

ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION

REGULAR SCHEDULED MEETING

Thursday, August 17, 2023, @ 5:30 PM

Board Members

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

The Elizabethton Board of Education will meet on Thursday, August 17, 2023, 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 the TA Dugger Track Team
 - B. Sheriff Fraley and the Carter County work crew for their hard work this summer throughout the district.
7. **CONSENT AGENDA**
 - A. Minutes of Regular Meeting: Date: July 20, 2023
 - B. Approve General Purpose Fund Financial Statement, June 30, 2023
Approve General Purpose Fund Financial Statement, July 31, 2023
 - C. Approve Federal Projects Fund Financial Statement, June 30, 2023
Approve Federal Projects Fund Financial Statement, July 31, 2023
 - D. Approve School Nutrition Fund Financial Statement, June 30, 2023
Approve School Nutrition Fund Financial Statement, July 31, 2023
 - E. Approve year end Reserve Funds for 2022-2023
 - F. Approve the following Disciplinary Hearing Authority Committee Members for the 2023-2024 school year: John Hutchins, Myra Newman, Josh Boatman, Beth Wilson and Travis Thompson.
 - G. Ratify travel request for Director of Schools to TOSS CEO Redesign Committee Meeting in Murfreesboro, TN on August 10-11, 2023.
 - H. Approve Cheryl Richardson, who is completing her dissertation in literacy studies at the University of Tennessee, to interview various middle grade level ELA teachers about their experiences in using texts for instruction.

- I. Approve the Educator Preparation Program MOU between ETSU and Elizabethton City Schools for the 2023-2024 school year.
 - J. Approve MOU between The Access Academy and Elizabethton City Schools for the 2023-2024 school year.
 - K. Ratify the construction management contract between Preston Construction and Elizabethton City Schools for renovation work to be completed at the Community Development and Engagement Center, formerly the Union Pharmacy building.
 - L. Approve the Governor's Early Literacy Foundation Refuel Book Bus Grant agreement for the 2023-2024 school year.
 - M. Approve agreement between TCAT and Elizabethton City Schools to allow Student Nursing Assistants for work-based learning experience during the 2023-2024 school year.
 - N. Approve an Equipment Disposal Request from John Wright, Principal at West Side Elementary, for the disposal of various classroom items that are no longer useful. Please see the attached document for detailed information.
 - O. Approve an Equipment Disposal Request from Brian Culbert, CTE Director at EHS for the disposal of various classroom items that are no longer useful. Please see attached documents for detailed information.
 - P. Approve an Equipment Disposal Request from Jon Minton, Principal at Elizabethton High School, for various classroom items that are no longer useful.
 - Q. Approve Request for Equipment disposal from Chris Berry, Principal at TA Dugger for broken equipment.
 - R. Approve Elizabethton City Schools Reopening Plan and ESSER Health & Safety Plan for the 2023-2024 school year.
8. **REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS**
- A. Personnel Report
 - New Hires:
 - Zachariah Allgood- Educational Assistant @ TAD -effective 8/7/2023 & Assistant Football Coach- EHS - effective 7/24/2023
 - Jack Bembry- TNAC Instructional Assistant- TAD- effective 8/3/2023
 - Alexis Bier- TNAC Instructional Assistant- ESE-effective 8/3/2023
 - Cameron Coleman- Assistant Football Coach-TAD-effective 8/11/2023
 - Isabella Cranford- Teacher- TAD- effective 8/1/2023
 - Carter Everett- Assistant Football Coach- EHS- effective 7/11/2023
 - Nicki Ferguson-Educational Assistant-TAD-effective 8/10/2023
 - Austin Greer- Supplemented Band Support Staff-EHS-effective 7/17/2023
 - Andrew Holt- ESP Student Leader-Systemwide-effective 8/11/2023
 - Kelly King-Educational Assistant-ESE-effective 8/3/2023
 - Colton Kitzmiller- Educational Assistant-HME-effective 8/7/2023
 - Carol Manis- Substitute Teacher-Systemwide-effective 8/11/2023
 - Elijah Murphy- ESP Student Leader-Systemwide-effective 8/3/2023
 - Jeffrey Pryor- Substitute Teacher- Systemwide-effective 7/27/2023
 - Carrie Reed- Educational Assistant- ESE- effective 8/3/2023

Makayla Rhymer-ESP Student Leader-Systemwide-effective 8/11/2023
Grace Roberts- Teacher-EHS-effective 8/1/2023
Holly Schumann- Interim Math Teacher- TAD-effective 8/1/2023
Gracie Shaw- ESP Student Leader-Systemwide-effective 8/1/2023
Larry Smith- Custodian- ESE-effective 8/1/2023
Haley Stresemann-ESP Student Leader-Systemwide-effective 8/10/2023
Racheal Turbyfill-Teacher-Teacher-EHS-effective 8/3/2023
Brittany Yancey- Educational Assistant-EHS-effective 8/3/2023
Beth Kortze-Educational Assistant-HME-effective 8/3/2023
REHIRE:
Patricia McKesson- Educational Assistant-EHS-effective 8/3/2023
Sasha Rose- Cafeteria Personnel-ESE-effective 8/15/2023
TRANSFERRED:
Andrew Andes- TNAC Instructional Assistant-ESE-effective 8/3/2023
Hannah Babb-Cafeteria Manager-HME-effective 8/14/2023
Melenda Egolf-Front Office Secretary-EHS-effective 7/18/2023
Beth Hilbert-Bookkeeper-EHS-effective 7/10/2023
Anna Hurley- Assistant Principal-EHS-effective 7/14/2023
Angie Peters- Data Manager-EHS-effective 7/18/2023
Robin Peterson- Instructional Assistant-HME-effective 8/3/2023
Charlene Ray- Registrar-EHS-effective 7/18/2023
Jennifer Tolley-Educational Assistant-EHS-effective 8/3/2023
ADDITIONAL POSITION:
Greg Abarientos-Assistant Volleyball Coach-EHS-effective 8/7/2023
Lakyn James- Substitute Teacher-Systemwide-effective 8/15/2023
Lenzi Rose- ESP Student Leader-Systemwide-effective 8/14/2023
RESIGNATIONS:
Carolyn Ayers-Cafeteria Personnel-ESE-effective 7/31/2023
Camryn Brashear-Assistant Volleyball Coach-EHS-effective 8/1/2023
Chelsey Campbell-Educational Assistant-ESE-effective 7/24/2023
Brittany Collins-Educational Assistant-ESE-effective 7/13/2023
Haley Fair- ESP Student Leader-Systemwide-effective 8/7/2023
Tammy Gilbert-Educational Assistant-HME-effective 7/31/2023
Kaylee Ingram- Educational Assistant-ESE-effective 7/20/2023
Keaton Johnson-ESP Student Leader-Systemwide-effective 8/4/2023
Marianna Krueger-Educational Assistant-EHS-effective 7/31/2023
Austen Lopez-ESP Student Leader-Systemwide-effective 8/7/2023
Alex Matlock- Educational Assistant-EHS-effective 8/7/2023
Natasha Hope Mauck-Cafeteria Personnel-EHS-effective 8/14/2023
Olivia Oakley- ESP Student Leader-Systemwide-effective 7/27/2023
Sasha Rose- Cafeteria Personnel-EHS-effective 7/12/2023
RETIRED:
Karen Carr-Cafeteria Manager-HME-effective 8/11/2023

Joey Trent- Dir. of Technology, Facilities & Transportation-Central Office-effective 9/6/2023

LEAVE OF ABSENCE:

Kevin Harmon-Bus Driver-effective 8/10/2023-8/31/2023

Janith Johnson- Custodian-WSE-effective 8/7/2023-8/17/2023

Angie Shingleton-Administrative Secretary-Central Office-effective 7/24/2023-8/25/2023

Jessica Ward- Teacher-HME-effective 8/10/2023-9/1/2023

- B. Director's Update
 - C. Board Member Reports
 - D. City Council Liaison's Report
 - E. Student Liaison's Report
9. **REGULAR AGENDA**
- A. Approve on first and only reading Board Policy 4.600, Grading System.
 - B. Approve first reading of Board Policy 6.415, Student Suicide Prevention.
 - C. Evaluation of the Director of Schools by the Board of Education.
 - D. Approve the acceptance of Mr. Mike Wilson's resignation from his position of School Board Member of the Elizabethton City Board of Education, effective immediately.
 - E. Discussion of process to fill board member vacancy for remainder of term.
 - F. Approve purchase of 612 Dell 31,940.0010 Chromebooks from Dell Technology for \$149,940.00 using state contract pricing.
10. **FOR YOUR INFORMATION**
11. **NEXT REGULARLY SCHEDULED BOARD MEETING**
- The next regularly scheduled Board Meeting will be held on Thursday, September 21, 2023 at 5:30pm in the Mack Pierce Board Room of the Elizabethton Board of Education, located at 804 S. Watauga Avenue, Elizabethton, TN.
12. **ADJOURN**

ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION
REGULAR SCHEDULED MEETING

Thursday, July 20, 2023 5:30 PM

Mack Pierce Board Room

The Elizabethton Board of Education met in a regular meeting on Thursday, July 20, 2023, at 5:30 PM, at Mack Pierce Board Room.

Attendance Taken at 5:54 PM.

Phil Isaacs: Present

Danny O'Quinn: Present

Eddie Pless: Present

Jamie Schaff: Present

Mike Wilson: Present

1. CALL TO ORDER
2. MOMENT OF SILENCE
3. PLEDGE TO THE FLAG
4. APPROVE CONSENT AGENDA AND REGULAR AGENDA

Motion was made by Danny O'Quinn, second by Phil Isaacs to approve the Consent and Regular Agendas. Motion carried.

Phil
Isaacs: aye

Danny
O'Quinn: aye

Eddie
Pless: aye

Jamie
Schaff: aye

Mike
Wilson: aye

aye: 5, nay: 0

5. TIME FOR CITIZENS TO SPEAK

Ms. Susan Peters, who resides on Daytona Place, requested to speak about Mrs. Catherine Armstrong, who recently passed away at the age of 92. She was a great asset to our community. Her love of children and her service to the community will be long remembered. She was always looking for ways to help our school system and students. She served on the Elizabethton Board of Education and was my mentor. She spent countless hours studying the Board packets and helping me to understand them. Her honesty, integrity, dignity and wanting to do what was right for the children, teachers and community never wavered. She was a constant advocate for the Animal Shelter. Her adamant wishes were for no formal services, but a small graveside will be held on Thursday at Happy Valley Cemetery. Ms. Peters would like to see the school board and administration prepare a memorial at some point in time for Mr. & Mrs. Armstrong because their legacy has been such a large part of the system and community.

6. SPECIAL RECOGNITION

7. CONSENT AGENDA

- A. Minutes of Regular Meeting: June 22, 2023
- B. Approve General Purpose Fund Financial Statement and Budget Amendment.
- C. Approve Federal Projects Fund Financial Statement and Budget Amendment.
- D. Approve School Nutrition Fund Financial Statement and Budget Amendment.
- E. Approve second reading of the following Board Policies:
 - Board Policy 1.102, Board Members
 - Board Policy 1.106, Code of Ethics
 - Board Policy 1.400, School Board Meeting
 - Board Policy 1.402, Notification of Meeting

Board Policy 4.300, Extracurricular Activities
Board Policy 6.4001, Student Surveys, Analyses, and Evaluations
Board Policy 6.402, Physical Examinations and Immunizations
Board Policy 3.202, Emergency Preparedness Plan
Board Policy 3.204, Threat Assessment Team
Board Policy 4.204, Summer Instructional Programs
Board Policy 4.403, Library Materials
Board Policy 5.106, Application and Employment
Board Policy 5.119, Employment of Retirees
Board Policy 5.302, Sick Leave
Board Policy 5.305, Family and Medical Leave
Board Policy 5.307, Physical Assault Leave
Board Policy 5.600, Staff Rights and Responsibilities
Board Policy 6.200, Attendance
Board Policy 6.202, Home Schools
Board Policy 6.300, Code of Conduct
Board Policy 6.309, Zero Tolerance Offenses
Board Policy 6.319, Alternative Education
Board Policy 6.314, Corporal Punishment
Board Policy 3.202, Emergency Preparedness Plan
Board Policy 3.205, Security

- F. Approve leave for Director of Schools to attend the 2023 Superintendent Study Council Conference from September 10- 13 in Gatlingburg, TN
- G. Approve Memorandum of Understanding between Niswonger Foundation and Elizabethton City Schools to provide Project On-Track math tutoring for students in grades 1-8 for the 2023-2024 school year.
- H. Approve contracts with Dr. John Angelopoulos and Kim Hall for School Psychological Services from August 1, 2023- July 31, 2026.
- I. Approve Dual Enrollment Agreement between Northeast State Community College and Elizabethton City Schools for the 2023-2024 school year.

J. Approve the proposed contract between Elizabethton City Schools and Sidekick Therapy Partners for Speech and Language services for the 2023-2024 school year.

K. Approve CTE Carl Perkins Basic Grant FY 2024.

8. REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS

A. Personnel Report

NEW:Elitha Macomb, CO Custodian. Effective 6/20/2023

Layla El Helou, EHS CIP Swim Instructor, Effective 6/28/2023

Velda Sizemore, CO Payroll Administrative Assistant, Effective 7/3/2023

Zachary Hartley, CO Maintenance, Effective 7/3/2023

Eric Shepard, CO Maintenance. Effective 7/3/2023

Ryan Witten, EHS/TAD FLEX Assistant Football Coach. Effective 7/10/2023

Garry Lee Cole, EHS CTE-Construction Teacher. Effective 8/1/2023

TRANSFERS: Lisa Horan, HME Teacher. Effective 6/28/2023

Kim Kelley, CO Insurance Administrative Assistant. Effective 7/3/2023

Beth Hilbert, EHS Bookkeeper. Effective 7/10/2023

RESIGNATIONS: Craig Wilcox, EHS Naval Sciences Assistant. Effective 5/23/2023

Mark Newman, Cross Country Head Coach / Substitute Teacher. Effective 6/2/2023.

Adrienne Meade, ESE Educational Assistant. Effective 6/26/2023

Will Evans, ESE Educational Assistant only. Effective 7/6/2023,

He will remain with ESP.

Chris Davidson, EHS Teacher. Effective 6/22/2023

Patrick Roberts, EHS Teacher/Asst. Volleyball Coach. Effective 7/5/2023

LEAVE OF ABSENCE: Travis Thompson, CO. Effective June 26-July 12, 2023

ADDITIONAL POSITION: Matt Campbell, EHS- Cross Country Head Coach

Approved 6/22/2023

B. Director's Update

The progress continues at Harold McCormick. They have the windows installed and 4 classrooms will be ready for use by the first day of school. There will be a meeting to discuss the start of the TA Dugger entrance renovation with a projected start date of July 31, 2023.

Renovations still continue in the old Union Pharmacy building.

Design work still continues at the high school.

Preparation for the 2023-2024 school year is in full swing. Opening activities will begin at 8:00am on Tuesday, August 1, 2023 at TA Dugger for all employees.

