related field preferred.
- SHRM-CP or PHR preferred.

### **Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Demonstrate excellent planning, organizational, problem-solving, decision-making, and time management skills.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Dispatcher</b>		
Reports to:	<b>Director</b>		
Job Class:	<b>V480</b>	FLSA Status:	<b>Non-Exempt</b>
<u>Pay Grade:</u>	<b>D (1006)</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to dispatch buses to ensure on-time performance of service within an assigned geographical area and provide superior customer service to drivers, monitors, school administration, and parents.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Plans and dispatches bus routes to maximize efficiency, safety, and on-time performance.
- Maintains and updates routing data including student addresses, bus stops, routes, and driver/bus availability.
- Reviews new roads and subdivision developments for integration into routing plans.
- Serves as a primary point of contact for transportation inquiries. Responds to questions and concerns from parents, school personnel, and the public regarding bus routes, schedules, stops, and school zones.
- Investigates complaints and initiates appropriate resolutions.
- Communicates route details and updates to drivers, including stop locations, schedules, route instructions, and maps. Prepares and distributes route sheets and mapping materials.
- Monitors daily operations and notifies schools of delays, route changes, or late bus arrivals in a timely manner.
- Prepares and maintains records and documentation such as route sheets, correspondence, reports, maps, driver information, complaint logs, and bus stop requests.
- Enters, updates, and verifies data in routing and dispatch systems. Utilizes computer applications (e.g., routing software, spreadsheets, word processing) to manage operational data. Performs basic troubleshooting and coordinates equipment maintenance as needed.
- Communicates and collaborates with supervisors, drivers, dispatch staff, school administrators, parents, and external agencies to coordinate transportation services and resolve issues effectively.
- Documents all calls and interactions in a centralized call log, ensuring accurate tracking, follow-up, and resolution of outstanding issues.
- Handles high-volume phone and radio communications professionally and efficiently, serving as a key communication liaison during active route operations while completing related clerical tasks.
- Evaluates and resolves student pick-up and drop-off concerns, ensuring safe and practical solutions. Escalates complex issues to routing specialists or transportation administration as appropriate.

- Exercises sound judgment and makes timely decisions to maintain route coverage, ensure on-time performance, and uphold student safety during daily operations.
- Provides excellent customer service by maintaining a professional, respectful, and welcoming demeanor at all times. Fosters a customer-focused environment and delivers high-quality support to schools, parents, and the community.
- Ensures compliance with all applicable district, state, and federal laws, regulations, policies, and procedures.
- Attends meetings as needed.
- Travels to school locations and other locations throughout the district to perform job duties.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Maintains confidentiality.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- High School diploma or equivalent;
- Supplemented by one (1) year previous experience and/or training involving school transportation coordination, computerized trip routing, school bus driving, and personal computer operations;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Must maintain a valid state issued driver's license.

### **Knowledge, Skills, and Abilities**

- Ability to communicate verbally and in writing.
- Ability to respond to angry, upset, parents or others in a calm, courteous, respectful manner.
- Ability to identify and resolve problems within assigned area.
- Ability to perform addition, subtraction, multiplication, and division.
- Ability to calculate decimals and percentages.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Routing Specialist</b>		
Reports to:	<b>Director</b>		
Job Class:	<b>V627</b>	FLSA Status:	<b>Non-Exempt</b>
<u>Pay Grade:</u>	<b>D (1006)</b>	Position Certified:	<b>No</b>

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### **Purpose of Job**

The purpose of this classification is to design, implement, and maintain school bus routes and schedules that ensure safe, efficient, and compliant student transportation while supporting data-driven decision-making and operational efficiency.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Designs, develops, and maintains school bus routes and schedules to ensure safe, efficient, and cost-effective transportation of students. Continuously evaluates routes for optimization, adjusting for enrollment changes, road conditions, and operational needs.
- Maintains and manages routing system data, including student addresses, bus stops, route configurations, bus capacity, and driver assignments; ensures data accuracy and integrity across all transportation systems.
- Analyzes new residential developments, road changes, and subdivision plats to incorporate into routing plans. Conducts field reviews to validate routes, stop locations, timing, and mileage.
- Determines and recommends safe, compliant bus stop locations; evaluates hazards and accessibility to ensure student safety and adherence to district and state guidelines.
- Collaborates with Exceptional Education and other departments to coordinate specialized transportation services and ensure compliance with student-specific requirements.
- Assigns and adjusts routes and bus coverage based on driver availability, capacity, and operational demands; supports service continuity through proactive planning.
- Prepares, updates, and distributes route sheets, maps, and detailed route instructions to drivers and school personnel. Ensures all stakeholders have current and accurate routing information.
- Provides advanced customer support related to transportation planning, including responding to parent and school inquiries, addressing concerns about bus stops and routing, and resolving complex transportation issues.
- Monitors route performance, including on-time delivery, ride times, and capacity utilization; identifies trends and implements improvements to enhance service quality and efficiency.

- Communicates proactively with schools and transportation leadership regarding route changes, delays, or operational concerns; escalates complex issues as needed.
- Ensures compliance with all district, state, and federal transportation regulations, policies, and safety standards in all routing decisions and practices.
- Maintains detailed documentation, including route records, stop requests, change logs, reports, and correspondence; ensures proper recordkeeping and audit readiness.
- Utilizes routing software, spreadsheets, and data tools to analyze transportation operations, generate reports, and support data-driven decision-making.
- Supports transportation administrative functions as needed, including coordination with drivers, tracking compliance records, and assisting with operational reporting.
- Communicates effectively with supervisors, drivers, school administrators, parents, and external agencies to coordinate routing services and resolve issues professionally and collaboratively.
- Maintains a professional, customer-focused approach at all times, promoting positive relationships with students, families, staff, and the community.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Travels to school locations and other locations throughout the district to perform job duties.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Maintains confidentiality.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- High School diploma or equivalent;
- Supplemented by one (1) year previous experience and/or training involving school transportation coordination, computerized trip routing, school bus driving, and personal computer operations;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Must maintain a valid state issued driver's license.

### **Knowledge, Skills, and Abilities**

- Ability to communicate verbally and in writing.
- Ability to respond to angry, upset, parents or others in a calm, courteous, respectful manner.
- Ability to identify and resolve problems within assigned area.
- Ability to perform addition, subtraction, multiplication, and division.
- Ability to calculate decimals and percentages.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Job Description

Job Title:	<b>Accountant I</b>		
Reports to:	<b>Supervisor/Manager</b>		
Job Class:	<b>V618</b>	FLSA Status:	<b>Non-Exempt</b>
<u>Pay Grade:</u>	<b>1012</b>	Position Certified:	<b>No</b>

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### **Purpose of Job**

The purpose of this classification is to perform professional accounting and financial support functions related to district financial operations, including general accounting, budgeting, payroll support, benefits, financial reporting, and compliance activities. This role is responsible for analyzing and processing financial transactions, maintaining accurate financial records, supporting budget and reporting processes, and assisting in ensuring compliance with district procedures, governmental accounting standards, and applicable regulatory requirements. The position supports operational and financial decision-making through the review, organization, and analysis of financial information while developing proficiency in governmental accounting practices and financial operations.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Process routine accounting transactions (invoices, journal entries, adjustments) in accordance with established procedures
- Maintain financial records and supporting documentation for audit and reporting purposes
- Analyze and evaluate financial data, coding structures, payroll information, and accounting records to identify discrepancies, ensure compliance, and recommend corrective actions.
- Assist with accounts payable/receivable functions and payroll-related support
- Assist in preparing and maintaining budget data, including tracking expenditures and balances
- Support updates to budget systems and spreadsheets
- Monitor assigned accounts and escalate variances or issues to senior staff
- Provide support in budget amendments and projections
- Compile data for routine financial reports (monthly, quarterly, annual)
- Assist in preparation of internal and external financial reports
- Maintain reporting schedules and documentation for compliance requirements
- Assist with bank reconciliations and account reconciliations by gathering, reviewing, and analyzing financial data for accuracy and completeness
- Review transactions and balances to help ensure accuracy of financial records

- Exercise discretion and independent judgement in prioritizing assignments, researching discrepancies, applying financial procedures, and supporting operational needs within established guidelines.
- Follow GAAP and governmental accounting standards under supervision
- Adhere to district policies, procedures, and internal controls
- Maintain confidentiality of financial and personnel information
- Prepare documentation needed for audits and reviews
- Provide basic support to departments regarding financial processes and reports
- Communicate with internal stakeholders to gather data and resolve issues
- Deliver responsive, professional customer service to schools and departments
- Maintain organized files and financial documentation systems
- Assist with year-end closing tasks and required reporting processes
- Support implementation of special projects, process improvements, financial system updates, and operational initiatives as assigned.
- Use financial systems to input, retrieve, and manage data accurately
- Attends meetings as needed.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's Degree in Accounting or closely related field;
- Supplemented by two (2) years previous experience and/or training that includes general accounting, governmental accounting, accrual accounting, and personal computer operations;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.

### **Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Demonstrate excellent planning, organizational, problem-solving, decision-making, and time management skills.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Accountant II</b>		
Reports to:	<b>Supervisor/Manager</b>		
Job Class:	<b>V619</b>	FLSA Status:	<b>Exempt</b>
<u>Pay Grade:</u>	<b>1014</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to independently perform professional accounting, financial analysis, budgeting, reconciliation, and reporting functions in support of district financial operations. This position is responsible for reviewing financial data, preparing and reviewing financial reports, monitoring account activity and budget performance, resolving accounting discrepancies, and supporting compliance with governmental accounting standards, district procedures, and applicable state and federal regulations. The role exercises discretion and judgment in evaluating financial information, applying accounting principles, researching and resolving operational issues, and supporting financial and operational decision-making. This position also provides technical guidance and support to departments regarding financial procedures, reporting requirements, budgeting, and compliance matters while developing and implementing process improvements to enhance operational efficiency, accuracy, and internal controls.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Independently prepare, review, analyze, and post journal entries and financial transactions in accordance with established accounting standards, district procedures, and internal controls.
- Maintain and reconcile general ledger accounts with minimal supervision
- Review and evaluate financial data to ensure proper classification, coding, and reporting of financial activity.
- Support accounts payable/receivable and cash management processes
- Monitor budgets and expenditures; identify and investigate variances; and recommend corrective actions.
- Assist in budget preparation, projections, and amendments
- Maintain budget tracking tools and provide updates to departments
- Support position control and financial planning activities
- Prepare routine and non-routine financial reports and statements
- Analyze and evaluate financial data, coding structures, payroll information, and accounting records to identify discrepancies, ensure compliance, and recommend corrective actions.
- Ensure timely submission of required reports (internal and external)
- Assist in audit preparation and reporting requirements

- 
- Perform bank reconciliations and account reconciliations by gathering, reviewing, and analyzing financial data for accuracy and completeness
  - account and bank reconciliations independently
  - Analyze and investigate discrepancies using independent judgement to determine root causes and develop and implement and effective correction actions.
  - Conduct basic to intermediate financial analysis and trend review
  - Interpret and apply GAAP and governmental accounting standards, exercising independent judgement to address complex or non-routine transactions
  - Ensure adherence to policies, procedures, and regulatory requirements
  - Support audit activities and provide required documentation
  - Serve as a resource and point of contact for departments regarding financial procedures, accounting practices, coding structures, payroll matters, budget questions, and reporting requirements.
  - Provide guidance, training, and technical support regarding financial processes, procedures, reporting expectations, and operational requirements.
  - Collaborate with cross-functional teams (HR, payroll, budget, grants)
  - Participate in year-end close processes, financial reconciliations, reporting activities, and related compliance requirements.
  - Assist with system updates, testing, and process improvements
  - Support special projects and system updates as assigned
  - Use financial systems to input, retrieve, and manage data accurately
  - Attends meetings as needed.
  - Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
  - Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
  - Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
  - Attends work and arrives to work on time.
  - Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's Degree in Accounting or closely related field;
- Supplemented by four (4) years previous experience and/or training that includes general accounting, governmental accounting, accrual accounting, and personal computer operations;
- Two (2) years experience in governmental accounting or related field.
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.

### **Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.

- Demonstrate excellent planning, organizational, problem-solving, decision-making, and time management skills.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Accountant III</b>		
Reports to:	<b>Supervisor/Manager</b>		
Job Class:	<b>V620</b>	FLSA Status:	<b>Exempt</b>
<u>Pay Grade:</u>	<b>1016</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to perform advanced professional accounting work, including complex financial analysis, budgeting, and reporting. This role leads functional areas or programs, supports strategic decision-making, and ensures compliance with financial and regulatory requirements.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Manage complex accounting functions or assigned financial areas
- Review and approve journal entries, reconciliations, and financial transactions
- Ensure integrity and accuracy of financial systems and records
- Lead budget preparation, forecasting, and variance analysis
- Develop and monitor budget models, projections, and financial plans
- Advise departments on budget strategies and financial decisions
- Perform detailed financial analysis, trend identification, and forecasting
- Prepare complex financial reports and interpret results for leadership
- Develop reporting tools and dashboards to improve decision-making
- Oversee financial management of assigned programs, grants, or functions
- Ensure compliance with funding requirements and reporting standards
- Review expenditures and approve financial activities
- Ensure adherence to GAAP, regulatory requirements, and internal controls
- Lead audit preparation for assigned areas and respond to auditor inquiries
- Identify and implement process improvements to enhance compliance
- Provide technical guidance and mentoring to Accountant I & II staff
- Review work for accuracy and completeness
- Assist with training on systems, policies, and procedures
- Partner with departments, leadership, and external agencies
- Serve as subject matter expert for assigned financial areas
- Support strategic initiatives and financial planning efforts

- Attends meetings as needed.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's Degree in Accounting or closely related field;
- Five (5) years' experience in governmental accounting or related field.
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Master's degree in related field preferred.

### **Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Demonstrate excellent planning, organizational, problem-solving, decision-making, and time management skills.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
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## Job Description

Job Title:	<b>Accountant IV</b>		
Reports to:	<b>Supervisor/Manager</b>		
Job Class:	<b>V621</b>	FLSA Status:	<b>Exempt</b>
<u>Pay Grade:</u>	<b>1018</b>	Position Certified:	<b>No</b>

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### **Purpose of Job**

The purpose of this classification is to serve as a senior-level accounting expert responsible for complex financial operations, system-wide processes, and strategic financial oversight. This role develops policies, ensures compliance, and leads high-impact financial initiatives.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Oversee large, complex accounting functions or multiple financial areas
- Ensure integrity of financial systems, reporting, and controls
- Review and approve complex financial transactions and reports
- Assist with organization-wide budget planning and long-term financial forecasting
- Provide strategic financial insights to senior leadership
- Oversee budget development processes and ensure alignment with goals
- Lead preparation of major financial reports (e.g., annual financial reports, audits)
- Ensure compliance with all reporting requirements and standards
- Interpret financial data and present findings to executive leadership
- Develop, implement, and evaluate financial policies and procedures
- Strengthen internal controls and ensure compliance across departments
- Lead financial process improvement initiatives
- Serve as primary contact for audits and regulatory reviews
- Ensure readiness and compliance across all financial functions
- Resolve complex audit findings and compliance issues
- Provide leadership across accounting functions without direct supervision authority (or in a matrix structure)
- Coordinate work across departments and financial teams
- Guide implementation of financial systems and process changes
- Attends meetings as needed.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.

- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's Degree in Accounting or closely related field;
- Six (6) years experience in governmental accounting or related field.
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Master's degree in related field preferred.
- CPA preferred.

### **Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Demonstrate excellent planning, organizational, problem-solving, decision-making, and time management skills.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Accountant Lead</b>		
Reports to:	<b>Supervisor/Manager</b>		
Job Class:	<b>V622</b>	FLSA Status:	<b>Exempt</b>
<u>Pay Grade:</u>	<b>1020</b>	Position Certified:	<b>No</b>

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### **Purpose of Job**

The purpose of this classification is to provide leadership, oversight, and strategic direction for accounting operations. This role supervises staff or functional areas, ensures compliance with financial regulations, and supports executive leadership through high-level financial management and decision-making.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Assign and review the work of accounting staff
- Provide coaching and mentoring of accounting staff
- Ensure team productivity, accuracy, and professional development
- Review and approve financial transactions, reports, and reconciliations
- Oversee accounting functions, budgeting, and reporting processes
- Ensure accuracy, completeness, and timeliness of financial operations
- Support executive leadership with financial analysis and recommendations
- Lead financial planning, forecasting, and resource allocation decisions
- Participate in strategic initiatives and organizational planning
- Ensure compliance with GAAP, policies, and regulatory requirements
- Oversee internal controls and risk mitigation strategies
- Lead audit coordination and response efforts
- Serve as liaison between finance, HR, departments, and leadership
- Coordinate financial processes impacting multiple departments
- Resolve complex financial and operational issues
- Lead initiatives to improve financial systems and workflows
- Recommend and implement process efficiencies
- Support system upgrades, testing, and integrations
- Attends meetings as needed.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.

- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

**Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's Degree in Accounting or closely related field;
- Seven (7) years experience in governmental accounting or related field.
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Master's degree in related field preferred.
- CPA preferred.

**Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Demonstrate excellent planning, organizational, problem-solving, decision-making, and time management skills.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Accounting Manager</b>		
Reports to:	<b>Director/Chief</b>		
Job Class:	<b>P303</b>	FLSA Status:	<b>Exempt</b>
<u>Pay Grade:</u>	<b>2004</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to plan, direct, and manage the accounting activities of the department, ensuring the integrity of financial records and compliance with regulatory and reporting requirements. This role exercises professional judgment in overseeing complex accounting functions, supervising staff, improving processes, and providing financial insight to support executive leadership and organizational goals.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Coordinates with outside auditors and provides needed information for the annual external audit.
- Establishes internal controls and guidelines for accounting transactions and budget preparation.
- Oversees preparation of business activity reports, financial forecasts, and annual budgets.
- Oversees the production of periodic financial reports; ensures that the reported results comply with generally accepted accounting principles or financial reporting standards.
- Manages accounting staff who are responsible for financial reporting, billing, collections, payroll, and budget preparation.
- Identify issues and propose solutions within the accounting environment.
- Audits accounts to ensure compliance with state and federal regulations.
- Presents recommendations to management on short- and long-term financial objectives and policies.
- Provides financial analysis with an emphasis on capital investments, pricing decisions, and contract negotiations.
- Collaborate with Budget to ensure seamless integration of budget and financial data.
- Collaborate with grant management teams to ensure timely submission of reimbursements, accurate financial reports, and alignment with State requirements.
- Collaborate with district leadership on strategic accounting decisions.
- Develop and implement and enforce policies and standard operating procedures for accounting ensuring compliance with state and federal regulations, local board policies, and best practices.
- Attends meetings as needed.

- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's Degree in Accounting, Finance, Business Administration, Public Administration, or closely related field;
- Five (5) years' experience in governmental accounting, budgeting, financial operations, or related field.
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Master's degree in Public Administration, Business, or related field preferred.
- CPA preferred.
- Experience in K-12 public school district and managing grants/restricted funding for personnel desired.

### **Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Knowledge of Tennessee public school finance regulations.
- Skilled in written and verbal communication across diverse audiences.
- Ability to manage time effectively, prioritize tasks, and meet deadlines independently and collaboratively.
- Skilled in using Microsoft Excel and other data analysis tools at an advanced level to support decision-making and reporting.
- Knowledge of financial management systems (ERP/HRIS), with the ability to navigate and utilize position control modules effectively.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>Budget Manager</b>		
Reports to:	<b>Director/Chief</b>		
Job Class:	<b>P305</b>	FLSA Status:	<b>Exempt</b>
<u>Pay Grade:</u>	<b>2004</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to ensure the proper execution of budget functions to support the efficient operation of the Budget and Financial processes. The position will oversee daily operations, supervise and manage all budget functions, and partner with other stakeholders to develop budgets, financial analysis and projections.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Assist the Chief Financial Officer in developing a budget to ensure alignment of spending to district strategic plan.
- Develop analytics and managerial reports to support fiscal responsibility.
- Identify issues and propose solutions within the budget environment.
- Manage and maintain the district's budget, accurately tracking and managing all components and funds.
- Prepare required reports and submissions for County budgeting
- Prepare detailed budget projections for district revenue and expenditures
- Manages budget staff, providing guidance on complex classification and budget issues.
- Collaborate with Accounting to ensure seamless integration of budget and financial data.
- Collaborate with grant management teams to ensure timely submission of amendments, accurate programmatic budgets, and alignment with State requirements.
- Conduct regular audits and reconciliations of budgeting records to maintain data integrity and identify discrepancies.
- Develop and implement and enforce policies and standard operating procedures for budget, ensuring compliance with state and federal regulations, local board policies, and best practices.
- Monitor and track revenue and expenditures against approved budgets, identifying variances and providing insights to District Leadership.
- Ensure proper budget coding for all expenditures and maintain accurate financial records.
- Collaborate with Position Control to ensure personnel activity aligns with available funding sources.
- Generate comprehensive reports on position control, staffing levels, and personnel expenditures for internal and external reporting needs.

- Assist with internal and external audits related to financial budgets, providing necessary documentation.
- Train district staff on budget procedures
- Collaborate with district leadership on strategic budget decisions.
- Attends meetings as needed.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's Degree in Accounting, Finance, Business Administration, Human Resources, Public Administration, or closely related field;
- Five (5) years' experience in budgeting, financial operations, accounting, or related field.
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Master's degree in Public Administration, Business, or related field preferred.
- CPA preferred.
- Experience in K-12 public school district and managing grants/restricted funding for personnel desired.

### **Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Knowledge of Tennessee public school finance regulations.
- Skilled in written and verbal communication across diverse audiences.
- Ability to manage time effectively, prioritize tasks, and meet deadlines independently and collaboratively.
- Skilled in using Microsoft Excel and other data analysis tools at an advanced level to support decision-making and reporting.
- Knowledge of financial management systems (ERP/HRIS), with the ability to navigate and utilize position control modules effectively.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
51-100 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bend	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Squat	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					Kneel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>School Choice Charter Manager</b>		
Reports to:	<b>Director of Access and School Choice</b>		
Job Class:	<b>P144</b>	FLSA Status:	<b>Exempt</b>
<a href="#">Pay Grade:</a>	<b>K (2002)</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to act as a liaison between the Hamilton County charter schools and the district to ensure all students have access to high quality school options by overseeing charter school operations and authorization and collaborating with the school choice facilitator on other school choice options. Hamilton County Schools will be the first choice for families in K-12 Education. We will accelerate innovation, increase high-quality school choice options and enhance family and community engagement.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Develops and implements plans to support increased choice, access and equity for students and families with high-quality school options.
- Champions the creation of new schools and the redesign of existing schools that require extensive cross-departmental collaboration and internal consensus.
- Facilitates relevant research and evidence-based scaling efforts to replicate and expand innovation schools.
- Invests and engages internal and external stakeholders in choice school models and educational practices.
- Directs planning activities and puts programs in place with staff to ensure attainment of district's mission.
- Provides leadership as a member of a collaborative team to ensure that curriculum initiatives are aligned with district strategies and priorities.
- Oversees charter schools, including site visits, annual reviews, renewal application process, charter application process, adherence to charter agreements, and response to parent concerns.
- Evaluates charter policies and procedures and makes recommendations for improvements.
- Communicates relevant district information with charter school leaders.
- Collaborates with various district departments, including Federal Programs, Finance, SIS management, School Choice, Exceptional Education, ENL, and curriculum and instruction.
- Facilitates group understanding and communication of diversity in an educational setting.
- Communicates through the proper channels to keep the Superintendent and other appropriate personnel informed of impending problems.
- May operate a motor vehicle to conduct various work activities.

- Prepares or completes various documents, reports, and correspondence as required.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Acts in a professional, respectful, and welcoming manner at all times.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Works collaboratively with all stakeholders.
- Follows established procedures to ensure assigned areas are safe.
- Maintains confidentiality.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Master's Degree in Educational Leadership or related field;
- Five (5) years previous experience that includes progressively responsible management or school administration;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Must maintain a valid state issued driver's license.

### **Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Ability to maintain a deeply rooted mindset that diverse school models are capable of producing strong outcomes for students, that all students should have access to and their choice of high-quality schools and that all schools should be held accountable to provide students with a high-quality education.
- Demonstrate a collaborative and innovative leadership style.
- Demonstrate experience with multi-year strategic planning and budgeting.
- Demonstrate experience leading complex change management efforts.
- Experience with, or a deep understanding of, successful school oversight models and innovative programs.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Turn (pivot)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Crawl	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51-100 lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Above	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100+ lbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reach Outward	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Push/Pull:</b>					Fine Motor Tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 lbs or less	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11-20 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Walk	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21-50 lbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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					Kneel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Automatic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type/Keyboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Key:</b>									
N = Never (0% of time); O = Occasional (1-33% of time); F = Frequent (34-66% of time); C = Constant (67-100% of time).									

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## Job Description

Job Title:	<b>District Athletic Director</b>		
Reports to:	<b>Chief Operating Officer</b>		
Job Class:	<b>V624</b>	FLSA Status:	<b>Exempt</b>
<a href="#">Pay Grade:</a>	<b>2004</b>	Position Certified:	<b>No</b>

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### Purpose of Job

The purpose of this classification is to provide district-wide leadership of athletics for before and after school programming that develops and supports students outside of the classroom. This position directs operations and strategic planning for middle school and high school athletics, providing support to administrators and staff in the development and maintenance of student athletic activities in their schools. This role oversees the implementation of policies and procedures that ensure programs are aligned with District goals and develops strong internal and external partnerships to cultivate greater visibility, engagement, and support for growth.

### Primary Job Duties and Responsibilities

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Oversee all secondary school athletic programs.
- Ensure all secondary school athletic programs comply with all national, state, and local procedures, protocols, and mandates.
- Creates and/or modifies Hamilton County Schools Athletic Director and Coaches Handbook.
- Evaluates the number of female and male secondary athletes to ensure all Title IX mandates are being followed.
- Aid school level Administrators and Athletic Directors for all outside facility use agreements.
- Ensures all Human Resource requirements have been met by all Non-faculty and Classified Employee Coaches before giving final approval for payment for their coaching responsibilities.
- Coordinates and provides Professional Development to all coaches and Athletic Directors for all national (NFHS), state (TSSAA/TMSAA), and local policies and mandates.
- Aids all Administrators and Athletic Directors regarding athletic facility and field needs.
- Coordinates logistical issues between the Maintenance Department and the school's athletic programs.
- Works with Community Stakeholders regarding athletic facilities and special events.
- Acts as a liaison between Hamilton County Schools and the Tennessee Secondary School Athletic Association (TSSAA).
- Acts as a liaison between Hamilton County Schools Risk Management and each school's athletic programs.
- Acts as a liaison between Hamilton County Schools and Erlanger Sports Medicine Department and the Hamilton County Health Department.

- Develops and coordinates the Middle School Athletic Calendar.
- Finalizes and confirms all Home School Athletes before they are allowed to participate at any secondary school.
- Attends sporting events as needed.
- Fields inquiries from the general public regarding athletic issues within the school district.
- Attends meetings as needed.
- May operate a motor vehicle to conduct various work activities.
- Prepares or completes various documents, reports, and correspondence as required.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Acts in a professional, respectful, and welcoming manner at all times.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Works collaboratively with all stakeholders.
- Follows established procedures to ensure assigned areas are safe.
- Maintains confidentiality.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's Degree in physical education or related field required;
- Five (5) years increasingly responsible experience as a physical education instructor, athletic coach, and/or administration of athletic programs;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Master's degree in athletic administration preferred.
- Must maintain a valid state issued driver's license.

### **Knowledge, Skills, and Abilities**

- Knowledge and ability to plan, organize, control, and direct the programs, activities, and operations of athletic programs and discipline programs.
- Demonstrate excellent verbal and written communication skills to deal effectively with students, Board members, educators, parents, and community members.
- Demonstrate excellent interpersonal and customer service skills.
- Demonstrate excellent planning, organizational, problem-solving, decision-making, and time management skills with a proven ability to meet deadlines.
- Ability to comprehend, interpret, and apply the appropriate sections of applicable laws, guidelines, regulations, ordinances and policies.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
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<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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## Job Description

Job Title:	<b>Programmatic Support Manager</b>		
Reports to:	<b>Director/Chief</b>		
Job Class:	<b>P306</b>	FLSA Status:	<b>Exempt</b>
<u>Pay Grade:</u>	<b>2004</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### **Purpose of Job**

The purpose of this classification is to provide support to leaders and departments through coordination, planning, monitoring, and guidance of business activities to ensure compliance with programmatic and fiscal requirements for operating funds, grant funds, and other external funds; utilizing a team of administrative, financial, and technical personnel. The position will serve as a liaison between programmatic and fiscal teams to ensure compliance with district, state, and federal requirements and to support the efficient and effective operation of the district and supported departments.

### **Primary Job Duties and Responsibilities**

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Supports departments in the management of budgets, including development, expenditure monitoring, and record-keeping to ensure compliance with approved guidelines.
- Coordinates the planning, developing, and implementing of policies, procedures, and operational processes for assigned areas to ensure the most effective utilization of resources to support the vision and mission of the school district.
- Provides support to Budget Unit Managers and Grant Budget Managers to coordinate, plan, and monitor the implementation of a variety of grants and external funds to ensure compliance with fiscal requirements.
- Provides support to Budget Unit Managers and Grant Budget Managers in tracking the submission of programmatic and fiscal requirements.
- Coordinates and supports the departments with their completion of budget amendments, grant updates, personnel hiring, procurement, and submission of programmatic reports.
- Collaborates with accounting and budget teams to ensure timely submission of amendments, accurate programmatic budgets, and alignment with State and federal requirements.
- Works with Position Control to ensure personnel activity aligns with available funding sources and budget availability.
- Oversees and facilitate grant applications for federal, state, and local funding, including reviewing, negotiating, and managing contracts.
- Processes a variety of documentation associated with grant awards and external funding.

