

ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION

REGULAR SCHEDULED MEETING

Thursday, September 19, 2024, @ 5:30 PM

Board Members

Eddie Pless | Phil Isaacs | Danny O'Quinn | Edwin Alexander | Jamie Schaff
Hudson Smith (Student Liaison)

The Elizabethton Board of Education will meet on Thursday, September 19, 2024, 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. These 4 students won the nation-wide spring 2024 exhibition for the Story Experiential short film competition. Thousands of students from across the country completed, and these students were selected as one of the 3 winners.
Payton King
Holly Holsclaw
Katie Hubbard
Landon LaVoie
 - B. Mrs. Lisa Malone's Spring 2024 Drawing 2 Class for design of High School Programs mural at Northeast State Community College.
 - C. The following individuals were selected as Teachers of the Year to represent our school system for the 2024-2025 school year.
Building Level Winners:
PK- 4th Grade: ESE- Brittany Johnson
HME- Jennifer Rickert
WSE- Rachel Ayers

5th - 8th Grade: HME- Walt Harper
WSE- Libby Post
TAD- Abigail Thacker

9th - 12th Grade: EHS -Ryan White

District Level Winners:

PK - 4th Grade: HME - Jennifer Rickert

9th - 12th Grade: EHS- Ryan White

7. CONSENT AGENDA

- A. Minutes of Regular Meeting: Date. August 15, 2024
- B. Approve General Purpose Fund Financial Statement, Date: August 2024
- C. Approve Federal Projects Fund Financial Statement, Date: August 2024
- D. Approve School Nutrition Fund Financial Statement, Date: August 2024
- E. Approve request for Property/Equipment Sale/Disposal forms.
- F. Approve travel for EHS Cross Country Teams to Danville, Alabama to participate in a Cross Country Meet (October 10th and 11th).
- G. Approve travel for EHS English Language Arts students to Charleston, SC for the Young Adult Literature Festival. (November 14th-16th).
- H. Approve EPP Partnership agreement between Elizabethton City Schools and King University for the 2024-2025 SY.
- I. Approve Cloud Connect Service Contract
- J. Approve Mitel Support Agreement.
- K. Approve Memorandum of Understanding between Elizabethton City Schools and Middle Tennessee State University.
- L. Approve ESSER 3.0 application for the 2024-2025 SY.
- M. Approve Public School Security Grant FY 2025.
- N. Approve the Voluntary Pre-K application FY 2025.
- O. Approve 21st CCLC Funds Application for Fiscal Year 2025 for the Extended School Program.
- P. Approve Board of Education Funds and School Activity Funds Audit Contracts for the 2024-2025 school year.
- Q. Approve Research Proposal from Amani Alhassen, an Early Childhood Doctoral candidate at E.T.S.U.

8. REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS

A. Personnel Report

NEW HIRES:

Samuel Arendale- substitute teacher, eff. 8/27/2024

Angi Boone- Educational Assistant @ TAD, eff. 9/3/2024

Lindsay Bowles- substitute teacher, eff. 8/13/2024

Amber Brummitt-Educational Assistant @ HME, eff. 8/20/2024

Chris Carr - bus driver, eff. 8/27/2024

Christina Crowe- substitute teacher, eff. 8/21/2024

Kelly Donnelly- substitute teacher, eff.8/29/2024

Charlotte MacDonald- substitute cook, eff. 8/16/2024

Lynn Marsh- substitute teacher, eff. 8/12/2024

Dalton Mitchell- assistant football coach @ TAD, eff. 8/19/2024

Roberta Naholowaa- ELA Tutor @ TAD, eff. 8/26/2024
Craig Newman- ESP Student Leader, eff. 8/19/2024
Stephanie Tolley- Pre-K Teacher @ WELC, eff. 8/13/2024
Laura Kelley- Project On Track Math Teacher @ HME, eff. 9/5/2024
Stephanie Terrill- substitute teacher, eff. 9/5/2024
Linda Turner-substitute teacher, eff. 9/9/2024
Abigail Carr-substitute teacher, eff. 9/9/2024
Farzana Farid-Project On Track Assistant @ ESE, eff. 9/6/2024
Marley Lindley- Project On Track Assistant @ TAD, eff. 9/9/2024

ADDITIONAL POSITION:

SUSPENSIONS: Craig Emmertt- 9/3/2024-9/5/2024

TRANSFERS:

Melissa Andrews- from substitute cook to floating cook, eff. 8/22/2024
Carolyn Ayers-from PT to FT Educational Assistant @ HME, eff. 9/3/2024
Abby Baker- from PT to FT Educational Assistant @ TAD, eff. 8/28/2024
Alexis Bier- from TNAS Assistant to Project on Track Teacher @ WSE, eff. 8/23/2024
Debby Bradford-from substitute cook to PT cook @ TAD, eff. 8/30/2024
Barbara Burns-from Cafeteria Cook to Cafeteria Manager @ TAD, eff. 8/27/2024
Carolyn Crowe- from Educational Assistant @ WELC to ESE, eff. 8/23/2024
Mikki Crowe- from PT SPED Assistant to PT Project On Track Math Assistant @ HME, eff. 9/3/2024
Wendy Kelley- from part time to full time Cook @ TAD, eff. 8/27/2024
Sarah King- from Literim Teacher @ HME to Project On Track Math Teacher @ ESE, eff. 9/3/2024
Megan Lane- from PT Educational Assistant to TNAC Assistant @ WSE, eff. 8/23/2024
Robin Peterson-from FT Educational Assistant to FT Substitute Teacher @ HME, eff. 9/3/2024
Jessica Ward-from FT Instructional Assistant to Project on Track Math Teacher @ TAD, eff. 9/3/2024
Brittany Yancey- from Educational Assistant to Substitute Teacher, eff. 8/26/2023
Christina Crowe from substitute teacher to Project On Track Assistant @ WSE, eff. 9/10/2024

RESIGNATIONS:

Cameron Coleman- Assistant Football Coach @ TAD, eff. 8/13/2024
Zachary Hartley-Assistant Football Coach @ TAD, eff. 8/13/2024
Jennifer Johnson-Bus Driver, eff. 8/24/2024
Skylar Kirkland- ESP Student Leader, eff. 8/12/2024
Kellie Miller- PT SPED Assistant @ HME, eff. 9/13/2024
Savana Morgan- ESP Student Leader, eff. 8/28/2024
Haley Overbay- ESP Student LEader, eff. 9/6/2024
Julie Proffitt- Educational Assistant @ TAD, eff. 8/26/2024

Makayla Rhymer- ESP Student Leader, eff. 8/21/2024
Lenzi Rose- Educational Assistant @ ESE, eff. 9/9/2024
Eric Shepard-Maintenance, eff. 9/9/2024
Abbey Townsend- ESP Student Leader, eff. 9/9/2024
Haygen Sigman-ESP Student Leader, eff. 9/9/2024

TERMINATIONS:

Michelle Johnson- Cafeteria Manager @ TAD, eff. 8/20/2024

LEAVE OF ABSENCE:

Leanne Click- from 9/10/2024-10/11/2024

Janith Johnson- from 9/11/2024-11/8/2024

- B. Director's Update
 - C. Board Member Reports
 - D. City Council Liaison's Report
 - E. Student Liaison's Report
9. **REGULAR AGENDA**
- A. Approve Service Agreement between Smith Rehabilitation Services and Elizabethton City Schools for athletic training services for the 2024-2025 school year.
 - B. Approve Change Order #001 with Burleson Construction Company, Inc. for additions to the Dave Rider Center for Athletic Performance construction project.
 - C. Ratify Memorandum of Understanding between the Niswonger Foundation and Elizabethton City Schools for Project On-Track High-Dosage / Low-Ratio Math Tutoring.
 - D. Ratify creation of four (4) certified teacher positions and four (4) part-time instructional assistant positions to provide math tutoring services for students in grades 1-8 for the 2024-2025 school year, to be paid for using funds from Niswonger Foundation Project On-Track Grant.
 - E. Approve release documents for students and staff members of Elizabethton High School to participate in an audiovisual program produced by KT Studios, LLC.
 - F. Approve first reading of the following Board Policies:
 - 4.600 - Grading Policy
 - 4.700 - Testing Programs
10. **FOR YOUR INFORMATION**
11. **NEXT REGULARLY SCHEDULED BOARD MEETING**
- The next regularly scheduled Board Meeting will be held on Thursday, October 17, 2024 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, August 15, 2024 5:30 PM
Mack Pierce Board Room

The Elizabethton Board of Education met in a regular meeting on Thursday, August 15, 2024, at 5:30 PM, at Mack Pierce Board Room.

Attendance Taken at 5:29 PM.

Ed Alexander: Present
Phil Isaacs: Present
Danny O'Quinn: Present
Eddie Pless: Present
Jamie Schaff: 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.

Ed

Alexander: aye

Phil
Isaacs: aye

Danny
O'Quinn: aye

Eddie
Pless: aye

Jamie
Schaff: aye

aye: 5, nay: 0

5. TIME FOR CITIZENS TO SPEAK

No citizens ask to appear before the Board.

6. SPECIAL RECOGNITION

A. TA Dugger Track Team members who advanced to the TMSAA State Championship at Austin Peay University.

Vella Nave

Ava Rogers

Nevaeh Hooper

We have 3 track team members that finished in the top 4 at state sectionals and the top 15 in the state. First we have Nevaeh Hooper. She is dedicated and a hard worker. She is always trying to improve her game. I have seen a lot of growth in her as an athlete as well as a student. Nevaeh throws the discus, and she placed in the top 4 during Sectionals and the top 15th in the state with a personal best throw of 75 ft.

Next, we have Ava Rogers, who is our shotput thrower. Ava has such a good demeanor and is always calm under pressure. During the regular season, the Region1 sectionals and the East TN sectionals, she placed 1st in all of these. Her 1st place medal at sectionals was for a throw of over 37 feet, which missed the school record by 1 1/2 inches. At the State, she made it to the podium and placed 4th the State and she is considered All State. Congratulations Ava!

Lastly, Vella Rogers who is a very versatile athlete and has many accolades for her accomplishments during her 3 years at TA Dugger. She was the MVP at the Area 1 meet in 2024 at Dobyys Bennett and brought home 3 medals for the 400m run, discus and shotput. At the East Tennessee Sectionals, she placed 1st in 400m run, 1st in the discus and 2nd in the shotput just behind her teammate Ava. Also in the sectionals, she qualified

in all 3 events and did her personal best in all three as well. She has been All State for 3 years. She also made it to the podium at the State meet and placed 6th with her personal best throw of 93 feet 11 inches in the discus throw. Vella was ranked in the top 10 in TN multiple times. She was 17th in the nation for the middle school mile. 1st place in the Vanderbilt mile run. She was a member of the 4 X 100 Relay team that advanced to the State. She holds the school record for the 400m, 800m and 1600m runs. Vella is ranked 14th in the State.

These 3 ladies will be an asset to the high school track team next year.

- B. Congratulations to Ivy Hall Nursing Home for receiving an Honorable Mention in the Tennessee Flagship Industry Partners through the Tennessee Department of Education.

This is the first year that the State has asked our school to nominate someone for this award. Ivy Hall was 1 of 49 businesses nominated from here to Memphis for this award. We are very grateful to them for all they do for us. They always have their doors open to us and anything we ask of them. Since we began the program in the Spring of 2018, we have had 52 students do their clinicals with Ivy Hall and 10 have gone onto become employed by them. We thank Judy and Tiffany for their hard work and support over the years and look forward to the future partnership with them. Judy commented on what a wonderful program that we have, and she has seen many graduates continue their education to become doctors, RN's and Nurse Practitioners.

7. CONSENT AGENDA

- A. Minutes of Regular Meeting: Date. July 16, 2024
- B. Approve General Purpose Fund Financial Statement, Date. June 2024
Approve General Purpose Fund Financial Statement, Date. July 2024
- C. Approve Federal Projects Fund Financial Statement, Date. June 2024
Approve Federal Projects Fund Financial Statement, Date. July 2024

- D. Approve School Nutrition Fund Financial Statement, Date.June 2024
Approve School Nutrition Fund Financial Statement, Date.July 2024
- E. Approve year-end Reserve Funds for the 2023-2024 School Year.
- F. Approve Citizen Bank Request for Resolution.
- G. Approve Memorandum of Understanding between The Access Academy and Elizabethton City Schools for the 2024-2025 school year.
- H. Approve Grant Contract between the State of Tennessee Department of Human Services and Elizabethton City Schools for the 2024-2025 school year.
- I. Approve Transportation Request Form.
- J. Request for Property/Equipment - Sale/Disposal.
- K. Approve Bus Driver Certifications for new and returning drivers.
- 8. REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS

A. Personnel Report

NEW HIRES:

Russella Allison-Substitute Teacher, eff. 8/6/24

Debby Bradford- Substitute Cook, eff. 7/10/24

Michael Corn-Teacher/ Head Baseball Coach @ EHS, eff.8/1/24

Victoria de Mare-Substitute Teacher, eff. 7/29/24

Jennifer Hardin-Bookkeeper @ EHS, eff. 8/1/24

Alyssa Hatley-ELA Teacher @ ESE, eff. 8/1/24

Sarah King-Interim Teacher @ HME, eff. 8/5/24

Alexis Lopez-Substitute Teacher,eff. 7/29/24

Brittany May-Substitute Teacher, eff. 8/6/24

Aubrey McCray- 4th grade teacher @ ESE,eff. 8/1/24

BJ Miller- Assistant Basketball Coach @ TAD, eff. 8/5/24

McKenzie Miller-Educational Assistant @ WSE, eff. 8/6/24

Lillian Owens-Substitute Teacher, eff. 8/5/24

Gracie Payne- Edicational Assistant @ EHS, eff. 8/5/24

Aaron Rios- Assistant Football Coach @ EHS, eff. 7/19/24

JT Roberts-Educational Asst. @ EHS, eff. 8/2/24

Jan Stephens- Cafeteria Persoonel @ EHS, eff 8/2/24

Annie Wallace- Educational Asst. @ TAD, eff 8/2/24
Madison Wagner-Family Resource Secretary @ EHS, eff. 8/2/24
Makaleigh Godsey-INT. Educational Asst. @ WSE, eff. 8/5/24-12/20/24
Jacqueline Mays-Educational Assistant @ WELC eff, 8/8/2024
Tonya Riffe-Custodain @ EHS, eff. 8/12/2024
Lynn Marsh-Substitute Teacher, eff. 8/12/2024
Diana Austin- Educational Assistant @ WSE, eff. 8/9/2024
Brianna Henderson-ESP Student Leader, eff. 8/12/2024
Keili Hall-ESP Student Leader, eff. 8/12/2024
Heather Garner-Educational Assistant @WELC, eff. 8/5/2024
Sheila Nelson-Assistant Swim Coach @ EHS, eff. 8/8/2024

ADDITIONAL POSITION:

Jason Holly-Volunteer Assistant Boys' Golf Coach @ EHS, eff. 7/29/24
Korey Hardin - Tennis Coach @ TAD eff. 8/8/2024

TRANSFERS:

Ashley Estep from Pre-K to 4th grade Teacher@ESE,eff. 7/31/2024
Cynthia Davis from sub Cook to a systemwide P/T Floating Cook, eff.
7/29/2024
Nichole Johnson from substitute to a systemwide Floating Cook, eff.
7/29/2024
Dawn Heading from P/T to F/T Educational Assistant @ EHS, eff.
8/5/2024
Allen Morris from F/T Custodian @ EHS to F/T Custodian @ ESE, eff.
7/24/2024
Zach Allgood from F/T SPED Assistant @ TAD to F/T SPED Assistant @
EHS, eff. 7/11/2024
Angela Smith from P/T Educational Assistant @ EHS to F/T Educational
Assistant @ WSE, eff. 8/5/2024
Alex Matlock from Substitute Teacher to Math Teacher @ TAD, eff.
8/1/2024
Maggie Carpenter from P/T to F/T Educational Assistant @ TAD
Holly Schumann from Interim to F/T Math Teacher @ TAD, eff.

7/12/2024

Alexis Bier from F/T Educational Assistant @ ESE to WSE, eff. 8/5/2024

Jay Scurry from SPED Teacher @ TAD to Instructional Assistant @ EHS,
eff. 7/11/2024

Lyndsay Tappert from Regular Ed Assistant to Academic Tutor @ HME,
eff. 8/5/2024

RESIGNATIONS:

Shannon Barnett-Teacher @ ESE, eff. 7/9/2024

Victoria Silvestri-Teacher @ ESE, eff 7/12/2024

Carly Williams-PE Teacher @ EHS, eff. 7/10/2024

Elizabeth Greenwell- Instructional ASst. @ WSE, eff. 7/10/2024

Caroline Hill-ESP Student Leader, eff. 7/8/2024

Scott Cornwell- SPED Assistant @ WSE, eff. 7/15/2024

Nancy Cornwell- Educational Assistant @ EHS, eff. 7/15/2024

Gail Ridlehuber- Educational Assistant @ EHS, eff. 7/22/2024

Dolly Rudlesden- Cafeteria Personnel @ EHS, eff. 7/18/2024

Curtis Cox- ESP Student Leader, eff. 7/22/2024

James Cable- Instructional Assistant @ EHS, eff. 7/22/2024

Sarah Stewart- Educational Assistant @ EHS, eff. 7/23/2024

Lakyn James-ESP Student Leader, eff. 7/24/2024

Colton Kitzmiller- Educational Asst, @ HME, eff. 7/29/2024

Peyton Lacy- ESP Student Leader, eff. 7/31/2024

Colby Dugger-ESP Student Leader, eff. 7/31/2024

Annie Wallace-Educational Assistant @ TAD, eff. 8/8/2024

Skylar Kirkland- ESP Student Leader, eff. 8/12/2024

Annie Wallace-Educational Assistant @ TAD, eff. 8/8/2024

TERMINATIONS:

LEAVE OF ABSENCE:

Michael Freeman-eff. 8/1/2024-12/20/2024

Kendra Killion- eff. 8/1/2024-9/27/2024

Gary Harrison- eff. 8/1/2024-8/28/2024

Anna Hurley- eff. 7/22/2024-8/30/2024

B. Director's Update

To update our capital projects: Harold McCormick is closest to being completed. Due to some sickness with workers, they have some fire alarm and PA issues to take care of. They are working on the last classroom and are down to installing cabinetry and flooring. If you have not been down, please go by. It looks fantastic.

The Dave Rider field house continues to progress. We slowed down due to the concert and needing access to get onto the field. The underground utility lines are in as well as the footers and slabs have been completed. The kit itself should be delivered in late September or early October. They should have that roughed in and in the dry by December.

The CDEC Building continues to progress. Most of the work now is being done internally by our staff. They have refurbished the sign outside. There are 2 or 3 more panels that need to go in. I am really excited about this and how it is going to be a great space for our students, community and families.

The Ballistic film, we have just a few windows left and some work at Harold McCormick and that project will be complete.

The interior door locks and card reader systems are 75-80% complete. Harold McCormick had been delayed for obvious reasons, but other than that, there are just odds and ends that remain.

If you haven't been to TA Dugger and seen the tile work, it looks fantastic. Mr. Berry has talked about repainting some to freshen things up. He is very grateful to be able to begin the school year with the new secure entrance.

I want to say a huge "thank you" to our community sponsors for the Back2School Bash. It was a great success. Thank you to TCAT for providing students that gave haircuts. It was a joy to see the faces of the children. They probably gave upwards of 40 haircuts. Thank you to the outside groups and our employees who gave their time to help. The comments from the community were very positive and they were very appreciative. We have already met and are planning for next year and how

we can make it even better for our community.

I want to thank you to everyone who attended our opening Inservice at the high school. The musically talented were fantastic. We did miss Mrs. Schaff who was under the weather, but she had been working with them and gotten them ready. We have several talented staff members in our system. I think it is important for our staff to see these individuals in that type of role as well.

Congratulations to Dr. Newman for being selected as Regional Supervisor of the Year. She is 1 of 9 finalists for Supervisor of the Year. This will take place in December. She is a great asset to our system and we wish her luck.

Enrollment numbers are up. We have to clean up some rosters and compare them to last year, but the numbers are up from this time last year.

C. Board Member Reports

Mrs. Schaff commented on how much she appreciated Beth Stevens and Emilee Whitehead for stepping up and taking care of the music for the Inservice. She would much rather have been there than at home sick.

Mr. Pless mentioned that the Board was able to attend the Summer Law Institute in July. These meetings are very informative and a good reminder of how serious things still are in the schools. We were shown data and scenarios of things that have happened and how easily things can happen at any school.

He also reminded the Board about the Fall District Meeting on September 23rd at Chuckey Doak High School. Please let us know if you plan to attend so you can get registered.

D. City Council Liaison's Report

Mr. Simerly had a few comments. He was recently elected to the Board of Directors at the Boys and Girls Club in Elizabethton. It is a great opportunity to serve our beautiful community, and I am proud to be part of this organization.

I want to thank the school system for recently hosting the concert in the football stadium. It was a huge success. We had over 4000 people purchase tickets. We have already sold over 700 tickets for next year's event.

I am sure you have heard about our swimming pool fiasco, but we are making some improvements for next year. We will have a heated swimming pool by next summer.

We do have an election coming up, and I don't usually comment, but we have a former employee that has picked up papers and is qualified to run for City Council.

I am proud to work with Elizabethton City Schools and enjoy the good working relationship the City has with the school system.

E. Student Liaison's Report

Hudson discussed SGA and what they have experienced so far. They had senior sunrise. It went really well. We had a great turnout. We had breakfast that morning, and we put our hands on the spirit rock, which boosted our school spirit alot. We have Homecoming, Fall formal and many other events that we are planning that we are excited about.

I want to speak on the phone policy. I think I can speak for all students that it was an awkward and hard transition to not have your phone all day in school, but I think it will be very beneficial. I have had more positive connections with students, I have been more productive in my classes. I think I can speak for the rest of the students, that they feel the same way. Last, even though we were a little sad to have to come back to school, I think we are all excited to be back into the swing of things and to see our friends. We are really excited to beat Science Hill next Friday night.

9. REGULAR AGENDA

A. Approve Renewal of Mastery Connect subscription.

Motion was made by Ed Alexander, second by Danny O'Quinn To approve Renewal of Mastery Connect subscription. Motion carried.

Ed

Alexander: aye

er:

Phil

Isaacs: aye

Danny

O'Quinn: aye

n:

Eddie

Pless: aye

Jamie

Schaff: aye

aye: 5, nay: 0

We have used Mastery Connect for 4 years now. Dr Newman is going to share with us about the program.

Mastery Connect is an assessment tool for learning, and it helps us throughout the year to give us access to our students to see how they are progressing toward mastery of our standards. The Mastery Connect develops our tests. There are 3 tests per year for each content area, and a grade level that is assessed by the state. It is aligned to TCAP and is a predictive assessment that allows us to know where our students are. We take that data, and we analyze it to see where our students are, what standards we need to re-teach and to what students. It helps us to move our students further along to the mastery of the content standards, which is a good thing because we want our students to be proficient and not have to wait until the end of the year to find out if our students are proficient or not. This helps us to progress monitor throughout the year. Another positive thing is that it is a platform where our teachers can create

assessments based off the standards they are teaching. It helps give teachers access to TCAP- like questions, so they can practice those throughout the year by the standards, so they can also see how the students are mastering if they were taking a TCAP on that standard throughout the year. The other thing that Mr. VanHuss mentioned is the Collaborative that we have with CER, which is the Comprehensive Educational Resource Consortium. Almost every district is using the Mastery Connect, and we can reach out and collaborate with other districts and see who else is doing well. We can share ideas and resources that are working with students that may be of help to our students or vice versa. We use this from 3rd grade through EOC's at the high school. It has helped with the 3rd grade Retention law and those students who may fall into this category. Mr. VanHuss added that this is the best program that we have used that accurately predicts how students are doing, and we aren't usually surprised when scores come back. It is structured just like the TCAP test. Dr. Newman stated that we have been keeping track since 2021, and it is usually right on track with the real data. It has been within 2 to 3 percentage points off but very close. This is also a tool for us to teach students how to take a test.

B. Approve Elizabethton City Schools Bus Driver Forms.

Motion was made by Danny O'Quinn, second by Ed Alexander To approve Elizabethton City Schools Bus Driver Forms. Motion carried.

Ed

Alexander

er:

Phil

Isaacs aye

Danny

O'Quinn

n:

Eddie
Pless: aye
Jamie
Schaff: aye

aye: 5, nay: 0

Recent Legislation has pushed the responsibility of bus driver certification onto the school system. Mr. Hutchins and Mr Hopson have come up with these forms that have all the components for that certification. There is one for new drivers and one for returning drivers.

10. FOR YOUR INFORMATION

11. NEXT REGULARLY SCHEDULED BOARD MEETING

12. ADJOURN

Motion was made by Jamie Schaff Motion to Adjourn Motion carried.

Ed

Alexander: aye

Phil
Isaacs: aye

Danny
O'Quinn: aye

Eddie
Pless: aye

Jamie
Schaff: aye

aye: 5, nay: 0

Chairman of the Board

Director of Schools

		2024-25	2024-25	2024-25	2024-25	Unencumbered	August 2024-25	
<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	3,675,000.00	3,675,000.00	0.00	0.00	3,675,000.00	0.00
141 R 40120	000	TRUSTEE'S COLLECTIONS - PRIOR	100,000.00	100,000.00	5,919.44	5.92	94,080.56	5,919.44
141 R 40130	000	CIR CLK/CLK & MASTER COLLECTIO	23,000.00	23,000.00	1,387.66	6.03	21,612.34	1,387.66
141 R 40140	000	INTEREST AND PENALTY	27,000.00	27,000.00	1,071.02	3.97	25,928.98	1,071.02
141 R 40162	000	PAYMENTS IN LIEU OF TAXES-LOCA	61,000.00	61,000.00	6.23	0.01	60,993.77	6.23
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	4,250,000.00	4,250,000.00	344,696.17	8.11	3,905,303.83	344,696.17
141 R 40275	000	MIXED DRINK TAX	24,000.00	24,000.00	4,150.54	17.29	19,849.46	2,140.54
141 R 40320	000	BANK EXCISE TAX	38,750.00	38,750.00	0.00	0.00	38,750.00	0.00
141 R 41110	000	MARRIAGE LICENSES	650.00	650.00	56.26	8.66	593.74	56.26
141 R 43511	000	TUITION - REGULAR DAY STUDENTS	385,000.00	385,000.00	73.20	0.02	384,926.80	73.20
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	49,153.47	21.56	178,821.53	25,091.71
141 R 44110	000	INVESTMENT INCOME	120,000.00	120,000.00	10,100.86	8.42	109,899.14	10,100.86
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	0.00	0.00	0.00	-19,899.06
141 R 44990	000	OTHER LOCAL REVENUES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
141 R 46510	000	TISA STATE FUNDING	20,592,093.00	20,592,093.00	2,034,663.95	9.88	18,557,429.05	2,034,663.95
141 R 46515	000	EARLY CHILDHOOD EDUCATION	411,160.00	411,160.00	0.00	0.00	411,160.00	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	232,876.00	232,876.00	0.00	0.00	232,876.00	0.00
141 R 46610	000	CAREER LADDER PROGRAM	23,947.00	23,947.00	0.00	0.00	23,947.00	0.00
141 R 46790	000	OTHER VOCATIONAL	317,497.00	317,497.00	0.00	0.00	317,497.00	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	2,500.00	9.47	23,900.00	0.00
141 R 49810	000	CITY GENERAL FUND TRANSFER	2,400,000.00	2,400,000.00	400,000.00	16.67	2,000,000.00	200,000.00
Grand Revenue Totals			33,125,440.00	33,125,440.00	2,853,778.80	8.62	30,271,661.20	2,605,307.98

Number of Accounts: 35

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

	Acct	2024-25	2024-25	2024-25	2024-25	Unencumbered	August 2024-25
		Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
141 E 71100	REGULAR INSTRUCTION PROGRAM	14,885,198.00	14,885,198.00	468,530.35	3.15	14,416,667.65	439,664.71
141 E 71200	SPECIAL EDUCATION PROGRAM	2,701,461.00	2,701,461.00	4,945.42	0.18	2,693,190.58	3,668.15
141 E 71300	VOCATIONAL EDUCATION PROGRAM	1,667,157.00	1,667,157.00	17,052.01	1.02	1,638,762.52	9,102.01
141 E 71400	STUDENT BODY EDUCATION PROGRAM	465,830.00	465,830.00	29,084.08	6.24	436,745.92	23,612.67
141 E 72110	ATTENDANCE	114,300.00	114,300.00	12,816.34	11.21	100,733.66	6,627.67
141 E 72120	HEALTH SERVICES	476,052.00	476,052.00	8,732.76	1.83	462,490.34	4,750.79
141 E 72130	OTHER STUDENT SUPPORT	1,186,085.00	1,186,085.00	56,487.82	4.76	1,112,897.18	52,487.82
141 E 72210	REGULAR INSTRUCTION PROGRAM	1,357,541.00	1,357,541.00	195,604.51	14.41	1,144,319.39	87,746.20
141 E 72220	SPECIAL EDUCATION PROGRAM	511,010.00	511,010.00	25,288.79	4.95	485,471.21	12,655.64
141 E 72230	VOCATIONAL EDUCATION PROGRAM	189,611.00	189,611.00	25,194.29	13.29	164,416.71	14,543.56
141 E 72250	TECHNOLOGY	1,053,560.00	1,053,560.00	265,087.36	25.16	724,711.34	69,730.22
141 E 72310	BOARD OF EDUCATION	637,915.00	637,915.00	314,704.68	49.33	315,308.01	15,814.72
141 E 72320	OFFICE OF THE SUPERINTENDENT	449,695.00	449,695.00	68,004.80	15.12	354,113.90	35,673.35
141 E 72410	OFFICE OF THE PRINCIPAL	1,954,133.00	1,954,133.00	222,537.71	11.39	1,731,595.29	156,344.86
141 E 72510	FISCAL SERVICES	439,279.00	439,279.00	94,047.97	21.41	341,988.52	37,485.29
141 E 72610	OPERATION OF PLANT	2,118,961.00	2,118,961.00	469,912.75	22.18	1,642,484.55	202,304.01
141 E 72620	MAINTENANCE OF PLANT	1,302,361.00	1,302,361.00	330,194.62	25.35	776,333.39	122,641.37
141 E 72710	TRANSPORTATION	841,451.00	841,451.00	100,375.12	11.93	567,680.13	26,913.03
141 E 73100	FOOD SERVICE	42,705.00	42,705.00	5,644.16	13.22	30,692.84	2,933.87
141 E 73300	COMMUNITY SERVICES	227,975.00	227,975.00	20,695.37	9.08	199,610.77	14,244.01
141 E 73400	EARLY CHILDHOOD EDUCATION	411,160.00	411,160.00	9,310.37	2.26	401,699.63	5,888.88
141 E 76100	REGULAR CAPITAL OUTLAY	92,000.00	92,000.00	146,260.35	158.98	-4,176,356.16	125,005.82
Grand Expense Totals		33,125,440.00	33,125,440.00	2,890,511.63	8.73	25,565,557.37	1,469,838.65

Number of Accounts: 553

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

			2024-25	2024-25	2024-25	2024-25	Unencumbered	August 2024-25
<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	99,623.00	99,623.00	0.00	0.00	99,623.00	0.00
142 R 47189	OCA	EISENHOWER PROF DEVELOPMENT ST	9,030.00	9,030.00	0.00	0.00	9,030.00	0.00
142 R 47131	OCP	VOCATIONAL EDUC - BASIC GRANTS	41,597.00	41,597.00	0.00	0.00	41,597.00	0.00
142 R 47143	OID	SPECIAL EDUCATION - GRANTS TO	628,419.00	628,419.00	0.00	0.00	628,419.00	0.00
142 R 47145	OPS	SPECIAL EDUCATION PRESCHOOL GR	17,353.00	17,353.00	0.00	0.00	17,353.00	0.00
142 R 47141	OT1	TITLE 1 GRANTS TO LOCAL EDUC A	589,659.00	589,659.00	0.00	0.00	589,659.00	0.00
142 R 47590	OT1	OTHER FEDERAL THROUGH STATE	54,018.00	54,018.00	0.00	0.00	54,018.00	0.00
142 R 47189	OT2	EISENHOWER PROF DEVELOPMENT ST	94,515.00	94,515.00	0.00	0.00	94,515.00	0.00
142 R 47590	OVR	OTHER FEDERAL THROUGH STATE	51,018.00	51,018.00	0.00	0.00	51,018.00	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 47141	T1N	TITLE 1 GRANTS TO LOCAL EDUC A	23,800.00	23,800.00	0.00	0.00	23,800.00	0.00
Grand Revenue Totals			1,719,091.00	1,719,091.00	0.00	0.00	1,719,091.00	0.00

