

ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION

REGULAR SCHEDULED MEETING

Thursday, August 18, 2022, @ 5:30 PM

Board Members

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

The Elizabethton Board of Education will meet on Thursday, August 18, 2022, at 5:30 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. SPECIAL RECOGNITION**
 - A. Recognition of Meg Foster, Tennessee Teacher of the Year Finalist.
- 7. CONSENT AGENDA**
 - A. Minutes of Regular Meeting: July 21, 2022.
 - B. Approve General Purpose Fund Financial Statement, June 30, 2022, and July 31, 2022.
 - C. Approve Federal Projects Fund Financial Statement, June 30, 2022, and July 31, 2022.
 - D. Approve School Nutrition Fund Financial Statement, June 30, 2022, and July 31, 2022.
 - E. Approve 2021-2022 Year End Reserves.
 - F. Approve signature card changes to Elizabethton City School accounts held at Citizens Bank.
 - G. Approve School Year 2022-2023 Agreement to Administer the School Nutrition Program(s).
 - H. Approve ECS Reopening Plan for the 2022-2023 school year.
 - I. Approve the Six-Month ECS Health and Safety Plan for the 2022-2023 school year.
 - J. Approve second reading of updated Board Policy 1.102, Board Members.
 - K. Approve second reading of updated Board Policy 1.105, School Board Legislative Involvement.
 - L. Approve second reading of Board Policy 1.204, Board Member Development Opportunities.
 - M. Approve second reading of Board Policy 4.101, Instructional Standards.
 - N. Approve second reading of Board Policy 4.210, Credit Recovery.

- O. Approve second reading of Board Policy 4.402, Reconsideration of Textbooks and Instructional Materials.
- P. Approve second reading of Board Policy 4.403, Library Materials.
- Q. Approve second reading of Board Policy 4.406, Use of the Internet.
- R. Approve second reading of Board Policy 4.600, Grading System.
- S. Approve second reading of Board Policy 4.602, Honor Roll, Awards, & Class Ranking.
- T. Approve second reading of Board Policy 5.106, Application and Employment.
- U. Approve second reading of Board Policy 6.317, Student Disciplinary Hearing Authority.
- V. Approve an Equipment Disposal Request from Travis Hurley, Principal at East Side Elementary for the disposal of a filing cabinet that's broken and missing a key, to be trashed or recycled.
- W. Approve an Equipment Disposal Request from Travis Hurley, Principal at East Side Elementary for the disposal of a kitchen play center w/broken doors that was donated to a local church.
- X. Approve an Equipment Disposal Request from Travis Hurley, Principal at East Side Elementary for the disposal of two blue student chairs. The legs are broken and cannot be repaired and are to be thrown away.
- Y. Approve an Equipment Disposal Request from Beth Wilson, Finance Director at Central Office for the disposal of an OKI C532 Color/Black & White Printer, to be disposed of by the Technology Department.
- Z. Approve an Equipment Disposal Request from Beth Wilson, Finance Director at Central Office for the disposal of an HP Printer to be disposed of by the Technology Department.
- AA. Approve an Equipment Disposal Request from Beth Wilson, Finance Director at Central Office for the disposal of a Sharp Copier (MX-M623N) to be disposed of by the Technology Department.
- BB. Approve an Equipment Disposal Request from Joey Trent, Director of Technology, for the disposal of an APC-5MX1500RM2V VPS (battery back-up), to be recycled by the Technology Department.
- CC. Approve an Equipment Disposal Request from Jon Minton, Principal at EHS, for the disposal of various items to be discarded. (Please see attached documentation for details.)
- DD. Approve an Equipment Disposal Request from Brian Culbert, CTE Director, for the disposal of books in the CTE Stem room to be discarded.
- EE. Approve an Equipment Disposal Request from John Wright, Principal at WS, for the disposal of a metal shelf unit to be thrown away.
- FF. Approve an Equipment Disposal Request from John Wright, Principal at WSE for the disposal of a broken red chair.
- GG. Approve an Equipment Disposal Request from John Wright, Principal at WSE for the disposal of old books to be discarded.

HH. Approve an Equipment Disposal Request from John Wright, Principal at WSE, for the disposal of outdated books to be thrown away.

II. Approve an Equipment Disposal Request from Chris Berry for the disposal of broken chairs and shredder to be discarded.

JJ. Approve an Equipment Disposal Request from Chris Berry, Principal at T. A. Dugger Jr. High for the disposal of old books to be discarded.

KK. Approve an Equipment Disposal Request from Mr. Josh Boatman, Special Education Director for the disposal of several large special education aids that are no longer usable. Please see attached documentation for a detailed list.

LL. Approve travel for Director of Schools to Nashville for Teacher of the Year, Meg Foster's recognition on August 25, 2022.

MM. Approve travel by National Naval Defense Cadet Corp classes to travel to Kings Mountain National Military Park on November 28-29, 2022.

8. REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS

A. Personnel Report

a. NEW HIRES: Amelia (Millie) Pierce, ESP Student Leader- Systemwide, effective August 4, 2022; Jeff Bohlke, Instructional Assistant at EHS, effective August 2, 2022; Bo Toft, Educational Assistant at HME, effective August 2, 2022; Mary Price, Cafeteria Personnel at EHS, effective August 3, 2022; Ashley Taylor, Cook at EHS, effective August 3, 2022; Vickie Livingston, SPED Teacher at HME, effective August 1, 2022; Scarlett Miller, Cafeteria Personnel at EHS, effective July 27, 2022; Hazel "Karen" Arnold, Cafeteria Personnel at TAD, effective July 27, 2022; Renee Hughes, Cafeteria Personnel at EHS, effective July 25, 2022; Doug Schulz, Boy's Head Soccer Coach at EHS, effective July 14, 2022; Austen Lopez, Educational Assistant at HME, effective July 21, 2022; Jennifer Sansom, Educational Assistant at EHS, effective August 9, 2020; Alexis Cook, Educational Assistant at HME, effective August 9, 2022.

ADDITIONAL POSITION: Mindy Salyer, ESP Student Leader, effective August 1, 2022; Abby Baker, ESP Student Leader, effective August 1, 2022; Molly Schell, ESP Student Leader (System-wide), effective August 1, 2022; Ellie Phillips, Assistant Cross Country Coach at EHS, effective July 28, 2022; Kinsey Baines, Cheerleading Coach at TAD, effective July 19, 2022; Leah Moore Assistant Volleyball Coach at TAD, effective July 19, 2022; Marianne Isbister, ESP Student Leader (System-wide), effective August 9, 2020; Michael Freeman, Educational Assistant at WSE, effective August 10, 2022; Brett Deaton, ESP Student Leader (System-wide), effective August 10, 2022; Tammy Gilbert, ESP Student Leader (System-wide), effective August 4, 2022.

TRANSFERRALS: Jasmine Miller, Teacher at East Side, effective August 1, 2022; Mindy Salyer, TN All Corp Instructional Assistant at ESE, effective July 27, 2022; Bonnie White, SPED Assistant to the Teacher at WS, effective August 2, 2022; Dustin Duncan, College & Career Advisor at EHS, effective August 1, 2022 (Dustin

will also continue his duties of Community Partnership Director); Brandon Blevins, Math Interventionist Assistant at EHS, effective August 9, 2022; Dolly Ruddlesden, Substitute Cook (System-wide), effective July 19, 2022;

RESIGNED: April Shumate, Instructional Assistant at EHS, effective July 29, 2022; Abigail Carver, Educational Assistant at EHS, effective July 28, 2022; Adam Copeland, College & Career Advisor at EHS, effective July 20, 2022; Molly Schell, Instructional Assistant-FT Sub at ESE, effective August 9, 2022.

LEAVE OF ABSENCE: Lou Ann Mollish, Cafeteria Personnel at EHS, from August 3, 2022 through October 31, 2022;

NAME CHANGE: Sara (Penley) Tynes, Teacher at WSE, from Penley to Tynes; Hannah (Bowers) Starkey, Teacher at ESE, from Bowers to Starkey.

REHIRE: Charlotte Bennett, Custodian at WSE, effective July 14, 2022.

- B. Director's Update
- C. Board Member Reports
- D. City Council Liaison's Report
- E. Student Liaison's Report

9. REGULAR AGENDA

- A. Ratify Memorandum of Understanding between Niswonger Foundation and Elizabethton City Schools to provide Project On-Track math tutoring for students in grades 1-8.
- B. Ratify the creation of four (4) teacher positions to provide math tutoring services for 1st-8th grade students.
- C. Approve creating full-time Teacher Assistant position for EHS, paid for using XQ Grant funds for the 2022-2023 school year.

10. FOR YOUR INFORMATION

11. NEXT REGULARLY SCHEDULED BOARD MEETING

- A. The next regularly scheduled Board Meeting will be held on Tuesday, the 13th day of September 2022, at 5:30 p.m. in the Mack Pierce Board Room in the offices of the Elizabethton Board of Education, located at 804 S. Watauga Avenue, Elizabethton, Tennessee.

12. ADJOURN

ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION
REGULAR SCHEDULED MEETING
Thursday, July 21, 2022 5:30 PM
Mack Pierce Board Room

The Elizabethton Board of Education met in a regular meeting on Thursday, July 21, 2022, at 5:30 PM, at Mack Pierce Board Room.

Attendance Taken at 9:06 AM.

Phil Isaacs: Present
Danny O'Quinn: Present
Eddie Pless: Absent
Jamie Schaff: Absent
Mike Wilson: Present

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE TO THE FLAG

APPROVE CONSENT AGENDA AND REGULAR AGENDA

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

Phil Isaacs: aye
Danny O'Quinn: aye
Eddie Pless: absent
Jamie Schaff: absent
Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Motion was made by Danny O'Quinn, second by Mike Wilson to combine Regular Agenda Items 9A through 9L. Motion carried.

Phil Isaacs: aye
Danny O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

TIME FOR CITIZENS TO SPEAK

Angie Odom asked to appear before the Board regarding the free USDA Program. Discouraged that Carter County and Elizabethton City Schools didn't participate in opening up meals for the community during the summer food program through USDA. TLC is always willing to help.

SPECIAL RECOGNITION

Recognition of EHS Swim Coach Kelli Broussard for being named Men's Swimming Coach of the Year.

Recognition of Kelli Broussard voted by her peers as Regional Swim Coach of the Year. Coach Broussard thanked the community for their support. Served 67 families and taught 88 children to swim this summer. Wonderful revenue source. She's happy to be a part of the Cyclone family.

CONSENT AGENDA

Minutes of Regular Meeting: June 16, 2022.

Approve General Purpose Fund Financial Statement, Date.

Approve Federal Projects Fund Financial Statement, Date.

Approve School Nutrition Fund Financial Statement, Date.

Approve General Purpose Budget Amendment #1.

Approve Federal Projects Budget Amendment #2.

Approve School Nutrition Budget Amendment #1.

Approve second reading of updated Board Policy 3.202, Emergency Preparedness Plan.

Approve second reading of new Board Policy 3.219, Use of Unmanned Aircraft Systems (Drones).

Approve second reading of updated Board Policy 4.212, Virtual Education Program.

Approve second reading of new Board Policy 5.119, Employment of Retirees.

Approve second reading of updated Board Policy 5.200, Separation Practices for Tenured Teachers.

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

Approve second reading of updated Board Policy 5.701, Substitute Teachers.

Approve second reading of updated Board Policy 6.200, Attendance.

Approve second reading of updated Board Policy 6.318, Admission of Suspended or Expelled Students.

Approve second reading of updated Board Policy 6.409, Reporting Child Abuse.

Approve Contract between Elizabethton City Schools and Schoolkit for the 2022-2023 School Year for the provision of Math Implementation Support.

Approve addition to mowing contract with G & R Lawn Care for property at 402 Bemberg Road.

Approve Equipment Disposal Request from Regina Isaacs, School Nutrition Director for the disposal of an oven that no longer works.

Approve an Equipment Disposal Request from Regina Isaacs, School Nutrition Director, for the disposal of a refrigerator that no longer works.

Approve an Equipment Disposal Request from John Wright, Principal at WSE for the disposal of a washing machine that no longer works.

Approve the T. A. Dugger Leads/Elevate classes to travel to Arizona on a service-learning trip October 22-29, 2022.

Approve travel request for Director of Schools to attend the TOSS 2022

Superintendent Study Council Conference in Gatlinburg, Tennessee, September 17-21, 2022.

REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS

Personnel Report

ADDITIONAL POSITION: Loran Campbell, Girls Assistant Soccer Coach at EHS, effective June 15, 2022; Chris Davidson, Boys' Tennis Coach at EHS, effective August 1, 2022; Hailey Ingle, ESP Student Leader (Systemwide), effective July 11, 2022; Abigail Pierce, Assistant Volleyball Coach at EHS, effective July 12, 2022.

NEW: Molly Schell, Assistant to the Teacher at ESE, effective August 3, 2022; Alexandra Franco, Teacher at ESE, effective August 1, 2022; Elizabeth "Liz" Grill,

Bookkeeper at HME, effective July 25, 2022; Patricia McKesson, SPED Assistant at EHS, effective August 3, 2022; Courtney Erwin, SPED Teacher at ESE, effective August 1, 2022; Abigail Carver, SPED Assistant at EHS, effective August 2, 2022; Abbigail Pierce, Teacher at ESE, effective August 1, 2022.

TRANSFERS: Charles Fisher, Educational Assistant at TAD, effective August 3, 2022; Rebecca Wagner from SPED Teacher at HME to SPED Coach & Special Populations Liaison (Systemwide), effective July 1, 2022; Jessi Norman, Title 1 Educational Assistant at WSE from P/T to F/T, effective August 3, 2022.

RESIGNATIONS: Cynthia Langlois, Educational Assistant at HME, effective July 5, 2022; Jane Tester, Teacher at ESE, effective June 15, 2022; Kayla Adams, TN All Corp Instructional Assistant at ESE, effective June 27, 2022; Bill McClay, Assistant to the Teacher at EHS, effective May 24, 2022; Brandi McCloud, Cross Country Coach at EHS, effective July 12, 2022; Amy Strickland, Educational Assistant at ESE, effective July 13, 2022.

LEAVE OF ABSENCE: Karen Martin, SPED Assistant to the Teacher at EHS, from August 10, 2022, through October 10, 2022; Logan Suggs, Computer Specialist at Central Office, from July 19, 2022 through August 3, 2022.

NAME CHANGES: Kendall (Ivester) Treadway, Teacher at ESE; Lisa Carrier-Nidiffer, Bus Driver (Systemwide).

Director's Update

Summer School extremely successful. Monday, August 1st first day with In-Service lunch starting at 11:00, at EHS, In-Service program at 12:30. Back to School Bash on Saturday, August 6th, from 10:00 - 12:00. First time in three years. Distributing backpacks, games, activities for students, 21 different vendors, Health Department, and also free haircuts for students, Excited to start back up again. Tremendous school year. Certainly hope everyone can be there.

FYI: New Board Meeting Calendar. A couple changes. October meeting will be

moved the week before to October 13th. Mr. Pless has asked we move the September meeting from Thursday to Tuesday, September 13th. Will finalize at the August meeting. Let us know if there are questions.

Summer School Update

Last two years Penny Nave and Tammy Markland have served as Directors of Learning Camp Program (Rising 1st through 5th graders). Primary purpose to close learning gaps caused by Covid, focusing on reading and math. Group of 18 teachers, 13 Educational Assistants, 1 Secretary, 3 cafeteria workers, 2 custodians., 1 full-time nurse shared between camps. (Served 188 students this summer) breakfast, lunch and snack each day. Lots of community involvement. EPD provided an SRO shared between camps, student teacher from Milligan University, therapist from Frontier Health, Betsy Book Bus visited both camps, Niswonger provided small group tutors, Chickfila, Fatz and Dairy Queen provided free meals, Elizabethton Electric provided folders. Visit from Bright Spots with TDOE, Faculty and Staff were phenomenal! Overwhelming response to request for employees to help with Summer Camp. Had to turn people away. All hired worked all four weeks. Touched by needs of students more than academic needs. Surveys out to employees...amazing words of enthusiasm and praise.

Justin White: Honor to serve middle school portion of Summer Camp. A lot of work to make this happen. We have the best group of people. Built one on one relationships with our students. Fun to see how different our students are outside the regular classroom. Students so excited about butter! Ms. Taylor made a stem lab with cream, marbles and a jar to make butter. Joy that comes with learning. Total transformation between a student and teacher. Growth and relationships that develop over summer are valuable. Hope to do this as long as possible.

2022 Achievement Update

Travis Thompson to speak about achievement growth. Thanks to Myra for compiling a good bit of data and putting part of this presentation together.

Achievement Data: how well child did during the year. State participation rate, minimum you must reach: 95%. Our participation rate was 99% thanks largely to administrators, and building test coordinators. Lots of work. No 2020 data because we didn't test due to Covid. We want to bounce back from Covid. Goal to increase achievement. We have surpassed and outperformed the year prior to Covid. Increases across the board. Specifically our teachers. TVOSS Growth scores coming out. Comparing thirteen schools, third grade through eighth grade ELA, we ranked third. Math third grade through eighth grade we ranked second. We outperformed the State in most everything. Hats off to our teachers and everyone that's helped make this possible.

Mr. VanHuss: It's about teachers, teacher assistants, cafeteria workers, bus drivers....it's the Cyclone Family that makes this possible. We all need to celebrate when we have these results. It takes everyone to be able to do this.

Board Member Reports

City Council Liaison's Report

Student Liaison's Report

REGULAR AGENDA

Approve updated Board Policy 1.102, Board Members.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 1.102, Board Members. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

Board members have to be qualified voters.

Approve updated Board Policy 1.105, School Board Legislative Involvement.
Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 1.105, School Board Legislative Involvement. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

National School Board Organization. Removing referenced to the National School Board Association because TSBA is no long affiliated with that organization.
Approve updated Board Policy 1.204 Board Member Development Opportunities.
Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 1.204 Board Member Development Opportunities. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

National School Board Organization. Removing referenced to the National School Board Association because TSBA is no long affiliated with that organization.
Approve updated Board Policy 4.101, Instructional Standards.
Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 4.101, Instructional Standards. Motion carried.

Phil Isaacs: aye
Danny
O'Quinn: aye
Eddie Pless: absent
Jamie Schaff: absent
Mike Wilson: aye
aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

Clarifies that complaints of alleged violations regarding prohibited concepts required to comply with complaint process outline in the TDOE Temporary Emergency Rule. This rule makes complaint procedure standard moving forward.

Approve updated Board Policy 4.210, Credit Recovery.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 4.210, Credit Recovery. Motion carried.

Phil Isaacs: aye
Danny
O'Quinn: aye
Eddie Pless: absent
Jamie Schaff: absent
Mike Wilson: aye
aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

Previously student must have grade of 50 but based on new grading policy must move that to 55. If grade lower than 55 would not qualify for credit recovery. Adding reference that possible item for consideration to determine if student would be eligible. Also looking at attendance and discipline.

Approve new Board Policy 4.402, Reconsideration of Textbooks and Instructional Materials.

Motion was made by Danny O'Quinn, second by Mike Wilson approve new Board Policy 4.402, Reconsideration of Textbooks and Instructional Materials. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

Necessitated based on requirement to list all book libraries, instructional materials. Actual libraries will be much easier, but also have to log and catalog, post on our website any and all libraries even individual teacher classrooms. Policy lines up with requirements from State Law. Also, a complaint procedure if question arises about a material we have. Review process and committee to review those requests.

Approve updated Board Policy 4.403, Library Materials.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 4.403, Library Materials. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

Necessitated based on requirement to list all book libraries, instructional materials.