I would like to publicly thank the City Council for their support and help with our school system. All the money has been spent on students and improvements that will help them.

The Summer Law Conference is this weekend.

We will be starting the 100th year of football this season in Elizabethton.

C. Board Member Reports

D. City Council Liaison's Report

Mr. Mike Simerly spoke on the 1/2 cent sales tax. The City Council has been working on this for 6 months and were able to vote and approve this. Tax dollars are important and we are very proud of the changes that have been made with these monies.

If you haven't driven down Broad Street recently, please take time to do this and look at all the beautiful flowers. Our City is beautiful. We have funding for flower seeds and we would love to share some of the seeds with the School System.

The City Council will also be voting to replace the infield turf with artificial turf on the baseball field. If passed, the City, the School System and Boyd Sports will share the cost of replacement. The City will also be taking over the Elizabethton Golf Course once again.

I am very proud of our community and how well we all work together. It is a team effort to get changes completed.

E. Student Liaison's Report

9. REGULAR AGENDA

A. Approve SRO Memorandum of Understanding between Elizabethton City Schools and the City of Elizabethton for the 2023-2024 school year.

Motion was made by Danny O'Quinn, second by Jamie Schaff to approve SRO Memorandum of Understanding between Elizabethton City Schools and the City of Elizabethton for the 2023-2024 school year. Motion carried.

Phil
Isaacs: aye

Danny
O'Quinn aye

n:
Eddie
Pless: aye

Jamie
Schaff: aye

Mike
Wilson: aye

aye: 5, nay: 0

Approved. Chief Shaw is 100% behind the School System. He is committed to our students. If an SRO happens to be out, Chief Shaw is always there at the school to be a presence for the faculty and students.

B. Approve restructuring of Elizabethton High School Tennis program to create a Tennis Coaching position for T.A.Dugger Junior High School. Motion was made by Danny O'Quinn, second by Mike Wilson to approve restructuring of Elizabethton High School Tennis program to create a

Tennis Coaching position for T.A.Dugger Junior High School. Motion carried.

Phil
Isaacs: aye

Danny
O'Quin aye

n:

Eddie
Pless: aye

Jamie
Schaff: aye

Mike
Wilson: aye

aye: 5, nay: 0

Tennis is one sport that we don't have a feeder program for the High School. We currently have 2 head coaching positions for tennis at the high school. We are proposing keeping 1 head coach and 1 assistant coach at the high school. We will use the monetary difference in the coaching positions to fund the new head coach position at TA Dugger. There will be no financial impact on this position.

C. Approve on second reading Board Policy 1.404 Appeals to and Appearances Before the Board.

Motion was made by Jamie Schaff, second by Danny O'Quinn to approve on second reading Board Policy 1.404 Appeals to and Appearances Before the Board. Motion carried.

Phil
Isaacs: aye

Danny
O'Quinn aye
n:
Eddie
Pless: aye
Jamie
Schaff: aye

Mike
Wilson: aye

aye: 5, nay: 0

There is a time frame difference in the opportunity for public to speak. We want to move that from a 7 day notice to a 3 day notice due to the fact that the agenda goes to the Board 5 days prior to the board meeting. This gives the public time to see the agenda and request to be added if they so desire.

10. FOR YOUR INFORMATION

11. NEXT REGULARLY SCHEDULED BOARD MEETING

- A. The next regularly scheduled Board Meeting will be held on Thursday, August 17th at 5:30pm 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

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

Phil
Isaacs: aye
Danny
O'Quinn: aye
Eddie
Pless: aye

Jamie
Schaff: aye

Mike
Wilson: aye

aye: 5, nay: 0

Chairman of the Board

Director of Schools

		2023-24		2023-24		2023-24		2023-24		Unencumbered	July 2023-24
<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	3,600,000.00	3,600,000.00	0.00	0.00	3,600,000.00	0.00			
141 R 40120	000	TRUSTEE'S COLLECTIONS - PRIOR	86,000.00	86,000.00	0.00	0.00	86,000.00	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	27,000.00	27,000.00	0.00	0.00	27,000.00	0.00			
141 R 40162	000	PAYMENTS IN LIEU OF TAXES-LOCA	59,000.00	59,000.00	0.00	0.00	59,000.00	0.00			
141 R 40163	000	PAYMENTS IN LIEU OF TAXES - OT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00			
141 R 40210	000	LOCAL OPTION SALES TAX	4,200,000.00	4,200,000.00	0.00	0.00	4,200,000.00	0.00			
141 R 40275	000	MIXED DRINK TAX	22,000.00	22,000.00	0.00	0.00	22,000.00	0.00			
141 R 40320	000	BANK EXCISE TAX	30,000.00	30,000.00	0.00	0.00	30,000.00	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	380,000.00	380,000.00	0.00	0.00	380,000.00	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	227,975.00	227,975.00	15,122.41	6.63	212,852.59	15,122.41			
141 R 44110	000	INVESTMENT INCOME	40,000.00	40,000.00	0.00	0.00	40,000.00	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	4,304.28	0.00	-4,304.28	4,304.28			
141 R 44990	000	OTHER LOCAL REVENUES	273,195.00	273,195.00	0.00	0.00	273,195.00	0.00			
141 R 46510	000	TISA STATE FUNDING	19,250,000.00	19,250,000.00	0.00	0.00	19,250,000.00	0.00			
141 R 46515	000	EARLY CHILDHOOD EDUCATION	407,000.00	407,000.00	0.00	0.00	407,000.00	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	239,876.00	239,876.00	0.00	0.00	239,876.00	0.00			
141 R 46610	000	CAREER LADDER PROGRAM	30,907.00	30,907.00	0.00	0.00	30,907.00	0.00			
141 R 46790	000	OTHER VOCATIONAL	340,113.00	340,113.00	0.00	0.00	340,113.00	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 47590	000	OTHER FEDERAL THROUGH STATE	64,842.00	64,842.00	0.00	0.00	64,842.00	0.00			
141 R 48610	000	DONATIONS	26,400.00	26,400.00	269.90	1.02	26,130.10	269.90			
141 R 49800	000	OPERATING TRANSFERS	2,460.00	2,460.00	0.00	0.00	2,460.00	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			31,853,618.00	31,853,618.00	219,696.59	0.69	31,633,921.41	219,696.59			

Number of Accounts: 38

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

	Acct	2023-24		2023-24	2023-24	Unencumbered	July 2023-24
		Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
141 E 71100	REGULAR INSTRUCTION PROGRAM	14,555,796.00	14,555,796.00	23,191.14	0.16	14,238,286.88	23,191.14
141 E 71200	SPECIAL EDUCATION PROGRAM	2,561,690.00	2,561,690.00	1,602.12	0.06	2,558,887.88	1,602.12
141 E 71300	VOCATIONAL EDUCATION PROGRAM	1,716,235.00	1,716,235.00	6,235.43	0.36	1,607,281.49	6,235.43
141 E 71400	STUDENT BODY EDUCATION PROGRAM	425,130.00	425,130.00	14,023.04	3.30	391,821.96	14,023.04
141 E 72110	ATTENDANCE	111,810.00	111,810.00	6,019.97	5.38	103,840.03	6,019.97
141 E 72120	HEALTH SERVICES	433,622.00	433,622.00	3,921.32	0.90	429,313.73	3,921.32
141 E 72130	OTHER STUDENT SUPPORT	1,117,740.00	1,117,740.00	7,189.25	0.64	1,106,050.75	7,189.25
141 E 72210	REGULAR INSTRUCTION PROGRAM	1,326,988.00	1,326,988.00	104,085.35	7.84	1,215,780.28	104,085.35
141 E 72220	SPECIAL EDUCATION PROGRAM	413,459.00	413,459.00	12,106.61	2.93	401,341.39	12,106.61
141 E 72230	VOCATIONAL EDUCATION PROGRAM	178,895.00	178,895.00	10,197.54	5.70	168,697.46	10,197.54
141 E 72250	TECHNOLOGY	830,510.00	830,510.00	44,585.47	5.37	769,049.79	44,585.47
141 E 72310	BOARD OF EDUCATION	596,365.00	596,365.00	261,947.15	43.92	318,093.09	261,947.15
141 E 72320	OFFICE OF THE SUPERINTENDENT	438,535.00	438,535.00	38,898.51	8.87	366,651.75	38,898.51
141 E 72410	OFFICE OF THE PRINCIPAL	1,897,951.00	1,897,951.00	63,580.44	3.35	1,834,370.56	63,580.44
141 E 72510	FISCAL SERVICES	422,650.00	422,650.00	57,418.41	13.59	355,214.34	57,418.41
141 E 72610	OPERATION OF PLANT	2,016,211.00	2,016,211.00	224,043.49	11.11	1,782,793.52	224,043.49
141 E 72620	MAINTENANCE OF PLANT	1,228,225.00	1,228,225.00	67,974.93	5.53	941,939.71	67,974.93
141 E 72710	TRANSPORTATION	813,436.00	813,436.00	45,869.07	5.64	590,637.35	45,869.07
141 E 73100	FOOD SERVICE	41,395.00	41,395.00	2,184.00	5.28	39,211.00	2,184.00
141 E 73300	COMMUNITY SERVICES	227,975.00	227,975.00	30,629.24	13.44	167,278.76	30,629.24
141 E 73400	EARLY CHILDHOOD EDUCATION	407,000.00	407,000.00	3,133.11	0.77	403,866.89	3,133.11
141 E 76100	REGULAR CAPITAL OUTLAY	92,000.00	92,000.00	133,454.50	145.06	-139,465.00	133,454.50
Grand Expense Totals		31,853,618.00	31,853,618.00	1,162,290.09	3.65	29,650,943.61	1,162,290.09

Number of Accounts: 590

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

			2022-23	2022-23	2022-23	2022-23	Unencumbered	June 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	95,564.00	95,060.08	99.47	503.92	5,204.74
142 R 47189	OCA	EISENHOWER PROF DEVELOPMENT ST	4,000.00	7,000.00	6,526.19	93.23	473.81	381.26
142 R 47131	OCP	VOCATIONAL EDUC - BASIC GRANTS	35,330.00	41,197.85	41,197.85	100.00	0.00	10,708.65
142 R 47143	OID	SPECIAL EDUCATION - GRANTS TO	649,927.00	710,787.71	647,608.63	91.11	63,179.08	143,973.63
142 R 47145	OPS	SPECIAL EDUCATION PRESCHOOL GR	15,530.00	20,327.95	13,972.76	68.74	6,355.19	2,794.13
142 R 47141	OT1	TITLE 1 GRANTS TO LOCAL EDUC A	586,098.00	640,262.53	597,435.73	93.31	42,826.80	143,148.59
142 R 47590	OT1	OTHER FEDERAL THROUGH STATE	53,791.00	60,826.80	55,957.93	92.00	4,868.87	13,599.55
142 R 47189	OT2	EISENHOWER PROF DEVELOPMENT ST	73,929.00	111,163.12	71,935.81	64.71	39,227.31	13,142.80
142 R 47590	OVR	OTHER FEDERAL THROUGH STATE	47,784.00	47,784.00	46,419.14	97.14	1,364.86	7,776.96
142 R 47147	21C	SAFE AND DRUG-FREE SCHOOLS-ST	145,334.00	110,058.75	110,058.75	100.00	0.00	0.00
142 R 47404	702	ARP Homeless	0.00	37,893.69	6,783.77	17.90	31,109.92	0.00
142 R 47402	902	ARP IDEA	0.00	71,625.73	71,625.73	100.00	0.00	19,673.56
142 R 47401	930	ESSER 3.0	435,467.00	323,605.80	310,639.79	95.99	12,966.01	72,332.99
142 R 47307	931	ESSER 2.0	73,030.00	48,668.94	48,668.94	100.00	0.00	0.00
142 R 47307	932	ESSER 2.0	1,696,069.00	1,747,999.80	1,747,999.80	100.00	0.00	537,066.18
142 R 47401	933	ESSER 3.0	2,903,925.00	1,585,780.00	791,570.91	49.92	794,209.09	470,252.81
142 R 47307	934	ESSER 2.0	200,000.00	200,000.00	200,000.00	100.00	0.00	54,684.01
142 R 47307	935	ESSER 2.0	0.00	56,200.00	16,047.00	28.55	40,153.00	0.00
142 R 47307	936	ESSER 2.0	0.00	71,250.00	71,250.00	100.00	0.00	0.00
142 R 47590	940	OTHER FEDERAL THROUGH STATE	0.00	14,675.62	13,000.00	88.58	1,675.62	0.00
142 R 47309	950	Literacy Stipend Grant	0.00	40,455.00	40,000.00	98.88	455.00	0.00
142 R 47309	LSG	Literacy Stipend Grant	0.00	13,000.00	13,000.00	100.00	0.00	0.00
142 R 47141	T1N	TITLE 1 GRANTS TO LOCAL EDUC A	35,402.00	51,852.97	42,347.58	81.67	9,505.39	161.48
Grand Revenue Totals			7,044,180.00	6,107,980.26	5,059,106.39	82.83	1,048,873.87	1,494,901.34

Number of Accounts: 23

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

	Acct	2022-23	2022-23	2022-23	2022-23	Unencumbered	June 2022-23
		Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
142 E 71100	REGULAR INSTRUCTION PROGRAM	2,226,253.00	2,586,896.03	1,946,604.78	75.25	640,291.25	542,755.51
142 E 71200	SPECIAL EDUCATION PROGRAM	665,457.00	772,899.14	725,576.52	93.88	47,322.62	165,441.32
142 E 71300	VOCATIONAL EDUCATION PROGRAM	20,830.00	28,390.85	28,127.09	99.07	263.76	5,418.00
142 E 72120	HEALTH SERVICES	50,000.00	50,000.00	55,000.00	110.00	-5,000.00	0.00
142 E 72130	OTHER STUDENT SUPPORT	174,161.00	191,951.16	163,835.40	85.35	28,115.76	24,538.94
142 E 72210	REGULAR INSTRUCTION PROGRAM	370,906.00	533,061.08	481,264.52	90.28	51,796.56	45,503.81
142 E 72220	SPECIAL EDUCATION PROGRAM	0.00	29,842.25	7,630.60	25.57	22,211.65	0.00
142 E 72230	VOCATIONAL EDUCATION PROGRAM	1,500.00	2,000.00	2,135.63	106.78	-135.63	0.00
142 E 72250	TECHNOLOGY	142,204.00	141,446.00	141,260.78	99.87	185.22	13,107.43
142 E 72510	FISCAL SERVICES	0.00	56,200.00	16,047.00	28.55	40,153.00	0.00
142 E 72710	TRANSPORTATION	0.00	4,121.00	2,650.53	64.32	1,470.47	-302.23
142 E 73100	FOOD SERVICE	0.00	1,000.00	77.97	7.80	922.03	0.00
142 E 73300	COMMUNITY SERVICES	142,834.00	110,058.75	110,058.75	100.00	0.00	0.01
142 E 76100	REGULAR CAPITAL OUTLAY	3,200,000.00	1,550,000.00	1,377,876.62	88.90	172,123.38	686,137.50
142 E 99100	OPERATING TRANSFERS	50,035.00	50,114.00	960.20	1.92	49,153.80	960.20
Grand Expense Totals		7,044,180.00	6,107,980.26	5,059,106.39	82.83	1,048,873.87	1,483,560.49