Number of Accounts: 11

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

		2024-25	2024-25	2024-25	2024-25	Unencumbered	August 2024-25
	Acct	Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
142 E 71100	REGULAR INSTRUCTION PROGRAM	554,341.00	554,341.00	3,936.90	0.71	521,755.11	3,936.90
142 E 71200	SPECIAL EDUCATION PROGRAM	645,772.00	645,772.00	0.00	0.00	645,772.00	0.00
142 E 71300	VOCATIONAL EDUCATION PROGRAM	19,951.00	19,951.00	4,276.00	21.43	8,165.40	4,276.00
142 E 72130	OTHER STUDENT SUPPORT	116,029.00	116,029.00	13,072.28	11.27	85,726.90	8,833.03
142 E 72210	REGULAR INSTRUCTION PROGRAM	271,173.00	271,173.00	27,495.40	10.14	242,027.60	20,392.93
142 E 72230	VOCATIONAL EDUCATION PROGRAM	1,766.00	1,766.00	1,102.50	62.43	663.50	1,102.50
142 E 72710	TRANSPORTATION	0.00	0.00	219.60	0.00	-219.60	219.60
142 E 73300	COMMUNITY SERVICES	110,059.00	110,059.00	45,687.05	41.51	64,371.95	21,840.03
142 E 76100	REGULAR CAPITAL OUTLAY	0.00	0.00	18,500.00	0.00	-18,500.00	18,500.00
Grand Expense Totals		1,719,091.00	1,719,091.00	114,289.73	6.65	1,549,762.86	79,100.99

Number of Accounts: 100

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

		2024-25	2024-25	2024-25	2024-25	Unencumbered	August 2024-25	
<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	0.00	0.00	-34.73	0.00	34.73	-34.73
143 R 43522	000	LUNCH PAYMENTS - ADULTS	22,000.00	22,000.00	1,212.25	5.51	20,787.75	1,212.25
143 R 43525	000	A LA CARTE SALES	55,280.00	55,280.00	6,894.56	12.47	48,385.44	6,894.56
143 R 43990	000	OTHER CHARGES FOR SERVICES	12,500.00	12,500.00	0.00	0.00	12,500.00	0.00
143 R 44110	000	INVESTMENT INCOME	40,000.00	40,000.00	3,639.73	9.10	36,360.27	3,639.73
143 R 46520	000	SCHOOL FOOD SERVICE	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00
143 R 47111	000	USDA SCHOOL LUNCH PROGRAM	785,000.00	785,000.00	0.00	0.00	785,000.00	0.00
143 R 47112	000	USDA COMMODITIES	93,500.00	93,500.00	7,701.69	8.24	85,798.31	7,701.69
143 R 47113	000	USDA BREAKFAST	447,500.00	447,500.00	0.00	0.00	447,500.00	0.00
143 R 47114	000	USDA - ESP SNACK PROGRAM	31,000.00	31,000.00	0.00	0.00	31,000.00	0.00
Grand Revenue Totals		1,497,780.00	1,497,780.00	19,413.50	1.30	1,478,366.50	19,413.50	

Number of Accounts: 35

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

		2024-25	2024-25	2024-25	2024-25	Unencumbered	August 2024-25
	Acct	Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity
143 E 73100 --- --- ----- ---	FOOD SERVICE	1,497,780.00	1,497,780.00	148,061.05	9.89	1,349,718.95	131,171.82
Grand Expense Totals		1,497,780.00	1,497,780.00	148,061.05	9.89	1,349,718.95	131,171.82

Number of Accounts: 81

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

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:

Printer

INVENTORY
TAG NUMBER:

4975

METHOD OF
SALE/DISPOSAL:

dumpster

SCHOOL/BUILDING
WHERE ITEM IS
HOUSED

ESE

SALE/DISPOSAL
AUTHORIZED BY:

James R. Halley
Principal

DATE: 8/15/24

AUTHORIZED BY:

R. J. [Signature]
Director of Schools

DATE: 8/19/24

AUTHORIZED BY:

Board Chairman

DATE: _____

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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

PROPERTY OF
SIDE SCHOOL
0260

ELIZABETHTON CITY SCHOOLS
INVENTORY # 4380
EAST SIDE SCHOOLWIDE
TITLE I FUNDS
FY 2011

ITEM: Rolling Wood Bookcase
(Roach infested)
Ink Jet Printer

INVENTORY TAG NUMBER: 0260 , 4380

METHOD OF SALE/DISPOSAL: Trash/Dumpster

SCHOOL/BUILDING WHERE ITEM IS HOUSED ESF-Cafe

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/12/24
Principal

AUTHORIZED BY: [Signature] DATE: 8/15/24
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: * Black Metal Desk (Broke) 02784

* Small Black Filing Cabinet 06123

* Tan filing cabinet

* Elmo Projector 09860

* 2 Black Chairs (Broken) 07042 & 07044

INVENTORY TAG NUMBER: 02784, 06123, 09860, 07042, 07044

METHOD OF SALE/DISPOSAL: Garbage

SCHOOL/BUILDING WHERE ITEM IS HOUSED: EHS

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 8/27/24
Principal

AUTHORIZED BY: _____ DATE: _____
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT

SALE / DISPOSAL

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

TAG# see attached list (80 units)

ITEMS: Oldest Generation of Chromebooks (100e) (80 units)

METHOD OF

SALE/DISPOSAL: RECYCLE

SALE/DISPOSAL

AUTHORIZED BY: Emily C. Morganstern DATE: 9-5-24
Principal

AUTHORIZED BY: _____ DATE: _____
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

P203JBPE
P203JFZN
P203JG8F
P203JEJ1
P203JEH2
P203JE6Z
P203J3BJ
P203JEG6
P203JG1X
P203JE93
P203JLRS
P203JEDA
P203JF02
P203JG28
P203JE6V
P203JE6Q
P203JF1X
P203JEF2
P203JFH8
P203JBTU
P203JLT6
P203J2ZB
P203JEK8
P203JG3B
P203JEB3
P203J3Z9
P2066DRJ
P2066E4D
P2066DHT
P2066EG0
P2066DRC

P2035A6E
P2035KL6
P2035GMN
P203JLY5
P203HL6R
P2034Y9Q
P203HMJX
P203HM8M
P203HLH9
P203HMOVV
P203HEUH
P203JAJE
P203HBKB
P203HE5X
P203HFL6
P203HFQV
P203HFNE
P203HFQL
P203HFE8
P203HM5F
P203JAJC
P203JAB3
P203HM47
P203HLND
P203HM7X
P203HFP9
P203HE6U
P203JBK3
P203J2Z7
P203JBDR
P203J2JV
MP1WVK59
P203JAXP
P203J2VN
P203J2Z9
P203JBQ0
P203J3Y4
P203HM21
P203J417
P203J3ZV
P203JBPC
P203J3YA
P203J3Y1
P203J2TH
P203J418
P203J3YZ
P203JBGS
P203JAZ1
P203JG4B

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:

Black 2 Drawer File Cabinet
(very old) Broken

INVENTORY
TAG NUMBER:

08748



METHOD OF
SALE/DISPOSAL:

trash

SCHOOL/BUILDING
WHERE ITEM IS
HOUSED

EHS / CTE

SALE/DISPOSAL
AUTHORIZED BY:

Ben Albert
Principal

DATE: 9/9/24

AUTHORIZED BY:

Paul West
Director of Schools

DATE: _____

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.

TAG# see attached list (120 units)

ITEMS: Old Chromebooks removed from Rotation

METHOD OF
SALE/DISPOSAL: E-WASTE RECYCLE

SALE/DISPOSAL

AUTHORIZED BY: _____

Principal

DATE: _____

9/11/24

AUTHORIZED BY: _____

Director of Schools

DATE: _____

AUTHORIZED BY: _____

Board Chairman

DATE: _____

P202NXB1	P202PC97	P202NT7H
P207DEQM	P202NXX5	P202NXNZ
P2066AKZ	P202NXB0	P202PE2U
P2065ZBA	P202P36K	P202P3R1
P2066AG5	P202NXCF	P2066AB7
P2065ZZF	P202PBU3	P2066AD9
P205SAMJ	P202PE17	P2066B1E
P2066ADA	P202NZWC	P2066BJZ
P2065Z1D	P202P09B	P202NT78
P2066855	P202PC99	P202PE3J
P2065ZCV	P202P3C6	P202NY6H
P2066DFN	P202PC69	P202NZYA
P205SR5H	P202P0GD	P202NZM3
P2065W04	P202LVP9	P202P8NQ
P205S8J5	P202P8KP	P202NY82
P2066AL5	P202PC9P	P202PC7N
P205TMAD	P202PC5M	P202PC46
P205SR3B	P202PBX6	P2066E5G
P202NXDU	P202PBYM	P2065W3V
P202PC6E	P202P0QD	P2065V6A
P202P8EZ	P202NZUZ	P202NZML
P202PE1S	P202PCS1	P202NY1K
P202PC8G	P202PBX1	P202P3TG
P202PBVZ	P202P8TQ	P202PCB4
P202PCQ4	P202P34B	P202P0KK
P202NHA1	P202PE24	P202NT4Q
P202NX9F	P202P3CT	P202P3GH
P202NXFG	P202P8NC	P202NHXH
P202PCTJ	P20667VC	P202NZXT
P202PCLD	P202NY5D	P202P0K7
P202NXBR	P202NY26	P202NT7A
P202NT8W	P202NZME	P202P3Q9
P202P3QS	P202NXVP	P202NZJR
P202PBUH	P202P3FT	P202NZU0
P202P3K2	P202NT84	P202NSZF
P202PC5K	P202PC2T	P202P35A
P202P3QR	P202PE3S	P202NSY8
P202PBZG	P202NY3M	P202NZQ5
P202PBWR	P202P39N	P202NH9B
P202NXV1	P202NT1N	P2066ALG

ECS TRANSPORTATION REQUEST FORM

TYPE OF TRIP:

FIELD TRIP ATHLETIC/BAND EXCURSION ACADEMIC COMPETITION

METHOD OF TRANSPORTATION:

SCHOOL BUS RENTAL VEHICLE Vans WALKING

DATE OF REQUEST: 7/30/24 GROUP/TEAM/GRADE: Cross Country

Elizabethton High School SCHOOL 10/4/24-10/5/24 DATE OF TRIP 10/4 6:30 am DEPARTURE TIME 10/5 11:30 am RETURN TIME

YES NO
DESTINATION IS GREATER THAN 50 MILES

YES NO
DESTINATION IS OUT-OF-STATE

YES NO
DESTINATION IS ON BOARD APPROVED LIST

21
TOTAL NUMBER INVOLVED

3
NUMBER OF BUSES OR VANS NEEDED

N/A
COST PER STUDENT (if applicable)

Danville, AL (Jesse Owens Invitational)
DESTINATION

ADDITIONAL STOP 1

ADDITIONAL STOP 2

ADDITIONAL STOP 3

ADDITIONAL STOP 4

YES NO NA
PERMISSIONS SLIPS OBTAINED

YES NO NA
CAFETERIA NOTIFIED IF STUDENTS WILL MISS LUNCH

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

NAMES & CELL NUMBERS OF CHAPERONES/SPONSORS:
Matthew Campbell (865) 850-4948 Jim Presnell (423) 767-4901

Matthew Campbell SPONSOR'S NAME matthewcampbell@eeschools.net SPONSOR'S EMAIL ADDRESS

ITEMS BELOW - TO BE COMPLETED BY ADMINISTRATION

BUILDING ADMINISTRATOR: JRP ADMINISTRATOR'S SIGNATURE

APPROVED DENIED

ADMINISTRATOR'S EMAIL ADDRESS

SYSTEM ADMINISTRATOR:

APPROVED DENIED TRANSPORTATION DIRECTOR

TO BE COMPLETED BY DRIVER:

DEPARTURE TIME RETURN TIME TOTAL TIME DRIVER'S SIGNATURE

*SIGN UPON RETURN FROM TRIP *TRIP SPONSOR'S SIGNATURE

Board approval needed

ECS TRANSPORTATION REQUEST FORM

TYPE OF TRIP:

FIELDTRIP ATHLETIC/BAND EXCURSION ACADEMIC COMPETITION

METHOD OF TRANSPORTATION:

SCHOOL BUS RENTAL VEHICLE WALKING

DATE OF REQUEST: 8/22/24 GROUP/TEAM/GRADE: Library

EHS SCHOOL Nov 14-16 DATE OF TRIP 12:00 PM DEPARTURE TIME 11:00 PM RETURN TIME

YES NO
DESTINATION IS GREATER THAN 50 MILES

YES NO
DESTINATION IS OUT-OF-STATE

YES NO
DESTINATION IS ON BOARD APPROVED LIST

13
TOTAL NUMBER INVOLVED

2
NUMBER OF BUSES OR VANS NEEDED

\$30
COST PER STUDENT (if applicable)

Charleston, SC
DESTINATION

ADDITIONAL STOP 1

ADDITIONAL STOP 2

ADDITIONAL STOP 3

ADDITIONAL STOP 4

YES NO NA
PERMISSIONS SLIPS OBTAINED

YES NO NA
CAFETERIA NOTIFIED IF STUDENTS WILL MISS LUNCH

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

NAMES & CELL NUMBERS OF CHAPERONES/SPONSORS:

Dustin Hensley (423-954-1938) Sara Hardin (423-329-4456) Chantal Sastre (862-654-1778)

Dustin Hensley
SPONSOR'S NAME

dustin.hensley@ecschools.net
SPONSOR'S EMAIL ADDRESS

ITEMS BELOW - TO BE COMPLETED BY ADMINISTRATION

BUILDING ADMINISTRATOR:

APPROVED DENIED

[Signature]
ADMINISTRATOR'S SIGNATURE

ADMINISTRATOR'S EMAIL ADDRESS

SYSTEM ADMINISTRATOR:

APPROVED DENIED

TRANSPORTATION DIRECTOR

TO BE COMPLETED BY DRIVER:

DEPARTURE TIME RETURN TIME TOTAL TIME DRIVER'S SIGNATURE

*SIGN UPON RETURN FROM TRIP

*TRIP SPONSOR'S SIGNATURE

Educator Preparation Provider/Local Education Agency State Recognized Partnership Agreement

Educator Preparation Provider (EPP)	King University	
Local Education Agency (LEA)	Elizabethton City Schools	
Academic Year of Agreement	2024-2025	
EPP Contact/Designee		
Name: Dr. Dwain Arnold		Title: Director of Teacher Education
Email: edarnold@king.edu		Phone Number: 423-863-2259
LEA Contact/Designee		
Name: Dr. Myra Newman		Title: Assistant Director of Schools
Email: myra.newman@ecschoos.net		Phone Number: 423-547-8000 X8209
Certification (signatures verify partnership)		
EPP Head Administrator: Dr. Donna H. Watson		Title: Dean of the School of Education
Signature:		Date:
LEA Head Administrator: Richard VanHuss		Title: Director of Schools
Signature:		Date:

Prompt 1	Describe the strategies and actions in place to co-select clinical educators and collaborate to prepare, evaluate, and support high-quality clinical educators, both provider and school-based, who demonstrate a positive impact on candidates' development and pre-k-12 students. <i>NOTE: Responses should not exceed one page per prompt.</i>
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Dr. Myra Newman, Assistant Director of Schools, and Richard VanHuss, Director of Schools, will collaborate with King University's Dean, Dr. Donna Watson, and Director of Teacher Education, Dr. Dwain Arnold, to select, prepare, support, and retain high-quality clinical educators.

For classroom teachers to serve as mentors for student teachers, we abide by mutually agreed upon criteria requiring each mentor to (1) have a professional teaching license with at least three year's experience and endorsement in the content area in which the candidate seeks licensure; (2) be a data-driven highly effective teacher with a level 4 or 5 rating based in the TDOE's evaluation model; (3) demonstrate mentor leadership showing a strong desire to guide student teaching candidates; and (4) be willing to assume the roles defined by the King University's current Teacher Education Handbook which includes standards developed for student teachers, classroom mentors, and college supervisors.

College supervisors guide both student teachers and embedded teachers. Supervisors have experience and expertise in the grade or content area for which they are assigned, and they have TEAM training encouraging fidelity to the rubric. If there is a Grow Your Own candidate, the principal or LEA designee and King University will share the evaluation. The principal or LEA designee will evaluate a minimum of one observation per semester. King University will ensure that all observations required by the EPP are conducted. Regular meetings/communication with the Dean, Director of Teacher Education, and the LEA Administrators occur to review observation guidelines, research-based student teacher reflection documentation, lesson planning rubrics, and expectations of the LEA School District. Weekly reviews of rubric guided lesson plans, six formal observations, a summative conference, and a summative survey are all a part of the process.

Classroom mentors and college supervisors are evaluated at the completion of each placement by student teachers, mentors by supervisors, and supervisors by mentors. The quantitative and qualitative results are applied to a rubric which is reviewed by the Director of Teacher Education, Compliance Officer, and the Dean. Those results are then shared with the Human Resources Office of the LEA for further discussion and collaboration.

Any issues or concerns with teacher candidates, mentors, or supervisors are reviewed collaboratively by the LEA and EPP. If additional support appears to be needed, meetings may be held with the clinical educator and the Dean and/or the Director. Access to a Canvas course (The School House) may be granted for additional online training, and/or face-to-face clinical educator meetings or trainings may be provided by the LEA. If expectations are still unmet, the LEA and EPP may determine to reassign a mentor or supervisor.

**Prompt
2**

Describe the design and implementation of clinical experiences, utilizing various modalities, of sufficient depth, breadth, diversity, coherence, and duration to ensure candidates demonstrate their developing effectiveness and positive impact on pre-k-12 students (For instructional leader programs, ensure how clinical experiences allow opportunities for candidates to practice applications of content knowledge and skills.). *NOTE: Responses should not exceed one page per prompt.*

Clinical experiences involve a variety of modalities including synchronous, asynchronous, job-embedded, and directed studies, as well as non-traditional experiences such as Boys and Girls Club, and the Coalition for Kids. These experiences are designed to help students identify if teaching is their vocational calling, and if so, best prepare them for the challenges of 21st century teaching. For example, the first course that students typically experience in the School of Education is Introduction to Teaching. This class requires 20 hours of classroom experience assisting and sometimes co-teaching. In addition, 10 hours are spent assisting after school at the Boys and Girls Club. These experiences allow 30 hours total of observation/assisting. Other courses in the School of Education have varying requirements (15 hours each for Content Area Reading, Reflective Teaching, Survey of Exceptional Children and 30 hours for Secondary Methods, as examples). The culmination of coursework and required clinical experiences is student teaching – a one semester, two placement setting that involves at least 500 hours in the field. Students begin student teaching with a week of inservice training, a week observing, and a week teaching one third of the school day. Then the student teacher assumes responsibility for all classes, under the supervision of the mentor. After being observed three times by the mentor and the supervisor, the student teacher releases the students back to the mentor before transitioning to the second placement where the process is repeated.

Embedded teachers are enrolled in two semesters of Clinical Practicum. They are assigned a college supervisor who does four classroom evaluations per semester and a summative evaluation at the end of each semester. A peer teacher or mentor teacher, if assigned by the LEA, or an administrator or their designee will be asked to complete a midpoint evaluation and a summative evaluation. All these assessments will be collected for data analysis. Job-embedded candidate effectiveness will be measured by overall evaluation scores, observation scores, and individual growth scores. For Grow Your Own candidates, field experience requirements will be met by the place of employment.

King University (and partners seem to agree, based on survey information and direct feedback) believes that these clinical experiences provide ample opportunities for candidates to apply their content knowledge, display their professional and ethical dispositions, and deliver their pedagogical training. This belief is borne out in that our graduates typically score above the state in value-added and teacher-effect numbers.

Cloud Connect™ SERVICE CONTRACT

This is a Service Contract (the "Service Contract") between Company Name Elizabethton City Schools ("LICENSEE") at Address 809 South Watarga Ave, Elizabethton, TN, 37643 and Pro-Vision Solutions, LLC., a Delaware limited liability company having its principal place of business at 8625 Byron Commerce Drive SW, Byron Center, Michigan 49315, ("PRO-VISION"). This Service Contract provides a start date and term of agreement, the initial fee structure, identification of the services to be provided, and identification of the devices ("PRO-VISION Devices") for which the services are associated, wherein the identified services are to be provided under the terms and conditions specified herein and in a Cloud Connect Software Service Agreement to which the LICENSEE will agree to in order to use the Software Service as specified therein. This Service Contract is voidable at the sole option of PRO-VISION unless and until LICENSEE executes the Cloud Connect Software Service Agreement.

The undersigned representative of LICENSEE represents that he/she is authorized to enter into this Service Contract on behalf of the LICENSEE and hereby agrees to the following terms and conditions on behalf of the LICENSEE.

PRO-VISION and LICENSEE agree as follows:

LICENSEE will accept and be bound by the terms and conditions offered by PRO-VISION, which are set forth in the Cloud Connect Software Service Agreement with the contact # 202408131003

SUBSCRIPTION TERM:

60 Months

The Term of this Agreement shall begin upon signature of both parties ("Start Date") and will remain in effect throughout the Subscription Term (the number of months listed above), unless earlier terminated as provided in the Cloud Connect Software Service Agreement.

LICENSEE INFORMATION:

COMPANY / ORGANIZATION NAME: <u>Company Name Elizabethton City Schools</u>		BUSINESS TAX ID (TIN/EIN/FEIN): <u>62-0730716</u>
CONTACT NAME: <u>Taron Lancaster</u>		CONTACT TITLE: <u>Coordinator of Technology</u>
BILLING ADDRESS: <u>809 South Watarga Ave</u>		
CITY: <u>Elizabethton</u>	STATE: <u>TN</u>	ZIP: <u>37643</u>

Contract No. 202408131003

PRO-VISION DEVICE(S):

MODEL: PV-DVR	QUANTITY: 1
MODEL:	QUANTITY:

LICENSE INFORMATION:

PART NUMBER	PART DESCRIPTION	QUANTITY
CLDC-5YR	CloudConnect – Five Year Device License	1

Terms and conditions as to how monthly fees are to be paid are set forth in the Cloud Connect Software Service Agreement to which LICENSEE hereby acknowledges and agrees. All capitalized terms not otherwise defined in this Agreement shall have the meanings attributed to them in the Cloud Connect Software Service Agreement.

300 gigabytes of storage are included with each device. Storage is pooled across all devices.

By applying our signatures below, we hereby accept the terms and conditions set forth above.

<p>PRO-VISION:</p> <p>_____ SIGNATURE</p> <p>_____ NAME</p> <p>_____ DATE</p>	<p>LICENSEE:</p> <p>_____ SIGNATURE</p> <p>_____ NAME</p> <p>_____ DATE</p>
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CLOUD CONNECT SOFTWARE SERVICE AGREEMENT

This is a Software Service and Hosting Agreement (the “**Agreement**”) under which Licensee (as that term is defined below) may use the Cloud Connect Software Service (as that term is defined below). This Agreement supplements the terms set forth in a previously-agreed upon Service Contract, Number 202408131003 (the “**Service Contract**”) between Licensee and Licensor (Pro-Vision Solutions, LLC, a Delaware limited liability company having its principal place of business at 8625-B Byron Commerce Drive SW, Byron Center, Michigan 49315 (“**Licensor**”).

By agreeing to this Agreement as indicated, you represent that you are authorized to enter into this Agreement on behalf of the Licensee listed in the Licensee field of the Service Contract (“**Licensee**”) and hereby agree to the following terms and conditions of use of this website (“**Software Service**”) of behalf of the Licensee.

Pro-Vision and Licensee agree as follows:

1. DEFINITIONS

- 1.1. “**Affiliated**” means employed by, contracted with, or otherwise expressly authorized by Licensee to use Software Service. An “**Affiliate**” is a person or entity who is Affiliated with Licensee, including, without limitation, a subcontractor of Licensee.
- 1.2. “**End User**” means any employee of Licensee or any individual Affiliated with Licensee authorized by Licensee to access Software Services
- 1.3. “**End User License Agreement**” or “**EULA**” is the End User License Agreement between Licensor and Licensee by which Licensor grants Licensee a limited license to use the Software. The terms of the EULA are incorporated in this Agreement and a material component hereof.
- 1.4. “**End User’s Data**” is data originating from End User that is stored using the Software Service on behalf of the End User or the Agency, including without limitation media files such as text, videos, photos, and audio.
- 1.5. “**Documentation**” means all generally available printed and electronic user and system documentation included in or accompanying an associated Cloud Connect camera and/or the Software Service, as updated from time-to-time by Pro-Vision.
- 1.6. “**Intellectual Property**” shall mean all Cloud Connect products related inventions, works of authorship, information fixed in any tangible medium of expression, Moral Rights, mask works, trademarks, trade names, trade dress, trade secrets, publicity rights, know-how, ideas, processes, and methods (whether or not protected under patent, copyright, trademark, or trade secret laws), and all other subject matter protected under applicable

laws, rules, or regulations, including without limitation all new or useful art, combinations, discoveries, formulae, manufacturing techniques, technical developments, systems, computer architecture, artwork, software, programming, applets, scripts, designs, processes, and methods of doing business. **"Moral Rights"** means any right to claim authorship of a work, any right to object to any distortion or other modification of a work, and any similar right, existing under the law of any country, or under any treaty.

- 1.7. **"Licensee's Data"** is data originating from Licensee that is stored using the Software Service on behalf of Licensee, and includes media files such as text, videos, photos, and audio.
- 1.8. **"Cloud Connect Device"** means any device listed in the Service Contract from which the Software Service uploads Licensee's Data.
- 1.9. **"Remote Access Software"** means software that enables access to, and control of, a computer by a user at a remote location through a network connection, including through the internet.
- 1.10. **"Software Service"** means the cloud-based computerized camera interface and media storage service (known as **"Cloud Connect"**) and related Documentation and any updates, corrections, enhancements or subsequent releases or versions thereto made available to Licensee by Pro-Vision under this Agreement.
- 1.11. **"Start Date"** shall mean the Start Date listed in Start Date field of the Service Contract.
- 1.12. **"Subscription Term"** shall mean the period of time beginning on the Start Date and ending after the number of months set forth in the Subscription Term field of the Service Contract, unless renewed as provided in this Agreement. Subscription Term includes any Renewal Term.

2. FEES AND TAXES.

- 2.1. **Software Service Fee.** Licensee shall pay Licensor a monthly Software Service Fee in effect at the time of payment. Licensor may change the amount of the Software Service Fee at any time during the Subscription Term, including, without limitation, by changing the amount of a component of the Software Service Fee or by adding or removing a component, in Licensor's reasonable discretion.
- 2.2. **Default Data Storage.** Default Data Storage. All uploaded data is stored for sixty (60) days by default. After sixty (60) days data will be automatically purged from Cloud Connect. LICENSEE may elect to keep specific incidents beyond 60 days by tagging for retention via the software interface. If LICENSEE reaches the limit of data storage as set forth in the Cloud Connect Service Agreement, LICENSEE can elect to purchase additional storage.

- 2.3. Additional Devices.** Licensee may add additional Cloud Connect Devices during the Term of this Agreement. However, any additional Cloud Connect Devices may be added only upon Licensee entering into a new Cloud Connect Service Contract which will become coterminous with any then existing Cloud Connect Service Contracts.
- 2.4. Suspension of Service to Licensee and/or End User.** In addition to any other rights and remedies in this Agreement and the EULA, Licensor reserves the right to suspend the Software Service provided to the Licensee, including the right to access Licensee's Data, under any one or more of the following conditions:
- 2.4.1.** if Licensee or End User is in breach of this Agreement, including if Licensee's account is five (5) days or more overdue (except with respect to charges then under reasonable and good faith dispute);
 - 2.4.2.** if any security risk is created by Licensee's or End User's use of the Software Service;
 - 2.4.3.** if Licensee's or End User's use of the Software Service creates or threatens to create any adverse effect on the Software Service or interfere with the use of the Software Service by any other licensee of the Software Service, or in any way affect the data of any other licensee or user of the Software Service;
 - 2.4.4.** if Licensor in its sole discretion, believes that it may be exposed to civil or criminal liability through Licensee's or End User's use of the Software Service; or
 - 2.4.5.** if Licensee becomes subject of a petition in bankruptcy or any other proceeding relating to insolvency, receivership, liquidation or assignment for the benefit of creditors.

In the event that the Software Service is suspended due to any condition stated above, Licensor will maintain the suspension until such time that all delinquent amounts are paid in full, Licensee's or End User's breach is cured, or the Software Service is otherwise terminated. Licensee will remain liable for payment of the Software Service Fees throughout the duration of the suspension of services. Licensee's or End User's Data will not be deleted as a result of the suspension of services. However, in the event Licensor exercises its right to terminate this Agreement, Licensee's or End User's Data may be deleted 60 days following written notice of said termination.

- 2.5. Taxes and Other Charges.** Licensee will be responsible for the amount of any and all sales, use, ad valorem, personal property, excise, other taxes or governmental charges associated with this Agreement (excluding taxes in respect of Licensor's income) and/or any other taxes due for Licensee's use or receipt of the Software Service or support, consulting and training services provided by Licensor. Such amounts, and any other charges which Licensee has agreed to pay and are not otherwise specifically provided for herein shall be due to the appropriate governmental authority upon payment or receipt of

Licensor's invoice. Licensee agrees that should any tax liability on the Software Service or other items included under this Agreement be established by any taxing unit, the Licensee agrees to pay such taxes arising out of this Agreement.

2.6. Late Payments. All amounts to be paid by Licensee hereunder shall be due and payable within the times prescribed. All payments not made by Licensee when due shall be subject to late charges of the lesser of (i) one and a half percent (1.5%) per month of the overdue amount or (ii) the maximum amount permitted under applicable law. In addition, Licensee shall pay all of Licensor's reasonable costs and attorneys' fees in any legal action to collect overdue amounts and/or enforce Licensor's rights under this Agreement.

3. TERM AND TERMINATION.

3.1. Term. The Term of this Agreement will be determined based upon the Start Date and will remain in effect throughout the Subscription Term (or the Trial Term, if applicable), unless earlier terminated as provided herein.

3.2. Termination.

3.2.1. Termination with Cause. Either party may terminate this Agreement for cause: (i) Upon 30 days written notice of a material breach to the other party if such breach remains uncured at the expiration of such period; or (ii) if the other party becomes subject of a petition in bankruptcy or any other proceeding relating to insolvency, receivership, liquidation, or assignment for the benefit of creditors. A "material breach" by Licensee includes, without limitation, a violation by Licensee of any term of this Agreement.

3.2.2. Early Termination. In the event Licensee terminates this agreement without cause prior to the completion of the Subscription Term or any Renewal Term, Licensee must immediately pay Pro-Vision all unpaid invoices and interest and an amount up to 100% the Software Services Fees in effect multiplied times the number of months remaining in the Subscription Term immediately prior to such termination.

3.3. Effect of Termination. Termination of this Agreement or any Software Service license will not limit either party from pursuing other remedies available to it, including injunctive relief, nor will such termination relieve Licensee of its obligation to pay all fees and charges that have accrued or are otherwise owed by Licensee under this Agreement. Termination of this Agreement will terminate any Support Services and will immediately terminate Licensee's right to access Licensee's Data other than for purposes of download per Section 3.5 below.