- Develops and maintains databases and systems for recording and tracking grants and external funds.
- Ensures that purchased equipment is inventoried, labeled appropriately, and disposed of in accordance with HCDE, federal and state guidelines.
- Creates and distributes reports, studies, summaries, and analyses, as needed.
- Maintains knowledge of fiscal, operating and grant funding policies, regulations, and procedures; disseminates and/or presents changes to departments and advises on the implementation of changes, and on the impact of changes on funded operations. Manages programmatic support staff, coordinates daily work activities; organizes, prioritizes, and assigns work; monitors status of work in progress and inspects completed work; consults with staff, assists with complex problem situations, and provides technical guidance and expertise to address problems in assigned area.
- Develops and leads the School Resource Development Institute, partnering with organizations to train school teams on increasing external funding opportunities.
- Develops and leads professional development related to grants management.
- Consults with Chiefs, Community Superintendents and/or Directors, State Department of Education, school officials, administrators, and other officials to review operations/activities, review/resolve problems, receive advice/direction, and provide recommendations as it applies to specific scope of work.
- Escalates through the proper channels to keep supervisor and other appropriate personnel informed of impending problems or events of unusual nature.
- Attends meetings as needed.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's degree in business management, accounting, school leadership, or closely related field.
- Five (5) years successful school administrative experience and/or experience with Federal grants;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Master's degree in Business Management or related field preferred.
- Experience managing restricted funding, grants, and externally funded personnel and programs preferred.

### **Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Knowledge of Tennessee public school finance regulations.
- Skilled in written and verbal communication across diverse audiences.
- Ability to manage time effectively, prioritize tasks, and meet deadlines independently and collaboratively.

- Skilled in using Microsoft Excel and other data analysis tools at an advanced level to support decision-making and reporting.
- Knowledge of financial management systems (ERP/HRIS), with the ability to navigate and utilize position control modules effectively.

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

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## Job Description

Job Title:	<b>Community Schools Facilitator</b>		
Reports to:	<b>Director</b>		
Job Class:	<b>A165</b>	FLSA Status:	<b>Exempt</b>
<a href="#">Pay Grade:</a>	<b>APB6 (1018)</b>	Position Certified:	<b>No</b>

*Hamilton County Schools has the right to revise this job description at any time and it does not in any way represent a contract of employment.*

### Purpose of Job

The purpose of this classification is to assist teachers, school staff, LSC members, parents, community members, and students in improving student achievement and student well-being. This position supports student success by aligning school, family, and community supports, and strengthening partnerships around shared goals. This role supports the implementation, advancement, and sustainability of the community school ecosystem within Hamilton County by providing comprehensive support to lead agency partners, school-based coordinators, school principals, educators, families, and community partners to improve coordination, expand access to supports, and strengthen outcomes for students and schools.

### Primary Job Duties and Responsibilities

*Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out but may be considered incidental in the performance of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties herein described.*

- Implements a comprehensive needs assessment that identifies parent, student, teacher, and community needs and acts on the results. Establishes communication practices that build strong parent and community interaction with the staff and ongoing stakeholder voice in school improvement efforts and planning.
- Assists principal and leadership team with designing, monitoring and evaluating transformational turnaround strategies.
- Manages ongoing transformational partnership meetings to work through any barriers, recognizes innovative opportunities, leverages opportunities for improvement, and provides protocol for school-wide decision making and assists in establishing a rubric for monitoring progress through collaborative leadership structures.
- Works with programming and monitoring resources at school. Monitors and reports on effectiveness of resources in raising student achievement and strengthening student access, engagement, and school connectedness.
- Ensures compliance with district, state and federal policies, regulations and laws, where appropriate.
- Enables teachers to implement best practices that are effective, and research based to meet the needs of students while supporting positive school culture and relational practices.
- Provides extended learning opportunities for students based on student data analysis and fosters social-emotional development through enrichment, leadership, and community-connected opportunities.

- Provides an avenue for leadership among the school's community that supports the social and emotional development of all students and promotes shared responsibility among staff, students, families, and partners.
- Communicates through the proper channels to keep supervisors and other appropriate personnel informed of impending problems or events of an unusual nature.
- Develops surveys, collects data, analyzes data, and recommends programs which improve student achievement through family and community partnerships.
- Gathers, disaggregates and compiles quantitative and qualitative data for presentation to stakeholders to increase student achievement and inform school culture, engagement and partnership efforts.
- Meets regularly with coordinators and principals to support the implementation of the Community Forward Schools Framework, student voice and leadership opportunities, school climate and culture efforts, maintains effective communication.
- Leads the review and renewal of MOUs and guidelines as part of the Community Forward data review process.
- Advocates for educational access, offering professional development for staff, parents, and community groups serving diverse populations and supporting inclusive school-community practices.
- Develops and implements strategic plans aligned with the Community Forward Vision, ensuring active stakeholder engagement and meaningful participation from students, families, educators, and community partners.
- Leads advocacy efforts for sustainable funding, policy alignment, and strategic partnerships at state and district levels.
- Attends meetings as needed.
- May operate a motor vehicle to conduct various work activities.
- Prepares or completes various documents, reports, and correspondence as required.
- Performs general/clerical tasks, which may include answering telephone calls, typing documents, making copies, sending/receiving faxes, filing documentation, processing incoming/outgoing mail, or running errands.
- Complies with applicable district, state, and federal codes, laws, rules, regulations, standards, policies and procedures.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law and Code of Professional Conduct as defined by Board Policy 5.6011.
- Acts in a professional, respectful, and welcoming manner at all times.
- Creates a customer-focused climate and provides quality services and support to schools, community, businesses, Superintendent of Schools, Board of Education, and other stakeholders.
- Works collaboratively with all stakeholders.
- Follows established procedures to ensure assigned areas are safe.
- Maintains confidentiality.
- Attends work and arrives to work on time.
- Performs other related duties as assigned.

### **Education, Experience, and Qualifications**

*Salary is based on a combination of relevant education and experience.*

- Bachelor's degree in a related field;
- Five (5) years of related experience working in public education or non-profit;
- Or any equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities for this job.
- Must maintain a valid state issued driver's license.

**Knowledge, Skills, and Abilities**

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Demonstrate excellent planning, organizational, problem-solving, decision-making, and time management skills.
- Ability to use technology to develop training presentations and communicate with students, parents, administrators, and community members.
- Understanding of the Community Schools Model

**Physical Requirements**

*In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

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	N	O	F	C		N	O	F	C
<b>Lift/Carry:</b>					Twist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Dr. Robert Sharpe, Chief Operations Officer  
Justin Witt, Executive Director of Facilities

**Date:** May 21, 2026

**Subject:** Authorize CMAR-RFP Procurement for Gateway Career Technical Education Building Renovation (Franklin-Roberts Future Ready Center)

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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Authorize the utilization of the Construction Manager at Risk (CMAR) solicitation and construction delivery method for the Gateway Career Technical Education Building Renovation (Franklin-Roberts Future Ready Center) project pursuant to the Memorandum of Agreement between Hamilton County Government and the Hamilton County Board of Education.

The CMAR method was selected to support early collaboration between the owner, design team, and contractor, providing enhanced cost transparency, coordinated scheduling, constructability input, and phased construction planning for this complex renovation project.

Due to the joint ownership and funding structure of the facility, the CMAR solicitation and resulting agreement are anticipated to be administered through a coordinated partnership between HCS and HCG. Hamilton County Schools will lead the CMAR selection process, while Hamilton County Government will oversee contract administration, purchasing, and related project administration functions. HCS will remain actively engaged throughout project development and construction to ensure educational, operational, and strategic programmatic needs are incorporated into the final project delivery.

Authorizing the use of CMAR establishes a collaborative framework that promotes transparent cost development, efficient project coordination, and informed decision-making while positioning the Gateway Career Technical Education Building Renovation project for successful implementation in support of future-ready educational opportunities for Hamilton County students.

Attachment:

- CMAR MOA

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**MEMORANDUM OF AGREEMENT  
BETWEEN  
THE HAMILTON COUNTY COMMISSION  
AND  
THE HAMILTON COUNTY BOARD OF EDUCATION  
REGARDING THE CONSTRUCTION OF SCHOOL FACILITIES**

WHEREAS there are presently certain interlocal agreements between the Hamilton County Commission and the Hamilton County Board of Education regarding the selection of design professionals and the construction of school facilities; and

WHEREAS these current interlocal agreements limit the procurement process to those practiced by Hamilton County Government; and

WHEREAS the Tennessee General Assembly has granted to local boards of education somewhat greater flexibility in the construction of school buildings in order to maximize efficiencies; and

WHEREAS the Hamilton County Commission and the Hamilton County Board of Education desire to explore the use of these school board-specific procedures;

SO THEREFORE, PREMISES CONSIDERED, the Hamilton County Commission and the Hamilton County Board of Education do hereby agree as follows:

1. Notwithstanding any interlocal agreement, County resolution, or other local ordinance to the contrary, it is understood and agreed that the Hamilton County Board of Education will be authorized to proceed according to the provisions of Tenn. Code Ann. § 49-2-203(a)(3)(D), including, in the judgment of the Board, the retention of a construction manager.

2. Any design professional performing work on the Projects must be selected by the Board in accordance with the provisions of Tenn. Code Ann. § 12-4-107.

3. Any purchases made in support of the Projects must be made in accordance with the purchasing policies of the Hamilton County Schools.

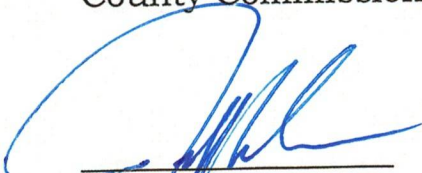
4. The Hamilton County Commission will approve by Resolution the use of this procurement process for each specific project prior to the Board's selection of the construction manager and design professional.

5. The Hamilton County Commission will review expenditures for each specific project using this process not less than quarterly.

6. The Board and the Hamilton County Commission will empanel a Design Committee that will provide input to any construction manager retained by the Board. The Design Committee will consist of the Board member and County Commissioner for the district in which

the work is being performed; an appointee of the Superintendent of Schools; an appointee of the County Mayor; and a representative of the school's administration. The Design Committee will have an advisory role, offering recommendations and feedback on the project. The Design Committee will also facilitate communication among the various stakeholders.

**APPROVED** this this 9<sup>th</sup> day of APRIL, 2025, by the Hamilton County Commission.

  
\_\_\_\_\_  
Chairman

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

**APPROVED** this this 9<sup>th</sup> day of APRIL, 2025, by the Hamilton County Board of Education.

  
\_\_\_\_\_  
Chairman

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

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Robert Sharpe, EdD, Chief Operations Officer  
Justin Witt, Executive Director Maintenance

**Date:** May 21, 2026

**Subject:** Clifton Hills Architectural Selection & Phase 0

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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The architectural selection committee selected the following firms for consideration by the County Mayor and Superintendent:

Derthick, Henley, & Wilkerson  
MTa Architecture and Planning  
Tinker Ma, LLC

The County Mayor and Superintendent recommend MTa. Due to the complexities of the project, we have requested a proposal for a Phase 0 study to determine and verify the final scope and design contract. The Phase 0 proposal is attached in the amount of \$57,950.00 in basic services and \$10,000.00 in reimbursable expenses. A final design contract and fee will be presented to the Board before design begins.

We recommend School Board approval of MTa to design the Clifton Hills Renovations and Additions and to provide a phase 0 report for an amount not to exceed \$67,950.

Attachments: MTa Phase 0 Proposal  
Clifton Hills Architectural Selection Memo

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

4/28/26

Justin Witt  
Director  
Maintenance & Operations  
2501 Dodds Avenue  
Chattanooga, TN 37407

RE: Clifton Hills Elementary School – Phase 0 report

Dear Mr. Witt,

Thank you for contacting MTa about the RFQ on the Clifton Hills Elementary – Phase 0 report. We are excited about continuing a working relationship with Hamilton County Department of Education (HCDE).

### **The Project**

The project scope that is defined in this Phase 0 proposal is based on phone calls with Hamilton County Schools. We appreciate your guidance in developing the scope and will happily revise this scope (or cost) if you desire more or less of any items noted below. The goal of this study is to provide a more detailed review of site selection for Clifton Hills Elementary School. The scope should not only include a basic narrative but also an engineered site plan and an architectural solution for each of the three (3) sites. This information will be used to determine the best and most cost-efficient location to place additional students.

### **MTa's Project Approach**

With this proposal, we will provide a two-phase report. Both phases will start with kick-off meetings to further define objectives and end with a collaborative review meeting to approve the documentation and adjust tasks and resources as necessary.

### **Phase I**

The first phase will provide an initial look to determine the basic requirements needed at each site and what their specific configuration may be. There are 3 specific tasks required.

Task I – Provide conceptual site plan and building plan for 3 possible sites.

- a. During our Phase I site visits, we will list all issues with the existing buildings based on visual inspections and meetings with HCDE School maintenance personnel.
- b. We will provide sketch solutions for all three (3) sites.
  - a. Site
    - i. Existing site plan layout with proposed site layout

- ii. Existing grading (using City GIS grades) with proposed grading plan
- iii. Revised storm drainage plan
- b. Building
  - i. Existing school layout with proposed layout to accept the new student population

Task II - Defining issues impacting any building addition (both site and building related).

- a. What limitations does MTa see in the existing site:
  - i. Easements and overall site constraints
  - ii. Parking
  - iii. Bus / car circulation
  - iv. Athletic fields or green space
  - v. Security
  - vi. Flood zone issues
- b. The report will include a narrative of building requirements:
  - i. Area (existing and proposed)
  - ii. Basic construction type of new buildings
  - iii. Assumed exterior envelope of the new building
  - iv. Any special requirements (i.e. - fire pump, multiple elevators, etc.)
  - v. A list of known issues for each site; for instance:
    - 1. Do any of the proposed sites have characteristics that disqualify them from consideration?
    - 2. Do any of the proposed sites have limitations that impact the size of student population allowed?
    - 3. Are any of the proposed sites considered too expensive to redevelop?

Task III – Defining issues impacting any building remodeling that is required to provide appropriate classroom spaces for the proposed student population.

- a. How would the student population be served in a “reorganized” existing building? (i.e. how will the classroom be readdressed for the larger student population)?
- b. What limitations do we see in the “systems” that may have consequences for the space to operate as intended? i.e.:
  - i. Will the existing structural system allow certain program elements?
  - ii. Is the existing HVAC system currently configured in an acceptable way to be modified for its new use? Are there issues with controlling it in its new use?
- c. The report will include a narrative of redevelopment issues that will impact cost and schedule, such as:
  - i. City Ordinances
  - ii. Current Building Code and Energy Code issues
  - iii. ADA / ICC 117.1 accessibility issues

**Phase II**

The Second phase will provide a closer look to all the items that need additional review by the design team, subcontractors, and sales representatives. There are five (5) specific tasks required. All these tasks will build onto the work completed in Phase I.

- Task I Based on the Phase I conceptual plans, provide an "Opinion of Probable Cost". In performing cost analysis of site and building work required for each campus, we will use selected sub-contractors, historical data and RS Means to provide current costing.
- Task II Provide an estimated replacement cost for each building. This is important information to have when considering future remodeling efforts as they are impacted by City code and the IBC Existing Building code.
- Task III Provide a listing of additional research, reports, or surveys required to minimize any delays to future design or construction.
- Task IV Provide a summary of each site, and an overall summary for the project.
- Task V MTa will list all other issues that are specific to Hamilton County schools such as:
- Phasing of construction is required to keep a certain student population in the school until other facilities can be constructed.
  - Student population may have to be reassigned / redistricted during construction.
  - It is assumed that there will still be program verification and additional refinement to layouts once Schematic design of the school has been released

**MTa Fee Structure**

MTa proposes to provide all of our services to Hamilton County Department of Education as a fixed fee sum of **\$57,950**. We do not anticipate any travel costs or out-of-pocket expenses. If it is deemed necessary to provide additional testing once the project has begun, a contingency allowance of **\$10,000** could fund any additional test requested by the Hamilton County Department of Education. This allowance would be applied only with approval of Hamilton County and would be billed as a reimbursable expense.

**Clarifications:**

- This proposal includes fees for MTa (architectural) and MAP Engineering (civil) and UES (Geotechnical) only. There are no other engineers or consultants included in this proposal.
- Proposed student populations must be provided by HCDE.
- It should be noted that this report is not intended to be an exhaustive review of all possible building or site configurations. The design team will design a probable solution and evaluate it.
- All costs and expenditures indicated to occur "in the future" will be shown in the current cost. Any rate of inflation will need to be placed on these costs if the report is used in the future without revision.
- This proposal does not include:
  - Survey or detailed as-built documentation of the existing layouts
  - Historical or Environmental study
  - NESHAP report or Asbestos testing. We will review existing information that HCDE has on each school.
  - Specific design or the creation of a specific program

- Traffic impact analysis (TIA). In this report we will provide a narrative regarding traffic concerns and have included a “traffic count” at each site to help assess possible issues.
- Only the existing Clifton Hills elementary site will be investigated by a geotechnical engineer.
- It is assumed that there will still be program verification and additional refinement to layouts once Schematic design of the school has been released

**Reimbursable Expenses**

In addition to the above fees, reimbursable expenses and additional testing if needed will be billed to you at cost plus 10%. Reimbursable expenses are fees associated with permitting the project, printing, & postal delivery (Fed Ex, UPS, etc.). If the project deliverables are to be the transfer of electronic files in PDF format, we don't anticipate any expenses being requested.

**Schedule**

Upon the issuance of authorization to proceed, MTa will immediately begin this project. We would expect Phase I to be completed within 60 days of receipt of As-Built information. Phase II work and the completed report will be submitted for review by HCDE 21 days after the Phase I review occurs.

Please feel free to call us if you feel that we have misunderstood any of the stated goals of this project or if you have any questions. We are free to meet with you if you want to discuss it further.

Sincerely,



Matthew T. Twitchell  
President



## HAMILTON COUNTY, TENNESSEE

### MEMORANDUM

TO: Mayor Weston Wamp  
Dr. Justin Robertson

FROM: Todd E. Leamon *TEL*

DATE: January 21, 2026

SUBJECT: **ARCHITECTURAL SELECTION FOR CLIFTON HILLS ELEMENTARY  
SCHOOL RENOVATIONS AND ADDITIONS**

Our committee has finished the selection process for the firms to provide professional services required for the above project.

The firms selected for your consideration are:

Derthick, Henley & Wilkerson Architects, PLLC  
MTa Architecture and Planning  
Tinker Ma, LLC

Thank you.

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Robert Sharpe, EdD, Chief Operations Officer

**Date:** May 21, 2026

**Subject:** Approval of Lease Option Chattanooga Police Department

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

---

I recommend that the Board approve exercising the one-year lease extension option for the Chattanooga Police Department to use a portion of the East Brainerd Annex at 7555 Goodwin Road Chattanooga, Tennessee 37421

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

## LEASE AGREEMENT

This Lease Agreement (this "Lease" or the "Lease") is made and entered into on \_\_\_\_\_ (the "Effective Date"), by and between the Hamilton County, Tennessee, Board of Education ("Lessor") and the City of Chattanooga, Tennessee, a municipal corporation ("Lessee").

### RECITALS

WHEREAS, Lessee desires to lease facilities from Lessor to operate the Police Services Center; and

WHEREAS, Lessor has the appropriate authority to, and hereby agrees to, lease to Lessee that portion of certain building containing approximately \_\_\_\_\_ square feet located at 7555 Goodwin Road, Chattanooga, Tennessee 37421; and

WHEREAS, the Lessee proposes to make certain improvements to the Leased Premises.

NOW, THEREFORE, in consideration of the mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, Lessor and Lessee mutually agree as follows:

SECTION 1. Consideration; Leased Premises. Subject to the terms and conditions herein, Lessor hereby leases to Lessee, and Lessee accepts from Lessor, the premises described in **Exhibit A**, attached hereto and incorporated by this reference (the "Leased Premises"). In consideration of the valuable service provided to the citizens of Hamilton County by the City of Chattanooga, Chattanooga Police Department and in consideration of the desire of Hamilton County Schools to provide continuing public safety to its citizens, Lessor does lease to Lessee, the Northwest Pod of the building known as the East Brainerd Annex located at 7555 Goodwin Road, Chattanooga, TN

SECTION 2. Lessee's Payment Consideration. The Lessee agrees to pay a lease payment for the Initial Term (defined below) of the Lease in the amount of One and No/100 Dollars (\$1.00).

SECTION 3. Term. The initial term of this Lease shall commence on the date of execution by both parties and continue for twelve (12) months (the "Initial Term").

SECTION 4. Use of Premises. Lessee shall use the Leased Premises to operate the Police Services Center (referred to as CPD), in accordance with all city, county, state, and federal laws.

SECTION 5. Improvements to the Leased Premises. Lessee has made all necessary structural changes and improvements to the building and grounds to continue Lessee's use and occupancy and all repairs or maintenance necessary to comply with federal, state or local laws regulating secured police facilities. All improvements made by Lessee to the Leased Premises, other than personal property, shall, upon completion, immediately become the property of Lessor and shall remain with the Leased Premises upon the expiration or termination of this Lease. Any modifications to the Leased premises are made in compliance with Hamilton County Schools standards.

SECTION 6. Specific Improvements to the Leased Premises. During the Initial Term, Lessee shall make the improvements to the Leased Premises as more particularly described on **Exhibit B** (the “Improvements”). On or prior to the Effective Date, Lessee shall submit to Lessor a plan for Lessee’s Improvements (Lessee’s Plan”) containing a detailed description of the Improvements to be made by Lessee. The Lessee's Plan shall be subject to Lessor’s written approval, which the Lessor agrees not unreasonably to withhold. Lessor’s approval of Lessee’s Plan shall in no event, unless expressly set forth in such approval, be deemed to create any obligations on the part of the Lessor to do any work or make the Improvements as set forth in **Exhibit B** or to authorize Lessee to make any further additions, improvements, or alterations to the Leased Premises, except as may be required by law. Lessor shall not be liable for the cost of the Improvements made by Lessee.

SECTION 7. Quiet Possession. The Lessor covenants to keep the Lessee in quiet possession of the Leased Premises during the term of this Lease.

SECTION 8. Termination and Holding Over. Upon termination of this Lease at the expiration of the Initial Term hereof or any Renewal Term, Lessee shall surrender the Leased Premises to Lessor in as good condition as received, ordinary wear and tear and damage by fire or other casualty excepted. Lessee covenants to Lessor that it shall vacate the Leased Premises on or before thirty-one (31) days following the expiration of the term hereof or any extension thereof including removal of all personnel and property.

SECTION 9. Insurance. Lessee is self-insured and does not carry or maintain commercial general liability insurance. A copy of the Lessee’s Certificate of Self-Insurance is attached as **Exhibit C**. Lessor agrees to provide fire insurance on the building.

SECTION 10. Operational Costs; Maintenance. Lessee agrees to be responsible for all operational costs of the Program, including, but not limited to, costs of employees, materials and supplies, and equipment. Lessee shall be responsible for all daily facility care to the portion of the building occupied by CPD. Lessee shall provide minor maintenance and repairs that can be performed by maintenance employees of the CPD. Such maintenance and repairs shall comply with all applicable governmental building and installation codes.

SECTION 11. Parking. CPD staff will park in the Northwest parking lot. **See Exhibit D.**

SECTION 12. Termination by Lessor. The occurrence of any of the following acts shall constitute an immediate, material, non-curable default by Lessee:

- a. Abandonment of the Leased Premises, except for causes of *force majeure* (i.e. acts of God, strikes, civil disturbances, wars, explosions, or acts beyond the reasonable control of Lessee); and
- b. Use of the Leased Premises in any manner other than use that is directly related to the Use of the Premises as set forth in Section 1. of this Lease.

SECTION 13. Sale of Leased Premises. In the event Lessor desires to sell the Leased Premises and terminate this Lease, it must give written notice at least nine (9) months prior to the proposed termination date. In the event the Lease is terminated early by Lessor, Lessor shall pay

to Lessee the costs of the Improvements based upon a proportion of (i) the amount of time which has passed since the alterations or improvements were completed; and (ii) the amount of time remaining on the Lease at the time the alterations or Improvements were completed and shall allow Lessee to remove any movable structures, playground equipment, etc. as set forth in Section 5 above.

SECTION 14. Termination by Lessee. Lessee shall have the right to terminate this Lease Agreement for the following reasons:

- a. Loss of government funding. Notice of loss of government funding by Lessee shall be given to Lessor, in writing, as soon as practical after notice is received by Lessee. In the event Lessee exercises its right to terminate this Lease due to loss of government funding, Lessor shall not be obligated to pay the costs of Improvements on the Leased Premises otherwise required under Section 5; or
- b. Lessee gives one (1) month's written notice of termination to Lessor;

SECTION 15. Force Majeure. The parties shall be excused for the period of any delay in the performance of any obligation hereunder when prevented by doing so by cause or causes beyond the parties control which shall include, without limitation, all labor disputes, civil commotion, war, war-like operations, invasion, rebellion, hostilities, military or usurped power sabotage, governmental regulations or controls, fire or other casualty, inability to obtain any material, services, or financing or through acts of God.

SECTION 16. Miscellaneous Provisions.

(a) Waiver. Any waiver by the parties of any default or breach of any one or more of the terms, conditions, or covenants of this Lease shall not be construed to be a waiver of any subsequent or other breach or default of the same or of any other term, covenant or condition of this Lease. No delay, failure, or omission of Lessor to reenter the leased premises, to insist on strict enforcement of any term, covenant or condition, or to exercise any right, privilege or option arising from any breach or default shall impair any such right, privilege or option, or be construed as a waiver of or acquiescence in such breach.

(b) Entire Agreement. This Lease Agreement constitutes the entire agreement between the parties pertaining to this Lease Agreement and supersedes all prior and contemporaneous agreements, representations, and understandings. No supplement, modification, or amendments of this Lease Agreement shall be binding unless executed in writing by the parties.

(c) Applicable Law. This Lease Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Tennessee.

(d) Severability. If any provision of this Lease Agreement is held by a court of competent jurisdiction to be illegal or in conflict with an applicable law, the validity of the remaining provisions of this Agreement shall not be affected thereby.

(e) Sublease, Assignment, or Transfer. Lessee shall not sublet, assign or transfer this Lease or any interests therein to anyone without the express written permission of Lessor. Further, neither this Lease nor any interest herein shall be subject to transfer by attachment, execution, proceedings in insolvency or bankruptcy, or receivership, unless a receivership is sought by Lessor.

(f) Notices. All notices and other communications given hereunder by the parties shall be in writing and shall be delivered personally or by mail, postage prepaid, to the addresses and parties as follows:

Lessor: Hamilton County Department of Education  
Attn: Director of Auxiliary Services  
3074 Hickory Valley Road  
Chattanooga, Tennessee 37421

A copy to: D. Scott Bennett, Esq.  
James Building  
735 Broad Street, Suite 214  
Chattanooga, Tennessee 37402

Lessee: City of Chattanooga  
Chattanooga Police Department  
3410 Amnicola Highway  
Chattanooga, Tennessee 37406

A copy to: Office of the City Attorney  
100 E. 11<sup>th</sup> Street, Suite 200  
Chattanooga, Tennessee 37402

IN WITNESS WHEREOF, Lessor and Lessee have executed this Lease as of the day and year set forth above.

**LESSOR:**

HAMILTON COUNTY, TENNESSEE,  
BOARD OF EDUCATION

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**LESSEE:**

CITY OF CHATTANOOGA, TENNESSEE

By: \_\_\_\_\_  
JONATHAN CHAMBERS *Chief of Police*

STATE OF TENNESSEE :  
:  
COUNTY OF HAMILTON :

Before me, the undersigned Notary Public for the state and county mentioned above, personally appeared \_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence) and who, upon oath, acknowledged that he/she is the \_\_\_\_\_ of HAMILTON COUNTY, TENNESSEE, BOARD OF EDUCATION and that he/she as such \_\_\_\_\_, being authorized to do so, executed the foregoing instrument for the purpose therein contained by signing the name of the organization by himself/herself as \_\_\_\_\_.

Witness my hand and seal, at office in, this \_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Notary Public

My Commission Expires:

\_\_\_\_\_

STATE OF TENNESSEE :  
:  
COUNTY OF HAMILTON :

Before me, the undersigned Notary Public for the state and county mentioned above, personally appeared Jonathan Chambers, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence) and who, upon oath, acknowledged that he is the Chief of Police of the CITY OF CHATTANOOGA and that he as such Chief of Police, being authorized to do so, executed the foregoing instrument for the purpose therein contained by signing the name of the organization by himself as Chief of Police.

Witness my hand and seal, at office in, this \_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

# **EXHIBIT A**

1. Northwest Pod of the East Brainerd Annex
  - a. CPD staff will have access to the Northwest Pod, Lobby, Restrooms, and the Common Break Area in the South Pod and should refrain from accessing other areas which are heavily used by Hamilton County Schools
  - b. CPD will provide their own refrigerator for the break area space.
  - c. CPD will use the lobby desk weekly for public appointments for report pickup.
    - i. Hamilton County Schools will provide account access to the camera and doorbell at the front entrance to receive the visitors.
  - d. CPD staff will have after hours and weekend access to the space.
    - i. Staff accessing the space after regular HCS business hours and during weekend hours will be provided with an individual alarm code and key and be responsible for locking the door, and arming and disarming the alarm system upon entry and exit.

