

ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION

REGULAR SCHEDULED MEETING

Tuesday, June 17, 2025, @ 5:30 PM

Board Members

Eddie Pless | Phil Isaacs | Dr. Robert Lewis | Jamie Schaff | Josh Smith
Hudson Smith(Student Liaison)

The Elizabethton Board of Education will meet on Tuesday, June 17, 2025, 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**
7. **CONSENT AGENDA**
 - A. Minutes of Regular Meeting: May 15, 2025
Minutes of Called Board Meeting-May 30, 2025
 - B. Approve General Purpose Fund Financial Statement, Date: May 2025
 - C. Approve Federal Projects Fund Financial Statement, Date: May 2025
 - D. Approve School Nutrition Fund Financial Statement, Date: May 2025
 - E. Approve General Purpose Fund Financial Statement and Budget Amendment,
Date. June 2025
 - F. Approve Federal Projects Financial Statement and Budget Amendment.
Date: June 2025
 - G. Approve School Nutrition Financial Statement and Budget Amendment.
Date: June 2025
 - H. Approve Consolidated Application Approval for IDEA/ESEA for 2025-2026 school year.
 - I. Approve Summer Learning Camps FY 2025.
 - J. Approve agreement between Pepsi Beverage Sales, LLC and Elizabethton City Schools for the 2025-2026 school year.
 - K. Approve the renewal of BID2022-2023-02-SN for bread and bakery products for the period of July 1, 2025 through June 30, 2026.
 - L. Approve the renewal of BID 2022-2023-02-SN for Milk Products for the period of July 1, 2025 through June 30, 2026.

- M. Approve second reading of the following Board Policies:
5.602 Staff Time Schedules
 - N. Approve for the Superintendent of Schools, Richard VanHuss, and Board Members, Eddie Pless, Phil Isaacs, Dr. Bob Lewis, and Josh Smith, to attend the Summer Law Institute in Gatlinburg, TN. July 18-19, 2025.
 - O. Approve Board Member Josh Smith for Sick Bank approval.
 - P. Approve contract between Elizabethton City Schools and Sidekick Therapy Services for the 2025-2026 school year.
 - Q. Approve Dual Enrollment Agreement between Northeast State Community College and Elizabethton City Schools.
 - R. Approve the EPP between Carson Newman University and Elizabethton City Schools for the 2025-2026 school year.
 - S. Approve request for Property/Equipment Sale/Disposal.
8. **REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS**

A. Personnel Report

NEW HIRES:

Alexander Dotson-Band Support Staff @ EHS,eff. 5/15/25

Madison Holly- ESP Student Leader, eff. 5/14/25

Sarah Holt-Substitute Teacher, eff. 5/22/25

Jackson Humphreys-Band Support Staff @ EHS, eff. 5/15/25

ADDITIONAL POSITION:

Heather Brodio-ESP Student Leader, eff, 5/9/25

Jacqueline Mays-ESP Student Leader, eff; 5/9/25

Bonnie White-ESP Student Leader, eff. 5/9/25

TRANSFERS:

Alexis Bier-Project On Track teacher to 3rd grade teacher @ WSE,
eff. 7/1/25

Elly Cash- SPED Assistant to Educational Assistant @ TAD, eff. 7/1/25

Derrick Leonard-Interim ISS Teacher to 7th/8th grade Science Teacher @ TAD,
eff. 7/1/25

Holly Schumann-Math Teacher to 7th grade ELA Teacher @ TAD,
eff. 7/1/25

Jessica Ward-P.O.T. Math teacher to 7th grade Math teacher @ TAD,eff. 7/1/25

Jay Scurry-Educational Assistant to one on one Instructional Assistant @ EHS,
eff. 7/1/25

Carla Whiles- Librarian to Assistant Principal @ HME. eff. 7/24/2025

Rebekah Hodge-SPED Assistant @ ESE to Educational Assistant @ WELC, eff.
7/1/2025

RESIGNATIONS:

Amanda Woodby-SPED Assistant @ TAD. eff. 5/30/25

Rachel Pawar- Educational Assistant @ WSE. eff. 5/30/25

Isabella Cranford- Science teacher and Asst. Girls Soccer coach @ TAD. eff.
5/24/25

Amanda Righter- 3rd grade teacher @ WSE, eff. 5/27/25
Madison Turley-ESP Student leader, eff. 5/12/25
Cody Williams- Educational Assistant @ EHS, eff. 5/26/25

TERMINATIONS:

Michelle Fowler-SPED Teacher @ HME, eff. 5/30/25
Owen Jaynes-Educational Asst. @ ESE, eff. 5/30/25
Laura Kelley-POT Math Teacher @ HME. eff. 5/30/25
Nicole Johnson-Cafeteria Personnel @ WSE, eff. 5/30/25
Jaqueline Mays-Educational Assistant @ WELC., eff. 5/30/25
Brandi Parsons-Instructional Assitant @ ESE, eff. 5/30/25
Ryan Baker-substitute Cook.eff. 5/15/25

LEAVE OF ABSENCE:

Jodi Buckles, LPN @ WSE. Educational Leave of Absence 8/4/2025-5/27/2025

- B. Director's Update
Dr. Loos with Ballad Health Academy
- C. Board Member Reports
- D. City Council Liaison's Report
- E. Student Liaison's Report