3.4. Outstanding Fees. Termination shall not relieve Licensee of the obligation to pay any fees accrued or payable to Licensor prior to the effective date of termination.

3.5. Return of Licensee Data. Except as otherwise provided in this Agreement, after termination of the Agreement by either party, and provided Licensee has paid all amounts due under this Agreement, then upon request by Licensee and payment of the then-applicable Transfer Fee (which may be found at www.provisionusa.com), Licensor will make available to Licensee a function that allows the Licensee to download Licensee's Data for a period of ninety (90) days following termination. Otherwise, after sixty (60) days following termination, Licensor shall have no obligation to maintain or provide access to any Licensee's Data and may thereafter, unless prohibited by law, delete all of Licensee's Data in Licensor's possession or under its control.

4. TRAINING SERVICES. Licensor will provide reasonable training in the use of the Software Service for the Training Fees in effect at the time of Licensee's request for such training services. Each party will be solely responsible for any expenses incurred by its personnel in connection with such training, except that Licensee will reimburse Licensor for any travel and other reasonable expenses incurred by Licensor's personnel in providing training at Licensee's site. All training will be scheduled at a mutually agreeable time, subject to the availability of Licensor's personnel and resources.

5. CONFIDENTIAL INFORMATION AND OPERATIONAL DATA

5.1. Definitions. A Party disclosing Confidential Information to another Party is the "Disclosing Party;" a Party receiving such information is the "Receiving Party." "Confidential Information" means: (a) the Software Service, Work Product, and other related technical information disclosed by Licensor to Licensee; (b) Licensee's Data; (c) any non-public business or technical information of Licensor or Licensee, including but not limited to any information relating to Licensor's or Licensee's product plans, designs, costs, product prices and names, finances, marketing plans, business opportunities, personnel, research, methods, development plans, or know-how, that is designated by the Disclosing Party as "confidential" or "proprietary" at the time of disclosure to the Receiving Party, and, if orally disclosed, is reduced to writing by the Disclosing Party within thirty (30) days of such disclosure; or that ought reasonably be understood to be confidential by virtue of its nature or the circumstances of its disclosure and (c) terms of this Agreement (including, without limitation, the amount of fees or other charges specified under this Agreement).

5.2. Obligations. Disclosing Party will not use the Receiving Party's Confidential Information and will not disclose such Confidential Information to any third party except to employees, consultants, and professional advisors who need to access the Confidential Information in connection with a Party's exercise of its rights and performance of its obligations under this Agreement, provided that such disclosure to employees, consultants, or professional advisors is subject to binding use and disclosure restrictions at least as protective as those set forth in this Agreement. Party party will take all reasonable measures to maintain the confidentiality of all such Confidential Information in its possession or control, which will

in no event, be less than the measures it uses to maintain the confidentiality of its own information of equal importance. Each Party shall promptly notify the other party of any suspected or actual unauthorized disclosure of the other party's Confidential Information.

5.3. Compelled Disclosure. In the event that the Receiving Party receives a request or is required (by deposition, interrogatory, request for documents, subpoena, civil investigative demand, or similar process) to disclose all or any part of the Confidential Information, the Receiving Party agrees, if legally permissible, to (a) promptly notify the Disclosing Party of the existence, terms, and circumstances surrounding such request or requirement; (b) consult with the Disclosing Party on the advisability of taking legally available steps to resist or narrow such request or requirement; and (c) assist the Disclosing Party in seeking a protective order or other appropriate remedy; provided, however, that the Receiving Party shall not be required to take any action in violation of any applicable law, rule, or regulation. In the event disclosure of Confidential Information is necessary, Receiving Party shall only disclose the minimal amount of Confidential Information necessary to satisfy the applicable request and shall exercise reasonable efforts to obtain reliable assurance that confidential treatment will be accorded any Confidential Information it discloses. Any Confidential Information disclosed pursuant to this Section 7.3 shall remain otherwise subject to the confidentiality and non-use provisions set forth in this Agreement.

5.4. Exclusions. Confidential Information will not include information that (a) is in or enters the public domain through no fault or breach of this Agreement by the Receiving Party; (b) is known to the Receiving Party at the time of disclosure without an obligation of confidentiality; or (c) the Receiving Party rightfully receives from a third party without restriction on use or disclosure. It will be presumed that any Confidential Information in a Party's possession is not within exceptions (b) or (c) above, and the burden will be upon the Party asserting the exception to prove otherwise by records and documentation.

5.5. Ownership of Confidential Information. A Party receiving Confidential Information agrees not to assert any claim of title or ownership to the Confidential Information or any portion thereof. If Confidential Information consists of computer software disclosed in object code form, the Party receiving it shall not, and shall not permit any other party to, reverse engineer, decompile, or disassemble such object code, or take any other steps to derive a source code equivalent thereof.

5.6. Non-Exclusive Equitable Remedy. The Parties agree that it would be difficult to establish a specific value of the damages of a breach of this Agreement. Therefore, without necessity of proving damages or irreparable harm, a Disclosing Party shall be entitled to obtain, and the Receiving Party agrees not to oppose a request for, equitable relief in the form of specific performance, temporary restraining order, temporary and permanent injunction, or any other equitable remedy which may be available. Said relief shall include, but not be limited to, immediate payment to Disclosing Party by a party found to be in violation of this Section 5.6 of all revenue derived from any breach of this Section 5.6. Nothing herein shall be construed as prohibiting a Disclosing Party from pursuing any

other remedies that may be available for such breach or threatened breach, including an action for damages.

6. SUPPORT SERVICES.

6.1. Licensor will provide Support Services for Software Service, which consist of the following:

6.1.1. Enhancements and Updates. Licensor will implement any updates, corrections, and enhancements to the Software Service that Licensor provides to its current customers generally without an additional charge. If Licensor provides any update, correction or enhancement as a new Software Service for which it charges an additional fee, it will make such Software Service available to Licensee on the same terms as it offers other current customers for the Software Service.

6.1.2. Online/Telephone Support. Licensor will provide reasonable online, telephone, or email support to assist Licensee in the identification, verification and resolution of problems associated with the Software Service in exchange for payment of Licensor's Support Service Fees that are then in effect. Such support will be provided during Licensor's normal business hours, excluding Licensor's regularly scheduled holidays.

6.1.3. Program Corrections. If the Software Service does not perform substantially as described in the Documentation when used in the manner specified in the Documentation and if Licensee notifies Licensor of the issue through Licensor's online, telephone, or email support service, Licensor will use its commercially reasonable efforts to resolve the issue. If the issue is not cured within 90 days of Licensor's receipt of notice, Licensee may exercise the right to terminate the agreement without penalty.

6.1.4. Conditions to Support Services. Licensee acknowledges that Licensor may provide the Support Services specified in this Section 6 for Licensor's then prevailing Support Service Fees. If Licensee requests Support Services, Licensee will: (a) perform such procedures as may be described in the Documentation for the identification and resolution of problems; and (b) provide Licensor with sufficient information and assistance to enable Licensor to replicate problems reported by Licensee, to determine whether the problem results from an error or other issue in the Software Service, and to confirm that the problem has been corrected. Licensee shall be solely responsible for all costs and fees associated with maintaining and updating hardware and software provided by other vendors. All Support Services are contingent on Licensee's payment of applicable Software Service Fees and Licensor's then prevailing Support Service Fees.

6.1.5. Notwithstanding the foregoing, Licensor shall have no obligations for Software Service issues caused by Licensee's negligence, abuse, or misapplication, Licensee's use of Software Service other than as specified in the Documentation, Licensee's violation of any term of this Agreement or the EULA, or by other factors beyond the control of Licensor.

6.1.6. Licensee will reimburse Licensor for (i) travel and living expenses associated with on-site training and Support Services, and (ii) any special or unusual expenses incurred at Licensee's specific request. Payment for all expenses to be reimbursed by Licensee under this Agreement will become due twenty (20) days after Licensee's receipt of Licensor's itemized invoice, which Licensor will prepare monthly, at Licensor's option. Licensee should contact its sales representative for details regarding any on-site support.

6.1.7. In addition to the support and services described above, at Licensee's request and upon Licensor's written agreement, Licensor may also perform additional Support Services for Licensee to correct difficulties or defects caused by Licensee's errors, interactions with other software of Licensee, or any authorized changes or customizations made to the Software Service. Such additional Support Services may be provided in exchange for the Support Service Fees at Licensor's then applicable rates.

7. USAGE STATISTICS. To enable Licensor to provide and improve its Software Service, Licensee hereby agrees to allow Licensor to acquire and use Licensee's usage statistics including cloud storage space used, frequency of uploads, amount of data downloaded, amount of storage consumed by any of Licensee's Data, number of active users and/or Devices, and any other information needed to enforce this Agreement, conduct any troubleshooting requested by Licensee, and to analyze and diagnose any systems on which the Software Service software resides.

8. MISCELLANEOUS

8.1. Severability. If any provision of this Agreement shall be held by a court of competent jurisdiction to be unenforceable and/or contrary to law, that provision will be enforced to the maximum extent permissible, and the remaining provisions of this Agreement will remain in full force and effect.

8.2. Modification and Waiver. This Agreement and the EULA set forth the entire agreement and understanding of the Parties, and any and all prior agreements, representations, or promises concerning the subject matter of this Agreement are superseded by and/or merged into this Agreement. The Parties agree they have not relied on any verbal statements that are not included in this Agreement. Any modifications to this Agreement must be in writing, must reference this Agreement, and must be contained in a written instrument signed by each Party to this Agreement.

8.3. Assignment. This Agreement may be assigned by either Party only with the express written consent of the other Party. In the event that Licensee assigns the Agreement, Licensee may not retain any copy of the Software Service or Documentation following such assignment.

- 8.4. Failure or Delay in Performance.** Neither Party will be liable for or be deemed in default under this Agreement, or any other agreement between the Parties, as a result of any failure or delay in the performance of any obligation owed Licensee if such delay or failure results from any cause beyond Licensor's reasonable control.
- 8.5. Notices.** All notices required or permitted under this Agreement will be in writing and delivered by confirmed facsimile transmission, by courier, overnight delivery service, certified mail, or by email and in each instance will be deemed given upon receipt. All communications will be sent to the addresses set forth above or to such other address as may be specified by either party to the other in accordance with this Section. Either party may change its address for notices to the other party by the means specified in this Section.
- 8.6. Applicable Law; Limitation of Actions.** This Agreement will be construed, interpreted, governed and enforced by and in accordance with the laws of Michigan, and the laws of the United States of America, without regard to conflicts of laws principles. No action, regardless of form, arising out of any of the transactions under this Agreement may be brought by Licensee more than one (1) year after such action accrued. Any dispute regarding this Agreement or arising out of any of the transactions under this Agreement shall be determined in the federal courts of the United States within the jurisdiction of the United States District Court for the Western District of Michigan, or the courts of the State of Michigan sitting in Kent County, Michigan, and the parties hereby stipulate and agree to jurisdiction and venue in such courts. Each Party hereby further irrevocably waives any claim that any such court lacks jurisdiction over it, and agrees not to plead or claim such a lack of jurisdiction, or that such court is an inconvenient forum.
- 8.7.** At its own expense, Licensor may perform an audit of Licensee's usage of the Software Service to confirm use of the software in accordance with the terms of this Agreement. The audit may be conducted once every calendar year unless Licensor has reason to believe Licensee is utilizing the Software Service in an unauthorized manner.
- 8.8. Force Majeure.** Neither party will be liable for any failure or delay in performance under this Agreement which is due to any event beyond the reasonable control of such party, including without limitation, fire, explosion, unavailability of utilities or raw materials, unavailability of components, labor difficulties, war, riot, act of God, export control regulation, laws, judgments, or government instructions.
- 8.9. Relationship of the Parties.** It is expressly understood and agreed that the Parties are contractors independent of each other, that no Party has the authority to bind any other Party, or incur any obligations on behalf of any other Party, and that nothing in this Agreement or otherwise is intended to cause any Party to be deemed an agent, representative, joint venture, partner, employee, or servant of any other Party for any purpose whatsoever, absent an agreement other than this Agreement, defining such a relationship between the Parties.

Licensor:

Licensee:

Signature

Signature

Name and Title

Jason Lancaster

Name and Title

Date

Date

Certificate Of Completion

Envelope Id: 3D711331D0CE48CF876BD1A36074CF64	Status: Sent
Subject: Cloud Connect by PRO-VISION® - Contract	
Source Envelope:	
Document Pages: 12	Signatures: 0
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
EnvelopeId Stamping: Enabled	SecuraMax® by PRO-VISION®
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	8625-B Byron Commerce Dr.
	Byron Center, MI 49315
	smxadmin@provisionusa.com
	IP Address: 50.226.173.50

Record Tracking

Status: Original	Holder: SecuraMax® by PRO-VISION®	Location: DocuSign
8/13/2024 9:58:18 AM	smxadmin@provisionusa.com	

Signer Events

Signer Events	Signature	Timestamp
Admin smxadmin@provisionusa.com Administration Team PRO-VISION Video Systems Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	Completed Using IP Address: 50.226.173.50	Sent: 8/13/2024 9:59:03 AM Viewed: 8/13/2024 10:03:30 AM Signed: 8/13/2024 10:04:51 AM
Jason Lancaster jason.lancaster@ecschoools.net Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 8/13/2024 10:07:38 AM ID: d59a8a3a-eb96-4fa1-9b0d-cbb7c67a612b		Sent: 8/13/2024 10:04:53 AM Viewed: 8/13/2024 10:07:38 AM
Sales Admin smxadmin@provisionusa.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Jamie Short jamie.short@provisionusa.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/23/2016 2:19:10 PM ID: 359a0a6c-e1c6-4f94-868f-29b2bc7e8ff2		

In Person Signer Events

Editor Delivery Events

Agent Delivery Events

Intermediary Delivery Events

Certified Delivery Events

Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/13/2024 9:59:03 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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All notices and disclosures will be sent to you electronically

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

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

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

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- ii. send us an e-mail to jeff.lehnert@provisionusa.com and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

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

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

Acknowledging your access and consent to receive materials electronically

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

By checking the "I agree"™ box, I confirm that:

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



Mitel Support AGREEMENT

Subject to conditions herein, IT Voice will, without additional cost to the Customer, furnish all necessary service, parts and materials to maintain the covered equipment in good working condition and repair. This agreement does not cover the costs of performing any relocations, additions or changes to the equipment or other items listed as not covered in the attached document describing what is covered under the agreement. IT Voice shall provide regular service response within twenty-four (24) hours of receipt of notice from the customer requesting service. EMERGENCY SERVICE, however, will be normally responded to within two (2) hours of the Customer's request being received by IT Voice. EMERGENCY SERVICE is defined as that necessitated by a Major Failure of this equipment to operate as required. Services will be rendered unless prevented by causes beyond IT Voice control. Coverage is provided 8:00 a.m. through 4:30 p.m., Monday through Friday, except holidays. After hours coverage is available at an additional charge. Refer to the attached document for additional details on what is and is not covered under this support agreement.

IT Voice will respond to any service request as required above. However, it is understood that this agreement covers failure of the equipment caused by normal usage only. This agreement does not cover damage or failure of the equipment caused by but not limited to misuse, negligence, accident, theft or unexplained loss, abuse, flood, wind, lightning, other acts of nature or public enemy. Repair necessitated by any of the above causes shall be made by IT Voice, and the Customer shall pay a reasonable cost of labor and materials to IT Voice. Improper wiring and installation of any new Mitel covered hardware or repair, or alterations made by anyone other than IT Voice to existing Mitel covered hardware voids this agreement unless such issues are remediated by IT Voice at customer's expense within (30) days of being notified in writing of such issues.

In the performance of all of these various services, the Customer hereby grants IT Voice access to the premises on which the equipment is located during normal business hours or otherwise arranged through the office manager for emergency service.

Licenses covered: (2) Prem 1 yr MiVBus System (171) Prem 1 yr MiVBus User (2) Prem 1 yr MiCollab AudioPort (1) Prem 1 yr MiCollab System (147) Prem 1 yr MiCollab UM Mailbx (2) Prem 1 Yr MiCollab WebPort

Customer agrees to pay IT Voice \$7,783.70 per year, invoiced in the full amount for the period beginning September 1st, 2024, plus applicable sales tax, for this Mitel MiCare Support Agreement (phones not included).

IT Voice will provide continuing support services and materials as specified in this Agreement. IT Voice will also provide modifications, adds and changes (MACs) at a discounted rate of \$179.00 per hour (during Normal Business Hours) plus a reasonable fuel surcharge. Only items identified as covered by continued support in the Mitel MiCare Support document attached hereto are covered at no cost and are provided as part of the support agreement. IT Voice will provide a quote or estimate of charges for the completion of any MACs that are not covered by this agreement for approval prior to the commencement of hours being incurred.

This agreement shall be renewed annually on September 1st each year unless the Customer advises in writing within 30 days prior to the anniversary date of its intention to cancel this Agreement. This agreement pertains only to equipment listed within this agreement. Any additional Mitel licenses or equipment purchased during this support agreement from IT Voice and installed by IT Voice will be purchased to include a line item for MiCare Support for incremental items purchased.

Visit <https://www.itvoice.com/hubfs/Terms%20and%20Conditions.pdf> for complete terms

Elizabethton Board of Education

IT Voice

Signed by

Signed by

Date

Date



Mitel MiCare Partner Support

This document defines the benefits and what is covered by MiCare Partner Support, the continued support agreement for your Mitel unified communications system.

So what does MiCare Partner Support cover?

- ☑ **Software upgrades** are provided at no cost. This includes Major and Minor releases which are made available for download, allowing clients to do their software upgrades at their convenience. If you request assistance, IT Voice will gladly assist or preform the upgrades for you at the discounted hourly rates offered to you as a preferred customer.
- ☑ **Hardware replacement** under full support provides a “next business day” turn around should a component be suspect. This includes;
 - **Mitel switches**
 - **Mitel phones** (if supplied included in your agreement)
- ☑ **Technical Support** is provided by phone at no cost for simple questions and counsel.
- ☑ **Technical Hardware Software Support** is provided remotely under the agreement. This includes Director Application software, voice switches, extension and mailbox licenses, and client licenses, including soft phone clients. Calls placed after hours are returned within two hours of the next business day. Emergency calls are a two-hour reply/response 7 x 24.
- ☑ **Manufacturer remote diagnostic support** is provided as needed through IT. IT Voice is Tier 1 support. Should a technical issue require further investigation, Mitel engineers can be brought into the diagnostic process as Tier 2 support to facilitate a quick resolution.
- ☑ **Training Resources** are available to you at no extra cost under the support agreement through the Mitel web site. This includes helpful ongoing training for end users, or administrators. Customized training can be purchased from IT Voice at the discounted hourly rates offered to you as a preferred customer. Additionally, IT Voice can sponsor your staff to attend formal technical training classes on your Mitel solution. Cost of tuition can be provided upon request.
- ☑ **Discounted labor rates** are extended to our customers with continued support.
- ☑ **Carrier Troubleshooting Support** is provided by phone to assist you in determining if a problem is the result of carrier service provider's issue. We will be glad to assist in reporting these problems to speed the resolution on the part of the carrier service provider. Examples of these types of events could include PRI outages, dead analog lines, or MPLS network outages.

So what is not covered by continued support?

- × **“Acts of God”**, are events such as lightening damage water damage, or damage caused by any external source
- × **Abuse** such as coffee spilled on phones, or obvious mal-treatment.
- × **Network components** such as servers, DHCP servers, routers, bridges, Ethernet switches, third party software or other network infrastructure devices that may influence the performance of the Mitel solution. The Mitel server included in the SBE package is covered under MiCare Support.
- × **Additions and changes** are not covered by continued support.

When does it start?

- × **Year 1 MiCare Partner** is included as a pre-paid line item in the pricing worksheet for the original system installation scope of work.
- × **Year 2 starts 12 months from the original equipment and software ship date from Mitel.** The amount for year 2 is specified in the original purchase agreement document.
- × **You will see the first continuing support invoice shortly before the quarter in which the 12th month from ship date falls.** That invoice amount will be prorated based on when the start date occurs with that first continuing support quarter. Beyond that it will be for the flat quarterly amount.

How do I contact IT Voice for a support issue?

- × **To open a service ticket:** Send an email to customerservice@itvoice.com or
- × **Call the service desk at (615) 248-5731**

For additional questions or clarification, feel free to contact:

Mark Carnes Technical Operations Manager 615-248-5733 Mark.Carnes@itvoice.com

**Memorandum of Understanding
Between
Elizabethton City Schools
And
Middle Tennessee State University**

This Memorandum of Understanding (MOU) is by and between **MIDDLE TENNESSEE STATE UNIVERSITY (MTSU)** and Elizabethton City Schools. The purpose of this MOU is to establish a Dual Credit relationship between MTSU and Elizabethton City Schools. At the request of Elizabethton City Schools, MTSU will provide Dual Credit online test for their qualifying students.

ROLES AND RESPONSIBILITIES

- Elizabethton City School's Agriculture Educators will actively promote **MTSU** as a provider of this higher education opportunity for their students.
- Elizabethton City Schools will provide space for student meetings and individual advising.
- **MTSU** will provide teacher training, online materials and curriculum preparing 200 students for potential success in MTSU Agriculture Dual Credit classes.

While the parties anticipate significant mutual benefit from collaborative efforts, this MOU does not constitute a commitment by either Party regarding specific projects or the use of specific resources to achieve the purposes of this MOU.

Both parties will jointly develop an annual summary of this collaboration during an annual meeting including at least one representative of each institution. Further, both parties will speak regularly, no less than once a quarter, to discuss and evaluate the effectiveness of collaborative efforts, as well as develop and refine additional strategies and opportunities of mutual benefit.

OTHER TERMS OF THIS AGREEMENT

- This MOU may be amended in writing and signed by both parties.
- No funds are committed and no legal obligations are created by this MOU. Any commitment of funds shall be made under separate documents.
- Agreements regarding intellectual property will be addressed in the specific written research agreements referred to in the Roles and Responsibilities section.

- Conflicts or issues may arise which cannot be resolved between Elizabethton City Schools and **MTSU** personnel. Such conflicts or issues should be raised to the necessary level of management to obtain resolution. It is expected that normal communications channels will be used for routine issues; however, should satisfactory resolutions not be obtained through normal interactions, representatives of the Parties will take the issues up their respective organizational levels until the issues are resolved.
- This MOU will be in effect for a period of three (3) years and may thereafter be extended by mutual agreement of the parties before the termination date. Either Party may terminate this agreement by giving written notice to the other Party; this MOU will terminate 30 days thereafter or the end of the current academic year, whichever is most appropriate.

AUTHORIZED SIGNATURES

Those individuals whose signatures appear below hereby certify they are authorized to sign on behalf of the respective Parties to this MOU. This MOU will be executed in duplicate and is not effective until signed by both Parties.

Elizabethton City Schools

Date
Superintendent

Date
CTE Director

Middle Tennessee State University

Date
Dr. Alanna L. Vaught.

FY25 ESSER 3.0 Application Board Approval School Year 2024-25

Due November 1, 2024

LEA #: 101	LEA Name (Legal Name of Agency): Elizabethton City Schools
LEA Legal Mailing Address:	
Street Address: <u>804 South Watauga Avenue</u>	
City: <u>Elizabethton</u> State: <u>TN</u> Zip: <u>37643</u>	

The facts, figures, and representations made in this application, including exhibits, attachments, and assurances herein, are true and correct to the best of my knowledge.

The Board of Education has reviewed and approved this project year's application for filing.
This action is recorded in the official minutes of the Agency's Board meeting held on the date entered below:

Click or tap here to enter text.
Board Meeting Date

Director of Schools (Signature)
Click or tap here to enter text.
Director of Schools (Print Name)

Click or tap here to enter text.
Date Signed

Board of Education Official (Signature)
Click or tap here to enter text.
Board of Education Official (Print Name)

Click or tap here to enter text.
Date Signed

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

LEA ID#

101

LEA Name

Elizabethton City Schools

LEA Official Address

Street

804 S. Watauga Avenue

City

Elizabethton

Zip Code

37643

Phone

423-547-8000

LEA Website

www.ecschools.net

Director of Schools

Name

Richard VanHuss

Email

richard.vanhuss@ecschools.net

Phone

423-547-8000

ESSER 3.0 Point of Contact

Name

Marsha Taylor

Email

marsha.taylor@ecschools.net

Phone

423-773-7909

*** Link to the LEA's most recent health and safety planning addendum**

<https://www.ecschools.net/about/esser>

DUNS Number

100072768

UEI Number

MP87VN3EF 127

The American Rescue Plan Act (ARPA) Act funds available through this grant are one-time grant funds made available through the U.S. Department of Education. All funds should be used for the unique needs identified by LEAs during the COVID-19 pandemic. American Rescue Plan Act (ARPA) funds are intended to support the academic and non-academic needs of students and to help LEAs and schools prepare for re-entry and continuous learning for the upcoming 2021-22 school year.

Obligation Requirements

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

What does it mean to obligate funds? (34 C.F.R. § 76.707)

The regulations at 34 C.F.R. § 76.707 govern when an obligation of Federal funds by a State or subgrantee such as an LEA occurs. Specifically, for services or assistance provided through a contract, the obligation is made on the date that the State or subgrantee makes a binding written commitment to obtain the services, work, or products. For rental or lease of real or personal property, the obligation is made when the property is used.

What does it mean to liquidate funds? (2 CFR§ 200.343-344)

The drawing down and expenditure of funds by a grantee for obligations incurred during the grant's legal obligation period. Timely liquidation occurs during the legal obligation period and through the first 120 days after the final day of that period or an extension of that period authorized by ED, pursuant to 2 C.F.R. § 200.344(b).

Liquidation and Obligation Requirements

If the obligation is for -	The obligation is made
a) Acquisition of real or personal property	On the date on which the State or subgrantee makes a binding written commitment to acquire the property.
b) Personal services by an employee of the State or subgrantee	When the services are performed
c) Personal services by a contractor who is not an employee of the State or subgrantee	On the date on which the State or subgrantee makes a binding written commitment to obtain the services.
d) Performance of work other than personal services.	On the date on which the State or subgrantee makes a binding written commitment to obtain the work.
e) Public utility services	When the State or subgrantee receives the services
f) Travel	When the travel is taken
g) Rental of real or personal property	When the State or subgrantee uses the property
h) A pre-agreement cost that was properly approved by the Secretary under the cost principles in 2 CFR part 200, Subpart E - Cost Principles	On the first day of the grant or subgrant performance period

The regulations at 34 C.F.R. § 76.707 govern when an obligation of Federal funds by a State or subgrantee such as an LEA occurs.

Attestation

* I attest that the activities and services will be properly obligated by Sept. 30, 2024, according to the American Rescue Plan Elementary and Secondary School Emergency Relief Fund (ARP ESSER).

* No salary and benefit items for payroll employees in the FY25 ARP ESSER budget will be paid for work completed after Sept. 30, 2024.

Budget

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

Indirect Cost Guide

Total Allocation	\$62,069.30
Existing Budget In Categories Not Eligible for Indirect Cost	\$62,069.30
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$0.00
Indirect Cost Rate	17.75%
Max Available Budget In Categories Eligible for Indirect Cost	\$0.00
Max Indirect Cost	\$0.00

Account Number	Total
71100 - Regular Instruction Program	\$0.00
71150 - Alternative Instruction Program	\$0.00
71200 - Special Education Program	\$0.00
71300 - Vocational Education Program	\$0.00
72110 - Attendance	\$0.00
72120 - Health Services	\$0.00
72130 - Other Student Support	\$0.00
72210 - Support Services/Regular Instruction Program	\$0.00
72215 - Support Services/Alternative Instruction Program	\$0.00
72220 - Support Services/Special Education Program	\$0.00
72230 - Support Services/Vocational Education Program	\$0.00
72250 - Education Technology	\$0.00
72260 - Support Services/Adult Education Program	\$0.00
72320 - Office of the Superintendent	\$0.00
72410 - Office of the Principal	\$0.00
72510 - Fiscal Services	\$0.00
72520 - Human Resources/Personnel	\$0.00
72610 - Operation of Plant	\$0.00
72620 - Maintenance of Plant	\$0.00

72710 - Transportation	\$0.00
73100 - Food Service	\$0.00
73300 - Community Services	\$0.00
73400 - Early Childhood Education	\$0.00
76100 - Regular Capital Outlay	\$62,069.30
99100 - Transfers Out	\$0.00
Total	\$62,069.30
Adjusted Allocation	\$62,069.30
Remaining	\$0.00

Budget Detail

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

76100 - Regular Capital Outlay - \$62,069.30

Budget Detail

Narrative Description

Account Number: 76100 - Regular Capital Outlay

Line Item Number: 707 - Building Improvements

Focus Area: Addressing Facility Needs and Defer...

School Type: Traditional Public School

Optional: Addressing Physical Health and Safe...

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$62,069.30

Line Item Total: \$62,069.30

Asbestos Removal, HVAC, Windows, Lighting, Electrical, Plumbing, Floor Tile Upgrades, and Architectural Fees at Harold McCormick Elementary School

HME needs many upgrades, including energy-efficient windows and updated HVAC units. Most of the building is over 60 years old and needs electrical, lighting, and plumbing upgrades. This work has been delayed by the costly nature of removing encapsulated asbestos from the building. This has created a deferred maintenance issue in several systems throughout the school. This project would allow us to improve the energy efficiency of the building, improve the overall learning environment, and the facility's indoor air quality.

Total for 76100 - Regular Capital Outlay: \$62,069.30

Total for all other Account Numbers: \$0.00

Total for all Account Numbers: \$62,069.30

Adjusted Allocation: \$62,069.30

Remaining: \$0.00

Budget Overview

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

Indirect Cost Guide	
Total Allocation	\$62,069.30
Existing Budget In Categories Not Eligible for Indirect Cost	\$62,069.30
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$0.00
Indirect Cost Rate	17.75%
Max Available Budget In Categories Eligible for Indirect Cost	\$0.00
Max Indirect Cost	\$0.00

Filter by Location: All - \$62,069.30 

Line Item Number	Account Number	76100 - Regular Capital Outlay	Total
707 - Building Improvements		62,069.30	62,069.30
Total		62,069.30	62,069.30
	Adjusted Allocation	62,069.30	62,069.30
	Remaining	0.00	0.00

Spending Plan

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

All activities from the LEA's budget should be reflected in the spending plan.

* The LEA assures the amounts listed **below** in the boxes as *expended on Address Learning Loss in FY22, FY23, and FY24* are correct and documentation is available at the local level for monitoring and oversight.

After analyzing and repurposing other funding sources, justify the spending plan for the American Rescue Plan Act (ARPA) funds aligned with the needs and the comprehensive LEA-level plan. For each of the applicable focus areas below, verify the amount, and explain how each focus area addresses the needs. The amounts should not exceed the LEA's allocation.

1. Addressing Learning Loss: Coordinators, Summer, Supplemental After School, and Tutoring

Learning Loss Calculation (LEAs must spend a minimum of 20%, across the life of the grant, on Addressing Learning Loss)

\$5,721,384.39	Original Allocation
\$ 1,144,276.88	20% to be expended on <u>Addressing Learning Loss</u> .
* \$ 727,739.15	How much was expended on Addressing Learning Loss in <u>FY22</u> ?
* \$ 297,165.19	How much was expended on Addressing Learning Loss in <u>FY23</u> ?
* \$ 1,061,810.80	How much was expended on Addressing Learning Loss in <u>FY24</u> ?
\$ 0.00	The remaining minimum amount based on the LEA original allocation minus the amount expended on Addressing Learning Loss in FY22, FY23, and FY24.

\$ 0.00 Amount

The amount box auto-populates based on inputs from the Budget Page.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

2. Addressing Learning Acceleration: Summer, Supplemental After School, and Tutoring

\$ 0.00 Amount

The amount box auto-populates based on inputs from the Budget Page.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

3. Addressing Facility Needs and Deferred Maintenance/Infrastructure

\$ 62,069.30 Amount

The amount box auto-populates based on inputs from the Budget Page.

