

ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION

REGULAR SCHEDULED MEETING

Tuesday, September 17, 2019, @ 6:30 PM

Board members

Rita Booher | Dr. Grover May | Phil Isaacs | Eddie Pless | Danny O'Quinn | Audrey Landstreet (Student Liaison)

The Elizabethton Board of Education will meet on Tuesday, September 17, 2019, 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
6. CONSENT AGENDA
 - A. Minutes of Regular meeting: August 20, 2019.
 - B. Approve General Purpose Fund Financial Statement, August 31, 2019.
 - C. Approve Federal Projects Fund Financial Statement, August 31, 2019.
 - D. Approve School Nutrition Fund Financial Statement, August 31, 2019.
 - E. Approve second reading of Board Policy 1.101 Role of the Board of Education, as revised.
 - F. Approve second reading of Board Policy 1.202 Duties of Board Members, as revised.
 - G. Approve second reading of Board Policy 1.2021 Boardsmanship Code of Conduct, as revised.
 - H. Approve second reading of Board Policy 4.700 - Testing Programs, as revised.
 - I. Approve the travel of Elizabethton High School Seniors in Mr. Charles Dugger's Personal Finance, Economics and Accounting classes, to New York City from Thursday, April 30, 2020 through Sunday, May 3, 2020. (Please see attached cost analysis and brief description of tours, trip specifics and tentative itinerary.
 - J. Approve transportation for Mr. Charles Dugger's class of Seniors traveling to the Asheville Regional Airport in Asheville, North Carolina on Thursday, April 30, 2020 and returning on Sunday, May 3, 2020.
 - K. Approve the rental of a vehicle to transport the Elizabethton FFA class to an Academic Competition in Indianapolis, Indiana October 29, 2019 through November 2, 2019.
 - L. Equipment Disposal Request from Penny Nave, Assistant Principal at Harold McCormick Elementary School for two Sony cameras, several various sized metal tables, several decorative tables, a wireless public address system, music sound board cart, sound board, maroon office chair and an 8 ft. brown table. (A complete list of items is attached.)
 - M. Equipment disposal requests from Travis Hurley, Principal at East Side Elementary for an NSC Model Laminator, company is out of business and supplies/parts can no longer be purchased. A gray

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.

classroom table with a broken leg, large earphone sets (6) that are no longer compatible, a brother printer, and a kidney shaped table that is broken.

- N. Equipment Disposal Requests from John Wright, Principal at West Side Elementary School for Tennessee Science Houghton Mifflin Harcourt textbooks, Scott Foresman Social Studies People and Places textbooks, Houghton Mifflin Harcourt Tennessee Science (15), Scott Foresman Social Studies People and Places (15), Beginning Dictionary MacMillan (10), Intermediate Dictionary Scott Foresman (12), Reading Street, Scott Foresman (40), McGraw Hill (29) located in Lee Ann Fox's classroom. A long grey desk, Sanyo television, Sharp TV with remote, white upright cabinet, square (cubed) shelf, Envision Math Tennessee textbooks, magazine rack, filing cabinet and five (5) tables. (Please see attachment for details.)
- O. Equipment Disposal Request from Chris Berry, Principal at T. A. Dugger for the disposal of expired Algebra books.
- P. Equipment Disposal Requests from John Minton, Principal at EHS for the disposal of various History, Psychology, Sociology, Literature, and Grammar books to be sold to outside vendors, if possible, then disposal of remaining books. (Please see attachment for detailed listing of books and materials.)
- Q. Equipment Disposal Requests from Brian Culbert, CTE Director at EHS for the disposal of ten (10) computer units and a Rizograph copier. (Please see attachments for details.)
- R. Approve travel for Dr. Corey Gardenhour to attend the Directors' School Law Retreat at Montgomery Bell State Park on Monday, October 21, 2019.
- S. Equipment Disposal Request from Brian Culbert, CTE Director at EHS for the disposal of a Delta radial arm saw (12"), Drill Press, Planer, Sander RB-25 Wide Belt, two wood lathes. (Please see attached Request for details.)
- T. Equipment Disposal Request from Brian Culbert, CTE Director at EHS for disposal of a Powermatic Jointer, Grinder, Spindle (Sander & Spindle), Drill Press, and Jet Bandsaw. (Please see attachment for details.)
- U. Equipment Disposal Request from Brian Culbert, CTE Director at EHS for the disposal of two work benches, glue table, shaper, Enco welder, Delta Band Saw, Delta P20 Scroll Saw, Sears Craftsman Drill Press, South Bend Lathe. (Please see attachment for details.)
- V. Equipment Disposal Request from John Minton, Principal at EHS for the disposal of 2010 Microsoft Excel Books, Microsoft Word Books, Microsoft Powerpoint Books, Microsoft Office Books. Books are outdated and obsolete. (Please see attachment for details.)

7. REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS

New Hire: Alicia Jarrett, PRN LPN, Systemwide, effective 9/4/19; Samantha "Nikki" Blevins, PRN LPN, Systemwide, effective 9/4/19; Adrianna Smith, Asst. to the Teacher at TAD, effective 9/4/19; Tatsiana Yavas, PRN Substitute School Nurse, Systemwide, effective 9/4/19; Patricia Woods, PRN LPN Substitute School Nurse, Systemwide, effective 9/4/19; Brittany Runion, Asst. to the Teacher at West Side, effective 9/3/19; Ryan Owen, Lunchroom Monitor at East Side, effective 8/30/19; Beth Hilbert, Secretary/Registrar at EHS, effective 8/20/19; Kelli Montgomery, Asst. to the Teacher at TAD, effective 8/15/19; Jaydon Livingston, ESP Student Leader, Systemwide ESP, effective 8/15/19; Megan Wolfe, Asst. to the Teacher at East Side, effective 8/7/19; Heather Boatman, Interim Teacher at Harold McCormick, effective 8/16/19;

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April Pierce, Asst. to the Teacher at East Side, effective 8/19/19; MaKayla Newman, ESP Student Leader, Systemwide ESP, effective 8/20/19; Madison Johnson, Custodian at TAD, effective 8/20/19; Rebekah Hornyak, Asst. to the Teacher at Harold McCormick, effective 8/19/19; Kanungnit "Nity" Rose, Cook at EHS, effective 7/30/19; Tracy Kellerman, Asst. to the Teacher at EHS, effective 8/26/19; Jaclyn Nelson, Asst. to the Teacher at East Side, effective 9-10-19; Courtney Bowers, ESP Student Leader, Systemwide, effective 9-10-19.

Resignation: Margaret Donnellan, XQ Bartleby Community Partnership Coordinator, effective 9/13/19; Teresa Watson, Cook at West Side, effective 8/26/19; Katarina Finney, Student Leader, ESP Systemwide, effective 8/14/19; Austin Williams, Asst. to the Teacher at Harold McCormick, effective 8/27/19.

Transfer: Angela Wilber, Interim XQ Bartleby Program Coach to XQ Bartleby Program Coach at EHS, effective 8/20/19; Dorothy Noelle Dickey, Asst. to the Teacher at TAD to Asst. to the Teacher at Harold McCormick, effective 8/15/19; Sarah Bowers, Asst. to the Teacher at East Side to Asst. to the Teacher at Wandell Early Learning, effective 8/8/19; Christy Bartlett, Full-time custodian at EHS to Lunchroom Monitor at Harold McCormick, effective 8/20/19; Jeaneen Vines, Part-time cook at West Side to Full-time Cook at West Side.

Leave of Absence: Rebekah Hodge, October 7, 2019 - November 29, 2019; Sarah Bowers, October 1, 2019 - December 31, 2019; Gene Fleenor, August 7, 2019 - August 21, 2019; Debbie Hyder, August 16, 2019 - August 30, 2019.

8. OTHER

A. Director's Update

B. Board Reports

C. Student Liaison's Report

D. School Report

a. School Report by Mr. John Wright, Principal at West Side Elementary School.

9. STUDENT LIAISON'S REPORT

10. REGULAR AGENDA

A. Approval of Agreement between Milligan and The City of Elizabethton for its Elizabethton City Schools, Initial Licensure Clinical Practice and Partnership Guidelines for the 2019-2020 School Year allowing the placement of interns and student teachers in the Elizabethton City Schools. (Please see attachment for complete Partnership Agreement.)

B. Approve the addition of a full-time Teacher Assistant for East Side Elementary School for the 2019-2020 School Year. This Assistant will provide intervention services to at-risk students. This position will be funded by Title I funds allocated to East Side Elementary School.

C. Ratify the creation of a K-5 CDC classroom Teacher position to meet the needs of Special Education students at Harold McCormick Elementary.

D. Approve a Master Service Agreement with Stericycle for the disposal of Biohazardous Regulated Medical Waste for Elizabethton City Schools for a total monthly service fee of \$45.80.

E. Approve the Contractual Agreement between Elizabethton City Schools and Deborah L. Curlee Communication Consultants, LLC for the 2019-2020 School Year.

F. Approve the purchase of 100 Dell Optiplex 3070 SFF MLK desktop computers at \$528.71 each, for a total of \$52,871.00, to be purchased on State Contract #99AGZ.

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11. FOR YOUR INFORMATION:

A. Statement from Jackson, Shields, Yeiser, Holt, Owen & Bryant, August 1, 2019 - August 31, 2019.

12. REMINDER: The next regularly scheduled Board Meeting will be Tuesday, October 15, 2019 at 6:30 p.m., in the Mack Pierce Board Room, offices of the Elizabethton Board of Education, 804 S. Watauga Avenue, Elizabethton, Tennessee 37643.

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ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION

REGULAR SCHEDULED MEETING

Tuesday, August 20, 2019 6:30 PM

Mack Pierce Board Room

The Elizabethton Board of Education met in a regular meeting on Tuesday, August 20, 2019, at 6:30 PM, at Mack Pierce Board Room.

Attendance Taken at 7:29 PM.

Rita Booher: Present

Phil Isaacs: Present

Dr. Grover May: Present

Danny O'Quinn: Absent

Eddie Pless: Present

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE TO THE FLAG

RECOGNITION OF STUDENTS

APPROVE CONSENT AGENDA AND REGULAR AGENDA

Motion was made by Dr. Grover May, second by Phil Isaacs to approve the Consent and Regular Agenda. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: Absent

Eddie Pless: aye

aye: 4, nay: 0, Absent: 1

TIME FOR CITIZENS TO SPEAK

CONSENT AGENDA

Motion was made by Dr. Grover May, second by Phil Isaacs to approve the Consent and Regular Agenda. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover May: aye

Danny O'Quinn: Absent

Eddie Pless: aye

aye: 4, nay: 0, Absent: 1

Minutes of Regular meeting: July 16, 2019

Approve General Purpose Fund Financial Statement, June 30, 2019 and July 31, 2019.

Approve Federal Projects Fund Financial Statement, June 30, 2019 and July 31, 2019.

Approve School Nutrition Fund Financial Statement, June 30, 2019 and July 31, 2019.

Approve General Purpose Fund Budget Amendment #1.

Approve Year End Reserves for 2018-2019.

Approve the annual Eighth Grade Trip to Washington, D.C. from Chris Berry, Principal at T. A. Dugger Jr. High School, to be taken May 19-22, 2020.

Professional Leave Request for Dr. Corey Gardenhour, Director of Schools, to attend the 2019 Superintendent Study Council Conference in Gatlinburg, Tennessee, September 8, 2019 - September 11, 2019.

Approve second reading of Board Policy 1.406 - Minutes, as revised.

Approve second reading of Board Policy 2.403 - Surplus Property Sales, as revised.

Approve second reading of Board Policy 3.202 - Emergency Preparedness Plan, as revised.

Approve second reading of Board Policy 6.200 - Attendance, as revised.

Approve second reading of Board Policy 1.804 - Alcohol & Drugs in the Workplace, as revised.

Approve second reading of Board Policy 2.601 - Fundraising Activities, as revised.

Approve second reading of Board Policy 4.605 - Graduation Requirements, as revised.

Approve second reading of Board Policy 5.605 - Staff Gifts and Solicitations, as revised.

Approve second reading of Board Policy 6.308 - Bus Safety and Conduct, as revised.

Approve second reading of Board Policy 6.506 - Students from Military Families, as revised.

Approve second reading of Board Policy 1.903 - Charter School Oversight, as revised.

Approve second reading of Board Policy 1.906 - Charter School Revocation, as revised.

Approve second reading of Board Policy 1.901 - Charter School Applications, as revised.

Approve second reading of Board Policy 1.905 - Charter School Renewal, as revised.

Approve second reading of Board Policy 5.200 - Separation Practices for Tenured Teachers, as revised.

Approve second reading of Board Policy 5.201 - Separation Practices for Non-Tenured Teachers, as revised.

Approve second reading of Board Policy 5.305 - Family and Medical Leave, as revised.

Equipment Disposal Requests from Brian Culbert, CTE Director at Elizabethton High School, for the disposal of a Zenith TV, HP Deskjet Printer, HP Deskjet Printer, Four (4) Drawer File Cabinet, VE198 LCD Monitor and a Konica Minolta, red chair on wheels, Samsung TV, VHS Processing system (3 pcs.), Two DVD players, outdated textbooks, TV/VHS/Slide projector, file cabinets (unusable-locked or stuck drawers), outdated printer, and reference materials.

Equipment Disposal request from Travis Hurley, Principal at East Side Elementary for the disposal of file cabinets.

Equipment disposal request from Jon Minton, Principal at EHS for the disposal of various broken and non-functional items. Please see attached list of items to be disposed.

REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS

OTHER

Director's Update

A big thank you to all our sponsors of the Back2School Bash. We had so many folks to help out exhibiting good will and cheer from seeing our Faculty back interacting with our students. The weather was wonderful and it was a fantastic day. Dr. Newman, Nicole, our teachers, Principals, and staff were taking care of anything from trash detail to cooking food and monitoring students.

Two special thank yous to Lester Perkins for working on the Track Building and our Maintenance Crew. They have really worked hard in the heat on the tennis courts and we will be honoring them in an upcoming Board Meeting.

We also want to thank the Soccer Association for the new soccer goals. They have also made a donation to have more grass on the field in the fall.

We've had a great enrollment this year. We have record enrollment at TAD. We will at least be up 100 students. Thanks to the wonderful things going on in our system and teachers who make students want to come to our school system.

We also want to congratulate T. A. Dugger on being a five and our two reward schools East Side, a five, and West Side, a four, both being reward schools. We won systemwide with lots of things to celebrate.

We've received approval from the Fire Marshall for the Amphitheatre Project and will be putting it out for bid to see what the cost will be. We will bring that back to the Board for approval before we move forward.

We will be reviewing the plans for T. A. Dugger with City Council soon. If you have available dates to give Felecia we would appreciate it.

We had meetings this week with our Architect and Festo. We had 15 of the new opportunities for students arrive. We must have Fire Marshall approval specific to the equipment we have received, before we can get the infrastructure in place.

Superintendent's Study Council is in the next few weeks and we'll be finding out what's going on at the State Department, which is ever changing.

Friday (August 23rd) will be orange and black day as the Cyclones take on Science Hill. We hope everyone will come out and support us at Science Hill.

We had a bus accident this afternoon. Mr. Hutchins did a lot of work monitoring the situation. Thanks to Chief Shaw for his help. There were no injuries and all students are safe. A car just clipped the bus with no damage to the bus or the car.

Thanks to the Board members for coming to the BOEconnect training. We've talked about it for years and are finally implementing the program.

TSBA Regional Meeting...please try to attend. It's nice to spend time with other Board Members and it's very informational. Also lets us know what's coming up in the Delegate Assembly we'll we voting on.

Board Reports

Student Liaison's Report

REGULAR AGENDA

Approval of the SAVE Act Compliance Package for the 2019-2020 school year.

Motion was made by Eddie Pless, second by Phil Isaacs to approve the SAVE Act Compliance Package for the 2019-2020 school year.. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover
May: aye

Danny
O'Quinn: Absent

Eddie Pless: aye

aye: 4, nay: 0, Absent: 1 This is the General Compliance package for the Stated based on individual school assessments and district assessment.

Approve to increase one part-time Office Assistant position at the Central Office to a full-time Receptionist/SNP Assistant position at the Central Office. This position will be funded from 50% School Nutrition funds and 50% from General Purpose funds.

Motion was made by Dr. Grover May, second by Phil Isaacs to approve the increase of one part-time Office Assistant position at the Central Office to a full-time Receptionist/SNP Assistant position at the Central Office. This position will be funded from 50% School Nutrition funds and 50% from General Purpose funds..

Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover
May: aye

Danny
O'Quinn: Absent

Eddie Pless: aye

aye: 4, nay: 0, Absent: 1 This position will be a 50/50 split between General Purpose and School Nutrition programs with the employee working 20 hours in the Front Office Secretary position and 20 hours in the School Nutrition Program per week.

Approval to update Bus Driver benefits using the same guidelines as provided for support staff pursuant to Board Policy 5.303 as follows: 1) Provide three (3) personal days as we do with all other support staff, 2) Provide Bereavement Leave also utilizing the same guidelines as support staff, with the changes being effective August 5, 2019.

Motion was made by Dr. Grover May, second by Eddie Pless to approve the update of Bus Driver benefits using the same guidelines as provided for support staff pursuant to Board Policy 5.303 as follows: 1) Provide three (3) personal days as we do with all other support staff, 2) Provide Bereavement Leave also utilizing the same guidelines as support staff, with the changes being effective August 5, 2019.. Motion carried.

Rita Booher: aye

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

aye: 4, nay: 0, Absent: 1It's difficult to find bus drivers these days. We've found that we need to match some of the benefits that drivers are leaving us for even though these changes seem small it's very beneficial for our drivers.