Number of Accounts: 234

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

			2023-24	2023-24	2023-24	2023-24	Unencumbered	July 2023-24
<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	95,123.00	95,123.00	0.00	0.00	95,123.00	0.00
142 R 47189	OCA	EISENHOWER PROF DEVELOPMENT ST	9,000.00	9,000.00	0.00	0.00	9,000.00	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	611,680.00	611,680.00	0.00	0.00	611,680.00	0.00
142 R 47145	OPS	SPECIAL EDUCATION PRESCHOOL GR	16,128.00	16,128.00	0.00	0.00	16,128.00	0.00
142 R 47141	OT1	TITLE 1 GRANTS TO LOCAL EDUC A	516,142.00	516,142.00	0.00	0.00	516,142.00	0.00
142 R 47590	OT1	OTHER FEDERAL THROUGH STATE	52,820.00	52,820.00	0.00	0.00	52,820.00	0.00
142 R 47189	OT2	EISENHOWER PROF DEVELOPMENT ST	87,544.00	87,544.00	0.00	0.00	87,544.00	0.00
142 R 47590	OVR	OTHER FEDERAL THROUGH STATE	48,895.00	48,895.00	0.00	0.00	48,895.00	0.00
142 R 47147	21C	SAFE AND DRUG-FREE SCHOOLS-ST	110,059.00	110,059.00	0.00	0.00	110,059.00	0.00
142 R 47401	930	ESSER 3.0	339,480.00	339,480.00	0.00	0.00	339,480.00	0.00
142 R 47401	933	ESSER 3.0	4,250,000.00	4,250,000.00	0.00	0.00	4,250,000.00	0.00
142 R 47141	T1N	TITLE 1 GRANTS TO LOCAL EDUC A	23,337.00	23,337.00	0.00	0.00	23,337.00	0.00
Grand Revenue Totals			6,195,538.00	6,195,538.00	0.00	0.00	6,195,538.00	0.00

Number of Accounts: 13

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

		2023-24	2023-24	2023-24	2023-24	Unencumbered	July 2023-24
	Acct	Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
142 E 71100 --- --- ----- ---	REGULAR INSTRUCTION PROGRAM	1,752,151.00	1,752,151.00	28,384.00	1.62	1,723,767.00	28,384.00
142 E 71200 --- --- ----- ---	SPECIAL EDUCATION PROGRAM	627,808.00	627,808.00	0.00	0.00	627,808.00	0.00
142 E 71300 --- --- ----- ---	VOCATIONAL EDUCATION PROGRAM	19,830.00	19,830.00	0.00	0.00	19,830.00	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	407,469.00	407,469.00	5,538.32	1.36	401,795.68	5,538.32
142 E 72210 --- --- ----- ---	REGULAR INSTRUCTION PROGRAM	367,979.00	367,979.00	6,903.67	1.88	360,875.33	6,903.67
142 E 72230 --- --- ----- ---	VOCATIONAL EDUCATION PROGRAM	2,000.00	2,000.00	117.67	5.88	-317.67	117.67
142 E 72250 --- --- ----- ---	TECHNOLOGY	83,326.00	83,326.00	0.00	0.00	83,326.00	0.00
142 E 73300 --- --- ----- ---	COMMUNITY SERVICES	110,059.00	110,059.00	0.00	0.00	110,059.00	0.00
142 E 99100 --- --- ----- ---	OPERATING TRANSFERS	2,460.00	2,460.00	0.00	0.00	2,460.00	0.00
Grand Expense Totals		3,423,082.00	3,423,082.00	40,943.66	1.20	3,379,603.34	40,943.66

Number of Accounts: 135

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

			2022-23	2022-23	2022-23	2022-23	Unencumbered	June 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	182,600.00	201,899.24	110.57	-19,299.24	19,739.49
143 R 43522	000	LUNCH PAYMENTS - ADULTS	21,900.00	21,900.00	22,135.10	101.07	-235.10	5,130.65
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	13,250.00	21,520.93	162.42	-8,270.93	8,399.62
143 R 43990	000	OTHER CHARGES FOR SERVICES	13,000.00	13,000.00	8,203.36	63.10	4,796.64	360.72
143 R 44110	000	INVESTMENT INCOME	1,000.00	27,000.00	26,704.94	98.91	295.06	7,212.48
143 R 46520	000	SCHOOL FOOD SERVICE	10,000.00	12,500.00	12,445.88	99.57	54.12	0.00
143 R 47111	000	USDA SCHOOL LUNCH PROGRAM	635,000.00	685,000.00	696,951.64	101.74	-11,951.64	11,566.73
143 R 47112	000	USDA COMMODITIES	93,500.00	93,500.00	99,910.62	106.86	-6,410.62	369.81
143 R 47113	000	USDA BREAKFAST	340,000.00	333,000.00	339,964.15	102.09	-6,964.15	7,254.39
143 R 47114	000	USDA - ESP SNACK PROGRAM	18,000.00	105,500.00	105,202.27	99.72	297.73	0.00
Grand Revenue Totals			1,336,625.00	1,487,725.00	1,534,938.13	103.17	-47,213.13	60,033.89

Number of Accounts: 50

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

		2022-23	2022-23	2022-23	2022-23	Unencumbered	June 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	1,487,725.00	1,381,191.16	92.84	106,533.84	51,778.36
Grand Expense Totals		1,336,625.00	1,487,725.00	1,381,191.16	92.84	106,533.84	51,778.36

Number of Accounts: 94

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

			2023-24	2023-24	2023-24	2023-24	Unencumbered	July 2023-24
<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	175,000.00	175,000.00	152.45	0.09	174,847.55	152.45
143 R 43522	000	LUNCH PAYMENTS - ADULTS	15,500.00	15,500.00	0.00	0.00	15,500.00	0.00
143 R 43525	000	A LA CARTE SALES	16,000.00	16,000.00	0.00	0.00	16,000.00	0.00
143 R 43990	000	OTHER CHARGES FOR SERVICES	13,000.00	13,000.00	0.00	0.00	13,000.00	0.00
143 R 44110	000	INVESTMENT INCOME	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
143 R 46520	000	SCHOOL FOOD SERVICE	12,500.00	12,500.00	0.00	0.00	12,500.00	0.00
143 R 47111	000	USDA SCHOOL LUNCH PROGRAM	700,000.00	700,000.00	0.00	0.00	700,000.00	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	325,000.00	325,000.00	0.00	0.00	325,000.00	0.00
143 R 47114	000	USDA - ESP SNACK PROGRAM	14,500.00	14,500.00	0.00	0.00	14,500.00	0.00
Grand Revenue Totals			1,385,000.00	1,385,000.00	152.45	0.01	1,384,847.55	152.45

Number of Accounts: 36

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

		2023-24	2023-24	2023-24	2023-24	Unencumbered	July 2023-24
	<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	1,385,000.00	1,385,000.00	19,043.22	1.37	1,365,956.78	19,043.22
Grand Expense Totals		1,385,000.00	1,385,000.00	19,043.22	1.37	1,365,956.78	19,043.22

Number of Accounts: 81

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

**ELIZABETHTON CITY SCHOOLS
YEAR END RESERVES
2022-2023**

<u>GENERAL PURPOSE</u>		<u>BEGINNING</u> <u>6/30/2022</u>	<u>ADJUSTMENTS</u>	<u>ENDING</u> <u>6/30/2023</u>
34560-05100	RESTRICTED FOR CAREER LADDER	\$ 1,179.20	\$ (1,179.20)	\$ -
34587-05350	RESTRICTED FOR SRT FUNDS - TCRS	\$ 238,099.00	\$ 67,484.48	\$ 305,583.48
34655-06000	COMMITTED FOR CONNIE BAKER LAB	\$ 5,000.00	\$ 1,200.00	\$ 6,200.00
34655-06600	COMMITTED FOR LIBRARY GRANT	\$ 10,000.00	\$ (10,000.00)	\$ -
34760-09100	ASSIGNED FOR PROJECT ON TRACK MATH SUPPLIES	\$ -	\$ 3,858.45	\$ 3,858.45
34760-15150	ASSIGNED FOR CTE CARRYOVER	\$ 35,450.00	\$ (17,275.58)	\$ 18,174.42
34760-15550	ASSIGNED FOR AVIATION DONATION	\$ -	\$ 341.05	\$ 341.05
34760-50000	ASSIGNED FOR SPED VAN	\$ 39,000.00	\$ (39,000.00)	\$ -
34760-50001	ASSIGNED FOR SPECIAL EDUCATION FROM DONATION	\$ 1,810.00	\$ 1,730.00	\$ 3,540.00
34760-90800	ASSIGNED BACK TO SCHOOL BASH	\$ 10,564.20	\$ (3,194.31)	\$ 7,369.89
34770-02000	ASSIGNED FOR SNP EQUIPMENT	\$ 57,059.31		\$ 57,059.31
34770-02500	ASSIGNED FOR HEALTH SERVICES - AED	\$ 1,500.00	\$ (1,500.00)	\$ -
34770-05201	ASSIGNED FOR TECHNOLOGY	\$ 45,000.00		\$ 45,000.00
34770-05500	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	\$ -		\$ -
34770-90150	ASSIGNED FOR COMMUNITY INVOLVEMENT PROGRAM - SWIM	\$ 12,872.97	\$ 7,432.42	\$ 20,305.39
34770-91000	ASSIGNED FOR BETSY BOOK BUS	\$ 7,761.87	\$ 785.31	\$ 8,547.18
34770-99020	ASSIGNED FOR ELEMENTARY AFTER SCHOOL PROGRAM	\$ 39,314.06	\$ 5,652.51	\$ 44,966.57
34775-05800	ASSIGNED FOR CAPITAL OUTLAY TURF REPLACEMENT	\$ 350,000.00	\$ 50,000.00	\$ 400,000.00
34775-05950	ASSIGNED FOR CAPITAL OUTLAY MAINTENANCE RELOCATION	\$ -	\$ 100,000.00	\$ 100,000.00
34775-15900	ASSIGNED FOR CAPITAL OUTLAY OUTDOOR ATHLETIC FACILITIES	\$ 300,000.00	\$ 100,000.00	\$ 400,000.00
34775-20000	ASSIGNED FOR CAPITAL OUTLAY HAROLD MCCORMICK	\$ -	\$ 130,000.00	\$ 130,000.00
34775-25900	ASSIGNED FOR CAPITAL OUTLAY TAD ADDITION / ENTRANCE	\$ 500,000.00	\$ 150,000.00	\$ 650,000.00
34775-60003	ASSIGNED FOR ENERGY SAVINGS	\$ 235,000.00		\$ 235,000.00
34775-60100	ASSIGNED FOR TRAINING COMPLEX / UNION BUILDING	\$ 100,000.00	\$ 50,000.00	\$ 150,000.00
34775-61500	ASSIGNED FOR CAPITAL OUTLAY EHS FIELD HOUSE	\$ 1,000.00		\$ 1,000.00
34775-61500	ASSIGNED FOR EHS ATHLETIC FACILITY	\$ 350,000.00	\$ 100,000.00	\$ 450,000.00
39000	UNASSIGNED FUND BALANCE	<u>\$ 1,482,278.46</u>	<u>\$ 10,813.95</u>	<u>\$ 1,493,092.41</u>
GENERAL PURPOSE TOTAL		\$ 3,907,889.07	\$ 627,149.08	\$ 4,535,038.15
 <u>FEDERAL PROJECTS</u>				
34655-999	COMMITTED FOR EDUCATION - (From General Purpose Funds)	<u>\$ 25,000.00</u>	<u>\$ -</u>	<u>\$ 25,000.00</u>
FEDERAL PROJECTS TOTAL		\$ 25,000.00	\$ -	\$ 25,000.00
 <u>SCHOOL NUTRITION</u>				
34220	INVENTORY	\$ 45,101.48	\$ 7,157.48	\$ 52,258.96
34570	RESTRICTED FOR OPERATION OF SCHOOL NUTRITION	<u>\$ 1,044,924.74</u>	<u>\$ 146,589.49</u>	<u>\$ 1,191,514.23</u>
SCHOOL NUTRITION TOTAL		\$ 1,090,026.22	\$ 153,746.97	\$ 1,243,773.19
TOTAL RESERVES AND FUND BALANCES OF ALL FUNDS		\$ 5,022,915.29	\$ 780,896.05	\$ 5,803,811.34



CLEMMER COLLEGE

EAST TENNESSEE STATE UNIVERSITY

Clinical Experiences

AGREEMENT BETWEEN THE ELIZABETHTON CITY SCHOOLS AND EAST TENNESSEE STATE UNIVERSITY

THIS AGREEMENT entered into this 20 day of June 2023, by and between EAST TENNESSEE STATE UNIVERSITY on behalf of its Clemmer College, hereinafter referred to as the "University," and the ELIZABETHTON CITY SCHOOLS, hereinafter referred to as the "School System".

WITNESSETH

In consideration of the mutual promise contained herein, the parties have agreed and do hereby enter into this agreement according to the provisions set out herein:

Purpose and Eligibility:

Students enrolled in an Educator Preparation Program at East Tennessee State University and who are eligible for participation in clinical experiences (field experiences and clinical residency practice) will be considered by the School System for participation in observational and classroom activities, including teaching. The purpose of this agreement is to define the responsibilities of the University and the School System providing these direct experiences for students in University.

Because of their differing functions, the School System and University have unique responsibilities. Therefore, it is essential that frequent and clear communication exist between the School System's designated contact person and the Director of Field Experiences and Residency. Sharing of responsibility is needed if all parties are to derive maximum benefit from this program. It is agreed that the School System and the University will collaborate to establish mutually beneficial efforts for both the School System and the University.

I. Responsibilities of the School System:

- A. The School System will designate an administrator at each participating school and/or district to serve as its contact person. This administrator will assume the responsibility for collaborating with the Educator Preparation Program to establish criteria for student

selection of all clinical experience placements in the school. Any questions or problems arising which involve placements will be brought to the attention of the Director of Field Experiences and Residency by the School System's designated administrator.

- B. The School System will participate in only those clinical experiences which have been designated through the University's Director of Field Experiences and Residency Office.
 - C. The School System will endeavor to provide placements for residency candidates in clinical practice with School System Based Faculty (mentors) within related licensure areas that meet the requirements of Clemmer College Criteria for Mentor Teachers (see below) and have an overall effectiveness of above expectations or significantly above expectations for the prior school year as documented by student learning outcomes (TVASS/EOC) and scores on TEAM evaluations.
 - D. For Advanced Licensure programs, the School System will endeavor to provide placements for students with School System Based Faculty (mentors) within the related licensure areas that meet the requirements of Clemmer College Criteria for Mentor of Candidates in Advanced Programs (see below).
 - E. The Administrator of participating schools will have the responsibility for determining the degree to which students conform to school policies. Problems arising from any breach of policy by students in clinical experiences should be referred by the Administrator to University's Director of Field Experiences and Residency.
- II. Responsibilities of the University:
- A. University has designated a Director of Field Experiences and Residency who will assume the responsibility for coordinating clinical experiences in partnership with faculty of the School System. Any concerns or problems arising relating to placements in the School System should be brought to the direct attention of the Director of Field Experiences and Residency. It is then the Director's responsibility to work in partnership with the School System; as well as, University and/or department faculty to address any concerns and/or problems.
 - B. University will provide clinical supervision of residency candidates by appropriate University personnel and school-based faculty as chosen by the University and the School System. It is the goal of University to establish clinical experiences and supervision of these experiences

which provide mutually beneficial relationships between the School System and the candidates.