9. **REGULAR AGENDA**

- A. Approve agreement with Raptor Technologies for the Raptor Emergency Management Suite and Badge Alert System for the 25-26 school year at a cost not to exceed \$46,000, using TIPS Cooperative Purchasing.
- B. Approve Innovate 2.0 Grant agreement (totaling \$180,000) with the University of Connecticut for athletic training services, to begin July 1, 2025 and end June 30, 2028.
- C. Approve the purchase of Chromebooks through the Chromebook Replacement Cycle in the amount of \$149,906.96.
- D. Approve purchase of weight and strength equipment from Total Strength and Speed Inc. for an amount not to exceed \$151,000, using a TIPS Cooperative Purchasing agreement.
- E. Approve the award of bid number ECS2024-2025-01 for SEALING AND STRIPING EHS STUDENT PARKING LOT to be awarded to Raptor Sealcoating in the amount of \$78,474.00.
- F. Approve ECS 5 year Strategic Plan for 2025-2030.
- G. Approve the Board of Education Meetings for the 2025-2026 school year.
- H. Approve 3-year Pricing Agreement between Elizabethton City Schools and MagicSchool for Artificial Intelligence software package.
- I. Approve first reading of the following Board Policies:
 - 1.1021- Student Board Member
 - 1.407- School District Records
 - 1.901- Charter School Applications
 - 1.903- Charter School Oversight

- 1.905- Charter School Renewal
- 1.906-Charter School Revocation
- 2.403- Surplus Property Sales
- 3.202- Emergency Preparedness Plan
- 3.204-Threat Assessment Team
- 4.100-Instructional Program
- 5.500-Discrimination/Harassment of Employees (Sexual, Racial, Ethnic, Religious)
- 6.304- Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation
- 4.212-Virtual Education Program
- 4.301-Interscholastic Athletics
- 4.403-Library Materials
- 4.406-Use of the Internet
- 4.601-Reporting Student Progress
- 5.100-Personnel Goals
- 5.110-Compensation Guides & Contracts
- 5.119-Employment of Retirees
- 5.305-Family and Medical Leave
- 5.701-Substitute Teachers
- 6.200-Attendance
- 6.303-Questioning Students and Searches
- 6.411-Student Wellness
- 6.312-Use of Wireless Communication Devices
- 6.600-Student Records
- 6.300- Code of Conduct
- 6.307-Drug-Free Schools
- 6.309- Zero Tolerance Offenses
- 6.316- Suspension

10. FOR YOUR INFORMATION

11. NEXT REGULARLY SCHEDULED BOARD MEETING

The next regularly scheduled Board Meeting will be held on Tuesday, July 15, 2025 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, May 15, 2025 5:30 PM

Mack Pierce Board Room

The Elizabethton Board of Education met in a regular meeting on Thursday, May 15, 2025, at 5:30 PM, at Mack Pierce Board Room.

Attendance Taken at 5:33 PM.

Phil Isaacs: Present

Bob Lewis: Present

Danny O'Quinn: Absent

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 Jamie Schaff, second by Phil Isaacs to approve the Consent and Regular Agendas. Motion carried.

Phil Isaacs: aye

Bob Lewis: aye

Danny O'Quinn: absent

Eddie Pless: aye

Jamie Schaff: aye

aye: 4, nay: 0, absent: 1

- 5. TIME FOR CITIZENS TO SPEAK**

No citizens ask to appear before the Board.

- 6. SPECIAL RECOGNITION:**

A. Health Science Students

Our health science students competed and placed in the top 3 at the Skills USA Conference, which took place in April in Chattanooga.

1st place winners: Sarah McCoy-1st Aid CPR and Princess Russell-Health Occupations professional Portfolio

2nd place winner: Kaylee Shoemate- Customer Service in Business competition

2nd place in the Health Knowledge Bowl - members included Kara Carr, Gracie Estep, Malarie Odom, and Taylor Whitson

2nd place in Medical Math - Ava George Wilbur

3rd place in Basic Healthcare Skills-Tristan Wilson

All these students will compete in Atlanta at the National Skills Competition in June.

We also had 18 students who took and passed and received their certification as EKG Technicians. They worked very hard, and we are very proud of them.

We have 7 students who have received their CNA certification. Our students have worked extremely hard, and we are so proud of their accomplishments.

B. EHS Drama Students

We have 2 groups in the theater world: Public Speaking and Debate. We had 7 District tournaments, and we won all seven competitions, advancing to the State competition.

These are the students who competed:

Alena Little-Pantomime (1st in State)

Reagan Price-Poetry (3rd in State)

Hannah Daniels-Humorous Interpretation (6th in State) and Improv Duet Acting

Abby Saye- Prose

Luke Carter-TV Broadcasting

Seth Whitehead- Informative Speaking

Addie Bentley- Extemporaneous Speaking

Callie Smith-Dramatic Interpretation

Gabe Linebaugh- Humorous Interpretation

Natalie Smith- Improv Duet Acting

Lorelei Townsend- Storytelling

Loren Watson-First Place, TN All State and All East Theatre Event for playwriting with a scholarship -

C. EHS FBLA

The high school had one student who qualified for the FBLA State and National competitions. Wesley Taylor placed 2nd in the state competition and will travel to Anaheim in July to compete in the National competition.

D. Robotics Team

Mr. Lee recognized the Robotix team. He spoke about the unbelievable year the team has had and how blessed he is to coach this team.