Approve first reading of Board Policy 1.101 - Duties and Powers of Board of Education as revised.

Motion was made by Phil Isaacs, second by Dr. Grover May to approve first reading of Board Policy 1.101 - Duties and Powers of Board of Education as revised..

Motion carried.

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

aye: 4, nay: 0, Absent: 1This item is work they're doing on the Board side doing clean-up and the intent has not changed.

Approve first reading of Board Policy 1.202-Duties of Board Members as revised.

Motion was made by Phil Isaacs, second by Dr. Grover May to approve first reading of Board Policy 1.202-Duties of Board Members as revised.. Motion carried.

Rita Booher: aye
Phil Isaacs: aye
Dr. Grover
May: aye
Danny
Absent

O'Quinn:

Eddie Pless: aye

aye: 4, nay: 0, Absent: 1This is pretty much the same as the last item. It also adheres to the Elizabethton City Schools code of ethics.

Approve first reading of Board Policy 1.1061 (1.2021) - Boardsmanship Code of Ethics as revised.

Motion was made by Phil Isaacs, second by Dr. Grover May to approve first reading of Board Policy 1.2021 - Boardsmanship Code of Ethics as revised.. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover
May: aye

Danny
O'Quinn: Absent

Eddie Pless: aye

aye: 4, nay: 0, Absent: 1This policy is to make it easier for folks to understand what the duties and the Boardsmanship Code of Ethics are as it relates to the different aspects of the job with relation to the children, community, other Board Members, and the Superintendent.

Approve first reading of Board Policy 4.700 - Testing Programs, as revised.

Motion was made by Dr. Grover May, second by Eddie Pless to approve first reading of Board Policy 4.700 - Testing Programs, as revised.. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover
May: aye

Danny
O'Quinn: Absent

Eddie Pless: aye

aye: 4, nay: 0, Absent: 1The only change that we had was to decide that Interest Inventories and Career Assessments will happen in eighth (8th) grade.

Approve Agreement between Elizabethton City School System and The Elizabethton Police Department for The School Resource Officer Program.

Motion was made by Dr. Grover May, second by Eddie Pless to approve Agreement between the Elizabethton City School System and The Elizabethton Police Department for The School Resource Officer Program.. Motion carried.

Rita Booher: aye

Phil Isaacs: aye

Dr. Grover
May: aye

Danny
O'Quinn: Absent

Eddie Pless: aye

aye: 4, nay: 0, Absent: 1Mr. Simerly and Chief Shaw, thank you so much. This Agreement adds the three officers at each one of our elementary schools. It's fantastic to have them. Chief Shaw picked some great folks.

F. Y. I.

Correspondence from Dr. Danny D. Smith, PT, DHSc, OCS, SCS, ATC.

Correspondence from the Elizabethton City Council regarding the Fiscal Year 2019-2020 Budget and approved Appropriations Ordinance 55-18 at the June 27, 2019 Special Called session meeting.

REMINDER: The next regularly scheduled Board Meeting will be Tuesday, September 17, 2019 at 6:30 p.m., in the Mack Pierce Board Room, offices of the Elizabethton Board of Education, 804 S. Watauga Avenue, Elizabethton, Tennessee 37643.

Chairman of the Board
Schools

Director of

Acct	2019-20		2019-20		2019-20		2019-20		2019-20		2019-20	
	Original Budget	Revised Budget	FYTD Activity	Balance - YTD Act	FYTD %	Unencumbered	August 2019-20	Original Budget	Revised Budget	FYTD Activity	Balance - YTD Act	Monthly Activity
141 R 40110	000	3,175,000.00	0.00	3,100,000.00	0.00	3,100,000.00	0.00	3,175,000.00	3,100,000.00	0.00	3,100,000.00	0.00
141 R 40120	000	82,000.00	31,181.53	82,000.00	38.03	50,818.47	31,181.53	82,000.00	82,000.00	38.03	50,818.47	31,181.53
141 R 40130	000	18,000.00	0.00	18,000.00	0.00	18,000.00	0.00	18,000.00	18,000.00	0.00	18,000.00	0.00
141 R 40140	000	23,000.00	2,296.37	23,000.00	9.98	20,703.63	2,296.37	23,000.00	23,000.00	9.98	20,703.63	2,296.37
141 R 40162	000	62,500.00	0.00	62,500.00	0.00	62,500.00	0.00	62,500.00	62,500.00	0.00	62,500.00	0.00
141 R 40163	000	4,000.00	0.00	4,000.00	0.00	4,000.00	0.00	4,000.00	4,000.00	0.00	4,000.00	0.00
141 R 40210	000	2,200,000.00	205,373.07	2,324,955.00	8.83	2,119,581.93	205,373.07	2,200,000.00	2,324,955.00	8.83	2,119,581.93	205,373.07
141 R 40275	000	16,000.00	2,895.27	16,000.00	18.10	13,104.73	2,895.27	16,000.00	16,000.00	18.10	13,104.73	2,895.27
141 R 40320	000	20,550.00	0.00	20,550.00	0.00	20,550.00	0.00	20,550.00	20,550.00	0.00	20,550.00	0.00
141 R 40390	000	25.00	0.00	25.00	0.00	25.00	0.00	25.00	25.00	0.00	25.00	0.00
141 R 41110	000	600.00	46.33	600.00	7.72	553.67	46.33	600.00	600.00	7.72	553.67	46.33
141 R 43511	000	310,000.00	22,600.00	310,000.00	7.29	287,400.00	22,600.00	310,000.00	310,000.00	7.29	287,400.00	22,600.00
141 R 43513	000	750.00	0.00	750.00	0.00	750.00	0.00	750.00	750.00	0.00	750.00	0.00
141 R 43517	000	222,552.00	24,318.60	222,552.00	10.93	198,233.40	24,318.60	222,552.00	222,552.00	10.93	198,233.40	22,799.60
141 R 44110	000	26,000.00	5,691.63	34,000.00	16.74	28,308.37	5,691.63	26,000.00	34,000.00	16.74	28,308.37	1,317.83
141 R 44120	000	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00
141 R 44170	000	0.00	11.58	0.00	-11.58	-900.11	11.58	0.00	0.00	-11.58	-900.11	0.00
141 R 44990	000	300.00	0.00	300.00	0.00	300.00	0.00	300.00	300.00	0.00	300.00	0.00
141 R 46511	000	14,066,000.00	1,412,700.00	14,127,000.00	10.00	12,714,300.00	1,412,700.00	14,066,000.00	14,127,000.00	10.00	12,714,300.00	1,412,700.00
141 R 46515	000	404,779.00	0.00	404,779.00	0.00	404,779.00	0.00	404,779.00	404,779.00	0.00	404,779.00	0.00
141 R 46550	000	8,250.00	0.00	8,250.00	0.00	8,250.00	0.00	8,250.00	8,250.00	0.00	8,250.00	0.00
141 R 46590	000	86,250.00	3,600.00	86,250.00	4.17	82,650.00	3,600.00	86,250.00	86,250.00	4.17	82,650.00	0.00
141 R 46610	000	41,359.00	0.00	41,359.00	0.00	41,359.00	0.00	41,359.00	41,359.00	0.00	41,359.00	0.00
141 R 46980	000	132,590.00	0.00	265,240.00	0.00	265,240.00	0.00	132,590.00	265,240.00	0.00	265,240.00	0.00
141 R 46990	000	113,000.00	0.00	113,000.00	0.00	113,000.00	0.00	113,000.00	113,000.00	0.00	113,000.00	0.00
141 R 48610	000	25,200.00	18,424.00	25,200.00	73.11	6,776.00	18,424.00	25,200.00	25,200.00	73.11	6,776.00	12,950.00
141 R 49800	000	37,200.00	0.00	37,200.00	0.00	37,200.00	0.00	37,200.00	37,200.00	0.00	37,200.00	0.00
141 R 49810	000	2,400,000.00	400,000.00	2,400,000.00	16.67	2,000,000.00	400,000.00	2,400,000.00	2,400,000.00	16.67	2,000,000.00	200,000.00
Grand Revenue Totals		23,476,895.00	2,129,138.38	23,728,510.00	8.97	21,599,371.62	2,129,138.38	23,476,895.00	23,728,510.00	8.97	21,599,371.62	1,910,500.99

Number of Accounts: 38

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

Acct	2019-20		2019-20		2019-20		2019-20		2019-20		August 2019-20	
	Original Budget	Revised Budget	FYTD Activity	FYTD %	Unencumbered	Balance - YTD Act	FYTD %	Balance - YTD Act	FYTD %	Monthly Activity	FYTD %	Monthly Activity
141 E 71100	10,908,790.00	10,908,790.00	448,668.89	4.11	10,460,121.11	4.11	10,460,121.11	4.11	10,460,121.11	4.11	400,996.86	4.11
REGULAR INSTRUCTION PROGRAM												
141 E 71200	1,891,699.00	1,891,699.00	9,650.37	0.51	1,881,948.63	0.51	1,881,948.63	0.51	1,881,948.63	0.51	5,470.80	0.51
SPECIAL EDUCATION PROGRAM												
141 E 71300	1,043,531.00	1,043,531.00	12,939.28	1.24	1,030,591.72	1.24	1,030,591.72	1.24	1,030,591.72	1.24	7,045.70	1.24
VOCATIONAL EDUCATION PROGRAM												
141 E 71400	306,665.00	306,665.00	41,728.42	13.61	264,936.58	13.61	264,936.58	13.61	264,936.58	13.61	30,611.70	13.61
STUDENT BODY EDUCATION PROGRAM												
ATTENDANCE												
141 E 72110	80,677.00	80,677.00	14,817.56	18.37	65,859.44	18.37	65,859.44	18.37	65,859.44	18.37	5,180.11	18.37
HEALTH SERVICES												
141 E 72120	363,506.00	363,506.00	5,835.25	1.61	357,670.75	1.61	357,670.75	1.61	357,670.75	1.61	5,835.25	1.61
OTHER STUDENT SUPPORT												
141 E 72130	826,082.00	826,082.00	37,855.53	3.95	788,226.47	3.95	788,226.47	3.95	788,226.47	3.95	37,052.01	3.95
REGULAR INSTRUCTION PROGRAM												
141 E 72210	980,582.00	980,582.00	160,557.95	16.37	819,024.05	16.37	819,024.05	16.37	819,024.05	16.37	116,732.54	16.37
SPECIAL EDUCATION PROGRAM												
141 E 72220	345,226.00	345,226.00	27,042.40	7.83	318,183.60	7.83	318,183.60	7.83	318,183.60	7.83	15,382.19	7.83
VOCATIONAL EDUCATION PROGRAM												
141 E 72230	171,453.00	171,453.00	28,742.31	16.76	142,710.69	16.76	142,710.69	16.76	142,710.69	16.76	15,529.16	16.76
TECHNOLOGY												
141 E 72250	462,305.00	462,305.00	50,766.90	10.98	411,538.10	10.98	411,538.10	10.98	411,538.10	10.98	30,035.17	10.98
BOARD OF EDUCATION												
141 E 72310	471,490.00	471,490.00	237,379.87	50.11	234,110.13	50.11	234,110.13	50.11	234,110.13	50.11	12,364.58	50.11
OFFICE OF THE SUPERINTENDENT												
141 E 72320	334,203.00	334,203.00	50,877.96	15.22	283,325.04	15.22	283,325.04	15.22	283,325.04	15.22	33,265.62	15.22
OFFICE OF THE PRINCIPAL												
141 E 72410	1,451,621.00	1,451,621.00	176,239.98	11.52	1,275,381.02	11.52	1,275,381.02	11.52	1,275,381.02	11.52	124,056.46	11.52
FISCAL SERVICES												
141 E 72510	283,084.00	283,084.00	66,787.23	23.06	216,296.77	23.06	216,296.77	23.06	216,296.77	23.06	22,280.74	23.06
OPERATION OF PLANT												
141 E 72610	1,510,495.00	1,510,495.00	285,420.23	18.90	1,225,074.77	18.90	1,225,074.77	18.90	1,225,074.77	18.90	141,498.14	18.90
MAINTENANCE OF PLANT												
141 E 72620	835,941.00	835,941.00	130,287.89	15.30	705,653.11	15.30	705,653.11	15.30	705,653.11	15.30	89,871.76	15.30
TRANSPORTATION												
141 E 72710	491,214.00	491,214.00	150,516.97	29.68	340,697.03	29.68	340,697.03	29.68	340,697.03	29.68	109,255.75	29.68
COMMUNITY SERVICES												
141 E 73300	216,552.00	216,552.00	57,457.57	26.53	159,094.43	26.53	159,094.43	26.53	159,094.43	26.53	45,900.40	26.53
EARLY CHILDHOOD EDUCATION												
141 E 73400	404,779.00	404,779.00	16,421.92	4.06	388,357.08	4.06	388,357.08	4.06	388,357.08	4.06	9,636.10	4.06
REGULAR CAPITAL OUTLAY												
141 E 76100	92,000.00	92,000.00	45,406.00	49.35	46,594.00	49.35	46,594.00	49.35	46,594.00	49.35	45,406.00	49.35
OPERATING TRANSFERS												
141 E 99100	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00	0.00	0.00
Grand Expense Totals	23,476,895.00	23,728,510.00	2,055,400.48	8.66	21,673,109.52	8.66	21,673,109.52	8.66	21,673,109.52	8.66	1,303,407.04	8.66

Number of Accounts: 487

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

Acct	2019-20		2019-20		2019-20		2019-20		Unencumbered Balance - YTD Act	August 2019-20 Monthly Activity
	Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance	YTD Act				
142 R 47141 OCA	106,321.00	106,321.00	15,703.38	14.77	90,617.62	15,703.38				
142 R 47189 OCA	16,000.00	16,000.00	1,929.16	12.06	14,070.84	1,929.16				
142 R 47131 OCP	40,067.00	40,067.00	8,549.58	21.34	31,517.42	8,549.58				
142 R 47143 OID	544,835.00	544,835.00	0.00	0.00	544,835.00	0.00				
142 R 47145 OPS	12,716.00	12,716.00	0.00	0.00	12,716.00	0.00				
142 R 47141 OT1	654,548.00	654,548.00	0.00	0.00	654,548.00	0.00				
142 R 47590 OT1	58,615.00	58,615.00	0.00	0.00	58,615.00	0.00				
142 R 47189 OT2	59,332.00	59,332.00	0.00	0.00	59,332.00	0.00				
142 R 47590 OVR	42,467.00	42,467.00	752.83	1.77	41,714.17	752.83				
142 R 47147 21C	145,334.00	145,334.00	0.00	0.00	145,334.00	0.00				
142 R 47143 890	0.00	77,450.00	0.00	0.00	77,450.00	0.00				
142 R 47143 895	0.00	8,116.00	0.00	0.00	8,116.00	0.00				
142 R 47143 IAA	77,450.00	77,450.00	0.00	0.00	77,450.00	0.00				
142 R 47143 IDS	8,116.00	8,116.00	0.00	0.00	8,116.00	0.00				
142 R 47590 SRR	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00				
142 R 47141 TIN	30,351.00	30,351.00	0.00	0.00	30,351.00	0.00				
Grand Revenue Totals	1,826,152.00	1,826,152.00	26,934.95	1.47	1,799,217.05	26,934.95				

Number of Accounts: 16

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

Elizabethon City SD, TN
142 Expenditures for Board Approval (Date: 8/2019)

Acct	2019-20		FYTD Activity	2019-20		Unencumbered Balance - YTD Act	Monthly Activity August 2019-20
	Original Budget	Revised Budget		FYTD %	Balance		
142 E 71100	REGULAR INSTRUCTION PROGRAM	690,334.00	1,267.82	0.18	669,070.78	-3,931.61	
142 E 71200	SPECIAL EDUCATION PROGRAM	563,956.00	0.00	0.00	563,956.00	-2,979.56	
142 E 71300	VOCATIONAL EDUCATION PROGRAM	24,899.00	6,547.08	26.29	16,236.46	6,547.08	
142 E 72130	OTHER STUDENT SUPPORT	94,083.00	10,001.78	10.63	83,376.18	5,293.19	
142 E 72210	REGULAR INSTRUCTION PROGRAM	196,679.00	19,430.47	9.88	175,867.20	9,593.48	
142 E 72220	SPECIAL EDUCATION PROGRAM	79,161.00	100.00	0.13	78,666.41	100.00	
142 E 72230	VOCATIONAL EDUCATION PROGRAM	2,003.00	504.79	25.20	1,373.21	183.79	
142 E 72710	TRANSPORTATION	1,753.00	0.00	0.00	1,753.00	0.00	
142 E 73300	COMMUNITY SERVICES	141,084.00	8,257.46	5.85	132,826.54	-6,300.79	
142 E 99100	OPERATING TRANSFERS	32,200.00	0.00	0.00	32,200.00	0.00	
Grand Expense Totals		1,826,152.00	46,109.40	2.52	1,755,325.78	8,505.58	