Actual libraries will be much easier, but also have to log and catalog, post on our website any and all libraries even individual teacher classrooms. Policy lines up with requirements from State Law. Also, a complaint procedure if question arises about a material we have. Review process and review committee to review those requests.

Approve updated Board Policy 4.406, Use of the Internet.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 1.102, Board Members. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

Addresses complaints how vendors provide access to online content. Require districts to have policy allowing complaints and stating how handled. Sets up a complaint process for parents for any type of internet material we have, or internet provider may have.

Approve updated Board Policy 4.600, Grading System.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 4.600, Grading System. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

Uniform grading scale for Grades 2-12. Students in these grade levels receive numeric score. Law only says 9-12, for consistency all the way to 2nd grade. Sets minimum 9 weeks grade at 50.

Approve updated Board Policy 4.602, Honor Roll, Awards, & Class Ranking.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 4.602, Honor Roll, Awards, & Class Ranking. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

Sets up a Latin system like a college or university.

Approve updated Board Policy 5.106, Application and Employment.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 5.106, Application and Employment. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

Background checks will be accepted from other Tennessee schools or another child

care program in Tennessee provided it's within one year of the application date.

Minimize cost to prospective employee.

Approve updated Board Policy 6.317, Student Disciplinary Hearing Authority.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve updated Board Policy 6.317, Student Disciplinary Hearing Authority. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board voted to Combine Regular Agenda Items 9A through 9L.

Clean up language on steps of hearing process.

Approve creation of a transitional football coach position to address large student athlete numbers in the EHS and TAD programs for the 2022-2023 school year.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve creation of a transitional football coach position to address large student athlete numbers in the EHS and TAD programs for the 2022-2023 School Year. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Coach Holt and Coach Witten came to Mr. VanHuss about amount of students participating in football, approximately 170 students. Split allowing them to work with either team as the coach/athlete ratio directs.

Approve School Resource Officer (SRO) MOU between City of Elizabethton and Elizabethton City Schools for the 2022-2023 School Year.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve School Resource Officer (SRO) MOU between City of Elizabethton and Elizabethton City Schools for the 2022-2023 school year. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

SRO Grants are finished. We asked the City to cover the difference, and they've graciously agreed to do so. Excited about this partnership.

Approve Contract between Elizabethton City Schools and Scenario Learning for employee safety training.

Motion was made by Danny O'Quinn, second by Phil Isaacs to approve Contract between Elizabethton City Schools and Scenario Learning for employee safety program. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Back to using Safe Schools. Required safety training,

Approve Contract between Elizabethton City Schools and SchoolKit for the 2022-2023 School Year, for the provision of Early Literacy Network Support.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve contract between Elizabethton City Schools and SchoolKit for the 2022-2023 school year, for the provision of Early Literacy Network Support. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Both Grants are helping set up design of those programs. Using with fidelity.

Working with interventionists.

Approve recommended price increases in school lunches for the 2022-2023 School Year.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve recommended price increases in school lunches for the 2022-2023 School Year.

Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

USDA Free Lunch program has ended. First time in three years having to charge for lunch.

Consideration for the income of the child. If they qualify for free or reduced lunch they eat free.

This change will affect other students that don't qualify for free or reduced lunch.

Very important for parents to complete the forms necessary to qualify.

Approve Grant Contract between the State of Tennessee, Department of Human Services, effective October 1, 2022, and extend for a period of twenty-four months.

Motion was made by Danny O'Quinn, second by Phil Isaacs approve Grant Contract between the State of Tennessee, Department of Human Services, effective October 1, 2022, and extend for the period of 24 months. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Approve the purchase of a 2017 Chrysler Pacifica Lift Van in the amount of \$39,000.00.

Motion was made by Danny O'Quinn, second by Mike Wilson to approve the purchase of a 2017 Chrysler Pacifica Lift Van in the amount of \$39,000.00. Motion carried.

Phil Isaacs: aye

Danny
O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Purchase of a handicap accessible van to transport wheelchair students. Opportunity to purchase, fantastic shape. Great deal for us.

FOR YOUR INFORMATION

Motion was made by Danny O'Quinn Motion to adjourn. Motion carried.

Phil Isaacs: aye

Danny O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Board Meeting Calendar for 2022-2023.

NEXT REGULARLY SCHEDULED BOARD MEETING

The next regularly scheduled Board Meeting will be held on the 18th day of August 2022, at 5:30 p.m. in the Mack Pierce Board Room in the offices of the Elizabethton Board of Education, located at 804 S. Watauga Avenue, Elizabethton, Tennessee.

ADJOURN

Motion was made by Danny O'Quinn Motion to Adjourn Motion carried.

Phil Isaacs: aye

Danny O'Quinn: aye

Eddie Pless: absent

Jamie Schaff: absent

Mike Wilson: aye

aye: 3, nay: 0, absent: 2

Motion to adjourn made by Danny O'Quinn.

Chairman of the Board

Director of Schools

			2021-22	2021-22	2021-22	2021-22	Unencumbered	June 2021-22
	Acct		Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
141 R 40110	000	CURRENT PROPERTY TAX	3,325,000.00	3,350,000.00	3,417,421.31	102.01	-67,421.31	234,748.28
141 R 40120	000	TRUSTEE'S COLLECTIONS - PRIOR	83,000.00	83,000.00	71,710.41	86.40	11,289.59	5,649.43
141 R 40130	000	CIR CLK/CLK & MASTER COLLECTIO	18,500.00	18,500.00	19,744.72	106.73	-1,244.72	4,519.19
141 R 40140	000	INTEREST AND PENALTY	24,000.00	26,000.00	26,621.97	102.39	-621.97	5,360.62
141 R 40162	000	PAYMENTS IN LIEU OF TAXES-LOCA	62,500.00	57,000.00	59,054.78	103.60	-2,054.78	59,054.78
141 R 40163	000	PAYMENTS IN LIEU OF TAXES - OT	4,000.00	2,500.00	1,065.08	42.60	1,434.92	37.90
141 R 40210	000	LOCAL OPTION SALES TAX	2,700,000.00	3,400,000.00	3,427,023.48	100.79	-27,023.48	1,606,717.22
141 R 40275	000	MIXED DRINK TAX	18,000.00	21,000.00	21,422.99	102.01	-422.99	4,554.45
141 R 40320	000	BANK EXCISE TAX	30,550.00	31,925.00	31,936.93	100.04	-11.93	1,136.70
141 R 41110	000	MARRIAGE LICENSES	600.00	600.00	533.21	88.87	66.79	106.11
141 R 43511	000	TUITION - REGULAR DAY STUDENTS	300,000.00	370,750.00	370,671.21	99.98	78.79	4,384.40
141 R 43513	000	TUITION - SUMMER SCHOOL	750.00	750.00	600.00	80.00	150.00	600.00
141 R 43517	000	TUITION - OTHER	222,552.00	258,902.00	203,713.94	78.68	55,188.06	28,596.02
141 R 43990	000	OTHER CHARGES FOR SERVICES	0.00	10,000.00	10,000.00	100.00	0.00	0.00
141 R 44110	000	INVESTMENT INCOME	10,000.00	9,000.00	9,954.70	110.61	-954.70	4,984.47
141 R 44120	000	LEASE/RENTALS	1,000.00	1,000.00	100.00	10.00	900.00	0.00
141 R 44170	000	MISCELLANEOUS REFUNDS	0.00	0.00	0.00	0.00	0.00	-224.67
141 R 44990	000	OTHER LOCAL REVENUES	200.00	1,100.00	1,093.16	99.38	6.84	0.00
141 R 46511	000	BASIC EDUCATION PROGRAM	15,199,000.00	15,242,000.00	15,241,887.47	100.00	112.53	1,515,987.47
141 R 46515	000	EARLY CHILDHOOD EDUCATION	404,779.00	405,893.50	405,893.50	100.00	0.00	90,796.96
141 R 46550	000	DRIVER EDUCATION	6,500.00	9,400.00	9,384.12	99.83	15.88	9,384.12
141 R 46590	000	OTHER STATE EDUCATION FUNDS	92,000.00	327,974.54	327,896.19	99.98	78.35	263,430.43
141 R 46610	000	CAREER LADDER PROGRAM	41,359.00	41,359.00	33,173.16	80.21	8,185.84	2,358.70
141 R 46980	000	OTHER STATE GRANTS	160,560.00	160,560.00	162,350.00	101.11	-1,790.00	23,329.85
141 R 46990	000	OTHER STATE REVENUES	113,000.00	113,000.00	113,000.00	100.00	0.00	113,000.00
141 R 47590	000	OTHER FEDERAL THROUGH STATE	0.00	73,215.63	73,215.63	100.00	0.00	73,215.63
141 R 48610	000	DONATIONS	25,200.00	28,210.00	11,282.58	39.99	16,927.42	5,417.87
141 R 49800	000	OPERATING TRANSFERS	30,882.00	30,882.00	22,451.86	72.70	8,430.14	22,451.86
141 R 49810	000	CITY GENERAL FUND TRANSFER	2,400,000.00	2,400,000.00	2,400,000.00	100.00	0.00	200,000.00
Grand Revenue Totals			25,273,932.00	26,474,521.67	26,473,202.40	100.00	1,319.27	4,279,597.79

Number of Accounts: 45

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

Acct	2021-22	2021-22	2021-22	2021-22	Unencumbered	June 2021-22	
	Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity	
141 E 71100 --- --- -----	REGULAR INSTRUCTION PROGRAM	11,389,838.00	11,727,535.72	11,545,829.47	98.45	181,706.25	2,855,815.56
141 E 71200 --- --- -----	SPECIAL EDUCATION PROGRAM	2,065,538.00	2,086,748.00	2,052,533.11	98.36	34,214.89	514,862.63
141 E 71300 --- --- -----	VOCATIONAL EDUCATION PROGRAM	1,075,195.00	1,082,545.00	1,072,539.86	99.08	10,005.14	241,159.52
141 E 71400 --- --- -----	STUDENT BODY EDUCATION PROGRAM	363,460.00	442,210.00	401,925.68	90.89	40,284.32	-552.17
141 E 72110 --- --- -----	ATTENDANCE	96,240.00	97,990.00	89,838.78	91.68	8,151.22	10,418.42
141 E 72120 --- --- -----	HEALTH SERVICES	378,352.00	411,185.00	407,351.23	99.07	3,833.77	97,863.11
141 E 72130 --- --- -----	OTHER STUDENT SUPPORT	1,109,378.00	1,101,328.00	1,047,292.24	95.09	54,035.76	204,245.01
141 E 72210 --- --- -----	REGULAR INSTRUCTION PROGRAM	980,138.00	1,018,798.00	946,666.74	92.92	72,131.26	178,220.75
141 E 72220 --- --- -----	SPECIAL EDUCATION PROGRAM	358,159.00	358,159.00	304,660.37	85.06	53,498.63	31,994.30
141 E 72230 --- --- -----	VOCATIONAL EDUCATION PROGRAM	152,998.00	154,598.00	151,541.04	98.02	3,056.96	19,483.51
141 E 72250 --- --- -----	TECHNOLOGY	619,790.00	694,890.00	637,300.70	91.71	57,589.30	73,028.61
141 E 72310 --- --- -----	BOARD OF EDUCATION	499,485.00	532,885.00	479,784.01	90.04	53,100.99	20,573.66
141 E 72320 --- --- -----	OFFICE OF THE SUPERINTENDENT	367,418.00	411,218.00	385,997.42	93.87	25,220.58	45,813.55
141 E 72410 --- --- -----	OFFICE OF THE PRINCIPAL	1,655,558.00	1,668,466.00	1,638,464.25	98.20	30,001.75	264,513.39
141 E 72510 --- --- -----	FISCAL SERVICES	366,770.00	367,289.00	356,165.36	96.97	11,123.64	14,605.71
141 E 72610 --- --- -----	OPERATION OF PLANT	1,574,160.00	1,682,402.00	1,681,500.02	99.95	901.98	222,674.40
141 E 72620 --- --- -----	MAINTENANCE OF PLANT	884,780.00	1,138,230.00	1,097,745.40	96.44	40,484.60	148,514.57
141 E 72710 --- --- -----	TRANSPORTATION	590,030.00	682,935.45	612,629.66	89.71	70,305.79	128,264.81
141 E 73100 --- --- -----	FOOD SERVICE	27,314.00	35,539.00	30,906.50	86.97	4,632.50	23,051.46
141 E 73300 --- --- -----	COMMUNITY SERVICES	221,552.00	257,902.00	192,671.00	74.71	65,231.00	84,352.59
141 E 73400 --- --- -----	EARLY CHILDHOOD EDUCATION	404,779.00	405,893.50	405,893.50	100.00	0.00	90,520.50
141 E 76100 --- --- -----	REGULAR CAPITAL OUTLAY	92,000.00	257,000.00	255,925.17	99.58	1,074.83	4,235.00
141 E 99100 --- --- -----	OPERATING TRANSFERS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Grand Expense Totals		25,273,932.00	26,616,746.67	25,795,161.51	96.91	821,585.16	5,273,658.89

Number of Accounts: 588

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

		2022-23	2022-23	2022-23	2022-23	Unencumbered	July 2022-23	
<u>Acct</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>FYTD Activity</u>	<u>FYTD %</u>	<u>Balance - YTD Act</u>	<u>Monthly Activity</u>	
141 R 40110	000	CURRENT PROPERTY TAX	3,350,000.00	3,350,000.00	0.00	0.00	3,350,000.00	0.00
141 R 40120	000	TRUSTEE'S COLLECTIONS - PRIOR	83,000.00	83,000.00	0.00	0.00	83,000.00	0.00
141 R 40130	000	CIR CLK/CLK & MASTER COLLECTIO	23,000.00	23,000.00	0.00	0.00	23,000.00	0.00
141 R 40140	000	INTEREST AND PENALTY	26,000.00	26,000.00	0.00	0.00	26,000.00	0.00
141 R 40162	000	PAYMENTS IN LIEU OF TAXES-LOCA	58,000.00	58,000.00	0.00	0.00	58,000.00	0.00
141 R 40163	000	PAYMENTS IN LIEU OF TAXES - OT	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
141 R 40210	000	LOCAL OPTION SALES TAX	3,450,000.00	3,450,000.00	0.00	0.00	3,450,000.00	0.00
141 R 40275	000	MIXED DRINK TAX	18,000.00	18,000.00	0.00	0.00	18,000.00	0.00
141 R 40320	000	BANK EXCISE TAX	18,500.00	18,500.00	0.00	0.00	18,500.00	0.00
141 R 41110	000	MARRIAGE LICENSES	600.00	600.00	0.00	0.00	600.00	0.00
141 R 43511	000	TUITION - REGULAR DAY STUDENTS	335,000.00	335,000.00	0.00	0.00	335,000.00	0.00
141 R 43513	000	TUITION - SUMMER SCHOOL	750.00	750.00	0.00	0.00	750.00	0.00
141 R 43517	000	TUITION - OTHER	222,552.00	222,552.00	13,291.77	5.97	209,260.23	13,291.77
141 R 44110	000	INVESTMENT INCOME	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00
141 R 44120	000	LEASE/RENTALS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
141 R 44170	000	MISCELLANEOUS REFUNDS	0.00	0.00	3,738.70	0.00	-3,738.70	3,738.70
141 R 44990	000	OTHER LOCAL REVENUES	1,000.00	1,000.00	11.45	1.15	988.55	11.45
141 R 46511	000	BASIC EDUCATION PROGRAM	16,263,000.00	16,263,000.00	0.00	0.00	16,263,000.00	0.00
141 R 46515	000	EARLY CHILDHOOD EDUCATION	415,390.00	415,390.00	0.00	0.00	415,390.00	0.00
141 R 46550	000	DRIVER EDUCATION	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00
141 R 46590	000	OTHER STATE EDUCATION FUNDS	92,000.00	92,000.00	0.00	0.00	92,000.00	0.00
141 R 46610	000	CAREER LADDER PROGRAM	32,619.00	32,619.00	0.00	0.00	32,619.00	0.00
141 R 46980	000	OTHER STATE GRANTS	98,122.00	98,122.00	0.00	0.00	98,122.00	0.00
141 R 46990	000	OTHER STATE REVENUES	113,000.00	113,000.00	0.00	0.00	113,000.00	0.00
141 R 48610	000	DONATIONS	26,400.00	26,400.00	5,320.00	20.15	21,080.00	5,320.00
141 R 49800	000	OPERATING TRANSFERS	50,035.00	50,035.00	0.00	0.00	50,035.00	0.00
141 R 49810	000	CITY GENERAL FUND TRANSFER	2,400,000.00	2,400,000.00	200,000.00	8.33	2,200,000.00	200,000.00
Grand Revenue Totals			27,094,468.00	27,094,468.00	222,361.92	0.82	26,872,106.08	222,361.92

Number of Accounts: 35

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

Acct	2022-23	2022-23	2022-23	2022-23	Unencumbered	July 2022-23	
	Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity	
141 E 71100 --- --- -----	REGULAR INSTRUCTION PROGRAM	12,075,014.00	12,075,014.00	37,698.50	0.31	12,004,965.50	37,698.50
141 E 71200 --- --- -----	SPECIAL EDUCATION PROGRAM	2,274,763.00	2,274,763.00	1,088.19	0.05	2,272,361.81	1,088.19
141 E 71300 --- --- -----	VOCATIONAL EDUCATION PROGRAM	1,139,290.00	1,139,290.00	5,710.24	0.50	1,128,728.76	5,710.24
141 E 71400 --- --- -----	STUDENT BODY EDUCATION PROGRAM	405,985.00	405,985.00	14,662.26	3.61	383,202.78	14,662.26
141 E 72110 --- --- -----	ATTENDANCE	100,395.00	100,395.00	5,526.53	5.50	93,160.47	5,526.53
141 E 72120 --- --- -----	HEALTH SERVICES	409,925.00	409,925.00	3,369.62	0.82	404,744.88	3,369.62
141 E 72130 --- --- -----	OTHER STUDENT SUPPORT	1,191,301.00	1,191,301.00	4,000.00	0.34	1,184,301.00	4,000.00
141 E 72210 --- --- -----	REGULAR INSTRUCTION PROGRAM	1,159,122.00	1,159,122.00	48,497.87	4.18	1,089,237.13	48,497.87
141 E 72220 --- --- -----	SPECIAL EDUCATION PROGRAM	333,140.00	333,140.00	12,385.11	3.72	320,304.89	12,385.11
141 E 72230 --- --- -----	VOCATIONAL EDUCATION PROGRAM	161,694.00	161,694.00	9,984.98	6.18	151,709.02	9,984.98
141 E 72250 --- --- -----	TECHNOLOGY	652,540.00	652,540.00	32,582.17	4.99	602,766.89	32,582.17
141 E 72310 --- --- -----	BOARD OF EDUCATION	537,860.00	537,860.00	237,016.76	44.07	286,724.07	237,016.76
141 E 72320 --- --- -----	OFFICE OF THE SUPERINTENDENT	388,079.00	388,079.00	40,922.61	10.54	323,943.97	40,922.61
141 E 72410 --- --- -----	OFFICE OF THE PRINCIPAL	1,777,952.00	1,777,952.00	68,058.63	3.83	1,709,893.37	68,058.63
141 E 72510 --- --- -----	FISCAL SERVICES	391,655.00	391,655.00	57,897.08	14.78	326,644.92	57,897.08
141 E 72610 --- --- -----	OPERATION OF PLANT	1,747,036.00	1,747,036.00	187,419.18	10.73	1,553,716.82	187,419.18
141 E 72620 --- --- -----	MAINTENANCE OF PLANT	949,185.00	949,185.00	50,833.14	5.36	533,686.30	50,833.14
141 E 72710 --- --- -----	TRANSPORTATION	639,445.00	639,445.00	83,639.55	13.08	516,446.69	83,639.55
141 E 73100 --- --- -----	FOOD SERVICE	30,145.00	30,145.00	2,030.76	6.74	28,114.24	2,030.76
141 E 73300 --- --- -----	COMMUNITY SERVICES	221,552.00	221,552.00	6,667.56	3.01	206,644.24	6,667.56
141 E 73400 --- --- -----	EARLY CHILDHOOD EDUCATION	415,390.00	415,390.00	7,446.30	1.79	407,812.10	7,446.30
141 E 76100 --- --- -----	REGULAR CAPITAL OUTLAY	92,000.00	92,000.00	356,159.50	387.13	-264,159.50	356,159.50
141 E 99100 --- --- -----	OPERATING TRANSFERS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Grand Expense Totals		27,094,468.00	27,094,468.00	1,273,596.54	4.70	25,265,950.35	1,273,596.54