Everywhere they went, people talked about how good they were. He would put our kids up against any team. This team is the 1st in modern era history to win RDL National Title Champions. They also scored 1st in the highest team score, 1st in top score, the Presidential Award and 1st place overall team and the National Alliance Award. Last year, the team received the Rookie of the Year award. These kids are so special and the hours that they put in is remarkable. They deserve all the credit. The students touch and make all of what they use. In their second competition, the May ROV Competition, they placed 3rd. They had the top pool score in the region.

We have our goal set on making it to the World Event next year.

E. FFA Students

Thank you to everyone for your support. It is exciting to see what the CTE department is doing. FFA had a great year. They had over 300 industry certifications. 40 students have also completed some college credits. We had 8 students that earned the State FFA degree.

F. Teacher Recognitions:

Katie Dugger

Jerry Agan

Jerome Behrmann

We have 3 teachers that also earned recognition. First is Mrs. Katie Dugger, she was the EHS Teacher of the Year, as well as the District and Regional winner. She was the the State award winner last year.

Mr. Jerry Agan, State award winner for Teacher of the Year for TN and will go on to the Regionals.

Chief Behrmann was awarded the National Citizenship Teacher of Merit Award. He was 1st place in the District. Chief Behrmann commented on what a pleasure it is working with the cadets and thanked the system for allowing him to work with the students.

Mr. Vanhuss commented that our commitment is to get the best that we can, and I believe we have done that through the recognitions that were received this evening.

7. CONSENT AGENDA

A. Minutes of Regular Meeting: Date: April 17, 2025

Minutes of Budget Workshop Date: April 17, 2025

B. Approve General Purpose Fund Financial Statement, Date: April 2025

C. Approve Federal Projects Fund Financial Statement, Date: April 2025

D. Approve School Nutrition Fund Financial Statement, Date: April 2025

E. Approve second reading of the following Board Policies:

5.302 Sick Leave

5.303 Personal and Professional Leave

F. Approve Request for Property/Equipment - Sale/Disposal.

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G. Approve the closure of the Student Council Crockett Montgomery Scholarship CD at Elizabethton Federal. The remaining balance will be used to support the annual Crockett Memorial Scholarship at EHS.

Approve the closure of the Student Council Crockett Montgomery Scholarship CD at Elizabethton Federal. The remaining balance will be used to support the annual Crockett Memorial Scholarship at EHS.

H. Approve for Vanessa Harriman to conduct a research project for her Doctoral program.

I. Approve Memorandum of Understanding between Elizabethton City School Board of Education and Frontier Health for 2025-2026.

8. REPORT - DIRECTOR OF SCHOOLS/BOARD MEMBERS

A. Personnel Report

NEW HIRES:

B. Director's Update

The construction at the high school continues. They have the roofing over the restrooms and entrance. They will be starting on the main structure on Monday. If the good weather continues, it should be under roof by the end of next month.

Honors day was great. The band and chorus did an incredible job.

Tomorrow is graduation at 7:30pm. We are watching the weather and have both the inside and outside ready. Board members need to meet in the Media area by 6:30pm.

C. Board Member Reports

D. City Council Liaison's Report

Mr. Simerly commented on how proud he was of our students and how incredible their accomplishments are.

He discussed how tight the city council budget will be for next year. They have been working on the budget and at this point and time, the school system will be receiving 1/3 of the property tax monies. We wish we could do more. Mr. VanHuss thanked the city council for all they do to support our system. We are very,very thankful.

E. Student Liaison's Report

Hudson spoke about the Senior Prom and about how smoothly everything went. There were alot of things that we requested this year and they were all granted.. I want to personally thank you for allowing us to have Honors

day and the Honors banquet. The students work hard and to have something special means a lot.

I haven't had but one complaint from the student body. That is the toilet paper. Everything else seems to be running smoothly.

I would like to say "Thank you" I came in as a freshman to EHS after being homeschooled and immediately felt at home and welcomed.

Helen Hackett will be with you next year and she will do a great job.

9. REGULAR AGENDA

A. Approve first reading of Board Policy 5.602 Staff Time Schedules.

Motion was made by Phil Isaacs, second by Jamie Schaff To approve first reading of Board Policy 5.602 Staff Time Schedules. Motion carried.

Phil Isaacs: aye

Bob Lewis: aye

Danny O'Quinn: absent

Eddie Pless: aye

Jamie Schaff: aye

aye: 4, nay: 0, absent: 1

This particular policy, we wanted to make sure the language was clear. There may be times when we need to adjust hours. In the summer, we may occasionally adjust them and on 1/2 days so that I have the flexibility to allow staff to leave early. Staff will be present during work hours and this is a way to show them how much we appreciate them and their hard work.

B. Approve Resolution of the Elizabethton Board of Education regarding Federal Projects Budget documents and Amendments for Fiscal Year 2025-2026 and Henceforth.

Motion was made by Jamie Schaff, second by Bob Lewis To approve Resolution of the Elizabethton Board of Education regarding Federal Projects Budget documents and Amendments for Fiscal Year 2025-2026 and Henceforth. Motion carried.

Phil Isaacs: aye

Bob Lewis: aye

Danny O'Quinn: absent

Eddie Pless: aye

Jamie Schaff: aye

aye: 4, nay: 0, absent: 1

This resolution, if approved, will have the Federal Projects budget in E-Plan, which will help streamline the finance department. It will allow us to adjust our books to accurately reflect what we have without going through 3 months of readings and City Council approval. It will also let us know what money that we currently have on hand. The information will be presented in the Consent Agenda and the budget is public information. There will no longer be Federal Projects in the budget, just General and Food Services.