Number of Accounts: 133

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

Acct	2019-20		2019-20		2019-20		2019-20		Unencumbered Balance - YTD Act	August 2019-20 Monthly Activity
	Original Budget	Revised Budget	FYTD Activity	FYTD %	FYTD %	Balance - YTD Act	Monthly Activity			
143 R 43521	000	162,500.00	162,500.00	24,926.80	15.34	137,573.20	24,476.66			
143 R 43522	000	23,900.00	23,900.00	1,356.20	5.67	22,543.80	1,356.20			
143 R 43523	000	775.00	775.00	20.05	2.59	754.95	20.05			
143 R 43525	000	41,250.00	41,250.00	3,760.09	9.12	37,489.91	3,720.09			
143 R 43990	000	13,150.00	13,150.00	0.00	0.00	13,150.00	0.00			
143 R 44110	000	4,000.00	4,000.00	1,232.22	30.81	2,767.78	631.56			
143 R 46520	000	10,500.00	10,500.00	0.00	0.00	10,500.00	0.00			
143 R 47111	000	581,000.00	581,000.00	48,509.65	8.35	532,490.35	48,509.65			
143 R 47112	000	93,500.00	93,500.00	5,448.49	5.83	88,051.51	5,448.49			
143 R 47113	000	271,500.00	271,500.00	20,509.63	7.55	250,990.37	20,509.63			
143 R 47114	000	18,000.00	18,000.00	1,275.58	7.09	16,724.42	1,275.58			
Grand Revenue Totals		1,220,075.00	1,220,075.00	107,038.71	8.77	1,113,036.29	105,947.91			

Number of Accounts: 41

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

Acct	2019-20		FYTD Activity	FYTD \$	Unencumbered Balance - YTD Act	August 2019-20 Monthly Activity
	Original Budget	Revised Budget				
143 E 73100	1,220,075.00	1,220,075.00	106,363.88	8.72	1,113,711.12	97,647.32
Grand Expense Totals	1,220,075.00	1,220,075.00	106,363.88	8.72	1,113,711.12	97,647.32

Number of Accounts: 81

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

Elizabethton City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Duties and Powers of Board of Education	Descriptor Code: 1.101	Issued Date: 12/16/04
		Rescinds: 1.101	Issued: 09/20/01

1 The Board will oversee the operation of the school district in compliance with state and federal laws.¹

2

3 The Board functions only when in session. The Board's Functions include, but are not limited, to the
4 following:

5 **GENERAL**

6 1. To develop and adopt a strategic plan in consultation with the Director of Schools;²

7

8 2. To adopt all policies required by state or federal law;³

9

10 3. To approve school zones;⁴

11

12 4. To approve the district calendar;⁵

13

14 5. To adopt district safety plans;⁶

15

16 6. To approve the closure of facilities, if needed;¹

17

18 7. To approve an insurance provider;¹ and

19

20 8. To approve/modify the agenda at the beginning of the board meeting.¹

21 **FISCAL**

22 1. To approve and adopt the budget;¹

23

24 2. To approve purchases outside the budget on a case-by-case basis in accordance with board
25 policy;¹

26

27 3. To approve budget transfers;⁷

28

29 4. To adopt the district salary schedule;⁸

30

31 5. To approve a differentiated pay plan;⁹

32

- 1 6. To approve funding for the district maintenance plan and capital requests;¹
 2
 3 7. To approve the location and scope of new building projects;¹ and
 4
 5 8. To approve bids.¹

6 INSTRUCTION AND STUDENTS

- 7 1. To adopt the curriculum;¹
 8
 9 2. To adopt textbooks;¹⁰
 10
 11 3. To review student disciplinary issues appealed to the Board and make a final determination;¹¹
 12
 13 4. To authorize or prohibit the use of corporal punishment;¹²
 14
 15 5. To approve or deny admission of students expelled from other school districts;¹³ and
 16

17 PERSONNEL

- 18 1. To employ and evaluate the Director of Schools;¹
 19
 20 2. To grant tenure to eligible teachers;¹⁴ and
 21
 22 3. To dismiss tenured teachers.¹⁵
 23

Legal References

1. TCA 49-2-203
2. TRR/MS 0520-01-03-.03(14); State Board of Education Policy 2.101; TCA 49-1-613
3. TCA 49-2-207
4. TCA 49-6-403(c)
5. TCA 49-6-3004
6. TCA 49-6-804(a)
7. OP Tenn. Atty. Gen. 83-464 (Oct 26, 1983)
8. TCA 49-3-306(a)
9. TCA 49-3-306(h)
10. TCA 49-6-2207(a)(1)
11. TCA 49-6-3401(c)(4)(C)
12. TCA 49-6-4104
13. TCA 49-6-3401(f)
14. TCA 49-5-504(b); TCA 49-2-203(a)(1)
15. TCA 49-5-511

Cross References

- Duties of Board Members 1.202
- Policy Development & Adoption 1.600
- Administrative Procedures 1.601
- School District Goals 1.700
- School District Planning 1.701
- Annual Operating Budget 2.200

Elizabethton City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: <h2 style="text-align: center;">Duties of Board Members</h2>	Descriptor Code: 1.202	Issued Date: 12/13/01
		Rescinds: 1.200	Issued: 08/24/90

- 1 The duties of an individual board member shall be as follows:
- 2 1. To take the oath to discharge faithfully the duties of the office;¹
- 3
- 4 2. To participate in State-mandated board training;¹
- 5
- 6 3. To recognize that the Board is required to comply with the Open Meetings Law³ and that the
- 7 Board only has authority to make decisions at official board meetings;
- 8
- 9 4. To understand that board members will receive information that is confidential per state or federal
- 10 law and cannot be shared;
- 11
- 12 5. To adhere to the Boardsmanship Code of Conduct; and
- 13
- 14 6. To adhere to the Elizabethton City Schools Board of Education Code of Ethics.⁴
- 15

Legal References

1. TCA 49-2-202(b)
2. TCA 49-2-202(a)(6); TRR/MS 0520-01-02-.11
3. TCA 8-44-102 *et seq.*
4. TCA 8-17-103

Cross References

- Role of the Board of Education 1.101
- Boardsmanship Code of Conduct 1.1021
- Code of Ethics 1.106

Elizabethton City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Boardsmanship Code of Ethics	Descriptor Code: 1.2021	Issued Date: 10/16/08
		Rescinds: 1.106	Issued: 11/19/98

1 The Board adopts these standards as recommended by the Tennessee School Boards Association as a
2 guide to its members as they provide educational leadership for the youth of our state.

3 **MY RELATIONS TO THE CHILDREN**

- 4 1. I will at all times think in terms of “children first,” always determining how my actions and
5 decisions will affect the education and training of children.
6
- 7 2. I will seek to provide equal educational opportunities for all children.

8 **MY RELATIONS TO MY COMMUNITY**

- 9 1. I will endeavor to appraise fairly both the present and future educational needs of the community
10 and to support improvements as finances permit.
11
- 12 2. I will represent at all times the entire school community and refuse to represent special interests
13 or partisan politics.
14
- 15 3. I will endeavor to keep the community informed about the progress and needs of the schools.
16
- 17 4. I will represent the Board and the school district to the public in such a way as to promote both
18 interest and support.
- 19
- 20 5. I will refer to other board members, staff, students, and the public with respect when using social
21 media.

22 **MY RELATIONS TO TEACHERS AND PERSONNEL**

- 23 1. I will support the employment of those best qualified to serve as employees and insist on a
24 regular and impartial evaluation of all staff.
25
- 26 2. I will support and protect personnel in performance of their duties.

- 1
2 3. I will not criticize employees publicly but will express any relevant concerns to the director of
3 schools for investigation and action if necessary.

4 **MY RELATIONS WITH OTHER BOARD MEMBERS**
5

- 6 1. I will understand that the Board makes decisions as a team and that individual board members
7 may not commit the Board to any action.
- 8 2. I will accept the will of the majority vote in all cases and give support to the resulting action.
- 9 3. I will work harmoniously with other board members without trying to dominate the Board or
10 neglect my share of the work.
- 11 4. I will refuse to make promises as to how I will vote on a matter that will come before the
12 Board.
- 13 5. I will make decisions only after a complete discussion of items at a board meeting.
14
15
16

17 **MY RELATIONS WITH THE DIRECTOR OF SCHOOLS**
18

- 19 1. I will support full administrative authority as well as responsibility for the director of schools
20 to properly discharge all professional duties.
- 21 2. I will hold the Director of Schools accountable for working with staff and requiring them to
22 work within the framework of policies set up by the Board.
- 23 3. I will understand that the Board sets the standards for the school district through policy and that
24 board members do not manage the district on a day-to-day basis.
- 25 4. I will refer all complaints and concerns to the Director of Schools and abstain from individual
26 counsel and action in regard to staff members.
27
28
29
30

31 **MY RELATIONS TO MYSELF**

- 32 1. I will uphold the integrity and independence of the position.
33
- 34 2. I will become familiar with federal and state education laws and school board policies.
35
- 36 3. I will educate myself about my duties and responsibilities and current educational issues by
37 individual study and through participation in programs providing needed information.
38
- 39 4. I will continually advocate for the goals of the school district.

- 1 5. I will vote and act impartially for the good of the school district.
- 2
- 3 6. I will avoid conflicts of interest, and I will refrain from using my position on the Board for
- 4 personal or partisan gain.
- 5
- 6 7. I will attend all board meetings and become informed concerning the issues to be considered at
- 7 those meetings.
- 8
- 9 8. I will model civility to students, employees, and all elements of the community by encouraging
- 10 the free expression of opinion by all board members and engaging in respectful dialogue with
- 11 fellow board members on matters being considered by the Board.
- 12

Elizabethton City Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Testing Programs	Descriptor Code: 4.700	Issued Date: 10/23/18
		Rescinds: 4.700	Issued: 08/21/18

1 *General*

2 The board shall provide for a system-wide testing program which shall be periodically reviewed and
3 evaluated. The purposes of the program shall be to:

- 4 1. Assist in promoting accountability;
- 5
- 6 2. Determine the progress of students;
- 7
- 8 3. Assess the effectiveness of the instructional program and student learning;
- 9
- 10 4. Aid in counseling and guiding students in planning future education and other endeavors;
- 11
- 12 5. Analyze the improvements needed in each instructional area;
- 13
- 14 6. Assist in the screening of students with learning difficulties;¹
- 15
- 16 7. Assist in placing students in remedial programs;
- 17
- 18 8. Provide information for college entrance and placement; and
- 19
- 20 9. Assist in educational research by providing data.²

21 The director of schools shall be responsible for planning and implementing the program, which includes:

- 22 1. Determining specific purposes for each test;
- 23
- 24 2. Selecting the appropriate test to be given;
- 25
- 26 3. Establishing procedures for administering the tests;
- 27
- 28 4. Making provisions for interpreting and disseminating the results;
- 29
- 30 5. Maintaining testing information in a consistent and confidential manner; and
- 31
- 32 6. Ensuring that results are obtained as quickly as possible, especially when placement in a special
33 learning program might be necessary.

1 State-mandated student testing programs shall be undertaken in accordance with guidelines published
2 by the State Department of Education.³

3 **WEIGHTING TCAP SCORES**

4 TNReady⁴ and EOC⁵ scores will be included in students' final grades as follows:

- 5 a) Grades 3-5 - 0%
- 6 b) Grades 6-8 - 15%
- 7 c) Grades 9-12 - 15%

8 The TNReady and EOC will be calculated into the last grading period of the course.

9 The Elizabethton City School System shall use the following methodology: Target Score Method

10 The Director of Schools may exclude these scores from students' final grades if results are not received
11 by the district at least five (5) instructional days before the end of the course.^{4,5}

12 **INTEREST INVENTORIES AND CAREER ASSESSMENTS⁶**

13 Interest inventories shall be made available to 8th graders. These will include assessments such as the
14 Kuder assessment, Myers-Briggs Type Indicator, the ASVAB, or the College Board Career Finder.

15 Career aptitude assessments shall be administered to 8th graders in order to inform the student's high
16 school plan of study.

17 **TESTING INFORMATION AND PARENTAL CONSENT**

18 Any test directly concerned with measuring student ability or achievement through individual or group
19 psychological or socio-metric tests shall not be administered by or with the knowledge of any employee
20 of the system without first obtaining written consent of the parent(s) or guardian(s).²

21 Results of all group tests shall be recorded on students' permanent records and shall be made available
22 to appropriate personnel in accordance with established procedures⁷

23 No later than July 31st of each year, the board shall publish on its website information related to state
24 and board mandated tests that will be administered during the school year. The information shall
25 include:⁷

- 26 1. The name of the test;
- 27
- 28 2. The purpose and use of the test;
- 29
- 30 3. The grade or class in which the test will be administered;
- 31
- 32 4. The tentative date or dates that the test will be administered;
- 33

- 1 5. The time and manner in which parent(s)/guardian(s) and students will be notified of the results
2 of the test;
3
- 4 6. How parent(s)/guardian(s) can access the questions and answers on their student’s state-
5 required tests; and
6
- 7 7. If a board mandated test, how the test complements and enhances student instruction and
8 learning and how it serves a purpose distinct from state-required tests.
- 9 Testing information shall also be placed in student handbooks or other school publications that are
10 provided to parent(s)/guardians(s) on an annual basis.

Legal References

1. TCA 49-10-108
2. 20 USCA § 1232(g)
3. TRR/MS 0520-01-03-.03(7); TRR/MS 0520-01-03-.06(1)(b)
4. TCA 49-1-617; State Board of Education Policy 2.102
5. TRR/MS 0520-01-03-.06(1)(b); State Board of Education Policy 2.103; TCA 49-1-617
6. Public Acts of 2019, Chapter No. 108
7. TCA 10-7-504
8. TCA 49-6-6007; State Board of Education Policy 2.102; State Board of Education Policy 2.103

Cross References

- Student Surveys, Analyses, and Evaluations 6.4001
Student Records 6.600



ELIZABETHTON HIGH SCHOOL
907 JASON WITTEN WAY

ELIZABETHTON, TENNESSEE 37643
(423) 547-8015

Jeremy Humphrey, Ed.S.
Assistant Principal

Sheri Nelson, Ed.S.
Assistant Principal

Tom Hopson, M. Ed.
Assistant Principal

Brian Culbert, Ed. S.
CTE Director

Forrest Holt
Athletic Director

Jonathan Minton, Ed. S.
PRINCIPAL

Dear Dr. Gardenhour and Board Members of the Elizabethton City Schools,

I would like to ask permission to once again take seniors from Elizabethton High School on a field trip/excursion to New York city. The date of the trip is planned for April ~~23-26~~, 2020 (Thursday-Sunday.)

30-May 3, 2020

The trip last year was a wonderful cultural and economic experience for the students that were able to attend with short notice. This year, I am submitting the request earlier to give more students the opportunity to save money in advance and be able to go.

Included is the cost analysis per student, a brief description of the tours and trip specifics, and a tentative itinerary. Last year, we were able to follow the itinerary very closely.

Thank you in advance for your consideration!

Charles Dugger

Charles Dugger
Personal Finance, Economics, & Accounting Teacher

EHS Senior NYC Field Trip

Charles Dugger (Finance) & Megan Foster (Drama)

Students - 10 to 50

DATE OF TRAVEL - April 23-26, 2020 (Thursday-Sunday)

Cost per Student Costs	10 students	25 students	50 students
	4 per room AVL/Alleg	4 per room AVL/Alleg	6 per room AVL/Alleg
Flight (Allegiant from Asheville)	\$ 205	\$ 250	\$ 275
Checked Luggage (1 bag)	\$ 50	\$ 50	\$ 50
Accommodations (Midtown/Times Square)	\$ 175	\$ 175	\$ 175
Meals	\$ 175	\$ 175	\$ 175
Tours & Entertainment (variable by tour)	\$ 125	\$ 125	\$ 125
Bus Ride to Asheville	\$ 16	\$ 6	\$ 6
Rountrip Airport Transfer to/from Manhattan	\$ 30	\$ 30	\$ 30
Total	\$ 776	\$ 811	\$ 836

"The Wallstreet Experience" Tour is led by insiders that have many stories to share from the trenches of Wall Street. Faces and events are put to buildings and landmarks of downtown Manhattan.

"Inside Broadway Tours" include private tours, behind the scenes and a day in the life of a professional working actor in NYC.

Other cultural tours include sites of New York City such as the Statue of Liberty, the World Trade Center Memorial, the Empire State Building, Museums, Cathedrals, and more by subway, tour bus or walking.

Travel to/from Asheville airport on EHS School bus costs \$12.86 per hour per bus. The trip is 8 hours, which is two 4-hour trips (day of departure and day of arrival.) Total cost per bus is \$103.

Bus need based on students:

10-25 students - 1 bus

26-50 students - 2 busses

Meals are included in cost of the trip. Prior to mealtime, chaperones will give each student the allotted amount for that meal. This ensures that every student has money for food the entire trip.

Chaperones will be Charles Dugger (Finance) and Megan Foster (Drama). Additional chaperones as needed based on the number of students going will be members of the EHS faculty.