- C. University will collaborate with the School System and School System Based Faculty to design specific assignments for each clinical experience in order to provide clear communication about the purposes and the expectations for the experience. University will conduct online and/or in-person professional development sessions with School System Based Faculty on mentoring residency candidates during clinical practice and other topics deemed appropriate by both the University and School System.
 - D. University will, in advance of the clinical experiences, provide the School System with a list of students who are eligible for field experience or clinical residency practice along with appropriate information about the students, and the School System will provide University with a list of mentors for clinical experiences. This list will ensure that mentors for clinical residency practice meet the Criteria of Mentor Teachers (see below). This will allow the School System and the University the opportunity for co-selection of residency candidates and mentor teachers. School System has the option of conducting interviews of the eligible residency candidates and selecting those they judge to be most appropriate for their programs.
 - E. University will inform all students visiting in the School System of their obligation to observe the policies and schedules of the School System in which the student is placed.
 - F. The students will agree to comply with the guidelines included in the University's Memorandum of Understandings or Field Experience Guidelines (see below). The students will acknowledge these agreements in writing prior to commencing the clinical experience.
 - G. University Director of Field Experiences and Residency is responsible for removing a clinical experience. Withdrawal may be the result of a request initiated within the School System or from the Director of Field Experiences and Residency.
 - H. In accordance with Tennessee Code Annotated § 49-5-5610, University certifies that a criminal history records check conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation is performed for all students in clinical experience placements, and that the results indicate no criminal convictions that would result in the automatic revocation of a teacher's license pursuant to Tennessee state law and the rules of the State Board of Education. University agrees that a student will be removed from the assigned clinical experience should any such criminal charges and/or convictions occur during the period of assignment.
- III. The parties agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973,

Executive Order 11,246, and the related regulations of each. Each party assures that it will not discriminate against any individual because of race, religion, creed, color, gender, age, disability, or national origin. Neither party shall be responsible for personal injury or property damage or loss except that resulting from its own negligence or those within its control or employ.

IV. Any and all claims against the University for personal injury and/or property damage resulting from the negligence of University in performing any responsibility specifically required under the terms of this Agreement shall be submitted to the Board of Claims or Claims Commission of the State of Tennessee. Damages recoverable against the ETSU shall be expressly limited to claims paid by the Board of Claims or Claims Commission pursuant to Tennessee Code Annotated Section 9-8-301 et. seq.

V. This agreement can be terminated by either party upon notice of 120 days. The terms of this contract will be renewed by August 1, 2025.

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

For Elizabethton City Schools

Director of Schools

Date

For East Tennessee State University:

Donna M. Miller for Kimberly D. McCorkle 7/12/2023

Dr. Kimberly D. McCorkle
Provost & Senior VP for Academics

Date

Criteria for Mentor Teachers
Clinical Residency Practice (Pre-residency, Residency I, and Residency II)
Clemmer College of East Tennessee State University

The following criteria will be applied in the selection of mentor teachers for Clinical Residency Practice (Pre-residency, Residency I, and Residency II):

1. Licensed fully in the grade level/content area.
2. Three years of successful P-12 teaching experience in the general grade level and content area or closely related area where the candidate seeks initial licensure.
3. Highly qualified.
4. Recommended by the principal or other appropriate supervisor based on the following:
 - a. Level of overall effectiveness of above expectations or significantly above expectations for the prior school year.
 - b. Demonstrated dispositions that support the development of teacher candidates, including
 - i. Willingness and ability to assume the roles expected of a mentor, such as advocate, counselor, coach, and critic.
 - ii. Willingness and ability to work as a team member to promote the development of a novice.
5. Interested in working with teacher candidates.
 - a. Understanding of the co-teaching model for preparing beginning teachers and implementation of strategies and responsibilities.
 - b. Willingness to have a candidate for Pre-residency, Residency I and Residency II experiences.
 - c. Preferred: Previous successful experience working with residency candidates.
6. Completion of appropriate university led orientation or professional development to serve as a mentor teacher, prior to or early in the first mentoring experience.
 - a. Providing mentors with written expectations for clinical experiences.
 - b. Providing mentors with written assignment guidelines and scoring guides
 - c. On-line Mentor Information form and other forms required for payment (W-9, direct deposit, name change, address change, etc.)
7. Willingness to provide feedback to Director of Field Experiences and Residency and university faculty.
 - a. Collaborate with program faculty to design specific assignments to connect theory and practical experiences.
 - b. Evaluation of program requirements, candidate performance, and experience with clinical supervisor and Office of Educator Preparation.

Exceptions to these criteria must be approved by the Director of Field Experiences and Residency, in consultation with the designated School System contact person(s), with a documented rationale for the exception. If appropriate, additional supervision and monitoring may be required.

**Criteria for Mentor Teachers
Advanced Programs
Clemmer College of East Tennessee State University**

The following criteria will be applied in the selection of mentor teachers for Advanced Programs:

1. Licensed fully in the grade level/content area.
2. Three years of successful P-12 experience within the specialty area where the candidate seeks an additional endorsement.
3. Highly qualified.
4. Recommended by the principal or other appropriate supervisor based on the following:
 - a. Evaluation in specialty area above expectations or significantly above expectations for the prior school year.
 - b. Demonstrated dispositions that support the development of advanced level candidates, including
 - i. Willingness and ability to assume the roles expected of a mentor, such as advocate, counselor, coach, and critic.
 - ii. Willingness and ability to work as a team member to promote the development of the advanced level novice candidate.
5. Interested in working with advanced level candidates.
 - a. Understanding of the implementation of strategies and responsibilities for preparing candidates at the advanced level and within the specific area of expertise.
 - b. Willingness to have a candidate for clinical experiences at the advanced level and within the specific area of expertise.
 - c. Preferred: Previous successful experience working with candidates.
6. Completion of appropriate university led orientation to serve as a mentor, prior to or early in the mentoring experience.
 - a. Providing mentors with written expectations for clinical experiences.
 - b. Providing mentors with written assignment guidelines and scoring guides.
 - c. Providing on-line orientation.
7. Willingness to provide feedback to Director of Field Experiences and Residency and university faculty.
 - a. Collaborate with program faculty to design specific assignments to connect theory and practical experiences.
 - b. Evaluation of program requirements, candidate performance, and experience with clinical supervisor and Office of Educator Preparation.

Exceptions to these criteria must be approved by the Director of Field Experiences and Residency, in consultation with the designated School System contact person(s), with a documented rationale for the exception. If appropriate, additional supervision and monitoring may be required.



**Memorandum of Understanding Between
Clinical Residency Candidates
And
Clemmer College and ELIZABETHTON CITY SCHOOLS**

The purpose of this Memorandum of Understanding is to clearly identify the professional dispositions and behaviors that Candidates are to exhibit in their yearlong Clinical Residency Experience.

Conduct

While completing the yearlong Clinical Residency Experience, candidates must conduct themselves in a professional manner. Upon entering the yearlong Clinical Residency Experience, Candidates agree to follow the rules of the school system as well as policies of the Clemmer College and East Tennessee State University. Candidates should view this experience as an opportunity to learn from their mentor teacher(s) and to develop and demonstrate their teaching skills. Actions taken and words spoken during Residency should be carefully considered, as they will affect both the Candidate's Residency Evaluation and the written/verbal recommendations provided for the candidate by the mentor teachers, Clinical Supervisors, school administrators, and the Office of Educator Preparation.

Clinical Residency Placements

Placements are made in partnership with the school districts and Clemmer College. Clinical Residency candidates are not allowed to request a specific school, grade level, or mentor teacher. Candidates will be placed with a licensed and experienced mentor teacher in the appropriate licensure area and grade ranges of their planned license.

Attendance

Residency Candidates are required to be at their assigned school on the assigned days of the week. It is vital that the candidate contact the mentor teacher and Clinical Supervisor immediately if an event occurs that will prevent the Candidate from being on time or require the Candidate to be absent. Candidates who have absences that are not warranted and/or fail to contact their mentor teacher and supervisor may be removed from their placement. Candidates should submit attendance in two ways: 1. Sign in and out of the building through computerized attendance in the office. 2. Submit weekly attendance in Watermark for mentor teacher approval.

Make up Days

During Pre-Residency and Residency I, residency candidates will follow ETSU's calendar and must schedule to make up absence(s) with the mentor teacher and the Clinical Supervisor. During Residency II, Candidates will have absences added to the end of the placement. Candidates must coordinate with and receive approval from the mentor teacher and the Clinical Supervisor to make up the missed day(s). Excessive absences due to illness or other extenuating circumstances may interfere with graduation and/or result in a candidate's removal from the Clinical Residency placement. Candidates in Residency II follow the calendar of the School District rather than ETSU's calendar. (Ex: Fall and Spring breaks are based on the school calendar.)

Tardies/Leaving School Early

During Residency II, Candidates are expected to adhere to the school mandated arrival times required of their mentor teachers. Candidates must not be late nor leave early. Tardies and/or leaving the school early without a valid or approved reason may result in removal from the Residency placement and/or a failing grade. Please note that during Residency II, Candidates are to arrive early and depart after established dismissal times.

Seminars

All Residency Candidates must attend any seminars scheduled during the semester. The seminars are designed to prepare the candidate for his/her Teacher Performance Assessment (edTPA) that is completed during Residency II. Failure to attend the Residency seminars will affect the candidate's performance on the Teacher Performance Assessment and will affect the Teacher Candidate's overall grade for the Clinical Residency Experience. This could also impact their ability to obtain licensure.

Lesson Plans

All Residency Candidates will follow the Clemmer College Lesson Plan Template when being observed and evaluated by the Clinical Supervisor. A mentor teacher approved lesson plan may be utilized when the residency candidate is being observed and evaluated by the mentor teacher. Lesson plans must be submitted at least two (2) teaching days prior to the day the lesson will be taught in order to provide time for feedback and approval from the mentor teacher. Failure to turn in lesson plans to the mentor teacher at least two days before teaching the lessons in question can jeopardize the candidate's overall grade for the Clinical Residency Experience and can result in the candidate not being able to complete the experience.

Teacher Performance Assessment

The capstone project for the Clinical Residency Experience is the edTPA. This document will be uploaded to Watermark and scored by Pearson. It is the candidate's responsibility to insure this document is complete and ready to upload by the due date. The candidate will be required to attend all

edTPA support seminars. Failure to attend Residency Seminars will affect the candidate's performance on the Teacher Performance Assessment and will affect the Candidate's overall Residency grade ; as well as, their ability to obtain licensure.

Outside Commitments

Candidates in Residency II are strongly encouraged not to work outside of school. Work or family/personal commitments cannot be excuses for failing to meet the commitments of Residency II. If commitments become problematic in terms of attendance and performance, the Candidate will be given the choice of withdrawing from his/her Residency placement or making the personal adjustments necessary to give full attention to the program. Candidates with family/personal commitments should make these commitments known to the Office of Educator Preparation as early as possible.

Dispositions/Professional Behaviors

Candidates are expected to follow all rules and policies of the school/school system, Clemmer College, and East Tennessee State University, including those pertaining to the Professional Dispositional Skills located in the Residency Handbook. Candidates should assume the role of an adult professional-in-training and behave accordingly. If a candidate is unsure of appropriate professional behavior or encounters a problematic situation, the Candidate should consult the mentor teacher, Clinical Supervisor, or other school personnel as soon as possible for guidance and assistance.

Other Dispositions/Professional Behaviors

- Handle ALL confidential information (student records, etc.) in a professional manner. Do not share information about the school, students, mentor teacher, etc., privately or publicly with others.
- Refrain from posting Residency materials, information, photos, or personal commentary on social networking sites.
- All students are expected to uphold the ETSU Honor Code. If you are not familiar with this statement and with the policy regarding plagiarism, you should review both these documents online or in a current catalog.
- The use of cell phones and other electronic devices not related to instruction is prohibited in the classroom.

Residency candidates demonstrating inappropriate behaviors and/or dispositions will be subject to removal from their Residency placements and, if necessary, dismissal from the Educator Preparation Program at East Tennessee State University



CLEMMER COLLEGE

EAST TENNESSEE STATE UNIVERSITY

I understand that I am a representative of Clemmer College of East Tennessee State University, a guest in my Clinical Residency Placement(s), and expected to act in a professional manner at all times. I have read the Memorandum of Understanding and will adhere to the requirements identified therein.

Candidate (print name):

Signature:

_____ Date: _____

Office of Educator Preparation, Clemmer College Field Experience Guidelines

Field experiences allow students the opportunity to complete observational or hands-on experiences within a classroom of a partnering school district. Students encounter multiple field experience opportunities working through the programs within Clemmer College. These experiences should expose students to many teaching styles and pedagogies. Any course requiring field experience hours must follow the guidelines below. This information can also be found at: <https://www.etsu.edu/coe/educator-preparation/field-experiences.php>

- Complete the online Field Experiences Placement Request Form by the deadline. **Please note- Online Field Experiences Placement Request Form cannot be completed after the placement deadline; therefore, students cannot be placed after this deadline.**
- Complete required documentation and background checks prior to all school placements. Students will not receive a placement until the Field Experience Placement Request form and Background Check Package or Affirmation are complete.
- Contact the assigned field placement mentor teacher via email within 7 days after receiving the assigned placement.
- Establish a clear schedule with the field placement mentor teacher before completing hours and make sure he/she is notified of any changes or absences in advance.
- Notify the Office of Educator Preparation ASAP regarding issues or concerns with the placement or of extenuating circumstances that might interfere with the field placement.
- Allow for adequate time in the semester to complete required hours.
- Follow all rules and policy of the school/school system of placement (i.e., dress code, professionalism, etc.).
- Maintain confidentiality with ALL student information (student records, conversations, etc.).
- Do not share information about the school, students, mentor teacher, etc., privately or publicly to others.
- Refrain from posting Residency materials, information, photos, or personal commentary on social networking sites.
- Refrain from serving where you have close friends or relatives due to a conflict of interest and confidentiality issues.
- Avoid bringing others (e.g., personal child, significant other, etc.) with you to the assigned school.
- Upon their arrival and departure, students should sign in and out of the school in the office using the school's procedures.
- Logged hours must match the total amount of hours indicated on the Field Experiences Verification Form.
- Turn in the Field Experience Verification Form to the Office of Educator Preparation no later than **the last day of classes. Provide required paperwork to your instructor per syllabus deadlines.**

Tennessee Mandatory Reporting

All members of the University community are responsible for compliance with Tennessee laws on mandatory reporting of child abuse and child sexual abuse. Go to the [Tennessee Department of Children's Services](#) website to find out more information on how to identify and report child abuse and child sexual abuse. University students placed in school districts should proactively ask the field experience and residency site for the school's procedures for mandatory reporting and adhere to those reporting structures when possible. View full Mandatory Reporting protocol [here](#).

