

ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION

REGULAR SCHEDULED MEETING

Tuesday, September 15, 2020, @ 6:30 PM

Board members

Eddie Pless | Phil Isaacs | Danny O'Quinn | Mike Wilson | Jamie Schaff | Veronica Watson (Student Liaison)

The Elizabethton Board of Education will meet on Tuesday, September 15, 2020, at 6:30 PM in the Mack Pierce Board Room, 804 South Watauga Ave , Elizabethton, TN 37643.

1. CALL TO ORDER
2. MOMENT OF SILENCE
3. PLEDGE TO THE FLAG
4. APPROVE CONSENT AGENDA AND REGULAR AGENDA
5. TIME FOR CITIZENS TO SPEAK

A. Ms. Rhonda Pauslon
1733 Field Road
Elizabethton, Tennessee 37643

6. CONSENT AGENDA

- A. Minutes of Regular Meeting: August 24, 2020.
- B. Approve General Purpose Fund Financial Statement, August 31, 2020.
- C. Approve Federal Projects Fund Financial Statement, August 31, 2020.
- D. Approve School Nutrition Fund Financial Statement, Date.
- E. Approve a Resolution for the Emergency Suspension of Board Policies During the 2020-2021 School Year. Those Board Policies are Policy 1.101 Role of the Board of Education, Policy 1.400 School Board Meetings, Policy 1.800 School Calendar, Policy 1.801 School Day, Policy 1.8011 Emergency Closings, Policy 3.206 Community Use of School Facilities, Policy 4.200 Curriculum Development, Policy 4.209 Alternative Credit Options, Policy 6.200 Attendance, and Policy 6.310 Dress Code.
- F. Approve Anna Hurley, Teacher at EHS, to conduct a research project while obtaining her Educational Specialist Degree through Mississippi College, utilizing student assessment data related to her final research project.
- G. Approve Camille Beilling, Teacher at Crosstown High School, Memphis, Tennessee, to conduct a dissertation study at Elizabethton High School on "A Qualitative Study of Teacher Retention in Project-Based Learning Schools", granting her permission to contact Teachers and Administrators.
- H. Approve Dustin Hensley, Library Media Specialist at EHS to conduct his final action research project at EHS, while obtaining his Educational Specialist Degree in School Leadership through Mississippi College.
- I. Approve R. Andrew True to conduct a qualitative research study through East Tennessee State University, utilizing an interview process with District Administrators of Elizabethton City Schools.

The Elizabethton Board of Education provides for public participation during Board Business meetings under procedures established under ECS Policy 1.404. Board business meetings are not public forums; however, provision is made for public participation. To assure an orderly business meeting, the Board requires that an individual requesting to address Board members make that request giving the topic to the Superintendent or Board Chairman prior to the Board meeting. The Chairman shall determine if the request will be granted, the time allowed for the presentation, and (if there are numerous requests on the same subject), the Chairman may request a representative to speak on each side of the issue.

J. Approve the updated State of Tennessee Department of Labor and Workforce Development Occupational Safety & Health Program Plan for Elizabethton City Schools.

K. Approve the Educator Preparation Provider/Local Education Agency Primary Partnership Agreement between Milligan University Education Preparation Provider and Elizabethton City Schools for the 2020-2021 school year.

L. Equipment Disposal Request from Darrin Brewer, Technology Specialist, for the disposal of HP Servers that are to be recycled.

M. Equipment Disposal Request from Jon Minton, Principal at EHS for the disposal of a Zenith TV that no longer works.

N. Equipment Disposal Request from Travis Hurley, Principal at ESE, for the disposal of a writing center, glider, and wooden table to be thrown away.

O. Equipment Disposal Request from Travis Hurley, Principal at East Side Elementary School for the disposal of an automatic stapler that no longer works.

P. Equipment Disposal Request from Travis Hurley, Principal at East Side Elementary School for the disposal of an Epson Projector that is broken, to be thrown away.

Q. Equipment Disposal Request Form from John Wright, Principal at West Side Elementary School for the disposal of eight (8) microscopes that are no longer usable.

7. REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS

New Position: Lisa Carrier, Part-Time Custodian at TAD, effective August 13, 2020; Tracy Holliday, Part-Time Custodian at ESE, effective August 20, 2020.

New Hire: Susan Frickel, Asst. to the Teacher at WSE, effective August 21, 2020; Macy E. Stoops, Interim Teacher (4th grade) at ESE, effective August 19, 2020; Lakyn B. James, Asst. to the Teacher at HME, effective August 19, 2020; James Hatley, Bus Driver, effective August 20, 2020; Abbigale McKinney, Asst. to the Teacher at HME, effective August 31, 2020; Lisa Horan, Instructional Assistant at HME, effective September 1, 2020; Alisha D. Mainer, Asst. Girls' Basketball Coach at EHS, effective August 31, 2020; Amy N. Carrier, Interim Teacher at WSE, effective September 3, 2020; Pamela D. Campbell, Asst. to the Teacher/Lunchroom Monitor, effective September 3, 2020; Bradley D. Kelly, Instructional Assistant at TAD, effective September 8, 2020; Amanda E. Greene, Asst. to the Teacher at ESE, effective September 8, 2020; MaKayla Newman, Lifeguard and ESP Student Leader (SYS & ESP Program), effective September 10, 2020; Vanessa Nanney, ESP Student Leader in ESP Program, effective September 10, 2020; Amanda Greene, Asst. to the Teacher at ESE, effective September 14, 2020; Mary Todd Bohlke, PT Asst. to the Teacher at WSE, effective September 14, 2020; Kimberly K. Kelley, Bookkeeper at EHS, effective September 9, 2020; Merrick Nicksic, PT ESP Student Leader (Systemwide), effective September 11, 2020; Zander A. Bennett, ESP Student Leader (Systemwide), effective September 10, 2020.

Transfer: Keri Howell, Bookkeeper at EHS to Payroll Administrative Specialist, effective August 24, 2020; Charlene Ray, Payroll Administrative Specialist at CO, to Data Manager/Attendance Clerk at EHS, effective August 24, 2020.

Leave of Absence: Adrienne Meade, Asst. to the Teacher at ESE, effective November 30, 2020 through January 29, 2021. Kristen Grindstaff, Teacher (3rd Grade) at WSE, effective August 31, 2020 through December 31, 2020. Amy Cole, Teacher (Kindergarten) at HME, effective August 19, 2020 through December 31, 2020. George "Tom" Hopson, II Asst. Principal at EHS, effective September 9, 2020 through September 23, 2020; Angela M. Barker,

The Elizabethton Board of Education provides for public participation during Board Business meetings under procedures established under ECS Policy 1.404. Board business meetings are no public forums; however, provision is made for public participation. To assure an orderly business meeting, the Board requires that an individual requesting to address Board members make that request giving the topic to the Superintendent or Board Chairman prior to the Board meeting. The Chairman shall determine if the request will be granted, the time allowed for the presentation, and (if there are numerous requests on the same subject), the Chairman may request a representative to speak on each side of the issue.

Teacher at TAD, effective August 24, 2020 through December 31, 2020.

8. OTHER

- A. Director's Update
- B. Board Reports
- C. Student Liaison's Report

9. REGULAR AGENDA

- A. Approve and ratify the creation of an Instructional Technology Coordinator Position for the 2020-2021 School Year to be paid by utilizing CARES Act funds.
- B. Approve a Resolution to make changes to signature cards held by Citizens Bank.
- C. Approve the Guaranteed Maximum Price Amendment between Elizabethton City Schools and GoinsRashCain, Inc. (GRC) for re-roofing of the existing buildings at T. A. Dugger Jr. High School, in an amount not to exceed \$693,398.00.

10. FOR YOUR INFORMATION

- A. Jackson, Shields, Yeiser, Holt, Owen & Bryant Statement.

11. NEXT REGULARLY SCHEDULED BOARD MEETING

- A. The Next Regularly Scheduled Board Meeting will be held on Tuesday, October 20, 2020, at 6:30 p.m. in the Mack Pierce Board of Education Room, located at 804 S. Watauga Avenue, Elizabethton, Tennessee.

12. ADJOURN

The Elizabethton Board of Education provides for public participation during Board Business meetings under procedures established under ECS Policy 1.404. Board business meetings are no public forums; however, provision is made for public participation. To assure an orderly business meeting, the Board requires that an individual requesting to address Board members make that request giving the topic to the Superintendent or Board Chairman prior to the Board meeting. The Chairman shall determine if the request will be granted, the time allowed for the presentation, and (if there are numerous requests on the same subject), the Chairman may request a representative to speak on each side of the issue.

ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION
REGULAR SCHEDULED MEETING
Monday, August 24, 2020 6:30 PM
Mack Pierce Board Room

The Elizabethton Board of Education met in a regular meeting on Monday, August 24, 2020, at 6:30 PM, at Mack Pierce Board Room.

Attendance Taken at 6:10 PM.

Rita Booher: Present
Phil Isaacs: Present
Dr. Grover May: Present
Danny O'Quinn: Present
Eddie Pless: Present

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE TO THE FLAG

APPROVE CONSENT AGENDA AND REGULAR AGENDA

Motion was made by Eddie Pless, second by Danny O'Quinn to approve the consent and regular agendas. Motion carried.

Rita Booher: aye
Phil Isaacs: aye
Dr. Grover May: aye
Danny O'Quinn: aye
Eddie Pless: aye

aye: 5, nay: 0

TIME FOR CITIZENS TO SPEAK

STUDENT RECOGNITION

Recognition of Caiden Treadway, 8th Grade Student at T. A. Dugger Jr. High School, for volunteering his time to pressure wash all the sidewalks at Harold McCormick Elementary School.

Ms. Penny Nave presented Caiden Treadway with a Certificate of Recognition for volunteering his time at Harold McCormick Elementary.

CONSENT AGENDA

Motion was made by Eddie Pless, second by Danny O'Quinn to approve the Consent and Regular Agenda. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0

Minutes of Regular Meeting: July 21, 2020.

Approve General Purpose Fund Financial Statements, June 30, 2020, and July 31, 2020.

Approve Federal Projects Fund Financial Statements, June 30, 2020, and July 31, 2020.

Approve School Nutrition Fund Financial Statements, June 30, 2020, and July 31, 2020.

Approve on second reading, New Board Policy 5.3051 FCCRA Leave.

Approve the revised 2020 -2021 Elizabethton City Schools K-12 Calendar.

Approve Agreement between Elizabethton City Schools and Partners for Digital Learning beginning July 28, 2020, through July 31, 2021.

Equipment Disposal Request from Travis Hurley, Principal at East Side Elementary School to dispose of an HP Laserjet P1006 printer that no longer works.

Equipment Disposal Request from Brian Culbert, CTE Director at EHS for the disposal of Dean Vaughn Medical Terminology 350 VHS Tapes to be thrown away.

Equipment Disposal Request from Brian Culbert, CTE Director at EHS for the disposal of a silver table in the Auto/Shop Classroom with a vise.

Equipment Disposal Request from Travis Hurley, Principal at East Side Elementary School for the disposal of an ABC Circle Rug which is no longer usable, to be thrown away.

Equipment Disposal Request from John Wright, Principal at WS, for the disposal of Wonders Reading Writing Workshop Literature Anthology textbooks to be thrown away.

Equipment Disposal Request from John Wright, Principal at WS for the disposal of a stereo cassette w/disc player that no longer works.

Approve Year-End Reserves for 2019-2020.

Approve a Resolution for the Emergency Suspension of Board Policies During the 2020-2021 School Year. Those Board Policies are Policy 1.101 Role of the Board of Education, Policy 1.400 School Board Meetings, Policy 1.800 School Calendar, Policy 1.801 School Day, Policy 1.8011 Emergency Closings, Policy 3.206 Community Use of School Facilities, Policy 4.200 Curriculum Development, Policy 4.209 Alternative Credit Options, Policy 6.200 Attendance, and Policy 6.310 Dress Code.

Approve changes to allow Carrie Taylor, Community Involvement Director, Myra Newman, Asst. Director of Schools, and Jackie Guinn, General Ledger Accountant to be allowed to pick up night deposits made at Citizens Bank.

Equipment Disposal Request from Chris Berry, Principal at T. A. Dugger Jr. High School for the disposal of health books for Grades 6, 7, and 8 to be thrown away.

Equipment Disposal Request from Forrest Holt, Athletic Director at EHS for the disposal of old baseball jerseys to be used in the annual baseball fundraiser.

Equipment Disposal Request from John Minton, Principal at EHS for the disposal of teacher desks (8), tables (6), filing cabinets (4), computer monitor (1), printer (1), computer speakers (1), office chairs (3), fan (1), mini-refrigerator (1), chairs (44), student desks (50), coffee maker (1), weight bench (1) to be removed by maintenance.

REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS

OTHER

Director's Update

Thanks to all the staff for their incredible work this year. Flexibility the key this year. Let those people know how much you appreciate them. Chantal Sastre, Rachel

Wagner and Sarah Heatherly, teachers at EHS went to the elementary schools to help out their fellow teachers. Teresa Robinson and nurses are working on contact tracing. Also, Dr. Newman with her work on the continuous learning plan. Also, a thank you to Mr. Hutchins, Mr. Boatman, Mr. Trent, Mr. Thompson and Ms. Moore for their help on the different components of the continuous learning plan. Franklin Lane of Lane-Thompson Heating and Cooling donated \$5,000.00, \$3,000.00 will go to the Back To School Bash and \$2,000.00 to the Betsy Book Bus. Vanessa Bentley donated hand sanitizer, earbuds and masks for students. We appreciate these folks so much. Staggered re-entry and hybrid plan. Surveys sent out to all parents and staff to be completed by Wednesday. Move forward with a hybrid for one more week, then possibly after Labor Day take another look. Everyone is pitching in. We will be introducing a dashboard on the ECS website tomorrow. This will be updated twice a week...Mondays and Wednesdays. Another layer for the public. We've received three grants, technology, connectivity, and a Continuous Learning Plan grant. Stretch CARES Act dollars even more. Chromebooks still on backorder. Distance learners have Chromebooks. Still short with those doing hybrid. Hotspots (appx. 250) here tomorrow (Tuesday, August 25th). Capital Projects going well with the hardening of entrances. East Side less work to do will be done later. TAD restroom renovations began today. TAD Roof project should have numbers by September 3rd. Bi-polar ionization in heating and cooling units in the process of determining how many units we could install, cafes, gyms, etc. This would also help with flu, strep, etc. We appreciate everyone very much.

Board Reports

Student Liaison's Report

REGULAR AGENDA

Approve and ratify the creation of a Kindergarten Teacher for East Side Elementary School to meet class size requirements.