ITINERARY (Tentative)

DAY 1 - Thursday

4:30 am Leave EHS on bus for Asheville
6:00 am Arrive at Asheville airport
8:00 am Depart Asheville for Newark
10:00am Arrive Newark airport
12:00pm Check luggage at Hotel
1:00pm Lunch
3:00pm Check in Hotel
4:00pm Tour of Midtown/Times Square
7:00pm Dinner
9:00pm Local (near hotel) sightseeing
11:00pm Curfew/All in Hotel

DAY 2 - Friday

9:00am Breakfast
10:00 Sightseeing
4:00pm Broadway Walking Tour
6:00pm Dinner
8:00pm Musical or Sightseeing
11:00pm Curfew/All in Hotel

DAY 3 - Saturday

9:00am Breakfast
1:00 pm Financial District Tours
6:00pm Dinner
8:00pm Musical or Sightseeing
11:00pm Curfew/All in Hotel

DAY 4 - Sunday

6:30am Breakfast
7:30am Leave for Newark Airport
10:00am Depart Newark to Asheville
12:00pm Arrive in Asheville
3:00pm Arrive EHS

ECS TRANSPORTATION REQUEST FORM

TYPE OF TRIP:FIELDTRIP ATHLETIC/BAND EXCURSION ACADEMIC COMPETITION **METHOD OF TRANSPORTATION:**SCHOOL BUS RENTAL VEHICLE WALKING DATE OF REQUEST: GROUP/TEAM/GRADE: SeniorsSCHOOL EHSDATE OF TRIP 4-23-19DEPARTURE TIME 0430/4-23-19RETURN TIME 1530/4-24-19DESTINATION IS GREATER THAN 50 MILES
YES NO DESTINATION IS OUT-OF-STATE
YES NO DESTINATION IS ON BOARD APPROVED LIST
YES NO TOTAL NUMBER INVOLVED
~50NUMBER OF BUSES OR VANS NEEDED
1-2COST PER STUDENT (if applicable)
\$6-16Asheville, NC (Airport)
DESTINATION

ADDITIONAL STOP 1

ADDITIONAL STOP 2

ADDITIONAL STOP 3

ADDITIONAL STOP 4

PERMISSIONS SLIPS OBTAINED
YES NO NA CAFETERIA NOTIFIED IF STUDENTS WILL MISS LUNCH
YES NO NA

PERSON(S) IN CHARGE OF STUDENTS REMAINING AT SCHOOL (if applicable):

N/A

NAMES & CELL NUMBERS OF CHAPERONES/SPONSORS:

Charles Dugger - (423) 512-2038McG FOSTER - (423) 895-8152SPONSOR'S NAME
Charles DuggerSPONSOR'S EMAIL ADDRESS
charles.dugger@ecschools.net**ITEMS BELOW - TO BE COMPLETED BY ADMINISTRATION**

BUILDING ADMINISTRATOR:

APPROVED DENIED ADMINISTRATOR'S SIGNATURE
J.M. MintonADMINISTRATOR'S EMAIL ADDRESS
j.m.minton@ecschools.net

SYSTEM ADMINISTRATOR:

APPROVED DENIED TRANSPORTATION DIRECTOR
J.M.

TO BE COMPLETED BY DRIVER:

DEPARTURE TIME

RETURN TIME

TOTAL TIME

DRIVER'S SIGNATURE

*SIGN UPON RETURN FROM TRIP

*TRIP SPONSOR'S SIGNATURE

EHS Senior NYC Field Trip

Charles Dugger (Finance) & Megan Foster (Drama)

Students - 10 to 50

DATE OF TRAVEL - April 30 - May 3, 2020 (Thursday-Sunday)

Cost per Student	10 students	25 students	50 students
Costs	4 per room AVL/Alleg	4 per room AVL/Alleg	6 per room AVL/Alleg
Flight (Allegiant from Asheville)	\$ 205	\$ 250	\$ 275
Checked Luggage (1 bag)	\$ 50	\$ 50	\$ 50
Accommodations (Midtown/Times Square)	\$ 175	\$ 175	\$ 175
Meals	\$ 175	\$ 175	\$ 175
Tours & Entertainment (variable by tour)	\$ 125	\$ 125	\$ 125
Bus Ride to Asheville	\$ -	\$ -	\$ -
Roundtrip Airport Transfer to/from Manhattan	\$ 30	\$ 30	\$ 30
Total	\$ 760	\$ 805	\$ 830

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1:00pm Lunch
3:00pm Check in Hotel
4:00pm Tour of Midtown/Times Square
7:00pm Dinner
9:00pm Local (near hotel) sightseeing
11:00pm Curfew/All in Hotel

DAY 2 - Friday

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6:00pm Dinner
8:00pm Musical or Sightseeing
11:00pm Curfew/All in Hotel

DAY 3 - Saturday

9:00am Breakfast
1:00 pm Financial District Tours
6:00pm Dinner
8:00pm Musical or Sightseeing
11:00pm Curfew/All in Hotel

DAY 4 - Sunday

6:30am Breakfast
7:30am Leave for Newark Airport
10:00am Depart Newark to Asheville
12:00pm Arrive in Asheville
3:00pm Arrive EHS

RENTAL - OOS REQUIRES BOARD APPROVAL

ECS TRANSPORTATION REQUEST FORM

TYPE OF TRIP: National FFA Convention

FIELDTRIP ATHLETIC/BAND EXCURSION ACADEMIC COMPETITION

METHOD OF TRANSPORTATION:

SCHOOL BUS RENTAL VEHICLE WALKING

DATE OF REQUEST: 7/29/19 GROUP/TEAM/GRADE: Elizabethton FFA

Elizabethton High School SCHOOL 10-11-2 DATE OF TRIP 7:45am DEPARTURE TIME 10:00pm RETURN TIME

YES NO
DESTINATION IS GREATER THAN 50 MILES

YES NO
DESTINATION IS OUT-OF-STATE

YES NO
DESTINATION IS ON BOARD APPROVED LIST

6
TOTAL NUMBER INVOLVED

6
NUMBER OF BUSES OR VANS NEEDED

6
COST PER STUDENT (if applicable)

Indianapolis, IN
DESTINATION

See Attached
ADDITIONAL STOP 1

ADDITIONAL STOP 2

ADDITIONAL STOP 3

ADDITIONAL STOP 4

YES NO NA
PERMISSIONS SLIPS OBTAINED

YES NO NA
CAFETERIA NOTIFIED IF STUDENTS WILL MISS LUNCH

PERSON(S) IN CHARGE OF STUDENTS REMAINING AT SCHOOL (if applicable):

Substitute

NAMES & CELL NUMBERS OF CHAPERONES/SPONSORS:

Carrick Lykins Ryan Arnett Josh Conner
923-741-1666 423-213-3727 423-948-8535

Carrick Lykins SPONSOR'S NAME carrick.lykins@ecschools.net SPONSOR'S EMAIL ADDRESS

ITEMS BELOW - TO BE COMPLETED BY ADMINISTRATION

BUILDING ADMINISTRATOR:

APPROVED DENIED

Brian Albert
ADMINISTRATOR'S SIGNATURE

brian.albert@ecschools.net
ADMINISTRATOR'S EMAIL ADDRESS

SYSTEM ADMINISTRATOR:

APPROVED DENIED

Jm
TRANSPORTATION DIRECTOR

TO BE COMPLETED BY DRIVER:

DEPARTURE TIME RETURN TIME TOTAL TIME DRIVER'S SIGNATURE

*SIGN UPON RETURN FROM TRIP

*TRIP SPONSOR'S SIGNATURE

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 Sony Camera #2 #2 Sony Camera

(Continued on attached sheet)

INVENTORY TAG NUMBER: (#1) 4617 (#2) 4045

METHOD OF SALE/DISPOSAL: To Be hauled off by maintenance

SCHOOL/BUILDING WHERE ITEM IS HOUSED: Harold McCormick Elem.

SALE/DISPOSAL AUTHORIZED BY: Penny Nave DATE: 8-19-19
Assistant Principal

AUTHORIZED BY: [Signature] DATE: 8/27/19
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

WELC

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: Laminator - NSC Model

Company is no longer in business
and film is not available.

INVENTORY TAG NUMBER: 4062

METHOD OF SALE/DISPOSAL: Maintenance

SCHOOL/BUILDING WHERE ITEM IS HOUSED East Side - Stage Ramp

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/15/19
Principal

AUTHORIZED BY: [Signature] DATE: 8/19/19
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: Gray classroom Table - Broken leg

INVENTORY TAG NUMBER: 3538

METHOD OF SALE/DISPOSAL: ECS Maintenance will dispose

SCHOOL/BUILDING WHERE ITEM IS HOUSED East Side

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/16/19
Principal

AUTHORIZED BY: [Signature] DATE: 8/19/19
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.

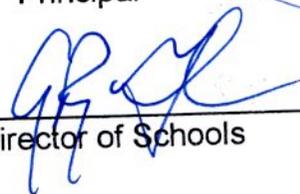
ITEM: Large earphone set (6)

INVENTORY TAG NUMBER: 4037

METHOD OF SALE/DISPOSAL: Garbage ~ No longer compatible

SCHOOL/BUILDING WHERE ITEM IS HOUSED East Side

SALE/DISPOSAL AUTHORIZED BY:  DATE: 8/16/19
Principal

AUTHORIZED BY:  DATE: 8/19/19
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: Brother Printer

INVENTORY TAG NUMBER: Printer tag # 3976

METHOD OF SALE/DISPOSAL: trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED East Side

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/19/19
Principal

AUTHORIZED BY: [Signature] DATE: 8/20/19
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: Round kidney table
(Broken)

INVENTORY TAG NUMBER: 2931

METHOD OF SALE/DISPOSAL: Dump

SCHOOL/BUILDING WHERE ITEM IS HOUSED: East Side Elementary...

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/20/19
Principal

AUTHORIZED BY: [Signature] DATE: 8/20/19
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:

Tennessee Science Houghton
Mifflin Harcourt Textbooks

INVENTORY
TAG NUMBER:

METHOD OF
SALE/DISPOSAL:

Disposal

SCHOOL/BUILDING
WHERE ITEM IS
HOUSED

West side / second grade

SALE/DISPOSAL
AUTHORIZED BY:

[Signature]
Principal

DATE: 8/15/19

AUTHORIZED BY:

[Signature]
Director of Schools

DATE: 8/9/19

AUTHORIZED BY:

Board Chairman

DATE: _____

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: Scott Foresman Social Studies
People and Places Textbooks

INVENTORY TAG NUMBER: _____

METHOD OF SALE/DISPOSAL: Disposal

SCHOOL/BUILDING WHERE ITEM IS HOUSED: Westside /secondgrade

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/15/19
Principal

AUTHORIZED BY: [Signature] DATE: 8/19/19
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: Houghton Mifflin Harcourt Tennessee Science 15
Scott Foresman Social Studies People and Places 15
Beginning Dictionary MacMillan 10
Intermediate Dictionary Scott Foresman 12
Reading Street (Scott Foresman) 40
McGraw Hill 29

INVENTORY
TAG NUMBER: _____

METHOD OF
SALE/DISPOSAL: _____

SCHOOL/BUILDING
WHERE ITEM IS
HOUSED

Fox's classroom

SALE/DISPOSAL
AUTHORIZED BY: _____

[Signature]
Principal

DATE: 8/13/19

AUTHORIZED BY: _____

[Signature]
Director of Schools

DATE: 8/14/19

AUTHORIZED BY: _____

Board Chairman

DATE: _____

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: long grey desk

INVENTORY TAG NUMBER: WSE 0737

METHOD OF SALE/DISPOSAL: _____

SCHOOL/BUILDING WHERE ITEM IS HOUSED WSE

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/13/19
Principal

AUTHORIZED BY: [Signature] DATE: 8/14/19
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: Sanyo Tv

INVENTORY TAG NUMBER: ECS 2152

METHOD OF SALE/DISPOSAL: TRASH

SCHOOL/BUILDING WHERE ITEM IS HOUSED WSE

SALE/DISPOSAL AUTHORIZED BY: JCA DATE: 8/13/19
Principal

AUTHORIZED BY: GH DATE: 8/4/19
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: SHARP TV w/Remote

INVENTORY TAG NUMBER: WSE 0027

METHOD OF SALE/DISPOSAL: TRASH

SCHOOL BUILDING WHERE ITEM IS HOUSED WSE

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/13/19
Principal

AUTHORIZED BY: [Signature] DATE: 8/14/19
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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ITEM: White Upright cabinet

INVENTORY TAG NUMBER: WSE 06 74

METHOD OF SALE/DISPOSAL: TRASH

SCHOOL/BUILDING WHERE ITEM IS HOUSED WSE

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/13/19
Principal

AUTHORIZED BY: [Signature] DATE: 8/14/19
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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ITEM:

square (cubed) shelf

INVENTORY
TAG NUMBER:

WSE 0738

METHOD OF
SALE/DISPOSAL:

TRASH

SCHOOL/BUILDING
WHERE ITEM IS
HOUSED

WSE

SALE/DISPOSAL
AUTHORIZED BY:

[Signature] DATE: 8/13/19
Principal

AUTHORIZED BY:

[Signature] DATE: 8/14/19
Director of Schools

AUTHORIZED BY:

Board Chairman DATE: _____

ELIZABETHTON CITY SCHOOLS

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ITEM: Envision math Tennessee
Textbook

INVENTORY TAG NUMBER: #1 - #65

METHOD OF SALE/DISPOSAL: Disposal

SCHOOL/BUILDING WHERE ITEM IS HOUSED: West Side

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/12/19
Principal

AUTHORIZED BY: [Signature] DATE: 8/14/19
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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ITEM: Magazine Rack
Filing Cabinet
5 tables

INVENTORY TAG NUMBER: _____

METHOD OF SALE/DISPOSAL: Give away / trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED West Side

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 9/3/19
Principal

AUTHORIZED BY: [Signature] DATE: 9/3/19
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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ITEM:

Expired Algebra Bkes

INVENTORY
TAG NUMBER:

? / over 10 years old

METHOD OF
SALE/DISPOSAL:

Recycle?

SALE/DISPOSAL
AUTHORIZED BY:

[Signature] DATE: 8-27-19
Principal

AUTHORIZED BY:

[Signature] DATE: 8-27-19
Director of Schools

AUTHORIZED BY:

Board Chairman DATE: _____

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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- ITEM: U.S. History Books ISBN 978-0-547-49117-2
World History Books ISBN 978-0-547-49112-7
Psychology Books ISBN 978-0-554-02687-9
Sociology Books ISBN 978-0-554-00441-9
U.S. Government Books ISBN 978-0-547-49112-7

INVENTORY TAG NUMBER: N/A

METHOD OF SALE/DISPOSAL: Resale and then disposal of remaining books

SCHOOL/BUILDING WHERE ITEM IS HOUSED Elizabethton High School

SALE/DISPOSAL AUTHORIZED BY: *Jonathan Mills* DATE: 8/27/19
Principal

AUTHORIZED BY: *[Signature]* DATE: 8/27/19
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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ITEM: see attached list
of texts

INVENTORY TAG NUMBER: _____

METHOD OF SALE/DISPOSAL: Sale to outside vendor possible

SCHOOL/BUILDING WHERE ITEM IS HOUSED: EHS (ELA "Book Room")

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/24/19
Principal

AUTHORIZED BY: [Signature] DATE: 8/20/19
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

Title	Color	QTY	ISBN
Write Source	Green	175	978-0-669-00651-3
Write Source	Red	237	978-0-669-00619-3
Write Source	Blue	204	978-0-669-00649-0
Write Source	Orange	196	978-0-669-00648-3
Writers INC		207	978-0-669-52994-4
Bien dit! French 1	Red	74	978-0-030-39888-9
Bien dit! French 2	Blue	57	978-0-030-42697-1
Bien dit! French 3	Green	15	978-0-030-43218-7
Bien dit! French 3 Teachers Edition	Green	3	978-0-03-079624-1
Bien dit! French 2 Teachers Edition	Blue	2	978-0-03-079623-4
Bien dit! French 2 Assessment Program	Blue	2	978-0-03-088243-2
Bien dit! French 2 student workbook	Blue	61	978-0-03-088247-0
Images un		24	0-669-43497-3
Joie de live! 3 Advanded Reader		8	0-03-065628-1
Joie de live! 1 Beginning Reader		27	0-03-065626-5
Joie de live! 2 Intermediate Reader		14	0-03-065627-3
Bien dit! French 3 Assessment Program	Green	3	978-0-03-092035-6
Bien dit! French 3 student workbook	Green	12	978-0-03-092039-4
Grammar and Composition Handbook Grade 12	Green	7	0-07-825119-2
Writer's Choice Grammar and Composition TE	Orange	1	0-02-635886-7
Writer's Choice Grammar and Composition	Orange	60	0-02-635885-9
Elements of Literature 6th Course	Silver	36	0-03-0741998
Elements of Literature 6th Course Teacher's Edition	Silver	2	0-03-075944-7
Write for College		32	978-0-669-00044-3
Trésors du temps writing activities workbook		33	0-02-676653-1
Elements of Literature 3rd Course	Teal	63	0-03-074196-3
Elements of Literature 3rd Course TE	Teal	1	0-03-075937-4
Globe Fearon Literature Gold Level		36	0-130235857
Globe Fearon Literature Silver Level		25	0-130235784
Globe Fearon Literature Green Level TE		1	0-130235695
Globe Fearon Literature Green Level		43	0-130235628
Globe Fearon Literature Purple Level		5	0-130235628
Elements of Literature 4th Edition		64	0-03-074197-1
Elements of Literature 4th Edition TE		3	0-03-075939-0
Program Resource Pack Grade 11		1	0-53174
Program Resource Pack Grade 12		1	0-53175
Appreciating Literature		91	0-02-635071-8/10
Grammar and Composition Handbook Grade 9		6	0-07-825116-8
Grammar and Composition Handbook Grade 10		1	0-07-825117-6
Bien dit! French 1 Teacher's Edition		1	978-0-030-42223-2
Trésors du temps		19	0-07-860655-1
Trésors du temps Teacher's Annotated Edition		1	0-02-676652-3
Write Source Grade 11 Teacher's Edition	Orange	7	978-0-669-00674-2
Write Source Grade 9 Teacher's Edition	Blue	4	978-0-669-00678-0
Write Source Grade 10 Teacher's Edition	Red	6	978-0-669-00666-7

Write Source Grade 12 Teacher's Edition	Green	6	978-0-669-00677-3
Write Source SkillsBook Grade 10	Red	205	978-0-669-53147-3
Write Source SkillsBook Grade 11	Orange	90	978-0-669-53148-0
Write Souce SkillsBook Grade 12	Green	190	978-0-669-53149-7
Tennessee Standards and Assessment Grade 9		20	978-0-547-71385-4
Tennessee Standards and Assessment Grade 10		9	978-0-547-71289-5
Tennessee Standards and Assessment Grade 12		55	978-0-547-71256-7
Writer's Choice Grammar Workbook Grade 12		7	0-02-635158-7
Language Network Grade 9		49	0-395-96739-2
Globe Fearon Literature Grade 9		40	0-130-23562-8
Globe Fearon Literature Purple Level Teacher Resources		1	0-130-23559-8
Globe Fearon Literature Purple Level Teacher's Edition		1	0-130-23564-4

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: MICROSOFT EXCEL ISBN# 9781111529529
MICROSOFT POWER POINT ISBN# 9781111529536
MICROSOFT WORD ISBN# 9781111529522
Cengage office 2010 ISBN# 9780538747158

** all books are outdated and no longer applicable to the MS OFFICE software ECS uses.*

INVENTORY TAG NUMBER: by ISBN #

METHOD OF SALE/DISPOSAL: TRASH

SCHOOL/BUILDING WHERE ITEM IS HOUSED: EHS

SALE/DISPOSAL AUTHORIZED BY: *[Signature]* DATE: 8/21/19
Principal

AUTHORIZED BY: *[Signature]* DATE: 8/20/19
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:

Rizograph Copier

INVENTORY
TAG NUMBER:

WA

METHOD OF
SALE/DISPOSAL:

Main. removal

SCHOOL/BUILDING
WHERE ITEM IS
HOUSED

EHS - CTE

SALE/DISPOSAL
AUTHORIZED BY:

Dina Culbert
Principal

DATE: 8/12/19

AUTHORIZED BY:

GH
Director of Schools

DATE: 8/27/19

AUTHORIZED BY:

Board Chairman

DATE: _____

E2

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: Computer Units (10)

INVENTORY TAG NUMBER: 64321, 64317, 64323 (2 without tag)
64333, 64334, 64491, 64325, 64329

METHOD OF SALE/DISPOSAL: Maint.