NOTE: Items in this category will require more extensive rationale/support.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

We will address facility needs and deferred maintenance/infrastructure by funding asbestos removal, HVAC, windows, lighting, electrical, plumbing, floor tile upgrades, and architectural fees at Harold McCormick Elementary School. HME needs many upgrades, including energy-efficient windows and updated HVAC units. A major portion of the building is over 60 years old and needs some electrical, lighting, and plumbing upgrades. This work has been delayed by the costly nature of removing encapsulated asbestos from the building. This has created a deferred maintenance issue in several systems throughout the school. This project would allow us to improve the energy efficiency of the building, improve the overall learning environment, and improve the indoor air quality of the facility. The effectiveness of these activities can be measured by staff and student survey responses, as well as student and staff attendance rates before and after the renovations. We can also evaluate energy costs and fresh air intake before and after the renovation.

4. Purchasing Education Technology (including hardware, software, and connectivity)

\$ 0.00 Amount

The amount box auto-populates based on inputs from the Budget Page.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

5. Addressing the Unique Needs of Special Populations

\$ 0.00 Amount

The amount box auto-populates based on inputs from the Budget Page.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

6. School Facility Repairs

\$ 0.00 Amount

The amount box auto-populates based on inputs from the Budget Page.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

7. Providing Mental Health Supports

\$ 0.00 Amount

The amount box auto-populates based on inputs from the Budget Page.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

8. High Quality Instructional Materials for Math Adoption

\$ 0.00 Amount

The amount box auto-populates based on inputs from the Budget Page.

NOTE: Items in this category will require more extensive rationale/support.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

9. High Quality Instructional Materials for Early Literacy

\$ Amount

The amount box auto-populates based on inputs from the Budget Page.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

10. Public Health Coordination and Protocols

\$ Amount

The amount box auto-populates based on inputs from the Budget Page.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

11. Conducting Other Necessary Activities

\$ Amount

The amount box auto-populates based on inputs from the Budget Page.

Describe how the proposed activities/use of funds supports the focus area and how the effectiveness of the activities will be assessed.

12. Indirect Cost

\$ Amount

The amount box auto-populates based on inputs from the Budget Page.

13. Administrative Cost

\$ Amount

The amount box auto-populates based on inputs from the Budget Page.

Resources

[USED Use of Funds Detail Appendix](#)

[ESSER 3.0 Technical Guide](#)

[Learning Loss Allowability Chart](#)

[Click here to open the Learning Loss Tool guide.](#)

ESSER Checklist for LEAs

IRS Independent contractor (self-employed) or employee?

U.S. Department of Labor: Final Rule: Employee or Independent Contractor Classification Under the Fair Labor Standards Act, RIN 1235-AA43

LEA Program Details

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

Administration Cost

Program Administration: The reasonable and necessary costs to manage the federal grant in a compliant and effective manner.

The LEA is not utilizing grant funds to administer the ESSER 3.0. Provide a summary of how the grant program will be administered, including the title of the staff responsible for the grant administration, the FTE(s), and the other funding sources that will contribute to administrative staff salaries/benefits.

During the first three years (FY22, FY23, FY24) of ESSER 3.0, we utilized ESSER grant funds for an ESSER Grant Manager to assist the Director of Schools and Federal Programs Supervisor with grant administration and monitoring. The ESSER Grant Manager will be compensated with a stipend in FY25 from General Purpose funds.

The LEA is utilizing grant funds to administer the ESSER 3.0.

Systemwide Administration for ESSER 3.0 Grant Administration - Staff in this table are those who work in the central office on the direct administration of the grant.

Systemwide Administration for LEAs **Using ESSER 3.0 Funds for Direct Administration:** Staff in this table are those who work in the central office on the direct administration of the grant. If the LEA is not using ESSER 3.0 funds for grant administration, do not enter staff in this table.

	Headcount	FTE
Administration	0.00	0.00
Resource Specialist	0.00	0.00
Program/Project Director	0.00	0.00
Other (specify)	0.00	0.00
Total	0.00	0.00

Will new positions be hired with these funds?

No ▼

If yes, ensure these positions are reflected above.

Provide a brief description of the reasonable and necessary administrative activities and personnel. This includes the FTE and amount deducted from the grant.

Elizabethton City Schools employs an ESSER Grant Manager to support and provide services essential to maintaining and completing budgetary requirements for ESSER funding and grant administration. This position changed from ESSER funded full time to part time FY24. The ESSER Grant Manager will be compensated with a stipend in FY25 from General Purpose funds.

Planning

Reflect on the challenges that the LEA faced during the COVID-19 pandemic. What prioritized needs did the LEA identify during the pandemic?

Elizabethton City Schools faced learning loss challenges due to the COVID-19 pandemic.

As we closed school for COVID-19 in March 2020 we found that our system faced several challenges:

- We did not have enough student devices to support one-to-one online learning.
 - We did not have laptops for teachers to utilize and support online learning.
 - We did not have a consistent Learning Management System (LMS).
 - There were insufficient internet connections for all students at home.
 - Teachers and students were not trained or familiar with how to deliver and receive online courses.
 - Teachers were not trained on how to address the social-emotional needs of students returning to school.
 - Meeting the intensified social and emotional needs of students was challenging for our teachers and school counselors.
 - School infrastructure improvements are necessary for health and safety measures.
- As we returned to in-person learning in the Fall of 2020 we discovered more challenges:
- Student and teacher quarantines contributed to schedule disruptions which decreased the amount of time students had access to in-person instruction.
 - Teachers provided distance learning instruction to students, but meeting the unique needs of students in this format was challenging.
 - Social distancing policies influenced a hybrid (A/B) schedule for the first nine weeks of school which positively reduced the number of students at school for social distancing, but negatively impacted learning, social, and emotional needs as students were in person only two days per week.
 - Students experienced learning loss due to school closure in March 2020 and the hybrid schedule in the Fall of 2020.
 - Student and family needs were intensified throughout the pandemic impacting students' mental health.
- Upon completion of the needs assessment we prioritized the following needs:

- Interventionists at the three elementary schools will serve more students during the RTI intervention blocks to mitigate learning loss and provide additional intervention instruction.
- Class size reduction teachers at the middle (TAD math) and high (EHS English) schools will enable teachers to accelerate academic achievement by serving fewer students per class.
- Teacher tutors and assistants will serve students identified through data monitoring to mitigate learning loss and increase growth and achievement.
- Mental health therapists will address our students' social, emotional, and academic needs.
- A school social worker will address the social, emotional, attendance, and academic needs of our students.
- An instructional technology coach will support our teachers by providing professional development and daily support for digital modes of instruction.
- The learning management system (Canvas) will provide students and teachers at EHS a well-established platform to deliver high-quality, student-centered learning experiences.
- The benchmark assessment tool will provide formative assessment data for teachers and administrators to measure student progress and achievement.
- The opportunity to complete some deferred maintenance on some of our infrastructures is critical in developing improved learning environments that promote student and staff safety, health, and well-being.

Learning Loss

Provide information on how the LEA is measuring and addressing learning loss and how ESSER 3.0 funds will support these measures. Please include an overview of the evidence-based interventions the LEA will implement to address learning for students.

Elizabethton City Schools continues to measure and address learning loss due to the impact of Covid -19. Our district administered SchoolNet assessments to measure standards students had not mastered from the previous school year. The data from SchoolNet was analyzed and missing standards were embedded into TIER I instruction. ECS has also utilized CASE/MasteryConnect Cyclone Checkpoints to measure students' proficiency predictability for TCAP and EOC assessments. The data from Cyclone Checkpoints has been and will be analyzed to aid in the development of action plans to remediate nonmastery standards. Teachers are creating standards-aligned assessments with the CASE/MasteryConnect benchmark program that monitors students' progress toward identified standards mastery. We are also utilizing our AIMSweb data to identify students who show a learning loss in reading and math skills. This data helps us to identify students who need intervention in TIER I, II, and III. Progress monitoring data through AIMSweb is also monitored on a

4.5-week basis to ensure students are progressing with these skills that may have been lost during the pandemic. The ESSER 3.0 funds will be utilized to continue our benchmark program to help us continue to identify learning loss in our students and the progress toward mastery of grade-level standards. Our ESSER funds will support personnel (interventionists, teacher tutors, class size reduction teachers, a district implementation coach, a college and career advisor, a middle school counselor, and school social worker) who will focus on measuring and addressing learning loss at all grades throughout the district.

We will mitigate learning loss with six additional teaching positions at our five schools. This includes one ELA classroom size reduction teacher at Elizabethton High School, one math classroom size reduction teacher at T.A. Dugger Jr. High School, and four school-based learning loss interventionists instruct students in Tier II and Tier III intervention at East Side, Harold McCormick, and West Side Elementary Schools. We will also add a math teacher tutor and tutoring assistant at Elizabethton High School and maintain our District Implementation Coach to provide district-wide programmatic planning and implementation support for ESSER funded programs. The addition of two classroom size reduction teachers at EHS (English I and II) and TAD (Grades 7 and 8) will reduce the number of students per teacher at the two schools. This will accelerate academic achievement for all students, but especially with our underrepresented student subgroups. Classrooms with fewer students allow teachers to build meaningful relationships with their students and understand their students' specific instructional needs. This enables teachers to personalize instruction, which in turn will improve academic achievement. A math teacher tutor and tutoring assistant at EHS will provide intervention for Algebra I students needing additional assistance based on benchmark and state testing data. Student outcomes for these activities will be measured through enCASE/MasteryConnect throughout the year and with the EOC assessments at EHS and TCAP for 7th and 8th grades. Adding four elementary school-based learning loss interventionists at ESE HME and WSE will enhance our elementary intervention program by allowing us to serve more students in our Tier II and III intervention programs at each school. They will provide targeted teaching to address learning loss for our underrepresented student subgroups and help struggling students succeed in reaching target goals. We will utilize the universal screener AIMSweb to benchmark our students three times per year. The interventionists will review AIMSweb data to develop an instructional plan for each student that supports closing learning loss gaps created by COVID-19. Students identified for Tier II and III will receive targeted and intensive interventions based on individual needs. Weekly progress monitoring will determine if a student is making progress towards his or her target goal. Benchmark data will be reviewed to determine Interventionists' effectiveness on the targeted students they serve. Thirteen TN All-Corp tutoring instructional assistants at four schools will provide our students access to high dosage, low-ratio tutoring over a three-year period to significantly increase student achievement over the next three years. TN All-Corp teachers and assistants will work with students at ESE, HME, WSE, and TAD during our structured intervention blocks during the school day. Student achievement will be measured through progress monitoring, benchmark data, and TCAPs when applicable at grade level. We will maintain the addition of our District Implementation Coach (SY23-24) to support ESSER funded programs (early literacy instruction and TN All Corps tutoring) district-wide. Our implementation coach provides professional development in the TN Foundational Skills Curriculum, supports school leaders and teachers with the implementation of TNFSCS, assists schools in identification of students served in TN All Corps tutoring, assists teachers in developing benchmark assessments, and monitors Aimsweb and ESGI data to ensure progress with Foundational Literacy Skills. Student achievement will be measured through progress monitoring, benchmark data, and 3rd grade TCAPs. Program effectiveness will be measured by documentation of professional development sessions; individual and small group planning, data, and monitoring sessions; a review of resources provided to support teachers with early literacy implementation; and teacher/administrator surveys.

To support student readiness ECS will fund a College and Career Advisor position at our high school and an additional middle school counselor. The advisor and school counselor will provide increased readiness support for students seeking continuing education guidance and academic support as well as social, behavior, and attendance support. The effectiveness of our student readiness positions will be measured by a review of data including student grades, school attendance, and referral tracking. Teacher, administrative, and parent surveys will also be utilized to measure the effectiveness of the advisors and school counselor. A district-wide social worker will promote and support students' academic success by assisting with attendance intervention, positive behavioral support, academic support and consultation with teachers, parents, and administrators. The effectiveness of our social worker will be measured by a review of student grades, school attendance, office referrals, and referrals to outside agencies. Teacher and administrative surveys will also be utilized to measure the social worker's effectiveness.

Oversight Plan

Summarize the LEA's plan for reporting, monitoring, and auditing supports and capacity related to ESSER 3.0 funds.

The ESSER budgets are entered and approved by the TN Department of Education. Utilizing our Universal Grant Guidance document for accounting purposes, each grant is given a separate sub-fund within the Federal Projects Fund of the system's financial software. Purchase Orders are issued for each

purchase following local Board Policies. Proper quotes and board approvals are obtained as necessary. All Purchase Orders are checked to the details of the budget in ePlan before being issued. All invoices are signed to document the receipt of goods or services before payment is made. Checks are issued to vendors promptly. Requests for reimbursement of funds are made in ePlan after funds have been expended. When the funds are received through ACH, the revenue is recorded in the appropriate revenue account in the sub-fund of the Federal Projects Fund. Our district employs an ESSER Grant Manager to provide oversight of funds as required. The manager also completes data collection and monitoring during the grant period to ensure all funded items are implemented as designed. ESSER reporting information is shared with the community on our website, on social media, at school board meetings, and other school-based events. ECS contracts with Blackburn, Childers, and Stegall for external auditing to confirm that policies/procedures are in place, current, and in alignment with LEA practices.

Consultation with Stakeholders

Describe how the LEA will, in planning for the use of ARP ESSER funds, engage in meaningful consultation with stakeholders, including, but not limited to:

- i. students;
- ii. families;
- iii. school and district administrators (including special education administrators); and
- iv. teachers, principals, school leaders, other educators, school staff, and their unions.
- v. Tribes;
- vi. civil rights organizations (including disability rights organizations); and
- vii. stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children and youth in foster care, migratory students, children who are incarcerated, and other underserved students.

*

During our first year of planning, the district administrative team met with school administrators after they engaged with leadership groups within their schools. These groups included principals, assistant principals, instructional coaches, school counselors, and teachers (including those working with underrepresented student subgroups). They consulted on our plan for use of ESSER funds to meet the needs of learning loss and improve student achievement. The district team met to consider and prioritize the school leadership team's requests and developed a proposal for ESSER 3.0 expenditures. The ESSER 3.0 proposal was posted on the district website with an opportunity for all stakeholders to provide feedback through a survey. We utilized social media, call reach, and news media to communicate with stakeholders our desire for them to provide feedback on our ESSER 3.0 plan. With our call reach system, 4,137 calls were made to ECS families requesting them to complete the survey. Through social media (Facebook) we reached 4,372 followers informing them about the stakeholder survey. News media (Elizabethon Star, WBEJ, and WJHL) provided information to the public regarding the importance of stakeholder feedback and survey location. Mr. VanHuss (Director of Schools) met with students at EHS to review the plan and receive feedback. After the comment and feedback period, our ESSER Grant Manager reviewed and compiled the comments and suggestions. Next, district team leaders reviewed the comments and suggestions to consider the valuable feedback provided. Throughout this process the budget and plan were shared with the school board, city council, and community stakeholders at our June, July, and August school board meetings. Our school board meetings are open to all stakeholders including parents, school staff, students, and community leaders. Community members are given the opportunity to address the board at each monthly meeting. Our school board meetings are streamed live, and recordings are posted on our YouTube channel.

While reviewing ESSER funding and planning for additional school years we continued to engage our stakeholders for feedback on ESSER funded activities and programs. We have an ESSER information page on our district website that includes all plans in English and Spanish. An email address is provided for stakeholder feedback or questions regarding ESSER funds and programs. School administrators provided feedback on current ESSER funded

programs' effectiveness in a survey specifically designed for future planning. We updated our initial community stakeholder survey to seek input from teachers, students, families, and special interest populations regarding activity and program effectiveness. This survey was administered in May of 2022 and again in May 2023 prior to the end of the school year and remained open throughout the summer. This allowed more engagement among our stakeholder groups especially parents and students as we utilized social media to communicate our desire for feedback from stakeholders. Links to the survey were distributed to students via Canvas and Google Classroom at EHS and TAD which provided more opportunities for students to participate. Our director of schools also requested feedback from ECS school board members and city council members. Overall, the surveys and communication from stakeholders indicated positive feedback on the current funding focus and program effectiveness. Throughout this process, the ESSER budget and plans were shared with the school board, city council, and community stakeholders at school board meetings. Our school board meetings are open to all stakeholders including parents, school staff, students, and community leaders. Community members are given the opportunity to address the board at each monthly meeting. Our school board meetings are streamed live, and recordings are posted on our YouTube channel. We also produced a video of our principals sharing the positive impact ESSER funding has had in each of our schools. An ESSER info-graphic on the district webpage provides funding investment information to stakeholders and an email contact (ESSER Grant Manager) is for anyone to ask questions or provide feedback at any time. ESSER information: www.ecschools.net/about/esser

* Provide an overview of how the public stakeholder input was considered in developing the LEA's plan for ARP ESSER funds.

The ESSER 3.0 budget proposal was posted on the district website with an opportunity for all stakeholders to provide feedback through surveys distributed each grant cycle year. We utilized social media, call reach, news media, and our learning management systems to communicate with stakeholders our desire for them to provide feedback on our ESSER 3.0 plan. News media (Elizabethton Star, WBEJ, and WJHL) provided information to the public regarding the importance of stakeholder feedback and survey location. Mr. VanHuss (Director of Schools) met with students at EHS to review the plan and receive feedback. After the comment and feedback period, our ESSER Grant Manager reviewed and compiled comments and suggestions. Next, district team leaders met and reviewed the comments and suggestions to consider the valuable feedback provided for initial ESSER planning. Ongoing feedback from school administrators and community stakeholders provides district leaders input on the effectiveness of ESSER funded programs and activities.

Planning for the Use and Coordination of ARP ESSER Funds

* How will the LEA use the remaining ARP ESSER funds consistent with statutory requirements?

Elizabethton City Schools will spend ESSER funds consistently within the defined statutory requirements. Our focus areas include Addressing Learning Loss, Mental Health Supports, Facilities, and Other Necessary Activities. We submitted information in the spending plan to support district goals and to specifically focus closing achievement gaps for all students.

* How the LEA will ensure that the ARP ESSER funded interventions, including but not limited to the 20% set-aside, will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students disproportionately impacted by the COVID-19 pandemic, including students from low-income families, students of color, English learners, children with disabilities, students experiencing homelessness, children and youth in foster care, and migratory students?

Elizabethton City Schools is attentively committed to responding to the academic, social, emotional, and mental health needs of all students due to the disproportionate impact of COVID-19. With our budgeted ESSER 3.0 funds and additional funding for participating in TN All Corps Elizabethton City Schools intends to spend at least 50% of that funding to address student learning loss. Elizabethton City Schools plans to mitigate learning loss with the addition of teachers by reducing class sizes at the middle and high schools as well as the addition of a teacher tutor and tutoring assistant in Algebra I at EHS. Four interventionists at the elementary schools will target underrepresented student subgroups in Tier II and III intervention. A college and career advisor at the high school and a second school counselor at the middle school will provide increased readiness support for students seeking continuing education guidance and academic support as well as social, behavior, and attendance support. The addition a district-wide social worker will increase mental health and social support services for our students as well as address attendance and academic success, particularly for those disproportionately impacted by the COVID-19 pandemic. Participation in TN All-Corps tutoring will provide our students access to high dosage, low ratio tutoring over a three-year period to significantly increase student achievement. An ESSER Planning Implementation Coach will provide support to early literacy teachers and TN All-Corps teachers and assistants with TN Foundational Skills Curriculum.

Resources

[USED Use of Funds Detail Appendix](#)

[ESSER 3.0 Technical Guide](#)

[Learning Loss Allowability Chart](#)

[Click here to open the Learning Loss Tool guide.](#)

[ESSER Checklist for LEAs](#)

Personnel Details Systemwide

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

Systemwide Instruction & Support - Staff in this table are those who are supported with one-time funds and work across multiple school sites as needed. Personnel for grant administration already included on the Program Details page should not be included here. Stipends are not to be included in the Personnel Details pages.

	Headcount	FTE
Coaches / Consulting Teachers	0.00	0.00
Instructional Paraprofessionals	0.00	0.00
Non-Instructional Paraprofessionals	0.00	0.00
Interventionists	0.00	0.00
Parent and Family Engagement	0.00	0.00
Other (specify)	0.00	0.00
Total	0.00	0.00

Resources

[USED Use of Funds Detail Appendix](#)

[ESSER 3.0 Technical Guide](#)

[Learning Loss Allowability Chart](#)

[ESSER Checklist for LEAs](#)

Regular School-Year Staff Funded with One-Time Funds: Stipends are not to be included in the Personnel Details pages.

Teachers		Paraprofessionals		Interventionists		School Counselors		Parent and Family Engagement		Other 1 - Specify		Other 2 - Specify		Other 3 - Specify		Other 4 - Specify		Total			
Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00

Resources

- USED Use of Funds Detail Appendix
- ESSER 3.0 Technical Guide
- Learning Loss Allowability Chart
- ESSER Checklist for LEAs

Summer School Staff Funded with One-Time Funds: Stipends are not to be included in the Personnel Details pages.

Teachers		Paraprofessionals		Interventionists		School Counselors		Parent and Family Engagement		Other 1 - Specify		Other 2 - Specify		Other 3 - Specify		Other 4 - Specify		Total			
Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE		
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00

Resources

- USED Use of Funds Detail Appendix
- ESSER 3.0 Technical Guide
- Learning Loss Allowability Chart
- ESSER Checklist for LEAs

Charter Schools Program Details

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

N/A: The LEA certifies that no public charter schools are geographically located in the district.

Resources

[USED Use of Funds Detail Appendix](#)

[ESSER 3.0 Technical Guide](#)

[Learning Loss Allowability Chart](#)

[ESSER Checklist for LEAs](#)

Related Documents

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

Optional Documents

Document Template

Type

Charter School Needs Assessments: Only for LEAs That Have Charter Schools within Their Boundaries

[Charter School Needs Assessment Template](#)

Document/Link

Assurances

Elizabethton (101) Public District - FY 2025 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 3.0 Grant

* The local educational agency (LEA) hereby assures the state education agency (SEA) that the LEA meets each of the following conditions:

Assurances

1. The LEA shall to the greatest extent practicable, continue to pay its employees and contractors during the period of any disruptions or closures related to coronavirus.
2. **The LEA shall report spending progress and reimbursement request on a monthly basis to the Tennessee Department of Education, along with any other required documentation..**
3. The LEA must track in their standard accounting program ESSER 3.0 funds separately from ESSER 1.0 and 2.0 funds.
4. All programs, services, and activities covered by this Grant Application will be operated in accordance with state and federal laws, regulations, as well as approved policies and rules as established by the Tennessee State Board of Education and the Tennessee Department of Education. The U.S. Office of Management and Budget's Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards are available [here](#).
5. Expenditures will be in compliance with the standard accounting procedures and guidelines established by the Tennessee Department of Education, federal legislation, and [F&A Accounts Policy 03](#).
6. Recognize that state approval of an application does not relieve the LEA of its responsibility to comply with all applicable program and fiscal requirements.
7. Grant funds **will not** be expended in any manner other than as outlined in the budgeted section of the approved grant application. Funds **will** only be expended for allowable costs. Any changes to the original budget must be pre-approved by the department before line items are modified. The LEA acknowledges that this program is subject to funds availability and that the department reserves the right to terminate program activities and expenditures for convenience at any time.
8. Use fiscal control and fund accounting procedures that ensure proper disbursement of and accounting for federal funds paid to that agency under each program as noted in Cash Management Improvement Act (CMIA) 7211R rule.
9. Keep such records, and provide such information to the department, as may be reasonably required for fiscal audit, data reporting, and program evaluation.
10. Program activities, expenditures, and records shall be subject to monitoring by the department. LEAs must maintain documentation of all expenditures and should submit this documentation with the final report.
11. Activities should align with the intent and purpose of the ARPA Acts as outlined in the H.R. 748 legislation. Allowable services, activities, and expenditures funded with the ARPA Act align with the ESEA, IDEA, and Perkins, and other allowable programs shall be provided in compliance with established Federal and State Rules, Regulations, & Minimum Standards.
12. Special Education and Related Services will be provided in compliance with established Federal and State Rules, Regulations, & Minimum Standards.
13. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d et seq., which prohibits discrimination on the basis of race, color, or national origin in any program or activity receiving Federal financial assistance;
14. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in any education program or activity receiving federal financial assistance; and
15. All regulations, guidelines, and standards issued by the Tennessee Department of Education and U.S. Department of Education under any of these statutes.

Charter Assurances (if applicable)

The LEA will ensure that Charter Schools have an equal opportunity to participate to the full extent in the ARPA grant and will allocate per-pupil funds accordingly.

1. The LEA has a clear process for ensuring all applicable laws and regulations regarding ESEA, IDEA, and other programs and funding are followed in its authorized charter schools.
2. The charter school will comply with all requirements associated with the funding source as a condition for the state to receive any of the federal funds.
3. The charter school will maintain accurate and timely project records which document progress in implementing this project, and which demonstrate compliance with all state and federal fiscal and program requirements.
4. Charter schools will receive reimbursements within three business days of the LEA receiving the reimbursement request allocation from the Tennessee Department of Education.
5. Charter plans submitted to the LEA must be approved within five business days and any non-approved plan must be sent Tennessee Department of Education, Division of Federal Programs and Oversight for a third-party review.

*** Additional Assurances -updates made for FY24. The assurances below were added to the application in May 2021, in connection with the Safe Return to In-Person Instruction and Continuity of Services Plan. Check the box to agree.**

1. LEAs must develop and make publicly available their initial ARP ESSER Funding Application no later than **Aug. 1, 2021**. All plans must be made publicly available on the LEA's website and published on the Tennessee Department of Education's (department) website within thirty (30) days of approval.
2. All plans must be developed with meaningful public consultation with stakeholder groups (i.e., families, students, teachers, principals, school and district administrators, school leaders, other educators, school staff, and advocacy organizations representing student groups). The consultation process must include an opportunity for input and meaningful consideration of that input.
3. ESSER plans must be in an understandable and uniform format; to the extent practicable, written in a language that parents can understand or, if not practicable, orally interpreted; and upon request by a parent who is an individual with a disability, provided in an accessible format to that parent. Plans must be translated into any applicable languages, and those translated plans must also be posted on the LEA's website.
4. LEAs must **update the Safe Return to In-Person Instruction and Continuity of Services Plan and ESSER 3.0 Public Plan for Remaining Funds 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.
5. Updated plans must be approved by the Tennessee Department of Education as well as the local school board before public posting on the LEA's website.

History Log

Elizabethton (101) Public District - FY 2025 - Public School Security Grant - Rev 0 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
<input type="checkbox"/>	9/11/2024 9:27:06 AM	Richard Vanhuss	Agreed to "By submitting this automated application, the local education agency representatives assure that the application will be authorized by the board of education of the local education agency, and the undersigned representatives have been duly authorized by formal action of the board to file this application for, and on behalf of, the local education agency, and otherwise to act as the authorized representatives of the local education agency in connection with this application. By submitting this automated application, the local education agency is acknowledging that it understands and agrees to abide by the applicable assurances attached to this application."	C
	9/11/2024 9:27:06 AM	Richard Vanhuss	Status changed to 'LEA Authorized Representative Approved'.	S
	9/11/2024 8:49:34 AM	Beth Wilson	Status changed to 'LEA Fiscal Representative Approved'.	S
	9/11/2024 8:45:09 AM	Joshua Boatman	Status changed to 'Draft Completed'.	S
	9/10/2024 9:53:05 PM	Joshua Boatman	Status changed to 'Draft Started'.	S
	7/29/2024 1:58:45 PM	Spencer Yonce	Status changed to 'Not Started'.	S

Allocations

Elizabethton (101) Public District - FY 2025 - Public School Security Grant - Rev 0 - Allocations

Allocation Type	(1)	Public School Security	Total
Original	\$0.00		\$0.00
Incoming Carryover	\$100,920.64		\$100,920.64
Outgoing Carryover	\$0.00		\$0.00
Reallocated	\$0.00		\$0.00
Additional	\$0.00		\$0.00
Released	\$0.00		\$0.00
Consortium	\$0.00		\$0.00
Forfeited	\$0.00		\$0.00
FER Released	\$0.00		\$0.00
Total	\$100,920.64		\$100,920.64

Overview

Elizabethton (101) Public District - FY 2025 - Public School Security Grant - Rev 0 - Public School Security Grant

User Access

LEA roles can be assigned by the district user access administrators (listed in the Address Book) or the ePlan.Help@tn.gov team.
[Click here to access the LEA user access form.](#)

Workflow and Notifications

Not Started	The application cannot be edited until the draft is started. LEA Public School Security Grant Director, LEA Fiscal Representative, or LEA Authorized Representative roles can move the application into Draft Started status.
Draft Started	The LEA Public School Security Grant Director, LEA Fiscal Representative or LEA Authorized Representative can edit the CFA in the Draft Started status (or Revision Started for revisions).
Draft Completed	The LEA Public School Security Grant Director can click Draft Completed (or Revision Completed for revisions)
LEA Fiscal Representative Approved or Not Approved	The LEA Fiscal Representative can click Approved or Not Approved.
LEA Authorized Representative Approved or Not Approved	The LEA Authorized Representative can click Approved or Not Approved.
TDOE Public School Security Grant Director Approved or Not Approved	The TDOE Public School Security Grant Director can click Approved or Not Approved.

Resources

[Click here to open the Technical Application Guide.](#)

TDOE Contacts

Program Director	Mark.Bloodworth@tn.gov
District Technology (SSO Support)	DT.Support@tn.gov
User access or Technical Assistance	ePlan.Help@tn.gov

Elizabethton (101) Public District - FY 2025 - Public School Security Grant - Rev 0 - Public School Security Grant

*** LEA ID#**

101

*** LEA Name**

Elizabethton City Schools

LEA Official Address

*** Street**

804 S Watauga Ave

*** City**

Elizabethton

*** Zip Code**

37643

*** Phone**

423-547-8000

*** LEA Website**

www.ecschools.net

Director of Schools

*** Name**

Richard VanHuss

*** Email**

richard.vanhuss@ecschoools.net

*** Phone**

423-547-8000

Public School Security Point of Contact

*** Name**

Josh Boatman

*** Email**

josh.boatman@ecschoools.net

*** Phone**

423-547-8000

Budget

Elizabethton (101) Public District - FY 2025 - Public School Security Grant - Rev 0 - Public School Security Grant

Account Number	Total
72130 - Other Student Support	\$0.00
72620 - Maintenance of Plant	\$100,920.64
Total	\$100,920.64
Adjusted Allocation	\$100,920.64
Remaining	\$0.00

Budget Detail

Elizabethton (101) Public District - FY 2025 - Public School Security Grant - Rev 0 - Public School Security Grant

72620 - Maintenance of Plant - \$100,920.64 ▼

Budget Detail

Narrative Description

Account Number: 72620 - Maintenance of Plant

Line Item Number: 790 - Other Equipment

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$87,720.64

Line Item Total: \$87,720.64

These funds will be used to complete the purchase and installation of entry-resistant film on the entrance and first-floor windows in buildings across our district.

Account Number: 72620 - Maintenance of Plant

Line Item Number: 790 - Other Equipment

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$13,200.00

Line Item Total: \$13,200.00

These funds will be used to install fencing in areas where our campuses are currently vulnerable to unauthorized public access and entry.

Total for 72620 - Maintenance of Plant: \$100,920.64

Total for all other Account Numbers: \$0.00

Total for all Account Numbers: \$100,920.64

Adjusted Allocation: \$100,920.64

Remaining: \$0.00

Budget Overview

Elizabethton (101) Public District - FY 2025 - Public School Security Grant - Rev 0 - Public School Security Grant

Filter by Location: All - \$100,920.64

Line Item Number	Account Number	72620 - Maintenance of Plant	Total
790 - Other Equipment		100,920.64	100,920.64
Total		100,920.64	100,920.64
	Adjusted Allocation		100,920.64
	Remaining		0.00

Program Details

Elizabethton (101) Public District - FY 2025 - Public School Security Grant - Rev 0 - Public School Security Grant

Needs Assessment and Project Narrative

* Describe how the available funds will be utilized to address needs. Identify the outcomes that you hope to achieve and your plans for evaluating the project.