Number of Accounts: 483

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

		2021-22	2021-22	2021-22	2021-22	Unencumbered	June 2021-22	
<u>Acct</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>FYTD Activity</u>	<u>FYTD %</u>	<u>Balance - YTD Act</u>	<u>Monthly Activity</u>	
142 R 47141	OCA	TITLE 1 GRANTS TO LOCAL EDUC A	135,456.00	110,556.87	103,042.89	93.20	7,513.98	10,017.13
142 R 47189	OCA	EISENHOWER PROF DEVELOPMENT ST	12,000.00	14,300.00	11,993.87	83.87	2,306.13	2,310.25
142 R 47131	OCP	VOCATIONAL EDUC - BASIC GRANTS	43,355.00	43,354.96	43,354.96	100.00	0.00	7,894.61
142 R 47143	OID	SPECIAL EDUCATION - GRANTS TO	576,045.00	630,493.69	532,580.98	84.47	97,912.71	96,990.36
142 R 47145	OPS	SPECIAL EDUCATION PRESCHOOL GR	15,299.00	17,029.69	12,829.74	75.34	4,199.95	3,220.69
142 R 47141	OT1	TITLE 1 GRANTS TO LOCAL EDUC A	625,023.00	787,598.80	693,447.70	88.05	94,151.10	165,698.67
142 R 47590	OT1	OTHER FEDERAL THROUGH STATE	60,113.00	72,693.73	64,505.63	88.74	8,188.10	15,464.90
142 R 47189	OT2	EISENHOWER PROF DEVELOPMENT ST	89,668.00	126,002.47	92,538.66	73.44	33,463.81	28,684.96
142 R 47590	OVR	OTHER FEDERAL THROUGH STATE	43,390.00	43,390.00	43,005.42	99.11	384.58	7,178.16
142 R 47147	21C	SAFE AND DRUG-FREE SCHOOLS-ST	145,334.00	145,334.00	145,334.00	100.00	0.00	3,877.04
142 R 47404	702	ARP Homeless	0.00	44,471.90	6,578.21	14.79	37,893.69	5,983.16
142 R 47143	890	SPECIAL EDUCATION - GRANTS TO	40,000.00	41,386.65	41,386.65	100.00	0.00	5,876.31
142 R 47402	902	ARP IDEA	0.00	141,634.30	70,008.57	49.43	71,625.73	16,000.07
142 R 47403	903	ARP IDEA, Preschool	0.00	9,442.87	9,442.87	100.00	0.00	5,337.08
142 R 47401	930	ESSER 3.0	0.00	304,500.00	258,094.20	84.76	46,405.80	60,133.11
142 R 47307	931	ESSER 2.0	0.00	125,000.00	76,331.06	61.06	48,668.94	19,086.52
142 R 47307	932	ESSER 2.0	1,695,244.00	858,873.00	734,728.40	85.55	124,144.60	59,210.88
142 R 47401	933	ESSER 3.0	2,480,135.00	1,176,650.00	1,108,638.58	94.22	68,011.42	359,595.77
142 R 47309	950	Literacy Stipend Grant	0.00	40,000.00	39,545.00	98.86	455.00	19,772.50
142 R 47301	CRS	ESSER-CARES ACT	0.00	186,094.48	186,094.48	100.00	0.00	-42,387.66
142 R 47309	LSG	Literacy Stipend Grant	0.00	98,000.00	100,000.00	102.04	-2,000.00	0.00
142 R 47141	T1N	TITLE 1 GRANTS TO LOCAL EDUC A	27,175.00	48,482.09	26,085.33	53.80	22,396.76	1,855.28
Grand Revenue Totals			5,988,237.00	5,065,289.50	4,399,567.20	86.86	665,722.30	851,799.79

Number of Accounts: 22

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

		2021-22	2021-22	2021-22	2021-22	Unencumbered	June 2021-22
	Acct	Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
142 E 71100	REGULAR INSTRUCTION PROGRAM	1,429,294.00	2,701,590.14	2,415,751.79	89.42	285,838.35	371,460.23
142 E 71200	SPECIAL EDUCATION PROGRAM	591,344.00	742,651.86	624,862.16	84.14	117,789.70	121,548.91
142 E 71300	VOCATIONAL EDUCATION PROGRAM	26,157.00	27,077.37	27,722.36	102.38	-644.99	3,694.87
142 E 72120	HEALTH SERVICES	40,000.00	60,000.00	56,000.00	93.33	4,000.00	4,000.00
142 E 72130	OTHER STUDENT SUPPORT	96,889.00	183,899.00	156,371.10	85.03	27,527.90	25,074.88
142 E 72210	REGULAR INSTRUCTION PROGRAM	320,904.00	571,838.34	440,704.94	77.07	131,133.40	107,706.50
142 E 72220	SPECIAL EDUCATION PROGRAM	40,000.00	97,335.34	41,386.65	42.52	55,948.69	5,865.51
142 E 72230	VOCATIONAL EDUCATION PROGRAM	1,948.00	1,157.59	1,177.14	101.69	-19.55	0.00
142 E 72250	TECHNOLOGY	68,985.00	70,080.00	69,134.26	98.65	945.74	12,189.22
142 E 72410	OFFICE OF THE PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72710	TRANSPORTATION	0.00	4,121.00	0.00	0.00	4,121.00	0.00
142 E 73300	COMMUNITY SERVICES	142,834.00	142,584.00	142,584.00	100.00	0.00	-39,679.65
142 E 76100	REGULAR CAPITAL OUTLAY	3,200,000.00	420,000.00	401,420.94	95.58	18,579.06	180,655.00
142 E 99100	OPERATING TRANSFERS	29,882.00	42,954.86	22,451.86	52.27	20,503.00	22,451.86
Grand Expense Totals		5,988,237.00	5,065,289.50	4,399,567.20	86.86	665,722.30	814,967.33

Number of Accounts: 238

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

			2022-23	2022-23	2022-23	2022-23	Unencumbered	July 2022-23
<u>Acct</u>			<u>Original Budget</u>	<u>Revised Budget</u>	<u>FYTD Activity</u>	<u>FYTD %</u>	<u>Balance - YTD Act</u>	<u>Monthly Activity</u>
142 R 47141	OCA	TITLE 1 GRANTS TO LOCAL EDUC A	88,564.00	88,564.00	0.00	0.00	88,564.00	0.00
142 R 47189	OCA	EISENHOWER PROF DEVELOPMENT ST	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
142 R 47131	OCP	VOCATIONAL EDUC - BASIC GRANTS	35,330.00	35,330.00	0.00	0.00	35,330.00	0.00
142 R 47143	OID	SPECIAL EDUCATION - GRANTS TO	649,927.00	649,927.00	0.00	0.00	649,927.00	0.00
142 R 47145	OPS	SPECIAL EDUCATION PRESCHOOL GR	15,530.00	15,530.00	0.00	0.00	15,530.00	0.00
142 R 47141	OT1	TITLE 1 GRANTS TO LOCAL EDUC A	586,098.00	586,098.00	0.00	0.00	586,098.00	0.00
142 R 47590	OT1	OTHER FEDERAL THROUGH STATE	53,791.00	53,791.00	0.00	0.00	53,791.00	0.00
142 R 47189	OT2	EISENHOWER PROF DEVELOPMENT ST	73,929.00	73,929.00	0.00	0.00	73,929.00	0.00
142 R 47590	OVR	OTHER FEDERAL THROUGH STATE	47,784.00	47,784.00	0.00	0.00	47,784.00	0.00
142 R 47147	21C	SAFE AND DRUG-FREE SCHOOLS-ST	145,334.00	145,334.00	0.00	0.00	145,334.00	0.00
142 R 47401	930	ESSER 3.0	435,467.00	435,467.00	0.00	0.00	435,467.00	0.00
142 R 47307	931	ESSER 2.0	73,030.00	73,030.00	0.00	0.00	73,030.00	0.00
142 R 47307	932	ESSER 2.0	1,696,069.00	1,696,069.00	0.00	0.00	1,696,069.00	0.00
142 R 47401	933	ESSER 3.0	2,903,925.00	2,903,925.00	0.00	0.00	2,903,925.00	0.00
142 R 47307	934	ESSER 2.0	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00
142 R 47141	T1N	TITLE 1 GRANTS TO LOCAL EDUC A	35,402.00	35,402.00	0.00	0.00	35,402.00	0.00
Grand Revenue Totals			7,044,180.00	7,044,180.00	0.00	0.00	7,044,180.00	0.00

Number of Accounts: 16

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

	Acct	2022-23	2022-23	2022-23	2022-23	Unencumbered	July 2022-23
		Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
142 E 71100	REGULAR INSTRUCTION PROGRAM	2,226,253.00	2,226,253.00	18,511.55	0.83	2,196,003.47	18,511.55
142 E 71200	SPECIAL EDUCATION PROGRAM	665,457.00	665,457.00	4,018.56	0.60	659,073.44	4,018.56
142 E 71300	VOCATIONAL EDUCATION PROGRAM	20,830.00	20,830.00	0.00	0.00	20,830.00	0.00
142 E 72120	HEALTH SERVICES	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
142 E 72130	OTHER STUDENT SUPPORT	174,161.00	174,161.00	4,396.82	2.52	169,575.18	4,396.82
142 E 72210	REGULAR INSTRUCTION PROGRAM	370,906.00	370,906.00	10,543.63	2.84	358,713.37	10,543.63
142 E 72220	SPECIAL EDUCATION PROGRAM	0.00	0.00	400.47	0.00	-400.47	400.47
142 E 72230	VOCATIONAL EDUCATION PROGRAM	1,500.00	1,500.00	0.00	0.00	654.00	0.00
142 E 72250	TECHNOLOGY	142,204.00	142,204.00	656.56	0.46	74,683.44	656.56
142 E 73300	COMMUNITY SERVICES	142,834.00	142,834.00	24,004.12	16.81	118,829.88	24,004.12
142 E 76100	REGULAR CAPITAL OUTLAY	3,200,000.00	3,200,000.00	3,949.00	0.12	2,842,877.00	3,949.00
142 E 99100	OPERATING TRANSFERS	50,035.00	50,035.00	0.00	0.00	50,035.00	0.00
Grand Expense Totals		7,044,180.00	7,044,180.00	66,480.71	0.94	6,540,874.31	66,480.71

Number of Accounts: 157

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

			2021-22	2021-22	2021-22	2021-22	Unencumbered	June 2021-22
<u>Acct</u>			<u>Original Budget</u>	<u>Revised Budget</u>	<u>FYTD Activity</u>	<u>FYTD %</u>	<u>Balance - YTD Act</u>	<u>Monthly Activity</u>
143 R 43522	000	LUNCH PAYMENTS - ADULTS	21,825.00	21,825.00	17,887.33	81.96	3,937.67	1,030.59
143 R 43525	000	A LA CARTE SALES	30,750.00	30,750.00	20,036.46	65.16	10,713.54	-5.22
143 R 43990	000	OTHER CHARGES FOR SERVICES	13,000.00	13,000.00	2,160.13	16.62	10,839.87	0.00
143 R 44110	000	INVESTMENT INCOME	2,000.00	2,000.00	1,722.66	86.13	277.34	1,051.52
143 R 46520	000	SCHOOL FOOD SERVICE	10,000.00	10,000.00	10,017.28	100.17	-17.28	0.00
143 R 47111	000	USDA SCHOOL LUNCH PROGRAM	615,000.00	1,229,000.00	1,229,617.81	100.05	-617.81	90,802.88
143 R 47112	000	USDA COMMODITIES	93,500.00	93,500.00	95,558.36	102.20	-2,058.36	1,021.08
143 R 47113	000	USDA BREAKFAST	370,000.00	549,000.00	549,792.22	100.14	-792.22	80,840.03
143 R 47114	000	USDA - ESP SNACK PROGRAM	18,000.00	130,000.00	129,933.56	99.95	66.44	1,128.00
143 R 47115	000	USDA FOOD SERVICE EQUIPMENT GR	0.00	0.00	0.00	0.00	0.00	0.00
Grand Revenue Totals			1,174,075.00	2,079,075.00	2,056,725.81	98.93	22,349.19	175,868.88

Number of Accounts: 45

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

		2021-22	2021-22	2021-22	2021-22	Unencumbered	June 2021-22
	<u>Acct</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>FYTD Activity</u>	<u>FYTD %</u>	<u>Balance - YTD Act</u>	<u>Monthly Activity</u>
143 E 73100 --- --- ----- ---	FOOD SERVICE	1,174,075.00	2,079,075.00	1,387,023.31	66.71	692,051.69	126,444.90
<hr/> Grand Expense Totals		1,174,075.00	2,079,075.00	1,387,023.31	66.71	692,051.69	126,444.90

Number of Accounts: 96

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

		2022-23	2022-23	2022-23	2022-23	Unencumbered	July 2022-23	
<u>Acct</u>		<u>Original Budget</u>	<u>Revised Budget</u>	<u>FYTD Activity</u>	<u>FYTD %</u>	<u>Balance - YTD Act</u>	<u>Monthly Activity</u>	
143 R 43521	000	LUNCH PAYMENTS - CHILDREN	162,500.00	162,500.00	1,157.10	0.71	161,342.90	1,157.10
143 R 43522	000	LUNCH PAYMENTS - ADULTS	21,900.00	21,900.00	0.00	0.00	21,900.00	0.00
143 R 43523	000	INCOME FROM BREAKFAST	475.00	475.00	0.00	0.00	475.00	0.00
143 R 43525	000	A LA CARTE SALES	41,250.00	41,250.00	88.00	0.21	41,162.00	88.00
143 R 43990	000	OTHER CHARGES FOR SERVICES	13,000.00	13,000.00	18.62	0.14	12,981.38	18.62
143 R 44110	000	INVESTMENT INCOME	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
143 R 46520	000	SCHOOL FOOD SERVICE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
143 R 47111	000	USDA SCHOOL LUNCH PROGRAM	635,000.00	635,000.00	0.00	0.00	635,000.00	0.00
143 R 47112	000	USDA COMMODITIES	93,500.00	93,500.00	0.00	0.00	93,500.00	0.00
143 R 47113	000	USDA BREAKFAST	340,000.00	340,000.00	0.00	0.00	340,000.00	0.00
143 R 47114	000	USDA - ESP SNACK PROGRAM	18,000.00	18,000.00	0.00	0.00	18,000.00	0.00
Grand Revenue Totals			1,336,625.00	1,336,625.00	1,263.72	0.09	1,335,361.28	1,263.72

Number of Accounts: 39

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

		2022-23	2022-23	2022-23	2022-23	Unencumbered	July 2022-23
	<u>Acct</u>	<u>Original Budget</u>	<u>Revised Budget</u>	<u>FYTD Activity</u>	<u>FYTD %</u>	<u>Balance - YTD Act</u>	<u>Monthly Activity</u>
143 E 73100 --- --- ----- ---	FOOD SERVICE	1,336,625.00	1,336,625.00	16,173.56	1.21	1,320,451.44	16,173.56
<hr/> Grand Expense Totals		1,336,625.00	1,336,625.00	16,173.56	1.21	1,320,451.44	16,173.56

Number of Accounts: 81

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

**ELIZABETHTON CITY SCHOOLS
YEAR END RESERVES
2021-2022**

<u>GENERAL PURPOSE</u>		BEGINNING <u>6/30/2021</u>	ADJUSTMENTS	ENDING <u>6/30/2022</u>
34560-05100	RESTRICTED FOR CAREER LADDER	\$ 442.29	\$ 736.91	\$ 1,179.20
34655-06000	COMMITTED FOR CONNIE BAKER LAB	\$ 3,800.00	\$ 1,200.00	\$ 5,000.00
34655-06600	COMMITTED FOR LIBRARY GRANT	\$ -	\$ 10,000.00	\$ 10,000.00
34760-15002	ASSIGNED FOR BAND INSTRUMENTS	\$ 40,000.00	\$ (40,000.00)	\$ -
34760-15150	ASSIGNED FOR CTE CARRYOVER	\$ 35,450.00	\$ -	\$ 35,450.00
34760-15600	ASSIGNED FOR DRIVERS' ED CAR	\$ 20,000.00	\$ (20,000.00)	\$ -
34760-50000	ASSIGNED FOR SPED VAN	\$ -	\$ 39,000.00	\$ 39,000.00
34760-50001	ASSIGNED FOR SPECIAL EDUCATION FROM DONATION	\$ -	\$ 1,810.00	\$ 1,810.00
34760-90800	ASSIGNED BACK TO SCHOOL BASH	\$ 7,385.70	\$ 3,178.50	\$ 10,564.20
34770-02000	ASSIGNED FOR SNP EQUIPMENT	\$ 59,271.32	\$ (2,212.01)	\$ 57,059.31
34770-02500	ASSIGNED FOR HEALTH SERVICES - AED	\$ -	\$ 1,500.00	\$ 1,500.00
34770-05201	ASSIGNED FOR TECHNOLOGY	\$ 125,000.00	\$ (80,000.00)	\$ 45,000.00
34770-0550	ASSIGNED FOR NEW DESK PHONES	\$ -	\$ 20,000.00	\$ 20,000.00
34770-05900	ASSIGNED FOR MAINTENANCE TRUCK	\$ 40,000.00	\$ -	\$ 40,000.00
34770-06500	ASSIGNED FOR ARCHIVING	\$ 5,000.00	\$ -	\$ 5,000.00
34770-15000	ASSIGNED FOR EHS DISPLAY BOARDS	\$ -	\$ 20,000.00	\$ 20,000.00
34770-90100	ASSIGNED FOR COMMUNITY INVOLVEMENT PROGRAM	\$ 431.56	\$ (431.56)	\$ -
34770-90150	ASSIGNED FOR COMMUNITY INVOLVEMENT PROGRAM - SWIM	\$ 13,920.56	\$ (1,047.59)	\$ 12,872.97
34770-91000	ASSIGNED FOR BETSY BOOK BUS	\$ 11,699.03	\$ (3,937.16)	\$ 7,761.87
34770-99020	ASSIGNED FOR ELEMENTARY AFTER SCHOOL PROGRAM	\$ 25,833.00	\$ 13,481.06	\$ 39,314.06
34775-05800	ASSIGNED FOR CAPITAL OUTLAY TURF REPLACEMENT	\$ 250,000.00	\$ 100,000.00	\$ 350,000.00
34775-15900	ASSIGNED FOR CAPITAL OUTLAY ATHLETIC FACILITIES	\$ 300,000.00	\$ -	\$ 300,000.00
34775-25900	ASSIGNED FOR CAPITAL OUTLAY TAD ADDITION / ENTRANCE	\$ 500,000.00	\$ -	\$ 500,000.00
34775-60003	ASSIGNED FOR ENERGY SAVINGS	\$ 235,000.00	\$ -	\$ 235,000.00
34775-60100	ASSIGNED FOR TRAINING COMPLEX	\$ -	\$ 100,000.00	\$ 100,000.00
34775-61500	ASSIGNED FOR CAPITAL OUTLAY EHS FIELD HOUSE	\$ 1,000.00	\$ -	\$ 1,000.00
34775-61500	ASSIGNED FOR ATHLETIC FACILITY	\$ -	\$ 350,000.00	\$ 350,000.00
39000	UNASSIGNED FUND BALANCE	\$ 1,327,515.72	\$ 154,762.74	\$ 1,482,278.46
GENERAL PURPOSE TOTAL		\$ 3,001,749.18	\$ 668,040.89	\$ 3,669,790.07
 <u>FEDERAL PROJECTS</u>				
34655-999	COMMITTED FOR EDUCATION - (From General Purpose Funds)	\$ 25,000.00	\$ -	\$ 25,000.00
FEDERAL PROJECTS TOTAL		\$ 25,000.00	\$ -	\$ 25,000.00
 <u>SCHOOL NUTRITION</u>				
34220	INVENTORY	\$ 39,982.18	\$ 5,119.30	\$ 45,101.48
34570	RESTRICTED FOR OPERATION OF SCHOOL NUTRITION	\$ 380,341.54	\$ 664,583.20	\$ 1,044,924.74
SCHOOL NUTRITION TOTAL		\$ 420,323.72	\$ 669,702.50	\$ 1,090,026.22
TOTAL RESERVES AND FUND BALANCES OF ALL FUNDS		\$ 3,447,072.90	\$ 1,337,743.39	\$ 4,784,816.29