SCHOOL/BUILDING WHERE ITEM IS HOUSED: EHS / CTE Storage

SALE/DISPOSAL AUTHORIZED BY: *Bin Albert* DATE: 8/26/19
Principal

AUTHORIZED BY: *[Signature]* DATE: 8/27/19
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: Radial Arm Saw 12" Delta (MB217370)
Drill Press Old High School
Planer (34596)¹⁰⁹⁴
Sender RB-25 Wide Belt (882570043)
(2) Lathe - Wood - Rockwell (1572597)

INVENTORY TAG NUMBER: SEE ABOVE

METHOD OF SALE/DISPOSAL: Can deals?

SCHOOL/BUILDING WHERE ITEM IS HOUSED: EHS

SALE/DISPOSAL AUTHORIZED BY: Brian Lambert DATE: 9/9/19
Principal

AUTHORIZED BY: _____ DATE: _____
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

6T

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: Joister - Powermatic (350416)
Grinder (F-473, 40026-C)
Spindle - Sander + Spindle (238551)
Drill Press (1571691)
Jet Bandsaw (31219250)

INVENTORY TAG NUMBER: SEE ABOVE

METHOD OF SALE/DISPOSAL: Gov Deals?

SCHOOL/BUILDING WHERE ITEM IS HOUSED EHS

SALE/DISPOSAL AUTHORIZED BY: Brian Gilbert DATE: 9/9/19
Principal

AUTHORIZED BY: _____ DATE: _____
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

6-20

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: (2) Benches (Work) N/A

Table - Glue N/A

Shaper (FM-4997) / Welder - Enco (870701)

TAD - Delta Band Saw / Delta P20 Scroll Saw

Sears Craftsman Drill Press

South Bend Metal Lathe N/A

INVENTORY TAG NUMBER: SEE ABOVE

METHOD OF SALE/DISPOSAL: Gov deals?

SCHOOL/BUILDING WHERE ITEM IS HOUSED: EHS

SALE/DISPOSAL AUTHORIZED BY: Brian Culbert DATE: 9/9/19
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: (25) 2010 Microsoft Excel Books (outdated)
(25) 2010 Microsoft Word Books (outdated)
(25) 2010 Microsoft Powerpoints (outdated)
(19) 2010 Microsoft Office Books (outdated)

* Books are outdated and obsolete with the versions of Microsoft Office we use.

INVENTORY

TAG NUMBER: ISBNs: 13:9781111529529, 13:9781111529512, 13:9781111529534;
13:9780538747158

METHOD OF

SALE/DISPOSAL: TRASH

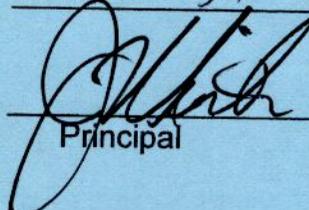
SCHOOL/BUILDING

WHERE ITEM IS
HOUSED

Room #39

SALE/DISPOSAL

AUTHORIZED BY:



Principal

DATE:

9/9/19

AUTHORIZED BY: _____

Director of Schools

DATE: _____

AUTHORIZED BY: _____

Board Chairman

DATE: _____

MILLIGAN

AREA OF TEACHER EDUCATION

AGREEMENT BETWEEN MILLIGAN AND

THE CITY OF ELIZABETHTON for its ELIZABETHTON CITY SCHOOLS

INITIAL LICENSURE CLINICAL PRACTICE AND PARTNERSHIP GUIDELINES: August 2019 (revised)

This program description will be used as the governing document for the program. It will be reviewed and revised at least annually.

1. Program Objectives:

- A. To provide prospective professional educators a semester (student teacher) or year-long (internship) experience for clinical preparation that is mutually planned by the school system and Milligan (CAEP 2.1).
- B. To provide multiple indicators and appropriate technology-based applications (LiveText) to establish, maintain, and refine criteria for performance evaluation and continuous improvement (CAEP 2.2)
- C. To provide candidates close supervision and support to ensure that candidates demonstrate their developing effectiveness and positive impact on all students' learning and development (CAEP 2.3).

2. Selection of Candidates:

- A. Milligan will recommend initial-licensure candidates to the school system. Interns will be students holding a bachelor's degree and will be enrolled in a Master of Education (initial-licensure) program. These interns may initially lack some coursework in pedagogy and academic disciplines. Milligan will determine the coursework to be taken. Student teachers will be seniors enrolled in their last semester of their undergraduate program completing an (initial-licensure) education degree.
- B. Prospective candidates will complete the application process as directed by the school system. The information will be sent to the designated administrator of the school system and will be shared with principals and supervisors. Principals may also interview

candidates and then make decisions to accept or reject them as interns and/or student teachers.

C. Criteria for candidates to enter clinical experience include unconditional admission to the professional level of their program and the following:

1. 3.0 overall GPA including method and content prerequisite courses
2. Successful completion of Praxis II content exam
3. Completion of TBI background check
4. First Aid and CPR verification (must be current)
5. Overall disposition ratings at expectation or higher

3. Candidate Benefits and Responsibilities:

- A. Candidates will have the same holidays (Thanksgiving, Christmas, Spring Break, etc.) as do professional educators in their assigned school system. Candidates will not have any personal leave days.
- B. Candidates are to use sick days only as necessary. These do not accumulate.
- C. Candidates are not and shall not be deemed to be employees or agents of the school system at any time. No insurance or other fringe benefits are provided to these candidates.
- D. Candidates will be responsible for instructional duties such as planning, communicating plans to the mentor teacher, and instructing individuals and small groups.
- E. According to updated policy from the Tennessee Department of Education, initial licensure candidates must successfully complete the edTPA performance assessment in order to receive state licensure. Candidates will be required to video one or more lessons during their first placement and sometimes their second placement of their clinical experience. Candidates will be required to obtain the Milligan area of education video release form and have all students' parents sign the form. Candidates will use video documentation only for their edTPA portfolio purposes and will not be permitted to upload or use the videos in any other way. Candidates will not be permitted to share edTPA video materials with anyone other than Milligan clinical supervisors or Milligan clinical instructors.
- F. Candidates are required to procure at their own expense a TBI Background Check with results reported to Milligan and shared (if necessary) with the school system in which they are placed for their clinical experience.

- G. Candidates are required by Milligan to procure at their own expense Professional Liability Insurance.
- H. Candidates will not be placed where there are family members or friends employed, or where they have previously been employed.
- I. Candidates should address questions and concerns regarding clinical placement activities to Milligan's coordinator of field placements.

4. Selection of Mentor Teachers:

- A. The designated administrator and the Milligan coordinator of field placements will work closely together to determine the most appropriate mentor for each candidate.
- B. Cooperating teachers will be selected according to criteria, which include (a) teaching experience, (b) appropriate certification, (c) evaluation as a highly competent teacher, and (d) willingness to assume the roles expected of a mentor.
- C. Criteria for mentor teachers include the following:
 - 1. Must have a professional teaching license with at least 3 years full-time teaching experience in certification area.
 - 2. Must have a level of effectiveness overall score of 4 or higher.
 - 3. Must be highly competent as evidenced by local assessment and/or state evaluation procedures with TEAM overall summary scores of 4 or higher.
 - 4. Must be willing to assume the roles expected of a mentor (i.e., confidant, advocate, coach, and critic).

5. Operational Guidelines:

- A. The principal (as necessary), Milligan representative, mentor teacher, and candidate will work together to develop a plan of activities for the candidate.
- B. Responsibilities of mentor teachers include the following:
 - 1. Supervise candidate planning and instructional activities, observe lessons, and provide performance feedback in LiveText.
 - 2. Model effective instruction for candidates.
 - 3. Meet regularly with candidates to provide assistance in planning, diagnosing learner needs, evaluating student progress, selecting teaching strategies and materials, and providing effective classroom management.

- C. In general, candidates will work with no more than two mentor teachers; however, if the school system and Milligan agree, modifications can be made in special situations. Candidates will be supplemental to existing staffing in the school where they are located. They will be teamed with one or more experienced teachers to facilitate the goals of the schools.
- D. Due to the rigorous demands of edTPA, Tuesday afternoons (starting in September in fall and February in spring) will be allocated to each candidate for portfolio preparation and/or other enrichment experiences. Candidates will report to Milligan on Tuesdays from noon until 4:30pm, and then attend their evening class, unless there is an extenuating circumstance. During the week of official edTPA submission, three additional days will be scheduled for finalizing edTPA portfolios. During these three days, candidates will report to Milligan from 8am until 3pm. Arrangements will be made with the mentor teacher and principal in advance when this time is to be used.
- E. Flexibility in the candidate's program will be maintained during the first semester to accommodate an adequate orientation period and to allow use of the time for enrichment experiences. Ample time should be provided for planning. Although the goal is to involve the candidate in teaching as quickly and as fully as possible, adjustments will be made to accommodate individual differences in background and training. (Interns Only)
- F. In general, the second semester will have a more concentrated focus on teaching activities. At some point, depending on the background and ability of the candidate, the candidate will assume a full or nearly full teaching load. Candidates are expected to emulate the mentor teacher and participate fully in the full range of instructional activities. (Interns Only)
- G. Candidates will not be used as substitute teachers unless this is a planned activity approved in advance by both Milligan and the school system.
- H. No candidate will be the teacher of record for any class.
- I. Mentor teachers will be given an opportunity to participate in some of the regularly scheduled clinical seminars conducted by Milligan.
- J. Candidates will begin the clinical experience on the same day that teachers new to the school system begin their year. Candidates will participate as directed in new teacher orientation activities prior to the beginning of the school year.
- K. Candidates will follow the same school calendar as the professional educators of the assigned district.

6. Evaluation and Program Termination:

- A. Mentor teachers and Milligan supervisors will provide frequent feedback as well as informal and formal evaluations to support the candidate's development as an effective teacher. Formal evaluation procedures are detailed in the Milligan Clinical Experience Handbook – Evaluation Section.
- B. Formal evaluation will follow the same procedure as that used for district teachers. Mentor teachers and Milligan supervisors will conduct formal classroom observations in LiveText. All formal observation documents will be available and online in LiveText.
- C. Candidate performance will be documented in LiveText. If a candidate's performance is not satisfactory, the Milligan supervisor, mentor teacher, and as appropriate the school's administration will develop a growth plan with a timeline for the candidate. If the candidate does not meet the expectation of the growth plan, the Milligan field coordinator will review records, meet with the candidate in person, and determine further action. If corrective action is unsuccessful, the candidate will be withdrawn from the placement. These procedures are further detailed in the Milligan Clinical Experience handbook – see Intern Removal from Placement Flow Chart.
- D. If the candidate's performance has been satisfactory, Milligan will recommend the candidate for the state initial practitioner's license after the evaluation process has been completed.

EDUCATOR PREPARATION PROVIDER/ LOCAL EDUCATION AGENCY STATE-RECOGNIZED PARTNERSHIP (ADDENDUM)

Prompt 1: Identify mutually-agreed upon strategies 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 student learning and development.

The designated LEA administrator and the Milligan Clinical Placement Coordinator (CPC) co-select clinical mentors. Clinical mentors are co-selected according to mutually-agreed upon criteria: 1) Professional teaching license with 3 years full-time teaching experience and endorsement in the same content or closely related field; 2) Rating as a highly effective teacher (i.e. level of effectiveness overall score of 4 or higher on a state evaluation model); 3) Willingness to assume the roles expected of a mentor as defined in the Initial Licensure Handbook (ILH).

Criteria for clinical supervisors include the following: 1) Expertise in the grade/content for which they are assigned; 2) Successful experience with past mentoring; 3) Successful completion of TEAM evaluation training; 4) Willingness to assume the responsibilities of a supervisor as defined in the ILH.

Clinical educators are prepared through an orientation prior to the clinical experience. All clinical educators receive a comprehensive ILH, electronically available through LiveText. Primary components of the ILH and key clinical assessments are reviewed at the orientation. Mentors are surveyed following the orientation for feedback. The clinical supervisor provides support to the mentor by conducting regular visits. During these visits, the clinical supervisor observes the mentor with teacher candidates, discusses concerns, and offers any needed support to the mentor. If the mentor has an issue or concern with the teacher candidate, the clinical supervisor takes appropriate action as outlined in the ILH. Clinical supervisors are supported by the CPC.

If a mentor has difficulty meeting the roles, responsibilities, and expectations outlined in the ILH, additional support by the Milligan supervisor will be provided. If the clinical mentor continues to struggle after these additional supports are provided, the CPC will become involved to provide support. If mentors fail to meet the roles, responsibilities, and expectations, the CPC will assign a different mentor and will not approve the mentor for future experiences. Likewise, if the Milligan supervisor is not meeting the roles, responsibilities, and expectations, the CPC will offer additional support. If the Milligan Supervisor continues to struggle, the Area Chair will meet with the supervisor to provide additional support. If expectations are still unmet, the Area Chair will remove the supervisor from supervision.

Clinical mentors are evaluated by candidates and supervisors at the completion of each experience; clinical supervisors are also evaluated by candidates and mentors at the completion of each experience. EPP administrators will closely monitor evaluation results and retain clinical educators receiving positive ratings. The CPC provides results of mentor evaluations to districts and results regarding supervisor evaluations are shared with supervisors by the Area Chair.

Prompt 2: 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.

The design of the clinical experience allows candidates to demonstrate their developing effectiveness and positive impact on all students' learning and development through a series of structured experiences that follow state-approved guidelines for the duration of clinical experience (see Educator Preparation Policy). In collaboration with our partners, multiple indicators and appropriate technology-based applications are used to establish, maintain, and refine criteria for continuous improvement (CAEP, Standard 2). Initial licensure seeking students are evaluated through The Tennessee Educator Acceleration Model (TEAM). TEAM provides candidates a coherent and consistent assessment as it is one of the state approved models for educator evaluation.

Concepts and evidence-based strategies related to practice are introduced during coursework. These concepts and strategies are reinforced during field experiences associated with key courses within each pathway. Candidate progress is monitored throughout coursework and clinical experiences. At this level, candidates are expected to move from observing and assisting during the first two weeks of the experience, to co-teaching, to gradually adding responsibility until they are assuming full classroom teaching responsibilities by the end of the experience. During the first two weeks in each placement, candidates learn the cultural backgrounds of students in their classroom as well as student learning strengths and needs. This knowledge of students assists candidates with implementing culturally relevant practices as they gradually assume responsibility for classroom instruction. Candidates are expected to independently analyze instructional materials, resources, and curriculum based on this information and plan for appropriate supports for a variety of cultural backgrounds and learning needs. Candidates work with mentor and supervisor support to move toward independence with analyzing materials and implementing these practices into each lesson.

The candidates' clinical experience allows for sufficient depth and breadth through frequent observations, constructive feedback, student data, and professional seminar courses. Both the clinical supervisor and clinical mentor evaluate (or observe) candidates several times during each experience, and feedback is provided following each observation.

Candidates are required to document their positive impact on student learning through their edTPA Assessment Portfolio submission (which requires candidates to describe, analyze, and identify patterns in their P12 students' learning) and/or through TEAM evaluation scores from their clinical experiences. Candidates have sufficient clinical experiences in diverse settings through careful selection of clinical placements based on demographic information. The Milligan Educator Disposition rubric, which is aligned with The Interstate New Teacher Assessment and Support Consortium (InTASC), assesses the candidates' abilities in the following areas: (a) collaboration and professionalism, (b) feedback, (c) communication, (d) diverse learners, (e) ethical and legal practice, and (f) technology.