In analyzing the district-wide security assessment for our district, it was clear that our greatest security risk exists in exterior access to our campuses. Do the age and landlocked nature of the school buildings in our small community, it is a challenge to prevent unauthorized and intrusive access to our campuses. The security assessment revealed that 3 of our 5 schools are not properly "fenced, walled," or otherwise secured from unauthorized access. This grant will allow to us install new fencing in some of our most vulnerable areas.

Additionally, the windows in our buildings were not designed to withstand assault or forced entry. Only 2 of our 5 campuses have fragmentation retention film to minimize glass breakage and fragmentation risks. Funding from the grant will allow to properly install fragmentation filming on the windows of our main entry doors and lower first floor windows which are susceptible to forced entry.

Many of the other exterior findings of our site assessments (i.e. window/door signage, entrance barriers, speed humps/bumps) will be able to be addressed utilizing local funding as a result of the aforementioned "big ticket" items that will be funded by the Public School Security Grant.

History Log

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	9/11/2024 2:09:09 PM	Richard Vanhuss	Status changed to 'LEA Authorized Representative Approved'.	S
	9/11/2024 1:47:22 PM	Beth Wilson	Status changed to 'LEA Fiscal Representative Approved'.	S
	9/11/2024 1:36:12 PM	Travis Thompson	Status changed to 'Revision Completed'.	S
	8/5/2024 9:48:39 AM	Jessica Franklin	Status changed to 'TDOE Voluntary Pre-K Director Returned Not Approved'.	S
<input type="checkbox"/>	8/5/2024 9:48:36 AM	Jessica Franklin	Your revision 1 submission is being sent back for additional information and/or edits. On the Teacher Placement page, there are only three VPK teachers listed. Please include the additional VPK teacher's information. On the Local Match page, complete the Local Match Budget Details table (at the bottom of the page) for any item marked with a double asterisk (**). Thank you.	C
	8/1/2024 10:19:32 PM	Richard Vanhuss	Status changed to 'LEA Authorized Representative Approved'.	S
	8/1/2024 9:42:05 PM	Beth Wilson	Status changed to 'LEA Fiscal Representative Approved'.	S
	8/1/2024 3:27:44 PM	Travis Thompson	Status changed to 'Revision Completed'.	S
	6/25/2024 12:54:37 PM	Maryanne Durski	Status changed to 'Revision Started'.	S

Allocations

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Allocations

Allocation Type	(1)	Voluntary Pre-K	Total
Original		\$410,804.70	\$410,804.70
Reallocated		\$0.00	\$0.00
Additional		\$0.00	\$0.00
Released		\$0.00	\$0.00
Consortium		\$0.00	\$0.00
Forfeited		\$0.00	\$0.00
FER Released		\$0.00	\$0.00
Total		\$410,804.70	\$410,804.70

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Contacts

Required Contacts

Type	Contact(s)
Voluntary Pre-K Director, who will receive notice of grant award [Select at least 1 contact(s)]	<u>Travis Thompson</u>

Background Information

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - General

Funding Summary

Current Year Number of Classrooms	Current Year Required Local Match	Current Year VPK Allocation
4	\$75,995.30	\$410,804.70

General Information

- 4 * Total Number of Classrooms You are Applying for in the upcoming 2024-25 School Year
- 4 * Total # of Classrooms located in school operated facilities
- 0 * Total # of Classrooms located in non-school operated facilities (enter 0 if not applicable)

Complete the following chart by entering the number of preschool classrooms and children served in your geographic region (including district and community-based classrooms) in the current (2024-25) school year. Do not count a single classroom more than once. All classrooms should fall into one category below for the purposes of this application. This chart will not be scored as part of your application.

Type of Classroom	Number of Classrooms	Four-Year-Olds			Three-Year-Olds		
		Total # of Income-Eligible	Total # of Above Income	Total # of IEPs	Total # of Income-Eligible	Total # of Above Income	Total # of IEPs
VPK	4	72	26		10	4	
619 Preschool	1						
Title I Funded							
PDG							
Head Start							
Locally Funded							

Related Documents

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - General

Required Documents		Document/Link
Type	Document Template	
(VPK) 2023-24 VPK Scope of Services and Assurances [Upload at least 1 document(s)]	N/A	<u>Scope</u>
(VPK) Acknowledgement of Receipt of Pre-K Documents [Upload at least 1 document(s)]	<u>Acknowledgement of Receipt of Pre-K Documents</u>	<u>Ack of Docs</u>
VPK School Calendar [Upload at least 1 document(s)]	N/A	<u>Calendar 24-25</u>
VPK Attendance Policy [Upload at least 1 document(s)]	N/A	<u>Draft Attendance</u>

Utilization

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

I. Three Year Data Trend

For the purposes of this grant application the following definitions remain true:

Utilization - This reflects the number of low-income three- and four-year-olds enrolled in VPK seats.

Percent of Capacity - This reflects the total number of enrolled students versus available VPK seats (regardless of age or income eligibility).

I.a. Enrollment data from the previous three years will be scored.

District Enrollment	Percent of capacity in VPK	% low income (L)	% with IEP	Number of students enrolled in kindergarten
2023-24 School Year	94	71	0	172
2022-23 School Year	93	71	14	159
2021-22 School Year	90	60	11	184

Continuous Quality Improvement

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

1. In 750 words or less, please describe how your district supported Pre-K teachers' implementation of state-approved curriculum for Pre-K, TN Foundational Skills Curriculum Supplement (or other research-based, sounds-first foundational skills supplement), and the use of high-quality instructional materials as part of everyday instructional practice. Your response must include the following:

- The specific state-approved curriculum and sounds-first foundational skills supplement used and how the district supported teachers and assistants in the implementation of these high-quality materials
- Examples of how your district ensured curricula is being used to fidelity without additional supplements outside of the required foundational skills supplement
- Examples of how high-quality instructional materials are being used to support teaching and learning
- A plan for delivering relevant and meaningful professional development to voluntary pre-kindergarten teachers, specific to ensuring a high-quality pre-kindergarten experience*
- A breakdown of the required 5.5 hours of instructional time and how this time is used to promote learning goals with preschool children
- How the district ensures coordination and alignment between VPK classrooms and kindergarten with the goal of ensuring that elementary grade instruction builds upon pre-kindergarten classroom experiences*

ARTIFACTS: VPK Daily Schedule and Curriculum Implementation Training Schedule

In the 2024-25 school year, teachers will use the adopted curriculum, Connect 4 Learning, and the Tennessee Foundational Skills Curriculum in the classroom. Research has proven that implementing Sounds First foundational skills into the daily instruction and providing teachers with high quality instructional materials are critical to both student and teacher success. All Pre-K teachers participated in the Reading 360 early literacy training from the state in July of 2021. The district has also supported curriculum implementation support to the teachers during the 2023-2024 school year by including district and school-level coaches in the process. Pre-K teachers were also involved in our Early Literacy Network work with our vendor, School Kit. Our partnership began in the 2021-22 school year and continued through the 2022-23 school year. School Kit worked with teachers and instructional leaders on practical systems to sustain the outstanding work of our teachers in early literacy. Our district has also adopted the Tennessee Foundational Skills Curriculum Supplement for foundational skills instruction in K-2, so the systematic scope and sequence that begins in PreK will be continued through kindergarten and beyond. Additionally, continued work with instructional coaches will ensure coordination between VPK classrooms and elementary schools. To strengthen the alignment between VPK classrooms and kindergarten, Pre-K teachers and assistants will participate in trainings with kindergarten teachers, engage in classroom observations of kindergarten classrooms, and engage in reflective conversations around how to best prepare students for kindergarten. Also, the district is participating in a Kindergarten Readiness consortium with other districts in the region. There are Pre-K and Kindergarten representatives on the district team. This advocates for an easy transition from Pre-K to Kindergarten.

High-quality instructional materials will be used throughout the day to ensure that all students have access to a systematic scope and sequence, explicit instruction and teacher modeling, student practice, and instruction that is guided by formative assessment. Along with instructional leaders, VPK classroom teachers and assistants will design and implement systems for sustaining implementation of high-quality instructional materials. Letter recognition, letter sound knowledge, and phonemic awareness are emphasized in our foundational curriculum. Through introducing multiple sounds throughout the week during our morning meeting time, the student will make the connection between sounds and written words. Our sequence will follow the order suggested in the high-quality instructional materials and the standards. Our emphasis on sounds through phonemic awareness will naturally lead to letter and word recognition. This will be accomplished with our phonics-based curriculum. This instruction is led by the teacher in whole group and reinforced in small groups. Letter recognition of dominant sound letters is introduced at the beginning of the school year, which leads to phonemic sensitivity. An added emphasis is recognition of 26 upper and 26 lower case letters. Studies have shown success in reading that occurs when all 52 letters can be named rapidly. Letter

naming and rhyming are two of the best indicators of future reading success, both of which are explicitly taught in our curricula. Fundamental skills of concepts of print are to be covered daily to ensure students understand the parts of a book. This is accomplished daily through interaction with our students. Activities such as phonological awareness and listening using the three A's: alert, active, and analytical will be used during large and small group. Through this direct phonemic instruction, success in phonological awareness will have all students better prepared for kindergarten and beyond.

The district ensures that the curricula is being taught with fidelity without additional supplements by announced and unannounced observations and walkthroughs. The Pre-K director evaluates all Pre-K teachers using CLASS, he, along with the building principal conduct routine fidelity checks and walkthroughs that focus on quality instruction being delivered with the use of only approved curriculum or resources.

Artifacts requested are attached in "related documents".

2. In 750 words or less, please explain how the district focuses on engaging VPK parents and families throughout the school year beyond what is minimally required within the VPK Scope of Services*. Please include how your district encourages participation on the VPK family satisfaction survey and how this data is used to support programming decisions.

ARTIFACTS: Districts do not have to submit artifacts for this question.

Elizabethton City School's (ECS) VPK program continues to make family engagement a top priority during the academic year and beyond. Our parents continue to discuss the importance of effective communication within our program often referencing the many tools we utilize for communicating. Weekly newsletters are sent home detailing our program's activities and schedules. We utilize ClassDojo with parents to provide daily announcements and Google Classroom slides. It also provides students and their families an opportunity to "look" into our classrooms. Our school has a call service, "Skyward," to give vital announcements to parents and child-care providers. We operate a digital board that broadcasts daily/weekly/monthly announcements both outside/inside the school building available for the community to view at their leisure. One extremely popular form of engagement we are continuing with this year is Tuffy (District Mascot) PEP Talks. These videos, which are accessible through our Pre-K website as well as social media, allow ECS educators to present information on essential educational topics for parents and guardians through Tuffy PEP Talks. PEP stands for Parent – Educator – Partnership. These short videos highlight our curriculum, programs, resources and offer helpful advice parents can implement at home to help their children succeed in school.

Students and families are engaged through the following wrap-around services:

- Physical Therapy thru contracted services
- Speech (articulation/language/hearing)
- Vision
- Access to mental health counseling and at school counselors
- Children who have been referred from TEIS and Child Find to develop an IEP.

Our VPK program is housed at East Side Elementary School, which is identified as a Title 1 school. This gives us, as a program many additional opportunities for family engagement. Examples are as follows:

"Get the Scoop" - a back to school night where parents met teachers, looked at grade level specific standards, and teacher/staff shared important

information about the school year.

- "Bingo for Books" - a night where students played bingo and took home books as the prize. Their parents were given and trained on a reading skill card by grade level. This gave them questions and activities to assist the child with comprehension and fluency skills at home.

-Academic Conferences

-All-Pro Dad's Program

-Anti-bullying Committee (parents)

-Book Fairs

-Calendars (Yearly with main events, holidays...)

-Classroom Volunteers – Parents, College Students, Community Members

-Character Education (Assembly)

-Character Education Visitors

-Clothes Donations – Parents, Community

-Discipline Committee (parents)

-Fire safety Week Visits – school trips

-Food Drive

-Guest Speakers/Visitors

-Handbooks

-Holiday and Special Occasion Parties

-Homeroom Mom/Dad

-Library Volunteers

-Lunch/Breakfast with Child – Daily

-News releases (newspaper, radio, TV)

-Nurses – Hearing, Vision and Scoliosis Screenings

-On campus Parent Coordinator

-Open Parent Conferences – Available Daily - Our first scheduled conference on the calendar, we demonstrated 100% attendance - our next scheduled is later in the school year

- Parental Involvement Contract
- Parent Night (Open House)
- Parental Notification of Title I Read/Reading Recovery Students
- Parent/Teacher Conferences
- Parent/Grandparent Visitation Day
- Planned Family Engagement Events for each grade level

In regard to student progress and growth, we utilize the Educational Software for Guiding Instruction (ESGI). ESGI was designed to "provide teachers with solutions to meet the unique challenges of early childhood education." This program gives our teachers access to numerous preloaded assessments as well as allowing them to create custom assessments. Ultimately, ESGI offers real-time data needed to effectively drive instruction and also easily communicate the data and results with parents weekly, throughout the school year. This communication of data along with parent-teacher conferencing allows the teacher to provide extra tools and resources to target any deficiencies or shortfalls their student needs to be better prepared as they move on to kindergarten.

ECS offers an Extended School Program (ESP) to our students. ESP is an after-school program in Elizabethton City Schools serving children from grades Pre-K through 8. Students participate in ongoing instruction, rest time, snack time, physical education, and many other activities that promote positive social and emotional interaction. This program is funded in part by the 21st CCLC Grant.

ECS, VPK, consistently released information in regard to the VPK Satisfaction Survey this past school year. When our final survey results were released to us, we were extremely surprised to see the embarrassing low numbers of participation. When discussing this matter during CPAC and PLCs, we determined that our method of release was not effective and that we needed to make changes. This year, instead of only releasing the survey via through use of technology, we will make the survey available through various means of technology, but we will also set up Chromebook stations during parent nights, before and after car drop off and pick up, during our Extended School Program, and upon request by parents as the need arises due to lack of personal technology. Our goal is to significantly increase the number of participants this year so that we can make better informed decisions that are derived from full participation of stakeholders.

3. In 750 words or less, please describe how your district used pre-K observational data to improve quality in the 2022-23 school year (must minimally include data points and focus areas) and how the data was used to increase high-quality teaching and learning. For the 2023-24 school year, describe what data have you collected and how are you using this data to provide coaching and support to teachers and assistants in order to ensure that your students have a high-quality VPK experience. Specifically describe ways your district ensures continuous quality improvement of the pre-K program by implementing quality measurement tools and at what frequency these measures occur. Your response must include the following:

- The specific pre-K observational tool utilized to provide coaching support
- Areas of identified coaching support for teachers and teaching assistants including data points guiding decisions related to areas of support
- The specific tool used to evaluate environmental quality on all new teachers to pre-K and all other teachers on a rotating three year basis
- Areas of identified support related to environmental quality and how support led to quality improvement

ARTIFACTS: Districts do not have to submit an artifact for this question.

Pre-K observational data is a top priority for our school system and is used as a quality improvement tool during the school year for our teachers, assistants, and students as well as following the students on to the next grade. These forms of data are compiled of teacher and assistant observations, teacher self-assessments, walkthroughs, coaching sessions, and student-driven data.

Teacher Observations:

-Teachers are observed multiple times throughout the school year by utilizing the Classroom Assessment Scoring System (CLASS). This system allows us to focus on teacher-student interactions all the while focusing on quality improvement for our students and teachers to remain successful. Data derived from our CLASS observations has supported us in customizing professional development and specific coaching in order to provide more impactful improvements and learning within our classrooms. During the 2022-23 school year we placed a strong focus on the new "sounds first" initiative within our classrooms, CLASS assisted us in identifying the need for further developing our instructional learning formats as well as concept development. Through targeted coaching by district staff as well as the "School Kit" professional development team, we noticed a positive trend throughout our 4 classrooms specifically in the listed domains and ultimately leading to success and growth for our teachers and students. Teacher assistants were also included in this training as well as completing the online training for Tennessee Foundational Skills.

-Unannounced walk-throughs/fidelity checks of classrooms are also conducted in order to capture ongoing data. Teachers and assistants are monitored by use of a checklist/rubric that captures the overall learning environment. This includes adult-student interaction, student-student interaction, material being taught, teacher preparedness, cleanliness of room, & overall classroom climate. Information and data gained from these walkthroughs allows for monthly goal setting with teachers and assistants to improve in areas that may need attention. This information also allows us to celebrate positive trends and successes as well.

-Throughout this 2023-24 school year, our teachers have continued to be observed using CLASS. Current data demonstrates that our 4 classroom teachers are averaging around a 4 in the domains of Concept Development, Quality of Feedback, and Language Modeling. Although these domains were trending higher in the previous school year, our teachers attribute some of the lower scoring due to learning and implementing the new Connect4 Learning curriculum. As addressed in our Curriculum Implementation training (see related documents) we have full confidence that we will see increases within these domains in our walkthroughs and future CLASS observations.

Supplemental Tool:

-Students - teachers utilize ESGI as well as portfolio to gain specific data and feedback on each individual student. ESGI is used on a weekly basis as a tool for teachers and parents. It provides real-time data on each students' individual growth and achievement. Most notable is that teachers are able to further assess their implementation of foundational skills by various assessments throughout ESGI. Since the start of the school year, we have noticed significant gains in letter recognition, sounds, & oral language and listening, just to name a few. An example, for instance is demonstrated by teacher A. Her class average of 20 students on the oral language and listening assessment has increased from 42% correct at the start of the school year to a current 78% correct. By use of these weekly assessments, our teachers gain valuable data that is used to drive and inform instruction. Information and data gathered from these assessments is also shared and reviewed with the other preK and K classrooms as well as the school and the district. This allows for continuity across all involved. District coaches build professional development around data retrieved. This PD's target is having an audience that includes preK teachers and assistants, K teachers, and our SPED teachers. Depending on the time of year and what results during that time are producing allows the coaches to be specific and meaningful in the PD. Most recently, due to results from CLASS as well as classroom assessments, our teachers and assistants received PD on data analysis, small grouping, and the effects of feedback in relation to student progress.

Environmental Quality Tool:

-Currently, The Early Childhood Environment Rating Scale (ECERS) is being utilized to measure environmental quality throughout our VPK program. During the next FY, we will shift to the CLASS model. One trend we have identified this year falls within the Language and Literacy Indicator. Due to the change in curriculum and continuing to integrate the "Sounds First" initiative, our teachers and assistants initially struggled with helping children with the expansion of vocabulary. They struggled with delivering their instruction in a completely different method (As developed by Connect 4 Learning). This in return affected the expansion of vocabulary. Utilizing ECERS feedback as well as intensive professional development and PLCs aligned with curriculum, teachers and assistants

have already seen positive improvements within this indicator.

4. In 750 words or less, please describe how your district prioritized enrollment of income-eligible four-year old children, including children with disabilities in the 2023-24 school year. Your response must include:

- Current utilization rate (if your utilization rate is below 80%, you must include additional information on ongoing efforts to increase the utilization rate including recruitment and enrollment strategies)
- A breakdown of how many children in your VPK seats are income-eligible and non-income eligible and percent of how many children qualify as children with disabilities representing various categories assigned to children ages 3-5 in the district
- Utilization trends from last three years including how you supported an increase in enrollment for qualifying children
- Efforts to ensure prioritization of income-eligible children including specific strategies your district uses to decide when to enroll three-year-olds or over-income children
- Efforts to ensure equal access for income-eligible children with disabilities including what general education options your district uses to serve preschool children who are not eligible for VPK
- Wait list including income-eligible and non-income eligible students and specific information on how children are enrolled from the waitlist

ARTIFACTS: Districts do not have to submit an artifact for this question.

Elizabethton City Schools (ECS) understands the importance of VPK for our community. We continually emphasize the need to identify and serve students who are at-risk, financially as well as needing special services, and need the opportunity to develop in pre-academic and social skills. Our classrooms promote love, joy, and a rich learning environment that adds to students' successes and readies them for kindergarten and adds an extension of greatness that carries throughout their life. Our current utilization rate continues to display numbers that are steady in income eligibility but trend higher in students with disabilities. We are currently at 75% of our capacity. 76% of these students are identified as income-eligible. 20% currently have IEPs, and 2% are in foster care. We do have a waitlist of more non-income eligible students; however, we are holding remaining seats for students in our 619 Pre-K class to transition into our VPK program.

McKinney Vento - work and meet with our in-house Director of Homeless Services on a weekly basis to identify families who are considered or at risk of becoming homeless.

ECS along with the Wandell Early Learning Center (WELC) recognizes the need to prioritize the needs of our low-income community which includes a high population of homeless families within in our district. We recognize that "homeless children and youth" are individuals who lack a fixed, regular, and adequate nighttime residence. This also highlights children and youth who are:

- sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as doubled-up);
- living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
- living in emergency or transitional shelters; - abandoned in hospitals; or awaiting foster care placement;
- Children and youth who have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- Migratory children who qualify as homeless because they are living in circumstances described above.

Assistance & Services Provided - Elizabethton City Schools currently serve more than 100 students as "Homeless" or as Students in Transition. We provide assistance in several ways:

- Removing Barriers to VPK enrollment in school
- Tutoring Services
- Transportation

Foster students - ECS has developed solid working and professional relationship with Carter County Juvenile Court as well as Tennessee Department of Children Services. This allows us to identify foster students who are in need of a sound and structured early learning environment.

WELC administrators and teachers frequently visit our low-income neighborhoods and other areas identified of having families in need. They deliver ice cream, goodies, and books all the while continuing to develop comfortable relationships within these said areas. Pertinent information related to our VPK program is placed on yard signs, billboards, and digital signs throughout the community all year long. Social media is also utilized at a high volume in order to spread any information related to our program to the community as a whole and specifically in order to reach our income-eligible families. We also target our families at our district's annual Back-to-School Bash, Spring Recruitment Registration Day, and Book-it-to-the-Park Book Parade. Local health systems/organizations utilize child find as a method to assist us in identifying students that are in need of VPK. Often, these students qualify as income-eligible as well requiring special services. TEIS staff members have also been helpful in identifying and referring students who qualify for our VPK. During the beginning of this current school year, our VPK and SPED department began collaboration on how to insure our VPK program was identifying students in need of special services. This strategic work enabled us to locate siblings of students in our 619 PreK class as well as siblings across the district who either qualified as income-eligible, SPED, or both. This continues to remain successful as continue ways to best identify and support our student's needs.

Ultimately, throughout the year, working with our CPAC, local housing agency, community partners, and businesses, we are able to successfully spread the word and specifically assist those who are considered at-risk. One partnership that was recently strengthened happened during our Winter CPAC meeting. One of our members, Kelley Geagley, Director of Elizabethton Housing and Development Agency offered our district the use of facilities located in one of our local government housing sections. We are currently examining the property and discussing moving 1-2 of our classrooms to this location. This location would completely embed us inside one of the most impoverished areas inside our district allowing us to remove barriers such as transportation, trust, and the

other many factors that deny family's access. Records show that at any given time, we could serve more than twenty students from in and around that area. The facilities would offer classroom space, outside play area, kitchen space, and restroom facilities. If this option comes to fruition, it could help open space within our other building to help support the option of serving all students no matter of income status.

We accept registrations all year long and if we have available space, we will enroll students regardless of time of year. Due to the extreme popularity of our VPK program, we continue to have a waitlist. Currently, our waitlist consists of 14 non-income-eligible students.

5. In 750 words or less, describe how Voluntary Pre-K benefits children and families in your community. Your response must include:

- Districts long-range plan for serving all four-year old children regardless of income including the proposed sources of local matching funds*
- Statement of need including preschool opportunities, poverty rates* , workforce demographics and other outstanding factors impacting families throughout your community including specific sources of information and data
- Collaborative partnerships supporting children and families in your district
- Additional services you have provided to VPK families in order to increase enrollment (ex: transportation, extended care, same hours as K-12, etc.) and support at-risk families
- Student level data to demonstrate children leaving VPK have the skills necessary to excel in kindergarten
- If applicable, requests for additional classroom allocations for FY25 including plan for facility space, teacher recruitment, and additional costs related to opening a new classroom

ARTIFACTS: Districts do not have to submit an artifact for this question.

Elizabethton City Schools is committed to offering and promoting a high-quality academic environment for its Voluntary Pre-K Program. It is the district's belief that students in our county/city (Elizabethton City is encompassed within Carter County), specifically, income-eligible students are afforded the opportunity and have access to our VPK program. Although, demographics have remained unchanged over the past few years, currently, Carter County has a child poverty rate of 29.4% along with a median household income of \$47,000. 50.5% of civilians, ages 16 and greater are currently in the labor workforce. 54.3% of children in Carter County are on TennCare and 43.4% of children under 5 years old are receiving WIC. Many of the previous data mentioned are factors that impact our families in the area. One other area of impact that is important to mention is the COVID pandemic. Although, schools continue to operate as normal, we still have families who continue to shelter their children because of the pandemic and will not allow them to enter PreK. This continues to remain evident as our utilization rate is continuing to remain between 70-80%. Even though our utilization rate is holding at these rates, we are still not back to the level we would like it. Luckily, through collaborative partnerships, our program is able to successfully benefit our students and families. The following are significant partners in our area that have a significantly positive impact in supporting our families in need.

- Carter County Drug Prevention -
- Provide parenting classes
- Mental health resources
- Assistance in getting displaced families shelter and assistance
- Imagination Library -
- Fundraise for money to purchase books and materials for children ages 4 and under, search for addresses of transient families in order to ensure children still receive books and materials
- Carter County Public Library -

- Identify low-income families
- Provide families support with obtaining food, clothing, assistance in paying for utilities
- Assist individuals in writing a successful resume
- Host job fairs in order to assist struggling families find employment

Due to the lack of funding, we have unfortunately cut out our transportation services for our Pre-K program. We do however offer transportation for a few over our special needs students within our program. Our district does continue to offer extended services for our Pre-K students. Within this program, students participate in ongoing instruction, nap time, and food services. Students can stay as late as 6:00 pm in order to support the parent's needs.

The lack of an affordable quality childcare is evident across our region as well as the state. Recent studies by Tennesseans for Quality Early Education have shown that parents have significant employment disruptions and/or choose to stay at home with their children rather than work a job. Because of this, there is an astronomical loss of earnings and revenue that heavily impact our area as well as the state. Overall, the lack of accessibility, quality, and affordability has caused many children, regardless of economic status to be without early childhood education. Without this early foundation of education, many students will enter school well-behind many of their peers and will struggle closing the gap. We see this many times in our district, specifically based on the number of over-income students who register with us (FY24 - approximately 25) who won't be enrolled in our program nor any other early childhood program. In regard to the idea of serving all four-year-old children regarding of income, our district's early childhood team has met on numerous occasions to discuss and maintain a plan if it were ever an option. The most significant factors regarding this initiative are funding and space. We are currently at full capacity in all of our schools. This would require us to develop an MOU with a local church or organization that would be willing to share space within their walls. Funding then becomes significant as we would be assisting this shared structure with funds to operate our classrooms. Also, there would need to be additional startup funding for classrooms as well as revolving funds to pay for additional staff to operate. Nonetheless, we understand the importance of a quality early education program and would do everything possible to make it possible and available for our community.

ESGI platform was and is currently our primary tool for gathering data. We use it for our weekly assessments and for our kindergarten readiness benchmarking. ESGI provides an ample amount of student data that enables us to adjust and fine-tune instruction. It also provides us data to share with parents and K teachers on current student performance as they progress towards Kindergarten. This enables K teachers the ability build instruction based on what the students actually knew when entering their classrooms. As stated previously, we saw the most improvement and continuity in regard to our sounds first initiative as the district as a whole from grades PreK and up implementation continues. ESGI was critical in providing evidence as well as a foundation for K teachers as to where our PreK students currently performing. Because K teachers utilize ESGI as well, our district coaches are able to tailor professional development to meet the current needs of our teachers and more specifically as they enter the next school year. For the FY24 school year, we are continuing the use of ESGI and will continue implementing portfolios as our AGM. We will continue to use this data to drive daily instruction as well as informing the parents and K teachers as the students promote.

6. In 750 words or less, describe how your district supports Voluntary Pre-K teaching assistants in becoming instructional partners in the classroom. Your response must include:

- The number of teaching assistants holding a Child Development Associate (CDA), early childhood technical certificate, associate degree in early childhood, or higher credentialing in a related field.
- How your district supports teaching assistants in obtaining the appropriate credentials
- Specific ways teaching assistants are included in professional development and training beyond what is required in the VPK Scope of Services and Chapter 0520-12-01

ARTIFACTS: Districts do not have to submit an artifact for this question.

Elizabethton City Schools (ECS) supports the ongoing instructional training and development of our teaching assistants in numerous ways. It is our belief that they, along with their teachers, can effectively provide sound instruction and assistance within the classroom. ECS teaching assistants participate in almost all the same training and opportunities that our teachers do. They are required to expand their knowledge above and beyond that of the required amount.

Additional training includes Pre-K curriculum development and sound first sustainment training and development. Our assistants meet with their teachers, curriculum coaches and Pre-K director throughout the year for enriched professional development, professional learning communities, and self-assessment opportunities. Another important method of professional growth is that our teaching assistants are embedded for the full day with their teachers. This allows the assistants to work hand-in-hand with their partners and share the ownership of instructional time. They even plan alongside their teacher which gives them continued ownership.

We value our assistants and the experience and knowledge they add to our Pre-K program. They have full-time employment status and receive full benefits from the district. We have very little turnover and the most recent turnover that we have had is due to retirement. Frankly, our Pre-K program is the most sought-after program in the district but few are able to transfer to it due to the lack of turnover.

Currently, five of the seven assistants that work with our students possess a degree beyond high school. These include a vocational associate, Nursing (BSN), B.S. in Criminal Justice, B.S. in Psych, SPED & Early Education, and a Master's in Business Admin. None of our teaching assistants possess the Child Development Associate (CDA). ECS is in the process of developing a plan to support the initiative of offering a pathway to the CDA. We are modeling the plan after that of a neighboring district. The plan includes funding for the cost of the CDA, an increase in hourly wages, and a one-time bonus if the assistant completes the CDA. The overall focus for ECS is to continue the development of our assistants beyond what we offer inside the school system and encouraging their personal growth as they continue to serve our students.

Resources

[Click here to open the FY25 VPK Rubric](#)

Teacher Placement

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

Teacher Information for Public Schools

School	Teacher Name	Teacher Email	Returning Pre-K Teacher from prior school year?	Teacher Licensure #	Teacher License Type	Teacher's Highest Level of Completed Education	Teacher Assistant's Highest Level of Completed Education	Is classroom in same location as in prior school year?	If the classroom is off campus, name of school where EIS data will be entered?
Early Learning Center - 101-0008	Susan Duggi	susan.duggi@ecsc	Yes	244729	TN License (pre-K endorsed)	Bachelors	High School Diploma	Yes	
Early Learning Center - 101-0008	Rhonda Tayl	rhonda.taylor@ecsc	Yes	509485	TN License (pre-K endorsed)	Bachelors	Bachelors	Yes	
Early Learning Center - 101-0008	Selina Stout	selina.stout@ecschc	No	522665	TN License (pre-K endorsed)	Bachelors	Bachelors	Yes	
Early Learning Center - 101-0008	Stephanie Tc	stephanie.tolley@ec	No	609060	TN License (pre-K endorsed)	Bachelors	ODA	Yes	

Teacher Information for Non-public Schools

School Name and Address	Teacher Name	Teacher Email	Returning Pre-K Teacher from prior school year?	Teacher Licensure #	Teacher License Type	Teacher's Highest Level of Completed Education	Teacher Assistant's Highest Level of Completed Education	Is classroom in same location as in prior school year?	If the classroom is off campus, name of school where EIS data will be entered?
			Select...		Select...	Select...	Select...	Select...	

Site Locations to Serve Eligible Population

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

Site Information for Public Schools

School	School Phone #	Principal or Site Director Name	Principal or Site Director Email	Funding Source	Number of students funded by Voluntary Pre-K Program	Number of students funded by other funding sources(s)				
						Title I	Head Start	Special Ed	Local	Fee pay
East Side Elementary - 101-0010	423-547	Travis Thom	travis.thompson@ec	State Funded	80					

Site Information for Non-public Schools

School Name and Address	School Phone #	Principal or Site Director Name	Principal or Site Director Email	Type of facility where classroom is located:	Funding Source	Number of students funded by Voluntary Pre-K Program	Number of students funded by other funding sources(s)			
							Title I	Head Start	Special Ed	Local
				Select...	Select...					