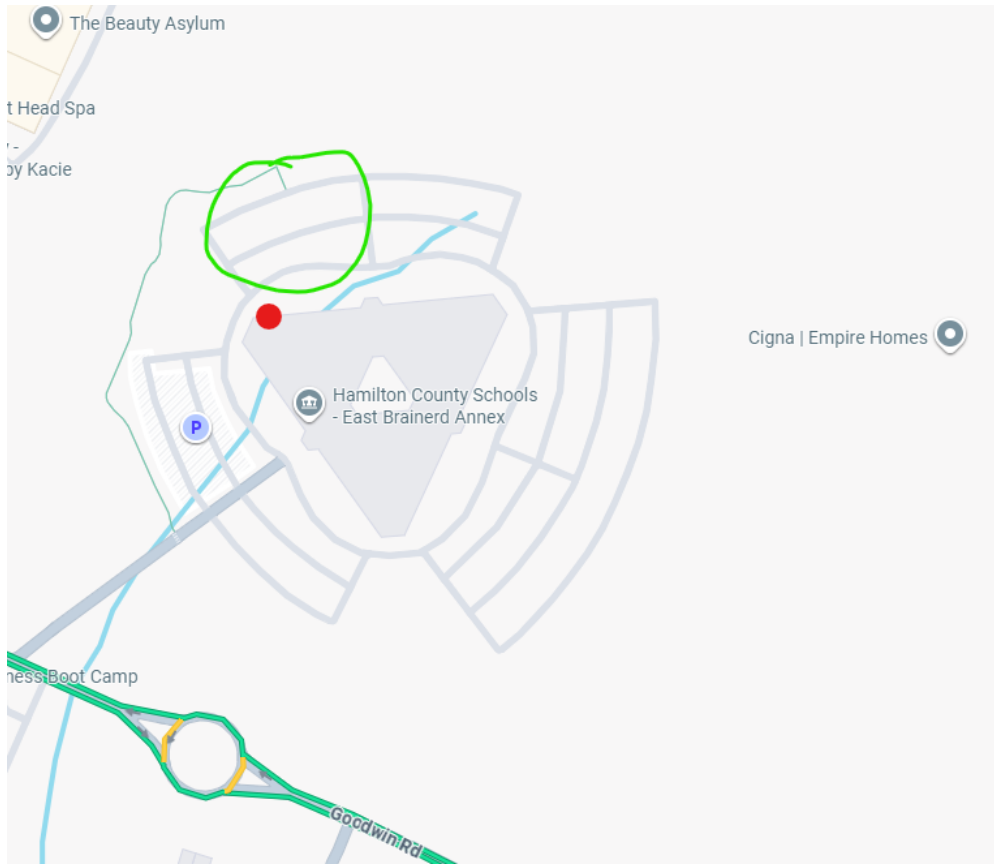
## **EXHIBIT B**

It is anticipated that the following improvements/modifications will be made to the Leased premises:

1. CPD will add a separate EPB Internet service and all necessary network equipment, including, but not limited to cables, switches, and access points.
2. CPD will add door locking controls to the area to secure the space and meet CJIS compliance requirements. This door locking equipment will follow Hamilton County School standards so it can easily transition to Hamilton County Schools upon the termination of the agreement.
3. Hamilton County Schools will assemble 16 cubicles in the pod area for CPD staff during the term of the lease.
4. Hamilton County schools will provide furniture from storage pod for CPD staff use during the term of the lease.
5. Hamilton County schools will install a door access panel on the Northwest door for staff entry and exit. See Exhibit 1 (red dot).
6. CPD staff should use the northwest door entrance as a primary entrance.
7. CPD may come and go through the front door as needed. However, the door is locked with a key during Hamilton County Schools non-working hours and will be inaccessible, except by any staff accessing after hours (these staff will need to have a key and an alarm code issued to them.)

# **EXHIBIT C**

# EXHIBIT D



**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Robert Sharpe, EdD, Chief Operations Officer  
Justin Witt, Executive Director Maintenance

**Date:** May 21, 2026

**Subject:** Gateway CTE(FRFRC) Architect Fee Increase

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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Please see the attached contract amendment due to the increase in the scope of work at Gateway CTE(FRFRC). The request is to increase the architectural contract with Tinker Ma, LLC from \$1,593,014.37 to \$4,179,579.81 based on the revised estimated contract cost of \$45,893,000.00. The total fee schedule is attached and titled Exhibit A to the contract. Hamilton County resolution number 526-11 is attached.

The amendment requires school board approval.

Attachments:

Contract Amendment  
Exhibit A Fee Schedule  
County Resolution # 526-11

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served



# Hamilton County Board of Commissioners

## RESOLUTION

No. 526-11

**A RESOLUTION TO AUTHORIZE THE COUNTY MAYOR TO INCREASE THE DESIGN CONTRACT WITH TENKER MA, LLC FOR DESIGN OF THE GATEWAY CAREER TECHNICAL EDUCATION BUILDING RENOVATION FOR AN AMOUNT NOT TO EXCEED \$2,586,565.44.**

- WHEREAS,** Resolution 725-22 was approved by this Legislative Body, on July 16, 2025, approving the contract with Tinker Ma, LLC for design of the Gateway Career Technical Education Building Renovation; and
- WHEREAS,** the total amount of the contract shall not exceed \$3,083,379.81 in design fee plus \$550,000.00 in reimbursable expenses plus \$546,200.00 in additional services; and
- WHEREAS,** the total contract amount shall not exceed \$4,179,579.81 without approval by the County Commission; and
- WHEREAS,** the State of Tennessee has approved grant funding of up to \$2 million to assist in development and the remaining funds will be from 2024A Bond Fund; and
- WHEREAS,** this contract will also be signed by a representative of Hamilton County Schools;

**NOW, THEREFORE, BE IT RESOLVED BY THIS COUNTY LEGISLATIVE BODY IN SESSION ASSEMBLED:**

That the County Mayor is authorized to increase the design contract with Tinker Ma, LLC for an amount not to exceed \$2,586,565.44 for the Gateway Career Technical Education Building Renovation.

**BE IT FURTHER RESOLVED THAT THIS RESOLUTION TAKE EFFECT FROM AND AFTER ITS PASSAGE, THE PUBLIC WELFARE REQUIRING IT.**

CERTIFICATION OF ACTION

Approved:

Rejected:

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

Approved:

Vetoed:

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

\_\_\_\_\_  
Date  
May 6, 2026

 **AIA** Document G802<sup>®</sup> – 2017

**Amendment to the Professional Services Agreement**

**PROJECT:** *(name and address)*  
Gateway Career Technical Education  
Building Renovation  
401 West Martin Luther King  
Boulevard  
Chattanooga, Tennessee 37402

**AGREEMENT INFORMATION:**  
Date:  
June 24, 2025

**AMENDMENT INFORMATION:**  
Amendment Number:  
01  
Date:  
April 08, 2026

**OWNER:** *(name and address)*  
Hamilton County Government  
625 Georgia Avenue  
Chattanooga, Tennessee 37402

**ARCHITECT:** *(name and address)*  
Tinker Ma, LLC  
714 Cherry Street  
Chattanooga, Tennessee 37402

Hamilton County Department of  
Education  
3074 Hickory Valley Road  
Chattanooga, Tennessee 37421

The Owner and Architect amend the Agreement as follows:

The Agreement shall be amended to reflect the current, approved cost of the project, including all applicable Articles in the Prime Agreement.

The Agreement shall reflect that the Owner's budget for the Cost of the Work (as referenced in all applicable portions of the Prime Agreement) is Forty Five Million Eight Hundred Ninety-Three Thousand Dollars (\$45,893,000).

The Scope of the Architect's normal, basic services for the remainder of the Project shall be based upon the Phase 0 deliverable provided by the Architect and approved by the Owner on February 12th, 2026.

The Architect's compensation and schedule shall be adjusted as follows:

**Compensation Adjustment:**

The Stipulated Sum in Article 11.1.1 of the Prime Agreement shall be amended to reflect Three Million Eighty-Three Thousand Three Hundred Seventy Nine Dollars and 81/100 (\$3,083,379.81).

Exhibit A, Architectural Fee Spreadsheet, shall be amended and is attached to this AIA G802-2017 and is hereby incorporated into the Agreement between the Owner and the Architect.

The Total Compensation to the Architect shall be increased from \$1,593,014.37 to \$4,179,579.81.

**Schedule Adjustment:**

The final schedule for the Project is to be determined.

\_\_\_\_\_  
**ARCHITECT** *(Signature)*

BY: Thomas Palmer, AIA, Principal

\_\_\_\_\_  
*(Printed name, title, and license number if required)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
**OWNER** *(Signature)*

\_\_\_\_\_  
*(Printed name and title)*

\_\_\_\_\_  
*Date*

A/E Fee		Comments
Estimated Construction Cost	\$ 45,893,000.00	
Architect Fee	\$ 3,083,379.81	Per state fee schedule based on the Estimated Construction cost. The contract will be a stipulated sum fee.
Mechanical	\$ -	Included in fee
Electrical	\$ -	Included in fee
Plumbing	\$ -	Included in fee
Fire Protection	\$ -	Included in fee
Civil	\$ -	Included in fee
Structural	\$ -	Included in fee
<b>Total</b>	<b>\$ 3,083,379.81</b>	

CMTA  
CMTA  
CMTA  
CMTA  
Page-Dawson  
Wallace Design Collective

Reimbursable Expenses		Comments
Geothermal Testing	\$ 30,000.00	10% Allowable Markup
Printing	\$ 5,000.00	10% Allowable Markup
Traffic Study	\$ 50,000.00	10% Allowable Markup
Roof Consultant	\$ 5,000.00	10% Allowable Markup
Storm Water Permits	\$ 5,000.00	10% Allowable Markup
City of Chattanooga Plans Review	\$ -	Larger Permit to be direct paid to City. Do not include in Contract
State Fire Marshall Review Fee	\$ -	Larger Permit to be direct paid to State. Do not include in Contract
Miscellaneous Permits	\$ 10,000.00	10% Allowable Markup
Geotechnical Report (Design Phase)	\$ 40,000.00	10% Allowable Markup
Survey	\$ 35,000.00	10% Allowable Markup
3D Scans	\$ 75,000.00	10% Allowable Markup
Laboratory Consultant	\$ -	10% Allowable Markup - fee is TBD pursuant to need
Special Inspections	\$ 100,000.00	10% Allowable Markup
Cost modeling consultant	\$ 50,000.00	10% Allowable Markup - This could be reduced to 530,000 with a construction manager
Code Consultant	\$ -	10% Allowable Markup - fee is TBD pursuant to project complexity and need
Blower Door Pressure Test - CMTA	\$ 35,000.00	10% Allowable Markup
2 Blower Door Pressure Tests - CMTA	\$ 40,000.00	10% Allowable markup
Total designer markup on Reimbursable Expenses	\$ 550,000.00	
<b>Total</b>	<b>\$ 550,000.00</b>	

Additional Services		Comments
Phase 0: Programming	\$ 179,000.00	The full scope for Programming is enumerated in the attachment to the Prime Agreement: Exhibit B.
Owner Requested Items	\$ 50,000.00	
Phasing HNTE	\$ 120,000.00	Proposing as an HNTE - this is the category that would only be relevant should the budget necessitate project phasing and the amendment of construction documents in such a way that is commensurate with the final budget.
Technology/AV/IT/Security Design - CMTA	\$ 85,000.00	10% Allowable markup
Advanced Submetering Design - CMTA	\$ 12,000.00	10% Allowable markup
Performance/Net Zero Charrettes - CMTA/Tinker Ma	\$ 50,000.00	Proposing as an HNTE
Energy Modeling - CMTA	\$ 40,500.00	
Total designer markup on Additional services to be performed by Consultants	\$ 9,700.00	
<b>Total</b>	<b>\$ 546,200.00</b>	

**Total Contract** \$ 4,179,579.81

Note: Make necessary revisions to the worksheet as needed for project specific items. All changes will be reviewed and agreed upon by the owner and architect. All mark ups are included in the contract price.

The estimated construction cost will be defined as the total project cost including the building, site, designated allowances and general allowances.

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Robert Sharpe, EdD, Chief Operations Officer  
Justin Witt, Executive Director Maintenance

**Date:** May 21, 2026

**Subject:** LMES-Turf Field Donation

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

---

We recommend school board approval to accept the donation of a turf playing field and concrete bleachers through the partnership of the Town of Lookout Mountain, Lookout Mountain PTA, and private donors. The project has an estimated value of approximately \$500,000 and is located directly behind the school. All funds will be managed outside of school accounts and LMES PTA will be responsible for all financial obligations of the project. The HCDE Maintenance Department will review all plans and specifications. An MOU for possible community use will be presented to the board at a later date. Please see the attached request from the LMES Principal, Emily Haney.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

# LOOKOUT MOUNTAIN SCHOOL

321 North Bragg Avenue  
Lookout Mountain, Tennessee 37350  
Telephone (423) 821-6116  
Fax (423) 825-7384

PRINCIPAL  
EMILY H. HANEY

ASSISTANT PRINCIPAL  
MISSY G. MCKENNA

BOARD OF DIRECTORS  
KAREN WELBORN, CHAIRMAN  
JULIE FISHER  
JAMES WILLIAMS

COMMISSIONER OF EDUCATION  
KAREN LEAVENGOOD

Dear Members of the HCS School Board,

April 16, 2026

I am delighted to share that in partnership with the Town of Lookout Mountain, Lookout Mountain School PTA, and the generosity of private donors, the athletic field of Lookout Mountain Elementary School will be revitalized beginning May 2026. This underutilized space, last updated in the 1960s is set to receive a facelift including an astroturf field and concrete bleachers.

In partnership with HCS Risk Management, we are currently drafting a Memorandum of Understanding to ensure the community use is aligned with district policies and procedures. The Lookout Mountain School community remains grateful for the longstanding partnership with Hamilton County Schools.

All funds for this project have been and will continue to be handled outside of school bookkeeping. Our PTA is committed to coordinating all financial responsibilities associated with this athletic field renovation.

Lookout Mountain School is the heartbeat of the Lookout Mountain community. Generations of mountain residents have attended Lookout Mountain School and this project would not be possible without their generosity; not only is it an investment in our current students but one that will benefit future generations of Lookout Mountain School students. How exciting it will be to have a beautiful gathering place for so many to enjoy!

Sincerely,



Emily H. Haney



**Lookout Mountain School is a 2022 National Blue Ribbon School**

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Robert Sharpe, EdD, Chief Operations Officer  
Justin Witt, Executive Director Maintenance

**Date:** May 21, 2026

**Subject:** Red Bank High School Stream Restoration

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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Red Bank High School, HCDE Maintenance, and the City of Chattanooga have partnered to discuss a stream restoration project located behind the northwest end zone of the Red Bank High School football field. The project will address erosion concerns and provide a learning opportunity for the school. The city will require a temporary construction easement and a permanent conservation easement. They are offering \$5,500 for the temporary construction easement and \$15,700 for the permanent conservation easement based on the attached, third-party appraisal. The city will also relocate and provide a new shot-put area located on the southeast side of the football field. All management and construction costs will be provided by the city through grant funds. I recommend school board approval. Attachments: Temporary Construction Easement Permanent Conversation Easement Appraisal

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

THIS INSTRUMENT PREPARED BY,  
AND AFTER RECORDING, RETURN TO:  
Office of the City Attorney  
100 East 11th Street, Suite 200  
Chattanooga, TN 37402

Grantor Name & Address:	Send Tax Bills To:	Map Parcel No.:
Hamilton Country Department of Education 640 Morrison Springs Road Chattanooga, TN 37415	SAME	108L D 001

### CONSERVATION EASEMENT DEED

THIS CONSERVATION EASEMENT DEED ("Conservation Easement") is made as of this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by HAMILTON COUNTRY DEPARTMENT OF EDUCATION (HCDE) of 640 Morrison Springs Road, Chattanooga, Tennessee, 37415 ("Grantor"), in favor of the CITY OF CHATTANOOGA, a Tennessee municipal corporation with its principal office located at City Hall, 101 E. 11th Street, Chattanooga, TN 37402 ("Holder"), with reference to the following facts:

#### RECITALS

A. Grantor is the sole owner in fee simple of certain real property consisting of approximately 55.5 acres, located at 640 Morrison Springs Road, Chattanooga, Tennessee, 37415 in Hamilton County, Tennessee, as described in Deed Book 10606-0607 in the records of the Register of Deeds for Hamilton County, Tennessee, and as more particularly described in **Exhibit A**, attached and incorporated into this Conservation Easement by reference, which contains the "Protected Property", as shown and described in **Exhibit B**.

B. Holder, which has as its primary purpose to enhance and preserve the natural lands and riparian resources within the city limits of Chattanooga, TN and to protect the creek itself from further degradation, is a Tennessee municipal corporation, qualified as a tax-exempt non-profit organization under Sections 501(c)(3) and 170(h) of the Internal Revenue Code, as amended, is authorized to hold this Conservation Easement pursuant to the Conservation Easement Act of 1981, Tenn. Code Ann. §§ 66-9-301, *et seq.*, and has agreed to accept this grant.

C. The Protected Property possesses natural resources of significant aquatic, ecological, environmental, aesthetic, educational, historical, recreational, and scientific value and importance to the Grantor and Holder, the people of Hamilton County, the State of Tennessee, and the United States. The Protected Property will provide high quality natural, restored, or enhanced habitat for wildlife and endangered, threatened, or rare species. These values include jurisdictional waters of the United States, as defined in 33 C.F.R. Part 328, adjacent uplands, native vegetation and wildlife. Individually and collectively, these natural resources comprise the "Conservation Values" of the Protected Property.

D. Grantor recognizes the Conservation Values of the Protected Property and agrees to the creation of these conservation-based limitations and affirmative obligations for the purpose of preserving and protecting the Conservation Values and natural condition of the Protected Property in perpetuity.

NOW, THEREFORE, in consideration of the sum of **FIFTEEN THOUSAND SEVEN HUNDRED & 0/100 DOLLARS (\$15,700.00)** and the foregoing recitals, pursuant to the laws of the State of Tennessee, including, but not limited to, Tennessee Code Annotated §§ 66-9-301, *et seq.*, Grantor hereby grants and conveys to Holder a Conservation Easement in perpetuity over the Protected Property consisting of the following:

#### COVENANTS, TERMS, CONDITIONS AND RESTRICTIONS

1. Purpose. The purpose of this Conservation Easement is to ensure the Protected Property will be retained forever in its natural, restored, or enhanced condition and to prevent any use of the Protected Property that will impair or interfere with the Conservation Values of the Protected Property. Grantor intends that the grant of this Conservation Easement will confine the use of the Protected Property to only those activities and uses that are consistent with the purpose of this Conservation Easement.

2. Holder's Rights. To accomplish the purpose of this Conservation Easement, Grantor hereby grants and conveys the following rights to Holder:

(a) To preserve and protect the Conservation Values of the Protected Property;

(b) To conserve and protect all mineral, air, water and groundwater rights necessary to protect and sustain the biological resources of the Protected Property;

(c) To enter and go upon the Protected Property at reasonable times to inspect, monitor compliance with, and otherwise enforce the terms of this Conservation Easement at Holder's sole discretion, provided that such entry will not unreasonably impair or interfere with Grantor's authorized use and quiet enjoyment of the Protected Property; and

(d) To prevent any activity on or use of the Protected Property that is inconsistent with the purpose of this Conservation Easement and to require the restoration of such areas or features of the Protected Property that may be damaged by any act, failure to act, use or activity that is inconsistent with the purpose of this Conservation Easement.

3. Prohibited Uses. Any activity on or use of the Protected Property inconsistent with the purpose of this Conservation Easement is prohibited. Without limiting the generality of the foregoing, the following activities and uses are expressly prohibited in, on, over, or under the Protected Property:

(a) Commercial, industrial, residential, or institutional structures, uses, or

activities.

(b) Construction, reconstruction, expansion, location, relocation, alteration, installation or placement of any building, roads, equipment storage, billboard or advertising sign, or any other structure or improvement of any kind, or any additions or improvements to existing structures.

(c) Filling, dumping, excavating, mining, drilling, grading, leveling, disturbing, removing, exploring or extracting minerals, loam, soil, peat, sand, gravel, rocks, gas, oil, or other material on or below the surface of the Protected Property, or any alteration to the surface or general topography of the Protected Property or any portion of the Protected Property, including any discharges of dredged or fill material, or granting or authorizing surface entry to the Protected Property for any of these purposes.

(d) Draining, ditching, diking, dredging, channelizing, changing the grade or elevation, water withdrawals, underground injection wells, manipulating, impounding, or altering of any natural water course, body of water, or water circulation on the Protected Property, and any activities or uses detrimental to water quality, including but not limited to degradation or pollution of any surface or sub-surface waters.

(e) The transfer, encumbrance, sale, lease, or other conveyance of the mineral, air or water rights for the Protected Property and any portion thereof separate from the surface rights, changing the place or purpose of use of the water rights, abandoning or allowing the abandonment of, by action or inaction, any water or water rights, ditch or ditch rights, spring rights, reservoir or storage rights, wells, ground water rights, or other rights in and to the use of water historically used on or otherwise appurtenant to the Protected Property, including, but not limited to, (i) riparian water rights, (ii) appropriative water rights, (iii) rights to waters secured under contract with any irrigation or water district, to the extent such waters are customarily applied to the Protected Property, and (iv) any water from wells that exist or may be constructed in the future on the Protected Property.

(f) The placement, storage, accumulation, dumping, depositing, abandoning, discharging, disposing or releasing of any gaseous, liquid, solid, or hazardous waste substance, yard waste, soil, ashes, trash, rubbish, refuse, grass clippings, cuttings, bio-solids, waste materials or debris of whatever nature, whether temporarily or permanently, on, in, over, or underground or into surface or ground water.

(g) The planting, introduction, or dispersal of non-native or exotic animal or plant species.

(h) Use of herbicides, insecticides, biocides, fungicides, pesticides, rodenticides, fertilizers or other agricultural chemicals, weed abatement activities, incompatible fire protection activities, or other biological controls.

(i) The mowing, cutting, clearing, burning, pruning, removal of any kind, disturbance, destruction, or collection of any natural trees, shrubs, or other vegetation, except for:

- (1) safety purposes;
- (2) control in accordance with accepted scientific forestry management practices for the treatment of diseased or dead vegetation;
- (3) control of non-native species and noxious weeds; or
- (4) scientific or natural study.

(j) Agricultural or grazing activities of any kind.

(k) Use of all-terrain vehicles (ATVs), dirt bikes, motorcycles, off-road vehicles, or other motorized vehicle of any kind, except on existing roads and trails as necessary to manage the Protected Property.

(l) Any legal or de facto division, subdivision, partitioning, or any other division of the Protected Property.

(m) Engaging in any use or activity that may violate or fail to comply with relevant federal, state, or local laws, regulations, or policies applicable to Grantor, the Protected Property, or the use or activity in question.

4. Grantor's Duties. Grantor will undertake all reasonable actions to prevent the unlawful entry and trespass by persons whose activities may degrade or harm the Conservation Values of the Protected Property or that are otherwise inconsistent with this Conservation Easement. In addition, Grantor will undertake all reasonable actions to perfect and defend Holder's rights under this Conservation Easement.

5. Reserved Rights. Grantor reserves to itself, its representatives, successors and assigns, all rights accruing from Grantor's ownership of the Protected Property, including the right to engage in, or permit or invite others to engage in, all uses of the Protected Property that are not prohibited or limited by, and are consistent with the purpose of, this Conservation Easement. Grantor expressly reserves the following rights:

(a) Within the terms and conditions of their permits, agreements and the law, Grantor and any holders of easements or other property rights for the operation and maintenance of pre-existing or project-related structures or infrastructure, such as roads, trails, walkways, utilities, drainage ditches, or stormwater facilities that are present on, over, or under the Protected Property, reserve the right to continue with such operation and maintenance.

(b) Landscaping by the Grantor to prevent severe erosion or damage to the Protected Property or portions thereof, or significant detriment to existing or permitted uses, is allowed, provided that such landscaping is generally consistent with preserving the natural condition of the Protected Property.

(c) The right to use the Protected Property for lawful passive, non-commercial recreational uses, including hunting, fishing, non-motorized boating, primitive camping, hiking, biking, horseback riding, picnics, social events, nature interpretation and other educational

programs, in accordance with the laws and regulations of the State of Tennessee and Tennessee Wildlife Resources Agency (“TWRA”) or its successor agency, provided that such activities are consistent with the continuing natural condition of the Protected Property and do not adversely impact the Conservation Values of the Protected Property.

(d) Signs may be erected and remain on-site in legible condition, including boundary markers identifying the area as a protected riparian buffer, no trespassing signs, signs identifying the Grantor as the owner of the Protected Property, or other signage conveying information on the restricted uses of the Protected Property.

(e) Grantor reserves the right to perform restoration, enhancement, preservation or other mitigation activities including the use of all equipment necessary to successfully complete any mitigation requirements contained therein.

#### 6. Holder’s Remedies.

(a) If Holder determines that a violation of this Conservation Easement has occurred or is threatened, Holder will give written notice to the Grantor of such violation and demand corrective action sufficient to cure the violation. Where the violation involves injury to the Protected Property resulting from any use or activity inconsistent with the purpose of this Conservation Easement, Holder will demand corrective action sufficient to restore the portion of the Protected Property so injured to its prior condition in accordance with a plan approved by the Holder.

(b) If Grantor fails to cure the violation within thirty (30) days after receipt of a notice of violation, or, under circumstances where the violation cannot reasonably be cured within a thirty (30) day period, fails to begin curing said violation within the thirty (30) day period, or fails to continue diligently to completely cure such violation, Holder may bring an action at law or in equity in a court of competent jurisdiction for any or all of the following:

- i. to enjoin the violation, *ex parte* as necessary, by temporary or permanent injunction; or
- ii. to require the restoration of the Protected Property to the condition in which it existed prior to any violation or injury.

(c) If Holder, in its sole discretion, determines that circumstances require immediate action to prevent or mitigate significant damage to the Conservation Values of the Protected Property, Holder may pursue its remedies under this section without prior notice to Grantor or without waiting for the period provided for cure to expire. Holder’s rights under this section apply equally to actual or threatened violations of this Conservation Easement. Holder will notify the Grantor within thirty (30) days of such an occurrence.

(d) Grantor agrees that Holder’s remedies at law for any violation of this Conservation Easement are inadequate and that Holder will be entitled to the injunctive relief described in this section, both prohibitive and mandatory, in addition to such other relief to which Holder may be entitled, including specific performance of this Conservation Easement, without the necessity of proving either actual damages or the inadequacy of otherwise available legal remedies. Holder’s enforcement rights and remedies granted in this Conservation Easement are

cumulative and in addition to all enforcement rights and remedies available to Holder now or hereafter existing at law or in equity. The failure of Holder to discover a breach or violation or to take immediate legal action will not bar Holder from taking such action at a later time.

7. Access. Grantor conveys to the Holder the right to access, enter and go upon any portions of the Protected Property to take actions necessary to verify or monitor compliance with the terms and conditions of this Conservation Easement. This Conservation Easement does not convey a right of access or entry to the general public to any portion of the Protected Property.

8. Costs of Ownership. Grantor retains all responsibilities and will bear all costs and liabilities of any kind related to ownership of the Protected Property, including the maintenance of adequate liability insurance coverage. Grantor remains solely responsible for obtaining any applicable governmental permits and approvals required for any activity or use permitted by this Conservation Easement. Grantor agrees that Holder does not have any duty or responsibility for the operation, upkeep or maintenance of the Protected Property, the monitoring of hazardous conditions on it, or the protection of Grantor, the public, or any third parties from risks related to conditions on the Protected Property.

9. Taxes and Liens. Grantor will pay before delinquency all taxes, assessments (general and special), fees, and charges of whatever description levied on or assessed against the Protected Property by competent authority, excluding, however, any taxes imposed on or incurred as a result of this Conservation Easement, and will furnish Holder with satisfactory evidence of payment upon request. Grantor will keep the Protected Property free from any liens, including liens arising out of work performed, materials furnished, or obligations incurred by the Grantor.

10. Holder's Hold Harmless of Grantor. Up to the limits of liability established by the Tennessee Governmental Tort Liability Act, T.C.A. §29-20-101 et seq., such as may exist from time to time, Holder shall hold harmless and indemnify Grantor and its employees, officers, agents and contractors and the successors and assigns of each of them (collectively, the "Grantor's Indemnified Parties") from and against all liabilities, penalties, costs, losses, damages, expenses, causes of action, claims, demands, orders, liens or judgments, including reasonable attorneys' fees and experts' fees, arising from or in any way connected with injury to or the death of any person, or physical damages to any property, arising from any act, omission, condition, or other matter related to or occurring in, on or about the Protected Property, regardless of cause, unless due solely to the negligence of any of Grantor's Indemnified Parties.

11. Warranty of Title. Grantor represents and warrants that Grantor is the sole owner in fee simple of the Protected Property and has the right to grant and convey this Conservation Easement. Grantor also represents and warrants that the Protected Property is free and clear of any and all liens, loans, claims, restrictions, easements, encumbrances or other interests that may conflict or are inconsistent with this Conservation Easement. Grantor has identified all other parties that hold any interest in the Protected Property and notified such parties of Grantor's intent to grant this Conservation Easement.

12. Additional Interests. Grantor will not grant any additional easements, rights of way, or other interests in the Protected Property, other than a security interest expressly subordinated to

this Conservation Easement, nor will Grantor grant, transfer, abandon or relinquish any mineral, air, or water right or any water associated with the Protected Property, without first obtaining the written consent of Holder. Such consent may be withheld if Holder determines that the proposed interest or transfer is inconsistent with the purpose of this Conservation Easement or may impair or interfere with the Conservation Values of the Protected Property. Grantor will provide a copy of any approved recorded or unrecorded grant or transfer document to Holder. This provision does not prohibit transfer of a fee or leasehold interest in the Protected Property that is subject to this Conservation Easement and complies with Section 20.

13. Environmental Matters. Grantor represents and warrants that it has no knowledge or notice of a material or threatened release of hazardous substances or wastes or underground storage tanks existing, generated, treated, stored, used, released, disposed of, deposited or abandoned in, on, under, or from the Protected Property, or transported to or from or affecting the Protected Property, or the Protected Property's use as a landfill or dump, in violation of federal, state or local laws, statutes, regulations or ordinances. The term "hazardous materials" includes, without limitation, (a) material that is flammable, explosive or radioactive; (b) petroleum products, including by-products and fractions thereof; and (c) hazardous materials, hazardous wastes, hazardous or toxic substances, or related materials defined in CERCLA, the Resource Conservation and Recovery Act of 1976 ("RCRA"), 42 U.S.C. §§ 6901, et seq., the Hazardous Materials Transportation Act ("HTA"), 49 U.S.C. §§ 5101, et seq., and in the regulations adopted and publications promulgated pursuant to them, or any other applicable environmental laws now in effect or enacted after the date of this Conservation Easement. The term "environmental laws" includes, without limitation, CERCLA, RCRA, HTA, and any other federal, state, local or administrative agency statute, ordinance, rule, regulation, order or requirement relating to pollution, protection of human health or safety, the environment, or hazardous materials. Grantor represents, warrants, and covenants to Holder that all activities upon and use of the Protected Property by Grantor, its agents, employees, invitees and contractors will comply with all environmental laws.