August 2019

The above agreement between Milligan and the City of Elizabethton for its Elizabethton City Schools is a program description that governs the intern program. The document has been reviewed and revised by Milligan August 2019 and presented to the City of Elizabethton for its Elizabethton City Schools for the operations guideline for both Milligan and the City of Elizabethton for its Elizabethton City Schools.

Tausha Clay

8-12-19

Dr. Tausha Clay, Milligan Field Placement Coordinator

Date

Angela Hilton-Prillhart

08/14/19

Dr. Angela Hilton-Prillhart, Chair Area of Education

Date

Dr. Corey Gardenhour – Superintendent of Schools

Date



East Side Elementary

800 Siam Road
Elizabethton, Tennessee 37643
Ph: 423-547-8010
Fax: 423-547-8038

TRAVIS HURLEY
PRINCIPAL

Emmy Morganstern
Assistant to Principal

Emily Orsburn
Bookkeeper

Kim Meredith
Attendance
Secretary

Mr. Hutchins,

I am writing to request that we add a full-time assistant at East Side Elementary for the 2019-2020 school year using our Title I funds. This request would allow us to give students more one on one time during small group instruction. Thank you for the consideration in this request.

Sincerely,

Travis L. Hurley
Principal

FUNDING FOR THIS POSITION IS AVAILABLE THROUGH
TITLE I FUNDS AFTER AMENDING HIS BUDGET WITH
CARRYOVER FUNDS

Felecia Baird

From: John Hutchins
Sent: Wednesday, September 04, 2019 3:35 PM
To: Felecia Baird
Cc: John Hutchins
Subject: Please add to the board meeting agenda
Attachments: image2019-09-04-135230 copy.pdf

I would like to request the addition of a full-time assistant for East Side Elementary for the 2019-2020 school year. This assistant will provide intervention services to at-risk students. This position will be funded by Title I money allocated to ESE.

Thank you,

John



Master Service Agreement
Effective Date 9/1/2019 between Stericycle, Inc and Elizabethton City Schools

Service Address

Customer/Company Name: Elizabethton City Schools _____
 Address 1: See attachment A - Site list _____
 Address 2: See attachment A - Site list _____
 City / State / Zip: See attachment A - Site list _____
 Phone: See attachment A - Site list _____
 Email: See attachment A - Site list _____
 Contact: See attachment A - Site list _____ Title: See attachment A - Site list _____

Billing Information (See attachment A site list for site specific billing details)

Billing Contact/Company Name: Elizabethton City Schools _____
 Address 1: 804 S Wautaga Ave _____
 Address 2: _____
 City / State / Zip: Elizabethton, TN, 37643 _____
 Phone: (423) 895-0830 _____
 Email: teresa.robinson@eschools.net _____
 Contact: Teresa Robinson Title: System Wide RN _____

Services Included checked below (Reference Attachment "Service Descriptions" for details)	Per Site Additional Stop Charge	Per Site Additional Container / Over Weight / Envelope Charge	Monthly Service Fee (Please see attachment A for per site monthly cost)
<input checked="" type="checkbox"/> Biohazardous Regulated Medical Waste Disposal (See attachment A for per site details)	\$ 75	Current container rate plus 10%	\$ 45.80
<input type="checkbox"/> Stericycle Reusable Sharps Program (Only available with purchase of "Biohazardous Regulated Medical Waste Disposal" services)	-	-	\$ 0
	-	-	\$ 0
	-	-	\$ 0
	-	-	\$ 0
<input type="checkbox"/> Fixer / Developer - Photo Processing Disposal Service	\$ 75	\$ 100	\$ 0
<input type="checkbox"/> Pathological / Trace Chemotherapy Disposal Service	\$ 75	\$ 100	\$ 0
<input type="checkbox"/> Pharmaceutical Waste Disposal Service (See attachment A for per site details)	See attachment A for per site details	See attachment A for per site details	\$ 0
<input type="checkbox"/> CsRx Controlled Substance Waste Service (Only available with purchase of "HDDS" services)	-	See attachment A for per site details	\$ 0
<input type="checkbox"/> Steri-Safe HIPAA Compliance Service (See attachment A for per site details)	-	-	\$ 0
No Waste Fee		**Minimum Pickup Fee	
<input type="checkbox"/> Biohazardous Regulated Medical Waste Disposal - Transactional	See attachment A for per site breakdown	\$ 0	

* Price per Box: **WA only** = Based on WUTC Tariff pricing
 ** Minimum Pickup Fee: **WA only** = \$10.00 minimum monthly fee.

Monthly Service Fee: \$ 45.80
 Minimum Pickup Fee: \$ 0
 Fuel Charge (per stop): \$ 0
 Energy Fee (per stop): \$ 0
 Environmental Fee: 0%
 Record Retention Fee (per stop): \$ 0

Total Monthly Service Fees: \$ 45.80

Billing Schedule: Monthly

Includes All Fees (Additional Taxes May Apply)

During the first **12 months** of the Agreement, Stericycle will not increase the above fees.
 Thereafter, fees will not increase by more than **5%** annually.

Service Guarantee: Stericycle guarantees to deliver the highest quality service at all times. Any complaints about the quality of service which have not been resolved in the normal course of business should be communicated to Stericycle by written notice to the Account Care department at the address listed below. If Stericycle fails to resolve any material service complaint within thirty (30) days, the customer may terminate this Agreement provided all equipment is paid for at the then current replacement values or returned to Stericycle in good and usable condition.

IN WITNESS WHEREOF, this Agreement has been duly executed on the day, month and year written below.

*The offer will expire 3/31/2019

Stericycle:

Contracting Entity: Stericycle, Inc.
 Name: Clark Carter
 Title: Territory Account Manager
 Date: _____
 Signature: _____

Customer:

Customer/Company Name: _____
 Name: teresa robinson
 Title: _____
 Date: _____
 Signature: _____

By signing above I acknowledge that I am the Customer's authorized officer or agent and that I have the authority to bind Customer to this Agreement. Customer agrees to be bound by these terms and conditions and comply with Stericycle's Waste Acceptance Policy, both of which are integral parts of this Agreement.

TERMS AND CONDITIONS

Stericycle, Inc., a Delaware corporation, with offices at 28161 N. Keith Drive, Lake Forest, IL 60045 (collectively, "Stericycle"), and Elizabethton City Schools with offices at 804 S Wautaga Ave, Elizabethton TN, 37643 ("Customer"), hereby enter into and agree as provided in this Services Agreement (the "Agreement") dated as of the 1st day of September, 2019 (the "Effective Date").

1. **Services.** (a) Stericycle will provide Customer the services set forth on page 1 of this Agreement (the "Services") which are incorporated herein and made a part of this Agreement. (b) Customer shall be liable for and shall indemnify, defend and hold harmless Stericycle from and against all demands, claims, actions, losses, damages, and expenses, including reasonable attorney fees resulting from any Non-Conforming Waste (defined below) or Customer's failure to properly store, package, label, or segregate RMW. (c) All lab wastes or materials that contain or have the potential to contain infectious substances arising from any agents listed under 42 CFR 72.3 are prohibited from inclusion among RMW to be collected and must be pre-treated by Customer prior to disposal. (d) The current version of the Stericycle Waste Acceptance Policy ("WAP") is attached. Stericycle may periodically update the WAP. (e) During the Term, Stericycle shall be the exclusive provider of the Services to Customer at all of its locations and Customer shall use no other RMW disposal service, method or service provider, whether at the service location(s) set forth herein or at any other current or future location(s) of Customer. As used herein, "Non-Conforming Waste" means any substance, waste or container that is excluded, not accepted or non-conforming under the WAP or otherwise cannot be accepted by Stericycle under any applicable law, rule or regulation. (f) Stericycle may bill additional charges for each non-compliant container (overweight under applicable laws, rules or regulations; each container exceeding 50 lbs; containers holding non-conforming waste; and containers where the waste is improperly segregated or packaged) provided by Customer.

2. **Term of this Agreement.** (a) The initial term of this Agreement (the "Initial Term") will begin on the Effective Date set forth above and continue for Sixty (60) months. This Agreement will automatically renew for successive terms of the same duration (each, an "Extension Term"), unless either party gives the other party at least 60 days' written notice, prior to the renewal date, of its request to terminate this Agreement. The Initial Term and each Extension Term, if any, are collectively referred to as the "Term". (b) Upon the expiration or termination of this Agreement, Customer shall pay Stericycle all amounts due for services and products provided prior to the expiration or termination (and any other amounts due to Stericycle, which may include a final pickup fee). (c) Stericycle shall have the right to retrieve its Equipment (defined below) from Customer wherever located.

3. **Pricing.** Customer shall pay to Stericycle the service fees set forth on page 1 ("Service Fees"). Stericycle may adjust the Service Fees to cover non-controllable costs, including but not limited to taxes, fuel and regulatory fees annually in accordance with the percentage listed on page 1.

4. **Payment Terms.** Customer shall pay in full each Stericycle invoice within 30 days of the date of such invoice. Any invoiced amounts not received by Stericycle within that timeframe will be subject to an interest charge of 1.5% per month (or the maximum amount allowed by law). Customer shall reimburse Stericycle for all costs that it incurs in collecting overdue amounts from Customer. Stericycle may, with notice, suspend services until any overdue amounts (plus interest charges and collection fees, if any) are paid. Customer shall also pay all taxes imposed by any governmental authority with respect to the purchase of any services and products hereunder, including all sales, use, excise, occupation, franchise and similar taxes and tax-like fees and charges (but excluding all taxes on Stericycle's net income). Stericycle will cooperate with Customer to determine the applicability of exemption certificates, if any, that Customer provides in a timely manner to Stericycle.

5. **Early Termination.** In the event that Customer terminates this Agreement prior to the expiration of the Term other than as set forth in Section 6 Customer shall promptly pay Stericycle (a) all unpaid invoices and any late charges thereon; and (b) an amount equal to 50% of Customer's average monthly charge multiplied by the number of months (including any partial months) remaining until the expiration date of the Term.

6. **Default and Early Termination for Cause.** Either party may immediately terminate this Agreement, in whole or in part, upon written notice to the other party if the other party breaches any material provision of this Agreement and fails to cure such breach within thirty (30) days following receipt of written notice of such breach. Documented service or performance deficiencies by Stericycle or nonpayment by Customer of amounts rightfully owed to Stericycle or Customer's failure to comply with Stericycle policies related to the Services shall constitute a material breach.

7. **Limitation of Liability.** In no event shall either party be liable for any indirect, exemplary, punitive, special, incidental or consequential damages, or lost profits, lost revenue, lost business opportunities or the cost of substitute items or services under or in connection with this Agreement.

8. **Compliance Materials; Confidentiality.** To the extent that Stericycle provides Customer with electronic or printed materials ("Compliance Materials"), it provides these subject to a limited license to Customer to use Compliance Materials for its own, non-commercial use. Stericycle may revoke this license at any time. Customer may not copy or distribute Compliance Materials or use or republish Compliance Materials for or to any third party or audience. Customer agrees to return all Compliance Materials to Stericycle at Customer's expense at the expiration or termination of this Agreement. Stericycle may charge Customer a fee for failure to return Compliance Materials. Customer agrees to not disclose to any third parties Stericycle pricing, policies and procedures.

9. **Compliance with Laws and Policies.** Each party shall comply with all laws, rules and regulations applicable to its performance hereunder. Stericycle and Customer shall keep adequate books, records and documentation as required by applicable laws, rules, regulations and guidelines pertaining to storage or handling of RMW and the Services hereunder. Customer shall comply with the WAP applicable to the Services.

10. **Excuse of Performance.** Neither party will be responsible if its performance of any act(s) required hereunder (other than the payment of any amounts due) is interrupted or delayed due to any reason beyond its reasonable control.

11. **Equipment.** Customer shall have the care, custody and control of any containers and other equipment owned by Stericycle and placed at Customer's premises ("Equipment") and accepts responsibility and liability for the Equipment and its contents. Any damage or loss to such Equipment, other than normal wear and tear, will be charged to Customer at full replacement value.

12. **Waste Brokers.** Stericycle reserves the right to deal solely with the Customer and not with any third party agents of the Customer for all purposes relating to this Agreement. Customer represents and warrants to Stericycle that it is the medical waste generator and is acting for its own account and not through a broker or agent. Stericycle shall be entitled to terminate this agreement and seek all available legal remedies, including but not limited to liquidated damages, in the amount set forth herein for Customer's breach of this representation and warranty.

13. **Miscellaneous.** (a) This Agreement constitutes the entire agreement between the parties relating to the subject matter of this Agreement and supercedes any prior agreements and arrangements between the parties. (b) This Agreement may be modified only by a written amendment signed by an authorized representative of each party. (c) This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns, legal representatives and heirs provided, however, that Customer may not assign its rights or delegate its obligations under this Agreement without the prior written consent of Stericycle. (d) Stericycle's relationship with Customer is that of an independent contractor, and nothing in this Agreement shall be construed to designate Stericycle as an employee, agent or partner of or a joint venture with Customer. (e) Any dispute arising in connection with or relating to this Agreement or between the parties ("Disputes") that the parties are unable to resolve informally, such as via discussion and negotiation between the parties, shall solely and exclusively be resolved by binding and final arbitration before the American Arbitration Association ("AAA"), conducted pursuant to the Federal Arbitration Act (as the parties acknowledge that the services provided involve interstate commerce). All Disputes will be determined on an individual basis (and not as a class member or in any purported class or representative capacity, considered unique as to its facts, and shall not be consolidated in any arbitration or other proceeding with any claim or controversy of any other party, and the arbitrator or tier of fact shall not preside over any form of representative or class proceeding. The exclusive jurisdiction and forum for resolution of any Dispute shall be by arbitration, which shall take place in the state where Customer is located at the closest AAA office. (f) The failure of either party to insist upon the performance of any provision hereof, or to exercise any right granted under any provision hereof, will not be construed as waiving that provision or any other provision, and the provision will continue in full force and effect. (g) No term or condition contained in a Customer purchase order or any other invoice acknowledgment shall be binding upon Stericycle unless agreed to by Stericycle in writing. (h) Each provision of this Agreement must be interpreted in a way that is valid under applicable law. If any provision is held invalid, the rest of the Agreement will remain in full force and effect. (i) The failure of either party to insist upon the performance of any provision hereof, or to exercise any right granted under any provision hereof, will not be construed as waiving that provision or any other provision, and the provision will continue in full force and effect. All waivers must be in writing and signed by the party waiving its rights. (j) Except as otherwise set forth herein, this Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to the conflict of law provisions.

Regulated Medical Waste Acceptance Policy

Stericycle policy requires compliance with all applicable regulations regarding the collection, transportation and treatment of regulated medical waste. Federal Department of Transportation (DOT) Regulations require the generator of regulated medical waste to certify that the packaging and documentation of transported regulated medical waste complies with DOT regulations regarding waste classification, packaging, labeling and shipping documentation. To ensure that neither Stericycle nor the generator of regulated medical waste violates applicable regulations, it is imperative that all parties understand the rules regarding proper identification, classification, segregation and packaging of regulated medical waste. The purpose of this policy is to summarize the minimum requirements for preparing your medical waste for collection, transportation and treatment. Additional facility or state-specific waste acceptance policies may apply based on permit specifications. Please contact your local representative for further information or email customer@stericycle.com.

REGULATED MEDICAL WASTE

Stericycle accepts medical waste generated in a broad range of medical, diagnostic, therapeutic and research activities. The term "medical waste" includes biohazardous, biomedical, infectious or regulated medical waste as defined under federal, state or local laws, rules, regulations and guidelines. Except as defined by specific state regulations, this **excludes** RCRA hazardous waste pharmaceuticals; all DEA scheduled drugs including *controlled substances, bulk chemotherapy, waste containing mercury or other heavy metals, batteries of any type, cauterizers, non-infectious dental waste, chemicals such as solvents, reagents, corrosives or ignitable materials classified as hazardous waste under Federal and State EPA Regulations. In addition, Stericycle **cannot accept** bulk liquids, radioactive materials, or complete human remains (including heads, full torsos and fetuses). Stericycle **cannot accept** these excluded materials packaged as regulated medical waste. All lab wastes or materials which contain or have the potential to contain infectious substances arising from those agents listed under 42 CFR Part 73 (HHS), 7 CFR Part 331 (USDA-Plant Protection and Quarantine), and 9 CFR Part 121 (USDA-Veterinary Services) are strictly prohibited from medical waste by federal law and must be pretreated prior to disposal. Separate protocol and packaging requirements apply for the disposal of non-hazardous pharmaceuticals. Hazardous waste transportation services may be offered in certain geographical locations, under separate contract. Please contact your local representative for details and packaging specifications.

* Un-dispensed from DEA Registrant

WASTE SEGREGATION AND PACKAGING

The generator is solely responsible for properly segregating, packaging and labeling of regulated medical waste. Proper segregation and packaging reduces the potential for accidental release of the contents and exposure to employees and the general public. DOT regulations require (49 CFR 173.197) that all packages of regulated medical waste be prepared for transport in containers meeting the following requirements: 1) rigid; 2) leak resistant; 3) impervious to moisture; 4) of sufficient strength to prevent tearing or bursting under normal conditions of use and handling; 5) sealed to prevent leakage during transport; and 6) puncture resistant for sharps. All regulated medical waste must be accompanied by a properly completed shipping document (See 49 CFR 172.202).