Budget

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

Account Number	Total
72130 - Other Student Support	\$0.00
73400 - Early Childhood Education	\$410,804.70
Total	\$410,804.70
Adjusted Allocation	\$410,804.70
Remaining	\$0.00

Budget Detail

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K
 73400 - Early Childhood Education - \$410,804.70 ▼

Budget Detail

Narrative Description

Account Number: 73400 - Early Childhood Education

Line Item Number: 105 - Supervisor / Director

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$28,445.00

Line Item Total: \$28,445.00

25% of Salary

Account Number: 73400 - Early Childhood Education

Line Item Number: 116 - Teachers

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$188,415.00

Line Item Total: \$188,415.00

Salary for 3 teachers

Account Number: 73400 - Early Childhood Education

Line Item Number: 162 - Clerical Personnel

Optional Program Code:

.5 of Secretary Salary

<p>Code: Location Code: Elizabethton (101) Quantity: 1.00 Cost: \$12,055.00 Line Item Total: \$12,055.00</p>	
<p>Account Number: 73400 - Early Childhood Education Line Item Number: 163 - Educational Assistants Optional Program Code: Location Code: Elizabethton (101) Quantity: 1.00 Cost: \$83,155.00 Line Item Total: \$83,155.00</p>	Salary for 2 Full-time, 2 Part-time
<p>Account Number: 73400 - Early Childhood Education Line Item Number: 201 - Social Security Optional Program Code: Location Code: Elizabethton (101) Quantity: 1.00 Cost: \$19,600.00 Line Item Total: \$19,600.00</p>	SS Faculty & Staff
<p>Account Number: 73400 - Early Childhood Education Line Item Number: 204 - Pensions</p>	Retirement for Faculty and Staff

Number:

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$24,540.00

Line Item Total: \$24,540.00

Account Number: 73400 - Early Childhood Education

Line Item Number: 206 - Life Insurance

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$340.00

Line Item Total: \$340.00

Life Ins for Faculty and Staff

Account Number: 73400 - Early Childhood Education

Line Item Number: 207 - Medical Insurance

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$45,300.00

Line Item Total: \$45,300.00

Med Insurance for Faculty & Staff

Dental Insurance for Faculty & Staff

Account 73400 - Early Childhood Education

Account Number:

Line Item Number: 208 - Dental Insurance

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$1,970.00

Line Item Total: \$1,970.00

Medicare for Faculty & Staff

Account 73400 - Early Childhood Education

Account Number:

Line Item Number: 212 - Employer Medicare

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$4,350.00

Line Item Total: \$4,350.00

Hybrid Retirement for Faculty

Account 73400 - Early Childhood Education

Account Number:

Line Item Number: 217 - Retirement - Hybrid Stabilization

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$1,170.00

Line Item Total:	\$1,170.00	
Account Number:	73400 - Early Childhood Education	Conference/Meeting Costs
Line Item Number:	355 - Travel	
Optional Program Code:		
Location Code:	Elizabethton (101)	
Quantity:	1.00	
Cost:	\$500.00	
Line Item Total:	\$500.00	
Account Number:	73400 - Early Childhood Education	Materials for Operation
Line Item Number:	499 - Other Supplies and Materials	
Optional Program Code:		
Location Code:	Elizabethton (101)	
Quantity:	1.00	
Cost:	\$964.70	
Line Item Total:	\$964.70	
Total for 73400 - Early Childhood Education:		\$410,804.70
Total for all other Account Numbers:		\$0.00
Total for all Account Numbers:		\$410,804.70
Adjusted Allocation:		\$410,804.70
Remaining:		\$0.00

Budget Overview

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

Filter by Location: All - \$410,804.70 ▼

Line Item Number	Account Number	73400 - Early Childhood Education	Total
105 - Supervisor / Director		28,445.00	28,445.00
116 - Teachers		188,415.00	188,415.00
162 - Clerical Personnel		12,055.00	12,055.00
163 - Educational Assistants		83,155.00	83,155.00
201 - Social Security		19,600.00	19,600.00
204 - Pensions		24,540.00	24,540.00
206 - Life Insurance		340.00	340.00
207 - Medical Insurance		45,300.00	45,300.00
208 - Dental Insurance		1,970.00	1,970.00
212 - Employer Medicare		4,350.00	4,350.00
217 - Retirement - Hybrid Stabilization		1,170.00	1,170.00
355 - Travel		500.00	500.00
499 - Other Supplies and Materials		964.70	964.70
Total		410,804.70	410,804.70
		Adjusted Allocation	410,804.70
		Remaining	0.00

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

Filter by Location: All - \$410,804.70 ▼

Line Item Number	Account Number	73400 - Early Childhood Education	Total
105 - Supervisor / Director		28,445.00 +\$28,445.00	28,445.00 +\$28,445.00
116 - Teachers		188,415.00 +\$188,414.00	188,415.00 +\$188,414.00
162 - Clerical Personnel		12,055.00 +\$12,055.00	12,055.00 +\$12,055.00
163 - Educational Assistants		83,155.00 +\$83,155.00	83,155.00 +\$83,155.00
201 - Social Security		19,600.00 +\$19,600.00	19,600.00 +\$19,600.00
204 - Pensions		24,540.00 +\$24,540.00	24,540.00 +\$24,540.00
206 - Life Insurance		340.00 +\$340.00	340.00 +\$340.00
207 - Medical Insurance		45,300.00 +\$45,300.00	45,300.00 +\$45,300.00
208 - Dental Insurance		1,970.00 +\$1,970.00	1,970.00 +\$1,970.00
212 - Employer Medicare		4,350.00 +\$4,350.00	4,350.00 +\$4,350.00
217 - Retirement - Hybrid Stabilization		1,170.00 +\$1,170.00	1,170.00 +\$1,170.00
355 - Travel		500.00 +\$500.00	500.00 +\$500.00
499 - Other Supplies and Materials		964.70 +\$964.70	964.70 +\$964.70

Account Number

73400 - Early Childhood Education

Total

Line Item Number

Total

410,804.70
+\$410,803.70

410,804.70
+\$410,803.70

Adjusted Allocation

410,804.70

Remaining

0.00

Local Match

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

In the Local Match Funds Table below, enter your Local Match amounts as required for state Voluntary Pre-K funds. The total amount of Local Match must meet or exceed the amount that is listed at the top of the Program Details page in your Voluntary Pre-K application.

**For line items with a double-asterisk, complete the Local Match Details Table below.

LOCAL MATCH FUNDS TABLE					
Line Item #	EXPENSE OBJECT LINE-ITEM CATEGORY	LOCAL MATCH AMOUNT	Source of Funds (check all that apply)		
			1 In-kind (no actual dollars spent)	2 LEA funds from existing school district budget	3 Funds from Head Start or other outside entity
**105	Supervisor/Director	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
**116	Teachers	\$ 61,425.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
117	Career Ladder Program	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
146	Bus Drivers	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
162	Clerical Personnel	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
**163	Educational Assistants	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
**188	Bonus Payments	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
**189	Other Salaries & Wages	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
195	Certified Substitute Teachers	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
198	Non-certified Substitute Teachers	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
201	Social Security	\$ 3,810.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
204	State Retirement	\$ 4,185.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
206	Life Insurance	\$ 90.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
207	Medical Insurance	\$ 8,635.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

208	Dental Insurance	\$	315.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
210	Unemployment Compensation	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
211	Local Retirement	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
212	Employer Medicare	\$	890.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
215	On Behalf Payments for OPEB (Other Post-Employment Benefits)	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
217	Retirement - Hybrid Stabilization	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
299	Other Fringe Benefits	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
307	Communication	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
**310	Contracts with Other Public Agencies	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
311	Contracts with Other School Systems	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
**312	Contracts with Private Agencies	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
330	Operating Lease Payments	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
336	Maintenance & Repair Service Equipment	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
**355	Travel	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
369	Contracts for Substitute Teachers - Certified	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
370	Contracts for Substitute Teachers Non-Certified	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
**399	Other Contracted Services	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
**422	Food Supplies	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
429	Instructional Supplies & Materials	\$	3,000.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
449	Textbooks, Books	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
499	Other Supplies & Materials	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
504	Indirect Cost	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
**524	In-Services / Staff Development	\$	2,500.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
**599	Other Charges	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
722	Regular Instruction Equipment	\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**790	Other Equipment	\$					
	TOTAL	\$	84,850.00				

LOCAL MATCH DETAILS TABLE							
	DESCRIPTION						LOCAL MATCH AMOUNT
105	SUPERVISOR / DIRECTOR - (use separate line for each funding source; if more than one position indicate the number of positions)						
		\$					
	TOTAL	\$	0.00				0.00
116	TEACHERS - (use separate line for each funding source; if more than one position indicate the number of positions)						
	One Teacher	\$					
	TOTAL	\$	0.00				0.00
163	EDUCATIONAL ASSISTANTS - (use separate line for each funding position and source; if more than one position indicate the number of positions)						
		\$					
	TOTAL	\$	0.00				0.00
188	BONUS PAYMENTS - (use separate line for each funding source)						
		\$					
	TOTAL	\$	0.00				0.00
189	OTHER SALARIES & WAGES - (use separate line for each funding source and position)						
		\$					
	TOTAL	\$	0.00				0.00
310	CONTRACTS WITH OTHER PUBLIC AGENCIES - (use separate line for each funding source)						
		\$					
	TOTAL	\$	0.00				0.00
312	CONTRACTS WITH PRIVATE AGENCIES - (use separate line for each funding source)						
		\$					
	TOTAL	\$	0.00				0.00

355 TRAVEL - (use separate line for each different travel function and funding source)	
<input type="text"/>	\$ <input type="text"/>
TOTAL	\$ 0.00
399 OTHER CONTRACTED SERVICES - (use separate line for each funding source)	
<input type="text"/>	\$ <input type="text"/>
TOTAL	\$ 0.00
422 FOOD SUPPLIES - (use separate line for each funding source)	
<input type="text"/>	\$ <input type="text"/>
TOTAL	\$ 0.00
524 IN-SERVICES / STAFF DEVELOPMENT - (use separate line for each funding source)	
Training and development of teachers & assistants	\$ <input type="text"/>
TOTAL	\$ 0.00
599 OTHER CHARGES - (use separate line for each funding source)	
<input type="text"/>	\$ <input type="text"/>
TOTAL	\$ 0.00
790 OTHER EQUIPMENT - (use separate line for each funding source)	
<input type="text"/>	\$ <input type="text"/>
TOTAL	\$ 0.00

Assurances

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

* I, THE UNDERSIGNED, CERTIFY that the information contained in the application is complete and accurate to the best of my knowledge; that the necessary assurances of compliance with applicable state statutes, rules and regulations will be met; and, that the indicated agency designated in this application is authorized to administer this grant. - Check box to agree.

* I FURTHER CERTIFY that the assurances listed above have been satisfied and that all facts, figures and representation in this application are correct to the best of my knowledge. - Check box to agree.

Assurance is hereby provided that:

1. This program will be administered in accordance with all applicable statutes, regulations, program plans and applications.
 - a. The laws of the State of Tennessee;
 - b. Title VI of the federal Civil Rights Act of 1964;
 - c. The Equal Employment Opportunity Act and the regulations issued there under by the federal government;
 - d. The Americans with Disabilities Act of 1990 and the regulations issued there under by the federal government;
 - e. Health Insurance Portability and Accountability Act of 1996 (HIPAA);
 - f. The condition that the submitted proposal was independently arrived at, without collusion, under penalty of perjury; and,
 - g. The condition that no amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Agency in connection with the procurement under this RFP.
2. Each agency receiving funds under this grant shall use these funds only to supplement, and not to supplant state and local funds that, in the absence of such funds would otherwise be spent for activities under this section.
3. The grantee will file financial reports and claims for reimbursement in accordance with procedures prescribed by the Tennessee Department of Education.
4. The grantee will evaluate the program periodically to assess progress toward achieving goals and objectives. The grantee will use the evaluation results to refine, improve and strengthen the program and to modify the goals and objectives as necessary.
5. The program will be in compliance with the Early Childhood Education Policy adopted by State Board of Education.
6. The program will be in compliance with the Scope of Services outlining the Voluntary Pre-K for Tennessee Act.
7. The program will be in compliance with Chapter 0520-12-01 Standards for School-administered Child Care.
8. This program will be in compliance with submission and verification of student, staff and class information for all school based and non school based partner pre-k programs for which the school system receives funding. This includes but is not limited to reporting attendance through SIS/EIS data entry screen and ensuring that teachers meet licensing endorsement requirements or submit request for Waiver, Alternative License Type I or II (advancement only), Interim B, or Transitional license in appropriate time frame.

Related Documents

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

Required Documents	
Type	Document Template
(VPK) Daily Schedule [Upload at least 1 document(s)]	N/A
(VPK) Curriculum Implementation Training Schedule [Upload at least 1 document(s)]	N/A

Document/Link

 [Daily Schedule](#)

 [Curriculum Implementation](#)

Elizabethton (101) Public District - FY 2025 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K Checklist

Checklist cannot be viewed while the application is under review.

History Log

Elizabethton (101) Public District - FY 2025 - 21st CCLC Remaining Funds - Rev 0 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
<input type="checkbox"/>	9/3/2024 12:43:29 PM	Richard Vanhuss	Agreed to "By submitting this automated application, the local education agency representatives assure that the application will be authorized by the board of education of the local education agency, and the undersigned representatives have been duly authorized by formal action of the board to file this application for, and on behalf of, the local education agency, and otherwise to act as the authorized representatives of the local education agency in connection with this application. By submitting this automated application, the local education agency is acknowledging that it understands and agrees to abide by the applicable assurances attached to this application."	C
	9/3/2024 12:43:29 PM	Richard Vanhuss	Status changed to 'LEA Authorized Representative Approved'.	S
	9/3/2024 12:37:51 PM	Beth Wilson	Status changed to 'LEA Fiscal Representative Approved'.	S
	9/3/2024 12:08:39 PM	Jordan Carder	Status changed to 'Draft Completed'.	S
	8/21/2024 12:52:31 PM	Jordan Carder	Status changed to 'Draft Started'.	S
	8/19/2024 12:49:21 PM	Spencer Yonce	Status changed to 'Not Started'.	S

Allocations

Elizabethton (101) Public District - FY 2025 - 21st CCLC Remaining Funds - Rev 0 - Allocations

Allocation Type	(1)	CCLC Cohort 2022	(2)	CCLC Cohort 2023	Total
Original		\$110,058.75		\$0.00	\$110,058.75
Incoming Carryover		\$0.00		\$0.00	\$0.00
Outgoing Carryover		\$0.00		\$0.00	\$0.00
Reallocated		\$0.00		\$0.00	\$0.00
Additional		\$0.00		\$0.00	\$0.00
Released		\$0.00		\$0.00	\$0.00
Consortium		\$0.00		\$0.00	\$0.00
Forfeited		\$0.00		\$0.00	\$0.00
FER Released		\$0.00		\$0.00	\$0.00
Total		\$110,058.75		\$0.00	\$110,058.75

Elizabethton (101) Public District - FY 2025 - 21st CCLC Remaining Funds - Rev 0 - Allocations

Organization Official Address

* **Organization Name**
 Elizabethton City Schools Extended School Progra

* **Street**
 804 S. Watauga Ave.

* **City**
 Elizabethton

* **Zip Code**
 37643

* **Phone**
 423-547-8000 Ext. 2012

* **Organization Website**
 www.ecschools.net

Extended Learning Project Director

* **Name**
 Jordan Carder

* **Email**
 jordan.carder@ecschools.net

* **Phone**
 423-547-8000 Ext. 2012

* **Number of years serving as project director**
 4

Proposed Sites

Center / Site Name	Proposed Number of Students Served	Grade Span Targeted	Site Location (Address)	Students attend a Title I School	Students attend a CSI, TSI, or ATSI School
West Side Elementary School	50	K-5	1310 Burgie St. Elizabethton, TN 37643	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Harold McCormick Elementary School	45	K-5	226 S. Cedar Ave. Elizabethton, TN 37643	<input checked="" type="checkbox"/>	<input type="checkbox"/>
East Side Elementary School	30	K-5	800 Siam Rd. Elizabethton, TN 37643	<input checked="" type="checkbox"/>	<input type="checkbox"/>
T.A. Dugger Junior High School	20	6-8	305 W. E St. Elizabethton, TN 37643	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Check this box if the sites being served have changed since the grant was initially awarded?

Elizabethton (101) Public District - FY 2025 - 21st CCLC Remaining Funds - Rev 0 - CCLC Cohort 2022

Program Schedule. The applicant should check the appropriate grade level(s) to be served. For each grade level, indicate if programming will be provided before or afterschool as well as during the summer. The applicant should indicate when transportation will be provided. Enter the total number of hours the program will be open under each day of the week.

Elementary

	Transportation Provided	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total Hours Per Week
Before	<input type="checkbox"/>							0.00
After	<input type="checkbox"/>	3.00	3.00	3.00	3.00	3.00		15.00
Summer	<input type="checkbox"/>							0.00
ELT Program	<input type="checkbox"/>							0.00

Middle

	Transportation Provided	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total Hours Per Week
Before	<input type="checkbox"/>							0.00
After	<input type="checkbox"/>	3.00	3.00	3.00	3.00	3.00		15.00
Summer	<input type="checkbox"/>							0.00
ELT Program	<input type="checkbox"/>							0.00

High

	Transportation Provided	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total Hours Per Week
Before	<input type="checkbox"/>							0.00
After	<input type="checkbox"/>							0.00

Elizabethton (101) Public District - FY 2025 - 21st CCLC Remaining Funds - Rev 0 - CCLC Cohort 2022

N/A: The organization provides an assurance that there are no eligible private schools located within the areas served by the subgrant.

As required under the Elementary and Secondary Education Act (ESEA) as amended by the Every Student Succeeds Act (ESSA), private nonprofit elementary and secondary schools that are located within the attendance area served by the grant may participate in equitable services. Consultation must occur before the fiscal agent makes any decision that affects the opportunity of eligible private school students and teachers to participate.

Therefore, consultation must occur during the design and development of the grant application. If awarded, applicants are also required to consult with private school officials on an ongoing basis regarding the provision of equitable services, during the annual private school equitable services consultation process as defined by the department. Awarded organizations must maintain documentation of initial and ongoing consultation for monitoring and reporting purposes.

* Open Response:

Describe the consultation process between the organization and eligible private school(s). In the response, include (1) important dates, (2) modes of communication, and (3) the information provided to non-public school representatives. (Upload 21st CCLC Affirmation and Final Agreement form in Related Documents by Oct. 1, 2024).

NA

Complete the table below to list the eligible non-public schools that were consulted. (Upload 21st CCLC Affirmation and Final Agreement form in Related Documents by Oct. 1, 2024).

Non-Public School Name	Date of Contact	Interested in Participating?
* East Tennessee Christian Home and Academy	* 08/03/2024	* No

* If there are participating non-public schools, describe the process used to determine the equitable share of funds to make available for equitable services. - See K-5 from Title VIII, Part F Equitable Services for Eligible Private School Children, Teachers, and Other Educational Personnel Non-Regulatory Guidance or the FY25 21st CCLC Program Guide for more information.
In the process of reaching out.

Resources

[Click here to open the application guidance document.](#)

Budget

Elizabethton (101) Public District - FY 2025 - 21st CCLC Remaining Funds - Rev 0 - CCLC Cohort 2022

Indirect Cost Guide

Total Allocation	\$110,058.75
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$110,058.75
Indirect Cost Rate	3.91%
Max Available Budget In Categories Eligible for Indirect Cost	\$105,917.39
Max Indirect Cost	\$4,141.36

Account Number

73300 - Community Services	Total	\$110,058.75
99100 - Transfers Out	Total	\$0.00
	Adjusted Allocation	\$110,058.75
	Remaining	\$0.00

Budget Detail

Elizabethton (101) Public District - FY 2025 - 21st CCLC Remaining Funds - Rev 0 - CCLC Cohort 2022

73300 - Community Services - \$110,058.75 ▼

Budget Detail

Narrative Description

Account Number: 73300 - Community Services

Line Item Number: 105 - Supervisor / Director

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$33,946.00

Line Item Total: \$33,946.00

96% of the directors salary comes from the ESP program. The remaining comes from a separate program. It is at 96% due to the fact that the director spends 96% of their time working on the grant guidelines and grant objectives and ensuring that high quality programming is being utilized to meet those objectives.

Account Number: 73300 - Community Services

Line Item Number: 116 - Teachers

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$31,500.00

Line Item Total: \$31,500.00

East Side Elementary- 1 part time Student Leaders at \$12 an hour, 15 hours per week
 West Side Elementary- 2 part time Student Leaders at \$12 an hour, 15 hours per week
 Harold McCormick Elementary- 2 part time Student Leaders at \$12 an hour, 15 hours per week
 T.A. Dugger Junior High- 1 part time Student Leaders at \$12 an hour, 15 hours per week
 Total:
 \$31,500 a year

Account Number: 73300 - Community Services

Line Item Number: 189 - Other Salaries & Wages

Optional Program Code:

This is for one site coordinator at \$16 an hour, 2 hours a day, 180 school days a year equaling \$2,880, and four assistant site coordinators at \$14 an hour, 2 hours a day, 180 school days a year equaling \$25,920 a school year.

Code:
 Location Code: Elizabethton (101)
 Quantity: 1.00
 Cost: \$25,920.00
 Line Item Total: \$25,920.00

Account Number: 73300 - Community Services
 Line Item Number: 201 - Social Security
 Optional Program Code:
 Location Code: Elizabethton (101)
 Quantity: 1.00
 Cost: \$5,000.00
 Line Item Total: \$5,000.00

This is the social security amount for the Director, Site Coordinators, Assistant Site Coordinators, and Student Leaders. 6.2%

Account Number: 73300 - Community Services
 Line Item Number: 204 - State Retirement
 Optional Program Code:
 Location Code: Elizabethton (101)
 Quantity: 1.00
 Cost: \$6,170.00
 Line Item Total: \$6,170.00

This is state retirement for the Director and other classified staff. 12.35% for classified- only for eligible employees.

Account Number: 73300 - Community Services
 Line Item Number: 206 - Life Insurance

This is life insurance for the director.

Number:

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$40.00

Line Item Total: \$40.00

Account Number: 73300 - Community Services

Line Item Number: 207 - Medical Insurance

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$6,002.75

Line Item Total: \$6,002.75

Account Number: 73300 - Community Services

Line Item Number: 208 - Dental Insurance

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$300.00

Line Item Total: \$300.00

This is medical insurance for the director.

This is dental insurance for the director.

Account 73300 - Community Services

Number:

Line Item Number: 212 - Employer Medicare

Optional Program Code:

Location Code:

Elizabethton (101)

Quantity:

1.00

Cost:

\$1,180.00

Line Item Total:

\$1,180.00

This is the Medicare amount for the director, site coordinators, assistant site coordinators, student leaders and certified teaching staff. 1.45%

Total for 73300 - Community Services: \$110,058.75

Total for all other Account Numbers: \$0.00

Total for all Account Numbers: \$110,058.75

Adjusted Allocation: \$110,058.75

Remaining: \$0.00

Budget Overview

Elizabethton (101) Public District - FY 2025 - 21st CCLC Remaining Funds - Rev 0 - CCLC Cohort 2022

Indirect Cost Guide	
Total Allocation	\$110,058.75
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$110,058.75
Indirect Cost Rate	3.91%
Max Available Budget In Categories Eligible for Indirect Cost	\$105,917.39
Max Indirect Cost	\$4,141.36

Filter by Location:

Line Item Number	Account Number	73300 - Community Services	Total
105 - Supervisor / Director		33,946.00 +\$33,946.00	33,946.00 +\$33,946.00
116 - Teachers		31,500.00 +\$31,500.00	31,500.00 +\$31,500.00
189 - Other Salaries & Wages		25,920.00 +\$25,920.00	25,920.00 +\$25,920.00
201 - Social Security		5,000.00 +\$5,000.00	5,000.00 +\$5,000.00
204 - State Retirement		6,170.00 +\$6,170.00	6,170.00 +\$6,170.00
206 - Life Insurance		40.00 +\$40.00	40.00 +\$40.00
207 - Medical Insurance		6,002.75 +\$6,002.75	6,002.75 +\$6,002.75
208 - Dental Insurance		300.00 +\$300.00	300.00 +\$300.00

Line Item Number

212 - Employer Medicare

1,180.00
+\$1,180.001,180.00
+\$1,180.00

Total

110,058.75
+\$110,058.75110,058.75
+\$110,058.75

Adjusted Allocation

110,058.75

Remaining

0.00

Related Documents

Elizabethton (101) Public District - FY 2025 - 21st CCLC Remaining Funds - Rev 0 - CCLC Cohort 2022

Type	Optional Documents Document Template	Document/Link
(21st CCLC) Affirmation and Final Agreement form	N/A	

Elizabethton (101) Public District - FY 2025 - 21st CCLC Remaining Funds - Rev 0 - CCLC Cohort 2022

- I, THE UNDERSIGNED, CERTIFY that the information contained in this application is complete and accurate to the best of my knowledge; that the necessary assurances of compliance with applicable state and federal statutes, rules, and regulations will be met; and, that the indicated agency designated in this application is authorized to administer this grant. - Check box to agree.
- I FURTHER CERTIFY that the assurances listed below have been satisfied and that all facts, figures, and representation in this application are correct to the best of my knowledge. - Check box to agree.

Name of Applicant Agency Administrator: _____

Certify Date: _____



21st CCLC General Assurances

Assurance is hereby provided that:

1. The programs and services provided under this grant will be used to address the needs set forth in the application and fiscal related information will be provided within the fiscal year timelines established for new, reapplying, and/or continuing programs.
2. The programs and services provided with federal funds under this grant will be operated so as not to discriminate on the basis of age, sex, race, national origin, religion, creed, or disability.
3. Administration of the program, activities, and services covered by this application will be in accordance with all applicable state and federal statutes, regulations, and the approved application.
4. The activities and programs that will be performed under this grant will be used to supplement and not supplant other State, local, and other non-federal funds.
5. The grantee will require the entity and its principals involved in any subtler covered transaction paid through federal funds, that requires such certification, to ensure it/they are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by a federal department or agency. {EDGAR-Part 85}
6. The grantee will evaluate its program periodically to assess its progress toward achieving its goals and objectives and use its evaluation results to refine, improve, and strengthen its program and to refine its goals and objectives as appropriate.
7. The grantee will submit to the department such information, and at such intervals, that the department requires to complete state and/or federal reports.
8. This program will be administered in accordance with all applicable statutes, regulations, program plans, and applications.
9. The grantee will cooperate in carrying out any evaluation of this program conducted by or for the state educational agency, the secretary, or other federal officials.

10.	The grantee will comply with civil rights and nondiscrimination requirement provisions and equal opportunities to participate for all eligible students, teachers, and other program beneficiaries.
11.	The grantee will use fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for, federal funds received and distributed under this program.
12.	The grantee will (a) make reports to the Tennessee Department of Education and the U.S. Secretary of Education as may be necessary to enable the state and federal departments to perform their duties under this program; and (b) maintain records, provide information, and afford access to the records, as the department or the U.S. Secretary of Education may find necessary to carry out their duties
13.	The applicant will file financial reports and claims for reimbursement in accordance with procedures prescribed by the Tennessee Department of Education.
14.	No board or staff member of a grantee will participate in, or make recommendations with respect to, an administrative decision regarding a program or project if such decision can be expected to result in any benefit or remuneration, such as a royalty, commission, contingent fee, brokerage fee, consultant fee, or other benefit to him or her or any member of his/her immediate family.
15.	Before the plan was submitted, the grantee afforded a reasonable opportunity for public comment on the plan and has considered such comment.
16.	Any printed (or other media) description of programs will state the total amount being spent on the project or activity and will indicate the percentage of funds from the federally funded programs.
17.	The grantee will adopt and use proper methods of administering such program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients responsible for carrying out each program; or (b) the correction of deficiencies in program operations that are identified through audits, monitoring, or evaluation.
18.	The grantee will administer such funds and property to the extent required by the authorizing statutes.

Program Specific Assurances

Assurance is further provided that:

19.	The Grantee shall support enhanced student achievement through the establishment and operation of a 21st CCLC that is complementary to school curricula and complies with the guidelines and requirements established in the grant application, the State Board of Education rules for school administered childcare programs, and State guidance documents. The Grantee shall provide the following services:
a.	Core educational services: The Grantee shall offer high quality services in core academic areas such as reading skills development and enhancement and math or science skills development and enhancement.
b.	Enrichment and support activities: The Grantee shall offer enrichment and support activities such as health and nutrition, technology, sports, and recreation.
c.	Community involvement: The Grantee shall establish and maintain partnerships within the community that continue to increase levels of community collaboration in planning, implementing and sustaining programs.
d.	Extended hours: The Grantee shall offer services during the school year. The Grantee may also provide services when school is not in session, such as holidays and/or during the summer.
e.	Professional development: The Grantee shall provide professional development opportunities to staff that are of sufficient intensity and duration to assist students in making sustainable changes in academic performance and personal development.

f.	<p>The Grantee shall participate in an evaluation process that determines student progress and program success as well as providing information for needed adjustments in program design. The Grantee agrees to comply with the reporting requirements established in the grant application and all State guidance documents.</p> <p>The program will take place in a safe and easily accessible facility.</p> <p>The proposed program was developed and will be carried out in active collaboration with the schools the students attend.</p> <p>The program will primarily target students who attend schools eligible for school-wide programs under Section 1114 and the families of such students.</p> <p>The community will be given notice of an intent to submit an application and that the application and any waiver request will be available for public review after submission of the application.</p> <p>The program will be provided in a manner that meets the minimum, basic requirements of state child care guidelines.</p> <p>The program will be in alignment with the challenging State academic standards and any local standards.</p> <p>The Grantee shall serve, at minimum, the expected number of students, as indicated in the original grant application or subsequent revised and approved application documents.</p> <p>a In the event that fewer students are being served, the Grantee shall notify the State immediately, along with an explanation of the circumstances and any corrective actions that the Grantee is undertaking in consultation with the State, to correct the issue.</p> <p>b As requested, the Grantee shall provide the State with student participation records to demonstrate that sufficient progress is being made towards serving the expected number of students. Failure to serve the expected number of students may result in the State developing a corrective action plan for the Grantee to address the issue. The Grantee's failure to comply with the corrective action plan or to serve the expected number of students may result in the reduction of the awarded amount or termination of the Grant Contract for cause.</p> <p>The Grantee will engage in ongoing consultation with participating non-public/private school representatives as necessary to ensure continued communication, monitor agreed-upon activities and to determine the effectiveness of provided activities.</p> <p>The grantees will complete and submit the required Annual performance Report (APR) according to deadlines established by TDOE.</p>
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August 30, 2024

Mr. Eddie Pless, Chair
Mr. Richard VanHuss, Director of Schools, and the
Elizabethton City Schools Board of Education
804 South Watauga Avenue
Elizabethton, TN 37643-4207

We are pleased to confirm our understanding of the services we are to provide the Elizabethton City Schools, Board of Education (Board) for the year ended June 30, 2025.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information including the disclosures, which collectively comprise the basic financial statements of the Board as of and for the year ended June 30, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Board's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Board's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of Changes in Net Pension Liability and Related Ratios – TCRS – Agency Plan, Schedule of Contributions – TCRS – Agency Plan, Schedule of Proportionate Share of Net Pension Liability (Asset) – TCRS Plans, Schedule of Contributions – TCRS Plans
3. Schedule of Changes in Total OPEB Liability and Related Ratios

We have also been engaged to report on supplementary information other than RSI that accompanies the financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS; and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditors' report on the financial statements: Schedule of expenditures of federal and state awards.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditors' report will not provide an opinion or any assurance on that other information:

1. List of Elected and Appointed Officials

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatement, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement of a reasonable user made based on the financial statements. The objective also includes reporting on:

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include the tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risks of material misstatement as part of our audit planning:

1. Revenue recognition, 2. Override of controls

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information.