C. Approve the 2025-2026 Elizabethton City Schools Budget.

Motion was made by Jamie Schaff, second by Bob Lewis To approve the 2025-2026 Elizabethton City Schools Budget. Motion carried.

Phil Isaacs: aye

Bob Lewis: aye

Danny O'Quinn: absent

Eddie Pless: aye

Jamie Schaff: aye

aye: 4, nay: 0, absent: 1

the budget does include a minimum 2.5% increase for all classified staff and 206% for Certified staff. It shows the rates and contributions for retirement, proposed amounts for insurance and healthcare, federal programs. The general purpose is down by 2 million dollars due to some capital projects that we have set aside for, which will mean the loss of some positions. We have been able to minimize as much as possible. It is a very streamline budget and we know that we will have to tighten our

belts, but we are thankful that staff cuts weren't any worse than what we had to do.

- D. Approve the acceptance of Mr. Danny O'Quinn's resignation from his position of School Board Member of the Elizabethton City Board of Education, effective immediately.**

Motion was made by Phil Isaacs, second by Jamie Schaff To approve the acceptance of Mr. Danny O'Quinn's resignation from his position of School Board Member of the Elizabethton City Board of Education, effective immediately. Motion carried.

Phil Isaacs: aye

Bob Lewis: aye

Danny O'Quinn: absent

Eddie Pless: aye

Jamie Schaff: aye

aye: 4, nay: 0, absent: 1

Working in another school system makes it hard to do the job adequately. We appreciate his commitment to the school system for 6 1/2 years. He will be missed.

- E. Discuss the process for filling board member Danny O'Quinn's vacancy for the remainder of the term, which will expire on November 30, 2026. We want to be consistent with previous vacancies that we have filled. The candidate must live within the Elizabethton City Limits. They must include their name, address and a brief explanation of why they want to be a board member. These may be emailed or hand-delivered to Mrs. Walker by noon on May 23, 2025. We will have a Special Called Board Meeting at noon on May 30, 2025 to discuss and vote on a new board member.**
- F. Discuss moving the June Board Meeting from Thursday, June 19, 2025, to Tuesday, June 17, 2025.**

Motion was made by Eddie Pless, second by Jamie Schaff To approve moving the Thursday, June 19, 2025 board meeting to Tuesday June 17, 2025 Motion carried.

Phil Isaacs: aye
Bob Lewis: aye
Danny O'Quinn: absent
Eddie Pless: aye
Jamie Schaff: aye

aye: 4, nay: 0, absent: 1

With this being a holiday now, I feel it is in the best interest, since our offices will be closed, to move the board meeting so that our employees can enjoy the whole day off.

Mr. Pless also mentioned moving the July meeting from Thursday, July 17, 2025, to July 15, 2025, due to the Summer Law Institute beginning on that day. It will be further discussed in June Baord Meeting.

10. FOR YOUR INFORMATION

11. NEXT REGULARLY SCHEDULED BOARD MEETING

The next regularly scheduled Board Meeting will be held on Tuesday, June 17, 2025, at 5:30 pm in the Mack Pierce Board Room of the Elizabethton Board of Education at 804 S. Watauga Avenue, Elizabethton, TN.

12. ADJOURN

Motion was made by Phil Isaacs Motion to Adjourn Motion carried.

Phil Isaacs: aye
Bob Lewis: aye
Danny O'Quinn: absent
Eddie Pless: aye
Jamie Schaff: aye

aye: 4, nay: 0, absent: 1

Chairman of the Board

Director of Schools

ELIZABETHTON CITY SCHOOLS BOARD OF EDUCATION
CALLED BOARD MEETING
Friday, May 30, 2025 12:00 PM
Mack Pierce Board Room

The Elizabethton Board of Education met in a regular meeting on Friday, May 30, 2025, at 12:00 PM, at Mack Pierce Board Room.

Attendance Taken at 12:01 AM.

Phil Isaacs: Present
Bob Lewis: Present
Danny O'Quinn: Present
Eddie Pless: Present
Jamie Schaff: Present

1. CALL TO ORDER

A. Discussion and possible action to fill the vacancy created by the resignation of Board Member, Danny O'Quinn.

Motion was made by Jamie Schaff, second by Bob Lewis Approve the nomination of Mr. Josh Smith to serve as School Board Member for the remainder of Mr. Danny O'Quinn's term due to his resignation. Motion carried.

Phil Isaacs: aye
Bob Lewis: aye
Danny O'Quinn: absent
Eddie Pless: aye
Jamie Schaff: aye

aye: 4, nay: 0, absent: 1

Mr Pless commented that we had one individual submit an interest in fulfilling the board member position created with the resignation of Mr.

Danny O'Quinn.

Mr. Josh Smith of Elizabethton is interested in serving as a board member. He is a product of our school system, as are his wife and children. He is a recognized voice in the city, and we feel honored that he is willing to serve our school system.

Mrs. Jamie Schaff made the motion to nominate Josh Smith for Board Member. seconded by Dr. Bob Lewis..