MANAGEMENT OF NON-CONFORMING WASTE

As required by regulation and company policy, Stericycle employees may refuse containers that are non-conforming because of their contents or are improperly packaged, leaking, damaged or likely to create a risk of exposure to employees or the general public. Any waste found to be non-conforming to this Waste Acceptance Policy identified in route to, or at a Stericycle location, may be returned to the generator for proper packaging and disposal, or may be rerouted for appropriate destruction; this may include improperly marked regulated medical waste which should have been identified for incineration (i.e. pathological, chemotherapy or non-hazardous pharmaceuticals). Proper segregation and packaging is essential to ensure compliant and safe handling, collection, transportation and treatment of regulated medical waste.

STERICYCLE REGULATED MEDICAL WASTE ACCEPTANCE POLICY CHECKLIST

ACCEPTED REGULATED MEDICAL WASTE

- Sharps - Means any object contaminated with a pathogen or that may become contaminated with a pathogen through handling or during transportation and also capable of cutting or penetrating skin or a packaging material. Sharps includes needles, syringes, scalpels, broken glass, culture slides, culture dishes, broken capillary tubes, broken rigid plastic, and exposed ends of dental wires.
- Regulated Medical Waste or Clinical Waste or (Bio) Medical Waste - Means a waste or reusable material derived from the medical treatment of an animal or human, which includes diagnosis and immunization, or from biomedical research, which includes the production and testing of biological products.

ACCEPTED REGULATED MEDICAL WASTE WHICH MUST BE IDENTIFIED AND SEGREGATED FOR INCINERATION

- Trace Chemotherapy Contaminated Waste - RCRA Empty drug vials, syringes and needles, spill kits, IV tubing and bags, contaminated gloves and gowns, and related materials as defined in applicable laws, rules, regulations or guidelines.
- Pathological Waste - Human or animal body parts, organs, tissues and surgical specimen (decanted of formaldehyde, formalin or other preservatives as required per hazardous waste rules).
- Non-RCRA Pharmaceuticals - Must be characterized and certified as non-RCRA hazardous material by the generator. Excludes all DEA scheduled drugs, including controlled substances*
- **California Only** - Solidified Suction Canisters - Suction canisters that have been injected with solidifier materials to control liquids or suction canisters made of high heat resistant plastics such as polysulfone.

OTHER REGULATED MEDICAL WASTES NOT ACCEPTED AS REGULATED MEDICAL WASTE BY STERICYCLE

- Untreated Category A Infectious Substances
- Complete Human Remains* (including heads, full torsos, and fetuses)
- Bulk Chemotherapy Waste
- Mercury-Containing Dental Waste - Non-contact and contact amalgam and products, chairside traps, amalgam sludge or vacuum pump filters, extracted teeth with mercury fillings and empty amalgam capsules
- Any Mercury Containing Material or Devices - Any mercury thermometers, Sphygmomanometers, lab or medical devices
- RCRA Hazardous Pharmaceutical Waste and all DEA Federal and State Controlled Substances*
- Chemicals - Formaldehyde, formalin, acids, alcohol, waste oil, solvents, reagents, fixer developer, fluorescein
- Compressed Gas Cylinders, Canisters, Inhalers and Aerosol Cans
- Hazardous or Universal Waste - any other waste determined by Federal or State EPA regulations including but not limited to batteries, bulbs, heavy metals, etc.
- Radioactive Waste - Any container with a radioactivity level that exceeds regulatory or permitted limits; lead-containing materials

*Consult Stericycle Representative for specific requirements

Additional waste acceptance policies may apply based on state or permit specific requirements. Hazardous waste transportation services may be offered in certain geographical locations, under separate contract. Please refer to your local Stericycle Representative for additional information and options for possible hazardous waste handling. For additional information on container and labeling requirements contact our Stericycle Customer Service Department at customer@stericycle.com



Biohazardous Regulated Medical Waste Disposal

- Safe, compliant collection, transport and treatment of regulated medical waste.
- Access to DOT and biohazardous training on MyStericycle.com, our convenient online customer portal.

RELATED SERVICES:

Secure pick-up of Fixer/Developer – Photo Processing Disposal Service

- Treatment and disposal of x-ray fixer/developer containing silver or hydroquinone.
- This service is available in CA and parts of CT, MA, NH, RI, VT, NJ and NY.

Secure pick-up of Pathological/Trace Chemotherapy Disposal Service

- Treatment and disposal of infectious waste or discarded items that have been contaminated by trace amounts of chemotherapeutic, cytotoxic or antineoplastic pharmaceuticals.

Regulated Medical Waste – Transactional

- Containers, manifests, collection, transport, treatment and disposal of all regulated medical waste (except non-conforming waste) on an on-call basis.



Stericycle Reusable Sharps Program

- Our Sharps Management Service utilizes reusable sharps containers to streamline the collection and disposal of sharps in your facility. A Stericycle driver will pick up your packaged, full sharps containers and provide clean ones for continued use.
- Each reusable container can be utilized up to 600 times. Our service reduces plastic going into landfills and helps avoid utilizing natural resources to create new containers.
- Easy-to-use container design allows for single-handed disposal of sharps. The container base is transparent making it easy to see the fill line and prevent overfilling to reduce needlestick injuries.



Steri-Safe™ OSHA Compliance Solutions

- Award-winning bloodborne pathogens training*, available online in English and Spanish. Our Online Training Center provides tracking and reporting.
- Simple, automated Safety Plan Builder to help you stay compliant and access to over 10 million Safety Data Sheets to easily create a customized online binder.
- Preferred level services include annual on-site training, mock OSHA inspection and a dedicated Healthcare Compliance Educator. We also provide a No Fine. No Fail. OSHA Guarantee.
- Enjoy a 10% discount on Healthcare Products.

Steri-Safe™ HIPAA Compliance Solutions

- Critical training including HIPAA privacy, security and social media.
- Easy-to-use HIPAA privacy and security risk assessments.
- Preferred level services include annual on-site HIPAA privacy and security gap analysis and trainings.

*2016 Bronze Telly Award for our bloodborne pathogens training in the category of Non-Broadcast Productions – Health and Wellness.



Pharmaceutical Waste Disposal

Drug Disposal Service

- Treatment and disposal of non-hazardous pharmaceutical waste. This includes pharmaceutical and over-the-counter drug products that do not fall under the definition of hazardous pharmaceutical waste.
- Environmentally-friendly solutions to protect your communities and waterways.

Hazardous Drug Disposal Service

- Treatment and disposal of pharmaceuticals that either exhibit characteristics that make them a hazardous waste or that are specifically listed as a hazardous waste by EPA or state authorities.
- We provide you with a Pharmaceutical Waste Identification Checklist.

Seal&SendSM Controlled Substance Envelopes

- Seal&Send controlled substance mailback envelopes are for use only by patients/end-users; 50 envelopes per location annually.

CsRx[®] Controlled Substance Waste Service

- This solution is designed to help small hospitals and non-acute care facilities prevent diversion when disposing of controlled substances in the form of tablets, capsules, liquids and patches.
- Mitigates the risk of diversion when disposing of controlled substance waste in your facilities.
- This solution provides peace of mind that your controlled substance waste will be processed with total security and compliance.

Attachment A:**Per Site Contact List:**

Elizabethton City Schools										
OID	Site	Name	Address	Suite / Floor	City	State	Zip	Contact Name	Contact Phone	Contact Email
New	001	East Side Elementary	800 Siam Road	0	Elizabethton	TN	37643	Teresa Robinson	(423) 547-8000 x 8221	teresa.robinson@ecschools.net
New	002	Elizabethton High School	901 Jason Witten Way	0	Elizabethton	TN	37643	Teresa Robinson	(423) 547-8000 x 8221	teresa.robinson@ecschools.net
New	003	Harold McCormick Elementary	226 Cedar Avenue	0	Elizabethton	TN	37643	Teresa Robinson	(423) 547-8000 x 8221	teresa.robinson@ecschools.net
New	004	T. A. Dugger Junior High School	305 West E Street	0	Elizabethton	TN	37643	Teresa Robinson	(423) 547-8000 x 8221	teresa.robinson@ecschools.net
New	005	West Side Elementary	1300 Burgie Street	0	Elizabethton	TN	37643	Teresa Robinson	(423) 547-8000 x 8221	teresa.robinson@ecschools.net

Additional Notes:

Service Attachment: [Biohazardous Regulated Medical Waste Disposal]:

Elizabethton City Schools											
OID	Site	Name	Address	Suite / Floor	City	State	Zip	Frequency (Stops / Yr)	Steri-Safe Boxes / Yr	Monthly Steri-Safe Fee	Steri-Safe Program Level
New	001	East Side Elementary	800 Siam Road	0	Elizabethton	TN	37643	Every 24 Weeks / 2 Stops	2	\$ 9.16	Budget
New	002	Elizabethton High School	901 Jason Witten Way	0	Elizabethton	TN	37643	Every 24 Weeks / 2 Stops	2	\$ 9.16	Budget
New	003	Harold McCormick Elementary	226 Cedar Avenue	0	Elizabethton	TN	37643	Every 24 Weeks / 2 Stops	2	\$ 9.16	Budget
New	004	T. A. Dugger Junior High School	305 West E Street	0	Elizabethton	TN	37643	Every 24 Weeks / 2 Stops	2	\$ 9.16	Budget
New	005	West Side Elementary	1300 Burgie Street	0	Elizabethton	TN	37643	Every 24 Weeks / 2 Stops	2	\$ 9.16	Budget

Additional Notes:

Certificate Of Completion

Envelope Id: 9CD0B7DB99D94ACBA5D4F637049D226E	Status: Sent
Subject: Stericycle Document(s) for your Signature on Elizabethton City Schools	
Source Envelope:	
Document Pages: 7	Signatures: 0
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Clark Carter
Time Zone: (UTC-06:00) Central Time (US & Canada)	28161 N. Keith Drive
	Lake Forest, IL 60045
	clark.carter@stericycle.com
	IP Address: 13.108.238.8

Record Tracking

Status: Original	Holder: Clark Carter	Location: DocuSign
9/5/2019 2:20:56 PM	clark.carter@stericycle.com	

Signer Events

Signature	Timestamp
teresa robinson	Sent: 9/5/2019 2:21:52 PM
teresa.robinson@ecschoools.net	Viewed: 9/5/2019 2:22:13 PM
Security Level: Email, Account Authentication (None)	
Electronic Record and Signature Disclosure:	
Accepted: 8/23/2019 1:31:03 PM	
ID: 30cf0899-780c-4596-8c45-26664263a7f3	

Clark Carter
 clark.carter@stericycle.com
 Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	9/5/2019 2:21:52 PM
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Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

CONSUMER DISCLOSURE

From time to time, Stericycle Inc. (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures

electronically from us.

How to contact Stericycle Inc.:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: customercare@stericycle.com

To advise Stericycle Inc. of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at customercare@stericycle.com and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Stericycle Inc.

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to customercare@stericycle.com and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Stericycle Inc.

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to customercare@stericycle.com and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Stericycle Inc. as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Stericycle Inc. during the course of my relationship with you.

CONTRACTUAL AGREEMENT

This Agreement, made and entered into this _____ day of _____, 2019, by and between Elizabethton City Schools, (herein referred to as "Board of Education"), 804 South Watauga Ave, Elizabethton, TN 37643, and Deborah L. Curlee Communication Consultants, LLC, P.O. Box 32652, Knoxville, TN 37930-2652 (herein referred to as "CCC".)

WHEREAS, Board of Education is subject to and does operate in accordance with the requirements of the individuals with Disabilities Education Act; and

WHEREAS, T.C.A. 49-10-701 et seq. and the regulations promulgated thereunder give the Board of Education the authority to contract for services from suitable agencies having appropriate programs, capacity, and competence where necessary to provide appropriate special education services to students; and

WHEREAS, Board of Education, in order to provide a proper, comprehensive, and well implemented special education program, finds it desirable to contract for these services through an outside agency; and

WHEREAS, CCC is an agency having appropriate programs, capacity and competence to provide certain special education services for children who are the responsibility of the Board of Education.

NOW, THEREFORE, in consideration of the mutual benefits to be received by both parties hereto and certain other consideration, some of which is hereafter set out, and the sufficiency of all which is hereby acknowledged, Board of Education and CCC agree as follows:

The term of this agreement shall be for the 2019 - 2020 school year.

1. Elizabethton City Schools shall develop an Individualized Educational Program (IEP) which will be specifically designed to meet the unique needs of each child enrolled with provision for all support materials, equipment and services necessary for their education and which meets the requirements of State and Federal regulations and law. This special education program that is the responsibility of the Board of Education shall include:

- a. A statement of the child's present levels of educational performance.
- b. A statement of the annual goals which describe the educational performance to be achieved by the end of the school year.
- c. A statement of short-term instructional objectives.
- d. A statement of the specific educational related services needed by the child.
- e. The date when these services will begin and the length of time the services will be given.

- f. A description of the extent to which the child will participate in regular education programs, if any.
- g. A justification for the type of educational placement which the child will have.
- h. The persons responsible for the implementation of the IEP.
- i. Objectives, criteria, evaluation procedures, and schedules for determining on at least an annual basis, whether the short-term instructional objectives are being achieved.
- j. Progress reports shall be sent to the parents every 9 weeks.
- k. The programs of the child shall not be terminated without an IEP Team meeting which results in agreement eligibility or non-eligibility services on the IEP.

2. The Board of Education ensures that the rights and privileges available to children attending schools of the Board of Education shall be available to the children served by CCC, including the process procedures, protection in evaluation procedures, least restrictive environment, and confidentiality of information. CCC and the Board of Education acknowledge and agree that CCC is not rendering services under this agreement in any facility owned or leased by CCC and that such services will be rendered only in the schools or other locations agreed upon by CCC and the Board of Education.

3. (a) Board of Education agrees----for as long as CCC therapists are available to serve Board of Education's TennCare-covered, eligible, and qualified students ("TennCare Students") at the therapist's assigned school location----that CCC will be the sole and exclusive provider of speech pathology services at that school location for any TennCare Students whose speech pathology services are billed to a TennCare insurance company ("MCO").

(b) Board of Education agrees that its employees will not serve TennCare Students in schools where CCC's therapists are working and available to serve such students. More specifically, CCC will be the sole and exclusive provider of speech pathology services to TennCare Students that are billed to any TennCare MCO at the school locations listed below (the "School Locations") as well as another other school locations where CCC's therapist's may be requested to provide services in the future:

- Elizabethton High School
- T. A. Dugger Jr. High School
- East Side Elementary School
- Harold McCormick Elementary School
- West Side Elementary School
- Wandell Early Learning Center

Board of Education will refer all TennCare Students at the School Locations to CCC for services that can be billed to a TennCare MCO and will not serve such students with its own

employees. If CCC's speech pathologists do not have time available on their schedule to serve the referred TennCare Student, CCC will promptly notify Board of Education that CCC cannot provide services. Upon receipt of such notification, Board of Education may begin serving such student with Board of Education employees and---after CCC has declined services due to lack of therapist availability---may also bill the TennCare MCO for such services.

(c) CCC will make reasonable commercial efforts to provide a sufficient number of qualified speech pathologists who have a Masters Degree and their Certificate of Clinical Competence or who are working to complete their Clinical Fellowship period ("speech pathologists") to meet the anticipated TennCare and "school pay" caseload at the School Locations. If CCC cannot provide a sufficient number of speech pathologists at a specific school to meet the caseload at that location, then either CCC or Board of Education may reduce CCC's services at the affected school to the extent CCC speech pathologists are not available to serve that specific location. In the case of such a reduction at a specific school location due to the lack of availability of CCC speech pathologists, Board of Education therapists may serve the TennCare Students previously served by CCC (or who cannot be served by CCC) and may bill the TennCare MCO for services to those students.

(d) As the school year progresses, Board of Education agrees that it will promptly assign other TennCare Students at the School Locations to CCC who have speech pathology services specified in their IEPs, when and to the extent such TennCare Students become available. (The purpose of such assignments throughout the year is to maintain or expand the caseload of CCC's speech pathologists in the School Locations.)

(e) With respect to TennCare Students in the School Locations served by CCC speech pathologists, Board of Education agrees that it will not refer those students to any other provider or third party TennCare billing / consulting company ("Other Providers"). It is the intention of the parties that CCC will continue to work with Board of Education to obtain TennCare MCO authorizations for services, Doctors Orders, IEPs, Parental Consents to release the IEP, and the like, in connection with all of the TennCare Students CCC serves in the School Locations and that any arrangements the Board of Education has with Other Providers will not interfere with CCC's services under this Agreement or interfere with CCC's speech pathologists serving their own caseload in the School Locations. In the event CCC cannot serve a TennCare Student due to the lack of availability of a CCC speech pathologist, then Board of Education may refer such student to Other Providers for assistance in dealing with the TennCare MCO in connection with services to be provided by Board of Education's own therapists.

4. Mileage and "School Pay" Services:

- (a) Board of Education will pay CCC a mileage reimbursement rate of twenty six (26) cents per mile per speech pathologist per day, during the regular school year and during the school summer session (if CCC is requested to provide summer services). Mileage shall be calculated as (i) the distance between CCC's Knoxville office and the schools that CCC can serve in Elizabethton City or (ii) the distance between the residence of CCC's speech pathologist and the schools served, whichever is less. Such mileage

reimbursement rate of 26 cents a mile also includes any travel within Elizabethton City if CCC's speech pathologist is traveling to more than one school in a day.