In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Board of Education's compliance with the provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of the tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect of each of the Board of Education's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit.

The purpose of those procedures will be to express an opinion on the Board of Education's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal and state awards, related notes and government wide adjusting entries of the Elizabethton City Schools in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards.

The other services are limited to the financial statements, schedule of expenditures of federal and state awards, and related notes and government wide adjusting entries services previously described.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements.

You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) rules and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers).

You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on the date of field work, estimated to be October 25, 2025.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID 19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditure of federal awards.

You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon.

Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information.

You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal and state awards, related notes, government wide adjusting entries, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal and state awards, related notes and government wide adjusting entries and that you have reviewed and approved the financial statements, schedule of expenditures of federal and state awards, related notes and government wide adjusting entries prior to their issuance and have accepted responsibility for them.

Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electric submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' report or nine months after the end of the audit period.

We will provide copies of our reports to the Board of Education and State of Tennessee Comptroller's Office; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

The audit documentation for this engagement is the property of Blackburn, Childers & Steagall, PLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to any cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities.

We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Blackburn, Childers & Steagall, PLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the Department of Education. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit approximately May and June 2025 and to issue our reports no later than December 31, 2025. Kevin R. Peters, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not to exceed \$24,750. The fee is comprised of \$16,120 for the general purpose and federal projects funds, \$8,630 for child nutrition services. The fee for the Comptroller's Office required chart of account crosswalk entry will be \$750. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

As an attest client, Blackburn, Childers and Steagall cannot retain your documents on your behalf. This is in accordance with ET 1.295.143 of the AICPA *Code of Professional Conduct*. The Board is responsible for maintaining its own data and records. I-channel and Suralink (referred to as portals) are used solely to transmit data and are not intended to store the Board's information. The Board is responsible for downloading any deliverables and other records from these portals that it wishes to retain for its own records at the completion of the engagement. Upon completion of the engagement, data and other content will either be removed from the portals or become unavailable to the Board within one year.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2021 peer review report accompanies this letter.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to Board of Directors of Elizabethton City Schools Board of Education. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the Elizabethton City Schools Board of Education and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

BLACKBURN, CHILDERS & STEAGALL, PLC



Kevin R. Peters, CPA
Member of the Firm

RESPONSE:

This letter correctly sets forth the understanding of the Elizabethton City Schools Board of Education.

By: _____

Title: _____

Date: _____



Guidance You
Can Count On.

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Partners of Blackburn, Childers & Steagall, PLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Blackburn, Childers & Steagall, PLC (the firm) in effect for the year ended December 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including a compliance audit under the Single Audit Act; audits of employee benefit plans, and an examination of service organizations [SOC 2 engagement].

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Blackburn, Childers & Steagall, PLC in effect for the year ended December 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Blackburn, Childers & Steagall, PLC. has received a peer review rating of pass.

Smith Elliott Kearns & Company, LLC

Hagerstown, Maryland
June 10, 2021

August 26, 2024

Mr. Eddie Pless, Board Chair,
Mr. Richard VanHuss, Director of Schools, and the
Elizabethton City Schools Board of Education
Internal School Funds
804 South Watauga Avenue
Elizabethton, Tennessee 37643

We are pleased to confirm our understanding of the services we are to provide the Elizabethton City Schools for the year ended June 30, 2025.

Audit Scope and Objectives

We will audit the combined financial statements – regulatory basis, including the disclosures which collectively comprise the basic financial statements of Elizabethton City Schools’ Internal Funds and the individual school financial statements – regulatory basis, as of and for the year ended June 30, 2025.

We have also been engaged to report on supplementary information other than required supplementary information (RSI) that accompanies Internal School Fund’s financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditors’ report on the financial statements:

1. Schedule of Interfund and Interaccount Transfers by Internal School Fund
2. Schedule of Surety Bond Coverage
3. Schedule of Salary Supplements

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditors’ report will not provide an opinion or any assurance on that other information:

1. Directory of School Officials

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with the *Tennessee Internal School Funds Manual*, a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Tennessee Internal School Funds Manual* and will include tests of the accounting records of the Internal School Funds and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements.

However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We may also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

1. Segregation of duties, 2. Significant volume of cash transactions, 3. Override of controls.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Internal School Funds' compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of the Internal School Fund's in conformity with the *Tennessee Internal School Funds Manual* based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

You are responsible for including all informative disclosures that are appropriate for the regulatory basis of accounting as prescribed by the *Tennessee Internal School Funds Manual*. Those disclosures will include a description of the regulatory basis of accounting, including a summary of significant accounting policies, and how the regulatory basis differs from GAAP and informative disclosures similar to those required by GAAP and additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with the aforementioned regulatory basis of accounting. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the aforementioned regulatory basis of accounting; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with this regulatory basis of accounting; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter.

This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

In the event we are requested by you, or are required by government regulations, subpoena or other legal process, to produce documents or our personnel as witnesses with respect to our engagements for you, you will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expense, as well as the fees and expenses of our counsel, incurred in responding to such requests.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the Elizabethton City Schools Department of Education and the State of Tennessee Comptroller's Office; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Blackburn, Childers & Steagall, PLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulatory agencies or their designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities.

We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Blackburn, Childers & Steagall, PLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the regulatory agencies. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in June 2025, and to issue our report no later than December 31, 2025. Kevin R. Peters is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$17,500. Note that our fees for the audit of the General Purpose, Federal, and Child Nutrition Funds are included in a separate engagement letter. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit.

If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2021 peer review report accompanies this letter.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

As an attest client, Blackburn, Childers and Steagall cannot retain your documents on your behalf. This is in accordance with ET 1.295.143 of the AICPA *Code of Professional Conduct*. The School system is responsible for maintaining its own data and records. I-channel and Suralink (referred to as portals) are used solely to transmit data and are not intended to store the School system's information. The School System is responsible for downloading any deliverables and other records from these portals that it wishes to retain for its own records at the completion of the engagement. Upon completion of the engagement, data and other content will either be removed from the portals or become unavailable to the School system within one year.

Reporting

We will issue a written report upon completion of our audit of Elizabethton City Schools' Internal Fund's financial statements. Our report will be addressed to the Director and Board members of Elizabethton Board of Education. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that Internal School Funds are subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to the Elizabethton City Schools Board of Education and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

BLACKBURN, CHILDERS & STEAGALL, PLC



Kevin R. Peters, CPA
Member of the Firm

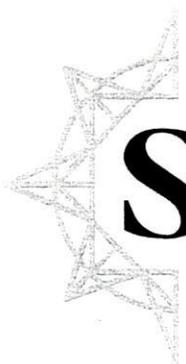
RESPONSE:

This letter correctly sets forth the understanding of the Elizabethton City Schools Board of Education.

By: _____

Title: _____

Date: _____



SEK

CPAs & ADVISORS

Guidance You
Can Count On.

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Partners of Blackburn, Childers & Steagall, PLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Blackburn, Childers & Steagall, PLC (the firm) in effect for the year ended December 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including a compliance audit under the Single Audit Act; audits of employee benefit plans, and an examination of service organizations [SOC 2 engagement].

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Blackburn, Childers & Steagall, PLC in effect for the year ended December 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Blackburn, Childers & Steagall, PLC. has received a peer review rating of pass.

Smith Elliott Kearns & Company, LLC

Hagerstown, Maryland
June 10, 2021

Study title: Integrated STEM Education for In-Service Teachers': Definitions, Self-Efficacy, and Teaching Practices.

Research Objects:

The research study aims to

- 1) Understand K-5 teachers' definitions of integrated STEM teaching.
- 2) Explore the level of teachers' self-efficacy in teaching integrated STEM.
- 3) Explore factors (demographic characteristics) that may influence integrated STEM teaching practices and teachers' self-efficacy in teaching integrated STEM.
- 4) Understand the relationship between integrated STEM instruction strategies and teachers' self-efficacy.

Significance of The Study

This study will enrich the literature available on integrated STEM education in light of the need for more research on this topic. It will also contribute to informing stakeholders in STEM education to develop better practices further and support STEM education. The outcomes of this research study would provide evidence of the relationship between teachers' self-efficacy and integrated STEM teaching practices. This research would also provide a clear definition of integrated STEM in elementary education and might be a starting point for further research regarding teaching integrated STEM in elementary and all grades. In addition, it would understand teachers' self-efficacy level in teaching integrated STEM and develop

recommendations to promote teachers' self-efficacy and increase integrated STEM instruction in daily teaching practices.

Research questions:

RQ1: How do K-5 teachers in northeast Tennessee define integrated STEM education?

RQ2: To what extent do K-5 teachers in northeast Tennessee include opportunities for integrated STEM learning in their daily classroom teaching practices?

RQ3: What teaching practices are utilized by K-5 teachers in teaching integrated STEM?

RQ3A.: To what extent do K-5 teachers' demographic characteristics (e.g., professional development, school support, teacher preparation) influence teaching practices in teaching integrated STEM?

RQ4: What is K-5 teachers' level of self-efficacy in teaching integrated STEM?

RQ4A.: To what extent do K-5 teachers' demographic characteristics (e.g., professional development, school support, teacher preparation) influence self-efficacy in teaching integrated STEM?

RQ5: Is there a relationship between K-5 teachers' integrated STEM teaching practices and self-efficacy in teaching integrated STEM?

RQ5A.: To what extent do K-5 teachers' demographic characteristics (e.g., professional development, school support, teacher preparation) impact any relationship between integrated STEM teaching practices and self-efficacy in teaching integrated STEM?

Research Method

Research Design

The study will employ the convergent mixed methods design to address the research problem and answer the questions (Creswell, 2018). Quantitative data will be collected on in-service kindergarten through fifth-grade teachers to assess their self-efficacy levels in teaching integrated STEM and to explore the potential factors that may influence teachers' self-efficacy levels that lead to differences in their teaching practices (close-ended questions) using a demographic survey and the Self-Efficacy for Teaching Integrated STEM (SETIS) Scale (Mobley, 2015). Qualitative data will be gathered using the same instrument to elaborate on teachers' definitions of integrated STEM and explore teachers' teaching practices related to integrated STEM education (open-ended questions). Then, both qualitative and quantitative data will be analyzed and merged to answer all the research questions and draw the final conclusions.

Procedures

Convenience and snowball sampling strategies will be used to recruit participants in this study. Eligibility criteria will be based on specific inclusion criteria: 1) being a licensed teacher, 2) teaching one of the elementary grades between kindergarten and fifth grade, and 3) teaching in public elementary schools in one of the nine northeast Tennessee counties and 16 school systems that are served by Northeast STEM Innovation Hub.

The Qualtrics platform used to create the survey link that can be shared with participants. The researcher emailed the developer to request permission to utilize the SETIS instrument in this study, and I was granted the right to utilize the instrument. Participants will be asked to sign

the informed consent form electronically and complete the survey online. Once the participants receive the link, they can access the consent form. Before starting the survey, participants will be given informed consent, which includes 1) the purpose of the study, 2) confidentiality, 3) survey duration estimate maximum of 15-20 minutes, and 4) voluntary participation. When participants provide their consent, the next page will lead them to the demographic survey. Then, they will move to the questionnaire, which contains questions about teaching integrated STEM and a Likert scale (SETIS instrument). Quantitative data will be analyzed using SPSS to run statistical analysis including descriptive and inferential statistics to answer research questions. Qualitative data will be analyzed using the inductive approach thematic analysis technique.

SERVICES AGREEMENT

This Services Agreement (this “Agreement”) is between Elizabethton City Schools (“School System”) and Smith Rehabilitation Solutions LLC (“SRS”), effective _____, 20____ (the “Effective Date”), each a “Party” and together, the “Parties”.

SRS provides sports medicine outreach and is an employer of both Athletic Trainers (“ATCs”) and Physical Therapists (“PTs”). School System desires medical coverage, including, but not limited to, the services of ATCs and/or PTs with advanced training in Emergency Medical Response (or other like certification) to provide prehospital care, necessary treatment and preventative education to the students who participate in school-sponsored extracurricular activities in conjunction with the School System. School System wishes to engage SRS to provide such Services on behalf of School System.

School System and SRS agree that SRS will provide extracurricular medical coverage (“Coverage”) to assist students in the School System community, under the terms and conditions as set forth in this Agreement.

1. **Compensation.** During the initial term of this Agreement, the School System will pay to SRS an amount equal to \$60.00 per hour of Coverage by SRS. SRS will invoice the School System on a monthly basis for the Coverage Cost for the previous month. Prior to each renewal term of this Agreement, the SRS Cost for the renewal term will be adjusted as mutually agreed upon by School System and SRS.
2. **Promotion.** To the extent possible and mutually agreed upon, School System will provide SRS: (i) an advertisement in School System extracurricular programs; (ii) an opportunity to display signage and banners at School System extracurricular events in prominent locations; and (iii) an opportunity to place information regarding SRS’s services and various programs in the School System and at the site of the events. School System will allow SRS to display School system’s name and logo and state that it is the “Provider of Sports Medicine Services” for School System on SRS marketing and advertising materials including, but not limited to, the website used by SRS in its business, marketing brochures, posters and other marketing materials. School System will place SRS’s logo and text link on School System’s website with an announcement that SRS is an “Official Sports Medicine Provider” for School System. When possible and practical, the School System will provide SRS with a minimum of one (1) PA announcement (script written by SRS) during all home events where an announcer is present, and one (1) pre-event announcement stating medicine services are provided by SRS.
3. **BACKGROUND CHECKS.** SRS hereby agrees that its services require its employees or agents to have direct contact with school children or to come on or about school property when children are present. SRS shall therefore comply with all provisions of Tenn. Code Ann. § 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. SRS shall ensure that a criminal history records check has been conducted for each such employee and that no such employee has been convicted of a criminal offense identified in Tenn. Code Ann. § 49-

5-413(d)(3)(B). SRS shall further ensure that no such employee has been determined by the department of children's services or a court of law to have committed child abuse, severe child abuse, child sexual abuse, or child neglect pursuant to Tennessee law. SRS shall ensure that subcontractors, if any, comply with the requirements of this paragraph.

4. **PARENTAL CONSENT.** SRS, its owners, managers, employees, agents and representatives understand and agree that pursuant to state law (2024 Public Chapter 1061), no services may be provided to any student without the specific written consent of his/her parent or guardian.
5. **NON-DISCRIMINATION.** SRS hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subject to discrimination in the performance of this Agreement or in the employment practices of SRS on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification protected by federal or Tennessee constitutional or statutory law.
6. **NO CONFLICT WITH TENNESSEE LAW.** No contract term contained in this Agreement or any other agreements or understandings, whether verbal or written, with Board's employees or other end users, shall be effective where contrary to Tennessee law, and any such provision is null, void and without effect as it applies to Board.
7. **NO LIABILITY OF BOARD OFFICIALS AND EMPLOYEES.** No Board member, administrator, official, agent or employee of School System shall be personally liable to SRS or any other person or entity, including a third-party beneficiary, in the event any provision of this Agreement is unenforceable; there is any default or breach by School System; for any amount which may become due under this Agreement; or on any obligations under the terms of this Agreement.
8. **NO THIRD-PARTY BENEFICIARIES.** Except as expressly provided herein, this Agreement 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 who is not a Party to this Agreement shall have any right to enforce any of its terms, even if indirectly benefited by it.
9. **CONFIDENTIALITY.** SRS shall comply with all applicable state and federal laws and regulations governing confidentiality of records, including without limitation, the Family and Educational Rights and Privacy Act (20 U.S.C. 1232g) and Tenn. Code Ann. § 10-7-504(a)(4). The Parties agree that its officers, employees and agents will use personally identifiable information from, and education records disclosed pursuant to this Agreement, only for the purposes for which the disclosure was made and not for any other purpose. The personally identifiable information may not be disclosed or redisclosed by either Party to any but the other Party without prior written consent of the parent or eligible student or as otherwise permitted by law.
10. **OPEN RECORDS.** The Parties acknowledge and agree 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 Agreement and any other documents or records subject to release pursuant to the Tennessee Open Records Act.

11. **DISPUTE RESOLUTION.** Both Parties shall have the duty to meet and attempt, in good faith, to resolve any disputes or disagreements. Any dispute not resolved within twenty-five (25) days shall be referred to mediation conducted by a Tennessee Supreme Court listed Rule 31 mediator chosen by mutual agreement of the Parties. Should mediation fail, a complaint may be filed in a court of competent jurisdiction in Carter County, Tennessee, or if there is no court of competent jurisdiction within the county, then such court that is nearest Carter County, Tennessee. The Parties hereby consent to the venue in those courts. Should there be a material breach and should the same fail to be cured or resolved, then both Parties shall have all rights and remedies against the other as permitted by law and or this MOU.
12. **CERTIFICATION REGARDING ISRAEL.** By execution of this Agreement, SRS certifies that its company is not currently engaged in and will not for the duration of the contract engage in, a boycott of Israel.
13. **IRAN DIVESTMENT ACT.** The requirements of Tenn. Code Ann. § 12-12-101, *et seq.*, addressing contracting with persons as defined at Tenn. Code Ann. §12-12-103(5) that engage in investment activities in Iran, shall be a material provision of this Contract. The SRS certifies, under penalty of perjury, that to the best of its knowledge and belief, that it is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.

Agreed to by:

Director of Elizabethton City Schools

Richard Vanhuss / Date

Smith Rehabilitation Solutions LLC

Dr. Justin C. Smith PT, DPT, SCS, RN / Date

President/CEO

Addendum 1: Environmental Emergencies

Environmental emergencies: SRS will evaluate the wet bulb globe thermometer (WBGT) during outdoor practices and will adhere to standards placed by TSSAA for heat emergencies. Once a critical temperature is reached, SRS will directly contact one of the Sports Medicine Physicians at BucSports for confirmation and orders on how to proceed with practice modification. If, for some unforeseen reason that SRS is unable to be present at the school during the time for the extracurricular activities, a coach or school administrator will monitor the WBGT and notify SRS via a phone call or text message of the heat index if that temperature elevates into the critical levels that have been set forth by TSSAA Heat Index Policy (<https://cms-files.tssaa.org/documents/tssaa/health-safety-information/2021-22TSSAAHeatPolicy.pdf>).

During lightening emergencies, SRS and/or School System will have an official “Weather Watcher” to monitor either Weather Bug and/or Lightening app (both apps can be downloaded for free onto any smart phone). In the event of a lightening emergency, SRS and/or the School System will implement the Lightening Emergency EAP.

Addendum 2: Concussion Management

During the event that a student is suspected of having a concussion, it is of utmost importance for that student not to be allowed to return to their extracurricular activities until that student is screened (to either confirm or deny) the presence of concussion type symptoms. If the appropriate health care provider (MD, DO, PA, NP, ATC, PT, RN, etc...) determines that the student does demonstrate signs and symptoms of concussion, that student must be properly referred to an appropriate health care provider that is legally able to evaluate and clear the student to return to their respective extracurricular activities. The appropriate health care providers that are set forth by the TSSAA to properly clear a student post-concussion to return to extracurricular activities are an MD, DO or Clinical Neuropsychologist with advanced training in concussion. It is best practice for the concussed individual to receive skilled physical therapy (PT) and/or ATC intervention(s) during their habilitation process but ultimately, it is the clearance of the MD, DO, or Clinical Neuropsychologist with advance training in concussion, to be able to have the final clearance of these concussed students.



Change Order

PROJECT: *(Name and address)*
 A New Field House Building for
 Elizabethton High School
 907 Jason Witten Way
 Elizabethton, Tennessee 37643

CONTRACT INFORMATION:
 Contract For:
 General Construction
 Date:
 04-18-2024

CHANGE ORDER INFORMATION:
 Change Order Number:
 001
 Date:
 09-11-2024

OWNER: *(Name and address)*
 Elizabethton City Schools
 804 South Watauga Avenue
 Elizabethton, TN 37643

ARCHITECT: *(Name and address)*
 Thomas Weems Architect
 3203 Hanover Road
 Johnson City, TN 37604

CONTRACTOR: *(Name and address)*
 Burleson Construction Company, Inc.
 3216 South Roan Street, Suite 100
 Johnson City, 37601

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

\$ 596,597.00 ADD - Burleson Construction Company, Inc. - TSM Drawing Revision Pricing Quote, dated July 12, 2024.

\$ 31,571.20 ADD - Burleson Construction Company, Inc. - Change Request #03 Weight Room Flooring, dated June 17, 2024.

The original Contract Sum was	\$	3,750,000.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	3,750,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$	628,168.20
The new Contract Sum including this Change Order will be	\$	4,378,168.20

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be 07-13-2025

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT *(Signature)*
 BY: Thomas Weems, AIA

(Printed name, title, and license number if required)

CONTRACTOR *(Signature)*
 BY: Wayne Woods, President

(Printed name and title)

OWNER *(Signature)*
 BY: Richard Van Huss, Director

(Printed name and title)

Date

Date

Date



BURLESON CONSTRUCTION COMPANY, INC.

GENERAL CONTRACTORS
Phone: 423-232-7370 Fax: 855-202-8080
www.burlesonconstruction.com

3216 South Roan Street, Suite 100
PO Box 1735
Johnson City, TN 37601



July 12, 2024

Mr. Tom Weems
Thomas Weems Architect
3203 Hanover Road
Johnson City, TN 37604

Re: **TSFM Drawing Revision Pricing**
Dave Rider Center for Athletic Performance
Elizabethton High School

Dear Tom,

The following is our pricing for the changes to the Project based upon the approved Tennessee State Fire Marshal drawings that encompasses Addendum 1 dated May 16, 2024 and Addendum 2 dated May 31, 2024.

Price 1 – Fire Marshal Requirements

To perform the changes required per the approved Tennessee State Fire Marshall drawings is an **ADD of Ninety Thousand Four Hundred Thirty-One Dollars (\$90,431.00)** to our contract.

Price 2 – Bathroom Build Out with Fire Marshal Upgrades

If Alternate 5 to delete the toilets is added back to our contract it would be an additional cost of **One Hundred Ninety Six Thousand Four Hundred Eighty-Eight Dollars (\$196,488.00)**.

Price 3– Site Changes

Perform the additional asphalt paving and concrete curbs with existing asphalt being milled and resurfaced is an **ADD of Two Hundred Fifty-Nine Thousand Six Hundred Twelve Dollars (\$259,612.00)**.

Price 4- Canopy Add

To add back the canopy between the buildings it would be an **ADD of Fifty Thousand and Sixty-Six Dollars (\$50,066.00)**.

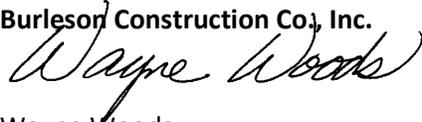
**TSM Drawing Revision Pricing
Dave Rider Center for Athletic Performance
Elizabethton High School**

July 11, 2024

Let me know if you have any questions or need any additional information. We will await your approval before proceeding with this additional work.

Regards,

Burleson Construction Co., Inc.

A handwritten signature in black ink that reads "Wayne Woods". The signature is written in a cursive style with a large, sweeping initial 'W'.

Wayne Woods
President



BURLESON CONSTRUCTION COMPANY, INC.

GENERAL CONTRACTORS

Phone: 423-232-7370 Fax: 855-202-8080

www.burlesonconstruction.com

3216 South Roan Street, Suite 100

PO Box 1735

Johnson City, TN 37601



Change Request

To: Tom Weems
Thomas Weems Architect
3203 Hanover Road
Johnson City, TN 37604
Ph: 423-952-2700 Fax:

Number: 003-00
Date: 6/17/2024
Job: EHS - Dave Ryder Center for Athletic Performance

Description: Weight Room Flooring

We are pleased to offer the following specifications and pricing to make the following changes:

Provide ECORE flooring for the weight room as follows:

- ECORE EL46 UT Grippen Grey Performance Ultra Tile (2,900 square feet)
- ECORE Performance Ultra Tile Reducer (23 each)
- Installation of the system using Ecore E Grip tape and quard block connectors.
- This excludes applicable taxes.

The total amount to provide this work is
(Please refer to attached sheet for details.)

ADD 31,571.20

The schedule is not affected by this change.

If you have any questions, please contact me at 423-232-7374.

Submitted by: Wayne Woods
Burlson Construction Co., Inc.

Approved by: _____
Date: _____

Cc:



**Change Request Price Breakdown
Continuation Sheet**

Number: **003-00**
 Date: 06/17/24
 Job: EHS Athletic Facility
 Description: **Weight Room Flooring**

Item	Qty.	Unit	Labor Cost/Unit	Material Cost/Unit	Equipment Cost/Unit	Labor	Material	Equipment
						-	-	-
						-	-	-
						-	-	-
						-	-	-
Subtotal						-	-	-
Subtotal L,M & E								-
Overhead							0%	-
Subtotal								-
<u>Subcontractors:</u>								
Direct Fitness Solutions								29,752.50
Subcontractor Subtotal:								29,752.50
Subtotal:								29,752.50
General Liability Insurance							0.208%	61.89
Equipment Property Liability Insurance								-
Subtotal								29,814.39
Fee							5.000%	1,490.72
Subtotal								31,305.11
Surety Bond							0.85%	266.09
Total ADD/Deduct								31,571.20

Customer Information

Sold To:

Burleson Construction Co
3216 S. Roan Street Suite
100
Johnson City, Tennessee 37601

Ship To:

Burleson Construction Co
3216 S. Roan Street Suite 100
Johnson City, Tennessee 37601

Direct Fitness Sales Team:

Jeff Wilson- Regional Sales Manager
Ph: (270) 401-7616
Fax: (847) 278-4588
jwilson@directfitnesssolutions.com

Billing Point of Contact:

Skylar Wilson
Ph: (423) 791-0494
skylar@burlesonconstruction.onmicrosoft.com

Delivery Point of Contact:

Skylar Wilson
Ph:(423) 791-0494

Maureen Dascanio- Inside Sales

Ph: (847) 680-9300
Fax: (847) 278-4588

salesorders@directfitnesssolutions.com

FLOORING

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	ECORE EGRIP Tape	Ecore E Grip Tape (covers 322 sqft)		\$ 619.98	\$ 500.00	\$ 500.00
23.00	ECORE EL46 RED	ECORE EL46 Grippen Gray Performance Ultra Tile Reducer per/each		\$ 37.19	\$ 30.00	\$ 690.00
2,900.00	ECORE EL46 UT	ECORE EL46 Grippen Grey Performance Ultra Tile per/sqft		\$ 9.55	\$ 7.50	\$ 21,750.00
725.00	ECORE Quad Block Connector UT	ECORE Performance Ultra Tile Quad Blok Connector 12mm x 5" x 5" (price per each)		\$ 2.94	\$ 2.50	\$ 1,812.50

FREIGHT

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	FREIGHT	Freight		\$ 0.00	\$ 1,800.00	\$ 1,800.00

INSTALL

Quantity	Product Code	Product Description	Line Item Description	List Price	Sales Price	Total Price
1.00	INSTALLATION	Product Installation		\$ 0.00	\$ 3,200.00	\$ 3,200.00



SOLUTIONS

600 Tower Road . Mundelein . IL 60060

Tel: 847-680-9300 . Fax: 847-680-8906 . Service: 800-838-2819

SALES PROPOSAL

Quote: 00050450

Date: 5/15/2024

Expires: 6/14/2024

SubTotal	\$ 29,752.50
Estimated Tax	\$ 2,900.87
Grand Total	\$ 32,653.37

Notes



SOLUTIONS

600 Tower Road . Mundelein . IL 60060
Tel: 847-680-9300 . Fax: 847-680-8906 . Service: 800-838-2819

SALES PROPOSAL

Quote: 00050450
Date: 5/15/2024
Expires: 6/14/2024

Terms & Conditions

PAYMENT TERMS:

PAYMENT IS DUE IN ADVANCE. Any other payment terms are subject to credit approval. Authorized purchase orders required for: Leases, Hospitals, Military, School Systems, Municipalities and Corporate Facilities. Proof of tax-exempt status required if applicable. Estimated sales tax - final tax will be billed at the time of shipment based on the prevailing rates.

ESTIMATED DELIVERY DATE:

Due to fluctuating supply chains, please check with your Regional Sales Manager to confirm a realistic lead time for your order.

DISCLAIMER:

No representation or statements and no warranties, expressed or implied, other than Manufacturers Warranty, arises apart from this quote concerning the above items except as stated in writing on this quote. All quotes are valid for 30 days.

TERMS AND CONDITIONS OF SALE:

Customer is responsible for the following on Entertainment, Cardio & Strength products: TV's with fixed or variable analog audio output jack and speaker off functions (if digital audio output, a converter will need to be purchased). Live cable and dedicated electrical to each TV/Personal Viewing Screen location prior to installation. Installation is not included unless specified. XTV receivers require a CSafe port for power or 110 VAC outlet per piece Confirmation of treadmill electrical requirements (dedicated 20amp branch circuit to each treadmill).

GC or Owner is responsible for the following: • Dumpster for all garbage. • HVAC system up and running prior and during installation with a room temperature of 70 degrees. • Moisture Test done on concrete slab. RH Test; must be at or below 85% RH or Stauf adhesive must be used • Levelness of concrete slab checked for high/low spots, control joints, expansion joints, no paint overspray on concrete slab, etc. • Any major prep work:(grinding, self-leveling, etc.) • All original lighting on during installation of rubber floor. No temporary lighting. • All Doors and electrical outlets that are in the ground need to be removed prior to removal of old flooring and placed back once the new floor is installed; Any doors that swing into room or electrical outlets that are recessed must be properly installed to account for flooring thickness • GC or Owner is responsible for protecting and washing the new installed sports rubber flooring.

One year installation Warranty.

Please note: Unless product is defective or the return is a direct result of a Direct Fitness Solutions error, a 10% restocking fee for all orders and a 20% restocking fee on all custom orders will be charged. All shipping and installation costs are nonrefundable.

Quote Acceptance:

These prices, specifications and conditions are satisfactory and are hereby accepted.

Payment Terms:

Account Name:	<u>Burleson Construction Co</u>	Company Name:	_____
Print Name:	_____	Print Name:	_____
Signature:	_____	Signature:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____



SOLUTIONS

600 Tower Road . Mundelein . IL 60060

Tel: 847-680-9300 . Fax: 847-680-8906 . Service: 800-838-2819

SALES PROPOSAL

Quote: 00050450

Date: 5/15/2024

Expires: 6/14/2024

Email or Fax Signed Proposal To:

Maureen Dascanio

Inside Sales

Phone: (847) 680-9300

Fax: (847) 278-4588

salesorders@directfitnesssolutions.com

***Please include all applicable purchasing documents. If tax exempt please include exemption certificate.*

Delivery Information	
Requested Delivery Date: 5/30/2024	Payment Type:
Hours Available to Accept Delivery: 9-5	Purchase Order #:
Ship Via: Inside Delivery	Site Survey Date:
Ship Via Other:	Floor Plan Included:
Delivery Point of Contact Name: Skylar Wilson	Dimensions of Access Ways:
Delivery Point of Contact Phone: (423) 791-0494	Stairs:
Delivery Point of Contact Email: skylar@burlesonconstruction.onmicrosoft.com	Elevator:
Multiple Delivery Locations:	Color of Upholstery:
Locations:	Color of Frames:
Possible Delays in Delivery Time?	Trade-In's?
Delay Reasons:	Third Party Involved?
	Third Party Purchase Order #:



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

NISWONGER FOUNDATION Contact Person: Debra Bentley, Project Director

PARTNER/ Contact Person(s): Dr. Myra Newman, Elizabethton City Schools

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

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

Statement of Work for Elizabethton City Schools:

- Scope of Project – Elizabethton City Schools will serve as an operational partner of Project On-Track. This partnership is expected to extend from September 1, 2024 through July 31, 2025.
- Personnel – Dr. Myra Newman will serve as the overall project coordinator for Project On-Track activities.
- Working Relationship – Debra Bentley, as Project Director, will serve as the primary point of contact between Niswonger Foundation and program partners. The project director will ensure this point of contact remains abreast of all developments and events.