2. ADJOURN

Chairman of the Board

Director of Schools

		2024-25	2024-25	2024-25	2024-25	Unencumbered	May 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	3,409,757.01	92.78	265,242.99	14,662.01
141 R 40120	000	TRUSTEE'S COLLECTIONS - PRIOR	100,000.00	100,000.00	77,972.43	77.97	22,027.57	-577.74
141 R 40130	000	CIR CLK/CLK & MASTER COLLECTIO	23,000.00	23,000.00	17,803.66	77.41	5,196.34	5,022.50
141 R 40140	000	INTEREST AND PENALTY	27,000.00	27,000.00	22,858.09	84.66	4,141.91	2,777.21
141 R 40162	000	PAYMENTS IN LIEU OF TAXES-LOCA	61,000.00	61,000.00	6.23	0.01	60,993.77	0.00
141 R 40163	000	PAYMENTS IN LIEU OF TAXES - OT	2,000.00	2,000.00	1,424.22	71.21	575.78	1,077.34
141 R 40210	000	LOCAL OPTION SALES TAX	4,250,000.00	4,250,000.00	2,776,946.93	65.34	1,473,053.07	342,168.11
141 R 40275	000	MIXED DRINK TAX	24,000.00	32,000.00	23,584.49	73.70	8,415.51	3,526.70
141 R 40320	000	BANK EXCISE TAX	38,750.00	38,750.00	34,319.57	88.57	4,430.43	-210.29
141 R 41110	000	MARRIAGE LICENSES	650.00	650.00	403.72	62.11	246.28	22.24
141 R 43511	000	TUITION - REGULAR DAY STUDENTS	385,000.00	385,000.00	352,320.84	91.51	32,679.16	108,112.35
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	316,125.00	212,158.21	67.11	103,966.79	31,855.46
141 R 44110	000	INVESTMENT INCOME	120,000.00	145,000.00	115,823.77	79.88	29,176.23	19,037.78
141 R 44120	000	LEASE/RENTALS	1,000.00	1,000.00	100.00	10.00	900.00	0.00
141 R 44170	000	MISCELLANEOUS REFUNDS	0.00	0.00	48,339.05	0.00	-43,760.39	3,850.22
141 R 44530	000	SALE OF EQUIPMENT	0.00	0.00	400.00	0.00	-400.00	0.00
141 R 44570	000	CONTRIBUTIONS & GIFTS	0.00	0.00	14,764.90	0.00	-14,764.90	0.00
141 R 44990	000	OTHER LOCAL REVENUES	1,000.00	377,353.00	257,988.05	68.37	119,364.95	0.00
141 R 46510	000	TISA STATE FUNDING	20,592,093.00	20,592,093.00	18,559,600.56	90.13	2,032,492.44	0.00
141 R 46513	000	TISA OBP	0.00	84,000.00	0.00	0.00	84,000.00	0.00
141 R 46515	000	EARLY CHILDHOOD EDUCATION	411,160.00	530,853.00	333,037.83	62.74	197,815.17	0.00
141 R 46550	000	DRIVER EDUCATION	6,500.00	8,450.00	8,463.12	100.16	-13.12	0.00
141 R 46590	000	OTHER STATE EDUCATION FUNDS	232,876.00	246,317.00	0.00	0.00	246,317.00	0.00
141 R 46596	000	TN PPL	0.00	63,000.00	34,224.79	54.33	28,775.21	34,224.79
141 R 46610	000	CAREER LADDER PROGRAM	23,947.00	22,806.00	11,803.66	51.76	11,002.34	0.00
141 R 46790	000	OTHER VOCATIONAL	317,497.00	290,197.00	188,944.71	65.11	101,252.29	0.00
141 R 46980	000	OTHER STATE GRANTS	0.00	100,921.00	100,920.64	100.00	0.36	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	67,051.00	0.00	0.00	67,051.00	0.00
141 R 48610	000	DONATIONS	26,400.00	48,400.00	20,810.75	43.00	27,589.25	574.85
141 R 49800	000	OPERATING TRANSFERS	0.00	1,975.00	0.00	0.00	1,975.00	0.00
141 R 49810	000	CITY GENERAL FUND TRANSFER	2,400,000.00	3,650,000.00	2,204,931.13	60.41	1,445,068.87	200,000.00
Grand Revenue Totals		33,125,440.00	35,253,691.00	28,829,708.36	81.78	6,428,561.30	766,123.53	