- (b) At Board of Education's request and as mutually agreed by CCC, "school pay" services may be provided for students whose services cannot be billed to a TennCare MCO. These services can include (i) clinical services in individual or group therapy sessions (as requested) and evaluations or re-evaluations, and (ii) "educational" services (as requested) not covered by TennCare MCOs or other insurance companies. Board of Education will pay \$60.00 per hour for any such clinical "school pay" services, which services will be billed at the rate of \$15.00 for each increment of 15 minutes or portion thereof.
- (c) CCC's providing "school pay" services (if requested by Board of Education) is subject to mutual agreement of the parties and the availability of CCC's Speech Pathologists to provide such services after giving priority to and serving their caseload of TennCare-covered students. Board of Education understands and agrees that since Board of Education is under no obligation to request "school pay" services under this Agreement that if and when such services may be requested, CCC's Speech Pathologists may have limited or no time available to provide such services.

5. CCC will submit monthly invoices for mileage reimbursements with the Board of Education agreeing to reimburse CCC within 30 days of the date of receipt of the invoice

6. CCC agrees to provide professional liability coverage for its employees serving Board of Education during the term of this agreement.

7. Board of Education will provide CCC with consent forms to begin the process of determining if students qualify for services. Board of Education will provide services until notification has been provided by CCC that eligibility in TennCare is legitimate and has been approved for authorization. Board of Education will furnish CCC with each student's IEP (a copy) goals by the start of the school year, so that the goals are clearly communicated to CCC's staff. If Board of Education does not furnish copies of IEP goal sheets by the start of the school year, and CCC's speech pathologists have to pull and copy such IEPs to have before serving such children, a charge of \$6 will be charged to Board of Education to defray the cost of locating and copying such materials.

8. CCC shall submit to the Board of Education reports specifying the progress of each child in achieving the short term objectives specified in his/her IEP. CCC will update goals and objectives for each student served, at least, every nine weeks or as deemed necessary on Board of Education forms. There will be no charge for progress reports prepared for TennCare-covered students.

9. CCC will be responsible for all TennCare paperwork of qualifying children.

10. If CCC's requests for payment for services to a TennCare-covered child are denied by their TennCare MCO due to ineligibility or changing TennCare carriers, that denial of MCO payments

will be absorbed by CCC and not charged to Board of Education. CCC will immediately stop serving such children if, for any reason, there is a denial of their TennCare coverage, and it will be the Board's responsibility to have its own speech pathologist incorporate such child into their school caseload

11.

(a) CCC shall require all current employees providing services to the Board of Education under this contract to supply a fingerprint sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation and/or the Federal Bureau of Investigation prior to permitting the employee to have contact with school children or enter the school grounds.

(b) CCC will not allow an employee providing services to the Board of Education under this contract to come in direct contact with school children or enter the grounds of a school when children are present until the criminal history records check has been conducted.

(c) CCC shall not allow an employee providing services to the Board of Education under this contract to come in direct contact with school children or with children in a child care program or enter the grounds of a school or child care center when children are present if the criminal history records check indicates the employer or employee has been convicted of an offense that is classified as a sexual offense or the employee has been convicted as a violent sexual offender as defined in Tennessee Code Annotated § 40-39 - 2002.

12. CCC agrees to hold the Board of Education harmless on account of any and all claims by third parties for damages due to personal injuries or property damage, arising from a school child using any premises owned or leased by CCC, including the use of materials provided by CCC for such child, except when such injuries or damages arise in whole or in part on account of the acts or omissions or negligence of the Board of Education. Any obligation of CCC to indemnify and hold the Board of Education harmless is limited to the terms of CCC's applicable liability insurance.

13. With respect to services provided by CCC to school children under this contract, Board of the Education and CCC will work cooperatively to ensure that the rights and privileges available to children attending schools of the Board of Education shall be available to children served by CCC, including, to the extent applicable to CCC and the services provided to the Board of Education under this agreement, due process procedures, protection in evaluation procedures, least restrictive environment, and confidentiality of information.

14. If due to a change in applicable law or regulation or the interpretation thereof by any court, government agency, authority, or other entity that renders any provision of this Agreement unlawful, unenforceable, economically or administratively impracticable or difficult of performance (a "Law Change"), the parties shall initiate good faith negotiations to amend this Agreement to eliminate the adverse effects of such Law Change. If either party determines that the parties are unlikely to agree upon and make alterations to this Agreement to eliminate the adverse effect of the Law Change, or alternatively, either party determines that alterations to

meet such requirements are not commercially practicable, reasonable, and satisfactory, then such party may terminate the Agreement on thirty (30) days prior written notice to the other party. A "Law Change" also includes any change by (i) a Federal, State, or local legislative, regulatory, judicial, or administrative authority, or (ii) any TennCare Managed Care Organization ("MCO") or other third party payor with respect to: clinical or other services provided pursuant to this Agreement, MCO requirements regarding eligibility or qualification for healthcare services, MCO procedures for authorizing, approving, billing or providing payment for healthcare services (including the amount of payment or method of payment), or any other changes that adversely affect the arrangements and services provided to school system students pursuant to this Agreement.

15. School system will not employ or receive services, either directly or indirectly (including services provided through a third party), from any speech pathologist formerly employed by CCC for one year following the termination or expiration of this Agreement or cessation of such speech pathologist's employment with CCC, whichever is earlier.

16. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which taken together shall constitute one and the same agreement. Delivery of an executed facsimile or email transmission shall be as effective as delivery of a manually executed counterpart.

17. The term of this agreement is for the 2019 - 2020 school year, which will begin during August 2019. Board of Education acknowledges that CCC is recruiting and assigning speech pathologists in anticipation that they will be providing services to school system for the entire public school year and that this agreement will continue for the entire school year. Accordingly, in the event of a breach of this Agreement, either party (the "Sending Party") may terminate this Agreement, provided the Sending Party (i) has given the other party (the "Receiving Party") prior written notice sent by first class registered or certified mail (return receipt requested) detailing the basis for the proposed termination and specifying the scheduled termination date, and (ii) has given the Receiving Party an opportunity to provide a reasonable remedy or cure within 10 business days after receipt of the notice. If the Receiving Party fails to provide a reasonable remedy or cure, then the Agreement will terminate, and if the cause is remedied or cured to within 10 business days to the reasonable satisfaction of the Sending Party, then the notice will be deemed to be withdrawn and the contract will continue as if no notice had been given. The parties agree to work together in good faith to effect a remedy or cure of any matter that is the subject of a notice pursuant to this paragraph and to keep the other party fully informed: regarding the Receiving Party's corrective action plan, the status of any corrective actions by the Receiving Party, and whether the planned or completed corrective actions are reasonably satisfactory to the Sending Party.

18. CCC and Board of Education agree to work cooperatively and maintain open communications so that any concerns, questions, or issues ("Issue") that may arise are identified, promptly communicated to the other party, and resolved through discussions and corrective action. If any Issue arises, the affected party (the "Affected Party") will promptly send an email to the other party (the "Receiver") describing the matter and requesting the Receiver to take corrective action as expeditiously as practicable. Upon completion of the corrective action, the

Receiver will send a “close out” email to the Affected Party, confirming that corrective action has been taken. The Issue will be considered resolved unless Affected Party sends a reply email to the Receiver within 15 days stating that the Issue remains unresolved, in which case the parties will consult regarding the resolution of the Issue.

19. **DISCRIMINATION:** No person shall on the grounds of race, color, national origin, sex, age or ability to pay, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity operated by CCC or the Board of Education, it being the intention of CCC and the Board of Education to bind all agencies, disbursing units, or organizations, operating under its jurisdiction and control to fully comply with and abide by the spirit and intent of the Civil Rights Act of 1964.

CCC shall not discriminate against any applicant for employment because of race, color, religion, or natural origin.

In Witness Whereof:

Dr. Corey Gardenhour, Director
Elizabethton City Schools

Date

David R. Hanson
Deborah L. Curlee Communication Consultants, LLC

Date

Product	Unit Price	Qty	Subtotal
OptiPlex 3070 SFF MLK	\$528.71	100	\$52,871.00

Shipping Group

Shipping To
 DARRIN BREWER
 ELIZABETHON BOARD OF ED
 804 S WATAUGA AVE
 ELIZABETHON, TN 37643
 (423) 547-8000

Shipping Method
 Standard Delivery

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Message from your Sales Rep

Quote No.	3000046136345.1	Billing To	TECHNOLOGY COORDINATOR ELIZABETHON BOARD OF ED ACCOUNTS PAYABLE 804 S WATAUGA AVE ELIZABETHON, TN 37643-4207
Total	\$52,871.00		
Customer #	6952593		
Quoted On	Sep. 11, 2019		
Expires by	Oct. 11, 2019		
Deal ID	18663080		

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

A quote for your consideration.



\$52,871.00	Subtotal:
\$0.00	Shipping:
\$52,871.00	Non-Taxable Amount:
\$0.00	Taxable Amount:
\$0.00	Estimated Tax:
\$52,871.00	Total:

Special lease pricing may be available for qualified customers and offers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To
 DARRIN BREWER
 ELIZABETHON BOARD OF ED
 804 S WATAUGA AVE
 SECRETARY
 ELIZABETHON, TN 37643
 (423) 547-8000

Shipping Method
 Standard Delivery

OptiPlex 3070 SFF MLK
 Estimated delivery if purchased today:
 Sep. 20, 2019
 Contract # 99AGZ
 Customer Agreement # MHEC-07012015

Description

OptiPlex 3070 SFF BTX

Intel® Core™ i5-9500 (6 Cores/9MB/6T/3.0GHz to 4.4GHz/65W); supports Windows 10/Linux

Win 10 Pro 64 English, French, Spanish

No AutoPilot

Microsoft(R) Office 30 Days Trial

8GB 1X8GB DDR4 2666MHz UDIMM Non-ECC

3.5" 500GB 7200rpm SATA Hard Disk Drive

No Out-of-Band Systems Management

No Additional Hard Drive

No Wireless Driver

No PCIe add-in card

Black Dell KB216 Wired Multi-Media Keyboard English

Black Dell MS116 Wired Mouse

No Cable Cover

No Additional Cable Requested

Not selected in this configuration

No Integrated Stand option

SupportAssist

Dell(TM) Digital Delivery Cirrus Client

Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)

Waves Maxx Audio

Dell Developed Recovery Environment

Software for OptiPlex Systems

No Media

ENERGY STAR Qualified

Dell Developed Recovery Environment

658-BCUV 100 -

387-BBLW 100 -

620-AAOH 100 -

658-BEGX 100 -

658-BCUV 100 -

658-BBRB 100 -

658-BBMR 100 -

640-BBLW 100 -

525-BBCL 100 -

575-BBBI 100 -

817-BBBC 100 -

379-BBCY 100 -

325-BCZQ 100 -

275-BBWB 100 -

580-ADJC 100 -

492-BBFF 100 -

340-AFMQ 100 -

401-AANH 100 -

631-ACDC 100 -

400-AWFO 100 -

370-AEBK 100 -

658-BCSB 100 -

340-CKSZ 100 -

619-AHKN 100 -

338-BRSY 100 -

210-ASBL 100 -

Subtotal Qty 100 Unit Price \$528.71

Subtotal \$52,871.00

Intel Integrated Graphics, Dell OptiFlex	490-BBFG	-	100	-
8x DVD+/-RW 9.5mm Optical Disk Drive	429-ABFH	-	100	-
No Media Card Reader	379-BBHM	-	100	-
No Wireless LAN Card	555-BBFO	-	100	-
OptiFlex 3070 Small Form Factor with 200W up to 85% efficient Power Supply (80Plus Bronze)	329-BEJV	-	100	-
Fixed Hardware Configuration	998-DOFI	-	100	-
System Power Cord (Philippine/TH/US)	450-AAOJ	-	100	-
Safety/Environment and Regulatory Guide (English/French Multi-language)	340-AGIK	-	100	-
Dell Watchdog Timer	379-BDLB	-	100	-
Quick Setup Guide 3070 Small Form Factor	340-CMOE	-	100	-
US Order	332-1286	-	100	-
Chassis Intrusion Switch SFF	461-AAEE	-	100	-
Retail POD	389-BDQH	-	100	-
TPM Enabled	329-BBJL	-	100	-
Ship Material for OptiFlex Small Form Factor	340-CDWZ	-	100	-
Shipping Label for DAO	389-BBUU	-	100	-
Optional VGA Video Port for SFF	382-BBFF	-	100	-
No Additional Add In Cards	382-BBHX	-	100	-
SFF: EPA Regulatory LBL for Mexico	389-DQPX	-	100	-
No Computrace	461-AABF	-	100	-
No Hard Drive Bracket for Small Form Factor, Dell OptiFlex	575-BBKX	-	100	-
Intel(R) Core(TM) i5 Processor Label	340-CKVN	-	100	-
McAfee Small Business Security 30 Day Free Trial	650-0028	-	100	-
CMS Essentials DVD no Media	658-BBTV	-	100	-
Desktop BTS/BTP Shipment	800-BBIP	-	100	-
No Optane	400-BFPO	-	100	-
Dell Limited Hardware Warranty Plus Service	803-8583	-	100	-
Onsite Service After Remote Diagnosis 3 Years	803-8590	-	100	-
Subtotal:			\$52,871.00	
Shipping:			\$0.00	
Estimated Tax:			\$0.00	
Total:			\$52,871.00	

Important Notes

Terms of Sale

Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request: [Dell's Terms of Sale](#), which include a binding consumer arbitration provision and incorporate Dell's U.S. [Return Policy](#) and Warranty (for [Consumer warranties](#); for [Commercial warranties](#)).

If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - [Type A](#) and use of the Dell-branded system software is subject to the Dell End User License Agreement - [Type S](#).

If your purchase is for Mozy, in addition to the foregoing applicable terms, your use of the Mozy service is subject to the terms and conditions located at <https://mozy.com/about/legal/terms>.

If your purchase is for Boom! Services or support, your use of the Boom! Services (and related professional service) is subject to the terms and conditions located at <https://boom!.com/msa>.

If your purchase is for Secureworks services or support, your use of the Secureworks services (and related professional service) is subject to the terms and conditions located at <https://www.secureworks.com/eula/eula-us>.

If this purchase is for (a) a storage product identified in the DELL EMC Satisfaction Guarantee Terms and Conditions located at ["Satisfaction Guarantee"](#) and (ii) three (3) years of a ProSupport Service for such storage product, in addition to the foregoing applicable terms, such storage product is subject to the Satisfaction Guarantee.

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Please indicate any tax-exempt status on your PO, and tax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: [Dell Marketing L.P.](#)

Note: All tax quoted above is an estimate; final taxes will be listed on the invoice.

If you have any questions regarding tax please send an e-mail to Tax_Department@dell.com.

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.

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

STATEMENT
For Period Ending 08/31/2019

Page: 1
09/12/2019
1949-000M
130

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

ACCOUNT NO.
STATEMENT NO:

General Labor Relations

		HOURS	
08/01/2019	DDO	Collate information regarding student surveys and send to Dr. Gardenhour; .	0.50
08/05/2019	DDO	Phone conference with Dr. Gardenhour and R. VanHuss concerning parent demand for medical bill payments; Review proposed Tripod contract and related legal authority	1.40
08/06/2019	DDO	E-mail documents related to proposed Tripod agreement to Dr. Gardenhour; Phone conference with Dr. Gardenhour to review the proposed Tripod agreement; E-mail EX attorney to request a phone conference	0.60
08/12/2019	DDO	Phone conference with Dr. Gardenhour concerning employee request for work limitations	0.20
08/13/2019	DDO	Interoffice conference and phone conferences with Dr. Gardenhour concerning employee request for work limitations	0.50
08/14/2019	DDO	Phone conference with Dr. Gardenhour and principal regarding potential conflict of interest for teacher's private company	0.30
08/15/2019	DDO	Review legal authority related to conflicts of interest; Phone conference with Dr. Gardenhour concerning teacher's potential conflict	0.70
08/16/2019	DDO	Review and respond to e-mail communication from XQ regarding proposed contract;	No charge
08/19/2019	DDO	Phone conference with Dr. Gardenhour regarding board policies and	

Elizabethton School District

ACCOUNT NO.
STATEMENT NO:

General Labor Relations

		HOURS	
	teacher recruitment of students for private business purposes; E-mail communications with XQ attorney to schedule discussion of contract issues	0.20	
08/20/2019	DDO Phone conferences with Dr. Gardenhour and XQ attorney concerning contract negotiations	0.20	
08/23/2019	DDO E-mail communications with XQ attorneys and Dr. Gardenhour	0.10	
08/26/2019	DDO Phone conference with Dr. Gardenhour and J. Trent concerning employee's report of potential conflict between other teachers; Phone conference with XQ attorneys concerning contract revisions; Follow-up phone conference with Dr. Gardenhour	0.80	
08/27/2019	DDO Phone conference with Dr. Gardenhour concerning step-parent demands to school principal	0.10	
08/28/2019	DDO Review legal authority governing step-parent rights; Phone conference with Dr. Gardenhour and T. Hurley to discuss step-parent demands and legal rights of stepparents	1.90	
08/29/2019	DDO Phone conference with J. Trent and T. Thompson concerning release of student information through Family Access site	0.10	
08/30/2019	DDO Brief review of contract revisions proposed by XQ; Forward documents to Dr. Gardenhour; Phone conference with Dr. Gardenhour concerning contract issues	0.30	
	FOR PROFESSIONAL SERVICES RENDERED	<u>7.90</u>	<u>1,540.50</u>
	Westlaw Computer Research.		97.04
	Photocopy Expense		8.48
	TOTAL EXPENSES THROUGH 08/31/2019		<u>105.52</u>
	PREVIOUS BALANCE		\$721.50
	TOTAL CURRENT WORK		1,646.02
09/04/2019	Payment received. - CK#10056606		-721.50
	AMOUNT DUE		<u>\$1,646.02</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.