Motion was made by Dr. Grover May, second by Eddie Pless to approve and ratify the creation of a Kindergarten Teacher for East Side Elementary School to meet class size requirements. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0

Motion was made by Dr. Grover May, second by Eddie Pless to approve and ratify the creation of a Kindergarten Teacher for East Side Elementary School to meet class size requirements. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0 Commend elementary teachers for their work on the front-end.

Funding will remain level.

Approve and ratify the creation of five (5) Instructional Assistant Positions for the 2020-2021 School Year to assist with potential COVID-19 absences. These one-year positions would be paid using General Purpose Funds.

Motion was made by Dr. Grover May, second by Phil Isaacs Approve and ratify the creation of five (5) Instructional Assistant Positions for the 2020-2021 School Year to assist with potential COVID-19 absences. These one-year positions would be paid using General Purpose Funds. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0

Motion was made by Dr. Grover May, second by Phil Isaacs to approve and ratify the creation of five (5) Instructional Assistant Positions for the 2020-2021 School

Year to assist with potential COVID-19 absences. These one-year positions would be paid using General Purpose Funds. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0 This would be one position for each school to provide consistency should we have a teacher or staff member out due to COVID in order to fill those vacancies.

Approve and ratify a Customer Agreement between Elizabethton City Schools and Verizon Wireless for internet connectivity (Hot Spots) for student households without internet connectivity.

Motion was made by Eddie Pless, second by Dr. Grover May to approve and ratify a Customer Agreement between Elizabethton City Schools and Verizon Wireless for internet connectivity (Hot Spots) for student households without internet connectivity. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0

Motion was made by Eddie Pless, second by Dr. Grover May to approve and ratify a Customer Agreement between Elizabethton City Schools and Verizon Wireless for internet connectivity (Hot Spots) for student households without internet connectivity. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0 Funded and paid for by CARES Act Funds.

Approve changes to signature cards held at Citizens Bank due to changes in personnel within ECS.

Motion was made by Dr. Grover May, second by Danny O'Quinn to approve changes to signature cards held at Citizens Bank due to changes in personnel within ECS. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0

Motion was made by Dr. Grover May, second by Danny O'Quinn to approve changes to signature cards held at Citizens Bank due to changes in personnel within ECS. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0

Approve the Clinical Practice and Partnership Agreement between Elizabethton City Schools and Milligan University for the 2020-2021 School Year.

Motion was made by Dr. Grover May, second by Eddie Pless to approve the Clinical Practice and Partnership Agreement between Elizabethton City Schools and Milligan University for the 2020-2021 School Year. Motion carried.

Rita Booher: aye
Phil Isaacs: aye
Dr. Grover May: aye
Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0

Motion was made by Dr. Grover May, second by Eddie Pless to approve the Clinical Practice and Partnership Agreement between Elizabethton City Schools and Milligan University for the 2020-2021 School Year. Motion carried.

Rita Booher: aye
Phil Isaacs: aye
Dr. Grover May: aye
Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0 This will allow interns and student teachers to work in the schools.

Approve the Grant Contract between the State of Tennessee, Department of Human Services, and Elizabethton City Schools for the provision of Pre-Employment Transition Services Transition School to Work Program beginning October 1, 2020, and ending on September 30, 2021.

Motion was made by Phil Isaacs, second by Dr. Grover May to approve the Grant Contract between the State of Tennessee, Department of Human Services, and Elizabethton City Schools for the provision of Pre-Employment Transition Services Transition School to Work Program beginning October 1, 2020, and ending on September 30, 2021. Motion carried.

Rita Booher: aye
Phil Isaacs: aye
Dr. Grover May: aye
Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0

Motion was made by Phil Isaacs, second by Dr. Grover May to approve the Grant Contract between the State of Tennessee, Department of Human Services, and Elizabethton City Schools for the provision of Pre-Employment Transition Services Transition School to Work Program beginning October 1, 2020, and ending on September 30, 2021. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0 Provides a transition coach to work with special population students. Approve the creation of a 10-month Part-Time (5 hours a day) Office Assistant Position for the Central Office.

Motion was made by Phil Isaacs, second by Dr. Grover May to approve the creation of a 10-month Part-Time (5 hours a day) Office Assistant Position for the Central Office. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0

Motion was made by Eddie Pless, second by Danny O'Quinn to approve the creation of a 10-month Part-Time (5 hours a day) Office Assistant Position for the Central Office. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0 This person would help out in the Front Office/Reception area. Currently the person in this position is also paid partially out of foodservice. Lots of challenges there as that person goes out to work in the cafeterias when those employees are out.

Approve on first reading New Board Policy 6.3041, Title IX & Sexual Harassment. Motion was made by Dr. Grover May, second by Phil Isaacs to approve on first reading New Board Policy 6.3041, Title IX & Sexual Harassment. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0 The Board voted to take this Agenda Item 10.H. through 10.J together as one Agenda Item.

Major revision to Title IX. We are required to have a Title IX Coordinator. One CO person that's a Coordinator, and each Principal is a Coordinator. Investigators would also be the Coordinators.

Decision-makers listed based on Titles which would be Travis Thompson, Josh Boatman, and Myra Newman. Appeals would be to Mr. VanHuss.

Approve on first reading revised Board Policy 6.305, Student Concerns.

Motion was made by Dr. Grover May, second by Phil Isaacs to approve on first reading revised Board Policy 6.305, Student Concerns. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0The Board voted to take this Agenda Item 10.H. through 10.J together as one Agenda Item.

The change in this Policy is that it takes out the discrimination, harassment and grievance procedures and creates a new Policy.

Approve on first reading revised Board Policy 6.304, Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation.

Motion was made by Dr. Grover May, second by Phil Isaacs to approve on first reading revised Board Policy 6.304, Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0The Board voted to take this Agenda Item 10.H. through 10.J together as one Agenda Item.

There are training requirements we have to follow based on what we currently have, and we continue to work with Ms. Owen on the different forms and procedures we need to have in place. Appeals to be made to John Hutchins.

FOR YOUR INFORMATION

Jackson, Shields, Yeiser, Holt, Owen, and Bryant - Statement, July 2020.

NEXT REGULARLY SCHEDULED BOARD MEETING

The next regularly scheduled Board Meeting will be on Tuesday, September 15, 2020, at 6:30 p.m. in the Mack Pierce Board of Education Room, at the Elizabethton

City School Board Offices, located at 804 S. Watauga Avenue, Elizabethton,
Tennessee.

ADJOURN

Motion was made by Phil Isaacs, second by Dr. Grover May to adjourn the meeting.

Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: aye

Eddie Pless: aye

aye: 5, nay: 0 Motion to adjourn made by Mr. Phil Isaacs and second by Dr. Grover
May.

Chairman of the Board
Schools

Director of

	Acct	2020-21	2020-21	2020-21	2020-21	Unencumbered	August 2020-21
		Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
141 E 71100	REGULAR INSTRUCTION PROGRAM	11,102,130.00	11,102,130.00	524,765.23	4.73	10,546,411.77	488,840.87
141 E 71200	SPECIAL EDUCATION PROGRAM	1,982,648.00	1,982,648.00	12,179.96	0.61	1,959,407.89	7,200.53
141 E 71300	VOCATIONAL EDUCATION PROGRAM	992,510.00	992,510.00	11,726.42	1.18	970,380.33	6,878.53
141 E 71400	STUDENT BODY EDUCATION PROGRAM	308,745.00	308,745.00	54,385.98	17.62	254,359.02	41,172.87
141 E 72110	ATTENDANCE	81,225.00	81,225.00	16,681.31	20.54	64,013.69	5,275.21
141 E 72120	HEALTH SERVICES	368,005.00	368,005.00	9,224.81	2.51	358,151.53	6,929.39
141 E 72130	OTHER STUDENT SUPPORT	802,633.00	802,633.00	37,038.36	4.61	726,894.64	36,247.62
141 E 72210	REGULAR INSTRUCTION PROGRAM	979,244.00	979,244.00	120,366.83	12.29	855,817.24	78,148.52
141 E 72220	SPECIAL EDUCATION PROGRAM	344,955.00	344,955.00	22,454.04	6.51	322,237.96	11,694.04
141 E 72230	VOCATIONAL EDUCATION PROGRAM	147,768.00	147,768.00	28,687.92	19.41	119,080.08	15,505.16
141 E 72250	TECHNOLOGY	462,713.00	462,713.00	46,003.72	9.94	410,300.78	23,012.17
141 E 72310	BOARD OF EDUCATION	475,300.00	475,300.00	238,787.78	50.24	234,584.02	15,977.28
141 E 72320	OFFICE OF THE SUPERINTENDENT	343,598.00	343,598.00	43,619.01	12.69	274,369.54	22,695.81
141 E 72410	OFFICE OF THE PRINCIPAL	1,545,129.00	1,545,129.00	174,177.90	11.27	1,370,951.10	121,659.23
141 E 72510	FISCAL SERVICES	282,861.00	282,861.00	71,164.19	25.16	208,696.81	44,809.16
141 E 72610	OPERATION OF PLANT	1,512,240.00	1,512,240.00	294,084.25	19.45	1,208,950.99	127,453.24
141 E 72620	MAINTENANCE OF PLANT	817,590.00	817,590.00	127,381.62	15.58	297,004.14	83,547.77
141 E 72710	TRANSPORTATION	441,895.00	441,895.00	54,943.77	12.43	349,000.93	17,921.30
141 E 73300	COMMUNITY SERVICES	216,552.00	216,552.00	3,442.52	1.59	192,301.48	574.25
141 E 73400	EARLY CHILDHOOD EDUCATION	404,779.00	404,779.00	18,550.20	4.58	383,745.83	11,820.20
141 E 76100	REGULAR CAPITAL OUTLAY	92,000.00	92,000.00	55,941.91	60.81	-87,953.88	1,000.00
141 E 99100	OPERATING TRANSFERS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Grand Expense Totals		23,709,520.00	23,709,520.00	1,965,607.73	8.29	21,023,705.89	1,168,363.15

Number of Accounts: 477

***** End of report *****

			2020-21	2020-21	2020-21	2020-21	Unencumbered	August 2020-21
	Acct		Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
141 R 40110	000	CURRENT PROPERTY TAX	3,100,000.00	3,100,000.00	0.00	0.00	3,100,000.00	0.00
141 R 40120	000	TRUSTEE'S COLLECTIONS - PRIOR	83,000.00	83,000.00	13,634.04	16.43	69,365.96	13,634.04
141 R 40130	000	CIR CLK/CLK & MASTER COLLECTIO	18,500.00	18,500.00	0.00	0.00	18,500.00	0.00
141 R 40140	000	INTEREST AND PENALTY	24,000.00	24,000.00	999.56	4.16	23,000.44	999.56
141 R 40162	000	PAYMENTS IN LIEU OF TAXES-LOCA	62,500.00	62,500.00	0.00	0.00	62,500.00	0.00
141 R 40163	000	PAYMENTS IN LIEU OF TAXES - OT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
141 R 40210	000	LOCAL OPTION SALES TAX	2,300,000.00	2,300,000.00	244,215.20	10.62	2,055,784.80	244,215.20
141 R 40275	000	MIXED DRINK TAX	18,000.00	18,000.00	1,344.98	7.47	16,655.02	1,344.98
141 R 40320	000	BANK EXCISE TAX	30,550.00	30,550.00	0.00	0.00	30,550.00	0.00
141 R 41110	000	MARRIAGE LICENSES	600.00	600.00	38.32	6.39	561.68	38.32
141 R 43511	000	TUITION - REGULAR DAY STUDENTS	310,000.00	310,000.00	101.65	0.03	309,898.35	0.00
141 R 43513	000	TUITION - SUMMER SCHOOL	750.00	750.00	0.00	0.00	750.00	0.00
141 R 43517	000	TUITION - OTHER	222,552.00	222,552.00	262.00	0.12	222,290.00	-188.00
141 R 44110	000	INVESTMENT INCOME	20,000.00	20,000.00	357.89	1.79	19,642.11	357.89
141 R 44120	000	LEASE/RENTALS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
141 R 44170	000	MISCELLANEOUS REFUNDS	0.00	0.00	9,594.89	0.00	-9,594.89	-61.01
141 R 44990	000	OTHER LOCAL REVENUES	200.00	200.00	0.00	0.00	200.00	0.00
141 R 46511	000	BASIC EDUCATION PROGRAM	14,346,000.00	14,346,000.00	1,431,400.00	9.98	12,914,600.00	1,431,400.00
141 R 46515	000	EARLY CHILDHOOD EDUCATION	404,779.00	404,779.00	0.00	0.00	404,779.00	0.00
141 R 46550	000	DRIVER EDUCATION	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00
141 R 46590	000	OTHER STATE EDUCATION FUNDS	92,000.00	92,000.00	0.00	0.00	92,000.00	0.00
141 R 46610	000	CAREER LADDER PROGRAM	41,359.00	41,359.00	0.00	0.00	41,359.00	0.00
141 R 46980	000	OTHER STATE GRANTS	55,540.00	55,540.00	0.00	0.00	55,540.00	0.00
141 R 46990	000	OTHER STATE REVENUES	113,000.00	113,000.00	0.00	0.00	113,000.00	0.00
141 R 48610	000	DONATIONS	25,200.00	25,200.00	7,548.53	29.95	17,651.47	5,023.53
141 R 49800	000	OPERATING TRANSFERS	29,490.00	29,490.00	0.00	0.00	29,490.00	0.00
141 R 49810	000	CITY GENERAL FUND TRANSFER	2,400,000.00	2,400,000.00	400,000.00	16.67	2,000,000.00	200,000.00
Grand Revenue Totals			23,709,520.00	23,709,520.00	2,109,497.06	8.90	21,600,022.94	1,896,764.51