14. Notice of Legal Action. Grantor will provide Holder written notice of any legal action affecting this Conservation Easement, including, but not limited to, foreclosure proceedings, tax sales, bankruptcy proceedings, zoning changes, adverse possession, abandonment, condemnation proceedings, and the exercise of the power of eminent domain. For any legal action that might result in this Conservation Easement being voided or modified, such notice will be provided at least sixty (60) days before such action would be taken. This Conservation Easement is intended to survive any legal actions affecting the Protected Property.

15. Eminent Domain. If the Protected Property is taken in whole or in part by exercise of the power of eminent domain or acquired by purchase in lieu of condemnation, whether by public, corporate, or other authority, so as to terminate this Conservation Easement, Grantor and Holder will act jointly to recover the full value of the interests in the Protected Property subject to the taking or in lieu of purchase and all direct or incidental damages resulting therefrom. This Conservation Easement constitutes a real property interest immediately vested in Holder. In the event that all or a portion of this Protected Property is sold, exchanged, or involuntarily converted following the extinguishment or the exercise of eminent domain, Holder will be entitled to the fair market value of this Conservation Easement. The consequential loss in the value of the Protected

Property is the cost of the replacement of the conservation functions, services and value of the aquatic and terrestrial resources on the Protected Property with other property in the same watershed.

16. Duration. This Conservation Easement will constitute a servitude running in perpetuity with the Protected Property regardless of ownership or use and will be binding on and inure to the benefit of, the parties and their respective heirs, executors, administrators, successors, representatives, devisees, assigns, lessees, or other occupiers and users, as the case may be, as long as said party has any interest in any part of the Protected Property. A party's rights and obligations under this Conservation Easement terminate upon transfer of the party's interest in the Conservation Easement or Protected Property, except that liability for acts, omissions or breaches occurring prior to transfer will survive transfer.

17. Filing. Holder will record this Conservation Easement in the official land records of the Register of Deeds of Hamilton County, Tennessee, as soon as practicable after execution of the instrument. Holder will provide the Grantor with a copy of the recorded instrument within thirty (30) days of any recordation.

18. Amendment. This Conservation Easement may be amended or modified only by the written agreement of Grantor and Holder. Any such amendment will be recorded in the official land records of county in which the Protected Property is located, will be consistent with the purpose of this Conservation Easement, will not affect its perpetual duration, and will not permit impairment of the Conservation Values of the Protected Property.

19. Subsequent Transfers or Conveyances by Grantor. Grantor agrees to incorporate the terms and conditions of this Conservation Easement by reference in any subsequent deed or other legal instrument by which Grantor divests itself of any interest in all or any portion of the Protected Property, including, without limitation, a leasehold or possessory interest in any portion of the Protected Property. Grantor further agrees to give written notice to Holder of the intent to transfer or convey title or any interest in or on the Protected Property at least sixty (60) days prior to the date of such transfer. The notice will include the name, address, and telephone number of the prospective transferee, a copy of the proposed deed or other documentation evidencing the conveyance, and a survey map that shows the boundaries of the portion of the Protected Property affected by the transfer. Holder has the right to prevent any transfers in which prospective subsequent claimants or transferees are not given notice of the terms, covenants, conditions, and restrictions of this Conservation Easement, including the exhibits and documents incorporated by reference in it. The failure of Grantor to perform any act provided in this section will not impair the validity of this Conservation Easement or limit its enforceability in any way.

20. Assignment or Transfer by Holder. Holder may assign or transfer the benefits of this Conservation Easement only upon the following conditions: (i) Holder must require that the purpose of this Conservation Easement continues to be carried out; (ii) the assignee or transferee, at the time of assignment or transfer, must be qualified and authorized to acquire and hold conservation easements under Tennessee Code Annotated §§ 66-9-301, *et seq.*, and the laws of the United States; and (iii) Holder must give Grantor at least sixty (60) days prior written notice of the proposed assignment or transfer. Holder will require the assignee or transferee to record the

assignment in the land records of the county in which the Protected Property is located. As a condition of such assignment or transfer, the assignee or transferee must agree in writing that the conservation purpose this Conservation Easement is intended to advance will continue to be fulfilled. The failure of Holder to perform any act provided in this section will not impair the validity of this Conservation Easement or limit its enforceability in any way.

21. Merger. The doctrine of merger will not operate to extinguish this Conservation Easement if the Conservation Easement and Protected Property become vested in the same party. If, despite this intent, the doctrine of merger applies to extinguish the Conservation Easement, then, unless Grantor otherwise agrees in writing, a replacement conservation easement containing the same protections embodied in this Conservation Easement will be recorded against the Protected Property.

22. Other Permits. Any permit application, or request for certification or modification, which may affect the Protected Property made to any governmental entity with authority over waters of the United States must expressly reference and include a copy, with the recording stamp, of the terms of this Conservation Easement.

23. Notices. Any notices, demands, requests, consent, approval, or other communication required under this Conservation Easement will be sent in writing by registered or certified mail to the following addresses or to such addresses as hereafter may be specified by written notice. Copies of a communication sent to one party must be sent to all other parties. Notice will be deemed effective upon delivery in the case of personal delivery or delivery by overnight courier, or, in the case of delivery by first-class mail, three (3) days after deposit into the United States mail.

TO GRANTOR:           Hamilton Country Department of Education  
                                  Attention: Justin Robertson  
                                  640 Morrison Springs Road  
                                  Chattanooga, Tennessee, 37415

TO HOLDER:            City of Chattanooga  
                                  Attention: Stormwater Management Division  
                                  1250 Market Street, Suite 2100  
                                  Chattanooga, TN 37402

24. No Waiver. Enforcement of the terms of this Conservation Easement is at the discretion of Holder. The failure, delay, omission, or forbearance of Holder, for any reason whatsoever, to exercise any right or remedy under this Conservation Easement in the event of any breach or violation of any term of this Conservation Easement will not be construed a waiver or estoppel of such term, any subsequent breach of the same or any other term of this Conservation Easement, or impair any rights or remedies of Holder under this Conservation Easement.

25. Severability. Should any portion of this Conservation Easement or the application thereof to any person or circumstance be found invalid or unenforceable, the remainder of the provisions of this instrument, or application of such provisions to persons or circumstances other

than those as to which they are found to be invalid or unenforceable, as the case may be, will continue in full force and effect.

26. Extinguishment. If circumstances arise in the future that render the preservation of Conservation Values or the purpose of this Conservation Easement impossible to accomplish, this Conservation Easement may be terminated or extinguished, in whole or in part, by mutual agreement of Grantor and Holder, or by judicial proceedings in a court of competent jurisdiction.

27. Controlling Law. The interpretation and performance of this Conservation Easement will be governed by the laws of the United States and the State of Tennessee, disregarding the conflicts of law principles of the state.

28. Liberal Construction. Despite any general rule of construction to the contrary, this Conservation Easement will be liberally construed to accomplish the purpose of this Conservation Easement and the policy and purpose of Tennessee Code Annotated §§ 66-9-301, *et seq.* If any provision in this Conservation Easement is found to be ambiguous, an interpretation consistent with the purpose of this Conservation Easement that would render the provision valid will be favored over any interpretation that would render it invalid.

29. Captions. The captions in this instrument have been inserted solely for convenience of reference and are not part of this instrument and will have no effect upon its construction or interpretation.

30. Jurisdictional Waters. The Protected Property will remain protected even though it may later be determined, through case law decisions or otherwise, not to have jurisdictional waters of the United States.

31. Entire Agreement. This instrument, including its exhibits and documents incorporated by reference in the instrument, together set forth the entire agreement of Grantor and Holder with respect to the Conservation Easement and supersede all prior discussions, negotiations, understandings, or agreements of such parties relating to the Conservation Easement. No alteration or variation of this Conservation Easement will be valid or binding unless contained in an amendment in accordance with Section 19.

32. Exhibits. The following exhibits referenced in this Conservation Easement are attached to and incorporated by reference herein:

Exhibit A – Legal Description Property

Exhibit B – Legal Description and Survey of Protected Property

TO HAVE AND TO HOLD this Conservation Easement Deed together with all and singular the appurtenances and privileges belonging or in any way pertaining thereto, either in law or in equity, either in possession or expectancy, for the proper use and benefit of the Holder, its successors and assigns, forever.

**[SIGNATURE PAGES TO FOLLOW]**

IN WITNESS WHEREOF, Grantor has executed this Conservation Easement Deed on the  
\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

GRANTOR:

HCDE Superintendent

HCDE School Board Chairman

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF TENNESSEE COUNTY OF HAMILTON

Before me, the undersigned authority, a Notary Public in and for the State and County aforesaid, personally appeared \_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged himself/herself to be the \_\_\_\_\_ of Hamilton Country Department of Education, the within named bargainor, and that he/she, as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the limited liability company by himself/herself as such officer.

Witness my hand and official seal at office this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_

Notary Public

My commission expires:

Holder, City of Chattanooga, a Tennessee municipal corporation, does hereby accept the above Conservation Easement Deed.

HOLDER:

CITY OF CHATTANOOGA

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF TENNESSEE COUNTY OF HAMILTON

Before me, the undersigned authority, a Notary Public in and for the State and County aforesaid, personally appeared \_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged himself/herself to be the \_\_\_\_\_ of the City of Chattanooga, a Tennessee municipal corporation, the within named bargainor, and that he/she, as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself/herself as such officer.

Witness my hand and official seal at office this \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_.

\_\_\_\_\_

Notary Public

My commission expires:

\_\_\_\_\_

Exhibit A

Property Description

Book and Page: GI 10606 609

Exhibit "A"

Located in Hamilton County, Tennessee:

Beginning at a point located in the center line of the abandoned 50' right of way abandoned per Ordinance No. 12-967, where said center line is intersected by the southwest extension of the western line of the that tract of land conveyed unto Chattanooga-Hamilton County Hospital Authority, a political subdivision and instrumentality of Hamilton County, State of Tennessee by deed recorded in Book 3677, Page 951, in the Register's Office of Hamilton County, Tennessee; thence along said extension and the western line of the Chattanooga-Hamilton County Hospital Authority property North 18 degrees 54 minutes 15 seconds East, a distance of 645.18 feet to a point; thence South 90 degrees 00 minutes 00 seconds East, a distance of 105.32 feet to a point; thence South 00 degrees 00 minutes 00 seconds West, a distance of 252.33 feet to a point; thence South 27 degrees 03 minutes 40 seconds East, a distance of 177.69 feet to a point located in the center line of the abandoned 50' right of way abandoned per Ordinance No. 12-967; along said center line South 63 degrees 09 minutes 36 seconds West, a distance of 442.84 feet to the point of beginning. Being shown as that 2.55 acre, more or less, portion of the Chattanooga-Hamilton County Hospital Authority property being added to and made a part of Lot 1, Erlanger North Subdivision, as shown on plat prepared by Michael Shane Loyd of The R.L.S. Group dated March 17, 2015, Drawing No. 14053D entitled "Final Plat Erlanger North Subdivision" and recorded in Plat Book 101, Page 143, in the Register's Office of Hamilton County, Tennessee.

The source of grantor's interest is found in Deed recorded in Book 3677, Page 951, in the Register's Office of Hamilton County, Tennessee.

Subject to all matters as shown, described or noted on plat prepared by Michael Shane Loyd of The R.L.S. Group dated March 17, 2015, Drawing No. 14053D entitled "Final Plat Erlanger North Subdivision" and recorded in Plat Book 101, Page 143, in the Register's Office of Hamilton County, Tennessee.

Exhibit B

Description & Survey of Protected Property



# Exhibit B

## **EASEMENT #8**

### **PERMANENT CONSERVATION EASEMENT**

Beginning at a point on the south margin of Morrison Springs Road in the centerline of Mountain Creek at the northeast corner of the Hamilton County Department of Education, ref. D.B. 10606 Pg. 607, same being the northwest corner of the Brenda S. Zeanah property, ref. D.B. 10104 Pg. 198.

Thence, from the POINT OF BEGINNING and with the south margin of said road, South 78 degrees 15 minutes 10 seconds East for a distance of 12.77 feet to a point;

Thence, leaving the south margin of said road, South 03 degrees 48 minutes 56 seconds East for a distance of 19.12 feet to a point;

Thence, South 39 degrees 09 minutes 08 seconds East for a distance of 4.02 feet to a point;

Thence, South 15 degrees 05 minutes 10 seconds East for a distance of 12.63 feet to a point;

Thence, South 47 degrees 22 minutes 47 seconds West for a distance of 66.77 feet to a point;

Thence, South 34 degrees 11 minutes 47 seconds West for a distance of 54.15 feet to a point;

Thence, South 26 degrees 32 minutes 30 seconds West for a distance of 54.95 feet to a point;

Thence, South 00 degrees 02 minutes 12 seconds West for a distance of 72.86 feet to a point;

Thence, South 03 degrees 38 minutes 20 seconds West for a distance of 59.91 feet to a point;

Thence, South 15 degrees 22 minutes 29 seconds East for a distance of 56.57 feet to a point;

Thence, South 05 degrees 06 minutes 56 seconds East for a distance of 46.32 feet to a point;

Thence, South 26 degrees 25 minutes 03 seconds West for a distance of 64.69 feet to a point;

Thence, North 16 degrees 27 minutes 33 seconds West for a distance of 26.72 feet to a point;

Thence, North 52 degrees 20 minutes 14 seconds West for a distance of 13.09 feet to a point in the centerline of the previously mentioned creek, same being a point in the previously mentioned boundaries;

Thence, with the centerline of said creek, same being the said boundaries, North 04 degrees 43 minutes 05 seconds West for a distance of 9.89 feet to a point;

Thence, North 06 degrees 43 minutes 19 seconds West for a distance of 34.62 feet to a point;

Thence, North 15 degrees 34 minutes 41 seconds West for a distance of 16.73 feet to a point;

Thence, North 50 degrees 02 minutes 55 seconds West for a distance of 14.55 feet to a point;

Thence, North 62 degrees 18 minutes 36 seconds West for a distance of 13.67 feet to a point;  
Thence, South 84 degrees 49 minutes 18 seconds West for a distance of 23.64 feet to a point;  
Thence, North 71 degrees 50 minutes 18 seconds West for a distance of 15.12 feet to a point;  
Thence, North 35 degrees 14 minutes 32 seconds West for a distance of 10.21 feet to a point;  
Thence, North 12 degrees 32 minutes 32 seconds West for a distance of 23.50 feet to a point;  
Thence, North 11 degrees 01 minutes 36 seconds East for a distance of 23.60 feet to a point;  
Thence, North 01 degrees 19 minutes 27 seconds East for a distance of 34.18 feet to a point;  
Thence, North 10 degrees 36 minutes 32 seconds East for a distance of 38.73 feet to a point;  
Thence, North 20 degrees 23 minutes 06 seconds East for a distance of 33.37 feet to a point;  
Thence, North 52 degrees 24 minutes 15 seconds East for a distance of 24.86 feet to a point;  
Thence, North 64 degrees 59 minutes 35 seconds East for a distance of 32.69 feet to a point;  
Thence, North 44 degrees 13 minutes 32 seconds East for a distance of 38.98 feet to a point;  
Thence, North 29 degrees 42 minutes 25 seconds East for a distance of 56.25 feet to a point;  
Thence, North 26 degrees 24 minutes 04 seconds East for a distance of 36.74 feet to a point;  
Thence, North 39 degrees 43 minutes 06 seconds East for a distance of 38.65 feet to a point;  
Thence, North 44 degrees 11 minutes 47 seconds East for a distance of 40.15 feet to the POINT OF BEGINNING.

**AREA = 29,302 SF / .67 ACRES**

**THIS INSTRUMENT PREPARED BY:**  
City of Chattanooga, Tennessee  
Public Works Department  
Engineering Division  
1250 Market Street, Suite 2100  
Chattanooga, Tennessee 37402

**TEMPORARY CONSTRUCTION EASEMENT AGREEMENT**

This Temporary Construction Easement Agreement (the “Easement Agreement”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between HAMILTON COUNTY DEPARTMENT OF EDUCATION (“Grantor”) having an address of 640 Morrison Springs Road, Chattanooga, Tennessee 37415, and the City of Chattanooga, a municipal corporation, with an address of 1250 Market Street, Suite 2100, Chattanooga, TN 37402 (“Grantee”) for the benefit of property owned by Grantor and described on Exhibit “A” attached hereto.

**WITNESSETH**

**WHEREAS**, Grantor is the owner of record of property owned by Grantor and identified as Tax Parcel 108L D 001 (the “Property”); and

**WHEREAS**, Grantee desires to obtain a temporary construction easement over a portion of the Property (“Easement Area”) for the purpose of the **Mountain Creek Stream Restoration Project**. The Easement Area is described on Exhibit “A” attached hereto and incorporated by this reference; and

**WHEREAS**, Grantor desires to grant this easement to Grantee, subject to the terms and conditions set forth.

**NOW THEREFORE**, in consideration of **Five Thousand Five Hundred dollars and no cents (\$5,500.00)**, the foregoing recitals, the terms and conditions set forth below, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor and Grantee agree as follows:

1. **Effectiveness of Easement Agreement.** This Easement Agreement shall be effective upon its execution by the parties hereto and upon the Grantees filing with the Register's Office for Hamilton County, Tennessee. Grantee shall be responsible to file the Easement Agreement. Grantee shall further be responsible for all fees associated with the filing of the Easement Agreement.

2. **Term.** The term of this Easement Agreement shall be for a period of SIX MONTHS OR UNTIL COMPLETION OF CONSTRUCTION, WHICHEVER IS SOONER.

3. **Grant of Easement.** Subject to the conditions set forth herein, Grantor hereby grants to Grantee, its successors and assigns, a temporary construction easement (the "Easement") over and across the Easement Area. The Easement shall be for the purpose of construction activities associated with: building back areas of eroded stream bank with materials that help prevent future erosion, landscaping with native species to further prevent erosion, restructuring of sections of stream that have high velocity or sinuosity, and property restoration.

4. **Construction Lien.** Grantee is hereby noticed that no lien of any type or nature is permitted on the property or the Easement Area. In the event any lien(s) are filed against the Property and the Easement Area, or any portions thereof, in connection with any work performed by or on behalf of Grantee or in connection with any act or omission of Grantee pursuant to this Easement Agreement, Grantee shall cause such liens to be immediately discharged of record.

5. **Severability.** If any provision of this Easement Agreement becomes or is found to be illegal or unenforceable for any reason, such cause or provision must first be modified to the extent necessary to make this Easement Agreement legal and enforceable and then if necessary, second, severed from the remainder of the Easement Agreement to allow the remainder of the Easement Agreement to remain in full force and effect.

6. **Restoration of the Property.** Upon the termination of this Easement Agreement, Grantee shall, at its own cost and expense, restore the Property as near as feasible to the same condition as the Property was prior to Grantee's construction.

7. **Responsibilities of the parties.**

(a) Hamilton County Department of Education shall defend and hold the City harmless for any damages or injuries solely by reason of the use of the access agreement by members or agents of the Hamilton County Department of Education.

(b) Subject to the provisions of the Tennessee Governmental Tort Liability Act, T.C.A. § 29-20-101 et seq. ("TGTLA"), the City shall defend and if found liable, be responsible for paying damages, subject to the limits of liability pursuant to the TGTLA, arising from third party claims, suits, liabilities and judgments for personal injuries or damage to property or financial loss, caused by the negligent acts or omissions of its employees arising out of this Agreement, excepting to the extent any such injury, damage or loss is caused, in whole or in part, by the negligence or fault of Hamilton County Department of Education.

8. **Miscellaneous Provisions.**

a. Grantor and Grantee acknowledge and agree that the terms and conditions set forth herein constitute the complete and entire agreement by and between them concerning this Easement Agreement and no other agreements, representations or warranties have been made by or between them other than as set forth herein.

b. This Easement Agreement may not be modified except by a document in writing.

c. This Easement Agreement is binding upon, and enforceable by, the parties hereto and their respective successors and assigns.

d. This Easement Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.

**[signatures on following page]**

**IN WITNESS WHEREOF**, Grantor and Grantee have executed this Easement Agreement

on the date first above written.

**GRANTOR: HCDE Superintendent**

**GRANTOR: HCDE School Board Chair**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

STATE OF TENNESSEE )  
COUNTY OF HAMILTON )

Personally appeared before me, \_\_\_\_\_, with whom I am personally acquainted, and who acknowledged that he or she executed the within instrument for the purposes therein contained.

WITNESS, my hand and seal at Chattanooga, Hamilton County, Tennessee, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires: \_\_\_\_\_

**GRANTEE:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

STATE OF TENNESSEE )  
COUNTY OF HAMILTON )

Before me, a Notary Public, personally appeared \_\_\_\_\_ and \_\_\_\_\_ with whom I am personally acquainted, and who, upon oath, acknowledged themselves to be the \_\_\_\_\_ and the \_\_\_\_\_, respectively, of the City of Chattanooga, the within-named bargainer, a municipal corporation, and that they as such \_\_\_\_\_ and \_\_\_\_\_, being authorized so to do, executed and attested the foregoing instrument for the purpose therein contained by signing the name of the corporation as \_\_\_\_\_ and attesting as \_\_\_\_\_.

WITNESS, my hand and seal at Chattanooga, Hamilton County, Tennessee, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires: \_\_\_\_\_



## **EASEMENT #10**

### **TEMPORARY CONSTRUCTION**

Beginning at a point on the south margin of Morrison Springs Road in the centerline of Mountain Creek at the northeast corner of the Hamilton County Department of Education, ref. D.B. 10606 Pg. 607, same being the northwest corner of the Brenda S. Zeanah property, ref. D.B. 10104 Pg. 198.

Thence, from the POINT OF BEGINNING and with the south margin of said road, South 78 degrees 15 minutes 10 seconds East for a distance of 12.77 feet to a point;

Thence, leaving the south margin of said road, South 03 degrees 48 minutes 56 seconds East for a distance of 19.12 feet to a point;

Thence, South 39 degrees 09 minutes 08 seconds East for a distance of 4.02 feet to a point;

Thence, South 15 degrees 05 minutes 10 seconds East for a distance of 12.63 feet to a point;

Thence, South 15 degrees 05 minutes 10 seconds East for a distance of 42.86 feet to a point;

Thence, North 89 degrees 44 minutes 43 seconds West for a distance of 19.94 feet to a point;

Thence, South 59 degrees 16 minutes 13 seconds West for a distance of 44.35 feet to a point;

Thence, South 43 degrees 12 minutes 51 seconds West for a distance of 40.55 feet to a point;

Thence, South 30 degrees 48 minutes 57 seconds West for a distance of 26.15 feet to a point;

Thence, South 13 degrees 40 minutes 09 seconds West for a distance of 55.79 feet to a point;

Thence, South 01 degrees 29 minutes 31 seconds East for a distance of 41.59 feet to a point;

Thence, South 05 degrees 32 minutes 28 seconds West for a distance of 53.19 feet to a point;

Thence, South 14 degrees 09 minutes 54 seconds East for a distance of 32.70 feet to the beginning of a non-tangential curve;

Said curve turning to the right through an angle of 101 degrees 09 minutes 51 seconds, having a radius of 61.55 feet, and whose long chord bears South 50 degrees 41 minutes 00 seconds East for a distance of 95.10 feet to a point of intersection with a non-tangential line;

Thence, South 03 degrees 12 minutes 21 seconds West a distance of 184.65 feet to a point;

Thence, South 20 degrees 20 minutes 10 seconds West for a distance of 82.13 feet to the beginning of a non-tangential curve;

Said curve turning to the left through an angle of 42 degrees 37 minutes 19 seconds, having a radius of 358.74 feet, and whose long chord bears South 14 degrees 50 minutes 49 seconds West for a distance of 260.76 feet to a point of intersection with a non-tangential line;

Thence, South 12 degrees 17 minutes 07 seconds East for a distance of 128.36 feet to a point;

Thence, South 41 degrees 02 minutes 00 seconds East for a distance of 94.32 feet to a point;

Thence, North 88 degrees 20 minutes 21 seconds East for a distance of 5.71 feet to a point;

Thence, South 45 degrees 43 minutes 09 seconds West for a distance of 23.59 feet to a point;

Thence, North 03 degrees 05 minutes 45 seconds West for a distance of 6.45 feet to a point;

Thence, North 40 degrees 56 minutes 18 seconds West for a distance of 98.04 feet to a point;

Thence, North 12 degrees 17 minutes 07 seconds West for a distance of 132.96 feet to the beginning of a non-tangential curve;

Said curve turning to the right through an angle of 42 degrees 25 minutes 03 seconds, having a radius of 373.74 feet, and whose long chord bears North 14 degrees 37 minutes 36 seconds East for a distance of 270.41 feet to a point of intersection with a non-tangential line;

Thence, North 20 degrees 20 minutes 10 seconds East for a distance of 77.81 feet to a point;

Thence, North 03 degrees 05 minutes 09 seconds East for a distance of 182.04 feet to the beginning of a non-tangential curve;

Said curve turning to the left through an angle of 75 degrees 14 minutes 23 seconds, having a radius of 52.31 feet, and whose long chord bears North 53 degrees 42 minutes 31 seconds West for a distance of 63.86 feet to a point of intersection with a non-tangential line;

Thence, South 05 degrees 51 minutes 47 seconds East for a distance of 48.10 feet to a point;

Thence, South 26 degrees 48 minutes 20 seconds West for a distance of 7.05 feet to a point;

Thence, South 26 degrees 25 minutes 03 seconds West for a distance of 64.69 feet to a point;

Thence, North 16 degrees 27 minutes 33 seconds West for a distance of 26.72 feet to a point;

Thence, North 52 degrees 20 minutes 14 seconds West for a distance of 13.09 feet to a point in the centerline of the previously mentioned creek, same being a point in the previously mentioned boundaries;

Thence, with the centerline of said creek, same being the said boundaries, North 04 degrees 43 minutes 04 seconds West for a distance of 9.89 feet to a point;

Thence, North 06 degrees 43 minutes 19 seconds West for a distance of 34.62 feet to a point;

Thence, North 15 degrees 34 minutes 41 seconds West for a distance of 16.73 feet to a point;  
Thence, North 50 degrees 02 minutes 55 seconds West for a distance of 14.55 feet to a point;  
Thence, North 62 degrees 18 minutes 36 seconds West for a distance of 13.67 feet to a point;  
Thence, South 84 degrees 49 minutes 18 seconds West for a distance of 23.64 feet to a point;  
Thence, North 71 degrees 50 minutes 18 seconds West for a distance of 15.12 feet to a point;  
Thence, North 35 degrees 14 minutes 32 seconds West for a distance of 10.21 feet to a point;  
Thence, North 12 degrees 32 minutes 32 seconds West for a distance of 23.50 feet to a point;  
Thence, North 11 degrees 01 minutes 36 seconds East for a distance of 23.60 feet to a point;  
Thence, North 01 degrees 19 minutes 27 seconds East for a distance of 34.18 feet to a point;  
Thence, North 10 degrees 36 minutes 32 seconds East for a distance of 38.73 feet to a point;  
Thence, North 20 degrees 23 minutes 06 seconds East for a distance of 33.37 feet to a point;  
Thence, North 52 degrees 24 minutes 15 seconds East for a distance of 24.86 feet to a point;  
Thence, North 64 degrees 59 minutes 35 seconds East for a distance of 32.69 feet to a point;  
Thence, North 44 degrees 13 minutes 32 seconds East for a distance of 38.98 feet to a point;  
Thence, North 29 degrees 42 minutes 25 seconds East for a distance of 56.25 feet to a point;  
Thence, North 26 degrees 24 minutes 04 seconds East for a distance of 36.74 feet to a point;  
Thence, North 39 degrees 43 minutes 06 seconds East for a distance of 38.65 feet to a point;  
Thence, North 44 degrees 11 minutes 47 seconds East for a distance of 40.15 feet to a point;  
to the POINT OF BEGINNING.

**AREA = 46,043 SF / 1.06 ACRES**

**CITY OF CHATTANOOGA  
APPROVED OFFER -- BASIS, SUMMARY & AUTHORIZATION**

(THIS FORM MAY BE USED FOR STAFF NPP)

(2)STATE PROJECT NO: N.A. (3)FEDERAL PROJECT NO: N.A.

(4)LPA PROJECT ID NUMBER: Hamilton Co. Board of Education (5)TRACT NUMBER: E-8 & E-10

(6)PROPERTY OWNERSHIP: Fee

(7)COUNTY: City of Chattanooga (8)MAP/PARCEL NUMBER: 108L D 001

(9)APPRAISER: Thomas R. Carter

(10)APPRAISER CONCLUSION OF TOTAL AMOUNT DUE OWNER: \$ 21,200

(11)EFFECTIVE DATE OF VALUATION: 2/25/26 (12)APPRAISAL TYPE (FORMAL, FPA, or NPP): FPA

**ACQUISITION AREAS & APPROVED COMPENSATIONS**

INTERESTS ACQUIRED	ACQ. AREAS		COMPENSATIONS	(13)ALTERNATE OFFER	
	AREA	ACS/SF	(Rounded)	Partial-Acquisition Remainder Declared Uneconomic	N/A
(14)FEE-SIMPLE		ACRES			
(15)PERM. CONSER. ESM'T.	0.670	ACRES	\$ 15,700		
(16)SLOPE ESM'T.					
(17)AIR RIGHTS					
(18)TEMP. CONST. ESM'T.	1.060	ACRES	\$ 5,500		
(19)LNDOWNR IMPRVMTS.					
TOTL ACQUISITIONS			\$ 21,200		
(20)DAMAGES					
(21)SPECIAL BENEFITS					
NET DAMAGES			\$ -		
(22)UTILITY ADJUSTMENT					
TOTL LNDOWNR COMP.			\$ 21,200		
(23)TENANT IMPRVMTS.					
<b>TOTAL TRACT COMPENSATION (ROUNDED)</b>			<b>\$ 21,200</b>		

**(24)COMMENTS & EXPLANATIONS AS NECESSARY**

The appraisal is for partial acquisition from a 55.55 acre property improved with Red Bank High School. The partial acquisition is for stream restoration and does not affect the improvements. It is located along Morrison Springs Roads and is Tax Map 108L D 001.