Work to be performed

- A. Collaborate with Niswonger Foundation to develop strategies and procedures for successful implementation of high dosage/high impact literacy and/or math tutoring for grades 1-8 at identified site(s) during the 2024-2025 school year.
 1. The district will determine site(s) where students will work with trained tutors.
 2. Site coordinator(s) will be selected to oversee project operations, participate in professional training, and supervise trained tutors. Site coordinators will receive a document “Site Coordinator’s Essential Functions” and are required to attend informational and training meetings as scheduled by Project On-Track team.
 3. Tutors will be selected to work with students per TN ALL Corps guidelines at designated times determined by the school district. Tutors will receive a document “Academic Tutor’s Essential Functions”.

4. Project On-Track staff members will provide all training for selected tutors in both literacy and mathematics. Tutor training sessions will be 2-7 hours depending on the content/subject area. Tutors will be compensated at their agreed upon rate of pay for completing training sessions. Tutors will be required to participate in training regarding trauma-informed care practices with compensation provided.
 5. Site coordinators, district personnel, and Project On-Track staff members will provide coaching support for tutors in the areas of time management, classroom management, and communication so that tutoring sessions meet the needs of all students.
- B.** The district will identify and select students in grades 1-8 who are struggling in the mastery of grade level academic skills and standards. Students must be scheduled for a minimum of two 30-minute tutoring sessions per week for a minimum of 12 weeks per semester. Project On-Track and the school district cannot serve students in the same content area during the same tutoring cycle. Districts are requested to provide Project On-Track tutoring supports for Students With Disabilities (SWD) and English Learners. TN ALL Corps requires each district to provide the state identification number for each student served in Project On-Track for the school year.
1. The district will use multiple sources of data and information in selecting the students who will be part of the tutoring program which can include but not limited to 2023-2024 assessment results, beginning-of-year universal screening results, beginning of year assessments, district benchmark results, and teacher recommendations.
 2. Instructional materials to be used with Project On-Track students are as follows:
Literacy (grades 1-2) – mCLASS Intervention and Boost Reading
Literacy (grades 3-5) – Scholastic “Storyworks” and Lexia Core 5
Literacy (grades 6-8) – Scholastic “Scope” and Lexia Power Up
Math (grades 1-8) – School district’s math curriculum materials
 3. Instructional activities will be tailored and adjusted based on student performance on previous items and assessments. Each student’s family will receive a monthly progress report from the tutor identifying areas of strength and areas for focus.
- C.** Establish budget and financial oversight procedures regarding compensation for site coordinator(s) and tutors for the 2024-2025 school year.
1. Niswonger Foundation and the district’s leadership will agree to payment and compensation processes and procedures. Project On-Track requires tutors to be financially compensated based on the district’s discretion.
 2. Tutors will maintain time records to be used for compensation and/or other requirements to show evidence of work per school district’s policies.

The following stipulations shall apply:

1. The Niswonger Foundation shall approve the purpose, administration, and supervision of all phases of the services to be provided under all parts of this agreement.

- This agreement may be terminated by either party upon receipt of 30 days' written notice. Any change to this agreement requires an amendment with the same authoritative signatures as the original. Neither party shall have the right to assign or transfer its rights or obligations under this MOU without written consent of the other party. This agreement shall not be subject to modification or amendment except by written agreement with the appropriate authorized signatures.

Payment for Services

The funds awarded under the Project On-Track grant are available on a reimbursement basis and in accordance with payment schedule agreed to by the school district and the Niswonger Foundation. The reimbursement schedule can be monthly, quarterly, or semi-yearly. Site coordinators and tutors will maintain time sheets as required by the district partner. The district/agency may add to the invoice Social Security and Medicare at 7.65% and actual cost of retirement. Elizabethton City Schools will send Niswonger Foundation invoices to the following individual using the contact information provided with emailing of reimbursements highly preferred:

Niswonger Foundation
 ATTN: Pam Cox
 223 N. Main St. P.O. Box 1508
 Greeneville, TN 37744
 Phone: 423.820.8181
 Email: pcox@niswongerfoundation.org

Budget Allocation

Tutor Allocation (includes projected 12% benefits)	\$350,712.37
Site Coordinator Stipends	\$4,000.00
Supply Allocation (4 sites @ \$600.00 per site)	\$2,400.00
Total Allocation	\$357,112.37

ACCEPTED BY:

DocuSigned by:
 9/5/2024
61F95F7EEED1441...

Dr. Nancy Dishner
 President, CEO, Niswonger Foundation

DocuSigned by:
 8/21/2024
9670BAF58746409...

Project Partner
 Elizabethton City Schools

DocuSigned by:
 8/21/2024
73BC11E9BF094A7...

Debra Bentley
 Director, Project On-Track

APPEARANCE RELEASE

1. For good and valuable consideration, receipt of which is hereby acknowledged, I authorize KT Studios, LLC (“**Producer**”) and any programming service or platform or distributor approved by Producer (“**Network**”) and their respective parents, affiliates, subsidiaries, licensees, successors and assigns to film, videotape, and otherwise record me and my voice, including any musical composition(s) (collectively, the “**Recordings**”), and to use my name, likeness, signature, image, persona, and biographical information (collectively, my “**Appearance**”) solely in and in connection with the program tentatively entitled: “Murder 101” (“**Program**”) for filming to take place from September 20, 2024 to May 31, 2027. I acknowledge and agree that Producer shall be the exclusive owner of the Recordings, with the perpetual right, throughout the universe, an unlimited number of times, in any manner and in all media (now known or hereafter invented), to copyright, use, and license others to use the Recordings and my Appearance in connection with the Program, including in the promotion, advertising, sale, publicizing, and exploitation of the Program. Producer shall have the right, but not the obligation, to produce the Program and to use my Appearance and the Recordings in the Program, and to edit, modify, remove, and incorporate additional elements into the Program as Producer, in its sole discretion, sees fit.

2. To the best of my knowledge, any statements I make during my participation in the Program are true and neither they nor my participation will violate or infringe upon the rights of any third party. I hereby waive any right of inspection or approval of the Recordings or my Appearance or the uses of the Recordings or my Appearance. I understand that in and in connection with the Recordings, I may reveal or relate, and other parties may reveal or relate, information about me of a personal, distressing, unflattering, or private nature, and Producer and others have my full consent to include any such information in the Program. Subject to applicable law, I agree to provide truthful and accurate information in response to Producer’s requested disclosures related to public health and safety matters.

3. I understand that I will not be paid for my participation in the Program or for the rights that I am giving Producer in this appearance release (“**Release**”). I am granting Producer such rights in consideration of my desire for the opportunity to publicize the statements I make during my participation in the creation of the Recordings, and to gain exposure related to my participation if Producer decides to include my Appearance in the Program. I acknowledge and agree that this agreement is not subject to SAG AFTRA, WGA or DGA (labor unions/professional associations representing actors, broadcasters, performers, writers, directors and others in film, television, radio and news media) agreements and my participation in the Program is not employment and shall not be subject to the terms of any collective bargaining agreement or entitle me to any employment benefits.

4. I hereby release Producer and Network and their respective parents, affiliates, subsidiaries, licensees, employees, successors and assigns (collectively, the “**Releasees**”) from any and all liability, claims or expenses of any kind (collectively, “**Claims**”) arising from or in connection with my Appearance, the Recordings, my participation in the production of the Program, and/or the exploitation of the Program, including any Claims based upon any alleged personal injury, illness, death, property damage, invasion of privacy and/or infringement of any other proprietary and/or personal rights. I release the Releasees from any Claims caused by, arising out of, resulting from, or relating to my knowingly unlawful, grossly negligent, reckless, or other willful or negligent conduct. I acknowledge that Producer will rely on this Release and all permissions granted in this Release, at substantial cost to Producer, and therefore this Release is irrevocable. I am not relying on any promises or statements made by anyone in connection with the Program, including about the nature or content of the Program, the nature of any investigation to be carried out in the Program, or that investigation’s theories, findings, and/or conclusions. My sole remedy in the event of any claim against Producer and/or Network shall be the recovery of money damages; nonetheless, I agree that in no event shall I seek or be entitled to rescission, injunctive or other equitable relief.

5. If a dispute arises out of or relates to this Release or my participation in the Program and is not resolved through direct discussions or mediation in Carter County, Tennessee by a Tennessee Supreme Court Rule 31

mediator selected by agreement of the parties, the parties agree that the controversy or claim shall be resolved by final and binding arbitration conducted in Carter County, Tennessee or another location, which may be virtual, if mutually agreed by the parties, by an arbitrator selected according to the rules and procedures of the American Arbitration Association. The law applicable to arbitration will be the Tennessee Uniform Arbitration Act, Tenn. Code Ann. §§ 29-5-301 to -331.

6. From the date of this Release through 6 months after the initial exhibition of the final episode of the Program in which I appear, I agree not to participate in any programming or content (in all forms of media) that concerns the subject matter of the Program without Network's prior written approval, provided however that his limitation shall not extend to programming, activities or content created by or related to the Elizabethton City School District. I agree to keep confidential all information relating to the Program, the Recordings and this Release unless and until such information is specifically disclosed in the Program exhibition, provided that if Program exhibition does not occur by January 1, 2035, I am released from this confidentiality requirement. Without Producer's and/or Network's prior written approval, neither I nor my representatives shall at any time: (a) issue any press releases or public statements about Producer, Network, the Program or my participation in the Program; or (b) make any commercial or other use of my participation, the Program or any of Producer's and/or Network's names, logos or trademarks. I understand that nothing in this paragraph or this Release generally prevents me from (i) discussing or disclosing information about conduct that I have reason to believe is unlawful; or (ii) discussing or disclosing any matter I am entitled to discuss or disclose under applicable law. I understand that nothing in this paragraph 6 or this Agreement restricts me from reporting or providing information related to potential legal violations to any governmental agency or entity (e.g., SEC, OSHA, DOJ) without notifying Producer or Network ("**Whistleblower Activity**"). Producer and Network will not retaliate against me for any Whistleblower Activity, and nothing in this Agreement requires me to waive any monetary award that I may legally be entitled to as a result of Whistleblower Activity.

7. This is the entire agreement and it supersedes all prior oral or written understandings and communications. This Release and the acknowledgements, representations, releases, permissions and agreements made in this Release shall be irrevocable and binding upon me and my heirs, executors, successors, parents, guardians, licensees and representatives. The illegality, invalidity or unenforceability of any specific provision shall in no way affect the remainder of this Release. This Release cannot be terminated, rescinded or amended, except by a written agreement signed by both Producer and me. It may be executed by original, facsimile or electronic signature in a form acceptable to Producer. Nothing in this Release shall limit or restrict any rights otherwise enjoyed by me or by Producer and/or Network under law or contract. .

To learn more about how Producer collects and uses your personal information in connection with this production, please email Producer at info@kt-studios.com.

Signature: _____ Date: _____ Phone: _____

Print Name: _____ Date of Birth*: _____

Address: _____

* For verification purposes only pursuant to 18 U.S.C. §§ 2256 et seq.

If participant is under 18 years of age: The undersigned represent and warrant that they are the parent(s)/guardian(s) having complete legal custody, care and control of the minor whose name appears above. If there is only one parent/guardian, the undersigned represents and warrants that they have sole custody and the complete ability to grant the rights for the minor to participate in the Program to the full extent set forth in the Release and that no other party (other than the minor once the minor is 18) has a right to claim otherwise or to disaffirm this Release. The

undersigned acknowledge that they have read the foregoing Release and are familiar with each and all of the terms contained in the Release, and the undersigned hereby gives their express consent to its execution by their child/ward and will not revoke their consent at any time. The undersigned hereby release the Releasees (as defined above) from any claims and causes of action they may have against the Releasees of any nature whatsoever. The undersigned hereby agree that they understand and will encourage compliance with their child's/ward's obligations and the grant of rights in and to the results and proceeds of their child's/ward's activities as set forth above. Any reference to plural parents/guardians in this paragraph shall be deemed to refer to the singular parent/guardian, if the context so requires.

Name (please print)

Signature

Date

Name (please print)

Signature

Date

If you feel that anyone working on the production has engaged in inappropriate behavior, or otherwise made you feel uncomfortable, there are many ways to raise a concern. Contact information for our various reporting methods are listed below: info@kt-studios.com

KT Studios, LLC

P.O. Box 45878
Los Angeles, CA 90045

LOCATION CONTRACT

Elizabethton City TN Board of Education (“Owner”) is the owner of and/or controls all rights with respect to the property referred to as Elizabethton High School, that is the subject of this contract (the “Property”). Owner hereby gives permission to KT Studios, LLC and its employees, agents, contractors and suppliers (“Producer”) to enter upon and use certain portions of the Property located at: 907 Jason Witten Way, Elizabethton, TN, 37643 on mutually agreed dates occurring after September 19, 2024 and before May 31, 2027, for the purpose of photographing, filming and recording (including, without limitation, sound recording) certain scenes for use solely in and in connection with the audiovisual program currently entitled “Murder 101” (the “Program”), provided that no persons shall be photographed or recorded without their written consent. Producer may use the Property for additional filming as approved by Owner in writing.

Owner acknowledges and agrees that Owner will not be paid compensation for Producer’s use of the Property under this contract nor for Producer’s exercise of the rights granted by Owner under this contract. Owner further acknowledges and agrees that the consideration Owner will receive for Producer’s use of the Property and/or Producer’s exercise of its rights under this contract is the opportunity for publicity that the Property and/or Owner will receive if Producer decides to include photographs, film, or recordings made on the Property.

Producer may place all necessary facilities and equipment on the Property and agrees to remove them after completion of work and leave the Property in as good condition as when received, except for reasonable wear and tear from the uses permitted. Signs on the Property may, but need not, be removed or changed, but, if removed or changed, Producer will replace them. Producer may, if it elects, include any and all signs on the Property and any tradenames, trademarks, copyrights and logos of Owner or visible on the Property (collectively, the “Owner’s Marks”) in the photographs, film and recordings. Owner represents and warrants that to the best of Owner’s knowledge, the Property is maintained in compliance with all federal, state and local laws, rules, regulations, codes and ordinances and is free of latent defects or illegal conditions of which Owner is or should be aware except those of which Owner has notified Producer.

Producer agrees to use reasonable care to prevent damage to the Property and will indemnify and hold Owner harmless from any claims and demands arising out of or based upon personal injuries or property damage resulting from the negligence or willful misconduct of Producer, its officers, employees, agents or representatives while Producer is engaged in the aforementioned use of the Property.

If Owner claims that Producer is responsible for any such damage or injury, or both, Owner must notify Producer in writing as soon as practicable, and in any event, within ten (10) business days of the date that Producer vacates the Property for the final time, which writing shall include a detailed listing of all property damage and injuries for which Owner claims Producer is responsible. Owner shall permit Producer’s investigators to inspect the property claimed to be damaged.

Owner acknowledges and agrees that Producer has the right to photograph, film and record the Property on mutually agreed dates after September 19, 2024 and through May 31, 2027, and to broadcast, exhibit and otherwise exploit the photographs, film and recordings of the Property and any and all furnishings, works of art and other objects located in the Property, as well as the Owner’s Marks, in all media worldwide in perpetuity pursuant to the terms and conditions of this agreement. For the avoidance of doubt, any works of students are explicitly excluded and may not be used in connection with the Production without their written consent. Without in any way limiting the foregoing, all rights of every kind in and to all photographs, film and recordings made on the Property (including, without limitation, all copyrights) shall be and remain vested in Producer, including, without limitation, the right to use and reuse all such photographs, film and recordings in and in connection with the Program, as well as in and in connection with advertisements, promotions, publicity, clips, and other materials related to the Program. Owner agrees it will not be entitled

to injunctive or equitable relief that would in any way encumber or prevent the exhibition, distribution or advertising or marketing of the Program and Owner's sole relief for any claim in connection with the Program shall be an action for money damages. Owner may not terminate Producer's rights under this contract other than Producer's right to enter the property. Producer has no obligation to include the Property in the Program or in any other production.

Owner represents and warrants that Owner has the right to enter into this contract and to grant Producer all rights provided by this contract. Owner agrees not to make any commercial or any other use of the fact that the Property appeared or may appear in the Program or in any of Producer's productions.

If any controversy or claim arising out of or relating to this contract, or the breach of any term hereof, cannot be settled through direct discussions, the parties agree to endeavor to first settle the controversy or claim by mediation conducted in Carter County, Tennessee, or another location, which may be virtual, if mutually agreed by the parties, and administered according to the rules and procedures of the American Arbitration Association. If a dispute is not otherwise resolved through direct discussions or mediation, the controversy or claim, including the scope or applicability of this agreement to arbitrate, shall be resolved by final and binding arbitration conducted in Carter County, Tennessee or another location, which may be virtual, if mutually agreed by the parties. The law applicable to these dispute resolution processes will be the Tennessee Uniform Arbitration Act, Tenn. Code Ann. §§ 29-5-301 to -331. Notwithstanding the above requirements, if a party files suit in court or files an arbitration before first seeking to mediate, in direct violation of this paragraph, the other party does not have to request mediation to enforce the right to compel arbitration as required under this paragraph. Upon the conclusion of any arbitration proceedings, the arbitrator shall render findings of fact and conclusions of law and a written opinion setting forth the basis and reasons for any decision reached and shall deliver such documents to each party to the dispute. The arbitrator shall not have the authority to grant any remedies the parties to any dispute have waived herein.

Owner agrees that Producer may license, assign and otherwise transfer this contract and all rights granted by Owner to Producer under this contract to any person or entity solely for the purposes of the commission, license or sale of the Program.

Producer shall have the right to cancel this contract at any time prior to Producer's use of the Property. Upon Producer's cancellation of this contract, neither Producer nor Owner shall have any obligations whatsoever under this contract, and Owner shall immediately refund to Producer any and all sums previously paid by Producer (if any) pursuant to this contract. If any provisions of this contract are held to be void or unenforceable, all other provisions of this contract shall continue in full force and effect.

Producer hereby agrees, warrants and assures that it will comply with all provisions of Tenn. Code Ann. § 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. Producer shall further ensure that no such employee has been determined by the department of children's services or a court of law to have committed child abuse, severe child abuse, child sexual abuse, or child neglect pursuant to Tennessee law. Producer shall ensure that subcontractors, if any, comply with the requirements of this paragraph.

While on the Property, Producer understands and agrees that at no time will its employees, representative or agents be alone with Owner's students and that an adult employee of Owner must be within reasonable proximity to the students at all times, provided, however, that separating a student from his/her classmates for the purpose of filming only that student within the classroom is permitted.

Producer hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subject to discrimination in the performance of this contract or in the employment practices of Producer on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification protected by federal or Tennessee constitutional or statutory law.

No contract term contained in this contract, the Terms of Service or other agreements or understandings, whether electronic, click-through, or shrink-wrap, and whether verbal or written, with Owner's employees or other end users, shall

be effective where contrary to Tennessee law, and any such provision is null, void and without effect as it applies to Owner.

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

Except as expressly provided herein, this contract shall not be construed to create third party beneficiary rights in any other party or in any governmental organization or agency. No person who is not a party to this contract shall have any right to enforce any of its terms, even if indirectly benefited by it.

Notwithstanding any other provision of the contract Documents, the parties acknowledge and agree that Owner is subject to and will comply with the Tennessee Open Records Act, set forth in T.C.A. §10-7-503 to -517, including disclosure of the contract and any other documents or records subject to release pursuant to the Tennessee Open Records Act.

Pursuant to Tenn. Code Ann. § 12-4-119, by execution of this contract, Producer certifies that Producer is not currently engaged in and will not for the duration of the contract engage in, a boycott of Israel.

The requirements of Tenn. Code Ann. § 12-12-101, et seq., addressing contracting with persons as defined at Tenn. Code Ann. §12-12-103(5) that engage in investment activities in Iran, shall be a material provision of this contract. The Producer certifies, under penalty of perjury, that to the best of its knowledge and belief that it is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.

This contract, together with the Clearance Agreement, Exhibit 1, attached hereto, set forth the entire agreement between the parties and supersede all prior agreements, whether written or oral. This contract may be amended only in writing by duly authorized representatives of each party.

ACCEPTED AND AGREED:

PRODUCER

OWNER

By: _____

By: _____

Title: _____

Title: ELIZABETHTON CITY DIRECTOR OF SCHOOLS

Date: _____

Date: _____

By: _____

Title: CHAIR, ELIZABETHTON BOARD OF EDUCATION

Date: _____

EXHIBIT 1

CLEARANCE AGREEMENT

KT Studios, LLC
P.O. Box 45878
Los Angeles, CA 90045

Elizabethton City TN Board of Education (“**Licensor**”) grants to KT Studios, LLC and its successors, licensees and assigns (“**Producer**”), the full and complete right to use event flyers produced by the Licensor or its representatives, officials or agents; teacher work product not identified with a particular student or students; or footage of the campus if supplied by the school principal, provided that no persons are included in the footage without their written consent; (the “**Licensed Material**”) in and in connection with the program currently entitled “Murder 101” (the “**Program**”). Additional materials may be included by written amendment mutually agreed to by the parties.

Licensor further grants to Producer and any programming services or other platform of a buyer, exhibitor or distributor approved by Producer (“**Network**”) and its advertisers the right to use the Licensed Material throughout the universe in perpetuity, in any and all media now known or hereafter devised, in any manner, including in connection with advertising, merchandising and publicity for the Program (the “**Promotions**”) free and clear of any and all claims for royalties, residuals, or other compensation.

The rights granted to Producer to use the Licensed Material will be non-exclusive, however, Licensor shall not grant any third party the right to use the Licensed Material in any form of commercial media without Producer’s written approval, from the date of Licensor’s execution of this agreement (“**Effective Date**”) through the earlier of: (a) 6 months after the initial exhibition of the episode of the Program in which Licensed Material is first used; or (b) 24 months after the Effective Date.

Producer shall have the sole right to determine the manner in which the Licensed Material shall be used pursuant to this agreement, and Producer shall not be obligated to use the Licensed Material, or to broadcast or otherwise exhibit or exploit the Program.

Licensor warrants and represents that it is the owner or holder (or the authorized representative of the owner or holder) of the rights granted in this agreement, including any and all copyrights and trademarks in the Licensed Material, that it is authorized to enter into and execute this agreement, that nothing of value apart from the Licensed Material was given (or was agreed to be given) to Producer or any other person or entity in exchange for use of the Licensed Material in the Program, that the consent of no other person or entity, other than Licensor’s staff, parents or students where applicable, is required to enable Producer to use the Licensed Material as described in this agreement, and that such use will not violate the rights of any third parties. Licensor further warrants and represents that the Licensed Material is authentic and the events depicted therein (if any) actually occurred and were not fictionalized in any way.

The Tennessee Uniform Arbitration Act, Tenn. Code Ann. 29-5-310 to -331, shall govern any and all of the arbitration provisions contained herein and any arbitration proceeding related to or arising from this Agreement. This Agreement shall be governed by the internal, substantive law of the State of Tennessee without regard to its conflict of law provisions. In any action by Licensor for breach of any provision of this Agreement, Licensor agrees that its exclusive remedy is an action at law for money damages and that in no event will Licensor be entitled to injunctive relief or other equitable relief. This agreement contains the parties’ entire understanding relative to its subject matter. Licensor is not relying on any promises or statements made by anyone in connection with the Program that are not contained within this agreement, including about the nature or content of the Program, the nature of any investigation to be carried out in the Program, or that investigation’s theories, findings, and/or conclusions. Nothing in this agreement shall limit or restrict any rights otherwise enjoyed by Producer under law or agreement.

AGREED AND ACCEPTED:
LICENSOR

BY: _____

Title: ELIZABETHTON CITY DIRECTOR OF
SCHOOLS

DATE: _____

BY: _____

Title: CHAIR, ELIZABETHTON BOARD OF
EDUCATION

DATE: _____

AGREEMENT BETWEEN THE ELIZABETHTON CITY BOARD OF EDUCATION AND ALEX CAMPBELL

Whereas, pursuant to Board Policy 4.405, the Elizabethton Board of Education (“Board”) recognizes that staff members, in carrying out their professional responsibilities, develop educational materials, that are equally the properties of the school system and the employee; and

Whereas the Board may vote to permit KT Studios, LLC and its successors, licensees and assigns (“KT Studios”) the rights to use teacher work product not identified with a particular student or students in and in connection with the audiovisual program currently entitled “Murder 101” (the “Program”); and

Whereas, pursuant to Board Policy 4.405, the director of schools requests that a contractual agreement be executed between Alex Campbell (“Campbell”), who is employed as a teacher at Elizabethton High School, and the Board;

Now, therefore, inconsideration of the mutual promises herein, the sufficiency of which is acknowledged, the Board and Campbell agree as follows:

1. To the extent permitted by agreements between the Board and KT Studios, Campbell may participate during his hours of duty and on school property in the audiovisual program currently entitled “Murder 101” (the “Program”), provided that such participation does not interfere with his teaching and other assigned duties.
2. Both the Board and Campbell are permitted to provide Campbell’s work product not identified with a particular student or students to KT Studios for use in and in connection with the Program.
3. Campbell waives any right to make any legal claim or charge or file a cause of action, whether based on intellectual property rights or any other cause, against the Board for any teacher work product or educational materials developed by Campbell that is released for our used in or in connection with the Program.
4. The Board waives any right to make any legal claim or charge or file a cause of action, whether based on intellectual property rights or any other cause, against Campbell for any teacher work product or educational materials developed by Campbell that is released for or used in or in connection with the Program.
5. Campbell agrees that no student will be permitted to participate in the Program without the written consent of a parent or guardian and further agrees that no work that is identifiable to a particular student or students will be provided to KT Studios or disclosed in or in connection with the Program without the specific written consent of the parent(s) or guardian(s).

Alex Campbell _____ Date _____

Richard VanHuss, Director of Schools _____ Date _____
Elizabethton City Schools

Elizabethton City Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Grading System Proposed	Descriptor Code: 4.600	Issued Date: 07/16/24
		Rescinds: 4.600	Issued: 09/21/23

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 **Grading floors with a minimum above zero are not permitted.³ This grading system shall be uniform**
2 **throughout the school district for each grade.**

3 Grades given at the end of each nine (9) weeks period will be determined from daily work, homework,
4 written assignments and tests. The teacher will weigh the value of grades given for various assignments
5 and tests within the applicable period in computing the grade. This procedure will enable the teacher to
6 allow for individual student differences in the grading process. Any assignments and tests required of a
7 student may be considered in the computation of his/her grade.

8 **Kindergarten and First Grade Scale**

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

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

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

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

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

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

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

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

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

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

1 **LOCAL GPA SCALE**

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

3 **GPA CALCULATION FOR HIGH SCHOOL COURSES**

<u>Grade</u>	<u>Regular</u>	<u>Honors/Industry Certification/WBL: Career Practicum</u>	<u>Statewide/Local Dual Credit/ Dual Enrollment</u>	<u>AP</u>
A	4	4.5	4.75	5
B	3	3.5	3.75	4
C	2	2.5	2.75	3
D	1	1.5	1.75	2
F	0	0	0	0

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

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

7 **LOTTERY SCHOLARSHIPS⁴**

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

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

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

16 **LOTTERY SCHOLARSHIP DAY**

17 Each school year, prior to scheduling courses for the following school year, schools teaching students in
18 grades 8-11 shall conduct a lottery scholarship day for students and their parents.⁵

19

20

1

2 **HONORS RECOGNITION**

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

4 *summa cum laude* 4.25 and above5 *magna cum laude* 4.00-4.246 *cum laude* 3.75-3.99

Legal References

1. [TCA 49-2-203\(b\)\(16\); TCA 49-2-301\(b\)\(1\)\(H\)](#)
2. [TRR/MS 0520-01-03-.02; State Board of Education Policy 3.301; TCA 49-6-407](#)
3. [Public Acts of 2024, Chapter No. 1005](#)
4. [TCA 49-4-904, 905, 907](#)
5. [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 December	Descriptor Term: Testing Programs Proposed	Descriptor Code: 4.700	Issued Date: 02/16/24
		Rescinds: 4.700	Issued: 03/16/23

1 *General*

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

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

21 The Director of Schools shall be responsible for planning and implementing the program which includes:

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

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

3 **WEIGHTING TCAP SCORES**

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

- 5 a) Grades 3-5 - 0% (0-25)
- 6 b) Grades 6-8 - 15% (10-25)
- 7 c) Grades 9-12 - 15% (5-15)

8 For the 2020-2021 school year, EOC and TNReady scores for grades 6-12 will only count if the test
9 score will help with the student's final grade. No student grades will be negatively impacted by these
10 scores.

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

12 The Elizabethton City School System shall use the following methodology: target score method.

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

15 **INTEREST INVENTORIES AND CAREER ASSESSMENTS⁶**

16 Interest inventories shall be made available to middle schoolers and 9th graders. These will include
17 assessments such as the Kuder assessment, Myers-Briggs Type Indicator, the ASVAB, or the College
18 Board Career Finder.

19 Career aptitude assessments shall be administered to 8th graders in order to inform the student's high
20 school plan of study. Upon receiving the results from these assessments, the school shall provide students
21 with information on any available career and technical education opportunities in which the student is
22 eligible to participate in.

23 **TESTING INFORMATION AND PARENTAL CONSENT**

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

27 Results of all group tests shall be recorded on student's permanent records and shall be made available
28 to appropriate personnel in accordance with established procedures.⁷

29 No later than July 31st of each year, the board shall publish on its website information related to state
30 and board-mandated tests that will be administered during the school year. The information shall
31 include:⁸

- 32 1. The name of the test;

33

- 1 2. The purpose and use of the test;
- 2
- 3 3. The grade or class in which the test will be administered;
- 4
- 5 4. The tentative date or dates that the test will be administered;
- 6
- 7 5. The time and manner in which parent(s)/guardian(s) and students will be notified of the results
- 8 of the test;
- 9
- 10 6. How parent(s)/guardian(s) can access the questions and answers on their student's state-
- 11 required tests; and
- 12
- 13 7. If a board-mandated test, how the test complements and enhances student instruction and
- 14 learning, and how it serves a purpose distinct from state-required tests.

15 Testing information shall also be placed in student handbooks or other school publications that are
16 provided to parent(s)/guardians(s) on an annual basis.

17 **TESTING FOR GRADE PLACEMENT OR AWARDING CREDIT⁹**

18 Students transferring from a Category IV church-related school, Category V private school, or home
19 school shall be awarded credit upon completion of a written exam. These exams shall be approved,
20 administered, and graded by the school's principal/designee. Upon request from a parent/guardian,
21 student scores from a nationally standardized achievement test in the relevant subject shall be accepted
22 as a substitute for these exams.

23 For students in grades one through eight (1-8), the exam shall only cover the last grade completed. For
24 students in grades nine through twelve (9-12), the exam shall only cover the last course completed by
25 the student (for example, if a student has completed English I, II, and III, the examination shall only
26 cover English III).

27 The Director of Schools shall provide notice to parent(s)/guardian(s) of these exams.

28 **HIGH SCHOOL CREDIT EXAM FOR ELIGIBLE COURSES¹⁰**

29 The district does not offer students in grades 9-12 the option of obtaining credit for eligible courses via
30 a credit exam.

Legal References

1. TCA 49-10-108
2. 20 USCA § 1232(g)
3. TRR/MS 0520-01-03-.03(11)
4. TCA 49-1-617; State Board of Education Policy 2.102
5. TRR/MS 0520-01-03-.03(10); State Board of Education Policy 2.103; TCA 49-1-617
6. TCA 49-6-412
7. TCA 10-7-504(a)(4)(A)
8. TCA 49-6-6007; State Board of Education Policy 2.102; State Board of Education Policy 2.103
9. TRR/MS 0520-07-01-.03(3)
10. Public Acts of 2023, Chapter No. 269; State Board of Education Policy 2.103

Cross References

Student Surveys, Analyses, and Evaluations 6.4001
Student Records 6.600