Number of Accounts: 33

***** End of report *****

		2020-21	2020-21	2020-21	2020-21	Unencumbered	August 2020-21
	Acct	Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
142 E 71100	REGULAR INSTRUCTION PROGRAM	700,595.00	700,595.00	182,826.60	26.10	343,965.60	14,182.06
142 E 71200	SPECIAL EDUCATION PROGRAM	571,672.00	571,672.00	3,822.39	0.67	565,962.00	3,822.39
142 E 71300	VOCATIONAL EDUCATION PROGRAM	25,268.00	25,268.00	0.00	0.00	25,268.00	0.00
142 E 72130	OTHER STUDENT SUPPORT	99,402.00	99,402.00	8,049.11	8.10	91,352.89	4,521.09
142 E 72210	REGULAR INSTRUCTION PROGRAM	209,768.00	209,768.00	22,862.88	10.90	186,805.12	13,658.97
142 E 72220	SPECIAL EDUCATION PROGRAM	54,215.00	54,215.00	0.00	0.00	54,215.00	0.00
142 E 72230	VOCATIONAL EDUCATION PROGRAM	2,119.00	2,119.00	100.00	4.72	2,019.00	0.00
142 E 72410	OFFICE OF THE PRINCIPAL	0.00	0.00	3,080.13	0.00	-3,080.13	3,080.13
142 E 73300	COMMUNITY SERVICES	141,084.00	141,084.00	8,314.11	5.89	132,769.89	4,160.25
142 E 99100	OPERATING TRANSFERS	25,490.00	25,490.00	0.00	0.00	25,490.00	0.00
Grand Expense Totals		1,829,613.00	1,829,613.00	229,055.22	12.52	1,424,767.37	43,424.89

Number of Accounts: 98

***** End of report *****

		2020-21		2020-21	2020-21	Unencumbered	August 2020-21	
<u>Acct</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>FYTD Activity</u>	<u>FYTD %</u>	<u>Balance - YTD Act</u>	<u>Monthly Activity</u>	
142 R 47141	OCA	TITLE 1 GRANTS TO LOCAL EDUC A	107,695.00	107,695.00	16,865.51	15.66	90,829.49	16,865.51
142 R 47189	OCA	EISENHOWER PROF DEVELOPMENT ST	13,000.00	13,000.00	2,035.89	15.66	10,964.11	2,035.89
142 R 47131	OCP	VOCATIONAL EDUC - BASIC GRANTS	42,387.00	42,387.00	0.00	0.00	42,387.00	0.00
142 R 47143	OID	SPECIAL EDUCATION - GRANTS TO	556,598.00	556,598.00	0.00	0.00	556,598.00	0.00
142 R 47145	OPS	SPECIAL EDUCATION PRESCHOOL GR	15,074.00	15,074.00	0.00	0.00	15,074.00	0.00
142 R 47141	OT1	TITLE 1 GRANTS TO LOCAL EDUC A	677,518.00	677,518.00	0.00	0.00	677,518.00	0.00
142 R 47590	OT1	OTHER FEDERAL THROUGH STATE	58,404.00	58,404.00	0.00	0.00	58,404.00	0.00
142 R 47189	OT2	EISENHOWER PROF DEVELOPMENT ST	81,123.00	81,123.00	3,537.60	4.36	77,585.40	3,537.60
142 R 47590	OVR	OTHER FEDERAL THROUGH STATE	42,335.00	42,335.00	2,776.55	6.56	39,558.45	2,776.55
142 R 47147	21C	SAFE AND DRUG-FREE SCHOOLS-ST	145,334.00	145,334.00	0.00	0.00	145,334.00	0.00
142 R 47143	890	SPECIAL EDUCATION - GRANTS TO	54,215.00	54,215.00	0.00	0.00	54,215.00	0.00
142 R 47143	895	SPECIAL EDUCATION - GRANTS TO	0.00	0.00	-4,263.64	0.00	4,263.64	0.00
142 R 47301	CRS	ESSER-CARES ACT	0.00	0.00	181,583.22	0.00	-181,583.22	181,583.22
142 R 47143	IDS	SPECIAL EDUCATION - GRANTS TO	0.00	0.00	4,263.64	0.00	-4,263.64	0.00
142 R 47141	T1N	TITLE 1 GRANTS TO LOCAL EDUC A	35,930.00	35,930.00	0.00	0.00	35,930.00	0.00
Grand Revenue Totals			1,829,613.00	1,829,613.00	206,798.77	11.30	1,622,814.23	206,798.77

Number of Accounts: 15

***** End of report *****

Resolution – Emergency Suspension of Board Policies

BOARD RESOLUTION No. 2

WHEREAS, TCA 49-2-203 authorizes local boards of education to govern their respective districts, including adopting, revising, and suspending local board policies;

WHEREAS, on April 2, 2020, Governor Bill Lee signed Public Chapter 652 which removed the requirement for TCAP testing and allowed the State Board of Education to promulgate necessary rules to address issues created by COVID-19 in the 2019-2020 school year;

WHEREAS, on April 9, 2020, the State Board of Education revised several rules and policies in response to COVID-19 effective only for the 2019-2020 school year;

WHEREAS, changes made by the State Board of Education conflict with certain current local board policies;

NOW, THEREFORE BE IT RESOLVED, that the Elizabethton Board of Education hereby suspends the following policies or provisions of its policies for the remainder of the 2019-2020 school year, including but not limited to those identified below, to the extent that they conflict with Public Chapter 652 or State Board of Education policies or rules and regulations for the 2019-2020 school year:

- 1) Policy 4.600 – Grading System
 - a) Students taking courses for high school credit shall receive no grade lower than the grade they earned in the course as of March 20, 2020. Additionally, Students taking post-secondary courses are not required to participate in the associated exam in order to receive GPA weighting for Spring 2020.
- 2) Policy 4.605 – Graduation Requirements
 - a) For the class of 2020, graduation requirements are modified as follows:
 - b) Only 20 credits are required to graduate per State Board Education Rule 0520-01-03-.11;
 - c) The requirements for the following are waived:
 - i) ACT/SAT
 - ii) Civics exam
 - iii) EOC exams
 - d) Students scheduled to receive an occupational diploma in the 2019-2020 or 2020-2021 school year shall only be required to demonstrate one year of work experience.

- 3) Policy 4.700 – Testing Program
 - a) Students shall not be required to take TCAP exams for the spring 2020 semester.
- 4) Policy 5.109 – Evaluation
 - a) Level of overall effectiveness scores shall not be generated for educators in the 2019-2020 school year.
 - b) Pre-kindergarten and kindergarten teachers shall not be evaluated using the growth portfolio model for the 2019-2020 school year.
 - c) Any observations required by State Board of Education Policy 5.201 that were not completed during the 2019-2020 school year as a result of COVID-19 are not required.
 - d) No student data from this year shall be allowed to negatively impact a teacher.
- 5) Policy 5.802 – Qualifications and Duties of the Director of Schools
 - a) The Director of Schools may request an extension from the State Board of Education to report information that would impact educator licensure (e.g. alleged employee misconduct, discipline of employees for actions that violate the teacher code of ethics, etc.).
- 6) Policy 6.200 – Attendance
 - a) Students may not be penalized for non-attendance of online courses.
 - b) Non-attendance of online courses shall not count as unexcused absences and shall not be recorded. Further, students shall not be counted truant for failure to attend online courses.

BE IT FURTHER RESOLVED that the Director of Schools shall consult with the Board as feasible and appropriate and shall timely report to the Board regarding implementation of board policies in alignment with Public Chapter 652 and updated State Board Policies and Rules and Regulations.

BE IT FURTHER RESOLVED that the Director of Schools will consult with the Board if he/she determines that additional policies or provisions of policies not contained in this resolution are found to conflict with current State Board rules or policies.

BE IT FURTHER RESOLVED that the Director of Schools may apply for any waiver or extension that ensures consistency with this resolution, board policies, and Public Chapter 652 or the State Board of Education policies or rules and regulations implemented to effectuate Public Chapter 652.

BE IT FURTHER RESOLVED that the Director of Schools shall inform the Board of any waiver or extension request made pursuant to this resolution.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein.

Adopted and approved this 21 day of April.

By: Rita Boone
Board Chair

Attest: [Signature]
Director of Schools

Resolution – Emergency Suspension of Board Policies

BOARD RESOLUTION No. 2

WHEREAS, TCA 49-2-203 authorizes local boards of education to govern their respective districts, including adopting, revising, and suspending local board policies;

WHEREAS, on April 2, 2020, Governor Bill Lee signed Public Chapter 652 which removed the requirement for TCAP testing and allowed the State Board of Education to promulgate necessary rules to address issues created by COVID-19 in the 2019-2020 school year;

WHEREAS, on April 9, 2020, the State Board of Education revised several rules and policies in response to COVID-19 effective only for the 2019-2020 school year;

WHEREAS, changes made by the State Board of Education conflict with certain current local board policies;

NOW, THEREFORE BE IT RESOLVED, that the Elizabethton Board of Education hereby suspends the following policies or provisions of its policies for the remainder of the 2019-2020 school year, including but not limited to those identified below, to the extent that they conflict with Public Chapter 652 or State Board of Education policies or rules and regulations for the 2019-2020 school year:

- 1) Policy 4.600 – Grading System
 - a) Students taking courses for high school credit shall receive no grade lower than the grade they earned in the course as of March 20, 2020. Additionally, Students taking post-secondary courses are not required to participate in the associated exam in order to receive GPA weighting for Spring 2020.
- 2) Policy 4.605 – Graduation Requirements
 - a) For the class of 2020, graduation requirements are modified as follows:
 - b) Only 20 credits are required to graduate per State Board Education Rule 0520-01-03-.11;
 - c) The requirements for the following are waived:
 - i) ACT/SAT
 - ii) Civics exam
 - iii) EOC exams
 - d) Students scheduled to receive an occupational diploma in the 2019-2020 or 2020-2021 school year shall only be required to demonstrate one year of work experience.

- 3) Policy 4.700 – Testing Program
 - a) Students shall not be required to take TCAP exams for the spring 2020 semester.
- 4) Policy 5.109 – Evaluation
 - a) Level of overall effectiveness scores shall not be generated for educators in the 2019-2020 school year.
 - b) Pre-kindergarten and kindergarten teachers shall not be evaluated using the growth portfolio model for the 2019-2020 school year.
 - c) Any observations required by State Board of Education Policy 5.201 that were not completed during the 2019-2020 school year as a result of COVID-19 are not required.
 - d) No student data from this year shall be allowed to negatively impact a teacher.
- 5) Policy 5.802 – Qualifications and Duties of the Director of Schools
 - a) The Director of Schools may request an extension from the State Board of Education to report information that would impact educator licensure (e.g. alleged employee misconduct, discipline of employees for actions that violate the teacher code of ethics, etc.).
- 6) Policy 6.200 – Attendance
 - a) Students may not be penalized for non-attendance of online courses.
 - b) Non-attendance of online courses shall not count as unexcused absences and shall not be recorded. Further, students shall not be counted truant for failure to attend online courses.

BE IT FURTHER RESOLVED that the Director of Schools shall consult with the Board as feasible and appropriate and shall timely report to the Board regarding implementation of board policies in alignment with Public Chapter 652 and updated State Board Policies and Rules and Regulations.

BE IT FURTHER RESOLVED that the Director of Schools will consult with the Board if he/she determines that additional policies or provisions of policies not contained in this resolution are found to conflict with current State Board rules or policies.

BE IT FURTHER RESOLVED that the Director of Schools may apply for any waiver or extension that ensures consistency with this resolution, board policies, and Public Chapter 652 or the State Board of Education policies or rules and regulations implemented to effectuate Public Chapter 652.

BE IT FURTHER RESOLVED that the Director of Schools shall inform the Board of any waiver or extension request made pursuant to this resolution.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein.

Adopted and approved this 21 day of April.

By: Rita Boone
Board Chair

Attest: [Signature]
Director of Schools

August 18, 2020

To Whom it May Concern:

My name is Anna Hurley, and I am a teacher of sophomore English at Elizabethton High School. Because of my pursuit of my Educational Specialist degree through Mississippi College, I would like to request permission to utilize student assessment data related to my final research project. The topic involves students' performance on the English II TNReady assessment as compared with their performance on the ACT, specifically the Reading and English tests. I would also like to examine whether or not there is a relationship between English and Reading scores of the same cohort of students. Specifically, I am requesting access to the English II TNReady scores and the English and Reading ACT scores of last year's (the 2020) graduating class. Due to the fact that this research is somewhat historical, as well as quantitative, no direct student contact would be required – just access to past data.

I would greatly appreciate your acquiescence and look forward to determining if there is a relationship between these data sets, as it can help us as teachers (and as a high school) to ascertain how to possibly improve student performance on both.

Sincerely,

Anna Hurley

Felecia Baird

From: Anna Hurley
Sent: Friday, August 14, 2020 4:06 PM
To: Felecia Baird
Subject: Research approval for board agenda/packet

Hey, Felecia! I wasn't really sure which part of this needed to be sent, so I'm including my Problem, Rationale, and Research Questions.

Thank you so much! I hope you've had a good week!

Anna

Problem Statement

With teacher evaluation in Tennessee tied to a TVAAS analysis of student performance on TNReady tests (Student assessment in Tennessee, 2019), English 1 and 2 teachers are forced to attend to their content area standards to the exclusion of any other focus. While standard-based instruction in every classroom is a staple of a solid education, teachers attempting to address too many standards cannot effectively cover everything. Being able to indicate that there is a relationship between the two test scores (ACT Reading and English and English 2 TNReady scores) could contribute to an argument that only one standardized, cumulative test is needed. If that is the case, high schools in Tennessee could be able to narrow their focus of preparation of students, making it more likely that more students will attain success after high school. The research questions for this paper will focus specifically on a small high school in Northeast Tennessee.

Rationale

Preparing students for their post-secondary success is of vital importance for high school teachers. In order to do this, teachers must be able to narrow their focus, eliminating the extraneous and teaching students the skills and knowledge necessary for college and career readiness. Having to prepare students for multiple standards-based assessments within the same subject area is taxing for teachers and students alike. The TNReady English assessments for English 1 and 2 and the required ACT for juniors, with its Reading and English sections, both address different concepts between which there is little specific overlap of skills. Because teachers and students are pulled in many different directions in high school, being able to indicate that there is a relationship between the TNReady test scores and the Reading and English subscores of the ACT could contribute to an argument that only one standardized, cumulative test is

needed. If that is the case, teachers could emphasize preparing for college and the ACT by teaching to those standards, especially during the students' final years of high school. Teachers in Tennessee could be able to narrow their focus of preparation of students, making it more likely that students would achieve higher scores on the ACT.

Research questions:

1. Is there a relationship between student scores on the English 2 TNReady assessment and the same students' 11th grade scores on the Reading section of the ACT?
2. Is there a relationship between student scores on the English 2 TNReady assessment and the same students' 11th grade scores on the English section of the ACT?
3. Is there a relationship between student scores on the Reading section of the ACT and the English section of the ACT?

August 27, 2020

Dear Mr. VanHuss and the Elizabethton City School Board,

My name is Camille and I am a teacher at Crosstown High. I am currently working on my dissertation for my EdD. For my dissertation study, I will need to obtain IRB (Institutional Review Board) approval from your school to interview teachers for my study.