OFFER PREPARED BY: J. Kip Miller DATE: 3/9/2026

SIGNATURE OF PREPARER: 

AGENCY AUTHORIZATION BY:   
 Date & Signature Of Authorizing Party

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Shannon Moody, Chief Strategy Officer

**Date:** May 21, 2026

**Subject:** Proposed Policy Revision, 2<sup>nd</sup> Read

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

---

The Administration, in consultation and under the advisement of the Board's attorneys, has reviewed and recommended the following policies for a second and final reading.

<b><u>POLICY #</u></b>	<b><u>POLICY TITLE</u></b>
1.400	School Board Meetings
1.404	Appearances Before the Board
2.802	Payroll Procedures
6.702	Student Clubs and Organizations

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>School Board Meetings</b>	Descriptor Code: <b>1.400</b>	Issued Date: <b>02/15/07</b>
		Rescinded:	Revised: <b>05/21/26</b>

1 The Board will transact all business at official meetings which may be either regular or special.

2

3 Every meeting of the Board, except with the attorney to discuss pending or threatened litigation or to  
4 discuss school security<sup>5</sup>, will be open to the public.<sup>1</sup> Open meetings will be physically accessible to all  
5 students, employees, and interested citizens.<sup>3</sup>

6

7 Each member of the Board shall consider it his/her duty to appear at every Board meeting properly  
8 prepared to discuss the items appearing on the agenda.

9

10 Each Board member is obligated to attend all Board meetings unless physically incapacitated or  
11 prevented from doing so due to circumstances beyond his/her control. Whenever possible, each  
12 member should advise the chair of an impending absence.

13

## 14 **REGULAR MEETINGS**

15

16 The Board will hold regular monthly meetings based upon a calendar approved in April of each year.  
17 The meetings will begin with a work session at 4:30 pm to hear public comments, to hear updates from  
18 the Administration, to review the agenda, and to consider such other matters as the Board deems  
19 necessary. **The public comment portion of the work session shall not exceed 45 minutes.** The business  
20 session will begin at 6:00 pm unless the Board must first go into executive session. Each April the  
21 Board will approve an annual calendar of meetings.

22

23 In instances when any regular meeting date falls on a legal holiday, the meeting shall be rescheduled  
24 by the chair.

25

## 26 **SPECIAL MEETINGS**

27

28 The Board shall hold such special meetings as necessary to transact the business of the Board. Such  
29 meetings shall be called by the chair whenever, in his/her judgment, the interests of the schools require  
30 it, or when requested to do so by a majority of the Board.<sup>2</sup>

31

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

---

1 Special meetings may be called for either of the following purposes:

2

- 3 1. To enable the Board to concentrate and take action on a single problem or set of problems; or
- 4 2. To enable the Board to take emergency action between regular meetings.

5 **ADJOURNED MEETINGS**

6 The Board may hold an adjourned meeting of the Board to a specific locality and at a specific time  
7 provided; however, the Board shall give adequate public notice of such meeting.

8

9 **ELECTRONIC PARTICIPATION IN MEETINGS<sup>4</sup>**

10

11 The Board member may attend a scheduled Board meeting by electronic means including, but not  
12 limited to, telephone, videoconferencing or other web-based media if the member participating by  
13 electronic means can be visually identified by the chair, and if the member is absent: 1) because the  
14 member is required to be out of Hamilton County for the member's work; 2) because the member is  
15 sick or in a period of convalescence on the advice of a healthcare professional that the member not  
16 appear in person; 3) due to inclement weather or natural disaster if Hamilton County schools are  
17 closed; 4) because the member has a family emergency that inhibits the member from attending in  
18 person; or 5) because the member is out of the county due to military service.

19

20 No Board meeting shall be conducted with electronic participation unless a quorum of members is  
21 physically present at the location of the meeting. Only members who are 1) out of the county for work;  
22 2) sick or in a period of convalescence; 3) experiencing inclement weather or natural disaster where  
23 Hamilton County schools are closed; 4) experiencing a family emergency; or 5) out of the county due  
24 to military service may attend and participate in the meeting electronically.

25

26 A Board member wishing to participate in a scheduled Board meeting electronically who is or will be  
27 out of the county because of work shall give at least five (5) days notice prior to the scheduled Board  
28 meeting of the member's intention to participate electronically.

29

30 No Board member shall participate electronically in Board meetings due to being out of the county for  
31 work more than two (2) times per school year, provided, however, that this limitation shall not apply to  
32 a Board member who is out of the county due to military service.

33

34 No Board member shall participate electronically in Board meetings due to being sick or in a period of  
35 convalescence more than three (3) times per school year.

36

37 No Board member shall participate electronically in Board meetings due to inclement weather or

- 1 natural disaster more than three (3) times per school year.
- 2
- 3 No Board member shall participate electronically in Board meetings due to a family emergency more
- 4 than two (2) times per school year.

---

Legal References

1. TCA 8-44-102 2. TCA 49-2-202(c)(1)
2. TCA 49-2-202(c)(1)
3. 28 CFR § 36.201(a); 36.202
4. T.C.A. 49-2-203(c) 40
5. TCA 49-6-804

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Cross References

School Board Legal Status and Authority 1.100 37  
Section 504/ADA Grievance Procedures 1.802 38  
Board-Director Relations 1.205 39

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 1st Quarter</b>	Descriptor Term: <b>Appearances Before the Board</b>	Descriptor Code: <b>1.404</b>	Issued Date: <b>10/20/22</b>
		Rescinded:	Revised: <b>05/21/26</b>

1 Any resident of Hamilton County may appear before the Board of Education to comment upon the  
2 operation of the Hamilton County Schools. However, for the efficient operation of the schools, the  
3 Board desires that complaints and concerns be resolved as quickly as possible and by the employee or  
4 administrator having responsibility over the issue in question. Accordingly, the Board encourages  
5 individuals with complaints or concerns to speak with the appropriate employee or administrator rather  
6 than first addressing the Board.

7

## 8 **APPEARANCES BEFORE THE BOARD**

9

10 Any resident of Hamilton County desiring to address the Board regarding ~~the operation of the~~  
11 ~~Hamilton County Schools on a topic that is not listed as an item on the agenda~~ any matter that is  
12 ~~germane to the jurisdiction of the school board~~<sup>2</sup> must submit a written request setting forth the topic  
13 upon which the individual wishes to address the Board, as well as any supporting documents or  
14 materials. He or she must submit this written request to the Director of Schools no later than ~~three (3)~~  
15 ~~days~~ **24 hours** prior to the Board's meeting.

16

17 If the Executive Committee of the Board approves the request, the individual will be listed on the  
18 Board's printed work session agenda and recognized at the appropriate time. The Board Secretary will  
19 also circulate to the Board members any documents or materials that the individual submitted in  
20 support of his or her request to speak.

21

22 ~~Additionally, any resident of Hamilton County desiring to address the Board on any item listed on the~~  
23 ~~agenda who has missed the three (3) day advance deadline may nevertheless be recognized to speak~~  
24 ~~provided that her or she signs up ahead of time or signs in at least thirty (30) minutes prior to the start~~  
25 ~~of any regularly scheduled Board meeting work session or special called meeting. Thirty (30) minutes~~  
26 ~~prior to the start of the meeting, the Board Secretary will collect the sign-in sheet and provide it to the~~  
27 ~~Chair. The Chair, at the appropriate time on the agenda, will recognize the first three (3) individuals~~  
28 ~~who have signed in to address the Board.~~

29

30 If a group of individuals wishes to address the Board about the same matter, the group must select one  
31 (1) individual to speak on its behalf unless the group specifically requests permission for multiple  
32 individuals to speak on the same topic.

33

## 34 **RULES GOVERNING ANY COMMENTS TO THE BOARD**

35

36 Individuals speaking to the Board shall address their remarks to the Chair. Each person speaking shall  
37 state his or her name, the Hamilton County district or school zone in which they reside, and the subject  
38 of his or her presentation. Remarks will be limited to three (3) minutes. If three (3) or more people

1 speak on the same subject, they are collectively limited to 10 minutes total. Board members may use a  
2 speaker's unexpired time plus an additional two (2) minutes to ask the speaker questions. If two Board  
3 members make the request, any topic raised by the speaker may be added to the end of the work  
4 session agenda for further discussion by the Board.

5  
6 The Chair shall have the authority to terminate the remarks of any individual who is disruptive or does  
7 not adhere to the Board rules.

---

Legal References

1. TCA 39-17-306
2. TCA 8-44-112(a)(2)

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Cross References

School Board Meetings 1.400  
Agendas 1.403  
Complaints about School Personnel 5.503

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 3rd Quarter</b>	Descriptor Term: <b>Payroll Procedures</b>	Descriptor Code: <b>2.802</b>	Issued Date: <b>09/18/14</b>
		Rescinded:	Revised: <b>05/21/26</b>

## Central Office

If the end of a pay period falls on a nonworking day, employees will be paid on the last working day prior to the end of the pay period. However, checks will be dated to coincide with the end of the pay period.

HCDE operates on a biweekly payroll schedule. In most years, employees will receive 26 checks, however, due to calendar alignment, a year may include 27 biweekly pay periods. Individual paycheck amounts may be adjusted in order to maintain the employee's total annual salary.

~~Payroll procedures shall be as follows:~~

~~1. Teachers:~~

~~a. Regular 201 days shall receive 26 equal installments.~~

~~b. More than 201 days shall be paid in 26 equal installments.~~

~~c. The first paycheck shall be issued on the 20th day and biweekly thereafter.~~

~~2. 12-month employees shall be paid 26 times a year.~~

~~3. Support personnel shall be paid either 20, 22 or 26 times per year depending on type of position.~~

No salary advances payments of salary shall be made. Upon resignation or retirement of school personnel, final salary payment shall be withheld until all records and assets in custody of the employee are satisfactorily transferred to ~~his their successor~~ supervisor or another designated person.

Specific approval by the Board is required for payroll deductions, except as otherwise provided by law.

~~All supplements shall be paid according to the negotiated teacher contract.~~

## Payroll Discrepancy

Hamilton County Schools takes all reasonable steps to ensure that employees receive the correct amount of pay in each paycheck and that employees are paid promptly on the scheduled payday.

In the unlikely event that there is an error in the amount of pay, the employee should promptly bring the discrepancy to the attention of the payroll office so that corrections can be made as quickly as possible. Should the district discover an error, the employee will be notified.

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Legal References

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Cross References

Compensation Guides and Contracts 5.110  
Resignation 5.204  
Retirement 5.205  
Overtime Pay for Non-exempt Classified Personnel 5.604

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Student Clubs and Organizations</b>	Descriptor Code: <b>6.702</b>	Issued Date: <b>12/16/04</b>
		Rescinded:	Revised: <b>05/21/26</b>

## Curriculum-Based Clubs and Organizations

Curriculum-based clubs and ~~Student~~ organizations are viewed as a vital ~~an~~ extension of the academic curriculum, ~~and are~~ intended to complement the basic instructional program. As an addition to the instruction program, all curricular materials shall strictly adhere to policies outlined in HCS Board Policy 4.0 – Instructional Program. Further, participation in these groups is a cornerstone of a meaningful school experience, fostering the leadership and social-emotional skills necessary for student success. While clubs and organizations are encouraged, the principal shall monitor and protect the good order and operations of the school against material and substantial disruption.

The principal, in cooperation with a committee which, at the principal's discretion, may include members of the school community, the faculty and student body representatives, ~~shall~~ must approve all clubs and organizations within the school prior to the commencement of any activity on the part of any club or organization. Each club and organization must have one or more staff members who will serve as sponsors. Sponsors must be approved by the principal. A sponsor must ~~of each activity and~~ will attend all meetings of the organization and provide supervision in a manner consistent with good order and operations. ~~Each~~ Sponsors are responsible for ~~will evaluate~~ evaluating the activity annually and making recommendations ~~concerning changes,~~ regarding its continuance or deletion ~~from the school's activity program.~~

## Non-Curricular Clubs and Organizations

Middle and high school principals have the discretion whether to allow the formation of student-led, student-initiated non-curricular clubs or organizations on their campus. Examples of such clubs may include chess club, Fellowship of Christian Athletes, etc. These non-curricular clubs and organizations are not sponsored by the school or any school employee and shall not meet during instructional time.

If the school authorizes the formation of such clubs and organizations, then it must allow equal access to all such clubs and organizations in accordance with the principles governing a limited open forum. Schools may impose legitimate, non-discriminatory, viewpoint neutral criteria governing the formation of these clubs and organizations and regulating the time, place, and manner of their meetings, but otherwise may not oversee the operation of these clubs and organizations.

Principals shall establish expectations for the following:

- Approval process
- Meeting times and locations
- Supervision requirements

- Use of outside guests and speakers
- Set location for advertisements
- Any other applicable expectations for operation

**Rules Governing All Clubs**

To promote parental partnership and transparency, the school shall include in its student handbook, or other standard guidebook distributed annually, a list of clubs including all of the following:

- A clear description of each club and organization’s mission, including any acronyms used; and
- A list of all dues or required financial obligations for membership.

Written and dated parental consent must be obtained before any minor student may join or participate in a club or organization. <sup>3</sup>

The Director of Schools or their designee ~~shall~~ **must** approve ~~all specific requirements imposed by~~ for clubs ~~with have~~ restricted membership. Sororities, fraternities, and all secret organizations are strictly prohibited. The nature of any initiation ~~into any club or organization must be shall be outlined and~~ presented in writing to the ~~club~~ sponsor and ~~the principal of the school~~ for approval prior to the ~~event actual initiation~~. Hazing and Discrimination of students ~~is~~ are strictly prohibited.<sup>1</sup> Any organization ~~allowing unapproved which permits an initiation to go beyond the scope of activities planned and previously approved~~ will be suspended until reinstated by the principal.

To encourage a well-rounded educational experience, students are encouraged to leverage their participation for academic benefit. Students may satisfy .5 units of PE requirements through 80 hours of participation in approved activities like TSSAA sports or marching band.<sup>2</sup> Principals may approve absences for “educational enhancement opportunities” tied to extracurricular competitions or leadership conferences.

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Legal References

- 1. TCA 49-2-120
- 2. Tenn State BOE Policy 2.103
- 3. TCA 49-6-1031

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Cross References

- Extracurricular Activities 4.300
- Student Discrimination/Harassment/Hazing and Bullying/Intimidation 6.304

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Mary Ellen Heuton, CPA – Chief Financial Officer

**Date:** May 21, 2026

**Subject:** FY26 Budget – Capital Projects Fund

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Hamilton County Government has issued Series 2024A Bonds to support Construction Manager at Risk (CMAR) projects for North River Elementary School, Soddy Daisy Middle Addition and Renovation, Gateway Renovation, Brainerd Renovation, and Clifton Hills Renovation and Build. Previously, amendments were made to account for these through our Self-funded Fund. Based on the recommendation of our auditor, these projects will instead be accounted for in our Capital Projects Fund. In April 2026, an amendment was approved to reverse the \$1,368,000 approved for the Facilities plan projects out of the Self-funded Fund.

Board approval is requested to establish the FY26 Capital Projects Fund budget with \$3,968,00 of revenue for contributions from the county from Bond Funds

Appropriate \$1,368,000 as previously approved to support site preparation:

- \$315,000 for North River Elementary & YMCA
- \$303,000 for Soddy Daisy Middle Renovation & Build
- \$250,000 for Gateway Renovation
- \$250,000 for Brainerd Renovation
- \$250,000 for Clifton Hills Renovation & Build

Appropriate \$2,600,000 for Phase 1 of the Soddy Daisy Middle Renovation & Build

Opportunity 2030 Commitment Connection

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Mary Ellen Heuton, CPA – Chief Financial Officer

**Date:** May 21, 2026

**Subject:** Approval of Fiscal Year 2027 Capital Projects Fund for Presentation to the Hamilton County Commission

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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The FY2027 Capital Budget will be funded by the Hamilton County Government issued Series 2024A Bonds. \$241,000,000 was the amount of the original bond issue with \$60,000,000 designated for Deferred Maintenance Projects with the balance of \$181,000,000 designated for projects from the Hamilton County Schools Facility Plan. Deferred Maintenance Projects are accounted for in the Self-funded Funds and the Facility Plan projects will be accounted for in the HCS Capital Projects Fund.

Certain expenditures such as architect fees are being paid directly by the County.

Initial budgets have been established in FY26 for expenditures to be paid by HCS including site preparation work for the five Construction Manager at Risk (CMAR) projects for North River Elementary School, Soddy Daisy Middle Addition and Renovation, Gateway Renovation, Brainerd Renovation, and Clifton Hills Renovation and Build. and Phase 1 of the Soddy Daisy Middle Renovation & Build totaling \$3,968,000.

Board approval is requested for the Fiscal Year 2027 Capital Budget to be presented to the Hamilton County Commission with \$50,000,000 of revenue for contributions from the county from Bond Funds.

Appropriate \$50,000,000 to support project phases that may be initiated in Fiscal year 2027. As phases are initiated through the CMAR process, budget amendments will be brought forth for approval to reflect updated estimates:

- \$10,000,000 for North River Elementary & YMCA
- \$10,000,000 for Soddy Daisy Middle Renovation & Build
- \$10,000,000 for Gateway Renovation
- \$10,000,000 for Brainerd Renovation
- \$10,000,000 for Clifton Hills Renovation & Build

Opportunity 2030 Commitment Connection

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**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Mary Ellen Heuton, CPA – Chief Financial Officer

**Date:** May 21, 2026

**Subject:** Approval of Fiscal Year 2027 Budget for Presentation to the Hamilton County Commission

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Board approval is requested for the Fiscal Year 2027 Budget to be presented to the Hamilton County Commission. The amounts listed below correlate to the Version 2 budget as presented on May 4, 2026.

Budget Documents - <http://www.hcde.org/fy2027>

<b>Fund Description</b>	<b>FY2027 Budget</b>
General Purpose School Fund	\$ 603,749,630
Federal Programs Fund	\$ 38,124,789
Self-Funded Programs Fund	\$ 32,382,072
Food Service Fund	\$ 31,141,527
<b>Total</b>	<b>\$ 705,398,018</b>

General Purpose School Fund is comprised of two components:

Operating Budget	\$ 593,995,096
State Grants	\$ 9,754,534

In addition, funds shall be appropriated to meet obligations carried forward from prior year open purchase order balances in each respective fund. Such appropriations shall be from the fund balance of each respective fund.

Based on guidance from the Tennessee Comptroller, the following language is recommended to be approved by our local legislative body to improve efficiency of the management of federal funds:

*BE IT FURTHER RESOLVED, that the budgets of the School Federal Projects Fund be the budget approved for separate projects within the fund by the Tennessee Department of Education.*

Concurrently, Board approval is requested for the designation of \$2,000,000 of priorities funding for FY27 based on discussions and final proposed allocation from the Board Finance Committee Chair. The impacted departments will be advised of this allocation and will recommend a proposed use of funds so that an appropriate amendment can be approved at a summer Board meeting. The allocations are as follows:

- \$1,100,000 towards athletics
- \$500,000 towards Fine arts/band
- \$400,000 towards Maintenance (capital equipment purchase)

#### Opportunity 2030 Commitment Connection

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Shannon Moody, Chief Strategy Officer

**Date:** May 21, 2026

**Subject:** Proposed Policy Revision, 1<sup>st</sup> Read

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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The Administration, in consultation and under the advisement of the Board's attorneys, has reviewed and recommended the following policies for a first reading.

<u>POLICY #</u>	<u>POLICY TITLE</u>
3.202	Emergency Preparedness Plan
3.213	Lead Testing in Drinking Water
3.500	Food Service Management
3.503	Food Service Employee Health Policy
3.600	Insurance Management
3.601	Student Insurance Program
5.1063	Vehicle Usage
6.200	Attendance
6.205	Student Assignments
6.302	Procedural Due Process
6.3021	Student Disciplinary Procedures
6.3023	Disciplinary Procedures for Students Receiving Special Education
6.3041	Title IX & Sexual Harassment
6.401	Student Health Services
6.403	Student Communicable Diseases
6.4031	HIV, HIV-Related Illness, and AIDS
6.404	Student Surveys, Analyses, and Evaluations
6.409	Child Abuse and Neglect
6.503	Homeless Students
6.600	Student Records
6.601	Student Records Annual Notification of Rights
X.XX	Student Technology Access & Usage

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b><del>Emergency Preparedness Plan</del> Emergency Operations Plan</b>	Descriptor Code: <b>3.202</b>	Issued Date: <b>11/15/18</b>
		Rescinded:	Revised: <b>11/21/24</b>

The Director of Schools shall be responsible for developing, maintaining and acquiring Board approval of the District Emergency ~~Preparedness Operations~~ Plan<sup>1</sup>, which shall include procedures for an intruder, weapon on campus, nuclear plan emergency, bomb threat, civil disturbance, earthquake, fire, tornado, or other severe weather, and medical emergencies such as pandemic flu outbreak.

Emergency preparedness drills will be developed and implemented by each principal, with approval of the Director of Schools, and when appropriate, be held in conjunction with emergency response agencies. These procedures shall be in written form and distributed to all staff, students, and parents.

- Fire Drills requiring full evacuation shall be held **no more than** one (1) time every thirty (30) School days, **excepting that** two (2) fire drills **shall** occur during the first thirty (30) full days of the school year. Additionally, four (4) fire safety educational announcements will be conducted throughout the school year<sup>2</sup>.
- Intruder Drill: One (1) armed intruder drill shall be conducted annually in coordination with local law enforcement<sup>3</sup>.
- Incident Command Drill: Each school shall **annually** conduct one (1) incident command drill without students present to prepare school staff and law enforcement on what to expect in the event of an emergency situation in school<sup>3</sup>.
- Emergency Bus Safety Drill: Each school must **annually** conduct an emergency bus drill without students present and must prepare school staff on what is expected in the event of an emergency situation of a school bus<sup>3</sup>.
- CPR/AED: One (1) drill annually for **all** school personnel<sup>4</sup>.
- Each school shall conduct three (3) additional safety drills not requiring full evacuation of all persons from the building during each school year. At least one of these should be a tornado drill<sup>2</sup>.
- Results of all drills must be maintained for a minimum of five years.

~~Schools within the City limits of Chattanooga must conduct two (2) fire drills per month. The dates and times of these drills shall be recorded in district Emergency Management software.~~

In the event of any threats to safety, students will be retained at school when less than one hour of warning time is given, unless parents or persons authorized by the parents pick up their children.

Safety/Compliance shall regularly check the quantity, locations, and conditions of fire extinguishers, and shall give all school personnel instructions in the proper use of them in their building.

## MEDICAL EMERGENCIES/PANDEMIC FLU

1 In the event of medical emergencies, such as a pandemic flu outbreak, school officials shall cooperate and  
2 consult with the local and state health departments and other local emergency or healthcare providers in  
3 protecting students and the community from further infection. The Director of Schools shall develop  
4 procedures for health emergencies ~~using as reference the state's 2009 Pandemic Influenza Response~~  
5 ~~Plan~~<sup>5</sup>.

---

Legal References

1. TCA 49-6-804
2. TCA 68-102-137(b), (f)
3. TCA 49-6-807
4. TCA 49-2-122; TCA 49-6-1208; TCA 68-140-403
5. Tennessee Department of Health Pandemic Influenza Response Plan

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Cross References

- Emergency Closings 1.8011  
Community Use of School Facilities 3.206

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term:  <b>Lead Testing in Drinking Water</b>	Descriptor Code: <b>3.213</b>	Issued Date: <b>11/21/19</b>
		Rescinded:	Revised: <b>11/11/21</b>

1  
2 Hamilton County Board of Education has developed and implemented a program to reduce the  
3 potential sources of lead contamination in drinking water in schools by incorporating, at a minimum,  
4 testing every 24 months of lead levels in drinking water sources at all HCDE school facilities built prior  
5 to January 1, 1998. School facilities built after January 1, 1998 are to be tested periodically, not to  
6 exceed forty-eight months between testing cycles. Samples will be taken from all water fountains, food  
7 preparation sinks, & any noted water dispensing fixtures deemed necessary for testing during a building  
8 survey. Samples will consist of the first two hundred fifty milliliters (250 mL) drawn of water that has  
9 been standing in plumbing overnight to identify lead levels.

10  
11 If the result of a drinking water lead level test exceeds fifteen parts per billion (15 ppb) but is less than  
12 twenty parts per billion (20 ppb), HCDE will conduct lead level tests on an annual basis until retesting  
13 confirms that the level is less than fifteen parts per billion (15 ppb). If the result of a lead level test  
14 conducted is equal to or exceeds twenty parts per billion (20 ppb), HCDE will:

- 15  
16 A. Immediately remove the drinking water source from service. The drinking water source will  
17 remain unavailable for use until subsequent retesting confirms the lead level of drinking water  
18 from the source does not exceed twenty parts per billion (20 ppb).  
19 B. Notify:  
20 1) The commissioner of environment and conservation, the commissioner of health, the  
21 local department of health, the local governing body, and the department of education  
22 within twenty-four (24) hours of the test result; and  
23 2) The parents and guardians of students enrolled at the school, in accordance with this  
24 policy within five (5) business days of the test result; and  
25 C. Retest the lead level of the drinking water source within ninety (90) days of any corrective  
26 action.<sup>1</sup>

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## Legal References

1. [TN Code Annotated 49, Chapter 2, Part 1  
TCA 49-2-133](#)

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## Cross References

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Food Service Management</b>	Descriptor Code: <b>3.500</b>	Issued Date: <b>12/13/18</b>
		Rescinded:	Revised: <b>09/19/19</b>

1  
2 School food service will be operated on a nonprofit basis and will comply with all rules and regulations  
3 pertaining to health, sanitation, internal accounting procedures, and service of foods and will meet all  
4 state and federal requirements necessary for participation.<sup>1</sup>

5  
6 The system's food service director will oversee the program. The Cafeteria ~~manager~~ Supervisor, in  
7 cooperation with the school principal, is responsible for administering the Child Nutrition program in  
8 individual schools. All products and services necessary for the operation of the food service department  
9 shall be procured under the direction of the Cafeteria ~~manager~~ Supervisor.

10  
11 School food service receipts will be used only to pay regular food service operating costs. When food  
12 service facilities are used by outside agencies, an adequate fee approved by the Board will be charged  
13 and the ~~manager-supervisor~~ will ensure that no USDA commodities or supplies provided for the regular  
14 program are used.

15  
16 The principal shall correlate the food service program with areas of instruction.

17  
18 Students will be permitted to bring their lunches from home and to purchase beverages and incidental  
19 items at school.

## 20 21 **FREE OR REDUCED PRICE MEALS**

22  
23 The criteria and procedures for determining a student's need and steps in securing for students no-cost  
24 or reduced-cost lunches as established at the state/federal level will be outlined and made known by the  
25 principal.

26  
27 Students who participate in no-cost or reduced-cost meals will not be distinguished in any way from  
28 students who pay the regular price. Their names will not be made known to any person except such  
29 staff member(s) as needed to make the special arrangements for them.

## 30 31 **COMPETITIVE FOODS/VENDING MACHINES**

32  
33 Applicable State Law and State regulations will apply to any sale of food and beverages during school  
34 hours (competitive foods). Revenue from the sale of food purchased from the school food service  
35 account will be deposited to the food service account.<sup>2</sup>

36  
37 The sale of all competitive foods and beverages to students during the school hours, including vending  
38 machines, shall be limited to those approved by the Secretary of Agriculture and controlled by the  
39 principal.

1 Vending machines accessible to students in the schools will be controlled so that they will not offer  
2 competition to the school lunch program or encourage poor eating habits.

3  
4 Vending machines may be operated by the school without restriction in the employee lounge for  
5 employee use only.

6  
7 **SANITATION**

8  
9 The Food Service Director and ~~managers~~ supervisors shall be responsible for implementing regulations  
10 from the Department of Health and seeing that school cafeterias meet acceptable standards of  
11 cleanliness at all times.

12  
13 **MEAL CHARGES**

14  
15 It is the intent of the Board that the School Nutrition Program provides the opportunity for each student  
16 to have a nutritious meal every day. However, if circumstances require it, students may charge their  
17 meal in accordance with the following:

- 18 1. Elementary and middle school students will be allowed to charge.
- 19 2. High school students may charge meals such that the charge balance does not exceed \$40.
- 20 3. Only one meal may be charged per meal service per school day.
- 21 4. Adult charges are not allowed with the exception of principal approved, special event and/or  
22 Teacher Appreciation Day.
- 23 5. A la Carte items may not be charged.
- 24 6. A la Carte purchases cannot be made if there is a negative charge balance.
- 25 7. Procedures to be used system-wide to collect overdue charges shall be designed, distributed,  
26 and monitored by the School Nutrition Department.

27  
28 Procedures for implementing local board policies are on file in the district food services procedures  
29 manual.

---

Legal References

1. **TCA 49-6-2302; TCA 49-6-2303; Child Nutrition & Food Distribution**
2. **7 CFR 210.11**

---

Cross References

- Deposit of Funds 2.500  
Financial Reports and Records 2.701  
Wellness 6.402

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Food Services Employee Health Policy</b>	Descriptor Code: <b>3.503</b>	Issued Date: <b>11/19/15</b>
		Rescinded:	Revised: <b>11/21/24</b>

## PURPOSE

The purpose of the Food Service Employee Illness Reporting Policy is to ensure that all food service employees notify the “Person In Charge” (PIC) such as their Cafeteria ~~Manager~~ Supervisor (or the Area Supervisor if the ~~manager~~ Cafeteria Supervisor is not available) when they experience any of the conditions listed so that appropriate steps are taken to preclude transmission of Foodborne illness or communicable diseases.

## POLICY

The Hamilton County Department of Education School Nutrition department is committed to ensuring the health, safety, and well-being of our employees and customers and complying with all health department regulations, State of Tennessee and federal regulations<sup>1</sup>. All food service employees shall report if they are experiencing any of the following symptoms to their Cafeteria ~~Manager~~ Supervisor or Area Supervisor:

- Diarrhea
- Vomiting
- Jaundice (yellow skin or eyes)
- Sore throat with fever of 100.0 degrees Fahrenheit or greater
- Lesions (such as boils and infected wounds, regardless of size) containing pus on the fingers, hands or wrists.

For the below conditions, the Cafeteria ~~Manager~~ Supervisor and/or Area Supervisor will work with the Human Resources (HR) department. The HR department will partner with the Hamilton County Health Department to determine next steps prior to the employee returning to work.