Number of Accounts: 58

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

Acct	2024-25		2024-25		Unencumbered		May 2024-25
	Original Budget	Revised Budget	FYTD Activity	FYTD %	Balance - YTD Act	Monthly Activity	
141 E 71100 --- --- --- --- ---	REGULAR INSTRUCTION PROGRAM	14,885,198.00	15,297,371.00	11,232,740.27	73.43	3,712,165.76	1,243,623.14
141 E 71200 --- --- --- --- ---	SPECIAL EDUCATION PROGRAM	2,701,461.00	2,824,274.00	2,066,399.94	73.17	734,347.01	231,815.69
141 E 71300 --- --- --- --- ---	VOCATIONAL EDUCATION PROGRAM	1,667,157.00	1,663,015.00	1,238,728.55	74.49	419,814.34	136,809.65
141 E 71400 --- --- --- --- ---	STUDENT BODY EDUCATION PROGRAM	465,830.00	510,830.00	472,761.79	92.55	38,068.21	114,059.53
141 E 72110 --- --- --- --- ---	ATTENDANCE	114,300.00	100,800.00	85,068.27	84.39	15,386.71	6,969.27
141 E 72120 --- --- --- --- ---	HEALTH SERVICES	476,052.00	480,580.00	346,982.74	72.20	132,220.73	33,426.10
141 E 72130 --- --- --- --- ---	OTHER STUDENT SUPPORT	1,186,085.00	1,057,085.00	843,667.23	79.81	199,672.10	85,695.08
141 E 72210 --- --- --- --- ---	REGULAR INSTRUCTION PROGRAM	1,357,541.00	1,373,289.00	1,045,652.29	76.14	326,199.90	97,567.89
141 E 72220 --- --- --- --- ---	SPECIAL EDUCATION PROGRAM	511,010.00	442,010.00	328,157.36	74.24	113,852.64	36,229.43
141 E 72230 --- --- --- --- ---	VOCATIONAL EDUCATION PROGRAM	189,611.00	189,611.00	163,314.66	86.13	22,762.12	17,990.36
141 E 72250 --- --- --- --- ---	TECHNOLOGY	1,053,560.00	1,001,060.00	840,677.40	83.98	113,277.70	62,342.30
141 E 72310 --- --- --- --- ---	BOARD OF EDUCATION	637,915.00	627,115.00	581,838.51	92.78	43,519.38	12,380.30
141 E 72320 --- --- --- --- ---	OFFICE OF THE SUPERINTENDENT	449,695.00	463,836.00	388,266.23	83.71	63,701.95	31,542.37
141 E 72410 --- --- --- --- ---	OFFICE OF THE PRINCIPAL	1,954,133.00	1,962,238.00	1,655,282.14	84.36	306,955.86	164,617.57
141 E 72510 --- --- --- --- ---	FISCAL SERVICES	439,279.00	439,279.00	399,570.43	90.96	37,223.11	34,442.52
141 E 72610 --- --- --- --- ---	OPERATION OF PLANT	2,118,961.00	2,231,332.00	1,903,725.38	85.32	314,236.44	175,480.17
141 E 72620 --- --- --- --- ---	MAINTENANCE OF PLANT	1,302,361.00	1,501,708.00	1,250,922.72	83.30	49,654.28	107,173.99
141 E 72710 --- --- --- --- ---	TRANSPORTATION	841,451.00	977,228.00	843,538.48	86.32	95,614.11	70,858.50
141 E 73100 --- --- --- --- ---	FOOD SERVICE	42,705.00	62,705.00	38,854.83	61.96	18,850.17	2,716.99
141 E 73300 --- --- --- --- ---	COMMUNITY SERVICES	227,975.00	316,125.00	168,517.85	53.31	125,954.35	7,965.38
141 E 73400 --- --- --- --- ---	EARLY CHILDHOOD EDUCATION	411,160.00	410,805.00	310,213.30	75.51	100,591.70	33,105.33
141 E 76100 --- --- --- --- ---	REGULAR CAPITAL OUTLAY	92,000.00	3,048,250.00	2,534,035.66	83.13	-2,512,636.36	230,180.97
142 E 71100 --- --- --- --- ---	REGULAR INSTRUCTION PROGRAM	554,341.00	554,341.00	459,025.09	82.81	92,610.40	33,675.76
142 E 71200 --- --- --- --- ---	SPECIAL EDUCATION PROGRAM	645,772.00	645,772.00	474,515.68	73.48	171,256.32	54,992.18
142 E 71300 --- --- --- --- ---	VOCATIONAL EDUCATION PROGRAM	19,951.00	19,951.00	20,124.25	100.87	-173.25	-1,614.39
142 E 72130 --- --- --- --- ---	OTHER STUDENT SUPPORT	116,029.00	116,029.00	90,003.86	77.57	26,013.34	11,965.21
142 E 72210 --- --- --- --- ---	REGULAR INSTRUCTION PROGRAM	271,173.00	271,173.00	265,424.42	97.88	-46.53	41,088.82
142 E 72230 --- --- --- --- ---	VOCATIONAL EDUCATION PROGRAM	1,766.00	1,766.00	1,599.68	90.58	166.32	0.00
142 E 72710 --- --- --- --- ---	TRANSPORTATION	0.00	0.00	6,423.08	0.00	-6,423.08	1,464.00
142 E 73300 --- --- --- --- ---	COMMUNITY SERVICES	110,059.00	110,059.00	155,734.43	141.50	-45,675.43	45,675.68
142 E 76100 --- --- --- --- ---	REGULAR CAPITAL OUTLAY	0.00	0.00	503,497.76	0.00	-512,881.37	0.00
143 E 73100 --- --- --- --- ---	FOOD SERVICE	1,497,780.00	1,497,780.00	1,436,914.13	95.94	60,865.87	133,507.87
Grand Expense Totals		36,342,311.00	40,197,417.00	32,152,178.41	79.99	4,257,144.80	3,257,747.66