The title of the study is "A Qualitative Study of Teacher Retention in Project-Based Learning Schools". My theory is that teacher retention is higher in project-based learning schools when compared to teacher retention in traditional schools.

The goal is to administer a survey to at least 25 teachers within XQ-network project-based learning schools to determine the factors that influence the decision to remain within their teaching positions (i.e. salary, admin support, collaboration, leadership opportunities, positive work environment).

Additionally, I will conduct phone interviews with 6-8 teachers to gather more detailed information regarding why they stay, and with 2-3 administrators to determine what is done to bolster teacher retention. I will personally conduct the interviews, as well as code the interviews and surveys for themes. I will also ask the study participants to review the summaries and coding to ensure the intent of the responses was accurately captured.

Participant names and specific school names will be kept anonymous and will not be published.

The themes and information gathered in the study will then be compiled into a formal report that will detail the results as well as posit potential solutions to teacher attrition. The goal is that the data gathered from my study (strategies used to boost retention) can be generalized to other school environments.

Essentially, what I need from you is permission to contact teachers and a letter on formal school letterhead granting me permission to conduct my study.

Please let me know if you have any questions at all. I am happy to clarify.

Thank you.

Camille Bielling, M.Ed
Teacher, Crosstown High

September 8, 2020

To the Elizabethton City School Board,

My name is Dustin Hensley and I am the Library Media Specialist at Elizabethton High School. I am currently working towards my Educational Specialist Degree in School Leadership at Mississippi College. I am writing this letter requesting permission to utilize student data from Elizabethton High School to conduct my final action research project. My topic is on RTI2 effectiveness in high schools and if students are retaining the gains they made while receiving targeted intervention once they “graduate” out of RTI2 by tracking their ELA and Math grades. This would follow the historical data from the graduating class of 2019’s cohort, so it would not involve working with any current students.

If you have further questions, then please do not hesitate to reach out. I am attaching sections of my Action Research to give a more in-depth idea of what my research will entail and how it will utilize this historical student data.

Sincerely,

Dustin Hensley, M.Ed

Purpose of the Study

The purpose of this study is to research the effectiveness of the RTI2 program at a high school in rural Northeast Tennessee and how that may apply across other high schools in Tennessee with their implementation. Finding ways to bridge the skills gap in Math and ELA at the high school level after potential years of falling behind is extremely important for students. This study will look at how students who are receiving Tier 2 RTI2 help in either Math or ELA benefit from those services in their traditional classes. If students are seeing an improvement in those classes, do they continue to see this after they have tested out of receiving services?

Elizabethton High School is also currently in the midst of a transition period. They are currently in year 2 of a 5-year grant to transform their practices and focus on Project-Based Learning, student voice, and personalized learning. According to Anne Mackinnon for the XQ Institute, "This is an inspiring model of learning that lets kids dream big about what education can and should be. This is a place created by and for students. This is truly giving young people a seat at the table. This is the belief that students are worth investing in as innovators and business people. This is facilitating learning through entrepreneurship and public service. This is a future vision for learning in Elizabethton. This is Elizabethton High School" (Mackinnon, 2016).

While this school transformation of practice is taking place, Elizabethton High School is still offering the same RTI2 services that it has since 2015, two years before it became an official requirement of the Tennessee Department of Education. RTI2 services are supposed to be personalized, which matches the new initiative for Elizabethton High

School, but are these two concepts currently aligned and compatible? Can learning from Elizabethton High School's new focus influence how RTI2 services are rendered, or do they already meet these expectations?

This study will help show how effective RTI2 has been during this transition period and how effective it currently is in its current iteration.

Problem Statement

In 2015 Tennessee Governor Bill Haslam declared that Tennessee was one of the fastest growing states in education. Since then there has been no demonstrated growth for our state. Even with those gains in 2015 Tennessee still falls in the bottom half of state school achievement every year in Math and ELA. There are needs that students have that are not being met. RTI2 was supposed to be what helped meet those needs. This study is to see how strong our RTI2 services are and if there are any gaps in services provided.

Another issue that our school, along with most schools across the country, is facing is how to better engage students with their learning. Sasha Barab of Arizona State University speaks to this disengagement by saying, "At the core is an educational system heavily influenced by dualist assumptions inherent in the works of Plato, making it seem reasonable if not expeditious to build lessons focused on transmitting abstracted universals into a learner's disembodied mind. In other words, kids are bored because we're trying to push content they don't care about into their brains. In a world where consent matters, pushing content into another seems like the wrong metaphor even, if not especially, in

places of learning. For, it is here, when cultivating the growth of a vulnerable mind that we need to be the most respectful. Maybe we should focus on learning as a process of invitation, not intervention” (Barab, 2019).

Can an effective RTI2 program help engage students and build up their academic resilience to push through struggles and find success in their classes, but more importantly in their learning?

Rationale

This study of RTI2 effectiveness in 9-12 grade students for Math and ELA is important because every student deserves the chance to succeed scholastically and have the content mastery necessary to move forward in college and career. The state of Tennessee states that 80-85% of students should not require RTI2 services. This still leaves behind 15-20% of students who need additional support. Despite this being a minority of students, it is still a significant amount because as educators we are entrusted to help all students. This study will help provide guidance on if current RTI2 practices at Elizabethton High School are giving students the support that they require and can help give guidance on how to better provide services, if need be.

Research Questions

1. Are students in Math-specific RTI2 services seeing growth in academic achievement (measured by math class GPA and state standardized tests not including the universal screening) after leaving RTI2 services?

2. Are students in ELA-specific RTI2 services seeing growth in academic achievement (measured by ELA class GPA and state standardized tests not including the universal screening) after leaving RTI2 services?
3. Do students in a group-focused intervention style see more success than students in an individual-focused intervention style?



STATE OF TENNESSEE
DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
OCCUPATIONAL SAFETY AND HEALTH
220 French Landing Drive
Nashville, Tennessee 37243-1002
(615) 741-2793

August 21, 2020

Request for an updated Safety & Health Plan and Organizational Chart

Our records show that the Occupational Safety & Health Program Plan for **Elizabethton City Schools** was last updated in **April 2013**. We are requesting an update for one or all of the following reasons:

- Your program plan should be updated every **seven (7) years** or as changes in your organization occur (i.e. Executive Administrator, Safety Director, etc.).
- During a recent inspection, our inspectors documented that the employee census and/or work locations had changed since the last update.
- The existing S&H Plan does not include the recent changes to the reporting of hospitalizations, amputations, and losses of an eye (within 24 hours).

https://stateoftennessee.formstack.com/forms/tosha_injury_rpt

As such, we are requesting that you provide us an updated program plan.

Your current S&H Plan document and the organizational chart (i.e. work locations) are attached as well as a template for an updated resolution/ordinance that has been included to assist you in preparing a new document.

- Please review your current plan and organizational chart.
- Update your existing S&H Plan to include the recent changes to the reporting (within 24 hours) of hospitalizations, amputations, and losses of an eye (see attachment).
- Update your organizational chart (see attachment).

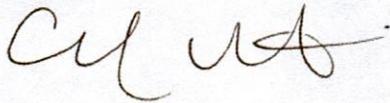
The purpose of the program plan is to provide guidelines and procedures for implementation of the Tennessee Occupational Safety and Health Act by all local government employers that have elected to develop their own Safety and Health Programs.

Also, according to TDL Rule 0800-1-5.06 (3), you ***must*** advise us of any changes in officials (i.e. Executive Administrator, Safety Director, etc.). We need to know the names, titles, business addresses, and phone numbers within thirty (30) days after such changes occur.

Thank you in advance for your prompt attention to this matter and for your continued support and efforts in assuring the safety and health of all your employees.

If there are any questions about this or the TN Department of Labor and Workforce Development's obligations or responsibilities in the Public Sector, please feel free to call me at 615-253-6672.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ashley Harris', with a stylized flourish at the end.

Ashley Harris, Manager of Public Sector Operations
Division of Occupational Safety and Health

EDUCATIONAL BOARD AGREEMENT

AGREEMENT TO ESTABLISH AN UPDATED OCCUPATIONAL SAFETY AND HEALTH PROGRAM PLAN, DEVISE RULES AND REGULATIONS, AND TO PROVIDE FOR A SAFETY DIRECTOR AND THE IMPLEMENTATION OF SUCH PROGRAM PLAN

WHEREAS, in compliance with Public Chapter 561 of the General Assembly of the State of Tennessee for the year 1972, the (Educational Board/etc) Elizabethton Board of Education hereby updates the Occupational Safety and Health Program Plan for our employees. Education

WHEREAS, due to various changes in subsequent years, it has become necessary to amend the program plan to comply with more recent state requirements.

NOW, THEREFORE,

SECTION 1. BE IT AGREED BY THE (Council/Board/etc) Elizabethton Board of Education, that there be and is hereby amended as follows:

TITLE:

This section shall be known as "The Occupational Safety and Health Program Plan" for the employees of Elizabethton City Schools.

PURPOSE:

The Elizabethton Board of Education in electing to update the established Program Plan will maintain an effective and comprehensive Occupational Safety and Health Program Plan for its employees and shall:

- 1) Provide a safe and healthful place and condition of employment that includes:
 - a) Top Management Commitment and Employee Involvement;
 - b) Continually analyze the worksite to identify all hazards and potential hazards;
 - c) Develop and maintain methods for preventing or controlling the existing or potential hazards; and
 - d) Train managers, supervisors, and employees to understand and deal with worksite hazards.
- 2) Acquire, maintain and require the use of safety equipment, personal protective equipment and devices reasonably necessary to protect employees.
- 3) Record, keep, preserve, and make available to the Commissioner of Labor and Workforce Development, or persons within the Department of Labor and Workforce Development to whom such responsibilities have been delegated, adequate records of all occupational accidents and illnesses and personal injuries for proper evaluation and necessary corrective action as required.
- 4) Consult with the Commissioner of Labor and Workforce Development with regard to the adequacy of the form and content of records.
- 5) Consult with the Commissioner of Labor and Workforce Development, as appropriate, regarding safety and health problems which are considered to be unusual or peculiar and are such that they cannot be achieved under a standard promulgated by the State.
- 6) Provide reasonable opportunity for the participation of employees in the effectuation of the objectives of this Program Plan, including the opportunity to make anonymous complaints concerning conditions or

practices injurious to employee safety and health.

7) Provide for education and training of personnel for the fair and efficient administration of occupational safety and health standards, and provide for education and notification of all employees of the existence of this Program Plan.

COVERAGE:

The provisions of the Occupational Safety and Health Program Plan for the employees of (Educational Board/etc) Elizabethton City Schools shall apply to all employees of each administrative department, commission, board, division, or other agency whether part-time or full-time, seasonal or permanent.

STANDARDS AUTHORIZED:

The Occupational Safety and Health standards adopted by the (Educational Board/etc) Elizabethton Board of Education are the same as, but not limited to, the State of Tennessee Occupational Safety and Health Standards promulgated, or which may be promulgated, in accordance with Section 6 of the Tennessee Occupational Safety and Health Act of 1972 (T.C.A. Title 50, Chapter 3).

VARIANCES FROM STANDARDS AUTHORIZED:

Upon written application to the Commissioner of Labor and Workforce Development of the State of Tennessee, we may request an order granting a temporary variance from any approved standards. Applications for variances shall be in accordance with Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, VARIANCES FROM OCCUPATIONAL SAFETY AND HEALTH STANDARDS, CHAPTER 0800-01-02, as authorized by T.C.A., Title 50. Prior to requesting such temporary variance, we will notify or serve notice to our employees, their designated representatives, or interested parties and present them with an opportunity for a hearing. The posting of notice on the main bulletin board shall be deemed sufficient notice to employees.

ADMINISTRATION:

For the purposes of this agreement, (Name of Official or Title) Mr. Joey Trent is designated as the Safety Director of Occupational Safety and Health to perform duties and to exercise powers assigned to plan, develop, and administer this Program Plan. The Safety Director shall develop a plan of operation for the Program Plan in accordance with Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, SAFETY AND HEALTH PROVISIONS FOR THE PUBLIC SECTOR, CHAPTER 0800-01-05, as authorized by T.C.A., Title 50.

FUNDING THE PROGRAM PLAN:

Sufficient funds for administering and staffing the Program Plan pursuant to this agreement shall be made available as authorized by the (Educational Board/etc) Elizabethton Board of Education.

SEVERABILITY:

SECTION 2. BE IT FURTHER AGREED that if any section, sub-section, sentence, clause, phrase, or portion of this agreement is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

AMENDMENTS, ETC:

SECTION 3. BE IT FURTHER ASSURED that this agreement shall take effect from and after the date it shall have

been passed, properly signed, certified, and has met all other legal requirements, and as otherwise provided by law, the general welfare of the (Educational Board/etc) Elizabethton Board of Education requiring it.

(Director of Schools) Mr. Richard VanHuss

(Date)

(Passed First Reading)

PLAN OF OPERATION FOR THE OCCUPATIONAL SAFETY AND HEALTH
PROGRAM PLAN FOR THE EMPLOYEES OF (School Board/etc) Elizabethton City Schools

SECTION	PAGE
I. PURPOSE AND COVERAGE	4
II. DEFINITIONS	4
III. EMPLOYER= S RIGHTS AND DUTIES	5
IV. EMPLOYEE= S RIGHTS AND DUTIES	6
V. ADMINISTRATION.....	7
VI. STANDARDS AUTHORIZED	8
VII. VARIANCE PROCEDURE.....	8
VIII. RECORDKEEPING AND REPORTING	9
IX. EMPLOYEE COMPLAINT PROCEDURE.....	9
X. EDUCATION AND TRAINING	10
XI. GENERAL INSPECTION PROCEDURES	11
XII. IMMINENT DANGER PROCEDURES	12
XIII. ABATEMENT ORDERS AND HEARINGS.....	13
XIV. PENALTIES	13
XV. CONFIDENTIALITY OF PRIVILEGED INFORMATION	13
XVI. DISCRIMINATION INVESTIGATIONS AND SANCTIONS.....	14
XVII. COMPLIANCE WITH OTHER LAWS NOT EXCUSED	14
 APPENDICES	
I. WORK LOACATIONS	15
II. NOTICE TO ALL EMPLOYEES	16
III. PROGRAM PLAN BUDGET	17
IV. ACCIDENT REPORTING PROCEDURES	18-19

I. PURPOSE AND COVERAGE

The purpose of this plan is to provide guidelines and procedures for implementing the Occupational Safety and Health Program Plan for the employees of Elizabethton City Schools

This plan is applicable to all employees, part-time or full-time, seasonal or permanent.