Food service employees should first notify their Cafeteria ~~Manager~~ Supervisor or Area Supervisor whenever diagnosed by a healthcare provider as being ill with any of the following diseases that can be transmitted through food or person-to-person casual contact such as:

- Salmonella Typhi (typhoid-like fever)
- Nontyphoidal Salmonella
- Shigellosis
- Escherichia coli (E. Coli)
- Hepatitis A Virus
- Norovirus

1 In addition to the above conditions, food service employees shall notify their Cafeteria **Manager**  
2 **Supervisor** or Area Supervisor if they have been exposed to the following high-risk conditions:

- 4 • Exposure to or suspicion of causing any confirmed outbreak involving the above illnesses.
- 5 • A member of their household is diagnosed with any of the above illnesses.
- 6 • A member of their household is attending or working in a setting that is experiencing a confirmed  
7 outbreak of the above illnesses.

8  
9 **FOOD EMPLOYEE RESPONSIBILITY**

10  
11 All food service employees shall follow the reporting requirements specified above involving symptoms,  
12 diagnosis and high-risk conditions specified. All food service employees subject to the required work  
13 restrictions or exclusions that are imposed upon them as specified in Tennessee law, the local Hamilton  
14 County Health Department, regulatory authority or PIC, shall comply with those requirements as well as  
15 follow good hygienic practices at all times.

16  
17 **PIC RESPONSIBILITY**

18  
19 The PIC shall take appropriate action as specified in Tennessee Department of Agriculture State Retail  
20 Food Safety Act to exclude, restrict and /or monitor food service employees who have reported any of the  
21 aforementioned conditions. The HR department shall ensure these actions are followed and only release  
22 the ill food service employee once evidence, as specified in the food code and after the Employee is  
23 cleared by the Hamilton County Health Department, is presented demonstrating the person is free of the  
24 disease-causing agent or the condition has otherwise resolved.

25  
26 The PIC shall cooperate with the regulatory authority during all aspects of an outbreak investigation and  
27 adhere to all recommendations provided to stop the outbreak from continuing. The PIC will ensure that  
28 all food service employees who are employed acknowledge awareness of this policy. The PIC will  
29 continue to promote and reinforce awareness of this policy to all food service employees on a regular  
30 basis to ensure it is being followed.

c \_\_\_\_\_

Legal References

1. TCA 68-14-704 (8)(A)(iii):  
2009 FDA Food Code, Part 2-2 (US Department of  
Health and Human Services)

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Cross References

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Insurance Management</b>	Descriptor Code: <b>3.600</b>	Issued Date: <b>12/16/04</b>
		Rescinded:	Revised: <b>12/14/23</b>

1 The insurance program will provide coverages in a minimum of the following broad categories:

- 2 • Property: Buildings and contents against fire, extended coverage, vandalism and malicious mischief, boiler and machinery explosion; and vehicles;
- 3
- 4 • General Liability: Bodily injury, personal injury, and damages on premises;
- 5 • Liability: Board members, director of schools and employees resulting from discharging their
- 6 duties; and
- 7 • Fidelity: Blanket bond and fiscal agent's bond as required by statute.
- 8

9 The director of schools will continually review the insurance program to ensure that adequate protection  
10 is being provided at a reasonable price. All insurance programs shall be governed by the contract with  
11 the carrier or provider.

## 12 **GROUP HEALTH**

13 The Board shall offer group health insurance for ~~all~~ full-time employees.<sup>1</sup>

14 Board approval of group insurance for which the Board makes full or partial payment shall be given on  
15 recommendation of a committee.

## 16 **LIFE**

17 The Board will pay all or part of the individual premium for each employee for group life insurance and  
18 accidental death and dismemberment (ADAD) coverage.

## 19 **RETIREES**

20 ~~Payment for group health insurance coverage shall be available for any retiring employee in accordance  
21 with current HCDE health plans and rates shall be based on years of service.~~

22 ~~Group health insurance coverage may be available to eligible retiring employees in accordance  
23 with current HCDE and TCRS retiree eligibility criteria and HCDE health plans. Eligibility for retiree  
24 coverage shall be determined based on Board-approved criteria in effect at the time of retirement,  
25 including applicable service requirements.~~

26 ~~All retiree coverage remains subject to the terms, conditions, and availability of the applicable  
27 health plan documents and rates approved by the Board.~~

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### Legal References

1. TCA 49-2-209
2. ~~TCA 49-5-906~~

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### Cross References

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Student Insurance Program</b>	Descriptor Code: <b>3.601</b>	Issued Date: <b>11/15/18</b>
		Rescinded:	Revised: <b>11/17/22</b>

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Hamilton County Board of Education provides limited insurance coverage for students who may be injured during regular school day activities and for students who may be injured during interscholastic athletics.<sup>1</sup>

This insurance is secondary to any personal or group medical insurance coverage. In order for claims to be considered, all accidents must be reported within 24 hours to the Risk Management Department.

All student and athletic injuries must be electronically filed on the Athletic and Student Accidents form located on the HCDE employee hub under the Risk Management section. All submissions will be automatically sent to Risk Management at [studentinjuries@hcde.org](mailto:studentinjuries@hcde.org).

~~All student and athletic injuries must be documented on the Athletic and Student Accidents Form and emailed to Safety at [safety\\_reports@hcde.org](mailto:safety_reports@hcde.org) and Risk Management at [studentinjuries@hcde.org](mailto:studentinjuries@hcde.org).~~

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#### Legal References

1. TCA 29-11-902

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#### Cross References



# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 2th Quarter</b>	Descriptor Term:  <b>Vehicle Usage</b>	Descriptor Code: <b>5.1063</b>	Issued Date: <b>03/21/24</b>
		Rescinded:	Revised:

1  
2 It is necessary for the Hamilton County Department of Education (HCDE) to operate a fleet of vehicles  
3 to support the maintenance, security, food service, and various other operations of the school system.  
4 The Director of Schools will establish ~~and maintain administrative appropriate~~ procedures to ensure  
5 all HCDE owned or leased vehicles are properly maintained and safely operated in compliance with all  
6 applicable local, state, and federal statutes and regulations.

7  
8 ~~All employees assigned or authorized to operate district-owned or leased vehicles shall comply with~~  
9 ~~the HCDE Fleet and Fuel Card Manual, as adopted and amended by the administration. The Fleet and~~  
10 ~~Fuel Card Manual shall establish operational procedures, including, but not limited to, vehicle~~  
11 ~~assignments, fuel card usage, maintenance requirements, accident reporting, driver responsibilities,~~  
12 ~~vehicle inspections, and disciplinary consequences for misuse.~~

13  
14 These procedures do not apply to individuals responsible for transporting HCDE students or  
15 employees who only drive their own vehicles.

## 16 **ASSIGNMENT AND USE OF VEHICLES**

17  
18  
19 The Director of Schools or designee may assign vehicles to an employee for the purpose of conducting  
20 school district business during normal working hours or, in limited cases, as a drive home vehicle  
21 ~~when determined necessary for operational efficiency, emergency response, or other legitimate~~  
22 ~~business purposes consistent with administrative procedures consistent with the criteria as provided~~  
23 ~~herein.~~

24  
25 District-owned or leased vehicles shall be used ~~primarily for exclusively to conduct~~ official school  
26 district business as authorized by ~~the appropriate~~ department or agency head. ~~The use of district-owned~~  
27 ~~or leased vehicles for personal purposes, such as attending personal affairs, social engagements, or~~  
28 ~~unapproved commuting is prohibited.~~ Employees must follow all district vehicle mileage reporting,  
29 and fule usage procedures established in the HCDE Fleet and Fuel Card Manual ~~the district vehicle~~  
30 ~~check-in and out procedures.~~

31  
32 Limited personal use of district-owned vehicles may be permitted. De minimis personal use shall be  
33 infrequent, minor, and incidental to the employee's official duties, including but not limited to brief  
34 stops during travel associated with authorized district business or incidental commuting associated  
35 with an approved drive-home assignment.

36  
37 District-owned or leased vehicles may be assigned to employees based on their essential ~~job duties and~~  
38 ~~responsibilities~~ functions of their position, operational necessity, emergency response requirements, or

1 other responsibilities determined by the administration.

2

3 **GENERAL RESPONSIBILITIES OF OPERATORS AND OCCUPANTS**

4

5 All ~~district-owned or leased~~ vehicles ~~will~~ shall be operated in a ~~safe~~ manner ~~consistent and in~~  
6 ~~compliance~~ with all applicable traffic laws, ~~regulations~~, and ordinances of the jurisdiction in which  
7 they are operated.

8

9 Employees operating district vehicles are responsible for compliance with all provisions of the HCDE  
10 Fleet and Fuel Card Manual. Failure to comply with ~~the district motor vehicle procedures may subject~~  
11 ~~the employee to~~ this policy may result in disciplinary action up to and including suspension or  
12 termination of employment.

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Legal References

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Cross References

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term:  <b>Attendance</b>	Descriptor Code: <b>6.200</b>	Issued Date: <b>08/02/18</b>
		Rescinded:	Revised: <b>07/17/25</b>

1

2

## STATEMENT

3

4

The Hamilton County Board of Education believes in the establishment of a tradition of regular school attendance for each student. This establishes the first step toward a successful academic career culminating in a high school diploma and this is an essential concept to learn for the job market.

7

8

Attendance is a key factor in student achievement and, therefore, students are expected to be present each day that school is in session.

9

10

11

## RECORDING

12

13

The Hamilton County Department of Education has a state approved system for maintaining attendance records for each student enrolled in the district.

15

16

17

18

19

It shall be the duty of the principal or teacher of all public and non-public schools to report promptly to the director of schools or his/her designated representative, the names of all children who have withdrawn from school or who have been absent three (3) days.<sup>1</sup> (This means a total of (3) three days during the school year and not necessarily (3) three consecutive days.)

20

21

The Attendance Supervisor shall oversee the entire attendance program, which shall include:<sup>2</sup>

22

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31

32

1. All accounting and reporting procedures and their dissemination;
2. Providing documentation of enrollment status upon request for students applying for new or reinstatement of driver's permit or license; and
3. Notifying the Department of Safety whenever a student with a driver's permit or license withdraws from school.<sup>3</sup>
4. Report all children who have been absent for five days without an adequate excuse and have failed to show improved attendance with support through the *Tiered Attendance Interventions* to the Juvenile Judge.
5. Ensuring that all school-age children attend school.

33

34

The principal or designee shall be responsible for ensuring that:

35

36

37

38

39

1. Attendance is checked and reported daily for each class;
2. Written excuses are submitted and documented for absences and tardiness;
3. System-wide procedures for accounting and reporting are followed;
4. Notification in writing is provided to the director of schools and the parents of the student of an action taken by the school.

1  
2 Conditions for which a student's absence may be excused are:  
3

- 4 1. **Personal Illness:** Students are excused who are sick and whose attendance would be  
5 detrimental to their health and the health of other students. A physician's statement may be  
6 required.
- 7 2. **Death in Immediate Family:** Students may be excused for three (3) days in the event of a  
8 death in their immediate families including mother, father, stepparent, brother, sister, or  
9 grandparent. Extenuating circumstances may require a longer period of excused absence.
- 10 3. **Family Illness:** Students having an illness in the family which requires them to give  
11 temporary help will be excused from attendance after receipt of a physician's statement  
12 concerning the necessity of the student's assistance.
- 13 4. **Religious Holiday:** Students shall be excused on special or recognized religious  
14 holidays regularly observed by that particular faith or for other religious purposes for up to  
15 twenty (20) days, or parts thereof, during any given school year. Prior approval is required  
16 should these religious holidays occur while school is in session. Should a student be absent for  
17 twenty (20) or more days or parts thereof during a school year for any religious purpose, the  
18 administrators at the student's school will set a meeting to discuss the status of the student's  
19 education with the student's parents.<sup>4</sup>
- 20 5. **Personal:** Students who are absent for a good cause such as a doctor or dental appointment  
21 which cannot be scheduled at times other than school hours, court appearances, etc. may be  
22 excused upon proof of appointment. Prior approval by the parent or guardian and the  
23 principal or his designee is required.
- 24 6. **Approved School-Sponsored Activities:** Students shall be marked present when  
25 participating in a school-sponsored activity away from the school building.  
26

27 All other reasons for absence, including out-of-school suspensions and failing to report a reason, will be  
28 deemed an unexcused absence. Ten (10) consecutive or fifteen (15) total unexcused absences during any  
29 semester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age.<sup>3</sup>  
30

### 31 EXPLANATION OF ABSENCES

32

33 By law students must attend school daily. HCDE will allow parent/guardian excuses to serve as  
34 documentation for three (3) personal illness days only. After three (3) parent/guardian excused personal  
35 illness days, parents must provide medical services documentation for the following: personal illness,  
36 family illness, or personal (as defined above). To avoid student absences being recorded as unexcused,  
37 a written statement signed and dated by the parent/guardian and any medical documentation should be  
38 presented to the appropriate school official within five (5) days of the student returning to school.  
39

### 40 HABITUAL TRUANCY

41

42 District personnel will intervene to address habitual truancy using a Tiered Attendance Intervention  
43 support structure for students and their families, as detailed below.  
44

#### 45 Progressive Truancy Plan<sup>5</sup>

1  
2 A student who is absent five (5) days without adequate excuse shall be reported to the Director of  
3 Schools, Attendance Supervisor or his/her designee who will, in turn, provide written notice to the  
4 parent(s)/guardian(s) of the student's absences or request an attendance hearing. Then, the Director of  
5 Schools shall implement the progressive truancy plan described below prior to referral to juvenile court. <sup>6</sup>  
6

7 Tier One  
8

9 Tier One of the Progressive Truancy Plan shall apply to all students within the district and include  
10 schoolwide prevention-oriented supports to assist with satisfactory attendance. These supports shall  
11 include, but are not limited to:  
12

- 13 1. Parents and students will be notified of attendance expectations and the Truancy Plan in the  
14 Student Handbook;
- 15 2. At three (3) unexcused absences, parents and students will be made aware of the number of  
16 absences and that five (5) unexcused absences will begin Tier Two.  
17

18 Tier Two  
19

20 Tier Two of the progressive truancy plan shall be implemented after the accumulation of five (5)  
21 unexcused absences but before referral to a juvenile court.

22 Tier Two includes:  
23

- 24 1. A conference with the student and parent, guardian, or other person having control of the  
25 student;
- 26 2. A resulting attendance contract, to be signed by the student, parent/guardian, and the attendance  
27 supervisor/designee. The contract shall include:
  - 28 a. A specific description of the school's attendance expectations for the student;
  - 29 b. The period for which the contract is effective; and
  - 30 c. Penalties for additional absences and alleged school offenses, including additional  
31 disciplinary action and potential referral to juvenile court.
- 32 3. Regularly scheduled follow-up meetings to discuss the student's progress; and
- 33 4. A school employee shall conduct an individualized assessment detailing reasons the student has  
34 been absent from school. This employee may refer the student to counseling, community-based  
35 services, or other services to address the student's attendance problems.  
36

37 Tier Three  
38

39 Tier Three shall be implemented if the interventions under Tier Two are unsuccessful.  
40

41 Tier Three may consist of one or more of the following:  
42

- 43 1. A conference at the school with the attendance committee.
- 44 2. Review and update of the attendance contract.
- 45 3. School-based and community resources are provided, as needed.

- 1 ~~4. School-based community services;~~
- 2 ~~5. Participation in a school-based restorative justice program;~~
- 3 6. Courses on Saturday or outside of school hours designed to improve attendance and behavior
- 4 (i.e., Attendance Improvement Workshop).

5  
6 If any tier of progressive truancy intervention is unsuccessful, and the school can document that the  
7 student's parent or guardian is unwilling to cooperate with the truancy intervention requirements  
8 outlined in the plan, the director of schools/designee may report the student's absences to the juvenile  
9 judge without first having to implement subsequent intervention tiers, if any. <sup>35</sup>

10  
11 **PROCEDURAL DUE PROCESS**

12  
13 The established policy should be reviewed periodically to ensure that procedural due process is  
14 provided.

- 15
- 16 1. Prior to its enactment, notice of the rules, regulations, and penalties are provided to students
- 17 and parents.
- 18 2. All students receive a written copy of the policy. Students who arrive during the school year
- 19 also receive the policy.
- 20 3. Policy is to be enforced by all in a fair, consistent, nondiscriminatory manner.
- 21 4. The policy provides for exceptions through an impartial hearing and appeals process.
- 22 5. Announce policy at student assemblies and parent meetings.

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Legal References

- 1. TCA 49-6-3007(e)(2)
- 2. TCA 49-6-3006
- 3. TCA 49-6-3017(c)
- 4. TCA 49-6-2904(b)(5); TCA 36-8-103(c)(7)
- 5. TCA 49-6-3009
- 6. TCA 49-6-3007(e)(3)(4)

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Cross References

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Student Assignments</b>	Descriptor Code: <b>6.205</b>	Issued Date: <b>04/20/17</b>
		Rescinded:	Revised: <b>06/20/24</b>

1

## 2 TO SCHOOLS

3 Students, including kindergarten, shall attend the school to which they are assigned. Parents who wish  
4 to have their child attend a school other than his or her assigned school may apply/be entered into the  
5 lottery for School Choice and/or magnet schools applications open by the end of November of each  
6 school year.<sup>1</sup>

7

8 If a student is navigating a personal or family circumstance that substantially impacts their ability to  
9 attend their zoned school, the student's parent/guardian may submit a hardship transfer request in  
10 accordance with the district-established criteria. The hardship transfer application window shall open  
11 annually in March and June on dates established by the district. Approval of hardship transfer requests  
12 shall be based on documented eligibility criteria, availability capacity, and other conditions established  
13 by the district. Transportation to and from the approved school shall be the responsibility of the  
14 parent/guardian unless otherwise required by the law, including but not limited to a School Safety  
15 Transfer as defined by the Tennessee State Board of Education's Unsafe School Choice Policy 4.202.<sup>2</sup>

16

## 17 TO CLASSES

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

19

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

24

25 The principal shall separate any alleged victims of child sexual abuse from an alleged perpetrator if the  
26 abuse allegedly occurred while the child was under the supervision or care of the school. If available  
27 and appropriate, a child shall be reassigned if a request is made by the child's parent or custodian and  
28 the perpetrator has been: (1) substantiated by the Department of Children's Services; (2) adjudicated by  
29 a juvenile court to have committed the child sexual abuse; or (3) criminally charged.<sup>3</sup>

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### Legal References

1. TCA 49-6-3102(i)
2. Tennessee SBOE Policy 4.202
3. TCA 49-6-3102(h)

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### Cross References

[Public Acts of 2015, Chapter No. 286](#)

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Procedural Due Process</b>	Descriptor Code: <b>6.302</b>	Issued Date: <b>12/16/04</b>
		Rescinded:	Revised: <b>05/11/23</b>

1

2

Prior to the enactment of procedural due process, notice of the rules, regulations, and penalties are provided to students and parents. Electronic access to this policy is found on the HCS website.

4

5

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

8

9

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

13

14

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

16

17

If the principal determines that the offense is of such nature that the student's continued presence would be detrimental to the school or persons within the school, he/she shall suspend the student for an appropriate number of days.<sup>3</sup>

18

19

---

#### Legal References

1. *Ingraham v. Wright*, 430 U.S. 651, (1977)
2. *Goss v. Lopez*, 410 U.S. 565, (1975)
3. TCA 49-6-3401

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#### Cross References

- Interrogations and Searches 6.303  
**Discipline Procedures 6.313**  
**Disciplinary Hearing Authority 6.317**

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Student Disciplinary Procedures</b>	Descriptor Code: <b>6.3021</b>	Issued Date: <b>01/16/20</b>
		Rescinded:	Revised: <b>06/20/24</b>

1

2 Any administrator may suspend any student from school, from any school-related activity on or off  
3 campus, from a specific class or classes (i.e., in-school suspension), or from riding a school bus for  
4 any misconduct prejudicial to good order and discipline, including, but not limited to, any misconduct  
5 described more particularly in the Board's Code of Acceptable Behavior and Discipline or Zero  
6 Tolerance policies, or any misconduct that violates the law.<sup>1</sup>

7

## 8 **PROCEDURES FOR SUSPENSIONS<sup>2</sup>**

9

10 Unless the student's continued presence in the school, class, or school-related activity presents an  
11 immediate danger to the student or other persons or property, no principal shall suspend any student  
12 until that student has been advised of the nature of his/her misconduct, questioned about it, and allowed  
13 to give an explanation.

14

15 Upon suspension of any student, including an in-school suspension in excess of one (1) day, the  
16 principal shall make an immediate attempt to contact the parent or guardian to inform him or her of the  
17 suspension, the reason for the suspension, and any conditions on readmission to the school. Within  
18 twenty-four (24) hours, the principal shall provide this same information in writing to the Community  
19 Superintendent or his/her designee.

20

21 The student shall not be sent home before the end of the school day unless the parent or guardian has  
22 been contacted.

23

## 24 **SUSPENSIONS IN EXCESS OF FIVE (5) DAYS:<sup>3</sup>**

25

26 For any suspension in excess of five (5) days, whether in-school or out-of-school, the principal shall  
27 develop **and implement a behavioral intervention plan for improving behavior**. If the student is one  
28 with a disability, the principal shall notify the case manager and collaborate with the student's  
29 IEP team or Section 504 committee.

30

## 31 **SUSPENSIONS IN EXCESS OF TEN (10) DAYS:<sup>4</sup>**

32

33 If at the time of the suspension, the principal determines that an offense has been committed which, in the  
34 judgment of the principal, would justify a suspension for more than ten (10) days, he/she may  
35 suspend the student unconditionally for a specified period of time or upon such terms and conditions  
36 as are deemed reasonable.

37

1 The principal shall immediately give written or actual notice to the parent or guardian and the  
2 student of the right to appeal the decision to suspend for more than ten (10) days. All appeals must be  
3 filed, orally or in writing, within five (5) days after receipt of the notice and may be filed by the parent  
4 or guardian, the student, or any person holding a teaching license who is employed by the school  
5 system if requested by the student. The appeal from this decision shall be to the Disciplinary  
6 Hearing Authority per Board Policy No. 6.3022.

7

8 If the suspension occurs during the last ten (10) days of any term or semester, the student shall be  
9 permitted to take such final examinations or submit such required work as necessary to complete the  
10 course of instruction for that semester, subject to conditions prescribed by the principal.<sup>5</sup>

11

12 Students found to be eligible for special education shall only be suspended in accordance with  
13 Board Policy No. 6.3023 governing such suspensions.

14

### 15 **IN-SCHOOL SUSPENSIONS<sup>6</sup>**

16

17 For purposes of this Policy, in-school suspensions include any removal of a student from a regular class  
18 or classes and assigning that student to a restricted class, night school, or some other program at the same  
19 school.

Personnel responsible for in-school suspension will see that each student is supervised at all times and has textbooks and classwork assignments from his/her regular teachers. Students given in-school suspension shall be required to complete academic assignments and shall receive credit for work completed.

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Legal References

1. TCA 49-6-3401(a) and (b)
2. TCA 49-6-3401(c)
3. TCA 49-6-3401(c)(3)
4. TCA 49-6-3401(c)(4)
5. TCA 49-6-3401(d)
6. TCA 49-6-3401(b)

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Cross References

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Disciplinary Procedures for Students Receiving Special Education</b>	Descriptor Code: <b>6.3023</b>	Issued Date: <b>05/11/23</b>
		Rescinded:	Revised: <b>01/18/24</b>

1  
2 The purpose of this policy is to inform students, parents/guardians, and educators in general terms of the  
3 procedures governing the discipline of students with disabilities under the Individuals with Disabilities  
4 Education Act (IDEA) or Section 504 of the Rehabilitation Act (Section 504). In the event of an apparent  
5 conflict between this policy and the provisions of federal law, federal law shall control.  
6

## 7 **LIMITS ON OUT OF SCHOOL SUSPENSIONS**

8  
9 ~~Students with disabilities may be disciplined in the same manner and for the same duration as~~  
10 ~~nondisabled peers, subject to the procedural protections and service requirements of IDEA and Section~~  
11 ~~504. Administrators may suspend students with disabilities for misconduct just as they would non-~~  
12 ~~disabled students for up to ten (10) days during the course of any given school year.<sup>1</sup>~~  
13

14 Any time an administrator determines that a student with a disability should be suspended for five (5)  
15 days, or if any given suspension, when added to previously imposed suspensions, exceeds the total of  
16 five (5) days, the principal ~~shall develop and implement a plan for improving the student's behavior. In~~  
17 ~~so doing, the principal shall also notify the student's case manager and collaborate with the student's~~  
18 ~~IEP team or Section 504 committee. The principal shall should also consider convening have the~~  
19 ~~student's case manager convene~~ an IEP team or Section 504 committee meeting as soon as  
20 practicable. The purpose of this meeting may be to obtain permission for a functional behavior  
21 assessment (FBA), develop a behavioral intervention plan (BIP) and/or, if necessary, revise the IEP or  
22 Section 504 plan ~~to ensure the plan is appropriate to meet the student's needs. The team must consider~~  
23 ~~whether the IEP or Section 504 is appropriate to the student's needs and, if so, whether it is being~~  
24 ~~implemented with fidelity.~~ It is the Board's intention that the school administration and the IEP team  
25 or Section 504 committee ~~will~~ collaborate to develop appropriate interventions aimed to reduce the  
26 need for further disciplinary measures.<sup>2</sup>  
27

28 For any given suspension that would exceed ten (10) days, or for any suspension that, when combined  
29 with previous suspensions, would exceed a total of ten (10) days for any given school year, the school  
30 principal shall immediately notify the Department of Exceptional Education (in the case of a student  
31 receiving services under the IDEA) or SEAD (in the case of a student receiving services under Section  
32 504) to convene a manifestation determination review (MDR). The MDR shall operate in accordance  
33 with this policy and the requirements of federal law.  
34

## 35 **MANIFESTATION DETERMINATION REVIEW<sup>3</sup>**

36  
37 The MDR meeting will include a fully convened IEP team, including the parents/guardians of the student,  
38 the principal or his/her designee, ~~a representative from the Department of Exceptional Education or~~

1 ~~SEAD, Psychologist, Exceptional Education Teacher or 504 Coordinator or designee, and individuals with~~  
2 ~~knowledge of the student, the evaluation data, and disciplinary incident as appropriate. Case Manager, and~~  
3 ~~such other members of the IEP team or Section 504 committee as may be appropriate.~~  
4

5 The MDR shall meet within ten (10) days of the decision to suspend the student to determine whether  
6 the behavior was a manifestation of the student's disability.<sup>4</sup> The MDR shall occur prior to the  
7 implementation of further discipline. ~~For exceptional education students, educational services must~~  
8 ~~continue once removals exceed 10 cumulative school days in a school year.~~ The MDR shall consider all  
9 relevant information, including the IEP, teacher observations, and the most current evaluations of the  
10 student. The MDR shall also consider any functional behavioral assessment (FBA) and behavioral  
11 intervention plan (BIP) or any student safety plan. The MDR shall also consider whether the  
12 student's behavior ~~might be a manifestation of any disability or documented and suspected disability~~  
13 ~~voiced by any member of the IEP team or Section 504~~ may be related to any known or suspected disability  
14 supported by relevant information available to the team committee.  
15

16 **For behavior that is a manifestation:**  
17

18 If the MDR is unable to rule out a known or suspected disability as a cause of or a direct and substantial  
19 factor in the student's misconduct, then the IEP team shall take appropriate steps to address the  
20 educational needs of the student, including obtaining consent for and conducting a FBA (unless the MDR  
21 determines that any recent FBA is adequate), the developments or the refining of a BIP, and the revision  
22 of any IEP or 504 plan.  
23

24 ~~If the behavior is determined to be a manifestation of the student's disability, the student shall remain~~  
25 ~~entitled to IDEA disciplinary protections and return to the current placement unless otherwise~~  
26 ~~permitted by law.~~  
27

28 Except as set forth below, the student may not be suspended or removed from the existing educational  
29 placement but must "stay put" in that placement unless the IEP team or Section 504 committee, including  
30 the parents/guardians, agree that a more restrictive placement is appropriate for the implementation of  
31 the BIP so that the student may receive a free appropriate public education.<sup>5</sup>  
32

33 **For behavior that is not a manifestation:**  
34

35 If the MDR can rule out a known or suspected disability as a cause or direct and substantial factor in the  
36 student's misconduct, ~~then the MDR shall adjourn.~~ The student may be disciplined as would any  
37 student without disabilities per Board Policy Nos. 6.300 and 6.3021, which provides for the student  
38 Code of Acceptable Behavior and Discipline.<sup>6</sup>  
39

40 In the case of a student receiving services under the IDEA, the case manager will coordinate to ensure  
41 that the student will continue to receive any services required by the IEP during the time of his/her  
42 suspension. The case manager shall convene an IEP team meeting to discuss the change of placement if  
43 such a meeting is necessary to provide a free appropriate public education.  
44

1 ~~In the case of a student receiving services under Section 504, services will cease during the period of any~~  
2 ~~out-of-school suspension.~~ Students receiving services under Section 504 may receive educational  
3 services during disciplinary removals as required to ensure compliance with Section 504 and  
4 applicable law. If the student is remanded to an alternative educational setting and services are  
5 required to enable the student to participate in the program, the case manager will coordinate these  
6 services.

7  
8 **SPECIAL CIRCUMSTANCE EXCEPTIONS TO “STAY-PUT”<sup>7</sup>**

9  
10 Irrespective of whether a student’s conduct may be a manifestation of his/her disability, a student may  
11 be suspended to an interim alternative educational placement for up to forty-five (45) days for:

- 12  
13 • Carrying or possessing a dangerous weapon as defined in 18 U.S.C. § 930 on school property or  
14 at a school function;  
15 • Knowingly using or possessing or selling or soliciting the sale of illegal drugs on school  
16 property or at a school function; or  
17 • Inflicting serious bodily injury, meaning an injury with a substantial risk of death, extreme  
18 physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the  
19 function of a bodily member, organ or mental faculty, while on school property or at a school  
20 function.