Please note the Honor Code and Pledge stated below that addresses falsifying information. Falsification of hours will not be tolerated.

Honor Code

East Tennessee State University is committed to developing the intellect and ethical behavior of its students. Students found to be in violation of policies on plagiarism, cheating, and/or fabrication will be held accountable for their actions. Any knowledge of academic misconduct should be reported. Students are expected to act with honesty, integrity, and civility in all matters. Honor Code revised and adopted February 16, 2012.

Honor Pledge

By becoming a member of the campus community, students agree to live by the standards of the honor code and thereby pledge the following: "I pledge to act with honesty, integrity, and civility in all matters." Honor Pledge revised and adopted February 16, 2012.

I understand that I am a representative of Clemmer College of East Tennessee State University, a guest in my field experience placement, and expected to act in a professional manner at all times. I have read the Field Experience Guidelines, Mandatory Reporting Statement, and the ETSU Honor Code and Pledge and will adhere to the requirements identified therein.

Student (print name) _____

Student Signature _____ Date _____

The Access Academy

Elizabethton and The Access Academy General Outline of Expectations

The Access Program (TAA) services:

- Presentation of content from the topics listed below on our Scope and Sequence developed by The Access Academy Curriculum Specialist.
- The topics are directly correlated to help your students create their own post-secondary goals, career exploration, and/or further education needed to meet these goals.
- Each lesson will include a presentation of the topic, videos, and application activities that the students will practice in class or can practice in a real life setting. If the student is enrolled in a Work Based Learning class then a ready made opportunity is available. We provide all of the materials needed such as assessments, worksheets, activities supplies, however not specific work sites.
- We will provide assessments and results to the school system and VR if requested, career exploration to each student, creating personal SMART career goals, and how to develop post-secondary goals.
- TAA will also guide the students in soft-skills and work readiness skills, such as communication, interviewing skills, and self-advocacy skills.
- For the areas that are covered through Transition School to Work from your school system, TAA can provide support, through in class training and practice to prepare the students to use their skills in work settings.
- TAA can also assist with Project Search services if applicable.

Elizabethton Service Expectations:

- Allowing time (preferably 1 - 1 ½ hours time frame weekly or twice a month) with identified students during the school day through Resource and/or CDC or WBL classes.
- Provide a signed permission slip and the front page of the IEPs for each student participating.
- Correlation with the Special Education teachers to determine the topics they are covering so we can support or provide reinforcement with our lessons.
- Local opportunities for suggested locations for informational interviews, job shadows, business tours, and guest speakers, etc. This can support our lessons or be incorporated every other week through your program. We are doing this with one system. Every other week the

The Access Academy (TAA)

school/VR/Transition Coordinator are providing a local guest speaker, business tour, presentation on specific careers, or Skype type Q/A. The next week we provide a lesson from our Scope and Sequence.

Our goal is to provide support to the school system, teachers and students by presenting instruction and application opportunities for post-secondary goals. Since our plans are correlated with the TSW, Pre-ETS WINTAC, and Transitiontn.org we can collaborate with your teachers to help students identify and reach their personal goals.

Confidentiality Agreement: All employees of the The Access Academy (TAA) and school system agree to full confidentiality of student information. Only the information that is required by the state for grant, invoice and audit purposes will be made available to Tennessee state. Only the first page of the IEP and the signature permission form for TAP services will be shared by the school system. TAP lesson plans, materials and information is copyrighted for their use only and may not be printed, downloaded, copied or shared in any form.

This agreement is between _____ and The Access Academy (TAA) for the school year of August 2023 through August 2024 (to include any Summer Job Club camps offered).

School System Representative

Date



8/2/23

The Access Academy - Representative

Date

Fees: TAA will file invoices with the State of Tennessee for instruction and services for the Pre-ETS program according to the grant awarded by the state. Should the grant be discontinued TAA and/or the school system may request a negotiation meeting to determine if services can continue with another method of payment.

Scope and Sequence 2023-2024

1. **Life After High School-** (WR)- intro to transition and skills needed for finding meaningful employment post graduation.
2. **Communication** (WR)- introductions, communication skills
Students will be introduced to the Access Academy and the goals for the upcoming year. Following that, students will learn and practice the importance of effective communication, including verbal and nonverbal (facial expressions and body language).
3. **Teamwork** (WR)- explore teamwork skills and practice *Students will work together to complete tasks in a competition-style activity.*
4. **Listening and Following Directions** (SA)- Active listening skills
Students will discuss and learn the importance of good listening skills and following directions. Students will learn how to practice this skill and use it for different areas of their daily lives with a listening and following directions activity.
5. **Time Management** (WR)- tips and tricks for effective time management. Activities to practice.
Students will begin by discussing times they may have procrastinated and how that affected the outcome of a plan or expectation. Students will participate in a timed activity in small groups that will require them to work together to complete a task within a short time.
6. **First Impressions** (WR) *Students will learn the importance of first impressions. Students will learn the how to make a good first impression in an employment setting*
7. **Goals** (SA)- how to set achievable goals and follow through
Students will learn the difference between short-term and long-term goals and how to plan for each. They will also discuss and work through the steps needed to reach different goals.
8. **Career Clusters** (JE) *students will work to identify the Career Clusters and their related jobs.*
9. **Career Gameshow** (JE)- Jeopardy quiz style game to introduce careers, career clusters, skills, education needed
Students will play in small teams or individually, depending on the size of the class, a Jeopardy-style game. Categories will cover responsibilities of different careers/jobs, salaries, training requirements, and the career cluster careers belong in.
10. **Critical Thinking** (WR) why is it important, how to approach critical thinking.
Students will learn how to look at problems by using critical thinking skills. They will participate in an activity that will require them to think outside the box and explore different uses for everyday items.
11. **Conflict Resolution** (SA)
Students will learn how to deal with conflict at school and at a job. They will be given different situations to debate while learning how to resolve conflict without being combative and unprofessional.
12. **Disability Awareness** (SA)- importance of the IEP, speaking up in school/work, being a good self advocate *Students will learn about adults who have become successful, along with having different disabilities. They will learn about understanding their IEP and participating in their IEP meetings at school. Students will learn and discuss accommodations at school, in post-secondary education, and work.*
13. **Overcoming Obstacles** (WR) *Students will work to develop skills to help them overcome barriers to successful employment. Students will develop strategies to help resolve issues in a positive manner.*

14. **Self Advocacy (SA)**- explore effective self advocacy strategies with activities and scenarios to Practice. *Students will discuss the importance of self advocacy at school and work. They will practice this skill through different scenarios and learn the importance of feeling empowered in order to become successful by speaking up for themselves at home, school and in a job.*
15. **Community Agencies (SA)** *Students will explore agencies available to them upon graduation that can provide them with services for both employment and home life.*
16. **Day on the Job (WR)** *Students will explore what a typical "day on the job" could involve. Students will work through scenarios and activities to help understand daily roles and responsibilities.*
17. **Support System (SA)**- students will find support to help them in school, work and the community. *Students will learn the importance of having a support system and knowing who is part of that support system. Students will participate in an activity that will require them to choose a classmate that they trust to guide them through a task.*
18. **Post Secondary Planning (PE)** *Students will work to identify a pathway for their post secondary goals.*
19. **Career Interest (JE)**- interest inventory *Students will complete a short assessment that will help them understand what career they may be most interested in and successful in. This is used to also introduce students to career paths they may not have considered.*
20. **Narrowing Your Career Path (JE)** *Students will work on focusing their career goals and creating a pathway to achieving those goals.*
21. **Resumes and Job Applications (WR)** *students will work to identify resume building information. Students will also work on successfully completing job applications.*
22. **Preparing for a Job Interview (WR)** *Students will identify and practice preparation techniques for successful job interviews.*
23. **Job Interview Practice (WR)** *Students will practice real world interviewing skills and techniques.*
24. **The Hiring Process (JE)** *Students will understand the steps of the hiring process and their role within that process.*
25. **Financial Literacy (SA)** *Students will identify good financial practices. Students will compete in a Price is Right style game to practice knowledge and skills.*
26. **Organizing Goals (SA)** *Students will be able to practically apply the stepping stone goal-making method and compare it to the SMART goals method.*
27. **Adaptability (WR)** *Students will learn the importance of being adaptable and flexible in life and the workplace. Students will learn to be flexible thinkers and apply this to real world situations.*
28. **Leadership (WR)**- explore leadership qualities. *Students will discuss what it means to be a good leader. They will participate in an activity that requires students to give direction to their small group. Afterward, students will discuss what strategies worked and which ones did not. They will discuss how good leadership skills are important in the workplace.*
29. **Positivity (WR)**- lesson on positive thinking and attitude and how it affects goals and daily life. *Students will learn the importance of a positive attitude and how that can have an effect on daily and lifelong success at school and work. They will be given scenarios to deal with in a positive manner and discuss how that situation might be different with a negative attitude.*
30. **Independent Living (SA)** *Students will learn skills related to living independently post graduation. Including an Autonomy checklist to show their progress.*



AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the Fourteenth day of July in the year Two Thousand Twenty-three
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Elizabethton City Schools
804 South Watauga Avenue
Elizabethton, Tennessee 37643
Telephone: 423-547-8000

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

and the Contractor:
(Name, legal status, address and other information)

Preston Construction Company,
1503 Narrow Lane
Johnson City, Tennessee
Telephone: 423-926-0172

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

for the following Project:
(Name, location and detailed description)

Renovations To
Elizabethton Alternative School, Conference Center and Social Work
402 Bemberg Road
Elizabethton, Tennessee 37643
TWA Project #022-020

The Architect:
(Name, legal status, address and other information)

Thomas Weems Architect
3203 Hanover Road
Johnson City, Tennessee 37604
Telephone 423-282-2700

The Owner and Contractor agree as follows.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

The date of this Agreement.

A date set forth in a notice to proceed issued by the Owner.

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

Work.) To be fixed in a Written Notice to Proceed issued by the Owner.

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Init.

[] Not later than () calendar days from the date of commencement of the Work.

[X] By the following date: To be determined.

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
<u>Entire Project</u>	<u>To be determined.</u>

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Insert Contract Amount (\$ 00.00), subject to additions and deductions as provided in the Contract Documents.

N / A

N / A

~~§ 4.2 Alternates~~

~~§ 4.2.1 Alternates, if any, included in the Contract Sum:~~

Item	Price
-------------	--------------

~~§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)~~

Item	Price	Conditions for Acceptance
-------------	--------------	----------------------------------

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
<u>Owner's Contingency</u>	<u>\$25,000.00</u>
<u>Inspection and Testing</u>	<u>\$ 5,000.00</u>
<u>Electrical Aid to Construction</u>	<u>\$ 5,000.00</u>
<u>Access Doors and Panels</u>	<u>\$ 500.00</u>
<u>Interior Signage</u>	<u>\$ 500.00</u>
<u>Total Allowances</u>	<u>\$36,000.00</u>

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
<u>Alternate Floor Adhesive</u>	<u>1,500 Square Feet</u>	<u>To be determined with final contract amount</u>
<u>Remedial Floor Coating</u>	<u>1,500 Square Feet</u>	<u>To be determined with</u>

		<u>final contract amount</u>
<u>Trench Rock Removal</u>	<u>15 Cubic Yards</u>	<u>To be determined with final contract amount</u>
<u>Fill</u>	<u>50 Cubic Yards</u>	<u>To be determined with final contract amount</u>

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

Owner and Contractor recognize that time is of the essence of this agreement and that the Owner will suffer financial loss and inconvenience if Substantial Completion has not been reached on or before the date established in the Agreement. They also recognize the delays, expense, and difficulties involved in proving in a legal proceeding the actual loss suffered by the Owner if the work is not completed on time. Accordingly, instead of requiring proof, Owner and Contractor agree that as liquidated damages for delay, Contractor shall pay Owner Five Hundred Dollars (\$500.00) for EACH CALENDAR DAY that expires after the time specified. The Owner and Contractor agree and further stipulate that the agreed upon sum is not a penalty, but rather a reasonable measure of damages, based upon the parties' experience in their industries and given the nature of the damages that may result from delay.

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

N / A

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

One Calendar Month.

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the Last day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the Twenty First day of the Following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Thirty (30) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document ~~A201™-2017~~, A201™-2007, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document ~~A201-2017~~; A201-2007;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document ~~A201-2017~~; A201-2007; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Five Percent (5%).

N / A

N / A

~~§ 5.1.7.1.1 The following items are not subject to retainage:~~

~~*(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)*~~

~~§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:~~

~~*(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)*~~

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

N / A

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document ~~A201-2017~~; A201-2007.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor’s responsibility to correct Work as provided in Article 12 of AIA Document ~~A201-2017~~, A201-2007, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner’s final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect’s final Certificate for Payment, or as follows:

Thirty Calendar Days (30)

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located. *(Insert rate of interest agreed upon, if any.)*

~~%~~ Legal prevailing rate in Elizabethton, Tennessee

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document ~~A201-2017~~, A201-2007, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

N / A

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document ~~A201-2017~~, A201-2007, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

2007

~~Arbitration pursuant to Section 15.4 of AIA Document A201-2017~~ Other (Specify)

~~Litigation in a court of competent jurisdiction~~

~~Other (Specify)~~

Court of competent jurisdiction in either Carter County, Tennessee or Federal District Court in Greeneville, Tennessee.

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document ~~A201-2017~~, A201-2007.

2007

N / A

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201-2017, then the Owner shall pay the Contractor a termination fee as follows:
(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201-2017, A201-2007.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201-2017, A201-2007 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:
(Name, address, email address, and other information)

Mr. Richard Van Huss, Director
Elizabethton City Schools
804 South Watauga Avenue
Elizabethton, Tennessee 37643
Telephone: 423-547-8000

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

Richard Preston, President
Preston Construction Company,
1503 Narrow Lane
Johnson City, Tennessee
Telephone: 423-926-0172

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, A101™-2007, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, A101™-2007, and elsewhere in the Contract Documents.

(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A201-2007.)

<u>Type of insurance or bond</u>	<u>Limit of liability or bond amount (\$0.00)</u>
<u>AIA A312 Performance Bond</u>	<u>Equal to the amount of the contract sum</u>
<u>AIA A312 Labor and Material Payment Bond</u>	<u>Equal to the amount of the contract sum</u>

2007
N/A

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203 – 2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

The other conditions and services set forth below shall, modify, delete from, add to and replace by substitution the terms of any article, paragraph, sub-paragraph, clause or language of this Agreement (or any document incorporated by this Agreement) Any terms deleted, modified, added to or otherwise changed by this Section, the unaltered provisions of that article, paragraph, sub-paragraph, clause or language shall remain in full force or effect. If, and to the extent the conditions set forth below are inconsistent with the Contract or any other Documents (which include any incorporated documents), the conditions set forth below shall supersede and control.