The Elizabethton Board of Education in electing to update and maintain an effective Occupational Safety and Health Program Plan for its employees,

- a. Provide a safe and healthful place and condition of employment.
- b. Require the use of safety equipment, personal protective equipment, and other devices where reasonably necessary to protect employees.
- c. Make, keep, preserve, and make available to the Commissioner of Labor and Workforce Development, his designated representatives, or persons within the Department of Labor and Workforce Development to whom such responsibilities have been delegated, including the Safety Director of the Division of Occupational Safety and Health, adequate records of all occupational accidents and illnesses and personal injuries for proper evaluation and necessary corrective action as required.
- d. Consult with the Commissioner of Labor and Workforce Development or his designated representative with regard to the adequacy of the form and content of such records.
- e. Consult with the Commissioner of Labor and Workforce Development regarding safety and health problems which are considered to be unusual or peculiar and are such that they cannot be resolved under an occupational safety and health standard promulgated by the State.
- f. Assist the Commissioner of Labor and Workforce Development or his monitoring activities to determine Program Plan effectiveness and compliance with the occupational safety and health standards.
- g. Make a report to the Commissioner of Labor and Workforce Development annually, or as may otherwise be required, including information on occupational accidents, injuries, and illnesses and accomplishments and progress made toward achieving the goals of the Occupational Safety and Health Program Plan.
- h. Provide reasonable opportunity for and encourage the participation of employees in the effectuation of the objectives of this Program Plan, including the opportunity to make anonymous complaints concerning conditions or practices which may be injurious to employees= safety and health.

II. DEFINITIONS

For the purposes of this Program Plan, the following definitions apply:

- a. COMMISSIONER OF LABOR and Workforce Development means the chief executive officer of the Tennessee Department of Labor and Workforce Development. This includes any person appointed, designated, or deputized to perform the duties or to exercise the powers assigned to the Commissioner of Labor and Workforce Development.
- b. EMPLOYER means the Elizabethton Board of Education and includes each administrative department, Educational Board, educational board, commission, division, or other agency of the Elizabethton Board of Education
- c. SAFETY DIRECTOR OF OCCUPATIONAL SAFETY AND HEALTH or DIRECTOR means the person designated by the establishing agreement, or executive order to perform duties or to exercise powers assigned so as to plan, develop, and administer the Occupational Safety and Health Program Plan for the employees of the Elizabethton Board of Education.
- d. INSPECTOR(S) means the individual(s) appointed or designated by the Safety Director of Occupational Safety and Health to conduct inspections provided for herein. If no such compliance inspector(s) is appointed, inspections shall be conducted by the Safety Director of Occupational Safety and Health.
- e. APPOINTING AUTHORITY means any official or group of officials of the employer having legally designated powers of appointment, employment, or removal there from for a specific department, board, commission,

- division, or other agency of this employer.
- f. EMPLOYEE means any person performing services for this employer and listed on the payroll of this employer, either as part-time, full-time, seasonal, or permanent. It also includes any persons normally classified as Avolunteers@provided such persons received remuneration of any kind for their services. This definition shall not include independent contractors, their agents, servants, and employees.
 - g. PERSON means one or more individuals, partnerships, associations, corporations, business trusts, or legal representatives of any organized group of persons.
 - h. STANDARD means an occupational safety and health standard promulgated by the Commissioner of Labor and Workforce Development in accordance with Section VI (6) of the Tennessee Occupational Safety and Health Act of 1972 which requires conditions or the adoption or the use of one or more practices, means, methods, operations, or processes or the use of equipment or personal protective equipment necessary or appropriate to provide safe and healthful conditions and places of employment.
 - i. IMMINENT DANGER means any conditions or practices in any place of employment which are such that a hazard exists which could reasonably be expected to cause death or serious physical harm immediately or before the imminence of such hazard can be eliminated through normal compliance enforcement procedures.
 - j. ESTABLISHMENT or WORKSITE means a single physical location under the control of this employer where business is conducted, services are rendered, or industrial type operations are performed.
 - k. SERIOUS INJURY or HARM means that type of harm that would cause permanent or prolonged impairment of the body in that:
 - 1. A part of the body would be permanently removed (e.g., amputation of an arm, leg, finger(s); loss of an eye) or rendered functionally useless or substantially reduced in efficiency on or off the job (e.g., leg shattered so severely that mobility would be permanently reduced), or
 - 2. A part of an internal body system would be inhibited in its normal performance or function to such a degree as to shorten life or cause reduction in physical or mental efficiency (e.g., lung impairment causing shortness of breath).

On the other hand, simple fractures, cuts, bruises, concussions, or similar injuries would not fit either of these categories and would not constitute serious physical harm.

- l. ACT or TOSH Act shall mean the Tennessee Occupational Safety and Health Act of 1972.
- m. GOVERNING BODY means the Board of Education, Board of Aldermen, Board of Commissioners, City or Town Council, Board of Governors, etc., whichever may be applicable to the local School System, or schools to which this plan applies.
- n. CHIEF EXECUTIVE OFFICER means the chief administrative official, Director of Education, Director of Schools, Superintendent of Schools, etc., as may be applicable.

III. EMPLOYERS RIGHTS AND DUTIES

Rights and duties of the employer shall include, but are not limited to, the following provisions:

- a. Employer shall furnish to each employee conditions of employment and a place of employment free from recognized hazards that are causing or are likely to cause death or serious injury or harm to employees.
- b. Employer shall comply with occupational safety and health standards and regulations promulgated pursuant to Section VI (6) of the Tennessee Occupational Safety and Health Act of 1972.
- c. Employer shall refrain from and unreasonable restraint on the right of the Commissioner of Labor and Workforce Development to inspect the employers place(s) of business. Employer shall assist the Commissioner of Labor and Workforce Development in the performance of their monitoring duties by supplying or by making available information, personnel, or aids reasonably necessary to the effective conduct of the monitoring activity.
- d. Employer is entitled to participate in the development of standards by submission of comments on proposed standards, participation in hearing on proposed standards, or by requesting the development of standards on

- a given issue under Section 6 of the Tennessee Occupational Safety and Health Act of 1972.
- e. Employer is entitled to request an order granting a variance from an occupational safety and health standard.
- f. Employer is entitled to protection of its legally privileged communication.
- g. Employer shall inspect all worksites to insure the provisions of this Program Plan are complied with and carried out.
- h. Employer shall notify and inform any employee who has been or is being exposed in a biologically significant manner to harmful agents or material in excess of the applicable standard and of corrective action being taken.
- i. Employer shall notify all employees of their rights and duties under this Program Plan.

IV. EMPLOYEES RIGHTS AND DUTIES

Rights and duties of employees shall include, but are not limited to, the following provisions:

- a. Each employee shall comply with occupational safety and health act standards and all rules, regulations, and orders issued pursuant to this Program Plan and the Tennessee Occupational Safety and Health Act of 1972 which are applicable to his or her own actions and conduct.
- b. Each employee shall be notified by the placing of a notice upon bulletin boards, or other places of common passage, of any application for a permanent or temporary order granting the employer a variance from any provision of the TOSH Act or any standard or regulation promulgated under the Act.
- c. Each employee shall be given the opportunity to participate in any hearing which concerns an application by the employer for a variance from a standard or regulation promulgated under the Act.
- d. Any employee who may be adversely affected by a standard or variance issued pursuant to the Act or this Program Plan may file a petition with the Commissioner of Labor and Workforce Development or whoever is responsible for the promulgation of the standard or the granting of the variance.
- e. Any employee who has been exposed or is being exposed to toxic materials or harmful physical agents in concentrations or at levels in excess of that provided for by any applicable standard shall be provided by the employer with information on any significant hazards to which they are or have been exposed, relevant symptoms, and proper conditions for safe use or exposure. Employees shall also be informed of corrective action being taken.
- f. Subject to regulations issued pursuant to this Program Plan, any employee or authorized representative of employees shall be given the right to request an inspection and to consult with the Safety Director or Inspector at the time of the physical inspection of the worksite.
- g. Any employee may bring to the attention of the Safety Director any violation or suspected violations of the standards or any other health or safety hazards.
- h. No employee shall be discharged or discriminated against because such employee has filed any complaint or instituted or caused to be instituted any proceeding or inspection under or relating to this Program Plan.
- i. Any employee who believes that he or she has been discriminated against or discharged in violation of subsection (h) of this section may file a complaint alleging such discrimination with the Safety Director. Such employee may also, within thirty (30) days after such violation occurs, file a complaint with the Commissioner of Labor and Workforce Development alleging such discrimination.
- j. Nothing in this or any other provisions of this Program Plan shall be deemed to authorize or require any employee to undergo medical examination, immunization, or treatment for those who object thereto on religious grounds, except where such is necessary for the protection of the health or safety or others or when a medical examination may be reasonably required for performance of a specific job.
- k. Employees shall report any accident, injury, or illness resulting from their job, however minor it may seem to be, to their supervisor or the Safety Director within twenty-four (24) hours after the occurrence.

V. ADMINISTRATION

- a. The Safety Director of Occupational Safety and Health is designated to perform duties or to exercise powers assigned so as to administer this Occupational Safety and Health Program Plan.
 1. The Safety Director may designate person or persons as he deems necessary to carry out his powers, duties, and responsibilities under this Program Plan.
 2. The Safety Director may delegate the power to make inspections, provided procedures employed are as effective as those employed by the Safety Director.
 3. The Safety Director shall employ measures to coordinate, to the extent possible, activities of all departments to promote efficiency and to minimize any inconveniences under this Program Plan.
 4. The Safety Director may request qualified technical personnel from any department or section of government to assist him in making compliance inspections, accident investigations, or as he may otherwise deem necessary and appropriate in order to carry out his duties under this Program Plan.
 5. The Safety Director shall prepare the report to the Commissioner of Labor and Workforce Development required by subsection (g) of Section 1 of this plan.
 6. The Safety Director shall make or cause to be made periodic and follow-up inspections of all facilities and worksites where employees of this employer are employed. He shall make recommendations to correct any hazards or exposures observed. He shall make or cause to be made any inspections required by complaints submitted by employees or inspections requested by employees.
 7. The Safety Director shall assist any officials of the employer in the investigation of occupational accidents or illnesses.
 8. The Safety Director shall maintain or cause to be maintained records required under Section VIII of this plan.
 9. **The Safety Director shall, in the eventuality that there is a fatality or an accident resulting in the hospitalization of three or more employees, insure that the Commissioner of Labor and Workforce Development receives notification of the occurrence within eight (8) hours. All work-related inpatient hospitalizations, amputations, and loss of an eye must be reported to TOSHA within 24 hours.**
- b. The administrative or operational head of each department, division, board, or other agency of this employer shall be responsible for the implementation of this Occupational Safety and Health Program Plan within their respective areas.
 1. The administrative or operational head shall follow the directions of the Safety Director on all issues involving occupational safety and health of employees as set forth in this plan.
 2. The administrative or operational head shall comply with all abatement orders issued in accordance with the provisions of this plan or request a review of the order with the Safety Director within the abatement period.
 3. The administrative or operational head should make periodic safety surveys of the establishment under his jurisdiction to become aware of hazards or standards violations that may exist and make an attempt to immediately correct such hazards or violations.
 4. The administrative or operational head shall investigate all occupational accidents, injuries, or illnesses reported to him. He shall report such accidents, injuries, or illnesses to the Safety Director along with his findings and/or recommendations in accordance with APPENDIX IV of this plan.

VI. STANDARDS AUTHORIZED

The standards adopted under this Program Plan are the applicable standards developed and promulgated under Section VI (6) of the Tennessee Occupational Safety and Health Act of 1972. Additional standards may be promulgated by the governing body of this employer as that body may deem necessary for the safety and health of employees. Note: 29 CFR 1910 General Industry Regulations; 29 CFR 1926 Construction Industry Regulations; and the Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, CHAPTER 0800-01-1 through CHAPTER 0800-01-11 are the standards and rules invoked.

VII. VARIANCE PROCEDURE

The Safety Director may apply for a variance as a result of a complaint from an employee or of his knowledge of certain hazards or exposures. The Safety Director should definitely believe that a variance is needed before the application for a variance is submitted to the Commissioner of Labor and Workforce Development.

The procedure for applying for a variance to the adopted safety and health standards is as follows:

- a. The application for a variance shall be prepared in writing and shall contain:
 1. A specification of the standard or portion thereof from which the variance is sought.
 2. A detailed statement of the reason(s) why the employer is unable to comply with the standard supported by representations by qualified personnel having first-hand knowledge of the facts represented.
 3. A statement of the steps employer has taken and will take (with specific date) to protect employees against the hazard covered by the standard.
 4. A statement of when the employer expects to comply and what steps have or will be taken (with dates specified) to come into compliance with the standard.
 5. A certification that the employer has informed employees, their authorized representative(s), and/or interested parties by giving them a copy of the request, posting a statement summarizing the application (to include the location of a copy available for examination) at the places where employee notices are normally posted and by other appropriate means. The certification shall contain a description of the means actually used to inform employees and that employees have been informed of their right to petition the Commissioner of Labor and Workforce Development for a hearing.
- b. The application for a variance should be sent to the Commissioner of Labor and Workforce Development by registered or certified mail.
- c. The Commissioner of Labor and Workforce Development will review the application for a variance and may deny the request or issue an order granting the variance. An order granting a variance shall be issued only if it has been established that:
 1. The employer
 - i. Is unable to comply with the standard by the effective date because of unavailability of professional or technical personnel or materials and equipment required or necessary construction or alteration of facilities or technology.
 - ii. Has taken all available steps to safeguard employees against the hazard(s) covered by the standard.
 - iii. Has as effective Program Plan for coming into compliance with the standard as quickly as possible.
 2. The employee is engaged in an experimental Program Plan as described in subsection (b), section 13 of the Act.
- d. A variance may be granted for a period of no longer than is required to achieve compliance or one (1) year, whichever is shorter.
- e. Upon receipt of an application for an order granting a variance, the Commissioner to whom such application

is addressed may issue an interim order granting such a variance for the purpose of permitting time for an orderly consideration of such application. No such interim order may be effective for longer than one hundred eighty (180) days.

- f. The order or interim order granting a variance shall be posted at the worksite and employees notified of such order by the same means used to inform them of the application for said variance (see subsection (a)(5) of this section).

VIII. RECORDKEEPING AND REPORTING

Recording and reporting of all occupational accident, injuries, and illnesses shall be in accordance with instructions and on forms prescribed in the booklet. You can get a copy of the Forms for Recordkeeping from the internet. Go to www.osha.gov and click on Recordkeeping Forms located on the home page.