August 18, 2022

Kim Norris
Citizens Bank
300 Broad Street
Elizabethton, TN 37643

Dear Ms. Norris:

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

- Elizabethton Board of Education Checking &
- Elizabethton School Food Service Checking
 - Eddie Pless
 - Phil Isaacs
 - Richard VanHuss
 - Myra Newman

- Harold McCormick Elementary -
 - Pendola Nave
 - ~~Stephani Shouse (remove)~~
 - Liz Grill (add)
 - Eric Wampler
 - Beth Wilson

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

- Elizabethton High School
 - Sheri Nelson
 - Tom Hopson
 - Jonathan Minton
 - Joe Diaz
 - Brian Culbert
 - Beth Hilbert
 - Kim Kelley

Citizens Bank Request for Resolution
Page 2

- Katherine J. Jones, CD
 - Jonathan Minton
 - Brian Culbert
 - Beth Hilbert
 - Kim Kelley

- Nancy Hunt Scholarship Savings Account
 - Jonathan Minton
 - Brian Culbert
 - Beth Hilbert
 - Kim Kelley

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

Eddie Pless
Phil Isaacs
Danny O'Quinn
Jamie Schaff
Mike Wilson

Thank you for your assistance in this matter.

Sincerely,

Eddie Pless/Board Chair

Jamie Schaff/Board Member

Phil Isaacs/Board Vice-Chair

Danny O'Quinn/Board Member

Mike Wilson/Board Member

School Year 2022-23 Agreement to Administer the School Nutrition Program(s)

School Breakfast Program- Child Nutrition Grant (CFDA 10.553)
National School Lunch Program- Child Nutrition Grant (CFDA 10.555)
Seamless Summer Option- Child Nutrition Grant (CFDA 10.555)
Afterschool Snack Program- Child Nutrition Grant (CFDA 10.555)
Special Milk Program- Child Nutrition Grant (CFDA 10.556)

This Agreement ("Agreement") exists to achieve the purposes of: (1) the Richard B. Russell National School Lunch Act, as amended (42 U.S.C. 1751-1760) and regulations governing the National School Lunch Program (7 CFR 210 and 245) and (2) the Child Nutrition Act of 1966, as amended (7 U.S.C. 1771 – 1985), and regulations governing the School Breakfast Program (7 CFR 220 and 245) and (3) the Special Milk Program for Children (7 CFR 215); (4) Public Law 105 – 336 authorizing reimbursement for snacks, (5) Public Law 85-478, as amended authorizing the Seamless Summer Option (formerly known as the Seamless Summer Food Service Program; (6) Public Law 108-265 to amend the National School Lunch Act and Child Nutrition Act of 1966 to provide children with increased access to food and nutrition assistance, to simplify program operations and improve program management; (7) Public Law 111-296 the Healthy, Hunger Free Kids Act of 2010; (8) 2 CFR Part 225 (formerly Office of Management and Budget (OMB) Circular A-87) which stipulates allowable and unallowable expenses in the non-profit School Nutrition Program; (9) Tennessee Code Annotated (T.C.A.) Title 49, Chapter 6, Part 23 governing the operation of the School Nutrition Programs within the state of Tennessee; and (10) State Board of Education rules, regulations, and minimum standards for the operation of the public school system, Chapter 0520-01-06 governing the operation of the School Nutrition Programs within the State of Tennessee.

The Tennessee Department of Education, hereinafter referred to as the "State Agency (SA)," and the School Food Authority (SFA), listed below, hereinafter referred to as the "SFA" agree to comply with the conditions of this Agreement which are based on public laws, regulations, statutes, policies, procedures and best practices that govern the School Nutrition Programs to be operated by the SFA.

The State Agency (SA)

- a. Agrees that to the extent of funds available, it shall reimburse the SFA in connection with meals, snacks and milk served to children in the indicated program(s) in schools, institutions or sites included in the Agreement and/or amended Agreement during the effective period of this Agreement; agrees that during any fiscal year, the amount of reimbursement paid to the SFA for meals and snacks served to children in each school, institution or site shall not exceed the amount equal to the number of meals or snacks by types (free, reduced, paid), served to children, multiplied by the assigned rates;
- b. Agrees that it will supply, in writing or electronically, to the SFA's School Nutrition Program Administrator, all changes, additions and deletions to federal and state regulations and policies of the Tennessee Department of Education and State Board of Education that govern the operation of the programs;
- c. Will operate in accordance with U.S. Department of Agriculture policy, which prohibits discrimination on the basis of race, color, national origin, sex, age, or disability;
- d. Reserves the right to disallow any claim for reimbursement, to withhold School Nutrition funds and/or to recover any School Nutrition funds which are used in a manner that is not in accordance with federal and state laws and regulations or the terms of this Agreement;
- e. Shall execute this Agreement.

The School Food Authority (SFA)

- a. Application. An official of an SFA shall make written application to the State Agency (SA) for any school in which it desires to operate the Program. Applications shall provide the State Agency (SA) with sufficient information to determine eligibility. The SFA shall also submit for approval a Free and Reduced Price Policy Statement in accordance with part 245 of Chapter 7 of the Code of Federal Regulations.
- b. Agreement. The Parties establish this Agreement, as each SFA approved to participate in the program is required under 7 CFR 210.9 to enter into a written agreement with the State Agency (SA) that may be amended as necessary. Nothing in the preceding sentence shall be construed to limit the ability of the State Agency (SA) to suspend or terminate this Agreement in accordance with 7 CFR 210.25. The SFA and participating schools under its jurisdiction, shall comply with all provisions of 7 CFR parts 210, 215, 220 and 245. This Agreement shall provide that each SFA shall, with respect to participating schools under its jurisdiction:
 1. Maintain a nonprofit school nutrition program and observe the requirements for and limitations on the use of nonprofit school nutrition program revenues set forth in 7 CFR 210.14 and limitations on any competitive school food service as set forth in 7 CFR 210.11 and T.C.A. § 49-6-2307;
 2. Limit its net cash resources in the School Nutrition Program to an amount that does not

exceed three (3) months average expenditures for its nonprofit School Nutrition Program or such other amount as may be approved by the SA in accordance with 7 CFR 210.19 (a); agrees that indirect costs may be recovered from the School Nutrition Program only from a reserve fund that exceeds three (3) months' operating expenses as outlined in T.C.A. § 49-6-2305 Reserve Fund;

3. Maintain a system of financial accounting as prescribed under 7 CFR 210.14, 220.13 and 225;
4. Comply with uniform administrative requirements, cost principles, and audit requirements of federal awards in 2 CFR part 200 as applicable;
5. Serve meals, during meal periods, which meet the requirements for food components and dietary standards as prescribed in 7 CFR 210.10 and 220.8;
6. Price meals as a unit;
7. Serve meals free or at a reduced price to all children who are determined by the local educational agency to be eligible for such meals under 7 CFR part 245;
8. Comply with the requirements of Provision 2, the Community Eligibility Provision, and reimbursement alternatives if applicable.
9. Claim reimbursement at the assigned rates only for reimbursable free, reduced price, and paid meals served to eligible children in accordance with 7 CFR parts 210 and 220. Agree that the SFA official who electronically signs the claim shall be responsible for reviewing and analyzing meal counts to ensure accuracy as specified in 7 CFR 210.8 and 220.9 governing claims for reimbursement. Acknowledge that failure to submit accurate claims will result in the withholding of payments, suspension or termination of the program as specified in 7 CFR regulations. Acknowledge that if failure to submit accurate claims reflects embezzlement, willful misapplication of funds, theft or fraudulent activity the penalty specified in 7 CFR 210.26 and 220.19 shall apply;
10. Count the number of free, reduced price and paid reimbursable meals served to eligible children at the point of service, or through another counting system if approved by the State Agency (SA);
11. Submit claims for reimbursement in accordance with 7 CFR 210.8 and 220.11;
12. Comply with the requirements of the United States Department of Agriculture regulations regarding nondiscrimination (7 CFR parts 15, 15a, 15b);
13. Not discriminate against any child because of his or her eligibility for free or reduced price meals in accordance with the approved Free and Reduced-Price Policy Statement;

The program applicant hereby agrees that it will comply with:

- i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.);

- ii. Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.);
- iii. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794);
- iv. Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.);
- v. Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189);
- vi. Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency. (August 11, 2000);
- vii. All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 CFR Part 15 et seq.);
- viii. Department of Justice Enforcement Guidelines (28 CFR Part 35, 42, and 50.3);
- ix. Food and Nutrition Services (FNS) directives and guidelines, to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement.
- x. The USDA non-discrimination statement that in accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

By accepting this assurance, the Program applicant agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Program applicant, its successors, transferees, and assignees as long as it receives assistance or retains possession



of any assistance from USDA. The person or persons whose signatures appear below are authorized to sign this assurance on the behalf of the Program applicant.

14. Enter into an agreement with United States Department of Agriculture to receive donated foods as required by 7 CFR part 250;
15. Maintain, in the storage, preparation and service of food, proper sanitation and health standards in conformance with all applicable state and local laws and regulations, and comply with the food safety requirements of § 210.13 and 220.13;
16. Accept and use, in as large quantities as may be efficiently utilized in its nonprofit school food service, such foods as may be offered as a donation by the United States Department of Agriculture;
17. Maintain necessary facilities for storing, preparing and serving food;
18. Upon request, make all accounts and records pertaining to its school food service available to the State Agency (SA) and to FNS, for audit or review, at a reasonable time and place. Such records shall be retained for a period of 3 years after the date of the final Claim for Reimbursement for the fiscal year to which they pertain, except that if audit findings have not been resolved, the records shall be retained beyond the 3 year period as long as required for resolution of the issues raised by the audit;
19. Maintain files of currently approved and denied free and reduced price applications, which must be readily retrievable by school.
20. Maintain files of the names of children currently approved for free meals through direct certification with the supporting documentation, as specified in 7 CFR 245.6(b)(5) of Chapter 7 of the Code of Federal Regulations which must be readily retrievable by school. Documentation for direct certification must include information obtained directly from the appropriate state or local agency, or other appropriate individual, as specified by FNS, that:
 - i. A child in the Family, as defined in § 245.2 of Chapter 7 of the Code of Federal Regulations, is receiving benefits from SNAP, FDPIR or TANF, as defined in § 245.2 of this chapter; if one child is receiving such benefits, all children in that family are considered to be directly certified;
 - ii. The child is a homeless child as defined in § 245.2 of Chapter 7 of the Code of Federal Regulations;
 - iii. The child is a runaway child as defined in § 245.2 of Chapter 7 of the Code of Federal Regulations;
 - iv. The child is a migrant child as defined in § 245.2 of Chapter 7 of the Code of Federal Regulations; or
 - v. The child is a Head Start child as defined in § 245.2 of Chapter 7 of the Code of Federal

Regulations.

21. Retain the individual applications for free and reduced price meals and meal supplements submitted by families for a period of 3 years after the end of the fiscal year to which they pertain or as otherwise specified under paragraph (b)(17) of 7 CFR 245.2.
 22. No later than December 31 of each year provide the State Agency (SA) with a list of all elementary schools under its jurisdiction in which 50 percent or more of enrolled children have been determined eligible for free or reduced price meals as of the last operating day the preceding October. In addition, each SFA shall provide, when available for the schools under its jurisdiction, and upon the request of a sponsoring organization of day care homes of the Child and Adult Care Food Program, information on the boundaries of the attendance areas for the elementary schools identified as having 50 percent or more of enrolled children certified eligible for free or reduced price meals.
- c. Afterschool care requirements. Those SFAs with eligible schools (as defined in 7 CFR 210.10(n)(1)) that elect to serve meal supplements during afterschool care programs, shall agree to:
1. Serve meal supplements which meet the minimum requirements prescribed in 7 CFR 210.10;
 2. Price the meal supplement as a unit;
 3. Serve meal supplements free or at a reduced price to all children who are determined by the SFA to be eligible for free or reduced price school meals under 7 CFR part 245;
 4. If charging for meals, the charge for a reduced price meal supplement shall not exceed 15 cents;
 5. Claim reimbursement at the assigned rates only for meal supplements served in accordance with this Agreement;
 6. Claim reimbursement for no more than one meal supplement per child per day;
 7. Review each afterschool care program two times a year; the first review shall be made during the first four weeks that the school is in operation each school year, except that an afterschool care program operating year round shall be reviewed during the first four weeks of its initial year of operation, once more during its first year of operation, and twice each school year thereafter; and
 8. Agree to provide organized, regularly scheduled activities in a structured and supervised environment, including an educational or enrichment activity; and
 9. Comply with all requirements of 7 CFR 210, except that, claims for reimbursement need not be based on "point of service" meal supplement counts (as required by 7 CFR 210.9(b)(9)).
- d. Seamless Summer Option (SSO). Those SFAs with eligible schools that elect to serve meals and

meal supplements with the seamless summer option, shall agree to:

1. feed children in low-income areas during the summer months (or during extended breaks of a year-round school schedule). The National School Lunch Act at 42 USC 1761(a)(8) allows public and non-profit school food authorities/ Local Educational agency (SFA/LEA) participating in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) to operate the Seamless Summer Option. The SFA/LEA will follow requirements, where applicable, in the NSLP and SBP regulations at 7 CFR Parts 210, 220 and 225 for this option.
2. apply with the location and description of the option site, percentage of Free/Reduced price meals, type of site and method of advertisement;
3. adhere to the special provisions of the Seamless Summer Option, which are described in the following sections (4-23)
4. demonstrate financial and administrative capability for Program operations and accepts final financial and administrative responsibility for total Program operations at all sites;
5. follow SSO policy (established in the body of regulations, instructions, handbooks, and other written guidance) to choose SSO sites.
6. Restricted Open Site is an open site initially (open to all children through age 18 in the community), but later restricted by the district for security, safety or control reasons;
7. Closed enrolled site is a site located in eligible or non-eligible areas that are limited to a group of enrolled children through age 18, of which at least 50 percent must be eligible for free or reduced price school meals (academic summer schools are excluded). An example of a closed enrolled site is a summer enrichment program in a school site that has less than 50 percent of its regular students eligible for free and reduced price meals but 50 percent or more of the students enrolled in the enrichment program are eligible for free and reduced price meals. Contact the State Agency (SA) for additional information needed for enrolled sites or camps;
8. the SFA will not claim any meals under the seamless option at any site without receiving prior approval from the State Agency (SA);
9. all persons meeting the definition of Children in the Summer Food Service Program (SFSP) federal regulations at 7 CFR 225.2 are eligible to participate. This includes all persons in the community who are 18 years of age and under and (as defined at 7 CFR 225.2) those persons over age 18 who meet the State Agency (SA) definition of mentally or physically disabled persons;
10. the SFA/LEA will follow NSLP meal service requirements for lunch or snacks (7 CFR 210.10) and SBP meal service requirements (7 CFR 220.8) for breakfast. With State Agency (SA) approval, the SFA/LEA may serve a supper meal, using applicable NSLP meal service requirements for lunches.
11. meals will be counted at the point of service.

12. second meals are not reimbursable and may not be claimed.
 13. production and menu records will be maintained that show compliance with meal requirements;
 14. the designated lunch period will be between the hours of 10 a.m. and 2 p.m., unless otherwise exempted by FNS (such as supper service that would not occur during these hours).
 15. the SFA/LEA may allow "offer versus serve" meals at SSO sites.
 16. Off-site consumption of meals will not be allowed, except as part of a scheduled event such as a planned field trip.
 17. the number and types of meals will comply with the SFSP requirements at 7 CFR 225.16(b), as described below in sections # 18-23.
 18. All sites except camps or migrant sites: With State Agency (SA) approval, the SFA/LEA may serve up to two meals at all sites. Meal service may include breakfast, lunch, snack, or supper. The SFA/LEA may not claim both lunch and supper meals at the same site on the same day.
 19. there will be no charge for meals served to eligible participants.
 20. meals at all approved SSO sites, except camps, will be served free to all children in accordance with 7 CFR 225.6(e)(4) of the SFSP regulations.
 21. the SFA/LEA may claim meals at the "free" rates prescribed by USDA for the NSLP (including snacks) and the SBP. Supper meals, if permitted by the State Agency (SA), may be claimed at the free rate for NSLP lunches. All lunches and suppers served under this amendment will receive the standard commodity support rate available for the NSLP. SSO sites that qualify for the severe need breakfast rate will continue to receive this differential.
 22. on the monthly claim filed with the State Agency (SA), the SFA/LEA must identify meals served at SSO sites separately from other NSLP or SBP meals served at other sites.
 23. the SFA/LEA will review the meal counting, claiming, and meal pattern compliance within the three (3) weeks of starting operations for all sites that are newly approved to operate the Seamless Summer Feeding Option or that are operated by non-SFA/LEA personnel.
- e. The Fresh Fruit and Vegetable Program (FFVP) allows selected schools to receive reimbursement for the cost of making free fresh fruits and vegetables available to students during the school day. The following conditions must be met:
1. these fresh fruits and vegetables must be provided separately from the lunch or breakfast meal, in one or more areas of the school during the official school day;
 2. all schools that participate in the FFVP are required to widely publicize within the school the availability of free fresh fruits and vegetables;

3. schools with the highest free and reduced price enrollment will be selected;
4. yearly training with any updates shall be available to all FFVP schools;
5. selected schools must meet the following criteria: be an elementary school, represent the highest percentage of students certified for free and reduced price benefits, participate in the NSLP, complete an annual application and/or update for the FFVP;
6. a per-student allocation of \$50-\$75 per year will be made;
7. provide a serving of fruit or vegetable only to teachers who are directly responsible for serving the fruit or vegetable;
8. submit a monthly claim for reimbursement;
9. may use no more than 10% of your school's total grant for administrative costs;
10. receive reimbursement for the costs of purchasing, preparing, and serving fresh fruits and vegetables to children in your schools.