21  
22 An interim alternative educational placement shall not automatically be forty-five (45) days but shall be  
23 in conformity with consequences imposed on students without disabilities. The case manager at the  
24 student’s school of enrollment will coordinate with the interim alternative educational placement how to  
25 provide services to any students with an IEP assigned to an interim alternative educational placement.

26  
27 **APPEAL RIGHTS FOR STUDENTS WITH DISABILITIES**

28  
29 Any student or parent/guardian who disputes that the student violated the Code of Acceptable Behavior,  
30 Board policy, or state law; or who disagrees with the decision of the MDR that the student’s behavior  
31 was not a manifestation of a known or suspected disability; or who objects to the consequences imposed  
32 by the administrator may request a hearing before the disciplinary hearing authority, the COO, and the  
33 Board of Education pursuant to Board Policy No. 6.3022.

34  
35 Alternatively, a student or parent/guardian may request a due process hearing before an administrative  
36 law judge.<sup>8</sup>

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Legal References

1. CFR 34 § 300.530(b)(1)
2. TCA 49-6-3401(c)(3)
3. 34 CFR § 300.530 (e)
4. 34 CFR § 300.530(e)(1)
5. 34 CFR § 300.530(e) and (f)
6. 34 CFR 300.530(c), (d)(1)
7. 34 CFR 300.530(g)
8. 34 CFR 300.532

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Cross References

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Title IX &amp; Sexual Harassment</b>	Descriptor Code: <b>6.3041</b>	Issued Date: <b>10/08/20</b>
		Rescinded:	Revised: <b>11/11/21</b>

1

2

## General

3

4

In order to maintain a safe, civil, and supportive learning environment for all students, all forms of sexual harassment and discrimination on the basis of sex are prohibited.<sup>1</sup> This policy shall cover employees, employees' behaviors, students, and students' behaviors while on school property, at any school-sponsored activity, on school-provided equipment or transportation, or at any official school bus stop in accordance with federal law. This policy shall be disseminated annually to all school staff, students, and parent(s)/guardian(s).<sup>2</sup>

10

11

The Title IX Coordinator as well as any personnel chosen to facilitate the grievance process shall not have a conflict of interest against any party of the complaint.<sup>3</sup> These individuals shall receive training as to how to promptly and equitably resolve student and employee complaints.<sup>3</sup>

14

15

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

16

17

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

18

19

The Title IX Coordinator shall be responsible for the school system's Title IX obligations, including training and response to complaints. He/she shall respond promptly to all general reports and formal complaints of sexual harassment. He/she shall be kept informed by school-level personnel of all investigations and shall provide input on an ongoing basis as appropriate.

23

24

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

25

**Title:** Title IX Coordinator

26

**Mailing address:** 3074 Claude Ramsey Parkway, Chattanooga, TN 37421 ~~1161 West 40<sup>th</sup> Street~~

27

~~Room 310~~

28

**Phone number:** (423) ~~855-2638 498-7221~~

29

30

## DEFINITIONS<sup>4</sup>

31

32

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

34

35

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

36

37

38

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

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

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

1. Sexually suggestive remarks;
2. Verbal harassment or abuse;
3. Sexually suggestive pictures;
4. Sexually suggestive gesturing;
5. Harassing or sexually suggestive or offensive messages that are written or electronic;
6. Subtle or direct propositions for sexual favors; and
7. Touching of a sexual nature.

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

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

1. Counseling;
2. Course modifications;
3. Schedule changes; and
4. Increased monitoring or supervision.

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

**GRIEVANCE PROCESS**

Upon learning of an instance of alleged sexual harassment, even if no formal complaint is filed, the Title IX Coordinator or his/her designee shall:

1. Promptly contact the complainant to discuss the availability of supportive measures;

- 1        2. Consider the complainant’s wishes with respect to supportive measures;
- 2        3. Inform the complainant of the availability of supportive measures; and
- 3        4. Explain the process for filing a formal complaint.<sup>10</sup>

4  
5 While the school district will respect the confidentiality of the complainant and the respondent as much  
6 as possible, some information may need to be disclosed to appropriate individuals. All disclosures shall  
7 be consistent with the school district’s legal obligations and the necessity to investigate allegations of  
8 harassment and take disciplinary action.

9  
10 Disciplinary consequences or sanctions shall not be initiated against the respondent until the grievance  
11 process has been completed. Unless there is an immediate threat to the physical health or safety of any  
12 student arising from the allegation of sexual harassment that justifies removal, the respondent’s  
13 placement shall not be changed.<sup>11</sup> If the respondent is an employee, he/she may be placed on  
14 administrative leave during the pendency of the grievance process.<sup>12</sup> The Title IX Coordinator shall  
15 keep the Director of Schools informed of any employee-respondents so that he/she can make any  
16 necessary reports to the State Board of Education in compliance with state law.<sup>13</sup>

17  
18 **Complaints**

19  
20 Any individual who has knowledge of behaviors that may constitute a violation of this policy shall  
21 immediately report such information to the Title IX Coordinator; however, nothing in this policy requires  
22 a complainant to either report or file a formal complaint within a certain timeframe. If the complaint  
23 involves the Title IX Coordinator, the complaint shall be filed with the Director of Schools.

24  
25 If a complaint involves allegations of child abuse, including child abuse on school grounds, appropriate  
26 notification shall be made per the board policy on reporting child abuse.

27  
28 Upon receipt of a formal complaint, the Title IX Coordinator shall promptly.<sup>14</sup>

- 29  
30        1. Provide written notice of the allegations, and the grievance process to all known parties to give  
31        the respondent time to prepare a response before an initial interview;
- 32        2. Inform the parties of the prohibition against making false statement or knowingly submitting  
33        false information;
  - 34        3. Inform the parties that they may have an advisor of their choosing present during any  
35        subsequent meetings;
  - 36        4. Notify parents and/or guardians that they are entitled to participate; and
  - 37        5. Offer supportive measures in an equitable manner to both parties.
- 38

39 The complaint must be dismissed if it does not meet the definition of harassment or occur within an  
40 activity or program. If the Title IX Coordinator dismisses a complaint, written notice, including the  
41 reasons for dismissal, shall be provided to both parties simultaneously.<sup>15</sup>

42  
43 **Investigations**<sup>16</sup>

1  
2 All investigations require a signed, written complaint. A school system administrator, designated by the  
3 Title IX Coordinator, shall serve as the investigator and be responsible for investigating complaints in  
4 an equitable manner that involves an objective evaluation of all relevant evidence. The burden for  
5 obtaining evidence sufficient to reach a determination regarding responsibility rests on the school district  
6 and not the complainant or respondent.

7  
8 Once a complaint is received, the investigator shall initiate an investigation within forty-eight (48) hours  
9 of receipt of the complaint. If an investigation is not initiated within forty-eight (48) hours, the  
10 investigator shall provide the Title IX Coordinator with appropriate documentation detailing the reasons  
11 why the investigation was not initiated within the required timeframe.

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

17  
18 All investigations shall:

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

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

44  
45 **Determination of Responsibility<sup>19</sup>**

1  
2 The respondent is presumed not responsible for the alleged conduct until a determination regarding  
3 responsibility is made at the conclusion of the grievance process.<sup>20</sup> The preponderance of evidence  
4 standard shall be used in making this determination.<sup>21</sup>  
5

6 The Principal shall act as the decision-maker for student-respondents. The Human Resources Director  
7 will act as the decision-maker for employee-respondents. He/she shall receive the final report of the  
8 investigation and allow each party the opportunity to submit written questions that he/she wants asked  
9 of any party or witness prior to the determining responsibility.

10  
11 The decision-maker shall make a determination regarding responsibility and provide a written  
12 determination to the parties simultaneously along with information about how to file an appeal. He/she  
13 may consult with the Title IX Coordinator in drafting the written determination.  
14

15 A substantiated charge against a student may result in corrective or disciplinary action up to and  
16 including expulsion. A substantiated charge against an employee shall result in disciplinary action up to  
17 and including termination.  
18

19 After a determination of responsibility is made, the Title IX Coordinator shall work with the complainant  
20 to determine if further supportive measures are necessary. The Title IX Coordinator shall also determine  
21 whether any other actions are necessary to prevent reoccurrence of the harassment.  
22

23 **APPEALS<sup>22</sup>**

24  
25 Either party may appeal from a determination of responsibility based on a procedural irregularity that  
26 affected the outcome, new evidence that was not reasonably available at the time of the determination  
27 that could affect the outcome, or an alleged conflict of interest on the part of the Title IX Coordinator,  
28 the investigator, or any personnel chosen to facilitate the grievance process. Appeals shall be submitted  
29 to the Title IX Coordinator within ten (10) days of a determination of responsibility.  
30

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

- 32
- 33 1. Assign an impartial hearing officer within five (5) days of receipt of the appeal.
    - 34 a. Appeals for cases in which the respondent is a student shall be to the Board's  
35 Disciplinary Hearing Authority.
    - 36 b. Appeals for cases in which the respondent is an employee shall be to the Director of  
37 Schools.
  - 38 2. Notify the parties in writing, who will be hearing the appeal, and the procedures that the hearing  
39 officer(s) will be following in the appeal. This notice may refer to other Board Policies that  
40 explain disciplinary procedures.  
41

42 During the appeal process, the parties shall have a reasonable, equal opportunity to submit written  
43 statements. Within ten (10) calendar days, the hearing officer shall issue a written decision describing

1 the result of the appeal and the rationale for the result. The written decision shall be provided  
2 simultaneously to both parties.

3 **RETALIATION**<sup>23</sup>

4

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

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Legal References

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

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Cross References

- Section 504 and ADA Grievance Procedures 1.802
- Discrimination/Sexual Harassment and Discrimination 5.500
- Staff-Student Relations 5.610
- Code of Behavior and Discipline 6.300
- Student Discrimination/Harassment/Hazing and Bullying/Intimidation 6.304
- Child Abuse and Neglect 6.409

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Student Health Services</b>	Descriptor Code: <b>6.401</b>	Issued Date: <b>12/16/04</b>
		Rescinded:	Revised: <b>08/15/24</b>

The major objective of student health services is to protect and promote the health of the student. This responsibility is shared by all individuals and agencies in the community. To obtain this objective:

1. A safe, sanitary, healthful school environment shall be provided; and
2. Basic principles of healthful living shall be taught.

The student health services program<sup>1</sup> shall include:

1. Identification of physical, mental or emotional characteristics of students which will prevent them from attaining their potentialities through public education;
2. Evidence of a complete medical examination of every student entering school for the first time;
3. Proof of immunization except those who are exempt by statute;
4. A medical examination as directed by the TSSAA of every student prior to participation in interscholastic athletics;
5. A cumulative health record;
6. A record for each student which contains information as to how and where to contact parents in case of emergency;
7. A report of each accident taking place while the student is under the jurisdiction of the school;
8. Plan for taking care of sick or injured students;
9. Procedures for reporting suspected child abuse or neglect;
10. Plan for dealing with communicable diseases;
11. Procedures for dispensing medication;
12. Teacher referral of students for available health service; and
13. Method for evaluating criteria, including the extent and use of available health services based upon the needs of students within the school.
14. Procedures for handling drug/alcohol problems that may arise in schools.

## CONSENT TO PROVIDE SCHOOL NURSING SERVICES

Before the start of each school year, the Administration will send home consent forms to the parents/guardians of each student. Parents/guardians may grant or withhold consent from school nursing staff to render aid to their students in emergency and non-emergency situations and to follow any medical orders that may be on file.

In the event a child needs emergency or non-emergency care and a parent/guardian has not returned a consent form, then the school must attempt to contact the parent/guardian using the information on file with the school. In the event the parent/guardian cannot be reached within a reasonable amount of time,

1 the nurse is authorized to render emergency care if, in the nurse’s discretion, such care is necessary to  
2 protect the health and well-being of the child. The Board will protect, defend, and hold harmless the  
3 nurse against any claim for damages arising out of a good faith decision to aid a student in an  
4 emergency where the school has been unable to reach the parent/guardian.

5  
6 Consent is not necessary **in the following circumstances:**<sup>2</sup>

- 7  
8 1) **when nursing staff acts reasonably to render appropriate, non-emergency first aid to a student**  
9 **appearing or represented to be sick or injured. Such non-emergency first aid includes, but is not**  
10 **limited to, dressing minor wounds, applying topical agents, providing fluids or ice, and performing**  
11 **checks to identify minor illnesses;**  
12 2) Providing support in activities of daily living (ADLs) as those are defined by the Tennessee  
13 Department of Education.

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Legal References

1. TRR/MS ~~0520-1-3-08(2)~~0520-01-13-.01
2. TCA 63-1-176(c)(7)

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Cross References

Student Communicable Diseases 6.403\*

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Student Communicable Diseases</b>	Descriptor Code: <b>6.403</b>	Issued Date: <b>12/16/04</b>
		Rescinded:	Revised: <b>06/15/23</b>

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

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

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

- 14  
15 1. Assign the student to a setting which will protect other students, employees and the student  
16 himself;or  
17  
18 2. Exclude the student from school until certification is obtained from a physician or the County  
19 Health Department by either the parent or principal stating that the disease is no longer  
20 communicable.

21  
22 If the principal has reason to believe that the student has a long-term communicable disease, the  
23 principal must require confirmation from a physician or the county health department as to  
24 the student's condition. If the student is confirmed to have a long-term communicable disease,  
25 the principal may refer the student for homebound instruction, special education services  
26 and/ or 504 accommodations if appropriate to the situation.<sup>3</sup>

27  
28 The principal may request that further examinations be conducted by a physician or County Health  
29 Department and may request periodic re-examinations after the student has been readmitted to the  
30 school.<sup>2</sup>

31  
32 Parents/guardians of students who have been excluded from school shall meet with the school  
33 leader and school nurse prior to returning to school to ensure that the proper physician or county  
34 health department certificate has been provided, and that the student's transition back to school is  
35 appropriate.

36  
37 Expenses incurred from examinations requested by school officials shall be paid by the Board. The

- 1 names of all students excluded from school under this policy will be **documented and preserved**
- 2 **confidentially forwarded to the office of the director of schools.**

---

Legal References

1. TRR/MS ~~0520-01-13-.01 0520-13-.08(2)(c)~~
2. TCA 49-2-203(b)(2)
3. ~~State Board of Education Rule 6.403~~

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Cross References

- Exceptional Education 4.202  
Early Postsecondary Opportunities 4.206

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>HIV, HIV-RELATED ILLNESS, AND AIDS</b>	Descriptor Code: <b>6.4031</b>	Issued Date: Click here to enter a date.
		Rescinded:	Revised:

1 **Enrollment and Non-Discrimination<sup>1</sup>**

2 A student with an HIV infection or Acquired Immune Deficiency Syndrome (AIDS) has the same right  
3 to attend school and receive services and shall be subject to the same rules and policies as all other  
4 students. No student with HIV or AIDS shall be denied enrollment solely based upon the fact that the  
5 student has HIV or AIDS. HIV/AIDS will not be a factor in decisions regarding a student's class  
6 assignments, privileges, or participation in any school-sponsored activity.

7  
8 The Board shall strive to maintain a respectful school climate for students with HIV and AIDS.  
9 Discrimination against students with HIV and AIDS will not be tolerated. Students with HIV and  
10 AIDS shall be provided with appropriate and reasonable accommodations as needed to access and  
11 participate in the educational environment and related activities.

12  
13 Mandatory screening for HIV and AIDS shall not be a condition for school enrollment or attendance.  
14 A student or student's parent/guardian may choose to disclose the student's HIV or AIDS status to  
15 HCDE officials but is not required to disclose such information.

16  
17 **Education Placement and School-Sponsored Activities**

18 In determining the educational placement of a student known to have HIV or AIDS, HCDE officials  
19 will follow established policies and procedures for students with disabilities and will reassess  
20 placement if there is a change in a student's need for accommodations or services.

21  
22 Students with HIV or AIDS will not be restricted from participation in school-sponsored athletic  
23 activities and, where necessary, will be provided with reasonable accommodations in order to engage  
24 in such activities. Students with HIV/AIDS and their parent/guardian are encouraged to consult with  
25 the student's healthcare provider to determine the student's health-related limitations, if any.

26  
27 **Confidentiality<sup>2</sup>**

28 If a student or a student's parent/guardian elects to disclose the student's HIV/AIDS status to HCDE  
29 officials, matters pertaining to that student shall be directed by procedures initiated by the Director of  
30 Schools/designee. These procedures will be designed to ensure privacy and secured maintenance of all  
31 of the student's health records and related information, including but not limited to, names, records,  
32 reports, correspondence, and any other identifying information regarding a student's HIV, an HIV-  
33 related illness, or AIDS. All health records and related documents referencing a student's HIV or  
34 AIDS status will be secured by appropriate safeguards designed to maintain confidentiality of the  
35 records at all times.

36 Under no circumstances will information identifying a student as having HIV or AIDS be shared with  
37 HCDE officials without the informed, written, signed, and dated consent from the student's  
38 parent/guardian or the student if over eighteen (18) or in compliance with a valid court order. Written

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1 consent will specify the name of the recipient of the information and the purpose of the disclosure.  
2 Under no circumstances will information identifying a student as having HIV or AIDS be disclosed to  
3 the public. At all times, HCDE will maintain confidentiality of medical records pertaining to a  
4 student's HIV or AIDS status in accordance with relevant laws.<sup>34</sup>  
5

6 Information pertaining to a student's HIV or AIDS status will not be added to a student's permanent  
7 educational or health records without prior written consent from the student's parent/guardian or the  
8 student if over eighteen (18).  
9

10 Every HCDE employee shall treat any knowledge or speculation concerning the HIV or AIDS status of  
11 a student as highly confidential. Unauthorized disclosure of a student's HIV or AIDS status by an  
12 HCDE employee shall be cause for discipline, up to and including termination.  
13

### 14 **HIV/AIDS Prevention Education<sup>1</sup>**

15 Students shall have access to voluntary, confidential, age- and developmentally- appropriate  
16 counseling about matters relating to HIV and AIDS. School administrators shall maintain a list of local  
17 counseling and testing resources for voluntary student reference and use.  
18

19 The Director of Schools/designee shall develop age- and developmentally-appropriate, ongoing HIV  
20 prevention education instruction in accordance with Tennessee's Health Education and Lifetime  
21 Wellness standards. This education program shall: be available for review by parents and guardians  
22 pursuant to Tenn. Code Ann. § 49-6-1305; be taught at every grade level; follow content guidelines  
23 prepared by the CDC; include accurate information on reducing the risk of HIV infection; include the  
24 benefits of abstinence from sexual activity, alcohol, and other drug use; address student concerns about  
25 transmission; be taught by knowledgeable instructors; and be consistent with community standards.  
26

### 27 **Infection Control<sup>1</sup>**

28 The Director of Schools/designee shall develop an OSHA-based infection control plan. The plan shall:  
29 provide for well-maintained and easily accessible materials necessary to follow universal precautions;  
30 and designate first responder responsible for implementing infection control guidelines, including  
31 investigating, correcting, and reporting instances of exposure.  
32

33 HCDE schools will follow the most current CDC Universal Precautions for Preventing Transmissions  
34 of Bloodborne Infections and OSHA's Bloodborne Pathogens Standard.

35 To prevent and manage exposure in the workplace, all HCDE employees will receive in-service  
36 training and education annually regarding HIV/AIDS and OSHA's Bloodborne Pathogens Standard.

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#### Legal References

1. SBOE Policy 5.300
2. TRR/MS 0520-01-13-.02
3. TCA 68-10-113
4. 20 USC 1232g

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#### Cross References

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Student Surveys, Analyses, and Evaluations</b>	Descriptor Code: <b>6.404</b>	Issued Date: <b>08/17/23</b>
		Rescinded:	Revised:

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

8  
9 Prior to the dissemination of a survey, analysis, or evaluation to students, parent/guardians shall be  
10 notified of their ability to review the materials. Such notification shall include information indicating the  
11 purpose of the survey, analysis, or evaluation as well as who will have access to the results. Following  
12 such notification and prior to the administration of the survey, analysis, or evaluation, parents/guardians  
13 must provide consent before the student participates in a survey, analysis, or evaluation.

14 Parents/guardians may withdraw consent at any time before the student participates. Prior consent does  
15 not apply if the full survey, analysis, or evaluation is related to classroom instruction of a curriculum and  
16 is distributed to students as a way of evaluating the effectiveness of an instructional curriculum.<sup>1</sup>

17  
18 The Director of Schools or his/her designee shall develop procedures for obtaining parental/guardian  
19 consent as described above and to implement the other provisions of this policy.<sup>1</sup>

20  
21 No student shall be required, as part of any program, to submit to a survey, analysis or evaluation that  
22 reveals information concerning:<sup>2,1</sup>

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

33  
34 Without the prior consent of the student (if the student is an adult or emancipated minor), or in the case  
35 of an emancipated minor, without the prior written consent of the parent.<sup>1</sup>

36  
37 The collection of the following student data is strictly prohibited:<sup>4</sup>

1. Political affiliation or voting history;
2. Religious practices; and
3. Firearm ownership

## COLLECTING, DISCLOSING OR USING INFORMATION FOR MARKETING <sup>32</sup>

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

If any collected information is to be marketed or sold, parents will be directly notified at least annually at the beginning of the school year of the specific or approximate dates when such information will be collected. Parents, upon request, may inspect any instrument used to collect personal information for the purpose of marketing or selling that information before the instrument is administered or distributed to the student. All parents and students of appropriate age may decline to provide the information requested.

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

1. College or other postsecondary education recruitment ~~or~~, military recruitment<sup>6</sup>, or charter schools<sup>5</sup>;
2. Book clubs, magazines and programs providing access to low-cost literary products;
3. Tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments);
4. The sale by students of products or services to raise funds for school-related or education related activities;
5. Student recognition programs.

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### Legal References

1. TCA 49-2-211
2. 20 USCA § 1232h
3. TCA 49-1-706
4. TCA 49-1-705
5. TCA 49-13-132
6. USA Patriot Act of 2001 §507

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### Cross References

Testing Programs 4.700

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Child Abuse and Neglect</b>	Descriptor Code: <b>6.409</b>	Issued Date: <b>05/19/16</b>
		Rescinded:	Revised: <b>06/15/23</b>

## CHILD ABUSE REPORTING PROCEDURES

All school system employees have a duty to report suspected child abuse immediately to the appropriate authorities.<sup>1</sup> Given the number of agencies that have the authority to investigate abuse, however, and further considering the lack of resources that many of these agencies face, the Hamilton County Board of Education has developed this policy to give employees guidance to ensure that suspected child abuse is promptly investigated and that children are adequately protected.

### THE DUTY TO REPORT

A person has the duty to report suspected child abuse when the following occur:<sup>2,3</sup>

- The person has knowledge of (or is called upon to render aid to) any child who is suffering from (or has suffered from) any wound, injury, disability, or other physical or mental condition; and the physical or mental condition is of such a nature that it reasonably appears to have been caused by brutality, abuse, or neglect caused by a caregiver of the child.
- or
- ~~The person has knowledge of (or is called upon to render aid to) any child who is suffering from (or has suffered from) any wound, injury, disability, or other physical or mental condition; and the physical or mental condition is of such a nature that it reasonably appears to have been caused by brutality, abuse, or neglect caused by a caregiver of the child.~~
- The person has reason to suspect that the child is a victim of sexual abuse regardless of whether the child has suffered a physical injury from the suspected sexual abuse and regardless of whom the perpetrator of the abuse may have been.

### HOW TO REPORT

Anyone having knowledge of suspected child abuse, as described above, must report his or her belief to both of the following offices:

- The Department of Children's Services by way of the statewide hotline (1-877-542-2873), the local DCS office, or the DCS website, bearing in mind that circumstances may dictate the need to speak to a DCS agent as quickly as possible.

1 and

- 2
- 3 • The Hamilton County Sheriff’s Office or the local police department for the municipality in
- 4 which the child lives.
- 5

6 Any report of child abuse shall include, if known, the name, age, address and telephone number of the  
7 child; the name, address, and telephone number of the child’s caregiver; and any facts pertinent to the  
8 report. Once the report is given to DCS and local police department all confidential files should be given  
9 to the school child abuse coordinator or alternate child abuse coordinator.

10

11 Additionally, if the suspected child abuse occurs outside of Hamilton County, it may be necessary to  
12 notify the local law enforcement agency so that the child is protected, and the matter is investigated  
13 promptly.

14

15 Any school-based employee who reports suspected child abuse must notify the school’s child abuse  
16 coordinator and his or her principal or supervisor and the child abuse coordinator will join the employee  
17 in placing the phone call to the appropriate authorities. If the child abuse coordinator is not available to  
18 participate in the phone call, the employee must notify the school’s alternate child abuse coordinator,  
19 who will assist in placing the phone call. If neither the child abuse coordinator nor the alternate child  
20 abuse coordinator is available, the employee must nevertheless report any suspected child abuse to the  
21 appropriate authorities without delay. When the alleged abuse involves someone employed by,  
22 previously employed by, or otherwise affiliated with the school, the report may be made directly to the  
23 department of children’s services and law enforcement prior to notifying the school child abuse  
24 coordinator.<sup>1</sup>

25

26 The Hamilton County Department of Education strongly encourages any employee notifying any of  
27 these offices of any suspected child abuse to make a written record of the report to include the following:  
28 agency contacted; agency phone number; the person to whom the employee spoke; date and time of the  
29 conversation; name of the child in question; the precise information conveyed to the agency; and the  
30 DCS case number assigned.

31

32 **ACTION BY ADMINISTRATORS AND SCHOOL CHILD ABUSE COORDINATORS**

33

34 Each school shall designate a child abuse coordinator and alternate child abuse coordinator. These  
35 individuals must:

- 36
- 37 1. Have access to an area providing privacy and access to a telephone for reporting suspected child  
38 abuse;
- 39 2. receive training in regard to mandatory reporting, multidisciplinary protocols, advocacy centers,  
40 the importance of limited interviews, and signs of child abuse;
- 41 3. be available for school personnel to share information about suspected child abuse;
- 42 4. assist school personnel in reporting suspected child abuse to appropriate authorities;
- 43 5. serve as a liaison between the school and law enforcement and DCS in child abuse investigations;
- 44 6. assist law enforcement and DCS by sharing available information regarding suspected child  
45 abuse and by providing an area within the school for law enforcement and DCS to meet with the

- 1 child and reporting school personnel as a group or individually if required; and  
2 7. maintain confidential files in accordance with Tenn. Code Ann. § 37-5-107 and 37-1-612 39  
3 regarding all reported suspicions of child abuse.  
4

5 The Hamilton County Board of Education does not expect administrators to screen or approve the  
6 decision of subordinate employees to report suspected child abuse. Each employee has an independent  
7 duty under state law and this policy to report child abuse whenever he or she believes it has occurred.  
8 Nevertheless, the Board of Education expects administrators to support their employees and to provide  
9 guidance as necessary.  
10

11 Accordingly, the Board of Education advises administrators that it may be necessary and appropriate for  
12 them to direct their employees to contact several agencies in order to ensure that the allegations of abuse  
13 will be investigated promptly and that the child in question will be protected. If an administrator has any  
14 question or concern about the effectiveness of any response, he or she is receiving regarding reports of  
15 child abuse, the administrator should contact the Director of DCS' Special Investigations Unit and report  
16 the suspected child abuse and what efforts the Board of Education employees have taken to report this  
17 matter.  
18

19 The Board of Education expects administrators to make a written record of any conversation they have  
20 with their employees and any agency officials regarding allegations of suspected child abuse and efforts  
21 made to report this abuse to the appropriate authorities. These records should be maintained in  
22 confidential files kept separate and apart from other students or employee records.  
23

#### 24 NOTICE TO PARENTS OR LEGAL GUARDIANS

25  
26 School personnel may notify parents or legal guardians of suspected child abuse: 1) when federal law or  
27 regulation mandates disclosure; and 2) the parent or guardian to whom the notification is made is not  
28 alleged to be the perpetrator or in any way complicit in the abuse or neglect. Any such notification to  
29 parents or guardians must be done in conjunction with the Department of Children's Services.<sup>1</sup> In the  
30 absence of those circumstances, school personnel shall not provide any information relevant to the  
31 suspected child abuse to a child's parents or guardians and must refer any questions from the child's  
32 parents or guardian to the investigating law enforcement agency and the Department of Children's  
33 Services.  
34

35 In circumstances where school personnel may provide notification of suspected child abuse to a child's  
36 parents or guardian, school personnel will share with the parents or guardian whatever information is  
37 necessary to provide for the future wellbeing of the child and, upon request, may provide additional  
38 information pertaining to the suspected child abuse; provided, however, that school personnel will  
39 protect otherwise confidential information including the name of the reporting employee, the name of  
40 anyone whose safety would otherwise be jeopardized, and any information protected by federal law.  
41

#### 42 WRONGDOING BY A SCHOOL EMPLOYEE

43  
44 In the event any school system employee becomes aware that another employee may have been  
45 responsible for the suspected child abuse, or if the employee becomes aware that another employee has

1 failed to report suspected child abuse, then, after immediately contacting the Department of Children’s  
2 Services and Law Enforcement, and the employee shall also notify the Director of School or their  
3 designee and report the other employee’s suspected wrongdoing.

4

5 CONFIDENTIALITY

6

7 Once a school system employee becomes aware of suspected abuse, he or she is to report the matter to  
8 the appropriate agencies and to the appropriate officials within the school system. Aside from his or her  
9 duty to report to agency officials or school system administrators, however, no employee is to discuss  
10 the suspected abuse of a child with anyone. Under no circumstances shall the employee discuss the  
11 matter with the media or any member of the public, including the child’s parents or legal guardian unless  
12 the employee is given express permission by the Superintendent or the Superintendent’s designee to do  
13 so. Violation of this instruction will be treated as insubordination and will be punished accordingly.

14

15 FURTHER DIRECTIONS TO PRINCIPALS AND SUPERVISORS

16

17 Administrators are to circulate these guidelines to their employees at faculty meetings, staff  
18 meetings, and otherwise as may be appropriate. Written copies of these guidelines shall be kept in break  
19 rooms and shall be disseminated to school system employees.

20

21 Additionally, administrators are to require that their employees receive appropriate training regarding  
22 the application of this policy and Tennessee law. This training shall include signs of abuse, brutality or  
23 neglect and appropriate reporting procedures.