The position responsible for recordkeeping is shown on the SAFETY AND HEALTH ORGANIZATIONAL CHART, Appendix IV to this plan.

Details of how reports of occupational accidents, injuries, and illnesses will reach the record keeper are specified by ACCIDENT REPORTING PROCEDURES, Appendix IV to this plan. The Rule of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, OCCUPATIONAL SAFETY AND HEALTH RECORD-KEEPING AND REPORTING, CHAPTER 0800-01-03, as authorized by T.C.A., Title 50.

IX. EMPLOYEE COMPLAINT PROCEDURE

If any employee feels that he is assigned to work in conditions which might affect his health, safety, or general welfare at the present time or at any time in the future, he should report the condition to the Safety Director of Occupational Safety and Health.

- a. The complaint should be in the form of a letter and give details on the condition(s) and how the employee believes it affects or will affect his health, safety, or general welfare. The employee should sign the letter but need not do so if he wishes to remain anonymous (see subsection (h) of Section 1 of this plan).
- b. Upon receipt of the complaint letter, the Safety Director will evaluate the condition(s) and institute any corrective action, if warranted. Within ten (10) working days following the receipt of the complaint, the Safety Director will answer the complaint in writing stating whether or not the complaint is deemed to be valid and if no, why not, what action has been or will be taken to correct or abate the condition(s), and giving a designated time period for correction or abatement. Answers to anonymous complaints will be posted upon bulletin boards or other places of common passage where the anonymous complaint may be reasonably expected to be seen by the complainant for a period of three (3) working days.
- c. If the complainant finds the reply not satisfactory because it was held to be invalid, the corrective action is felt to be insufficient, or the time period for correction is felt to be too long, he may forward a letter to the Chief Executive Officer or to the governing body explaining the condition(s) cited in his original complaint and why he believes the answer to be inappropriate or insufficient.
- d. The Chief Executive Officer or a representative of the governing body will evaluate the complaint and will begin to take action to correct or abate the condition(s) through arbitration or administrative sanctions or may find the complaint to be invalid. An answer will be sent to the complainant within ten (10) working days following receipt of the complaint or the next regularly scheduled meeting of the governing body following receipt of the complaint explaining decisions made and action taken or to be taken.
- e. After the above steps have been followed and the complainant is still not satisfied with the results, he may then file a complaint with the Commissioner of Labor and Workforce Development. Any complaint filed with the Commissioner of Labor and Workforce Development in such cases shall include copies of all related correspondence with the Safety Director and the Chief Executive Officer or the representative of the

governing body.

- f. Copies of all complaint and answers thereto will be filed by the Safety Director who shall make them available to the Commissioner of Labor and Workforce Development or his designated representative upon request.

X. EDUCATION AND TRAINING

a. Safety Director and/or Compliance Inspector(s):

1. Arrangements will be made for the Safety Director and/or Compliance Inspector(s) to attend training seminars, workshops, etc., conducted by the State of Tennessee or other agencies. A list of Seminars can be obtained.
2. Access will be made to reference materials such as 29 CFR 1910 General Industry Regulations; 29 CFR 1926 Construction Industry Regulations; The Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, and other equipment/supplies, deemed necessary for use in conducting compliance inspections, conducting local training, wiring technical reports, and informing officials, supervisors, and employees of the existence of safety and health hazards will be furnished.

b. All Employees (including supervisory personnel):

A suitable safety and health training program for employees will be established. This program will, as a minimum:

1. Instruct each employee in the recognition and avoidance of hazards or unsafe conditions and of standards and regulations applicable to the employees work environment to control or eliminate any hazards, unsafe conditions, or other exposures to occupational illness or injury.
2. Instruct employees who are required to handle or use poisons, acids, caustics, toxicants, flammable liquids, or gases including explosives, and other harmful substances in the proper handling procedures and use of such items and make them aware of the personal protective measures, person hygiene, etc., which may be required.
3. Instruct employees who may be exposed to environments where harmful plants or animals are present, of the hazards of the environment, how to best avoid injury or exposure, and the first aid procedures to be followed in the event of injury or exposure.
4. Instruct all employees of the common deadly hazards and how to avoid them, such as Falls; Equipment Turnover; Electrocution; Struck by/Caught In; Trench Cave In; Heat Stress and Drowning.
5. Instruct employees on hazards and dangers of confined or enclosed spaces.
 - i. Confined or enclosed space means space having a limited means of egress and which is subject to the accumulation of toxic or flammable contaminants or has an oxygen deficient atmosphere. Confined or enclosed spaces include, but are not limited to, storage tanks, boilers, ventilation or exhaust ducts, sewers, underground utility accesses, tunnels, pipelines, and open top spaces more than four feet (4) in depth such as pits, tubs, vaults, and vessels.
 - ii. Employees will be given general instruction on hazards involved, precautions to be taken, and on use of personal protective and emergency equipment required. They shall also be instructed on all specific standards or regulations that apply to work in dangerous or potentially dangerous areas.
 - iii. The immediate supervisor of any employee who must perform work in a confined or enclosed space shall be responsible for instructing employees on danger of hazards which may be present, precautions to be taken, and use of personal protective and emergency equipment, immediately prior to their entry into such an area and shall require use of appropriate personal protective equipment.

XI. GENERAL INSPECTION PROCEDURES

It is the intention of the governing body and responsible officials to have an Occupational Safety and Health Program Plan that will insure the welfare of employees. In order to be aware of hazards, periodic inspections must be performed. These inspections will enable the finding of hazards or unsafe conditions or operations that will need correction in order to maintain safe and healthful worksites. Inspections made on a pre-designated basis may not yield the desired results. Inspections will be conducted, therefore, on a random basis at intervals not to exceed thirty (30) calendar days.

- a. In order to carry out the purposes of this Agreement, the Safety Director and/or Compliance Inspector(s), if appointed, is authorized:
 1. To enter at any reasonable time, any establishment, facility, or worksite where work is being performed by an employee when such establishment, facility, or worksite is under the jurisdiction of the employer and;
 2. To inspect and investigate during regular working hours and at other reasonable times, within reasonable limits, and in a reasonable manner, any such place of employment and all pertinent conditions, processes, structures, machines, apparatus, devices, equipment, and materials therein, and to question privately any supervisor, operator, agent, or employee working therein.
- b. If an imminent danger situation is found, alleged, or otherwise brought to the attention of the Safety Director or Inspector during a routine inspection, he shall immediately inspect the imminent danger situation in accordance with Section XII of this plan before inspecting the remaining portions of the establishment, facility, or worksite.
- c. An administrative representative of the employer and a representative authorized by the employees shall be given an opportunity to consult with and/or to accompany the Safety Director or Inspector during the physical inspection of any worksite for the purpose of aiding such inspection.
- d. The right of accompaniment may be denied any person whose conduct interferes with a full and orderly inspection.
- e. The conduct of the inspection shall be such as to preclude unreasonable disruptions of the operation(s) of the workplace.
- f. Interviews of employees during the course of the inspection may be made when such interviews are considered essential to investigative techniques.
- g. Advance Notice of Inspections.
 1. Generally, advance notice of inspections will not be given as this precludes the opportunity to make minor or temporary adjustments in an attempt to create misleading impression of conditions in an establishment.
 2. There may be occasions when advance notice of inspections will be necessary in order to conduct an effective inspection or investigation. When advance notice of inspection is given, employees or their authorized representative(s) will also be given notice of the inspection.
- h. The Safety Director need not personally make an inspection of each and every worksite once every thirty (30) days. He may delegate the responsibility for such inspections to supervisors or other personnel provided:
 1. Inspections conducted by supervisors or other personnel are at least as effective as those made by the Safety Director.
 2. Records are made of the inspections, any discrepancies found and corrective actions taken. This

information is forwarded to the Safety Director.

- i. The Safety Director shall maintain records of inspections to include identification of worksite inspected, date of inspection, description of violations of standards or other unsafe conditions or practices found, and corrective action taken toward abatement. Those inspection records shall be subject to review by the Commissioner of Labor and Workforce Development or his authorized representative.

XII. IMMINENT DANGER PROCEDURES

- a. Any discovery, any allegation, or any report of imminent danger shall be handled in accordance with the following procedures:
 1. The Safety Director shall immediately be informed of the alleged imminent danger situation and he shall immediately ascertain whether there is a reasonable basis for the allegation.
 2. If the alleged imminent danger situation is determined to have merit by the Safety Director, he shall make or cause to be made an immediate inspection of the alleged imminent danger location.
 3. As soon as it is concluded from such inspection that conditions or practices exist which constitutes an imminent danger, the Safety Director or Compliance Inspector shall attempt to have the danger corrected. All employees at the location shall be informed of the danger and the supervisor or person in charge of the worksite shall be requested to remove employees from the area, if deemed necessary.
 4. The administrative or operational head of the workplace in which the imminent danger exists, or his authorized representative, shall be responsible for determining the manner in which the imminent danger situation will be abated. This shall be done in cooperation with the Safety Director or Compliance Inspector and to the mutual satisfaction of all parties involved.
 5. The imminent danger shall be deemed abated if:
 - i. The imminence of the danger has been eliminated by removal of employees from the area of danger.
 - ii. Conditions or practices which resulted in the imminent danger have been eliminated or corrected to the point where an unsafe condition or practice no longer exists.
 6. A written report shall be made by or to the Safety Director describing in detail the imminent danger and its abatement. This report will be maintained by the Safety Director in accordance with subsection (i) of Section XI of this plan.
- b. Refusal to Abate.
 1. Any refusal to abate an imminent danger situation shall be reported to the Safety Director and Chief Executive Officer immediately.
 2. The Safety Director and/or Chief Executive Officer shall take whatever action may be necessary to achieve abatement.

XIII. ABATEMENT ORDERS AND HEARINGS

- a. Whenever, as a result of an inspection or investigation, the Safety Director or Compliance Inspector(s) finds that a worksite is not in compliance with the standards, rules or regulations pursuant to this plan and is unable to negotiate abatement with the administrative or operational head of the worksite within a reasonable period of time, the Safety Director shall:
 1. Issue an abatement order to the head of the worksite.

2. Post or cause to be posted, a copy of the abatement order at or near each location referred to in the abatement order.
- b. Abatement orders shall contain the following information:
1. The standard, rule, or regulation which was found to be violated.
 2. A description of the nature and location of the violation.
 3. A description of what is required to abate or correct the violation.
 4. A reasonable period of time during which the violation must be abated or corrected.
- c. At any time within ten (10) days after receipt of an abatement order, anyone affected by the order may advise the Safety Director in writing of any objections to the terms and conditions of the order. Upon receipt of such objections, the Safety Director shall act promptly to hold a hearing with all interested and/or responsible parties in an effort to resolve any objections. Following such hearing, the Safety Director shall, within three (3) working days, issue an abatement order and such subsequent order shall be binding on all parties and shall be final.

XIV. PENALTIES

- a. No civil or criminal penalties shall be issued against any official, employee, or any other person for failure to comply with safety and health standards or any rules or regulations issued pursuant to this Program Plan.
- b. Any employee, regardless of status, who willfully and/or repeatedly violates, or causes to be violated, any safety and health standard, rule, or regulation or any abatement order shall be subject to disciplinary action by the appointing authority. It shall be the duty of the appointing authority to administer discipline by taking action in one of the following ways as appropriate and warranted:
 1. Oral reprimand.
 2. Written reprimand.
 3. Suspension for three (3) or more working days.
 4. Termination of employment.

XV. CONFIDENTIALITY OF PRIVILEGED INFORMATION

All information obtained by or reported to the Safety Director pursuant to this plan of operation or the legislation (agreement, or executive order) enabling this Occupational Safety and Health Program Plan which contains or might reveal information which is otherwise privileged shall be considered confidential. Such information may be disclosed to other officials or employees concerned with carrying out this Program Plan or when relevant in any proceeding under this Program Plan. Such information may also be disclosed to the Commissioner of Labor and Workforce Development or their authorized representatives in carrying out their duties under the Tennessee Occupational Safety and Health Act of 1972.

XVI. DISCRIMINATION INVESTIGATIONS AND SANCTIONS

The Rule of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, DISCRIMINATION AGAINST EMPLOYEES EXERCISING RIGHTS UNDER THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1972 0800-01-08, as authorized by T.C.A., Title 50. The agency agrees that any employee who believes they have been discriminated against or discharged in violation of Tenn. Code Ann § 50-3-409 can file a complaint with their agency or Safety Director within 30 days, after the alleged discrimination

occurred. Also, the agency agrees the employee has a right to file their complaint with the Commissioner of Labor and Workforce Development within the same 30 day period. The Commissioner of Labor and Workforce Development may investigate such complaints, make recommendations, and/or issue a written notification of a violation.

XVII. COMPLIANCE WITH OTHER LAWS NOT EXCUSED

- a. Compliance with any other law, statute, agreement, or executive order, which regulates safety and health in employment and places of employment, shall not excuse the employer, the employee, or any other person from compliance with the provisions of this Program Plan.
- b. Compliance with any provisions of this Program Plan or any standard, rule, regulation, or order issued pursuant to this Program Plan shall not excuse the employer, the employee, or any other person from compliance with the law, statute, agreement, or executive order, as applicable, regulating and promoting safety and health unless such law, statute, agreement, or executive order, as applicable, is specifically repealed.

Signature: Safety Director, Occupational Safety and Health and Date

APPENDIX - I WORK LOCATIONS
(ORGANIZATIONAL CHART)

{For this section make a list of each work location wherein (School System/etc) your employees work, such as each school, bus garage, maintenance shop, main office, etc. covered under this Program Plan. Include, the address for the workplace, phone number at that workplace, and number of employees who work there.}

An Example:

Board of Education - 45 employees
1234 Main Street
Chattanooga, TN 37415
423-345-6789

Too Early School - 82 employees
4567 Garden Avenue
Chattanooga, TN 37415
423-222-5555

TOTAL NUMBER OF EMPLOYEES : 127

{Once each work location has been listed, record the total number of employees that the school system employees.}

APPENDIX – II NOTICE TO ALL EMPLOYEES

NOTICE TO ALL EMPLOYEES OF Elizabethton City Schools

The Tennessee Occupational Safety and Health Act of 1972 provide job safety and health protection for Tennessee workers through the promotion of safe and healthful working conditions. Under a plan reviewed by the Tennessee Department of Labor and Workforce Development, this government, as an employer, is responsible for administering the Act to its employees. Safety and health standards are the same as State standards and jobsite inspections will be conducted to insure compliance with the Act.