Number of Accounts: 821

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

		2024-25	2024-25	2024-25	2024-25	Unencumbered	May 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	74,124.94	74.41	25,498.06	0.00
142 R 47189	OCA	EISENHOWER PROF DEVELOPMENT ST	9,030.00	9,030.00	9,850.32	109.08	-820.32	0.00
142 R 47131	OCP	VOCATIONAL EDUC - BASIC GRANTS	41,597.00	41,597.00	38,770.59	93.21	2,826.41	0.00
142 R 47143	OID	SPECIAL EDUCATION - GRANTS TO	628,419.00	628,419.00	457,768.65	72.84	170,650.35	58,156.07
142 R 47145	OPS	SPECIAL EDUCATION PRESCHOOL GR	17,353.00	17,353.00	11,912.96	68.65	5,440.04	0.00
142 R 47141	OT1	TITLE 1 GRANTS TO LOCAL EDUC A	589,659.00	589,659.00	460,693.53	78.13	128,965.47	36,578.80
142 R 47590	OT1	OTHER FEDERAL THROUGH STATE	54,018.00	54,018.00	42,618.63	78.90	11,399.37	3,398.13
142 R 47189	OT2	EISENHOWER PROF DEVELOPMENT ST	94,515.00	94,515.00	87,420.38	92.49	7,094.62	0.00
142 R 47590	OVR	OTHER FEDERAL THROUGH STATE	51,018.00	51,018.00	38,298.33	75.07	12,719.67	4,282.18
142 R 47147	21C	SAFE AND DRUG-FREE SCHOOLS-ST	110,059.00	110,059.00	110,058.75	100.00	0.25	0.00
142 R 47404	702	ARP Homeless	0.00	0.00	4,519.88	0.00	-4,519.88	0.00
142 R 47149	703	EDUCATION FOR HOMELESS CHILDRE	0.00	0.00	439.20	0.00	-439.20	0.00
142 R 47401	933	ESSER 3.0	0.00	0.00	62,069.30	0.00	-62,069.30	0.00
142 R 47990	CPS	OTHER DIRECT FEDERAL REVENUE	0.00	0.00	458,899.00	0.00	-458,899.00	0.00
142 R 47141	T1N	TITLE 1 GRANTS TO LOCAL EDUC A	23,800.00	23,800.00	28,597.65	120.16	-4,797.65	0.00
Grand Revenue Totals			1,719,091.00	1,719,091.00	1,886,042.11	109.71	-166,951.11	102,415.18

Number of Accounts: 15

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

		2024-25	2024-25	2024-25	2024-25	Unencumbered	May 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	459,025.09	82.81	92,610.40	33,675.76
142 E 71200	SPECIAL EDUCATION PROGRAM	645,772.00	645,772.00	474,515.68	73.48	171,256.32	54,992.18
142 E 71300	VOCATIONAL EDUCATION PROGRAM	19,951.00	19,951.00	20,124.25	100.87	-173.25	-1,614.39
142 E 72130	OTHER STUDENT SUPPORT	116,029.00	116,029.00	90,003.86	77.57	26,013.34	11,965.21
142 E 72210	REGULAR INSTRUCTION PROGRAM	271,173.00	271,173.00	265,424.42	97.88	-46.53	41,088.82
142 E 72230	VOCATIONAL EDUCATION PROGRAM	1,766.00	1,766.00	1,599.68	90.58	166.32	0.00
142 E 72710	TRANSPORTATION	0.00	0.00	6,423.08	0.00	-6,423.08	1,464.00
142 E 73300	COMMUNITY SERVICES	110,059.00	110,059.00	155,734.43	141.50	-45,675.43	45,675.68
142 E 76100	REGULAR CAPITAL OUTLAY	0.00	0.00	503,497.76	0.00	-512,881.37	0.00
Grand Expense Totals		1,719,091.00	1,719,091.00	1,976,348.25	114.96	-275,153.28	187,247.26

Number of Accounts: 112

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

		2024-25	2024-25	2024-25	2024-25	Unencumbered	May 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	0.00
143 R 43522	000	LUNCH PAYMENTS - ADULTS	22,000.00	22,000.00	18,682.32	84.92	3,317.68	4,094.55
143 R 43525	000	A LA CARTE SALES	55,280.00	55,280.00	41,724.45	75.48	13,555.55	2,501.81
143 R 43990	000	OTHER CHARGES FOR SERVICES	12,500.00	12,500.00	2,180.21	17.44	10,319.79	0.00
143 R 44110	000	INVESTMENT INCOME	40,000.00	40,000.00	28,559.80	71.40	11,440.20	2,488.49
143 R 44170	000	MISCELLANEOUS REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00
143 R 46520	000	SCHOOL FOOD SERVICE	11,000.00	11,000.00	10,950.05	99.55	49.95	0.00
143 R 47111	000	USDA SCHOOL LUNCH PROGRAM	785,000.00	785,000.00	627,734.22	79.97	157,265.78	0.00
143 R 47112	000	USDA COMMODITIES	93,500.00	93,500.00	33,945.73	36.31	59,554.27	0.00
143 R 47113	000	USDA BREAKFAST	447,500.00	447,500.00	350,201.12	78.26	97,298.88	0.00
143 R 47114	000	USDA - ESP SNACK PROGRAM	31,000.00	31,000.00	18,291.89	59.01	12,708.11	0.00
Grand Revenue Totals		1,497,780.00	1,497,780.00	1,132,235.06	75.59	365,544.94	9,084.85	

Number of Accounts: 40

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

		2024-25	2024-25	2024-25	2024-25	Unencumbered	May 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	1,436,914.13	95.94	60,865.87	133,507.87
Grand Expense Totals		1,497,780.00	1,497,780.00	1,436,914.13	95.94	60,865.87	133,507.87