24

25 Employees working directly with students shall annually complete the child abuse training program  
26 required by state law.<sup>4</sup>

27

28 If there are any questions about this policy, including compliance, these questions shall be directed to  
29 the **Chief of Student Supports Equity Officer at 423-498-7104.**

30

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Legal References

1. TCA 49-6-1601 ~~42~~
2. TCA 37-1-403 ~~43~~
3. TCA 37-1-605 ~~44~~
4. TCA 37-1-408

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Cross References

- Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation 6.304**
- Title IX & Sexual Harassment 6.3041**

31

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Homeless Students</b>	Descriptor Code: <b>6.503</b>	Issued Date: <b>05/18/17</b>
		Rescinded:	Revised: <b>06/20/24</b>

1  
2 HCS will ensure that all homeless students shall have equal access to the same free, appropriate public  
3 education as provided to other children and youth. They must be included in state and district-wide  
4 assessments and accountability systems.

5  
6 Information regarding this policy will be included in the Hamilton County Student Handbook which will  
7 be distributed to all students annually and upon enrollment. Information about the rights of homeless  
8 children and youth will be posted in every school in the system as well as other places where homeless  
9 children and families receive services.

## 10 11 A. Definitions

12  
13 *Homeless children and youth* refer to children and youth who are otherwise legally entitled to or  
14 eligible for a free public education, including preschool, yet who lack a fixed, regular, and  
15 adequate nighttime residence, including:

- 16 • Students who are sharing the housing of other persons due to loss of housing, economic  
17 hardship, or similar reasons; students are living in motels, hotels, campgrounds, or trailer  
18 parks due to lack of alternative adequate accommodations; are living in emergency or  
19 transitional shelters; or are abandoned in hospitals.
- 20 • Students who have a primary nighttime residence that is a private or public place not  
21 designed for or ordinarily used as regular sleeping accommodations for human beings.
- 22 • Students who are living in a car, public spaces, abandoned buildings, substandard housing,  
23 bus or train stations, or similar settings.
- 24 • Migratory students who are living in circumstances described above

25  
26 A child or youth shall be considered homeless for as long as he or she is in a living situation  
27 described that is not fixed, regular, and adequate. Eligibility for McKinney-Vento services will  
28 be evaluated at the beginning of every school year.

29  
30 *Unaccompanied youth* means a youth not in the physical custody of a parent or guardian, who  
31 is also living in a homeless situation as defined above.

32  
33 *School of origin* means the school the child or youth attended when permanently housed, or  
34 the last school attended. This includes the designated receiving school at the next grade  
35 level for all feeder schools when a student completes the final grade level served by the  
36 school of origin. Preschools are also considered schools of origin when they establish a feeder  
37 school pattern.

1 The *Liaison* is the staff person designated by the Hamilton County Schools as the person  
2 responsible for carrying out the duties assigned to the liaison by the McKinney-Vento Act.  
3 The liaison is to assist homeless children and youth to enroll and succeed in school and ensure  
4 that homeless children and youth receive educational services for which they are eligible,  
5 including Head Start and Even Start programs, preschool programs (if offered to others), and  
6 referrals to health care, dental, mental health and other appropriate services.  
7

#### 8 **B. Identification**

9

10 In collaboration with school personnel and community organizations, the liaison designated  
11 for the school system will identify homeless children in the district, both in and out of school.  
12 The liaison will train school personnel on possible indicators of homelessness, sensitivity  
13 in identifying homeless families and youth, and procedures for forwarding information  
14 indicating homelessness to the liaison. The liaison will also instruct school registrars and  
15 secretaries to inquire about possible homelessness upon enrollment in school. Community  
16 partners in identification may include the following: family and youth shelters, soup kitchens,  
17 motels, campgrounds, drop-in centers, welfare departments, and other social services  
18 agencies, street outreach teams, faith-based organizations, truancy and attendance officers,  
19 local homeless coalitions, and legal services.  
20

#### 21 **C. School Selection**

22

23 Each homeless child has the right to remain at his or her school of origin or to attend the school  
24 for which the child is zoned based upon where the child is actually living. Maintaining a student  
25 in his or her school of origin is important for both the student and our district. Therefore, in  
26 determining the school that is in the student's best interest to attend, school personnel must  
27 presume that staying in the school of origin is in the child's or youth's best interest unless it  
28 is against the wishes of the parent, guardian, or unaccompanied homeless youth. Student-  
29 centered factors must be considered, including factors related to the impact of mobility on the  
30 achievement, education, health, and safety of the student. Students may remain at their schools  
31 of origin the entire time they are homeless and until the end of any academic year in which they  
32 acquire stable housing. The same applies if a student loses his or her housing between  
33 academic years.  
34

35 In determining what is in the child's best interest, the school system will within parameters set  
36 forth by the McKinney Vento Act comply with the request made by a parent or guardian or  
37 unaccompanied youth regarding school selection. If a school decided not to allow the child to  
38 enroll at the school selected by the parent, guardian, or unaccompanied youth, the school  
39 will provide a written explanation of the school's decision to the parent, guardian, or  
40 unaccompanied youth. The written explanation must also inform the parent or guardian of  
41 his/her right to appeal the decision. The parent or guardian, or unaccompanied youth shall  
42 be referred to the liaison who shall carry out the dispute process.  
43

#### 44 **D. Enrollment**

45

1 Consistent, uninterrupted education is vital for academic achievement. Due to the  
2 realities of homelessness and mobility, homeless students may not have school enrollment  
3 documents readily available. Nonetheless, the school selected for enrollment must immediately  
4 enroll any homeless child.

5  
6 Enrollment may not be denied or delayed due to lack of any 1 document normally required for  
7 enrollment, including:

- 8
- 9 • Proof of residency, including residency affidavit
- 10 • Transcripts/school records (The enrolling school must contact the student’s previous
- 11 school to obtain school records. Initial placement of students whose records are not
- 12 immediately available can be made based on the student’s age and information gathered
- 13 from the student, parent, and previous schools or teachers.)
- 14 • Immunizations or immunization/health/medical. physical records. Health records may
- 15 often be obtained from previous schools or state registries, and school-or community-
- 16 based clinics can initiate immunizations when needed. Students coming from areas where
- 17 natural disasters have occurred may never be able to provide immunization records, but it
- 18 should be assumed that they had the immunizations necessary to attend public school in
- 19 their state.
- 20 • Proof of custody of guardianship
- 21 • Birth certificate
- 22 • Any other document requirements
- 23 • Unpaid school fees
- 24 • Lack of uniforms or clothing that conforms to dress codes
- 25 • Missing application or enrollment deadlines during any period of homelessness
- 26 • Any factor related to the student's living situation

27  
28 Homeless unaccompanied youth must also be immediately enrolled in school. They must  
29 either enroll themselves or be enrolled by a parent, non-parent caretaker, older sibling, or  
30 liaison.

31  
32 The school at which the homeless student enrolls shall immediately contact the last school  
33 attended to obtain academic or relevant records. If the child needs immunizations or medical  
34 records, the school shall contact the liaison. The liaison shall assist in obtaining  
35 immunizations or medical records, as necessary.

36  
37 **E. Transportation**

38  
39 Without appropriate transportation, a student may not be able to continue attending his or her  
40 school of origin. To avoid such forced school transfers, at the parent’s, guardian’s or  
41 unaccompanied youth’s request, transportation shall be provided to and from the school  
42 of origin for a homeless child. Transportation shall be provided for the entire time the child  
43 or youth has a right to attend that school, as defined above, including during pending disputes.

1 The liaison shall request transportation to and from the school of origin for unaccompanied  
2 youth.

3  
4 School contacts and the liaison shall assist in arranging transportation requests. If a homeless  
5 student is living and attending school in this district, the Hamilton County Schools shall  
6 arrange transportation. If the homeless student is living in this district but attending school in  
7 another, or attending school in this district but living in another, the Hamilton County  
8 Schools will seek a shared reimbursement of transportation expenses from the other school  
9 district or, if applicable, be financially responsible for a portion of the other school districts  
10 expenses in transporting the homeless student. Inter-district disputes shall not result in a student  
11 in transition missing school. If such a dispute arises, this district will arrange transportation and  
12 immediately bring the matter to the attention of the State Coordinator for the Education of  
13 Homeless Children and Youth.

14  
15 Homeless students shall also be provided with other transportation services comparable to  
16 those offered to housed students.

17  
18 **F. Services**

19  
20 All homeless children and youth in Hamilton County Schools will be enrolled and receive  
21 instruction in the same schools and classrooms as all other students enrolled. They will not be  
22 isolated or stigmatized by any activities of the school system. Homeless children shall be  
23 provided appropriate services comparable to services offered to other students in the school,  
24 including:

- 25 • Transportation
- 26 • Title I
- 27 • Educational services for which the student meets eligibility criteria, including special  
28 education and related services and programs for English language learners.
- 29 • Vocational and technical education programs
- 30 • Gifted and talented programs
- 31 • School nutrition programs
- 32 • Before and after school care (if offered and available to others)

33  
34 The Hamilton County Schools will follow state procedures to ensure that homeless children  
35 and youth who are out of school are identified and accorded equal access to appropriate  
36 secondary education and support services. School personnel shall refer homeless children to  
37 appropriate health care services, including dental and mental health services. The liaison will  
38 assist the school in making such referrals, as necessary. The liaison and school personnel  
39 must inform unaccompanied homeless youth of their status as independent students for  
40 college financial aid and that they may obtain assistance to receive verification for the  
41 FAFSA.

42  
43 School personnel must also inform parents of all educational and related opportunities  
44 available to their children and provide parents with meaningful opportunities to participate in  
45 their children's education. All parent information required by any provision of this policy must

1 be provided in a form, manner, and language understandable to each parent.  
2

### 3 **G. Disputes** 4

5 If a dispute arises over any issue covered in this policy, including eligibility, the homeless  
6 student shall be immediately admitted to the school in which enrollment is sought, pending  
7 final resolution of the dispute. The student shall also have the right to all appropriate  
8 educational services, transportation, and school nutrition programs.  
9

10 The school where the dispute arises shall provide the parent, guardian, or unaccompanied  
11 youth with a written explanation of its decision and the right to appeal and shall immediately  
12 refer the parent or youth to the liaison. The liaison shall ensure the student is enrolled in the  
13 school of his or her choice, 46 within the parameters of the McKinney-Vento Act and receiving  
14 other services to which he or she is entitled and shall resolve the dispute as expeditiously  
15 as 1 possible. The parent, guardian, or unaccompanied youth shall be given every  
16 opportunity to participate meaningfully in the resolution of the dispute. The liaison shall keep  
17 records of all disputes in order to determine whether particular issues or schools are repeatedly  
18 delaying or denying the enrollment of children and youth in transition.  
19

### 20 **H. Free Meals** 21

22 To help ensure that children and youth in transition are available for learning, the U.S.  
23 Department of Agriculture has determined that all homeless children are automatically eligible  
24 for free meals. On the day a homeless child enrolls in school, the enrolling school must submit  
25 the student's name to the food services office.  
26

### 27 **I. Title I** 28

29 Homeless children are automatically eligible for comparable Title I services, regardless of  
30 what school they attend. The Hamilton County School System shall reserve such funds as are  
31 necessary to provide services comparable to those provided to Title I students to  
32 homeless children attending non-participating schools. The amount reserved shall be  
33 determined by a formula based upon the per-pupil Title I expenditure and developed jointly  
34 with the liaison and the Title I director. Reserved funds will be used to provide educational-  
35 related support services to homeless children.  
36

37 Our district's Title I plan will be coordinated with our McKinney-Vento services, through  
38 collaboration between the Title I director and the liaison. Homeless children shall be  
39 assessed, reported on, and included in accountability systems, as required by federal law  
40 and U.S. Department of Education regulations and guidance.  
41

### 42 **J. Training** 43

44 The school system liaison will conduct training and awareness activities for the

1 appropriate school system employees. The training and activities will be designed to  
2 increase staff awareness of homelessness, facilitate identification and immediate  
3 enrollment, ensure compliance with this policy, and increase sensitivity to homeless children  
4 and youth. The liaison has appointed the school social workers/~~truancy officer~~ as the  
5 building point of contact for homeless education. The building-level contact will lead and  
6 coordinate their school's compliance with this policy and the McKinney-Vento Act and will  
7 receive training from the district liaison at least annually.  
8

9 **K. Coordination**

10  
11 The Hamilton County School System and its liaison shall coordinate with and seek support  
12 from the state coordinator for the Education of Homeless Children, local social service  
13 agencies and other agencies or programs providing services to homeless children and families  
14 in order to eliminate barriers to the identification, enrollment, attendance and academic success  
15 of homeless children and youth.  
16

17 **L. Pre-School**

18  
19 Homeless children between the ages three (3) and five (5) before August 15 who also have  
20 disabilities, will be referred for pre-school services under the Individuals with Disabilities  
21 Education Act (IDEA). Homeless children with disabilities under age three (3) will be referred  
22 for at-risk services under Part C of IDEA and screened to determine if referrals for additional  
23 Part C services are appropriate. The liaison will collaborate with Head Start and Even Start  
24 programs and other preschool programs within the district to ensure that children in transition  
25 can access those programs.  
26

27 **M. Privacy**

28  
29 Schools must treat information about a homeless child's or youth's living situation as a student  
30 education record, subject to all the protections of the Family Educational Rights and Privacy  
31 Act (FERPA).

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Legal References

1. McKinney Vento Education Assistance Improvements Act of 2001, Part C, 721

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Cross References

- 3.400 Student Transportation Management
- 4.502 Parental and Family Engagement Policy
- 4.609 Promotion and Retention
- 6.203 School Admissions
- 6.504 Migrant Students

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term:  <b>Student Records</b>	Descriptor Code: <b>6.600</b>	Issued Date: <b>09/24/15</b>
		Rescinded:	Revised: <b>06/15/23</b>

1  
2 A cumulative record shall be kept for each student enrolled in school. The folder shall contain all  
3 records required under federal and state law and policy; shall be kept current; and shall accompany the  
4 student through his/her school career.<sup>1</sup>

5  
6 The name used on the record of the student entering the school system must be the same as that shown  
7 on the birth certificate, unless evidence is presented that such name has been legally changed.<sup>2</sup> If the  
8 parent does not have, or cannot obtain a birth certificate, then the name used on the records of such  
9 student shall be as shown on documents which are acceptable as proof of date of birth.

10  
11 The name used on the records of a student entering the system from another school must be the same as  
12 that shown on records from the school previously attended unless evidence is presented that such name  
13 has been legally changed as prescribed by law.

14  
15 When a student transfers to another school within the system, copies of the student's records, including  
16 the student's disciplinary records, shall be sent to the transfer school.<sup>3</sup>

17  
18 When a student transfers to a school outside the system, copies of the student's records, including the  
19 student's disciplinary records, shall be sent to the transfer school **within five (5) business days of the**  
20 **date on which the records request is received.**<sup>3</sup>

21  
22 All records shall be remitted in accordance with the Family Education Rights and Privacy Act  
23 (FERPA).

## 24 25 **CONFIDENTIALITY OF STUDENT RECORDS**

26  
27 Except as provided in this Board Policy 6.600 or to comply with a valid court order, student records  
28 shall be confidential.

29  
30 Authorized school officials shall have access to and permit access to student education records only  
31 for legitimate educational purposes.<sup>4</sup> A "legitimate educational interest" is the official's need to  
32 know information in order to:

- 33  
34 1. Perform required administrative tasks;
- 35  
36 2. Perform a supervisory or instructional task directly related to the student's education;
- 37  
38 3. Perform a service or benefit for the student or the student's family such as health care,  
39 counseling, student job placement, or student financial aid.

1  
2 **DEFINITION AND USE OF DIRECTORY INFORMATION** <sup>5</sup>  
3

4 “Directory information” means information contained in or pulled from an education record of a  
5 student which would not generally be considered harmful or an invasion of privacy if disclosed. It  
6 includes, but is not limited to the student’s name, address, telephone number, e-mail address,  
7 photograph, dates of attendance, grade level, enrollment status, participation in officially recognized  
8 activities and sports, weight and height of members of athletic teams, degrees, honors and awards  
9 received, and the most recent education agency or institution attended. Directory information also  
10 includes the names, addresses, telephone numbers, and e-mail addresses of the student’s parents and/or  
11 guardians.

12  
13 Pursuant to Board Policy 6.601, parents, guardians, and eligible students have the right to exclude any  
14 or all of the above referenced items from the student’s directory information. Except as provided by  
15 law, federal regulation, or the terms of this policy, this information will not be shared without consent.  
16

17 Limited Use of Directory Information

18 Directory information is not considered public record. Even so, school officials may release directory  
19 information for the following reasons:

- 20 1. To publish student and/or alumni directories for the convenience of the school community.
- 21 2. To publish programs for student events such as graduations, award ceremonies, athletic events,  
22 plays, musicals, and other programs where students are being recognized.
- 23 3. To recognize the accomplishments of one or more students are part of a media release.
- 24 4. To facilitate certain limited commercial opportunities that might be of interest to the school  
25 community such as the purchase of school merchandise, student pictures, class rings,  
26 yearbooks, etc.
- 27 5. To assist in the flow of information pertaining to vocational, educational, and scholarship  
28 opportunities available to students.
- 29 6. To comply with a request for information from an official recruiting representative of the  
30 military forces of the State of Tennessee or the United States of America, <sup>6</sup> or approved charter  
31 schools.<sup>7</sup>

32  
33 **RELEASE OF STUDENT RECORDS WITHOUT CONSENT**  
34

35 Authorized school officials may release information from or permit access to a student’s educational  
36 record without the parent(s) or eligible student’s\* prior written consent in the following instances:  
37

- 38 1. If the disclosure is an item of directory information; the definition and specific uses of directory  
39 information are set forth above;
  - 40  
41 2. To comply with a judicial order or lawfully issued subpoena: the school system will make a  
42 reasonable effort to notify the student’s parent(s) or the eligible student before making a  
43 disclosure;<sup>8</sup>
- 44

- 1        3. To comply with the requirements of child abuse reports to the extent known by the school  
2        officials including the name, address, and age of the child, the name and address of the person  
3        responsible for the care of the child, and the facts required in the report;<sup>39</sup>  
4
  
- 5        4. When certain federal and state officials need information in order to audit or enforce legal  
6        conditions related to federally-supported education programs in the school system;<sup>8</sup>  
7
  
- 8        5. When the school system has entered into a contract or written agreement for an organization to  
9        conduct scientific research on the system's behalf to develop tests or improve instruction,  
10       provided that the studies are conducted in a manner which will not permit the personal  
11       identification of students and their parents by individuals other than representatives of the  
12       organization and the information will destroyed when no longer needed for the purpose for  
13       which the study was conducted.<sup>8</sup>  
14
  
- 15       6. To appropriate officials if the parent(s) claim the student as a dependent as defined by the  
16       Internal Revenue Code;<sup>8</sup>  
17
  
- 18       7. To accrediting organizations to carry out their accrediting functions;<sup>8</sup>  
19
  
- 20       8. When a student seeks or intends to enroll in another school district or a post-secondary school.  
21       Parent(s) of students or eligible students have a right to obtain copies of records transferred  
22       under this provision;<sup>48</sup>  
23
  
- 24       9. To financial institutions or government agencies that provide or may provide financial aid to a  
25       student in order to establish eligibility, to determine the amount of financial aid, to establish  
26       conditions for the receipt of financial aid, and to enforce financial aid agreements.<sup>8</sup>  
27
  
- 28       10. To make the needed disclosure in a health or safety emergency when warranted by the  
29       seriousness of the threat to the student or other persons, when the information is necessary and  
30       needed to meet the emergency, when time is an important and limiting factor, and when the  
31       persons to whom the information is to be disclosed are qualified and, in a position, to deal with  
32       the emergency.<sup>8</sup>  
33
  
- 34       11. To the Attorney General or his designee for the official purposes related to the investigation or  
35       prosecution of an act of domestic or international terrorism. An education agency that, in good  
36       faith, produces education records in accordance with an order issued under this Act shall not be  
37       liable to any person for that production.<sup>58</sup>  
38
  
- 39       12. To any agency caseworker or other representative of a state or local child welfare agency or

1 tribal organization authorized to access the student’s educational records when such agencies or  
2 organizations are legally responsible for the care and protection of the student.<sup>68</sup>  
3

4 **RELEASE OF STUDENT RECORDS CONSENT**

5  
6 Authorized school officials may release information from a student’s education record if the student’s  
7 parent(s) or the eligible student gives written consent. Written consent must include:  
8

- 9 1. A specification of the records to be released;  
10 2. The reasons for the disclosure;  
11 3. The person, organization, or class of persons or organizations to whom the disclosure is to be  
12 made;  
13 4. The signature of the parent(s) or eligible student;  
14 5. The date of the consent and, if appropriate, a date when the consent is to be terminated. The  
15 student’s parent(s) or the eligible student\* may obtain a copy of any records disclosed under  
16 this provision.  
17

18 **RECORDKEEPING**

19  
20 The school system will maintain an accurate record of all requests to disclose information from or to  
21 permit access to a student’s education records. The system will maintain an accurate record of  
22 information it discloses and access it permits. The system will maintain this record as long as it  
23 maintains the student’s education record.  
24

25 The record will include at least:

- 26  
27 1. The name of the person or agency that makes the request;  
28 2. The interest of person or agency has in the information;  
29 3. The date the person or agency makes the request; and  
30 4. Whether the request is granted and, if it is, the date access is permitted or the disclosure is  
31 made.  
32

33 *\*The student becomes an “eligible student” when he/she reaches age 18 or enrolls in a post-secondary*  
34 *school, at which time all of the above rights become the student’s right.*

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Legal References

1. ~~20-123g~~; 20 USC 1232g; TCA 10-7-503; TCA 10-7-504  
2. TCA 49-6-5106  
3. TCA 49-6-3001(c)(1)  
4. TCA 10-7-504(a)(4); 20 USC 1232g  
5. 34 CFR § 99.3  
6. USA Patriot Act of 2001 § 507  
7. TCA 49-13-132

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Cross References

- School District Records 1.407  
Promotion and Retention 4.609  
Attendance 6.200  
Child Custody & Parental Access 6.209  
  
Reporting Child Abuse 6.409

8. 20 USC 1232g
9. TCA 37-1-403

1

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Student Records Annual Notification of Rights</b>	Descriptor Code: <b>6.601</b>	Issued Date: <b>09/24/15</b>
		Rescinded:	Revised: <b>10/19/23</b>

As a part of new and returning student registration, the school system shall notify parent(s) or guardian(s) of students and eligible students\* of each student's privacy rights.<sup>1</sup> For students enrolling after the above period, this information shall be given to the student's parent(s) or the eligible student at the time of enrollment.<sup>2</sup> The notice shall include the right of the student's parent(s)/guardian(s) or the eligible student to:<sup>2</sup>

- Inspect and review the student's education records;
- Seek correction of items in the record which are believed to be inaccurate, misleading or in violation of the student's rights, including the right to a hearing upon request;
- File a complaint with the appropriate state or federal officials when the school system violates laws and regulations relative to student records;
- Obtain a copy of this policy and a copy of the student's educational records;
- Exercise control over other people's access to the records, except when prior written consent is given, or under circumstances as provided by law or regulations, or where the school system has designated certain information as "directory information." Parent(s) or guardian(s) of students or eligible students ~~have two weeks after notification to advise the school system in writing of items they designate not to be used as directory information. The records custodian shall mark the appropriate student records for which directory information is to be limited,~~ have the opportunity during new or returning student registration to opt out of the release of any or all directory information, and this designation shall remain in effect until it is modified by the written direction of the student's parent(s) or guardian(s) or the eligible student.

\*The student becomes an "eligible student" when he/she reaches age 18 or enrolls in a post-secondary school, at which time all of the above rights become the student's rights.<sup>3</sup>

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Legal References

1. 34 CFR 99.4; 34 CFR § 99.7
2. 34 CFR § 99.7
3. 34 CFR § 99.5

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Cross References

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in 4th Quarter</b>	Descriptor Term: <b>Student Technology Access &amp; Usage</b>	Descriptor Code: <b>X.XX</b>	Issued Date: <b>XX/XX/XX</b>
		Rescinded:	Revised: <b>XX/XX/XX</b>

1  
2 Technology usage in the classroom should be intentional, developmentally appropriate, and aligned to  
3 strong instruction. Digital tools can expand access, support differentiation, provide timely feedback,  
4 and prepare students for future academic and career demands. However, technology should not replace  
5 the foundational learning experiences students need most, including direct instruction, reading, writing,  
6 mathematical thinking, hands-on learning, student discourse, collaboration, creativity, and meaningful  
7 relationships with teachers and peers.

8  
9 Device usage should be intentional, purposeful, and aligned to Tennessee State Standards and  
10 outcomes. No student should be disadvantaged academically due to a lack of access to a device; digital  
11 assignments must always consider access. Access to technology and limitations on usage should be  
12 differentiated across grade bands to align to classroom needs and developmental stages.

## 13 14 **ELEMENTARY (GRADES K-5)**

### 15 16 Device Access:

- 17 1. There shall be no individual 1:1 assignment of devices.
- 18 2. In grades K-2, devices may be available in limited quantities for teacher-directed usage to  
19 support instruction when appropriate. In grades 3-5, classroom sets of devices will be available  
20 for teacher-directed usage to support instruction when appropriate.

### 21 22 Usage Limitations:

- 23 1. In grades K-2, devices should be used rarely. In grades 3-5, devices should be used minimally.
- 24 2. Devices shall only be used to clearly enhance or support a specific learning outcome that  
25 cannot be achieved effectively without a device and should prioritize opportunities to: facilitate  
26 creativity and production, promote collaboration with peers, and to provide differentiation and  
27 immediate feedback on individual work.
- 28 3. Technology may be used in a teacher-managed center or small group rotation.
- 29 4. Device usage should always be active and engaging and should not be used for passive  
30 consumption.
- 31 5. At-home device assignments are not permitted in K-2. In grades 3-5, at-home device-based  
32 assignments shall not exceed a cumulative 2 hours per week. School-based instructional  
33 leadership teams will develop a framework for at-home assignments requiring a device,  
34 including non-digital alternative assignments.

## 35 36 **MIDDLE (GRADES 6-8)**

### 37 38 Device Access:

- 1 1. There shall be no individual 1:1 assignment of devices.
- 2 2. Classroom sets of devices will be available for teacher-directed usage to support instruction
- 3 when appropriate.
- 4

5 Usage Limitations:

- 6 1. Devices should be used strategically for high-impact learning that cannot be easily replicated
- 7 on paper (e.g. virtual labs, simulations, and research assignments) and should not prohibit
- 8 students from regularly engaging in non-digital learning experiences.
- 9 2. Devices should be used minimally on passive assignments (e.g. independent screen work and
- 10 digital worksheets).
- 11 3. School-based instructional leadership teams will develop a framework for at-home assignments
- 12 requiring a device, including non-digital alternative assignments and a school-wide cumulative
- 13 time limit per week for at-home device-based assignments.
- 14

15 **HIGH (GRADES 9-12)**

16 Device Access:

- 17 1. All students will be issued a 1:1 device that can be taken home.
- 18
- 19

20 Usage Limitations:

- 21 1. Students should experience a balance of device-based and non-device-based work, driven by
- 22 individual teachers and each school's instructional leadership team.
- 23

24 **CROSS GRADE BAND GUIDELINES**

25 Home Access & Usage in Grades K-8:

- 26 1. If a parent in grades K-8 requests a device for home use before their student has access to a 1:1
- 27 device in 9-12, parents/guardians may check out a device through a centralized school process
- 28 developed by each school. Classroom teachers shall not be responsible for school-wide
- 29 inventory of devices.
- 30
- 31 2. Ability to check out a device is dependent upon device availability.
- 32 3. Families who check out a device will be required to purchase insurance for devices. Cost of
- 33 insurance will be tiered based on eligibility for free-or-reduced price lunch.
- 34 4. Families will be responsible for any borrowed devices that are lost, damaged, or stolen.
- 35

36 Non-Instructional Time:

- 37 1. Use of student devices is prohibited during non-instructional periods, including transitions,
- 38 recess, lunch in grades K-8, and other unstructured time periods.
- 39

40 Student Accountability, Parental Partnership & Digital Safety:

- 41 1. The district shall implement a usage agreement that should be signed by families who check
- 42 out a device in grades K-8 and by students in grades 9-12. Student usage agreements should be
- 43 accessible to families in PowerSchool.
- 44 2. Schools shall set clear expectations for care and use of devices and the district shall include
- 45 devices to the vandalism and damage-to-property section of the Code of Acceptable Behavior.

- 1        3. The district shall set strong digital safety protocols aligned to industry best practices, including
- 2        content filtering and site blocking, defined quiet hours for device use, and monitoring systems
- 3        for usage.
- 4        4. Families shall have access to tools that provide visibility into device usage, including browser
- 5        history and screen time.

6  
7 This policy does not prohibit the use of digital devices for:

- 8        1. Targeted instructional support, intervention, or remediation;
- 9        2. Accommodations or services for students with IEPs or 504s;
- 10       3. Administration of universal screeners, dyslexia screeners, benchmark assessments, or other
- 11       assessments required by state or federal law;
- 12       4. Homebound instruction; or
- 13       5. Remote instructional or hybrid learning days.

14  
15 Hamilton County Schools has several programs that provide students with non-traditional

16 environments during the school-day, in alignment with this priority, this policy does not limit the

17 amount of technology usage for the following schools, programs, or courses: HCS Virtual School,

18 STEM School, Collegiate High at Chattanooga State, University High; dual enrollment courses; or

19 Career & Technical Education courses.

20

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Legal References

1. Tennessee Public Chapter 808 (2026)

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Cross References

- HCS Board Policy 4.214 “Use of Artificial Intelligence Programs”

**To:** Hamilton County Board of Education  
Dr. Justin Robertson, Superintendent

**From:** Mary Ellen Heuton, Chief Financial Officer  
Lindsay Cepero, Director of Procurement

**Date:** May 21, 2026

**Subject:** March 2026 Legal Services Summary

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

The following reflects the legal fees paid for services received during the month of March 2026.

Bennett & DeCamp, PLLC	
Retainer	\$20,000.00
<b>TOTAL</b>	<b>\$20,000.00</b>

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served