8.7.1 Contractor, as an independent contractor, shall perform the Work in coordination in accordance with Contract Documents, the Construction schedule and all applicable ordinances, regulations and laws (it being recognized, however, that design of the Project in accordance with all applicable ordinances, regulations, and laws is the responsibility of the Architect).

8.7.2 Neither Contractor nor any of its agents or employees shall act on behalf of or in the name of Owner except as provided in the Agreement or unless authorized in writing by Owner's representative.

8.7.3 Final payment consisting of the unpaid balance of the Contract Price shall be made only after all of the following events have occurred: (a) final completion of work as defined by and in strict conformance with the Contract Documents; (b) acceptance of Contractor's work by the Owner and the Architect; (c) satisfactory evidence that neither Contractor nor any other person claiming under or through Contractor has the right to file any claim against the Owner; and (d) delivery of all guarantees, warranties, instruction manuals, test reports, performance charts, diagrams, and similar documents required by the Contract Documents with respect to Contractor's work.

8.7.4 Contractor shall use the sums paid to it pursuant to this Agreement solely for the purpose of fulfilling its responsibilities and obligations under this Contract Document. No payment for Contractor's work shall be conclusive evidence of satisfactory performance of completion of the work, either in whole or in part, and no payment, including final payment shall be construed as an acceptance of defective or faulty or improperly working materials, nor shall it release Contractor from any of its obligations under this Contract. Entrance upon or use of the project by the Owner shall not constitute acceptance of defective or faulty or improper work.

8.7.5 Within the scope of Contractor and its subcontractor's work, Contractor shall comply with all federal, state, municipal and local laws, ordinances, codes, laws, rules, regulations, standards, orders, notices and requirements, including but not limited to those relating to safety, discrimination of employment, fair employment practices, whether or not specifically provided for in this Agreement, without additional charge or expense to Owner, and shall also be responsible for, and correct, at its own cost and expense, any violations thereof (it being recognized, however, that design of the Project in accordance with all applicable ordinances, regulations and laws is the responsibility of the Architect).

8.7.6 Contractor shall not discriminate against any employee of applicant for employment because of race, creed, color, religion, sex, national origin, disability or any other category protected by state or federal law. The Contractor shall post nondiscrimination requirements in conspicuous places accessible by employees and applicants for employment. Contractor shall ensure that subcontractors, consultants, agents, subsidiaries and/or affiliates, if any, comply with the statutory requirements described in this paragraph.

8.7.7 Contractor shall comply with all provisions of Tennessee Code Annotated § 49-5-413(d) for each employee who may have direct contact with school children or who will come on or about school property when children are present. Contractor shall ensure that subcontractors, consultants, agents, subsidiaries and/or affiliates, if any, comply with the statutory requirements described in this paragraph.

8.7.8 Contractor shall maintain control over all of its employees, subcontractors, suppliers, and others for whom Contractor is responsible. Contractor shall remove or cause to be removed from the project any person or entity for

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who Contractor is responsible who is determined by the Owner, or the Architect to be detrimental to the project. Contractor(or its subcontractors) shall not employ any person who is a registered sex offender. Contractor shall immediately reassign or replace any person (including its own personnel) on the site upon receipt of Owner's written notice to do so. Contractor is responsible for securing each of the project sites and ensuring that only authorized individuals will have access to project sites; the Contractor will work with the Owner to prevent access to project sites by unauthorized persons.

8.7.9. Contractor shall be responsible for coordinating all testing including but not limited to ensuring that testing representatives are informed as to the correct testing standards and proctors, and for ensuring all tests achieve acceptable results prior to the continuation of work by the subcontractor(s). Unless specifically authorized in writing otherwise, all testing shall be performed by a nuclear density gauge; proofrolling, except as final pre pour check, is not acceptable. Contractor shall be responsible for coordinating the work of all subcontractors and testing representatives, including the implementation of testing schedules as required by the contract documents, and the development of clear protocols providing for written confirmation of the Contractor's verification that the subcontractor's work has satisfied the testing required under the contract documents. Contractor shall retain records of all test results and will provide such records to the Architect and/or Owner upon request.

8.7.10 The Contractor shall make a semi-final inspection and prepare a list of items requiring correction in order for the project to be complete. When these items have been corrected, the Architect, with the Contractor present, shall conduct a final inspection and shall determine to the best of his knowledge whether the project is in compliance with the Contract Documents, at which time the Architect and Contractor shall procure and forward to the Owner for the Owner's review and record written warranties and related documents required by the Contract Documents, and shall issue a final certificate of payment upon compliance with the requirements of the Contract Documents.

8.7.11 Contractor shall perform its work with integrity, ensuring, at a minimum, that conflicts of interests shall be avoided. Contractor will, as soon as practicable, notify Architect of any issue which could adversely impact Owner's interests (e.g., errors, obvious design issues, increased costs, potential conflicts of interest, etc.).

8.7.12 All materials incorporated in the Work by contractor and/or subcontractors must be new and unused and, when not specified in detail in the Contract Documents, all materials incorporated in the Work must be of the most suitable grade and quality for the purpose intended.

8.7.13 Contractor must furnish, use, install, employ and protect each item of materials in strict compliance with the specifications, recommendations and instructions of the manufacturer or supplier, unless those specifications, recommendations or instructions deviate from accepted construction practices or the Contract Documents, in which case subcontractor shall inform Contractor who shall inform Architect and shall proceed as Architect directs. Contractor must coordinate and interrelate all subcontracts to ensure the compatibility of materials and the validity of all warranties and guarantees that the Contract Documents require; and ensure that all inspections and testing of any work or material is done in strict accordance with Contract Documents and specifications.

8.7.14 Contractor shall require that all construction workers, whether Contractor's own forces or the forces of subcontractors, wear identification tags on the front of their persons during all times that they are on Owner's property. Such identification tags shall have identification of the construction worker by number or other identifying medium in a typeface large enough to be seen from a reasonable distance.

8.7.15 Contractor shall institute a theft deterrent program designed to restrict construction worker access to properties of Owner that are currently in use, to maintain supervision of Contractor's and Contractor's subcontractor's forces, and to reimburse the Owner or those persons suffering a theft loss caused by Contractor's forces or subcontractor's forces, as charged or determined by the local authorities having jurisdiction.

8.7.16 Contractor must preserve and protect the rights of Owner under the terms of the Contract Documents as they pertain to the portion of the work performed by any sub-contractor. The contract documents between Owner and Contractor do not create any contractual relationship between Owner and any subcontractor, and no subcontract shall relieve Contractor of its obligation to completely perform the work for the price if any subcontractor fails to perform its work in a satisfactory manner.

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8.7.17 Owner's Right to Withhold Payment. Owner may withhold all or part of any payment (including Final Payment) and it may withhold Retainage to such extent as it deems necessary to protect itself from loss on account of:

- .1 Defective Work;
- .2 Third-party claims arising from the Work and filed against Owner, due to the fault of the Contractor, or reasonable evidence indicating the probable filing of any such claim;
- .3 Reasonable doubt either that Contractor will substantially complete a segment of the Work by the Completion Date established with respect to that segment or that Contractor will substantially complete the Work in its entirety by the Substantial Completion Date;
- .4 Failure of Contractor to make payments, when due, to its subcontractors or other suppliers of equipment, material or labor required in connection with the Work;
- .5 Evidence of fraud, over-billing or overpayment discovered upon audit;
- .6 Unsatisfactory prosecution of the Work by Contractor;
- .7 Failure to provide required documentation at Owner's request or unreasonably fail to cooperate with Architect..

8.7.18 Indemnification. Contractor agrees to indemnify, hold harmless, protect and defend Owner and Owner's agents, representatives, and any affiliated or related entities against any and all claims, loss, liability, damage, cost, and expenses, including reasonable attorney fees and litigation cost, that are determined through the dispute resolution process as designated in the Contract Documents to have occurred in whole or in part as a result of or due to the negligence or fault of Contractor, its subcontractors, agents, consultants, employees or representatives with regard to Contractor's responsibilities set forth in the Contract Documents. This provision is intended to supersede any provision to the contrary.

8.7.19 Contractor stipulates that Owner is a political subdivision of the state of Tennessee, and, as such may enjoy immunities from suit and/or liability under the Constitution and laws of the State of Tennessee. By entering into this Agreement, Owner does not waive any of its immunities from suit and/or liability, except which is specifically authorized by law.

8.7.20 Contractor or any of its agents or subcontractors, whether skilled or unskilled, shall not, in any manner have, claim or acquire any lien upon the Project, nor upon any of the land upon which said improvements are so erected, built, or situated, such property being public property belonging to a political subdivision of the State of Tennessee.

8.7.21 Prior to initiation of Dispute Resolution provided in the Contract Documents, Contractor and Owner shall attempt in good faith to resolve any dispute arising out of or relating to an alleged breach, termination or validity of this Agreement. Contractor and Owner shall designate appropriate executive officer(s) or administrators to conduct good faith discussions for resolution of the dispute. If not resolved within ten (10) days, Dispute Resolution provided in the Contract Documents may be initiated.

8.7.22 No board member, administrator, official, agent or employee of Owner shall be personally liable to Contractor or any other person or entity, including a third-party beneficiary, in the event any provision of the Agreement is unenforceable; there is any default or breach by Owner; for any amount which may become due under the Contract; or on any obligations under the terms of the Contract.

8.7.23 Notwithstanding any provision herein, Contractor acknowledges that Owner is subject to and will comply with the Tennessee Open Records Act, set out in T.C.A. §10-7-503 et seq., including disclosure of this Contract and any other documents or records subject to release pursuant to the Tennessee Open Records Act.

8.7.24 Except as expressly provided herein, this Contract shall be construed to benefit the parties and their respective successors and assigns only and shall not be construed to create third party beneficiary rights in any other party or in any governmental organization or agency. No person not a party to this agreement shall have any right to enforce any of its terms, even if indirectly benefited by it.

8.7.24 By execution of this Agreement, Contractor certifies that its company is not currently engaged in and will not for the duration of the contract engage in, a boycott of Israel.

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

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- .1 AIA Document A101TM 2017, ~~A101TM 2007~~, Standard Form of Agreement Between Owner and Contractor
~~.2 AIA Document A101TM 2017, Exhibit A, Insurance and Bonds~~
~~.3 AIA Document A201TM 2017, 2007.3 AIA Document A201TM 2007, General Conditions of the Contract for Construction~~
~~.4 AIA Document E203TM 2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:~~
 (Insert the date of the E203-2013 incorporated into this Agreement.)
N / A

.5 Drawings

Number	Title	Date
00 0115	List of Drawing Sheets	May 15, 2023

.6 Specifications

Section	Title	Date	Pages
00 0110	Table of Contents	May 15, 2023	4

.7 Addenda, if any:

Number	Date	Pages
To be determined	To be determined	To be determined

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:
 (Check all boxes that apply and include appropriate information identifying the exhibit where required.)

- AIA Document E204TM 2017, Sustainable Projects Exhibit, dated as indicated below: 20072007
 (Insert the date of the E204-2017 incorporated into this Agreement.) N / A

The Sustainability Plan:

Title	Date	Pages
<u>N / A</u>	<u>N / A</u>	<u>N / A</u>

Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
<u>00 7200</u>	<u>General Conditions</u>	<u>May 15, 2023</u>	<u>39</u>
<u>00 7300</u>	<u>Supplementary General Conditions</u>	<u>May 15, 2023</u>	<u>3</u>

- .9 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017-A201™-2007 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

Preston Construction Company – Response to Request for Proposal CM / GC at Risk, Elizabethon City Schools, Renovations to Elizabethon Alternative School, Conference Center and Social Work dated June 23, 2023: (1) Pre-Construction Service Fees, (2) Construction Services Direct Expenses, (2) Construction Services Field Management Expenses and (3) construction Services General Conditions Expenses.

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Mr. Richard Van Huss, Director
Elizabethon City Schools
 (Printed name and title)

CONTRACTOR (Signature)

Richard Preston, President
Preston Construction Company
 (Printed name and title)

Init.

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Thomas Weems, AIA, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with this certification at 08:34:34 ET on 07/25/2023 under Order No. 4104241310 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ – 2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, other than changes shown in the attached final document by underscoring added text and striking over deleted text.

(Signed)

(Title)

(Dated)



**GRANT CONTRACT BETWEEN
GOVERNOR'S EARLY LITERACY FOUNDATION
AND
ELIZABETHTON CITY SCHOOLS**

This Grant Contract by and between Governor's Early Literacy Foundation, herein referred to as "GELF", and Elizabethton City Schools, herein referred to as "Grant Recipient", serves to formalize the partnership as it relates to the continuation of the Grant Recipient's mobile literacy unit program, herein referred to as "The Book Bus Program", as further defined in the "scope of services".

A. Scope of Services

- A.1.** Grant Recipient shall provide all services and deliverables as required, described, and detailed herein and shall meet all service and delivery timelines as specified by this Grant Contract.
- A.2.** The Book Bus Program will provide Dolly Parton's Imagination Library (DPIL) enrollment and literacy rich opportunities to children living in the Grant Recipient's community during 2023-2024, with the goal of reducing literacy summer slide and providing literacy-building activities.
- A.3.** The Book Bus Program will operate a minimum of 15 days during the 2023-2024 program year.
- A.4.** GELF will consider the 2023 Refuel Grant application submitted on May 12, 2023 as the Plan of Work for the project. Any proposed changes to the initial Plan of Work must be submitted in writing for approval before the Grant Contract is signed.
- A.5.** GELF will consider the approved budget as defined in the 2023 Refuel Grant Award Notification Letter dated July 10, 2023 and attached as Appendix A.
- A.6.** Any proposed changes to the Plan of Work or Budget determined after the effective date of the grant contract shall be submitted in writing to GELF for approval prior to the implementation of said changes.

B. Contract Period

- B.1.** The Grant Contract shall be effective July 24, 2023 through September 30, 2024.
- B.2.** GELF shall have no obligation to provide further services or payments for services and expenses not completed during the contract period.

C. Funding

- C.1.** Grant Recipient will be awarded a maximum of \$5,000 toward the development and operations of The Book Bus Program.



- C.2. Grant funds will be transferred via ACH transaction to Grant Recipient's bank account listed on the completed GELF Vendor ACH Form within 20 business days following receipt of the signed Grant Contract.
- C.3. Grant Recipient agrees to retain a copy of receipts for all GELF-funded expenses associated with The Book Bus Program through the end of the grant contract. Grant Recipient will be subject to audit of all invoices, vouchers, statements of cost, and reports and disbursements of funds by GELF related to The Book Bus Program.
- C.4. Grant Recipient will provide a final financial report as further defined in Section F. Reporting Requirements.