Employees shall be furnished conditions of employment and a place of employment free from recognized hazards that are causing or are likely to cause death or serious injury or harm to employees.

Each employee shall comply with occupational safety and health standards and all rules, regulations, and orders issued pursuant to this Program Plan which are applicable to his or her own actions and conduct.

Each employee shall be notified by the placing upon bulletin boards or other places of common passage of any application for a temporary variance from any standard or regulation.

Each employee shall be given the opportunity to participate in any hearing which concerns an application for a variance from a standard.

Any employee who may be adversely affected by a standard or variance issued pursuant to this Program Plan may file a petition with the Safety Director or Mr. John Hutchins, Assistant Director of Schools

Any employee who has been exposed or is being exposed to toxic materials or harmful physical agents in concentrations or at levels in excess of that provided for by an applicable standard shall be notified by the employer and informed of such exposure and corrective action being taken.

Subject to regulations issued pursuant to this Program Plan, any employee or authorized representative(s) of employees shall be given the right to request an inspection.

No employee shall be discharged or discriminated against because such employee has filed any complaint or instituted or caused to be instituted any proceedings or inspection under, or relating to, this Program Plan.

Any employee who believes he or she has been discriminated against or discharged in violation of these sections may, within thirty (30) days after such violation occurs, have an opportunity to appear in a hearing before Elizabethton Board of Edu. for assistance in obtaining relief or to file a complaint with the Commissioner of Labor and Workforce Development alleging such discrimination.

A copy of the Occupational Safety and Health Program Plan for the Employees of Elizabethton City Schools is available for inspection by any employee at 804 S. Watauga Ave. during regular office hours.

Signature: (Educational Board) OR DIRECTOR OF SCHOOLS/ DATE

APPENDIX - III PROGRAM PLAN BUDGET

(Either answer questions 1-11 **or** fill in the statement below)

1. Prorated portion of wages, salaries, etc., for program administration and support.
2. Office space and office supplies.
3. Safety and health educational materials and support for education and training.
4. Safety devices for personnel safety and health.
5. Equipment modifications.
6. Equipment additions (facilities)
7. Protective clothing and equipment (personnel)
8. Safety and health instruments
9. Funding for projects to correct hazardous conditions.
10. Reserve fund for the Program Plan.
11. Contingencies and miscellaneous,

TOTAL ESTIMATED PROGRAM PLAN FUNDING,
ESTIMATE OF TOTAL BUDGET FOR:

OR Use This Statement:

STATEMENT OF FINANCIAL RESOURCE AVAILABILITY

Be assured that (Name of the School Board) **Elizabethton Board of Edu.** has sufficient financial resources available or will make sufficient financial resources available as may be required in order to administer and staff its Occupational Safety and Health Program Plan and to comply with standards.

APPENDIX – IV ACCIDENT REPORTING PROCEDURES

- (1-15) Employees shall report all accidents, injuries, or illnesses directly to the Safety Director as soon as possible, but not later than twenty-four (24) hours after the occurrence. Such reports may be verbal or in writing. All fatalities or accidents involving the hospitalization of three (3) or more employees shall be reported to the Safety Director and/or record keeper immediately, either by telephone or verbally, and will be followed by a written report within four (4) hours after their occurrence. The Safety Director will insure completion of required reports and records in accordance with Section VIII of the basic plan.
- (16-50) Employees shall report all accidents, injuries, or illnesses to their supervisor as soon as possible, but not later than two (2) hours after the occurrence. All fatalities or accidents involving the hospitalization of three (3) or more employees shall be reported to the Safety Director and/or record keeper immediately, either by telephone or verbally, and will be followed by a written report within four (4) hours after their occurrence. The supervisor will investigate the accident or illness, complete an accident report, and forward the accident report to the Safety Director and/or record keeper within twenty-four (24) hours of the time the accident or injury occurred or the time of the first report of the illness.
- (51-250) Employees shall report all accidents, injuries, or illnesses to their supervisors as soon as possible, but not later than two (2) hours after the occurrence. The supervisor will provide the Safety Director and/or record keeper with the name of the injured or ill employee and a brief description of the accident or illness by telephone as soon as possible, but not later than four (4) hours, after the accident or injury occurred or the time of the first report of the illness. All fatalities or accidents involving the hospitalization of three (3) or more employees shall be reported to the Safety Director and/or record keeper immediately, either by telephone or verbally, and will be followed by a written report within four (4) hours after their occurrence. The supervisor will then make a thorough investigation of the accident or illness (with the assistance of the Safety Director or Compliance Inspector, if necessary) and will complete a written report on the accident or illness and forward it to the Safety Director within seventy-two (72) hours after the accident, injury, or first report of illness and will provide one (1) copy of the written report to the record keeper.
- (251-Plus) Employees shall report all accidents, injuries, or illnesses to their supervisors as soon as possible, but not later than two (2) hours after their occurrence. The supervisor will provide the administrative head of the department with a verbal or telephone report of the accident as soon as possible, but not later than four (4) hours, after the accident. If the accident involves loss of consciousness, a fatality, broken bones, severed body member, or third degree burns, the Safety Director will be notified by telephone immediately and will be given the name of the injured, a description of the injury, and a brief description of how the accident occurred. The supervisor will then make a thorough investigation of the accident or illness (with the assistance of the Safety Director or Compliance Inspector, if necessary) and will complete a written report on the accident or illness and forward it to the Safety Director within seventy-two (72) hours after the accident, injury, or first report of illness and will provide one (1) copy of the written report to the record keeper.

Since Workers Compensation Form 6A or OSHA NO. 301 Form must be completed; all reports submitted in writing to the person responsible for recordkeeping shall include the following information as a minimum:

1. Accident location, if different from employer's mailing address and state whether accident occurred on premises owned or operated by employer.
2. Name, social security number, home address, age, sex, and occupation (regular job title) of injured or ill

employee.

3. Title of the department or division in which the injured or ill employee is normally employed.
4. Specific description of what the employee was doing when injured.
5. Specific description of how the accident occurred.
6. A description of the injury or illness in detail and the part of the body affected.
7. Name of the object or substance which directly injured the employee.
8. Date and time of injury or diagnosis of illness.
9. Name and address of physician, if applicable.
10. If employee was hospitalized, name and address of hospital.
11. Date of report.

NOTE: A procedure such as one of those listed above or similar information is necessary to satisfy Item Number 4 listed under PROGRAM PLAN in Section V. ADMINISTRATION, Part b of the Tennessee Occupational Safety and Health Plan. This information may be submitted in flow chart form instead of in narrative form if desired. These procedures may be modified in any way to fit local situations as they have been prepared as a guide only.

The four (4) procedures listed above are based upon the size of the work force and relative complexity of the organization. The approximate size of the organization for which each procedure is suggested is indicated in parenthesis in the left hand margin at the beginning, i.e., (1-15), (16-50), (51-250), and (251 Plus), and the figures relate to the total number of employees including the Chief Executive Officer but excluding the governing body Board of Directors, etc.

Generally, the more simple an accident reporting procedure is, the more effective it is. Please select the one procedure listed above, or prepare a similar procedure or flow chart, which most nearly fits what will be the most effective for your local situation. Note also that the specific information listed for written reports applies to all three of the procedures listed for those organizations with sixteen (16) or more employees.

ELIZABETHTON CITY SCHOOLS

CENTRAL OFFICE: 804 S. Watauga Avenue Elizabethton, Tennessee 37643 (423) 547-8000	<u>38 EMPLOYEES</u>
EXTENDED SCHOOL PROGRAM: 226 Cedar Avenue Elizabethton, Tennessee 37643 (423) 547-8020	<u>36 EMPLOYEES</u>
HAROLD MCCORMICK ELEMENTARY SCHOOL: 226 Cedar Avenue Elizabethton, Tennessee 37643	<u>73 EMPLOYEES</u>
WANDELL EARLY LEARNING CENTER AND EAST SIDE ELEMENTARY SCHOOL: 800 Siam Road Elizabethton, Tennessee 37643 (423) 547-8010	<u>72 EMPLOYEES</u>
WEST SIDE ELEMENTARY SCHOOL: 1310 Burgie Street Elizabethton, Tennessee 37643 (423) 547-8030	<u>54 EMPLOYEES</u>
T. A. DUGGER JR. HIGH SCHOOL: 306 West E Street Elizabethton, Tennessee 37643 (423) 547-8025	<u>76 EMPLOYEES</u>
ELIZABETHTON HIGH SCHOOL: 907 Jason Witten Way Elizabethton, Tennessee 37643 (423) 547-8015	<u>111 EMPLOYEES</u>
TOTAL ECS EMPLOYEES:	<u>460 TOTAL EMPLOYEES</u>

Educator Preparation Provider/ Local Education Agency Primary Partnership Agreement

Educator Preparation Provider (EPP)	
--	--

Local Education Agency (LEA)	
-------------------------------------	--

Term of Agreement	
--------------------------	--

EPP Contact/Designee	
Name:	Title:
Email Address:	Phone Number:

LEA Contact/Designee	
Name:	Title:
Email Address:	Phone Number:

Other Key Staff	
Name:	Name:
Title:	Title:
Name:	Name:
Title:	Title:

Certification (signatures verify partnership)							
EPP Head Administrator	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Name:</td> <td style="width: 30%;">Date:</td> </tr> <tr> <td>Title:</td> <td></td> </tr> <tr> <td>Signature:</td> <td></td> </tr> </table>	Name:	Date:	Title:		Signature:	
Name:	Date:						
Title:							
Signature:							
LEA Director of Schools	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Name:</td> <td style="width: 30%;">Date:</td> </tr> <tr> <td>Title:</td> <td></td> </tr> <tr> <td>Signature:</td> <td></td> </tr> </table>	Name:	Date:	Title:		Signature:	
Name:	Date:						
Title:							
Signature:							

Educator Preparation Provider/ Local Education Agency Primary Partnership Agreement

Prompt 1: Identify the collaboratively-developed recruitment and selection strategies and goals.
(500 words)

Educator Preparation Provider/ Local Education Agency Primary Partnership Agreement

Prompt 2: Identify how entities will collaborate to **select, prepare, evaluate, support, and retain high-quality clinical educators**, both provider and school-based, who demonstrate a positive impact on candidates' development and pre-K-12 learning and development. **(500 words)**

Educator Preparation Provider/ Local Education Agency Primary Partnership Agreement

Prompt 3: Identify mutually-agreed upon **expectations for candidate preparation** that link theory and practice, maintain coherence across clinical and academic components of preparation, and establish shared accountability for candidate outcomes. **(500 words)**

Educator Preparation Provider/ Local Education Agency Primary Partnership Agreement

Prompt 4: Identify mutually-agreed upon key assessments, transition points, and exit requirements.
(500 words)

Educator Preparation Provider/ Local Education Agency Primary Partnership Agreement

Prompt 5: Identify mutually-agreed upon **design of clinical experiences of sufficient depth, breadth, diversity, coherence, and duration** to ensure that candidates demonstrate their developing effectiveness and positive impact on all students' learning and development. **(500 words)**

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT

SALE / DISPOSAL

The following items are hereby declared surplus property/equipment of no value or valued at less than \$250.00. Since these items are no longer useful to the Elizabethton City School System, they may be sold at a fair price to any person interested in purchasing them, given away or disposal may be made in an appropriate manner.

TAG#s HP Server # MX234100U2, Dell#s cwj04c1, fnw3vh1
153cp61, dwj04c1,co30Lh1,bhfnmg1,D030Lh1, 10x3vh1, hhfnmg1

ITEMS: 1 HP Server and 9 dell servers (all replaced with new)

METHOD OF

SALE/DISPOSAL: RECYCLE

SALE/DISPOSAL

AUTHORIZED BY: _____ DATE: _____

Principal

AUTHORIZED BY: _____ DATE: 9/10/20

Director of Schools

AUTHORIZED BY: _____ DATE: _____

Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

The following items are hereby declared surplus property/equipment of no value or valued at less than \$250.00. Since these items are no longer useful to the Elizabethton City School System, they may be sold at a fair price to any person interested in purchasing them, given away or disposal may be made in an appropriate manner.

ITEM: ZENITH TV

INVENTORY TAG NUMBER: 07534

METHOD OF SALE/DISPOSAL: TRASH

SCHOOL/BUILDING WHERE ITEM IS HOUSED VOCATIONAL / AG CLASSROOM

SALE/DISPOSAL AUTHORIZED BY:  DATE: 8/17/2020
Principal

AUTHORIZED BY: _____ DATE: _____
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

The following items are hereby declared surplus property/equipment of no value or valued at less than \$250.00. Since these items are no longer useful to the Elizabethton City School System, they may be sold at a fair price to any person interested in purchasing them, given away or disposal may be made in an appropriate manner.

ITEM: Writing Center 1874

Slider 2637

Wooden Table 2766

INVENTORY TAG NUMBER: _____

METHOD OF SALE/DISPOSAL: Garbage

SCHOOL/BUILDING WHERE ITEM IS HOUSED WELC

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/20/20
Principal

AUTHORIZED BY: [Signature] DATE: 8/20/20
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

The following items are hereby declared surplus property/equipment of no value or valued at less than \$250.00. Since these items are no longer useful to the Elizabethton City School System, they may be sold at a fair price to any person interested in purchasing them, given away or disposal may be made in an appropriate manner.

ITEM: Automatic Stapler.

INVENTORY TAG NUMBER: 4302

METHOD OF SALE/DISPOSAL: THROW AWAY BROKEN & NOT WORKING

SCHOOL/BUILDING WHERE ITEM IS HOUSED EAST SIDE

SALE/DISPOSAL AUTHORIZED BY: *Jan R. Hoyle* DATE: 8/26/20
Principal

AUTHORIZED BY: *Bill Voth* DATE: 8/27/20
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

The following items are hereby declared surplus property/equipment of no value or valued at less than \$250.00. Since these items are no longer useful to the Elizabethton City School System, they may be sold at a fair price to any person interested in purchasing them, given away or disposal may be made in an appropriate manner.

ITEM: Epson Projector

INVENTORY TAG NUMBER: 0311 ESE

METHOD OF SALE/DISPOSAL: THROW AWAY ~ BROKEN

SCHOOL/BUILDING WHERE ITEM IS HOUSED EAST SIDE

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/26/20
Principal

AUTHORIZED BY: [Signature] DATE: 8/27/20
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

The following items are hereby declared surplus property/equipment of no value or valued at less than \$250.00. Since these items are no longer useful to the Elizabethton City School System, they may be sold at a fair price to any person interested in purchasing them, given away or disposal may be made in an appropriate manner.