The SA and the SFA mutually agree that:

- a. Schools or sites may be added or deleted by amending this Agreement as the need arises and references herein to schools or sites within the SFA shall be deemed to include all schools or sites as added through the Site Application.
- b. Both shall cooperate with USDA officials and contractors conducting evaluations and research in the School Nutrition Programs.
- c. For the purpose of this Agreement, the following terms will mean respectively:
 1. *Adult*: means a person who is (1) a staff member or employee of a school, including all faculty, supervisory and other personnel and (2) not under 21 chronological years of age in non-profit Residential Child Care Institutions (RCCIs) and (3) not a student of high school grade or under as determined by the state education agency in schools as defined in 7 CFR 210.2;
 2. *Child*: means (a) a student of high school grade or under as determined by the state education agency, who is enrolled in an educational unit of high school grade or under as described in paragraph (a) and (b) of the definition *school* including students who are mentally or physically disabled as defined by the state and who are participating in a school program established for the mentally or physically disabled; or (b) a person under 21 chronological years of age who is enrolled in an institution or center as described in paragraph (c) of the definition of school or (c) for purposes of reimbursement for meal supplements served in after school care programs, an individual enrolled in an after school care program operated by an eligible school who is twelve (12) years of age or under or in the case of migrant workers and children with disabilities, not more than eighteen (18) years of age or under;

3. *Meals*: means food served at a school under the indicated programs which meets the applicable nutritional requirements set forth in the regulations and policies; *Meals* include breakfast, lunch or snack;
 4. *Non-profit School Nutrition Program*: means meal service operated by the SFA for the benefit of children, all of the income from which is used solely for the operation or improvement of such meal service and for no other purpose;
 5. *School*: (a) an educational unit of high school grade or under, recognized as part of the educational system in the state and operating under public or non-profit private ownership in a single building or complex of buildings; (b) any public or non-profit private classes of pre-primary grade when they are conducted in the aforementioned schools; or (c) any public or non-profit, private residential child care institution, or distinct part of such institution, which operates principally for the care of children, and, if private, is licensed to provide residential child care services under the appropriate licensing code by the state or a subordinate level of the government, with the exception of residential summer camps, which participate in the Summer Food Service Program for Children, Job-corps Centers funded by the Department of Labor, and private foster homes; the term "Residential Child Care Institution" includes, but is not limited to: homes for the mentally, emotionally, or physically impaired, and unmarried mothers and their infants; group homes; half-way houses; orphanages; temporary shelters for abused children and for runaway children; long term care facilities for chronically ill children; and juvenile detention centers; a long term care facility is a hospital, skilled nursing facility, intermediate care facility, or distinct part thereof, which is intended for the care of children confined for thirty (30) days or more;
 6. *School food authority*: means the governing body which is responsible for the administration of one or more schools, institutions or sites, and which has the legal authority to operate the NSLP, the SBP, the SMP, the SSO and/or the ASSP therein.
- d. This Agreement is effective for the programs as approved in the electronic application for the period commencing July 1 and ending the following June 30; the Agreement will be permanent for each school year thereafter unless legislation changes and new requirements are added and/or deleted. This must be signed by the Director of Schools and maintained at the SFA level. Approval in the Tennessee: Meals, Accounting, and Claiming (TMAC) system will be made as soon as SFAs submit the appropriate information through the TMAC system.
 - e. The SFA/LEA shall comply with all requirements of 7 CFR 245.6(f) when disclosing students' free and reduced price eligibility status without parental consent. This includes the requirement that SFAs/LEAs may only disclose such information to persons determined to be "directly connected" with the administration or enforcement of a federal education program, state education program, state health program, or a means-tested nutrition program, as well as to persons directly connected with the Comptroller General Office or law enforcement for an authorized activity. Eligibility information shall not be made generally available to all school officials. Only individuals with a legitimate "need to know" to provide a service or carry out an authorized activity may access or use eligibility information. Teachers, guidance counselors, principals, or other school officials who are not providing assistance under the appropriate statutory or regulatory requirements



cannot have access to eligibility information. The SFA/LEA is responsible for determining whether it is legally permissible and appropriate for an individual to have access to and/or disclose students' free and reduced price eligibility information.

- f. State agencies, SFAs/LEAs, and schools must also ensure data systems, records, and other means of accessing a student's eligibility status are limited to officials directly connected with administration or enforcement of federal or state program or activity. Online data systems shall have a masking or de-identification capability to prevent unauthorized access to free and reduced price eligibility status.
- g. The State Agency (SA) may withhold Federal School Nutrition funds from the SFA when there is evidence of material non-compliance with the terms and conditions of this Agreement; the State Agency (SA) may also withhold Federal School Nutrition funds for failure of the SFA to take corrective action within sixty (60) days of notification of non-compliance as a result of a USDA mandated review, an Additional Administrative Review (AAR) or Technical Assistance (TA) Review; the State Agency (SA) may terminate this Agreement with the SFA immediately upon receipt of evidence that the terms and conditions of this Agreement or any of the regulations specified herein have not been fully complied with the SFA; any termination of the Agreement by the State Agency (SA) shall be in accordance with applicable laws and regulations.
- h. The terms of this Agreement shall not be modified or changed in any way other than by written amendment, agreed to in writing by both parties hereto.

Policy Statement for Providing Free and Reduced Price Meals to Students

This document is part of the Agreement between the SFA and the SA to administer the School Nutrition Programs.

The SFA accepts responsibility for providing **free and reduced price meals and/or free milk and afterschool snacks** to eligible children in the schools under its jurisdiction.

The SFA assures the Tennessee Department of Education that the school district will uniformly implement the following policies to administer the program(s) in schools under its jurisdiction. In fulfilling these responsibilities, the SFA agrees to the following provisions:

- A. Serve meals free to children from households whose income is at or below the free meal eligibility scale listed in the current income eligibility guidelines, or whose participation in SNAP (formerly Food Stamp Program) or Families First also called Temporary Assistance for Needy Families (TANF) or the Food Distribution Program on Indian Reservations (FDPIR) qualifies them for direct certification for free meals, or whose migrant, homeless, runaway or foster child status or other federally-approved status as described in a policy memorandum issued by the United States Department of Agriculture, entitles them for categorical eligibility for free meals;
- B. Serve meals at a reduced price to children from households whose income is at or below the reduced price meal eligibility scale listed in the current income eligibility guidelines and/or use other available resources for the student co-pay for reduced price breakfast meals (\$.30 per meal) or paid meals to serve breakfast meals at no charge to students who are eligible for reduced price meals or paid meals;
- C. Set reduced price charges for lunch and breakfast at or below the maximum reduced price allowed by regulations and below the full price of the lunch or breakfast. Reduced price charges for lunch shall be set at \$.40 or less, reduced price breakfast shall be served free of charge to qualifying students using the state allocation provided under Session Law 21-345 or at \$.30 or less and reduced price snacks shall be served at \$.15 or less;
- D. Ensure food is not used as a means of rewarding or punishing students for any purpose;
- E. Ensure no physical segregation of, nor any other discrimination against, any child because of his/her inability to pay the full price. The names of children eligible to receive free or reduced price meals shall not be distributed, published, posted, or announced in any manner, and there shall be no overt identification of any such children by use of special tokens, tickets, identification numbers or any other means. Further assurance is given that children eligible for free or reduced price meals shall not be required to:

1. Work for their meals;

2. Use separate dining room areas;
 3. Go through a separate serving line;
 4. Enter the dining room through a separate entrance;
 5. Eat meals at a different time;
 6. Eat a meal different from the one sold to children paying the full price.
- F. Operate the School Nutrition Programs so that no child shall be discriminated against on the basis of race, color, national origin, sex, age, or disability.
- G. Authorize the School Nutrition Administrator/Designee to serve as the Determining Official for the LEA; the Determining Official shall determine student's meal eligibility status based on the 2022-2023 eligibility guidelines. This official agrees that information on the application will be used to determine the child's eligibility for only those benefits designated by the parent/guardian. The determining official is also authorized to make decisions about extending school meal benefits to students residing in households where other students are directly certified for free meals and who are subsequently eligible to receive them based USDA guidance. (Note: The Determining Official may not serve as the Hearing Official. See Item K.)
- H. Develop and make available to each child's parent or guardian, a letter as outlined herein, including a household application for free or reduced price meals, at the beginning of each school year. The school system must develop a procedure and keep it on file for disseminating applications (school packets, email, website, or combination, etc.). This procedure must define if applications will be paper or electronic and how they will be returned. Parents will be responsible for completing a household application and returning it to the school or Board of Education for review. Such applications and documentation of action taken will be maintained for three (3) years after the end of the school year to which they pertain. Applications are effective for one year. Any parent enrolling a child in a school for the first time, at any time during the year, shall be provided an application for meal benefits. If a child transfers from one school to another under the jurisdiction of the LEA, his eligibility for free or reduced price meal will be transferred to, and honored by, the receiving school. Parents or guardians will be notified, within 10 working days, of the acceptance or denial of their applications. Children will be served meals immediately upon the submission of a complete application; children whose applications are approved for free meal benefits shall not incur charges during the application processing period.

Use data from the state agency's Direct Certification Technology System to issue meal benefits to students who are directly certified for free meals and to notify the students' households of free meal benefits and allow the household the opportunity to decline free meal benefits should they choose to do so.

Public Law 111-296 allows certification of a foster child for free meals, without application, if the local educational agency or other child nutrition program institution obtains documentation from an

appropriate state or local agency indicating the status of the child as a foster child whose care and placement is the responsibility of the state or that the foster child has been placed with a caretaker household by a court. The foster child is categorically eligible and may be certified without an application. Households with foster and non-foster children may choose to include the foster child as a household member, as well as any personal income earned by the foster child, on the same household application that includes their non-foster children. This will streamline the application process and may help the foster family's non-foster children qualify for free or reduced price meals based on household size and income.

In processing the application, the LEA would certify the foster child for free meals, and then make an eligibility determination for the remainder of the household based on the household's income (including personal income earned by the foster child) or other categorical eligibility information reported on the application. Foster payments received by the family from the placing agency are not considered income and do not need to be reported. The presence of a foster child in the household does not convey eligibility for free meals to all children in the household in the same manner as FNS, Temporary Assistance for Needy Families (TANF), Food Distribution Program.

When an application is denied, parents or guardians will be provided written notification in a language that parents and guardians can understand, to the extent practicable, which shall include the following:

1. Reason for the denial of benefits, (for example: income in excess of allowable limits or incomplete application).
 2. Notification of the right to appeal the denial of benefits.
 3. Specific instructions on how to appeal.
 4. Statement reminding parents that they may reapply for free and reduced price benefits at any time during the school year. (Note: The reasons for ineligibility shall be properly documented and retained on file at the LEA level.)
- I. Select and verify by November 15 the eligibility of a sample of the approved free and reduced price applications on file as of October 1. The SFA further agrees to maintain the following records relative to verification for a period of three (3) years:
1. Total number of applications on file as of October 1st.
 2. Documentation of the sample selection.
 3. Summary of all verification activities and outcomes.
- J. Conduct a second party review of applications to ensure the applications are complete and benefits are accurately issued if a computerized system is not used.

K. Identify individuals within the district who are authorized to serve as liaisons in the following areas:

- Migrant
- Homeless/Runaway
- Head Start
- Even Start
- Foster Child

These liaisons will be authorized to provide official, accurate information to the SFA's determining official for the purpose of determining categorical eligibility for students who meet pre-established criteria.

L. Designate a Hearing Official to establish and use a fair hearing procedure under which:

1. A household can appeal a decision made on the original application.
2. A household can appeal an adverse action made because of verification of an application.
3. The SFA can challenge the continued eligibility of any child. During the appeal and hearing, the child who was determined to be eligible based on the application submitted will continue to receive free or reduced price meals or free milk.

The Hearing Official must be someone not involved in the original eligibility determination. It is suggested that the Hearing Official hold a position at a higher administrative level than that of the Determining Official.

Hearing Procedure

Prior to initiating the hearing procedure, the school official, the parent(s) or the guardian may request a conference to provide an opportunity for the parent(s)/guardian(s) and school official(s) to discuss the situation, present information, obtain an explanation of data submitted in the application and the decisions rendered. Such a conference shall not in any way prejudice nor diminish the right to a fair hearing.

The designated hearing official shall ensure that the hearing procedure provides the following for both the household and the LEA:

1. A publicly-announced, simple method for making an oral or written request for a hearing;
2. An opportunity to be assisted or represented by an attorney or language interpreter;
3. An opportunity to examine, prior to and during the hearing, the documents and records presented to support the decision under appeal;
4. Reasonable promptness and convenience in scheduling a hearing, and adequate notice as to its time and place;

5. An opportunity to present oral or documentary evidence and arguments supporting a position without undue interference;
 6. An opportunity to question or refute any testimony or other evidence and to confront and cross examine any adverse witness(s);
 7. That the hearing will be conducted and the decision be made by an official who did not participate in the decision under appeal (or any previous conference);
 8. That the decision of the hearing official will be based on the oral and documentary evidence presented at the hearing and entered into the hearing record;
 9. That the parties concerned and any designated representative thereof be notified in writing of the decision;
 10. That for each hearing, a written record be prepared, including the decision under appeal, any documentary evidence and a summary of any oral testimony presented at the hearing, the decision of the hearing official and the reasons therefore, and a copy of the notification to the parties concerned of the hearing official's decision; and,
 11. That such written record must be retained for a period of three (3) years after the close of the school year to which it pertains; these records must be made available for examination by the parties concerned or their designees at any reasonable time and place during such period.
- M. Submit a public/press release annually to notify the public of the process for applying for free and reduced price meal benefits or maintain a copy of the press release from the state which is issued statewide. At such time during the course of the year the LEA is informed of major employers contemplating or experiencing large layoffs, or other conditions that would result in loss of income to households, the LEA will provide specific information about applying for free or reduced price school meal benefits to employees whose children may be enrolled in the LEA. In addition, the LEA agrees to provide such a public release whenever there is a change in eligibility criteria, unless specifically exempted from doing so.
- N. Establish a written procedure to collect money from children who pay for their meals and milk and to account for the number of free, reduced price, and full price and alternate meals served. The procedure described will be used so that no other child in the school will be aware of such procedure or the identity of the children receiving free or reduced price meals or free milk.
- O. Submit to the Tennessee Department of Education, School Nutrition Program, Andrew Johnson Tower, 710 James Robertson Parkway, Nashville, TN 37243-0389, any revisions to the administrative procedures outlined in this policy statement before implementation. Such changes will be effective only upon approval by the department. All changes in eligibility criteria must be publicly announced in the same manner used at the beginning of the school year.

Local Agriculture Products Compliance Plan School Year 2022-23

T.C.A § 49-6-2303-6

Elizabethton City Schools

101

[Name of SFA]

[SFA Agr #]

I/we certify to the Tennessee Commissioner of Education that the School Nutrition Program was implemented according to this plan for compliance and that we will make efforts to:

- Make available to our school nutrition program local agriculture products, freshness and transportation cost to be considered
- Allow flexible bidding process to assist farmers to bid competitively on portions of a given bid, rather than the entire bid
- Require that all food provided for public school use meet or exceed food safety standards for commercial food operations

Each local school board shall submit this plan for compliance 60 days prior to the beginning of the school year. In subsequent school year, each local school board shall submit modifications to this plan 60 days prior to the beginning of the school year.

On behalf of the School Food Authority:

Director of Schools:

Richard VanHuss

[Print]

[Signature]

[Date]

School Board Chairperson:

Eddie Pless

[Print]

[Signature]

[Date]

NOTE: This signature page must be provided in conjunction with the electronic renewal of the agreement between the SFA and the Tennessee Department of Education, to administer the School Nutrition Program(s). After reviewing the Local Agriculture Products Compliance Plan, please sign in blue ink and upload to the application packet in the Tennessee: Meals, Accounting, and Claiming (TMAC) system.

ECS Reopening Plan 2022-23



Elizabethton City students will return to school on August 3, 2022. Our number one priority continues to be the health and safety of our students while being able to provide appropriate academic instruction and meet students' social-emotional needs. Please note that modifications to this plan may be required based on conditions in our area and/or information from state and local health officials.

Academics

- The traditional, 5-days a week, daily instructional model provides instruction in-person while adhering to additional safety protocols. The usage of physical distancing within cohorts on a hybrid schedule is not part of our current reopening plans.
- There will not be a "virtual school" option for students this school year.
- Teachers will assess students' current instructional level and adjust instruction to address students' individual needs.

Health & Hygiene

- Hand sanitation stations will be available in all buildings.
- Handwashing and respiratory etiquette will be highly encouraged.
- Increased cleaning and sanitation of high contact areas are a priority.
- Parents are requested to check temperatures prior to sending students on the bus or to school.
- Training for staff and students on recommended healthy routines will be provided as needed.
- Staff and students are encouraged to stay home if they are sick or running a temperature of 100.4 or greater.
- Face coverings are available in all schools.

Facilities and Routines

- Students are encouraged to bring a water bottle.
- Increased cleaning and sanitation of high contact areas are a priority.
- Increased air circulation in classrooms through windows, doors, and air purifiers (as feasible and practical).
- Large group assemblies will follow school safety guidelines (as feasible and practical).
- Only academic field trips that can be conducted safely, given current conditions, will be approved.
- Social distancing within the classroom will be encouraged (where feasible and practical); six feet may not be possible in all classrooms.
- Schools will alter arrival and departure procedures to minimize contact and congestion, as needed.
- Physical activity will be conducted outdoors whenever possible to group students safely.

ECS Reopening Plan 2022-23



Bus Transportation

- Bus drivers will disinfect buses routinely.
- Students will spread out as much as possible on the bus to minimize contact.
- Bus unloading will be from front to back to minimize contact.
- Face coverings are available.

Cafeteria Procedures

- Thorough hand washing and/or hand sanitizing will be completed prior to meals.
- Lunch periods will be adjusted, and seating arranged to promote student separation as much as possible as state authority deems necessary.
- Student groups may eat in places other than the cafeteria (where feasible and practical) at the discretion of the school administration.

School Clinics

- Every school in the system has a nurse on staff.
- School nurses will continue to screen students and staff who show symptoms, isolate them until they can be picked up, and follow up to ensure testing is accomplished.
- Students who have temperatures above 100.4 will be placed in a separate area with a mask and monitored until their parents arrive.
- Clinics will be thoroughly cleaned throughout the day, as needed.

Campus Visitors

- Volunteers and visitors will be allowed in buildings with the same screening as staff.
- Face coverings will be available for all visitors.
- Use of school facilities from outside groups will be limited depending on present conditions.

Student Supports

- Attendance modifications for quarantined students will be made, as necessary, to support students.
- Students will be screened as needed for mental health support and referred to School Counselors and/or Mental Health Counselors.

Extended Learning Programs

- Before and after school extended learning programs will continue at all elementary schools and at the junior high.
- Programs will follow all school safety guidelines.

Athletics

- All athletic teams will follow TSSAA mandates.
- Updates will be provided as available from TDOE, TSSAA, and TDH.

ECS Reopening Plan 2022-23



COVID-19 Procedures for Confirmed Cases

- School administrators will maintain confidentiality in accordance with ADA (American Disabilities Act) and HIPAA (Health Insurance Portability and Accountability Act of 1996).
- Potential school closure will be based on the level of risk determined by the district.
- If the need arises to close schools due to COVID-19, virtual learning per state guidelines will be initiated for impacted students as soon as possible.
- If a closure is needed for intensive cleaning, communication will be provided.
- The student/staff member with COVID-19 will be allowed to return to school adhering to TDH guidelines.
- Quarantine guidance for parents and staff members may be obtained by contacting the Health Department, calling 877-857-2945, or by visiting [Novel Coronavirus \(tn.gov\)](https://www.tn.gov/novel-coronavirus).
- Classroom/school/district closures will only occur if a significant need warrants the closure or if it is mandated by state health officials.