D. Standard Terms and Conditions

- D.1. All produced materials, including but not limited to, notices, informational pamphlets, press releases, research reports, signs, exterior bus design, and similar public notices prepared and released by Grant Recipient, in conjunction with The Book Bus Program, will be approved in advance by GELF and include GELF logos and/or recognition of funding. GELF logos will be provided.
- D.2. Grant Recipient and GELF will carry out all programs and activities in compliance with Title VI of the Civil Rights Act of 1964, and other federal laws prohibiting discrimination, and in such a manner that no person shall, on the grounds of race, color, national origin, religion, sex, age or disability be excluded from participation in, be denied the benefits of, or be subject to discrimination with respect to any of the staffing, programing, and/or services offered through the summer mobile literacy unit program.
- D.3. All wages provided to instructors and facilitators of the summer mobile literacy unit program will be in accordance with prevailing wage laws as provided in *Tennessee Code Annotated*, Section 12-3-401 *et seq.*
- D.4. Grant Recipient agrees to carry adequate insurance, including adequate public liability and other appropriate forms of insurance covering The Book Bus Program and Grant Recipient's employees, and to pay all applicable taxes incident to this Grant Contract.
- D.5. Grant Recipient agrees to indemnify and hold GELF harmless against any damages, losses, liabilities, settlements and expenses (including, without limitation, costs and attorneys' fees) in connection with any claim or action that arises from the operation of The Book Bus Program funded under this grant contract.
- D.6. If Grant Recipient fails to properly perform its obligations under this Grant Contract in a timely or proper manner, or if Grant Recipient violates any terms of this Grant Contract, GELF shall have the right to immediately terminate the Grant Contract, and grant funding in excess of fair compensation for completed services will be returned to GELF.
- D.7. Equipment purchased with grant funds shall be owned by Grant Recipient, its assignees, and successors.



E. Branding & Marketing Requirements

- E.1.** Grant Recipient must invite GELF to at least one bus stop during the contract period. In addition, GELF must be invited to attend any bus launch, dedication, or any other event where media is invited.
- E.2.** As requested, each Grant Recipient must be willing to participate in GELF-directed marketing projects to raise awareness of the Book Bus program. This includes, but is not limited to:
- Filming b-roll at bus visits
 - Taking photos of bus and bus programming
 - Collecting stories and testimonials from children and bus staff
 - Attending any additional activities in recognition of grant
- E.3.** Grant Recipient must attend GELF's Annual Booker's Book Bash or a comparable Regional Book Bus Convening, which is a gathering of partners and school districts to showcase their existing buses and share best practices with interested parties. Grant Recipient must be willing to present during the Bash if requested by GELF.
- E.4.** Grant Recipient must distribute a co-branded press release to its community to announce the receipt of a GELF Book Bus grant. GELF will provide resources, such as template press releases, template media advisories, etc.

Prior to distributing any announcement communications, GELF must approve the draft. Email the final draft to GELF's Marketing Manager at bookbus@governorsfoundation.org for approval. Turnaround for approval is around five-seven business days.

- E.5.** Grant Recipient must recognize GELF and any GELF funding partners' logos on the bus. Implementation of this requirement will be determined on a case-by-case basis. GELF will provide the high-resolution templates, graphics, and logo files required to complete this requirement.

Prior to any printing, GELF must approve the proof. Email the final proof to GELF's Marketing Manager at bookbus@governorsfoundation.org for approval. Turnaround for approval is around five-seven business days.

- E.6.** Grant Recipient will integrate the GELF tagline, logo, and program icon into any Grant Recipient-created social media graphics or promotional flyers:

- **Tagline/Language:** Refueled by Governor's Early Literacy Foundation (GELF), whose mission is to strengthen early literacy in Tennessee. Visit GovernorsFoundation.org for more information about programs and resources.
- **Book Bus Program Icon** ([Access Here](#))
- **GELF Logo** ([Access Here](#))

Prior to printing or sharing these materials, GELF must approve the proof. Email the final proof to GELF's Marketing Manager at bookbus@governorsfoundation.org for approval. Turnaround for approval is around five-seven business days.



E.7. Grant Recipient will follow all other GELF branding guidelines, found [here](#).

F. Reporting Requirements

F.1. Progress Reporting - GELF may periodically check in with the Project Coordinator, via phone or email, to discuss status, program expenses, and/or receive updates.

F.2. Final Report - The report will consist of a project narrative, a photo and testimonial component, an outcomes-based component, and a financial report. It is due no later than the end of the Contract Period.

a. The project narrative will include, but is not limited to, the following information:

- A description of three of the most successful activities completed over the program year and how you know they were successful;
- A description of the least successful activity completed over the program year and how you could change it or replace it to be more successful;
- A description of the community's response to the bus, including how you raised awareness, how you used any GELF-provided resources, and how families responded to GELF giveaways;
- Suggest a GELF-provided resource that would be helpful as you implement your book bus program;
- A description of any significant challenges encountered and the solutions you found to overcome them;
- A description of three takeaways you will carry forward to the next program year;
- Two pieces of advice you would give to another school district pursuing a book bus

b. The photo and testimonial component of the report will include, but is not limited to, the following:

- Ten *high-quality* photos –
 - Two exterior photos of the bus
 - Two interior photos of the bus
 - Four high-quality photos of programming
 - i.e. Teachers reading aloud, children reading, caregivers & children reading or doing a project together, etc.
 - Two 'Other' photos of your choice that tell your story
- Four quotes or stories from the following perspectives:



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FOUNDATION

- Participating Teacher
- Participating Caregiver (Please provide grade of child)
- Participating Student (Please provide grade of child)
- Community stakeholder or volunteer

c. Grant Recipient will complete an informational survey to help GELF better understand how the bus operated, including answering questions such as: How many typical stops did your book bus make in a day? How long was a typical stop? etc. Grant Recipient will also provide outcome measures including, but are not limited, to the following:

- # and age of children served (by week, site, and in total)
 - # of children who visited the bus two times
 - # of children who visited the bus three or more times
- # of children enrolled in the DPIL via The Book Bus Program
- # of children encountered already enrolled in the DPIL
- # of caregivers who visited the bus
 - # of caregivers who visited the bus two times
 - # of caregivers who visited the bus three or more times
- # of miles traveled
 - To track this information, get an odometer reading at the beginning of the summer and at the end, then subtract.
- # of days the bus provided services (15 days is the minimum requirement.)
- Approximate # of books distributed
- Approximate # of books checked out, if applicable
- Approximate # of meals/snacks distributed
- # of News Coverage Hits and total reach
- If social media was utilized, # of posts and # of impressions

d. Financial Reports will consist of, but are not limited to, the following information:

- An outline of budgeted vs. actual expenses for the period and inception to date, detailed list of financial contributions made from other funding sources, including but not limited to: Individual or corporate contributions, in-kind donations, other grants, etc.
- A total amount of all operating expenses for the program year



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FOUNDATION

G. GELF's Roles and Responsibilities

- G.1.** GELF will supply The Book Bus Program with the following materials:
- Books for distribution as GELF inventory allows
 - DPIL Enrollment Brochures
 - Other materials (i.e. bookmarks, stickers, activity books, etc.) as inventory allows
- G.2.** Supplemental materials will be shipped no later than April 1, 2024 unless otherwise requested.

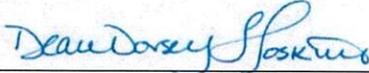
In Agreement By:

Myra Newman
Assistant Director of Schools for Academics
Elizabethton City Schools

Date

Tammy Markland
Betsy Book Bus Director
Elizabethton City Schools

Date



Dean Dorsey Hoskins
Vice President
Governor's Early Literacy Foundation

July 24, 2023
Date

CLINICAL AFFILIATION AGREEMENT BETWEEN TENNESSEE COLLEGE OF APPLIED TECHNOLOGY ELIZABETHTON AND ELIZABETHTON CITY SCHOOL SYSTEM.

This Agreement is made this 18TH day of August 2023, by and between Tennessee College of Applied Technology Elizabethton, hereinafter referred to as "Institution" and Elizabethton City School System, hereinafter referred to as "Affiliate".

Whereas, it is to the mutual benefit of the parties to provide clinical experience for students enrolled in certain programs of the Institution, the parties have agreed to the terms and provisions set forth below:

I. Purpose - the purpose of this Agreement shall be to provide clinical experience to students enrolled in the Practical Nursing program of the Institution.

A. Consideration for this Agreement shall consist of the mutual promises contained herein, the parties agreeing that monetary compensation shall neither be expected nor received by either party.

B. The clinical experience shall be provided at any of the Affiliate's Facility locations as shown on Attachment A, hereinafter referred to as "Facility".

C. The specific experience to be provided to students is described as follows:

Participation in clinical experience relating to Basic Nursing, Fundamentals of Nursing, Medical-Surgical Nursing, Pediatric Nursing, Psychiatric Nursing, Administration of Medication (as appropriate), and Wound Care.

II. Terms and Conditions - pursuant to the above-stated purpose, the parties agree as follows:

A. Term - the term of this Agreement shall be five years commencing August 18, 2023 and ending August 17, 2028.

Either party may terminate this Agreement upon giving 30 days written notice to the other party. Such termination shall have no effect on students receiving clinical experience during the current academic term.

B. Placement of Students – As mutually agreed between the parties, the Institution will place an appropriate number of students at the Facility each academic term.

C. Discipline - While enrolled in clinical experience at the Facility, students (and faculty, if applicable), will be subject to applicable policies of the Institution and the Affiliate.

Students shall be dismissed from participation in the Institution's program only after the appropriate disciplinary or academic policies and procedures of the Institution have been followed. Notwithstanding the foregoing and pursuant to its policies, Affiliate retains the right to safeguard the health, safety, and welfare of its patients and the orderly operation of the Facility and in such capacity shall have the right to exclude or remove a student from the Facility at any time based on a student's failure to comply with reasonable policies of the Facility, including, without limitation, those related to vaccination and disease testing.

D. Specific Responsibilities - The following duties shall be the specific responsibility of the designated party (Institution and/or Affiliate/Facility):

1. Institution shall be responsible for the selection of students to be placed at the Facility.
2. The Affiliate shall provide orientation to the Facility for students beginning clinical experience.
3. The Institution shall be responsible for scheduling training activities for students.
4. The institution or Affiliate shall be responsible for supervising students at all times while present at the Facility for clinical experience.
5. Institution or Affiliate shall evaluate the performance of individual students as appropriate.
6. The Affiliate shall retain complete responsibility for patient care providing adequate supervision of students (and faculty, if applicable) at all times.
7. The Affiliate shall maintain a sufficient level of staff employees to carry out regular duties. Students will not be expected nor allowed to perform services in lieu of staff employees.
8. The Affiliate shall provide emergency medical treatment to students (and faculty, if applicable) if needed for illness or injuries suffered during clinical experience. Such treatment shall be at the expense of the individual treated.
9. The Affiliate shall maintain all applicable accreditation requirements and certify such compliance to the Institution or other entity as requested by the Institution. The Affiliate shall also permit authorities responsible for accreditation of the Institution's curriculum to inspect the Affiliate's clinical facilities and services as necessary.
10. The Institution shall provide health records of students (and faculty, if applicable) upon request by the Affiliate. In order to maintain a healthy and safe environment, Affiliate retains the right to require students and faculty participating at its Facility to have, or to obtain, any immunizations or testing reasonably required by Affiliate.
11. The Institution shall establish a procedure for notifying the Affiliate if a student (or faculty, if applicable) is/are unable for any reason to report for clinical training.
12. The Affiliate requires written evidence of professional liability insurance coverage from individual students and faculty and staff (if applicable) participating in the experience. The minimum amount of coverage per individual shall be 1,000,000/3,000,000. The coverage shall extend through the term of the student and faculty or staff's (if applicable) participation.
13. The State of Tennessee is self-insured and does not carry or maintain commercial general liability insurance or medical, professional or hospital liability insurance. Any and all claims against the State of Tennessee, including the Institution or its employees, shall be heard and determined by the Tennessee Claims Commission in the manner prescribed by law. Damages recoverable against the Institution shall be expressly limited to claims paid by the Claims Commission pursuant to T.C.A. § 9-8-301 et seq.

E. Mutual responsibilities - the parties shall cooperate to fulfill the following mutual responsibilities:

1. Each party shall comply with all federal, state and municipal laws, advice, rules and regulations which are applicable to the performance of this Agreement, which shall include but not be limited to:

To the extent required by federal law, the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. Section 1320d ("HIPAA") and any current and future regulations promulgated thereunder, including without limitation, the federal privacy regulations, the federal security standards, and the federal standards for electronic transactions, all collectively referred to herein as "HIPAA Requirements." The parties agree not to use or further disclose any Protected Health Information or Individually Identifiable Health Information, other than as permitted by HIPAA Requirements and the terms of this Agreement. Each party will make its internal practices, books, and records relating to the use and disclosure of Protected Health Information available to the Secretary of Health and Human Services to the extent required for determining compliance with the Federal Privacy Regulations.

Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, Executive Order 11246, the Americans with Disabilities Act of 1990 and the related regulations to each. Each party assures that it will not discriminate against any individual including, but not limited to, employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status or national origin.

The Family Educational Rights and Privacy Act (FERPA). The Affiliate shall protect the confidentiality of the student's records and shall not release any information without written consent from the student unless required to do so by law.

2. Background Checks: If criminal background checks of students are required by the Affiliate, the Institution shall notify students of this requirement prior to enrollment in the program or as soon as the requirement is known. Students will be informed by the Institution that the check must be completed within the 90-day period immediately prior to the student's initial clinical placement. It shall be the student's responsibility to make timely arrangements for the background check and to pay all costs associated with such checks.

If criminal background checks are required for Institutional faculty or staff, it shall be the Institution's responsibility to arrange for the background check, to pay all costs associated with such checks and to provide the results to the Affiliate.

It shall be the responsibility of Affiliate to set the eligibility standards for participation and to evaluate the results of the background checks. If Affiliate determines that a student or faculty/staff member shall not participate at its facility, Affiliate shall so notify that individual and the Institution. Institution shall take steps to ensure that this individual does not participate in the clinical program at the Affiliate.

If an Institutional faculty/staff member is also an employee of Affiliate or is an employee at another hospital, health care facility or health care organization, Affiliate will allow the faculty/staff member to provide on-site supervision and instruction for its clinical program without the necessity of undergoing an additional background check.

Recognizing that students enrolled in the Practical Nursing program at Institution will potentially participate in multiple clinical placements at multiple facilities, Affiliate agrees to accept the results of the background check done prior to the student's initial clinical placement if the student maintains continuous enrollment in the Institution's health care program and if the results of the background check are archived by the background check agency.

Institution shall inform students or faculty/staff members excluded from clinical placement on the basis of a criminal background check of any review or appeal process available pursuant to the Fair Credit Reporting Act or any other law or policy, if any.

(If desired, a list of the checks to be run, along with the disqualifying criteria of the Affiliate can be referenced and affixed as an Addendum.)

3. Students shall be treated as trainees who have no expectation of receiving compensation or future employment from the Affiliate or the Institution.
4. Any courtesy appointments to faculty or staff by either the Institution or the Affiliate shall be without entitlement of the individual to compensation or benefits from the appointing party.
5. The confidentiality of patient records and student records shall be maintained at all times

in accordance with applicable law.