- ITEM:
- 1 Tan microscope # 9948287 ⁶ white microscope
 - 2 Tan microscope # 9948289 ⁷ black microscope #239766
 - 3 Tan microscope # 9948288 ⁸ black microscope #248479
 - 4 Tan microscope # 9948337
 - 5 Tan microscope # 9948338

INVENTORY

TAG NUMBER: #⁵ 01622, 0324, 0245, 0243, 0323, 0325, 18

METHOD OF SALE/DISPOSAL: Trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED: West Side

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 9/3/2020
Principal

AUTHORIZED BY: [Signature] DATE: 9/8/20
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

September 15, 2020

Michelle Melton
Citizens Bank
300 Broad Street
Elizabethton, TN 37643

Dear Ms. Melton:

We would like to make the following changes, listed in red, to accounts held at your institution with the Federal ID # of 62-0730716. The following locations have accounts and the current signers for those accounts are listed.

- Elizabethton Board of Education Checking &
- Elizabethton School Food Service Checking
 - Rita Booher
 - Phil Isaacs
 - Richard VanHuss
 - ~~Corey Gardenhour~~
 - ~~Myra Newman~~

- Harold McCormick Elementary -
 - Pendola Nave
 - Stephani Shouse
 - Eric Wampler
 - Beth Wilson

- West Side Elementary
 - John Wright
 - Karen Barnett
 - ~~Tammy Markland~~
 - ~~Emily Morganstern~~
 - Beth Wilson

- Elizabethton High School
 - Sheri Nelson
 - Tom Hopson
 - Jonathan Minton
 - ~~Joe Diaz~~
 - Brian Culbert
 - Jennifer Wetzal
 - Kim Kelley
 - ~~Keri Howell~~

Citizens Bank Request for Resolution
Page 2

- Katherine J. Jones, CD
 - Jonathan Minton
 - Jennifer Wetzel
 - Kim Kelley
 - ~~Keri Howell~~

- Nancy Hunt Scholarship Savings Account
 - Jonathan Minton
 - Tom Hopson
 - Sheri Nelson
 - Jennifer Wetzel
 - Kim Kelley
 - ~~Keri Howell~~

Any changes in signers to the above accounts must be approved by the Board of Education. The current members of the Board of Education are listed below.

Rita Booher
Phil Isaacs
Grover May
Danny O'Quinn
Eddie Pless

Thank you for your assistance in this matter.

Sincerely,

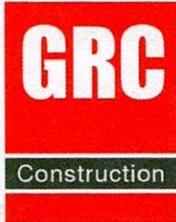
Rita Booher/Board Chair

Grover May, MD/Board Member

Phil Isaacs/Board Vice-Chair

Danny O'Quinn/Board Member

Eddie Pless/Board Member



September 8, 2020

Proposal for Re-Roofing Existing Buildings TA Dugger Junior High School

Based on plans and specifications provided by Thomas Weems Architect, for re-roofing of existing buildings at TA Dugger Junior High School, GRC Construction offers the following proposal.

GRC Construction proposes to complete the work as detailed in the plans and specifications, for a sum not to exceed Six Hundred Ninety Three Thousand Three Hundred Ninety Eight Dollars, (\$693,398.00).

The above proposal includes allowances specified in the project manual and addendum one.

I will be happy to answer any questions or provide additional information if needed.

Mike Price

Senior Estimator

Mobile: 423.502.4600 | Direct: 423.723.1522

GRC Construction

Office: 423.349.7760 | Fax: 423.349.7413

130 Regional Park Drive

Kingsport, TN 37660

www.grcinc.com

**JACKSON, SHIELDS, YEISER, HOLT,
OWEN & BRYANT
262 GERMAN OAK DRIVE
CORDOVA, TENNESSEE 38018
(901) 754-8001**

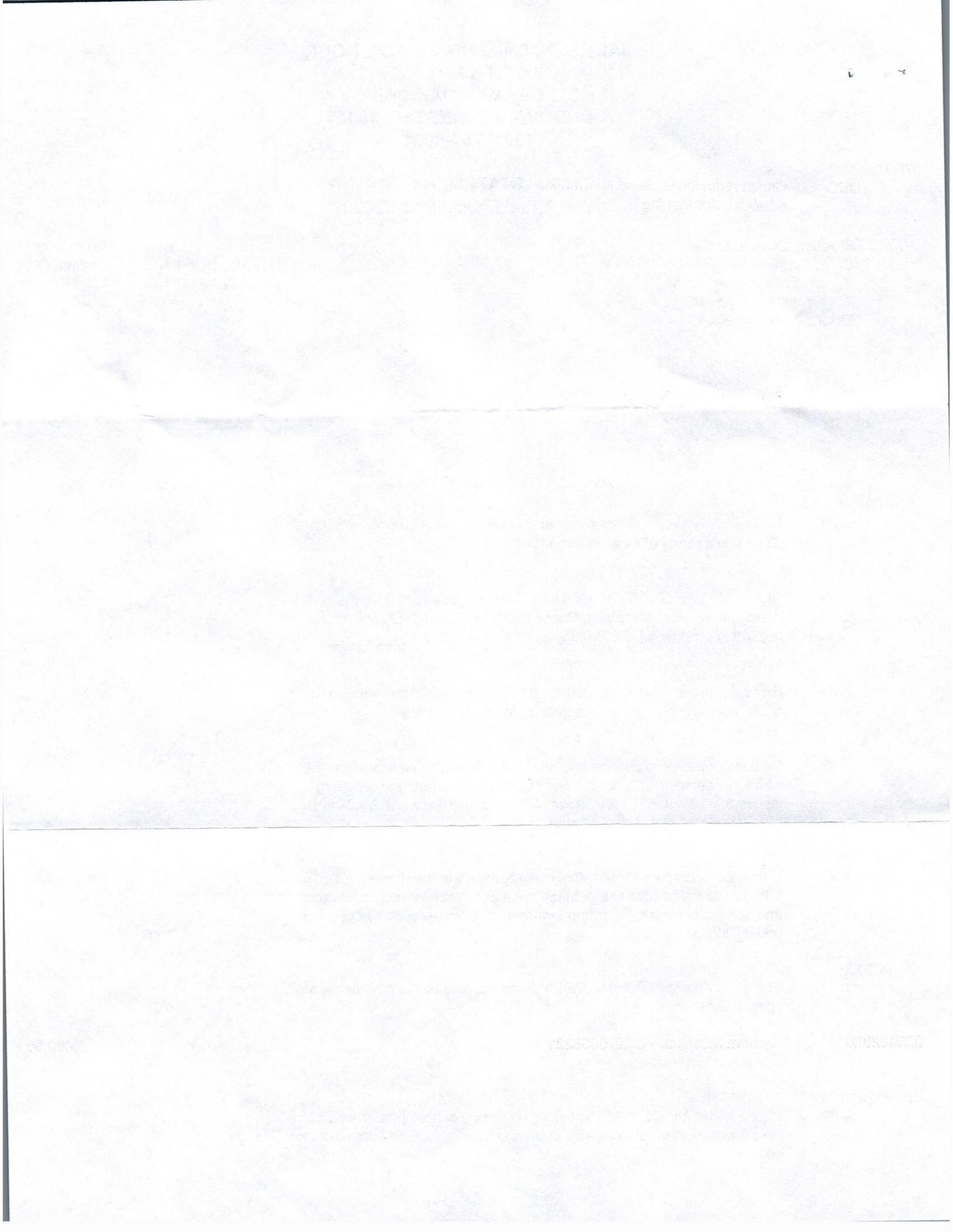
**STATEMENT
For Period Ending 07/31/2020**

Elizabethton School District
Corey Gardenhour
Superintendent of Schools
804 South Watauga Ave
Elizabethton TN 37643

Page: 1
08/19/2020
ACCOUNT NO. 1949-000M
STATEMENT NO: 141

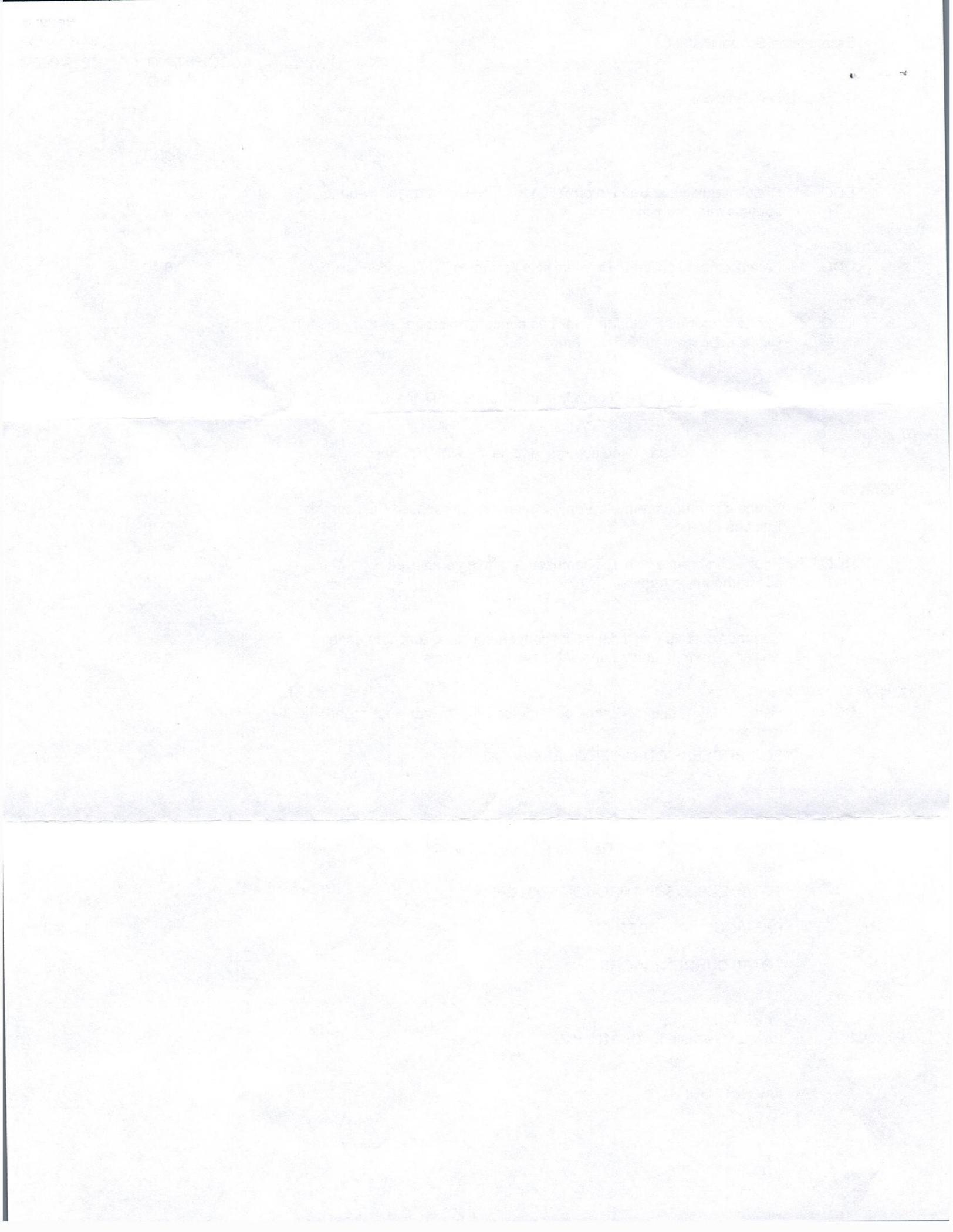
General Labor Relations

	HOURS
07/01/2020 DDO Review parent complaint against employee for Facebook comments; Schedule phone conference with Mr. VanHuss	0.20
07/02/2020 DDO Phone conference with Mr. VanHuss, J. Hutchins and M. Newman concerning parent complaint; Phone conference with Mr. VanHuss regarding proposed GRC contracts.	1.20
07/06/2020 DDO Review proposed Navigate 360 contract; Communications with Board chair regarding electronic participation in board meetings;	1.20
07/07/2020 DDO Review reopening guidance and other information; Phone conference with Mr. VanHuss, J. Hutchins and M. Newman regarding reopening issues and new Title IX regulations Phone conference with Mr. VanHuss regarding issues of employee exposure to COVID	2.30
07/10/2020 DDO Phone conference with Mr. VanHuss regarding tenure issues, Title IX, offer of cell tower contract, nutrition coop and other issues; Research and send information regarding tenure and informal resolution process under Title IX	1.40
07/14/2020 DDO Phone conferences with Mr. VanHuss concerning public comments at special board meeting	0.20
07/15/2020 DDO Administrator Training	1.00
07/16/2020 DDO Phone conference with Mr. VanHuss regarding critical infrastructure and the proposed elevator contract; Draft and send proposed addendum to contract	1.20



General Labor Relations

		HOURS	
07/17/2020	DDO	Check regulations; Send information to M. Newman as follow-up to administrator training	0.70
07/20/2020	DDO	Email communication to Mr. VanHuss regarding TDOH guidance	0.10
07/21/2020	DDO	Phone conference with Mr. VanHuss concerning proposed Partners for Digital Learning contract and employee leave issues.	0.90
07/24/2020	DDO	Begin drafting proposed contract with Partners for Digital Learning;	2.70
07/26/2020	DDO	Review and edit proposed contract and send to Mr. VanHuss	3.10
07/27/2020	DDO	Phone conference with Mr. VanHuss regarding proposed PDL contract; Edit and resend	0.30
	DDO	Phone conference with T. Thompson regarding employee accommodation request	0.60
07/28/2020	DDO	Communications with J. Hutchins concerning hiring teachers under waiver or permit; Locate and send application forms	0.50
07/31/2020	DDO	Review FMLA request; Phone conference with Mr. VanHuss regarding response	0.60
		FOR PROFESSIONAL SERVICES RENDERED	18.20
			3,549.00
		Mileage Expense	151.62
		August 11, 2020 Title IX Regulatory Compliance Virtual training Seminar	200.00
		Hotel	206.10
		TOTAL EXPENSES THROUGH 07/31/2020	557.72
		PREVIOUS BALANCE	\$2,489.96
		TOTAL CURRENT WORK	4,106.72
08/03/2020		Payment received. - CK#10058221	-2,489.96
		AMOUNT DUE	<u>\$4,106.72</u>



CONFIDENTIAL/PRIVILEGED ATTORNEY/CLIENT COMMUNICATION

*** Payment due on receipt. Note: Some expenses that appear on current statement could be from previous month work due to our receipt of these charges late.**