Vaccinations

- Vaccinations are not mandated for faculty, staff, or students.
- Vaccines are currently available for ages 6 months and older at the Carter County Health Department, local pharmacies, and the regional health system.

Accommodations for Children with Disabilities

- We expect to begin the 2022-23 school year with all in-person learning. Currently, there is no virtual option for students. TDOE granted virtual days may be utilized as needed. Students with disabilities receive services in accordance with their IEP.

Individual school plans will include specifics that are age and space appropriate and may vary from these general district protocols. As the need lessens, these protocols will expire allowing programs and procedures to return to normal. Please note that modifications to this plan may be required based on conditions in our area and/or information from state and local health officials.

Safe Return to In-person Instruction and Continuity of Services Plan

Addendum Guidance

2022-2023

LEAs are required to update the Safe Return to In-Person Instruction and Continuity of Services Plan every six months through **Sept. 30, 2023**. Each time, local education agencies (LEAs) must seek public input on the plan and any revisions and must take such input into account. The purpose of the plan is to keep stakeholders informed.

Every LEA should complete the addendum and upload it to ePlan in the LEA document library and post it to the LEA's website (Feb. 15 and Sept. 15). Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

Please consider the following when completing the addendum:

- Ensure the LEA used multiple models of engagement offered to stakeholders. Examples may include surveys, in-person or virtual committee meetings, town hall meetings, or other inclusive engagement opportunities.
- LEAs should engage all applicable groups noted in meaningful consultation during the crafting of the plan and when making any significant revisions or updates to the plan.
- The number of stakeholders engaged should represent the composition of students. For example, if students with disabilities make up 15 percent of students, then 10-20 percent of respondents should represent this subgroup.
- Ensure the stakeholder engagement happened prior to the development/revision of the plan.
- The LEA must engage the health department in the development and revision of the plan. This is different from providing the health department with COVID-19 numbers.
- Plans must explicitly address every bullet point in Question 3 regarding district policies and strategies.
- Plans require local board approval and public posting.
- LEAs must update the *Safe Return to In-Person Instruction and Continuity of Services Plan* at least every six months through Sept. 30, 2023, seek public input on the plan and any revisions, and take such input into account. All revisions must include an explanation and rationale of why the revisions were made.
- All revisions must include an explanation and rationale, with meaningful public consultation and in an understandable format. The American Rescue Plan (ARP) Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Safe Return to In-Person Instruction and Continuity of Services Plan Addendum

The Elementary and Secondary School Emergency Relief 3.0 (ESSER 3.0) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, was enacted on March 11, 2021. Funding provided to states and local educational agencies (LEAs) helps safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation's students.

In the fall of 2021, LEAs developed and made publicly available a Safe Return to In-Person Instruction and Continuity of Services Plan. All plans were developed with meaningful public consultation with stakeholder groups. LEAs are required to update the plan every six months through Sept. 30, 2023, and must seek public input on the plan and any revisions and must take such input into account. LEAs also must review and update their plans and ensure they align with any significant changes to CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

The following information is intended to update stakeholders and address the requirement.

LEA Name:

Date: August 15, 2022

1. Describe how the LEA has continued to engage in meaningful consultation with stakeholders in the development of the revised plan.

After review of our January 2021 Safe Return to In-person Instruction and Continuity of Services Plan, ECS began the revision process by consulting with our Director of Schools and Consolidated School Health Director. The CSH Director communicates regularly with the Carter County Health Department and suggested several revision recommendations for the plan. She also consulted with the CCHD to get feedback on our revisions. School administrators were given the opportunity to provide feedback on the Health and Safety Plan and they consulted with their administrative teams. Suggested revisions were presented at the July 2022 School Board meeting with an opportunity for feedback from stakeholders. Our school board meetings are open to all stakeholders including parents, school staff, students, and community leaders. These meetings are streamed live, and recordings are posted on our YouTube channel.

2. Describe how the LEA engaged the health department in the development of the revised plan.

Our Consolidated School Health Director considered current recommendations from the Tennessee Department of Health and the CDC while revising our Health and Safety Plan. Our CSH Director communicates regularly with the Carter County Health Department and suggested several revision recommendations for the plan. Suggested revisions were sent to the Carter County Health Department Director for recommendations and feedback. The CCHD Director approved the proposed revisions.

3. Provide the extent to which the LEA has updated adopted policies and a description of any such policies on each of the following health and safety strategies.

<p><i>Appropriate accommodations for children with disabilities with respect to health and safety policies</i></p> <p>We expect to begin the 2022-23 school year utilizing in-person learning. Currently, there is no plan to provide a virtual option except for students in isolation or quarantine. The traditional, 5-days a week instructional model provides instruction in-person while adhering to additional safety protocols for all students. Students with Disabilities who are quarantined will receive services in accordance with their IEP.</p>
<p><i>Physical distancing (e.g., use of cohorts/podding)</i></p> <p>The traditional, 5-days a week instructional model provides instruction in-person while adhering to additional safety protocols. The use of cohorts/podding is not part of our revised health and safety strategies.</p>
<p><i>Hand washing and respiratory etiquette</i></p> <p>Hand washing and respiratory etiquette continue to be highly encouraged. Hand sanitation stations are available in all buildings. Increased cleaning and sanitation of high contact areas are a priority. Parents are requested to check temperatures prior to sending students on the bus or to school. Training for staff and students on recommended healthy routines is provided as needed. Staff and students are encouraged to stay home if they are sick or running a temperature of 100.4 or greater. Face coverings are available in all schools.</p>
<p><i>Cleaning and maintaining healthy facilities including improving ventilation</i></p> <p>We continue to utilize the following procedures in our facilities. Students are encouraged to bring a water bottle. Increased cleaning and sanitation of high contact areas are a priority. Increased air circulation in classrooms through windows, doors, and air purifiers (as feasible and practical). Large group assemblies are limited follow school safety guidelines (as feasible and practical). Only academic field trips that can be conducted safely, given current conditions, are approved. Social distancing within the classroom is encouraged (where feasible and practical); six feet may not be possible in all classrooms. Schools may alter arrival and departure procedures to minimize contact and congestion, as needed. Physical activity is conducted outdoors whenever possible to group students safely.</p>
<p><i>Contact tracing in combination with isolation and quarantine</i></p> <p>School administrators maintain confidentiality in accordance with ADA (American Disabilities Act) and HIPAA (Health Insurance Portability and Accountability Act of 1996). A student or staff member with COVID-19 may to return to school adhering to TDH guidelines. Quarantine guidance for parents and staff members may be obtained by contacting the CCHD (877-857-2945) or by visiting Novel Coronavirus (tn.gov). Potential school closure is based on the level of risk determined by the district. Classroom/school/district closures only occur if a significant need warrants the closure or if it is mandated by the state or local health officials. If the need arises to close schools due to COVID-19, virtual learning per state guidelines will be initiated for impacted students as soon as possible. If closure is needed for intensive cleaning, communication will be provided.</p>

<i>Diagnostic and screening testing</i>
Diagnostic and screening testing may be obtained by contacting the CCDH (877-857-945) or local physicians and pharmacies.
<i>Efforts to provide vaccinations to educators, other staff, and students, if eligible</i>
Vaccinations are not mandated for faculty, staff, or students. Vaccines are currently available for ages 6 months and older at the Carter County Health Department, local pharmacies, and the regional health system.
<i>Universal and correct wearing of masks</i>
Face coverings are available in all schools.

4. Provide a current description as to how the LEA is ensuring continuity of services including but not limited to services that address students’ academic needs and students’ and staff’s social, emotional, mental health, and other needs, which may include student health and food services.

Based on Tennessee Department of Health guidelines, Elizabethton City Schools ensures the continuity of services to address academic needs by continuing school in person for the remainder of the 2022-23 school year. Based on this plan, we expect to provide all services to students and families in person in accordance with policies, statutes, and all regulations. Common sense infectious disease prevention measures remain in place based on CDC recommendations and Tennessee Department of Health guidelines.

Elizabethton City Schools teaches TN State Standards in all courses and utilizes our Tier II and III intervention blocks to account for learning loss and acceleration. Subgroup services are provided per IEP/ILP. ESSER 3.0 funds enable us to mitigate learning loss by hiring additional teachers to reduce class sizes, work with more students in small intervention groups, and serve additional students in grades 1-8 through TN ALL Corps tutoring.

Our social, emotional, and mental health supports continue at each school with additional school counselors and career advisors, two mental health counselors, and a school social worker. Students receive social and emotional health supports support during guidance class, small group sessions, and individual counseling and advising. School nurses continue to address health concerns and conduct any necessary actions regarding COVID-19. Mental health counselors are available to all faculty and staff members as needed. Our teachers and administrators participated in “Mental Health Debriefing” sessions offered by the Tennessee Department of Health and Crisis Response Team volunteers.

Other supports for continuing services during the 2022-23 school year include the Community Eligibility Provision for free breakfast and lunch for all students at East Side Elementary and Harold McCormick Elementary School. Families of students at West Side Elementary, T.A. Dugger Jr. High, and Elizabethton High School may apply for free or reduced meals through the application process per USDA guidelines.

Elizabethton City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: BOARD MEMBERS	Descriptor Code: 1.102	Issued Date: 04/21/22
		Rescinds: 1.102	Issued: 10/22/92

1 The legal status of board members shall be as follows:¹

2 **NUMBER**

3 The Board is composed of five (5) members.

4 **QUALIFICATIONS**

5 Members of the Board shall be residents and voters of the city of substantially equal population and shall
6 be citizens of recognized integrity, intelligence, and ability to administer the duties of the office.^{1,2} To
7 qualify as a candidate, an individual must show proof of:

- 8
- 9 1. Graduation from high school or receipt of a GED or HiSET;³ and being a qualified voter and
10 resident in the city for one (1) year prior to the qualifying deadline for running as a candidate.⁴
11

12 Members of the city legislative body and other city governmental officials shall not be eligible for
13 election as members of the city Board of Education.⁵

14 **TERMS OF OFFICE**

15 Members of the Board shall serve four (4) year terms.¹

16 **VACANCIES**

17 Vacancies shall be declared to exist on account of death, resignation, removal, or through due process
18 proceedings.⁶

19 When a vacancy occurs, the unexpired term shall be filled at the next regular or special meeting of the
20 local legislative body.⁷ Such appointment shall continue until the next regular election.

Legal References

1. TCA 49-2-201(a)(1)
2. TCA 49-2-202(a)(1)
3. TCA 49-2-202(a)(4)
4. Public Acts of 2022, Chapter No. 809
5. TCA 49-2-202(a)(2)
6. TCA 8-47-101; TCA 49-1-611; TCA 49-2-202(e)(2);
Tenn. Att’y Gen. Op. No. 21-14 (September 1, 2021)
7. TCA 49-2-202(e)(1)

Elizabethton City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: School Board Legislative Involvement	Descriptor Code: 1.105	Issued Date: 08/24/90
		Rescinds: 1.105	Issued:

1 The Board will work for the passage of new laws designed to advance the cause of improving public
2 education in Tennessee. Likewise, the Board shall work for the repeal or modification of existing laws
3 and the defeat of proposed laws that impede this cause.

4

5 To accomplish this:

6 1. The Board shall stay informed of pending legislation and actively communicate its concerns
7 and make its position known to the elected representatives at both the state and national
8 level;

9

10 2. The Board shall work with other school boards in the state, other local officials, and
11 community groups in creating public awareness and support for legislative priorities;

12

13 3. The Board shall annually select one (1) of its members to serve as its legislative
14 representative;

15

16 4. The Board shall work with its legislative representative, TSBA, and other concerned groups
17 in developing an annual legislative program; and

18

19 5. The Board shall include in its budget appropriate resources to cover costs, including travel
20 expenses, necessary to ensure active participation in the legislative process.

21

Cross References

Board Member Development Opportunities 1.204

22

Elizabethton City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Board Member Development Opportunities	Descriptor Code: 1.204	Issued Date: 08/24/90
		Rescinds: 1.302	Issued:

1 Board members shall participate in activities designed to improve their skills as members of a policy-
2 making body. In order to accomplish this, the following shall occur:

- 3 1. An annual calendar of school board conferences, conventions, and workshops shall be
4 maintained by the board secretary and provided to each board member in order to ensure
5 compliance with the requirements for professional development.¹ The Board shall identify which
6 meetings should be attended and the benefits thereof;
7
- 8 2. Funds for participation at such meetings shall be budgeted on an annual basis. The Board as a
9 whole shall retain the authority to approve or disapprove the participation of members in planned
10 activities;
11
- 12 3. Reimbursement to board members for their travel expenses shall only be made for pre-approved
13 travel;
14
- 15 4. When a conference, convention or workshop is not attended by the full Board, those participating
16 will be requested to share information, recommendations, and materials acquired at the meeting;
17 and
18
- 19 5. The public shall be kept informed through the news media about the Board's continuing in-
20 service education and about the programs anticipated for short- and long-range benefits to the
21 schools.

22 The Board regards the following as the kinds of activities and services appropriate for development
23 opportunities:

- 24 1. Participation in school board conferences, workshops, and conventions held by the State and
25 National School Boards Associations;¹
26
- 27 2. Local and district-sponsored training sessions for board members; and
28
- 29 3. Subscriptions to publications addressing the concerns of board members.

Legal References

1. TCA 49-2-202(a)(6)

Cross References

- Board Evaluation 1.103
- Memberships 1.104
- School Board Legislative Involvement 1.105
- School District Goals 1.700
- School Calendar 1.800
- Expenses and Reimbursements 2.804

Elizabethton City Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Instructional Standards	Descriptor Code: 4.101	Issued Date: 09/16/21
		Rescinds:	Issued:

1 *General*

2 The Board is charged with selection of the curriculum. No subjects or topics prohibited by state or
3 federal law shall be taught.¹ The Director of Schools shall develop administrative procedures to
4 implement this policy.

5 **STATE STANDARDS²**

6 Only Tennessee state standards shall be taught within the school district. The following are prohibited:

7 1. Instructional materials, textbooks, or supplemental materials created to align exclusively with
8 Common Core; or

9
10 2. Instructional materials, textbooks, or supplemental materials that are marketed or otherwise
11 identified as Common Core textbooks or instructional materials.

12

13 Any complaints regarding the above shall be submitted per board policy 4.402.

14 **CURRICULUM AND INSTRUCTIONAL PROGRAMMING**

15 All curriculum and instructional programming implemented in the school district shall adhere to state
16 and federal laws. District employees shall not include or promote any concepts that would violate state
17 law when providing instruction, using instructional or supplemental materials, or when implementing
18 the instructional program and curriculum.¹

19 The Director shall develop procedures to ensure that the district's instructional program complies with
20 state law.

21 Complaints regarding teaching prohibited concepts in violation of state law shall be submitted per the
22 regulation developed by the Tennessee Department of Education.³

23

Legal References

1. TCA 49-6-2202; TCA 49-6-1304; TCA 49-6-2206; TCA 49-6-1019
2. TCA 49-1-302(a)(8); TCA 49-1-314; Public Acts of 2022, Chapter No. 1085
3. TRR/MS 0520-12-04

Cross References

Reconsideration of Textbooks and Instructional Materials
4.402
Controversial Issues 4.800
Controversial Materials 4.801

Elizabethton City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Credit Recovery	Descriptor Code: 4.210	Issued Date: 07/18/17
		Rescinds: 4.210	Issued: 09/20/16

1 **GENERAL¹**

2 The Director of Schools shall ensure that credit recovery facilitators receive training regarding course
3 organization, online instruction management, and related technology.

4 Credit recovery teachers shall comply with all State Board of Education certification requirements.¹

5 **ADMISSION AND REMOVAL²**

6 No student shall be admitted to or otherwise enrolled in credit recovery courses unless:

- 7 1. The student's parent/guardian gives written consent for the student to enroll in the proposed
8 credit recovery course. Parents/guardians should be informed that not all postsecondary
9 institutions will accept credit recovery courses for credit and that the NCAA Clearinghouse will
10 not accept credit recovery courses for credit; and
11
- 12 2. The student has previously taken an initial, non-credit recovery section of the proposed course
13 and received a grade of at least fifty-five percent (55%). Students who receive a grade of below
14 fifty-five percent (55%) in the non-credit recovery section of the course must re-take the
15 course.

16 Prior attendance and discipline records of potential Credit Recovery candidates may be reviewed and
17 considered when making admission decisions.

18 If a student is seeking to recover credit for the first semester of a two-semester course, the student may
19 not receive the full credit for the course until he/she has enrolled in and passed the second semester of
20 the course and taken any applicable End of Course examinations.

21 The Board shall track students enrolled in credit recovery courses as directed by the Tennessee
22 Department of Education.

23 **INSTRUCTION AND CONTENT²**

24 Credit recovery teachers shall work closely with credit recovery facilitators to correlate class content
25 and instruction.

26 The Director of Schools shall ensure that all credit recovery courses:

- 1 1. Align with Tennessee’s current academic standards for the relevant course content area, as
2 approved by the State Board of Education; and
3
- 4 2. Differentiate instruction to address individual student growth needs based on diagnostic
5 assessment or End of Course data.

6 Students in credit recovery programs shall:

- 7 1. Complete a course skill-specific diagnostic to determine skill-specific goals;
8
- 9 2. Meet individual skill-specific goals in a flexible time frame as established by identified student
10 need; and
11
- 12 3. Master all individualized skill-specific goals as established by the diagnostic process in order to
13 earn credit.

14 **GRADES²**

15 Students passing credit recovery shall receive a grade of sixty percent (60%) under the state uniform
16 grading system.

Legal References

1. State Board of Education Policy 2.103;
TRR/MS 0520-01-03-.03(13)
2. State Board of Education Policy 2.103
3. State Board of Education Policy 3.301

Cross References

Virtual Education Program 4.212
Grading System 4.600
Promotion and Retention 4.603

Elizabethton Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Reconsideration of Textbooks and Instructional Materials	Descriptor Code: 4.402	Issued Date:
		Rescinds:	Issued:

1 If a complaint is filed by a parent/guardian, employee, or student regrading textbooks or instructional
2 materials, this process is to be followed:¹

- 3 1. Inform the complainant of the selection procedures and make no commitments.
4
- 5 2. Request the complainant to submit a Request for Reconsideration of Textbooks and
6 Instructional Materials form.
7
- 8 3. Inform the principal (and other appropriate personnel).
9
- 10 4. Keep challenged materials available for use during the reconsideration process. The materials
11 shall be removed immediately if they:²
12
 - 13 a. Were created to align exclusively with Common Core; or
 - 14 b. Are marketed or otherwise identified as Common Core textbooks or instructional
15 materials.
16
- 17
- 18 5. Upon receipt of the completed form, the principal shall notify the Director of Schools.
19
- 20 6. The principal shall request review of the challenged materials by an ad hoc materials review
21 committee within 20 working days. The review committee is appointed by the principal and
22 includes representatives from classroom teachers, one or more parents, and may include one or
23 more students. The principal will inform the Director of Schools of the review committee's
24 progress.
25
- 26 7. The review committee shall take the following steps after receiving the challenged materials:
27
 - 28 a. Read, view, or listen to the contested material in its entirety;
 - 29 b. Check general acceptance of the material by reading recognized and evaluative reviews;
 - 30 c. Determine the extent to which the material supports the curriculum;
 - 31 d. Complete the appropriate Checklist for Reconsideration of Textbooks and Instructional
32 Materials, judging the material for its strength and value; and
 - 33 e. Present recommendation to principal for further action and to the Director of Schools
34 for purposes of information.
35

- 1 8. If the complainant desires further action after receiving the recommendation of the committee
2 and the decision of the principal, an appeal may be made to the Board.

Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982)
2. TCA 49-1-302(a)(8); TCA 49-1-314; TCA 49-6-2206; Public Acts of 2022, Chapter No. 1085

Cross References

Instructional Standards 4.101
Textbooks and Instructional Materials 4.400
School and System Websites 4.407
Controversial Materials 4.801

Elizabethton Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Library Materials	Descriptor Code: 4.403	Issued Date:
		Rescinds:	Issued:

1 *General*

2 The School Librarians shall be responsible for library collection development. Library materials shall be
3 reviewed to ensure the content aligns with state law.¹ The library collection shall adhere to the following
4 criteria:

- 5 1. Materials shall be suitable for and consistent with the educational mission of the school;
6
- 7 2. Materials shall be appropriate for the age and maturity levels of the students who may access
8 them. The determining factor will be based on an assessment of any mature themes or content
9 (i.e., violence, sexual content, vulgar language, substance abuse);
10
- 11 3. Materials shall contain literary, historical, and/or artistic value and merit; and
12
- 13 4. The collection as a whole shall offer a variety of viewpoints.

14 School Librarian shall be responsible for periodically reviewing the district's library collection in line
15 with these established standards.

16 **COMPLAINTS**

17 If a complaint is made by an employee, student, or parent/guardian, this process is to be followed:

- 18 1. Inform the complainant of the selection procedures and make no commitments.
19
- 20 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
21
- 22 3. Inform the principal (and other appropriate personnel).
23
- 24 4. Keep challenged materials available for use during the reconsideration process.
25
- 26 5. Upon receipt of the completed form, the principal shall notify the Director of Schools.
27
- 28 6. The principal shall request review of the challenged materials by an ad hoc materials review
29 committee within twenty (20) working days. The review committee is appointed by the
30 principal and includes certified library media personnel, representatives from classroom
31 teachers, one or more parents, and may include one or more students. The principal will inform

1 the Director of Schools of the review committee's progress.
2

3 7. The review committee shall take the following steps after receiving the challenged materials:
4

- 5 a. Read, view, or listen to the contested material in its entirety;
6 b. Check general acceptance of the material by reading recognized and evaluative reviews;
7 c. Determine the extent to which the material is appropriate for the age and maturity levels
8 of the students who have access to the materials and whether the material is suitable for,
9 and consistent with, the educational mission of the school;
10 d. Complete the appropriate Checklist for Reconsideration of Library Materials, judging
11 the material for its strength and value; and
12 e. Present a recommendation to the Director of Schools and the Board.
13

14 8. The Board shall review the recommendation presented by the review committee and make the
15 determination whether the material is appropriate for the age and maturity levels of the students
16 who have access to the materials and whether the material is suitable for, and consistent with,
17 the educational mission of the school.
18

19 9. If it is determined that the material is not appropriate for the age and maturity levels of the
20 students who have access to them or is not suitable for, and consistent with, the educational
21 mission of the school, the Board shall require the school to remove the material from the library
22 collection.

Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); Public Acts of 2022, Chapter No. 744

Cross References

Textbooks and Instructional Materials 4.400
School and System Websites 4.407
Controversial Materials 4.801

Elizabethton City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Use of the Internet	Descriptor Code: 4.406	Issued Date: 11/14/17
		Rescinds: 4.406	Issued: 12/11/12

1 The Board supports the right of staff and students to have reasonable access to various information
2 formats and believes that it is incumbent upon staff and students to use this privilege in an appropriate
3 and responsible manner.

4 **Employees**

5 Before any employee is allowed use of the district's Internet or intranet access, the employee shall sign
6 a written agreement, developed by the Director of Schools/designee that sets out the terms and conditions
7 of such use. Any employee who accesses the district's computer system for any purpose agrees to be
8 bound by the terms of that agreement, even if no signed written agreement is on file.

9 The Director of Schools shall develop and implement procedures for appropriate Internet use which shall
10 address the following:

- 11 1. Development of the Network and Internet Use Agreement:
- 12 2. General rules and ethics of Internet access:
- 13 3. Guidelines regarding appropriate instruction and oversight of student Internet use;
- 14 4. A uniform signature block for use by all district employees; and
- 15 5. Prohibited and illegal activities, including but not limited to the following:¹
 - 16 • Sending or displaying offensive messages or pictures;
 - 17 • Using obscene language;
 - 18 • Harassing, insulting, defaming, or attacking others;
 - 19 • Damaging computers, computer systems, or computer networks;
 - 20 • Hacking or attempting unauthorized access to any computer;
 - 21 • Violation of copyright laws;
 - 22 • Trespassing in another's folders, work, or files;
 - 23 • Intentional misuse of resources;
 - 24 • Using another's password or other identifier (impersonation);
 - 25 • Use of the network for commercial purposes; and
 - 26 • Buying or selling on the Internet.

27
28
29

1 Students

2 The Director of Schools shall develop and implement procedures for appropriate internet use by students.

3 Procedures shall address the following:

4 1. General rules and ethics of internet use; and

5 2. Prohibited or illegal activities, including, but not limited to:¹

6 • Sending or displaying offensive messages or pictures;

7 • Using obscene language;

8 • Harassing, insulting, defaming, or attacking others;

9 • Damaging computers, computer systems, or computer networks;

10 • Hacking or attempting unauthorized access;

11 • Violation of copyright laws;

12 • Trespassing in another's folders, work, or files;

13 • Intentional misuse of resources;

14 • Using another's password or other identifier (impersonation);

15 • Using the network for commercial purposes; and

16 • Buying or selling on the internet.

17 INTERNET SAFETY MEASURES

18 Internet safety measures shall be implemented that effectively address the following:

19 1. Controlling access by students to inappropriate matter on the internet and World Wide Web;

20 2. Safety and security of students when they are using electronic mail, chat rooms, and other
21 forms of direct electronic communications;

22 3. Preventing unauthorized access, including "hacking" and other unlawful activities by
23 students online

24 4. Unauthorized disclosure, use, and dissemination of personal information regarding students;
25 and

26 5. Restricting students' access to materials harmful to them.

27 The Director of Schools/designee shall establish a process to ensure the district's education technology
28 is not used for purposes prohibited by law or for accessing sexually explicit materials. The process shall
29 include, but not be limited to:

30 1. Utilizing technology that filters, blocks, or otherwise prevents internet access (for both
31 students and adults) to material that is obscene or pornographic;³

- 1 2. Prohibiting and preventing a use from sending, receiving, viewing, or downloading materials
- 2 that are deemed to be harmful to minors;⁴
- 3 3. Maintaining and securing a usage log; and
- 4 4. Monitoring online activities of students.²

5 The Board shall provide reasonable public notice of and at least one (1) public hearing or meeting to
6 address and communicate its internet safety measures.²

7 A written parental consent shall be required prior to the student being granted access to electronic media
8 involving district technological resources. The required permission/agreement form, which shall specify
9 acceptable uses, rules of online behavior, access privileges, and penalties for policy/procedural
10 violations, must be signed by the parent/legal guardian of minor students (those under 18 years of age)
11 and also by the student. This document shall be executed each year and shall be valid only in the school
12 year in which it was signed unless parent(s)/guardian(s) provide written notice that consent is withdrawn.
13 In order to rescind the agreement, the student's parent/guardian (or the student who is at least 18 years
14 old) must provide the Director of Schools with a written request.

15

16 Complaints alleging a violation of the internet safety measures shall be submitted to the Director of
17 Technology. All complaints shall be reviewed to determine how to appropriately respond.

18

19 **EMAIL**

20 Users with network access shall not utilize district resources to establish electronic mail accounts through
21 third-party providers or any other nonstandard electronic mail system. All data including email
22 communications stored or transmitted on school system computers shall be monitored.
23 Employees/students have no expectation of privacy with regard to such data. Email correspondence may
24 be a public record under the public records law and may be subject to public inspection.⁵

25 **INTERNET SAFETY INSTRUCTION⁶**

26 Students will be given appropriate instruction in internet safety as a part of any instruction utilizing
27 computer resources. The Director of Schools shall provide adequate in-service instruction on internet
28 safety. Parent(s)/guardian(s) and students will be provided with material to raise awareness of the
29 dangers posed by the internet and ways in which the internet may be used safely.

30 **SOCIAL NETWORKING**

- 1 1. District staff who have a presence on social networking websites are prohibited from posting
2 data, documents, photographs or inappropriate information that is likely to create a material and
3 substantial disruption of classroom activity.
- 4 2. District staff are prohibited from accessing personal social networking sites on school computers
5 or during school hours except for legitimate instructional purposes.
- 6 3. The Board discourages district staff from socializing with students on social networking
7 websites. The same relationship, exchange, interaction, information, or behavior that would be
8 unacceptable in a non-technological medium is unacceptable when done through the use of
9 technology.

10 VIOLATIONS

11 Violations of this policy or a corresponding administrative procedure shall be handled in accordance
12 with the existing disciplinary procedures of this district.

13 VENDOR CONTRACTS³

14 Prior to entering into any contract for the provision of digital or online materials created or marketed
15 for kindergarten through grade twelve (K-12), the district shall obtain an assurance that the vendor
16 shall adhere to state law. This determination includes ensuring that the vendor filters, blocks, or
17 otherwise prevents access to pornography or obscenity and verifying that the technology prevents a
18 user from sending, receiving, viewing, or downloading materials that are harmful to minors.

Legal References

1. TCA 39-14-602
2. 47 USCA § 254 (h)(5)(A) – (C), 254(I); 47 CFR § 54.520(c)(1)(i); 20 USCA § 7131
3. Public Acts of 2022, Chapter No. 1002
4. TCA 39-17-901; Public Acts of 2022, Chapter No. 1002
5. TCA 10-7-512
6. TCA 49-1-221

Cross References

Use of Email 1.805
School and System Websites 4.407
Controversial Materials 4.801
Student Publications 6.704

Elizabethton City Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: <h2 style="text-align: center;">Grading System</h2>	Descriptor Code: 4.600	Issued Date: 12/17/19
		Rescinds: 4.600	Issued: 10/23/18

1 The Director of Schools shall develop an administrative procedure to establish a system of grading and
 2 assessment for evaluating and recording student progress and to measure student performance in
 3 conjunction with board-adopted content standards for grades K-8. The grading/assessment system shall
 4 follow all applicable statutes and rules and regulations of the State Board of Education. The
 5 grading/assessment system shall be uniform, district-wide, at comparable grade levels, except that the
 6 Director of Schools shall have the authority to establish and operate ungraded and/or unstructured classes
 7 in grades K-3 according to state rules and regulations.¹

8 The Director of Schools shall submit a copy of the grading and assessment systems to the Board before
 9 the system is implemented.² These guidelines shall be communicated annually to students and
 10 parents/guardians.¹

11 Conduct grades are based on behavior and shall not be reflected in scholastic grades. Conduct shall be
 12 marked as follows:

- 13 AOutstanding
- 14 BAbove Average
- 15 CAverage
- 16 DBelow Average
- 17 FFail

18 UNIFORM GRADING SYSTEM¹

19 Schools teaching grades nine (9) through twelve (12) shall use the uniform grading system established
 20 by the State Board of Education. Using the uniform grading system, students' grades shall be reported
 21 for the purposes of application for post-secondary financial assistance administered by the Tennessee
 22 Student Assistance Corporation.

23 Subject-area grades shall be expressed by the following letters with their corresponding percentage range
 24 for grades two through twelve:

<u>Grade</u>	<u>Value</u>	<u>GPA</u>
A	90-100	4
B	80-89	3
C	70-79	2
D	60-69	1
F	0-59	0

1 Grades given at the end of each nine (9) weeks period will be determined from daily work, homework,
2 written assignments and tests. The teacher will weigh the value of grades given for various assignments
3 and tests within the applicable period in computing the grade. This procedure will enable the teacher to
4 allow for individual student differences in the grading process. Any assignments and tests required of a
5 student may be considered in the computation of his/her grade. Final nine weeks' minimum grade shall
6 be reported as no lower than fifty percent (50%). Grades are not to be changed once recorded on a report
7 card unless authorized by the teacher or principal.

8 **Kindergarten and First Grade Scale**

9 For Kindergarten and first grade, the following grading scale will be used:

- 10 • 4 - Above - the student is working above grade level.
- 11 • 3 - Secure — the student is working on grade level and is secure working with skill.
- 12 • 2 - Developing — the student is working toward being on grade level, but skills are still
13 developing.
- 14 • 1 - Beginning — the student is working below grade level.

15 **Weighting for Advanced Coursework – Grades 9-12 and courses earning high school credit at the** 16 **middle school.**

17 Advanced coursework grades will be weighted with additional percentage points to calculate the
18 semester average. Depending on the course taken, the following percentage points will be assigned:

- 19 • Honors Courses – three (3) percentage points;
- 20 • Local and Statewide Dual Credit, Industry Certification-Aligned Courses, and Dual Enrollment
21 Courses – four (4) percentage points; and
- 22 • Advanced Placement – five (5) percentage points.

23 For courses that include a culminating exam (i.e., Industry Certification Aligned, Statewide Dual Credit,
24 Local Dual Credit, and Advanced Placement Courses) students must sit for the appropriate exam in order
25 to earn the additional percentage points.¹

26 If additional weighting is awarded prior to participation in the culminating exam, weighting will be
27 removed if the student does not participate in the culminating exam by the end of the school year in
28 which the course was completed.¹

29 Dual enrollment courses that are recognized for high school credit are eligible for the additional
30 percentage point weighting for students who pass the dual enrollment course.¹

31 The district shall annually approve the list of such courses that meet the criteria listed above and shall
32 provide this information readily to the public.¹

33 Additional percentage points shall be added at each grading period (9 weeks) as well as to the semester
34 exam. Additional percentage points are not added to the final average since the points are already in the
35 grade.¹

1 **LOCAL GPA SCALE**

2 Weighted GPA will be in effect for students in the class of 2024 and subsequent classes.

3 **GPA CALCULATION FOR HIGH SCHOOL COURSES**

<u>Grade</u>	<u>Value</u>	<u>Regular</u>	<u>Honors/Industry Certification</u>	<u>Statewide/Local Dual Credit/ Dual Enrollment</u>	<u>AP</u>
A	93-100	4	4.5	4.75	5
B	85-92	3	3.5	3.75	4
C	75-84	2	2.5	2.75	3
D	70-74	1	1.5	1.75	2
F	0-69	0	0	0	0

4 The Uniform Grading System (4.0 scale) must be used to calculate eligibility for financial assistance
5 administered by the Tennessee Student Assistance Corporation.¹

6 If a course meets two (2) of the above categories, the student would receive the higher level of points.

7 **LOTTERY SCHOLARSHIPS³**

8 Each school counselor shall provide incoming freshman with information on college core courses
9 required for lottery scholarships as well as necessary criteria (grade point average, ACT, and SAT score,
10 etc.) that must be met in order to receive a scholarship.

11 Seniors may apply for the Tennessee HOPE Scholarship by completing the Free Application for Federal
12 Student Aid (FAFSA). The FAFSA is available at the guidance office or online. Students shall be made
13 aware of all applicable FAFSA deadlines and encouraged to submit applications in a timely manner.

14 Elementary school counselors should explain the HOPE Scholarship and its requirements to their
15 students and impress upon them the benefits of making good grades.

16 **LOTTERY SCHOLARSHIP DAY**

17 Each school year, prior to scheduling courses for the following school year, schools teaching students in
18 grades 8-11 shall conduct a lottery scholarship day for students and their parents.⁴

19 **HONORS RECOGNITION**

20 For the purposes of honors recognition Elizabethton City Schools will use the following Latin System:

21 *summa cum laude* 4.25 and above

- 1 *magna cum laude* 4.00-4.24
- 2 *cum laude* 3.75-3.99
- 3

Legal References

1. TRR/MS 0520-01-03-.05(3), State Board of Education Policy 3.301; Public Acts of 2019, Chapter No. 248
2. TCA 49-2-203(b)(7); TCA 49-2-301(b)(1)(H)
3. TCA 49-4-904, 907
4. TCA 49-4-932(f)

Elizabethton City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Honor Roll, Awards, & Class Ranking	Descriptor Code: 4.602	Issued Date: 03/29/90
		Rescinds: 4.703	Issued:

1 Students must be enrolled full time at the home base school to be eligible for ranking among the top high
2 school seniors.

3 All grades earned in grades 10, 11 and the first semester of grade 12 will be counted toward the grade
4 point average and the rank in class.

5 Honor roll students will be determined by standards approved by the Board. Students who meet these
6 standards, and who do not request otherwise, will have their names submitted to the principal for release
7 to the news media.

8 Each school department or club which presents honors or awards or conducts contests will file with the
9 principal the name of the honor, award or contest; the basis for selection of the award and honor; the
10 method of participation; and the reason for the contest.

11 Beginning with Class of 2024 and subsequent cohorts students will be recognized utilizing the Latin
12 System outlined in policy 4.600 Grading System.

Cross References:

Grading System 4.600
Graduation Requirements 4.605

Elizabethton City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Application and Employment	Descriptor Code: 5.106	Issued Date: 09/16/21
		Rescinds: 5.106	Issued: 04/21/20

1 Application

2 An individual desiring a position shall make application to the Director of Schools on forms developed
3 by his/her office. To ensure the safety and welfare of students and staff, the district shall require
4 criminal history background checks and fingerprinting of applicants for teaching positions and any
5 other positions that require proximity to children.¹ In lieu of an additional criminal history records
6 check, the district may accept copies of an applicant's initial criminal history records check
7 documentation where the background check was conducted by a Tennessee local board of education or
8 child care program within one year prior to the individual's application with the district.² If applying
9 for a teaching position, the Director of Schools shall also check the applicant's license status in the
10 State Board of Education's database to determine if there is a hold on that applicant's license, and if so,
11 the reasoning behind the hold.²

12 Knowingly falsifying information shall be sufficient grounds for termination of employment and shall
13 also constitute a Class A misdemeanor which must be reported to the District Attorney General for
14 prosecution.³

15 Any costs incurred to perform these background checks and fingerprinting shall be paid by the
16 applicant.

17 *Professional Employees*

18 The application shall include a transcript of credits earned at the colleges or universities attended along
19 with reference information from persons such as previous employers, college professors and
20 supervisors of student teachers. Other information shall include whether such applicant has been
21 dismissed for cause from a school district.⁵ If previously employed in a local board of education, the
22 applicant shall provide evidence of acceptable resignation.