F. Miscellaneous Terms - The following terms shall apply in the interpretation and performance of this Agreement:

1. Neither party shall be responsible for personal injury or property damage or loss except that resulting from its own negligence or the negligence of its employees or others for whom the party is legally responsible.
2. The delay or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.
3. This Agreement shall in no way be interpreted as creating an agency or employment relationship between the parties.

In witness whereof, the parties, through their authorized representatives, have affixed their signatures below.

TENNESSEE COLLEGE OF APPLIED
TECHNOLOGY ELIZABETHTON

ELIZABETHTON CITY SCHOOL SYSTEM

BY _____

BY _____

TITLE _____

TITLE _____

DATE _____

DATE _____

Approved by TBR: (If required; contracts which materially differ from this form require approval of the Chancellor.)

Chancellor _____

Date _____

Attachment A

Elizabethton City School System

Elizabethton High School
907 Jason Witten Way
Elizabethton, TN 37643

T A Dugger Jr High School
305 W E Street
Elizabethton, TN 37643

West Side Elementary
1310 Burgie Street
Elizabethton, TN 37643

Herold McCormick Elementary
226 S Cedar Ave.
Elizabethton, TN 37643

East Side Elementary
800 Siam Rd.
Elizabethton, TN 37643

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: Sm black painted wooden hutch
shelf unit

INVENTORY TAG NUMBER: US# 0731

METHOD OF SALE/DISPOSAL: employee will be taking item

SCHOOL/BUILDING WHERE ITEM IS HOUSED: Westside Elementary

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/7/23
Principal

AUTHORIZED BY: [Signature] DATE: 8/8/23
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: 7 Trapezoid tables
3 Teacher desk
2 Filing Cabinets
3 multipurpose tables
4 Student chairs

INVENTORY TAG NUMBER: _____

METHOD OF SALE/DISPOSAL: Give away / trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED: West Side Elementary

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 7/8/23
Principal

AUTHORIZED BY: [Signature] DATE: 8/8/23
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:

Hewlett Packard Printer

INVENTORY
TAG NUMBER:

0390, # 0392

METHOD OF
SALE/DISPOSAL:

dumpster

SCHOOL/BUILDING
WHERE ITEM IS
HOUSED

WSE

SALE/DISPOSAL
AUTHORIZED BY:

[Signature]
Principal

DATE: 7/25/23

AUTHORIZED BY:

[Signature]
Director of Schools

DATE: 7/27/23

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: Sam sung Blue ray ployer
Smpthonic Video recorder
Sony DVD ployer

INVENTORY TAG NUMBER: NA

METHOD OF SALE/DISPOSAL: Maintenanca

SCHOOL/BUILDING WHERE ITEM IS HOUSED ETS

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 1/31/23
Principal

AUTHORIZED BY: [Signature] DATE: 8/9/23
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

K. Dugger

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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

ITEM: Brother Printer (#64639)
VHS/DVD (#08445)
Portable Suction (#64906)
Infinity Delta Monitor (#64906)
Physician Scale (#08465)

INVENTORY TAG NUMBER: Dean Vaughn Terminology Set - older
ER Bed (Manikin Beatrice)

METHOD OF SALE/DISPOSAL: trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED: ETS

SALE/DISPOSAL AUTHORIZED BY: *Jim Albert* DATE: 8/7/23
 Principal

AUTHORIZED BY: *Rue Velt* DATE: 8/9/23
 Director of Schools

AUTHORIZED BY: _____ DATE: _____
 Board Chairman

U. Major

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: Hotplate (1) 64528

mate Pulmo ~~net~~ Nebulizer 64564 Test Tube clamps, rack, tubes, beaker, incubator

Geriatric Manikin (1) 64465

Heart model small eye model 8502

Suction machine 64874 dental molds

Herman Skeleton 68500

INVENTORY TAG NUMBER: _____

METHOD OF SALE/DISPOSAL: trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED: EHS

SALE/DISPOSAL AUTHORIZED BY: *Ben Gilbert* DATE: 8/7/23
Principal

AUTHORIZED BY: *Ruel Vatt* DATE: 8/9/23
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:	<u>TV-sticker absent</u>	<u>Microscopes</u>
	<u>TV stand 03374</u>	<u>04010,</u>
	<u>VCR-03408</u>	<u>04006</u>
	<u>Student Desk-03174</u>	
	<u>Printer 04273</u>	

INVENTORY TAG NUMBER: see above

METHOD OF SALE/DISPOSAL: Trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED: Elizabethton High School

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/7/23
Principal

AUTHORIZED BY: [Signature] DATE: 8/9/23
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

J. Hayes

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: Electric Weed Eater Blower
(Broken)

INVENTORY TAG NUMBER: 0542

METHOD OF SALE/DISPOSAL: Dumpster

SALE/DISPOSAL AUTHORIZED BY: C. By DATE: 8-11-23
Principal

AUTHORIZED BY: [Signature] DATE: 8/14/23
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ECS Reopening Plan 2023-24



*Revised on August 3, 2023, for 6-month ESSER Health & Safety Plan Addendum

Elizabethton City students will start the 2023-2024 school year on August 4, 2023. Our number one priority continues to be our students' health and safety while providing appropriate academic instruction and meeting 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.
- Students will not have a "virtual school" option 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 will be performed as needed.
- Parents are requested to check temperatures prior to sending students on the bus or to school.
- Staff and students will be trained in recommended healthy routines 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).
- 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.

ECS Reopening Plan 2023-24



Bus Transportation

- Bus drivers will disinfect buses as needed.
- Bus unloading will be from front to back (when applicable) to minimize contact.

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 encourage doctor's office referrals as needed.
- Students who have temperatures above 100.4 will be placed in a separate area 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 may be limited depending on present conditions.

Student Supports

- Attendance modifications will be made for isolated students with doctor's notes following school protocol.
- 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 2023-24



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 closures 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.
- Isolation and quarantine guidance for parents and staff members may be obtained by contacting the Health Department, calling 615-770-6940, or 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.

Covid-19 Vaccinations

- Vaccinations are not mandated for faculty, staff, or students.
- Vaccines are currently available, with parental/guardian consent, 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 2023-24 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/504 plan.

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 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 (**March 1 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: Elizabethton City Schools

Date: August 3, 2023

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

After a review of our January 2022-23 Safe Return to In-person Instruction and Continuity of Services Plan, ECS began the revision process by consulting with our Director of Schools and Coordinated School Health Director. The Director of Schools confers repeatedly with school administrators and department leads regarding facilities and transportation. He suggested modifications to our plan to meet safety procedures considering current COVID-19 conditions in our region. The CSH Director communicates regularly with the Carter County Health Department and suggested 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 our updated health and safety reopening plan. Suggested revisions will be presented at the August 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 Coordinated 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 regarding current COVID-19 guidelines and requested a review of our 2023-24 updated plan. Health leaders at CCHD suggested a couple of revision recommendations and approved the health and safety reopening plan.

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 2023-24 school year utilizing in-person learning. Currently, there is no plan to provide a virtual option. The traditional, 5-days a week instructional model provides instruction in-person while adhering to additional safety protocols for all students. TDOE granted virtual days may be utilized as needed. Students with Disabilities who are isolated will receive services in accordance with their IEP/504 plans.</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 will continue. 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). 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 return to school adhering to TDH guidelines. Quarantine guidance for parents and staff members may be obtained by contacting the CCHD, calling 615-770-6940, 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 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 Carter County Health Department or local physicians and pharmacies.
<i>Efforts to provide vaccinations to educators, other staff, and students, if eligible</i>
COVID-19 vaccinations are not mandated for faculty, staff, or students. Vaccines are currently available, with parental/guardian consent, 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 2023-24 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 support continues 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 support during guidance classes, 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 “Teacher Wellness and Student Mental Health” sessions offered by the Mental Health Association of East Tennessee.

Other supports for continuing services during the 2023-24 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 December	Descriptor Term: <h2 style="margin: 0;">Grading System</h2> <h3 style="margin: 0; color: red;">PROPOSED</h3>	Descriptor Code: 4.600	Issued Date: 08/18/22
		Rescinds: 4.600	Issued: 12/17/19

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
3 assignments and tests within the applicable period in computing the grade. This procedure will enable
4 the teacher to allow for individual student differences in the grading process. Any assignments and
5 tests required of a student may be considered in the computation of his/her grade. Final nine weeks'
6 minimum grade shall be reported as no lower than fifty percent (50%), **as long as the student has three
7 (3) or less unexcused absences. Should a student have more than three unexcused absences, the
8 student's grade will not be eligible for the 50% minimum grade adjustment.** Grades are not to be
9 changed once recorded on a report card unless authorized by the teacher or principal.

10 **Kindergarten and First Grade Scale**

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

- 12 • 4 - Above - the student is working above grade level.
- 13 • 3 - Secure — the student is working on grade level and is secure working with skill.
- 14 • 2 - Developing — the student is working toward being on grade level, but skills are still
15 developing.
- 16 • 1 - Beginning — the student is working below grade level.

17 **Weighting for Advanced Coursework – Grades 9-12 and courses earning high school credit at the 18 middle school.**

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

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

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

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

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

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

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

4 **LOCAL GPA SCALE**

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

6 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

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

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

10 **LOTTERY SCHOLARSHIPS³**

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

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

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

19 **LOTTERY SCHOLARSHIP DAY**

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

22 **HONORS RECOGNITION**

- 1 For the purposes of honors recognition Elizabethton City Schools will use the following Latin System:
- 2 *summa cum laude* 4.25 and above
- 3 *magna cum laude* 4.00-4.24
- 4 *cum laude* 3.75-3.99

Legal References

1. TRR/MS 0520-01-03-.02, State Board of Education Policy 3.301; Public Acts of 2022, Chapter No. 1080
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)

Cross References

Alternative Credit Options 4.209
Credit Recovery 4.210
Reporting Student Progress 4.601
Honor Roll, Awards, & Class Ranking 4.602
Promotion and Retention 4.603
Transcript Alterations 4.608

Elizabethton City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="text-align: center;">Student Suicide Prevention</h2> <p style="text-align: center; color: red; font-weight: bold;">PROPOSED</p>	Descriptor Code: 6.415	Issued Date: 12/13/16
		Rescinds:	Issued:

1 The board is committed to protecting the health and well-being of all students and understands that
 2 physical, behavioral, and emotional health are integral components of student achievement. Students
 3 are strongly encouraged to report if they, or a friend, are feeling suicidal or in need of help. Students
 4 will be provided information regarding The National Suicide Prevention Lifeline —~~1-800-273-8255~~
 5 ~~(TALK)~~ by dialing the number 988.

6 **PREVENTION¹**

7 All district employees shall attend either the annual in-service training in suicide prevention or
 8 participate in other equivalent training approved by the director of schools. The training shall include,
 9 but not be limited to, identification of risk factors, warning signs, intervention and response
 10 procedures, referrals, and postvention.

11 The director of schools shall identify a district suicide prevention coordinator responsible for planning
 12 and coordinating the implementation of this policy. Each school principal shall designate a school
 13 suicide prevention coordinator to act as a point of contact in each school for issues relating to suicide
 14 prevention and policy implementation.

15 **INTERVENTION¹**

16 Any employee who has reason to believe that a student is at imminent risk of suicide shall report such
 17 belief to the principal or designee. Belief that a student is at imminent risk of suicide shall include, but
 18 not be limited to, the student verbalizing the desire to commit suicide, evidence of self-harm, or a
 19 student self-refers.

20 Upon notification, the principal or designee shall ensure the student is placed under adult supervision.
 21 Emergency medical services shall be contacted immediately if an in-school suicide attempt occurs. The
 22 principal or designee shall contact the director of schools or designee as soon as practicable.

23 Prior to contacting the student’s parent/guardian, the director of schools or designee shall determine if
 24 there could be further risk of harm resulting from parent/guardian notification. If parent/guardian
 25 notification could result in further risk of harm or endanger the health or well-being of the student, then
 26 local law enforcement and the Department of Children’s Services shall be contacted.²

1 If appropriate, the director of schools or designee shall contact the student's parent/guardian and
2 provide the following information:

- 3 1. Inform the parent/guardian that there is reason to believe the student is at imminent risk of
4 suicide;
- 5 2. Assure the parent/guardian that the student is currently safe or inform the parent/guardian that
6 emergency medical services were contacted;
- 7 3. Ask the parent/guardian whether he/she is aware of the student's mental state;
- 8 4. Ask the parent/guardian whether he/she wishes to obtain or has obtained mental health
9 counseling for the student;
- 10 5. Provide the names of community mental health counseling resources if appropriate.

11 The director of schools or designee will seek parental permission to communicate with outside mental
12 health care providers regarding a student. If the student is under the age of 18 and the parent/guardian
13 refuses to seek appropriate assistance, the director of schools or designee shall contact the Department
14 of Children's Services.²

15 The director of schools or designee shall document the contact with the parent/guardian by recording:

- 16 1. The time and date of the contact;
- 17 2. The individual contacted;
- 18 3. The parent/guardian's response; and
- 19 4. Anticipated follow-up.

20 The director of schools or designee shall ensure the student is under adult supervision until a
21 parent/guardian or other authorized individual accepts responsibility for the student's safety.

22 Prior to a student returning to school, the director of schools or designee and/or principal shall meet
23 with the student's parent/guardian, and student if appropriate. The parent/guardian shall provide
24 documentation from a mental health care provider stating that the student has received care. The
25 principal will identify an employee to periodically check in with the student to ensure the student's
26 safety and address any problems with re-entry.

27 **POSTVENTION¹**

28 Immediately following a student suicide death, the Crisis Team shall meet and implement the Crisis
29 Management plan. At a minimum, the Crisis Management plan shall address the following:

- 30 1. Verification of death;
- 31 2. Preparation of postvention response to include support services;
- 32 3. Informing faculty and staff of a student death;
- 33 4. Informing students that a death has occurred;
- 34 5. Providing information on the resources available to students;

35 The Crisis Team shall work with teachers to identify the students most likely to be impacted by the
36 death in order to provide additional assistance and counseling if needed. Additionally, staff and faculty
37 will immediately review suicide warning signs and reporting requirements. The director of schools or
38 designee shall be responsible for all media inquiries.

Legal References

1. Public Acts of 2016, Chapter No. 623
2. T.C.A. 37-1-403

Cross References

News Releases, News Conferences and Interview 1.503
Crisis Management 3.203
Student Discrimination, Harassment, Bullying, Cyberbullying and Intimidation 6.304
Promoting Student Welfare 6.400
Student Wellness 6.411

Mike Wilson
2208 Birdie Dr.
Elizabethton, TN 37643

August 3, 2023

Eddie Pless
Chairman
Elizabethton City Schools
Board of Education
804 South Watauga Ave
Elizabethton, TN 37643

Dear Eddie,

I would like to inform you that I am resigning from my position as board member of the Elizabethton City School Board effective immediately. I've truly valued the opportunity to work with such a strong and dedicated group that is committed to the success of students, teachers, and staff of our school system. I have enjoyed serving the citizens of Elizabethton and appreciate the support provided me. I wish the best to you and the other members going forward.

Sincerely,


Mike Wilson