23 No person shall be employed:

- 24 1. Who does not hold a valid license to teach or a temporary permit to teach from the State
25 Board of Education;⁶
- 26 2. Who has been identified by the Department of Children's Services as a perpetrator of child
27 abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate
28 threat to the health, safety, or welfare of children;⁷
- 29 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the
30 Department of Health;⁷
- 31 4. Who does not present a physician's certificate showing a satisfactory health record or has
32 any contagious or communicable disease in such form that might endanger the health of
33 school children;⁸

- 1 5. Who refuses to take and subscribe to an oath to support the Constitution of the State of
- 2 Tennessee and of the United States of America;⁹
- 3 6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals
- 4 from employment for cause; or
- 5 7. Who does not receive a satisfactory background check.¹⁰

6 *Support Employees*

7 No person shall be employed:

- 8 1. Who has any contagious or communicable disease in such form that might endanger the
- 9 health of school children;⁸
- 10 2. Who has been identified by the Department of Children's Services as a perpetrator of
- 11 child abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an
- 12 immediate threat to the health, safety, or welfare of children;⁷
- 13 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the
- 14 Department of Health;⁷
- 15 4. Who has not complied with the Immigration Reform and Control Act of 1986;¹¹
- 16 5. Who fails to make a full disclosure of any prior criminal record and any prior dismissals
- 17 from employment for cause; or
- 18 6. Who does not receive a satisfactory background check.¹⁰

19 **Employment**

20 *Professional Employees*

21 After checking references and receiving written recommendations, the Director of Schools shall hire
22 and assign qualified applicants.

23 *Initial Employment for Professional Employees*

24 The Director of Schools shall notify such person, in writing, of the offer and conditions of
25 employment. Upon receipt of employment notification, such person shall respond within the timeline
26 established by state law.¹² From the date of the written acceptance, such person is considered to be
27 under employment with the district and is subject to all rights, privileges and duties.

28 *Support Employees*

29 After checking references and receiving written recommendations from principals and/or supervisors,
30 the director of schools shall hire and assign qualified applicants.

Legal References

1. TCA 49-5-406
2. State Board of Education Policy 5.501
3. TCA 49-5-406(a)(2)(A)
4. TCA 49-5-413(c)
5. TCA 49-2-131
6. TCA 49-5-403; TCA 49-5-101; Public Acts of 2021, Chapter No. 211
7. TCA 49-5-413(e)
8. TCA 49-5-404
9. TCA 49-5-405
10. TCA 49-5-413(a), (f)
11. Immigration Reform and Control Act of 1986; Pub. L. No. 99-603, 100 Stat. 3359, 8 USCA § 1101 *et seq.*
12. TCA 49-5-406(b)

Cross References

Orientation and Probation 5.107
Compensation Guides & Contracts 5.110
Background Investigations 5.118
Recommendations and File Transfers 5.203
Interim Employees 5.700
Qualifications and Duties of the Director of Schools 5.802

Elizabethton City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Disciplinary Hearing Authority	Descriptor Code: 6.317	Issued Date: 07/21/20
		Rescinds: 6.317	Issued: 09/18/14

1 A Disciplinary Hearing Authority (DHA) shall conduct appeals for students who have been suspended
2 for more than ten (10) school days. The Board shall appoint members to the DHA which shall consist
3 of three (3) members, (maximum number must not exceed total membership of Board). The Director of
4 Schools shall recommend members of the DHA to the Board for approval. At least one (1) DHA member
5 shall be a licensed employee of the board. All appointments are for one (1) year terms and subject to
6 reappointment. Board members shall not serve on the DHA.¹

7 The director of schools shall appoint a chair of the DHA from the members appointed by the Board. The
8 chairman shall perform the following duties:

- 9 1. Set the time, place and date for each hearing;
- 10 2. Maintain order and structure during each hearing; and
- 11 3. Prepare, sign, and disseminate the minutes of each meeting.

12 Upon receiving notification of the request to appeal the suspension decision, the DHA shall provide
13 written notification to the parent(s)/guardian(s) of the student, the student, and any other appropriate
14 person of the time, place and date of the hearing. The hearing must be held no later than ten (10) days
15 after the beginning of the suspension.²

16 The DHA may take the following disciplinary actions:³

- 17 1. Affirm the decision of the school principal;
- 18 2. Order removal of the suspension unconditionally;
- 19 3. Order removal of the suspension upon such terms and conditions as it deems reasonable;
- 20 4. Assign the student to alternative program; or
- 21 5. Suspend the student for a specified period of time.*

22
23 If the decision is determined by a disciplinary hearing authority, a written record of the proceedings,
24 including a summary of the facts and the reasons supporting the decision, shall be made by the
25 disciplinary hearing authority. Th student, principal, principal-teacher or assistant principal may,
26 within five (5) days of the decision, request review by the Board of Education.

Commented [MN1]: Suggested changes requested by John Hutchins.

1
2 The Board of Education, based upon a review of the records, may grant or deny a request for a board
3 hearing and may affirm or overturn the decision of the hearing authority with or without a hearing
4 before the board; provided, that the board may not impose a more severe penalty than that imposed by
5 the hearing authority without first providing an opportunity for a hearing before the board. If the board
6 conducts a hearing as a result of a request for review by a student, principal, principal-teacher or
7 assistant principal, then, notwithstanding any provision of the open meetings laws compiled in title 8,
8 chapter 44, or other law to the contrary, the hearing shall be closed to the public, unless the student or
9 student's parent or guardian requests in writing within five (5) days after receipt of written notice of
10 the hearing that the hearing be conducted as an open meeting. If the board conducts a hearing as a
11 result of a request for review by a student, principal, principal-teacher, or assistant principal that is
12 closed to the public, then the board shall not conduct any business, discuss any subject or take a vote
13 on any matter other than the appeal to be heard.

14

15 * Note: Zero-tolerance offenses as set forth in statute require mandatory calendar year expulsion
16 unless modified by the director of schools.

Legal References

1. TCA 49-6-3401(c)(4)(C)
2. TCA 49-6-3401(c)(4)(D)
3. TCA 49-6-3401(c)(5)
4. TCA 49-6-3401(c)(6)

Cross References

Procedural Due Process 6.302
Zero Tolerance Offenses 6.309
Suspension 6.316
Alternative Education 6.319
Student Records 6.600

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: Filing cabinet, broken + no key.

INVENTORY TAG NUMBER: ESE 4032

METHOD OF SALE/DISPOSAL: Trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED ESE

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 7/27/22
Principal

AUTHORIZED BY: [Signature] DATE: 8/4/22
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

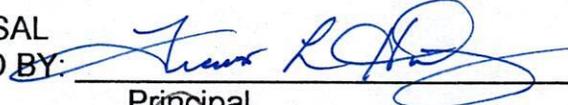
The following items are hereby declared surplus property/equipment of no value or valued at less than \$250.00. Since these items are no longer useful to the Elizabethton City School System, they may be sold at a fair price to any person interested in purchasing them, given away or disposal may be made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

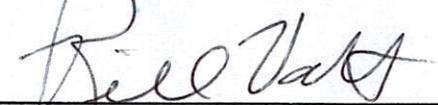
ITEM: Kitchen Play Center
with broken doors

INVENTORY TAG NUMBER: 4985

METHOD OF SALE/DISPOSAL: Donated local church

SCHOOL/BUILDING WHERE ITEM IS HOUSED WELC / ESE

SALE/DISPOSAL AUTHORIZED BY:  DATE: 7/27/22
Principal

AUTHORIZED BY:  DATE: 8/4/22
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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ITEM:

2 Blue Student chairs
Legs are broken and cannot be
repaired.

INVENTORY
TAG NUMBER:

5202; 5243

METHOD OF
SALE/DISPOSAL:

Dumpster

SCHOOL/BUILDING
WHERE ITEM IS
HOUSED

East Side

SALE/DISPOSAL
AUTHORIZED BY:

[Signature]
Principal

DATE: 7/27/22

AUTHORIZED BY:

[Signature]
Director of Schools

DATE: 8/4/22

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 \$500.00. 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: OKI C532 Color/Black+White
Printer

INVENTORY TAG NUMBER: 12180

METHOD OF SALE/DISPOSAL: To be disposed by technology

SCHOOL/BUILDING WHERE ITEM IS HOUSED Central Office Payroll office

SALE/DISPOSAL AUTHORIZED BY: Beth Wilson DATE: 8/1/22
Principal

AUTHORIZED BY: _____ DATE: _____
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

#2

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 \$500.00. 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: HP Printer

INVENTORY TAG NUMBER: 10640

METHOD OF SALE/DISPOSAL: To be disposed by technology

SCHOOL/BUILDING WHERE ITEM IS HOUSED: Central Office Payroll Office

SALE/DISPOSAL AUTHORIZED BY: Beth Wilson DATE: 8/1/22
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 \$500.00. 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 Copier (MX-M623N)

INVENTORY TAG NUMBER: 4541

METHOD OF SALE/DISPOSAL: Technology/Maintenance to dispose

SCHOOL/BUILDING WHERE ITEM IS HOUSED Central office

SALE/DISPOSAL AUTHORIZED BY: _____ DATE: _____
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 \$500.00. 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: APC-5MX1500Rm2V VPS
Battery Backup

INVENTORY TAG NUMBER: SNH AS 2225220882 replacing Inv # 12/73

METHOD OF SALE/DISPOSAL: Recycle

SCHOOL/BUILDING WHERE ITEM IS HOUSED EX15

SALE/DISPOSAL AUTHORIZED BY:  DATE: 7-14-22
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: * Microwave #05178 * Teach Chair #05794

* 2 Drawer File cabinet * 5 Drawer Filing Cabinet

* 2 Book Shelves * 20 Student Chairs

* Teacher Desk 6 Drawers * 4 Drawer Filing Cabinet

* Teacher Desk 2 Drawers * 6 Rolling Chairs

INVENTORY TAG NUMBER: * 5 Drawer Filing Cabinet * Brown Bookshelf

* 5 Bulletin Boards 4 Tables (Rectangle)

* 2 Round Tables

METHOD OF SALE/DISPOSAL: Trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED: EHS

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/9/22
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: Assessment Readiness - 110 Alg 1 - 18

Appreciating Literature - 37 Alg 2 - 14

Write Source - 10

Teen Success - 44

Write Source 10

INVENTORY TAG NUMBER: NA

METHOD OF SALE/DISPOSAL: Please advise method you

SCHOOL/BUILDING WHERE ITEM IS HOUSED CTE Stem room

SALE/DISPOSAL AUTHORIZED BY: Don Albert DATE: 8/11/22
Principal

AUTHORIZED BY: Rice Vatt DATE: 8/12/22
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: metal shelve unit

INVENTORY TAG NUMBER: ECS # 3028 1004

METHOD OF SALE/DISPOSAL: trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED: W/E

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/8/22
Principal

AUTHORIZED BY: [Signature] DATE: 8/12/22
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: Small Red "hard Back" Chair
Broken

INVENTORY TAG NUMBER: # WS 2340

METHOD OF SALE/DISPOSAL: dumpster

SCHOOL/BUILDING WHERE ITEM IS HOUSED: West Side

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/9/22
Principal

AUTHORIZED BY: [Signature] DATE: 8/12/22
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:

Leveled readers for old
Scott Foresman and Wonders/
McGraw Hill reading series

INVENTORY
TAG NUMBER:

N/A

METHOD OF
SALE/DISPOSAL:

trash

SCHOOL/BUILDING
WHERE ITEM IS
HOUSED

Conference Room/Mr. Wright's office

SALE/DISPOSAL
AUTHORIZED BY:

[Signature]

Principal

DATE:

8/5/22

AUTHORIZED BY:

[Signature]

Director of Schools

DATE:

8/12/22

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: Grammar + Writing Books (20) © 2010
TCAP prep workbooks (20) © 2010
Social Studies Book (3) © 2000
TCAP assorted Books (13) © 2010
Envision Books (22) © 2010

INVENTORY TAG NUMBER: _____

METHOD OF SALE/DISPOSAL: _____

SCHOOL/BUILDING WHERE ITEM IS HOUSED West Side

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/8/22
Principal

AUTHORIZED BY: [Signature] DATE: 8/12/22
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: 4 office desk chairs
1 broken shredder

INVENTORY TAG NUMBER: _____

METHOD OF SALE/DISPOSAL: trash

SALE/DISPOSAL AUTHORIZED BY: *[Signature]* DATE: 8-5-22
Principal

AUTHORIZED BY: *[Signature]* DATE: 8/12/22
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: 3 boxes of miscellaneous books
left by teachers more than 10 years ago.
This is what is left after summer
school students and teachers picked
through them.

INVENTORY TAG NUMBER: No tags

METHOD OF SALE/DISPOSAL: Trash

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8-11-22
Principal

AUTHORIZED BY: [Signature] DATE: 8/12/22
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 \$500.00. 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 HP Scanjet scanner no tag
- 1 HumanWare Color Clearview no tag
- Radium Column Speaker - ESE inv. 0098
- Harmon/ Cardon Speaker no tag
- Clearview large monitor(?) no tag
- Shredmaster #1535
- HP laser jet print/scan/copy/fax - no tag

INVENTORY TAG NUMBER: Voyager vision machine - no tag

METHOD OF SALE/DISPOSAL: These items are all outdated - DISCARD

SCHOOL/BUILDING WHERE ITEM IS HOUSED: Central office SPED Storage Room

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/12/22
Principal

AUTHORIZED BY: [Signature] DATE: 8/12/22
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 \$500.00. 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: Synergy Shape wheelchair - black / no tag
blue child swing - plastic - no tag
Blue stroller - no tag
Green stander - child size - no tag
Blue stander - child size - no tag

INVENTORY TAG NUMBER: _____

METHOD OF SALE/DISPOSAL: DISCARD - no longer usable

SCHOOL/BUILDING WHERE ITEM IS HOUSED Central office - SPED Storage

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/12/22
Principal

AUTHORIZED BY: _____ DATE: _____
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman



**Project On-Track: High-Dosage/Low-Ratio Tutoring Program
TN ALL Corps Community Partner Grant – TN Department of Education
Memorandum of Understanding**

NISWONGER FOUNDATION Contact Person: Debra Bentley, Project Director

PARTNER/ Contact Person(s): Elizabethton City Schools
Dr. Myra Newman, Assistant Director of Schools for Academics

This agreement between the NISWONGER FOUNDATION and Elizabethton City Schools is in accordance with guidelines established by the TN ALL Corps Community Partner Grant.

The project partner, Niswonger Foundation, agrees to provide the following services in accordance with the attached budget.

Statement of Work for Elizabethton City Schools:

1. Scope of Project – Elizabethton Schools will serve as an operational partner of Project On-Track. This partnership is expected to extend from August 1, 2022, through May 31, 2023.
2. Personnel – Dr. Myra Newman will serve as the overall project coordinator for Project On-Track activities. The document labeled Attachment #1, further describes the approved allocations and services.
3. Working Relationship – Debra Bentley, as Project Director, will serve as the primary point of contact between Niswonger Foundation and program partners. The project director will ensure this point of contact remains abreast of all developments and events.

Work to be performed

- A. Collaborate with Niswonger Foundation to develop strategies and procedures for successful implementation of high dosage/high impact literacy tutoring for grades 1-8 at identified site(s) during the 2022-2023 school year.
 1. The district will determine site(s) where students will work with trained tutors.
 2. Site coordinator(s) will be selected to oversee project operations, participate in professional training, and supervise trained tutors. Site coordinators will receive a document “Site Coordinator’s Essential Functions” and are required to attend informational and training meetings as scheduled by Project On-Track team.

3. Tutors will be selected to work with students per TN ALL Corps guidelines at designated times determined by the school district. Tutors will receive a document "Academic Tutor's Essential Functions".
 4. Project On-Track staff members will provide all trainings for selected tutors in both literacy and mathematics. Initial tutor training sessions will be 2-3 hours depending on the content/subject area. Tutors will be compensated at their agreed upon rate of pay for completing training sessions. Tutors will be required to participate in training regarding trauma-informed care practices with compensation provided.
 5. Site coordinators, district personnel, and Project On-Track staff members will provide coaching support for tutors in the areas of time management, classroom management, and communication so that tutoring sessions meet the needs of all students.
- B.** The district will identify and select students in grades 1-8 who are struggling in the mastery of grade level academic skills and standards. Project On-Track and the school district cannot serve students in the same content area during the same tutoring cycle. Districts are requested to provide Project On-Track tutoring supports for Students With Disabilities (SWD) and English Learners. TN ALL Corps requires each district to provide the state identification number for each student served in Project On-Track for the coming year.
1. The district will use multiple sources of data and information in selecting the students who will be part of the tutoring program which can include but not limited to 2021-2022 assessment results, beginning-of-year universal screening results, beginning of year assessments, district benchmark results, and teacher recommendations.
 2. Multiple data points will be collected and analyzed for each student during the length of the tutoring program through mCLASS Intervention for grades 1-3 literacy with a minimum of three data points per month in mathematics. Students receiving tutoring supports in grades 4-8 literacy will be assessed through multiple measures based on the instructional materials used.
 3. Instructional activities will be tailored and adjusted based on student performance on previous items and assessments. Each student's family will receive a monthly progress report from the tutor identifying areas of strength and areas for focus.
- C.** Establish budget and financial oversight procedures regarding compensation for site coordinator(s) and tutors for the 2022-2023 school year.
1. Niswonger Foundation and the district's leadership will agree to payment and compensation processes and procedures. Project On-Track requires tutors to be financially compensated based on the district's payroll schedule.
 2. Tutors will maintain time records to be used for compensation and/or other requirements to show evidence of work per school district's policies.
- D.** Collaborate with the external evaluation process to determine Project On-Track's effectiveness.
1. SRI Education and the Rural Education Laboratory will lead the design and implementation of

the evaluation of the project.

2. Multiple sources of information will be analyzed by individual sites and grade level results.
3. Evaluation findings will be used to adjust program goals so that the project can progress as intended.

The following stipulations shall apply:

1. The Niswonger Foundation shall approve the purpose, administration, and supervision of all phases of the services to be provided under all parts of this agreement.
2. While Project On-Track is a multi-year project, this agreement is for the period of August 1, 2022, through May 31, 2023.
3. This agreement may be terminated by either party upon receipt of 30 days' written notice. Any change to this agreement requires an amendment with the same authoritative signatures as the original. Neither party shall have the right to assign or transfer its rights or obligations under this MOU without written consent of the other party. This agreement shall not be subject to modification or amendment except by written agreement with the appropriate authorized signatures.

Payment for Services

The funds awarded under the Project On-Track grant are available on a reimbursement basis and in accordance with payment schedule agreed to by the school district and the Niswonger Foundation. The reimbursement schedule can be monthly, quarterly, or semi-yearly. Site coordinators and tutors will maintain time sheets as required by the district partner. Elizabethton City Schools will send Niswonger Foundation invoices to the following individual using the contact information provided with emailing of reimbursements highly preferred:

Niswonger Foundation
ATTN: Taylor Campbell
223 N. Main St. P.O. Box 1508
Greeneville, TN 37744
Phone: 423.820.8181
Email: tcampbell@niswongerfoundation.org

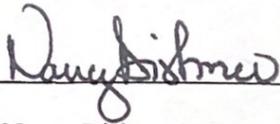
Attachment #1 (Program Overview and Allocations)

Partner: Elizabethton City Schools

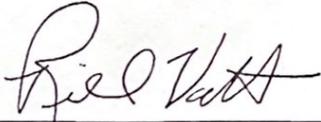
Contact Person(s): Dr. Myra Newman

Sites	East Side, Harold McCormick, West Side, T.A. Dugger
Tutoring Model	During school day
Number of Tutors	4
Academic Content	Mathematics
Projected Number of Students	Range of 6-12 per grade level per site
Tutor Hours	Contracted teacher schedule
Total Tutor Allocation	\$280,000.00
Annual Supply Allocation	\$7,500.00
Digital Devices	4 @ \$900.00 each
Site Coordinator	1 @ \$4000.00 per year

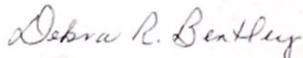
ACCEPTED BY:



Dr. Nancy Dishner
President, CEO, Niswonger Foundation



Richard VanHuss
Project Partner
Elizabethton City Schools



Debra Bentley
Director, Project On-Track