Number of Accounts: 87

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

**ELIZABETHTON CITY SCHOOLS
GENERAL PURPOSE BUDGET
2024-2025**

		<u>ORIGINAL BUDGET</u>	<u>AMENDMENT #1 GP June</u>	<u>AMENDED BUDGET</u>
ESTIMATED REVENUES AND OTHER SOURCES				
40000	Local Taxes	8,200,750.00	8,000.00	8,208,750.00
41000	Licenses & Permits	650.00	0.00	650.00
43000	Charges for Current Services	613,725.00	88,150.00	701,875.00
44000	Other Local Revenues	122,000.00	401,353.00	523,353.00
46500	State Education Funds	21,582,932.00	354,564.00	21,937,496.00
46800	Other State Revenues	113,000.00	0.00	113,000.00
47500	Other Federal Funds thru State	64,842.00	2,209.00	67,051.00
48000	Other Governments and Citizens Groups	26,400.00	22,000.00	48,400.00
49000	Other Sources - Indirect Cost	0.00	1,975.00	1,975.00
49000	Other Sources - City General Fund Transfer	2,400,000.00	0.00	2,400,000.00
49000	Other Sources - City - Capital	<u>0.00</u>	<u>1,250,000.00</u>	<u>1,250,000.00</u>
TOTAL ESTIMATED REVENUES AND OTHER SOURCES		<u>33,124,299.00</u>	<u>2,128,251.00</u>	<u>35,252,550.00</u>
ESTIMATED RESERVES				
34000	Reserves to be Used for Specific Projects	0.00	1,726,855.00	<u>1,726,855.00</u>
TOTAL ESTIMATED RESERVES		<u>0.00</u>	<u>1,726,855.00</u>	<u>1,726,855.00</u>
TOTAL AVAILABLE FUNDS		<u>33,124,299.00</u>	<u>3,855,106.00</u>	<u>36,979,405.00</u>
ESTIMATED EXPENDITURES				
INSTRUCTION				
71100	Regular Instruction Program	14,885,198.00	412,173.00	15,297,371.00
71200	Special Education Program	2,701,461.00	122,813.00	2,824,274.00
71300	Vocational Education Program	1,667,157.00	(4,142.00)	1,663,015.00
71400	Student Body Education Program	<u>465,830.00</u>	<u>45,000.00</u>	<u>510,830.00</u>
TOTAL INSTRUCTION		<u>19,719,646.00</u>	<u>575,844.00</u>	<u>20,295,490.00</u>
SUPPORT SERVICES				
72100	Students	1,776,437.00	(137,972.00)	1,638,465.00
72200	Instructional Support	3,111,722.00	(105,752.00)	3,005,970.00
72300	General Administration	1,087,610.00	3,341.00	1,090,951.00
72400	School Administration - Office of Principal	1,954,133.00	8,105.00	1,962,238.00
72500	Business Administration	439,279.00	0.00	439,279.00
72600	Operation and Maintenance of Plant	3,420,181.00	311,718.00	3,731,899.00
72700	Student Transportation	<u>841,451.00</u>	<u>135,777.00</u>	<u>977,228.00</u>
TOTAL SUPPORT SERVICES		<u>12,630,813.00</u>	<u>215,217.00</u>	<u>12,846,030.00</u>
NON-INSTRUCTIONAL SERVICES				
73100	Food Services	42,705.00	20,000.00	62,705.00
73300	Community Services	227,975.00	88,150.00	316,125.00
73400	Early Childhood Education	411,160.00	(355.00)	410,805.00
76100	Regular Capital Outlay	92,000.00	2,956,250.00	3,048,250.00
99100	Operating Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NON-INSTRUCTIONAL SERVICES		<u>773,840.00</u>	<u>3,064,045.00</u>	<u>3,837,885.00</u>
TOTAL EXPENDITURES		<u>33,124,299.00</u>	<u>3,855,106.00</u>	<u>36,979,405.00</u>
ESTIMATED REVENUE & RESERVES OVER EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

**ELIZABETHTON CITY
SCHOOLS**

**GENERAL PURPOSE FUND
BUDGET AMENDMENT
1 GP**

**Fiscal Year 2024-2025
June 2025**

<u>Account Code</u>		<u>RESERVES</u> Description	<u>Approved Budget</u>	<u>Debit Decrease</u>	<u>Credit Increase</u>	<u>Amended Budget</u>
34655	06000	Committed for Connie Baker Lab	0.00		855.00	855.00
34770	02000	Assigned for SNP Equipment	0.00		20,000.00	20,000.00
34770	05900	Assigned for Maintenance Truck	0.00		50,000.00	50,000.00
34775	20000	Assigned for HME	0.00		900,250.00	900,250.00
34775	25900	Assigned for TAD	0.00		64,750.00	64,750.00
34775	60100	Assigned for CDEC	0.00		50,000.00	50,000.00
34775	61500	Assigned for EHS Field House	0.00		1,000.00	1,000.00
34775	61510	Assigned for Rider Center	0.00		570,000.00	570,000.00
34775	61520	Assigned for EHS Parking Lot	0.00		70,000.00	70,000.00
TOTALS			0.00	0.00	1,726,855.00	1,726,855.00
				1,726,855.00		
<u>Account Code</u>		<u>REVENUES</u> Description	<u>Approved Budget</u>	<u>Debit Decrease</u>	<u>Credit Increase</u>	<u>Amended Budget</u>
40000		<u>Local Taxes</u>				
40275		Mixed Drink Tax	24,000.00		8,000.00	32,000.00
43500		<u>Education Charges</u>				
43517	90150	Tuition - Other	21,000.00		18,150.00	39,150.00
43517	99020	Tuition - Other	181,790.00		70,000.00	251,790.00
44100		<u>Recurring Items</u>				
44110		Investment Income	120,000.00		25,000.00	145,000.00
44990	09100	Project of Track - Niswonger	0.00		345,245.00	345,245.00
44990	15310	TCAT - Auto Mech	0.00		2,600.00	2,600.00
44990	15311	TCAT - Building Const	0.00		4,000.00	4,000.00
44990	15312	TCAT - Information Tech	0.00		2,808.00	2,808.00
44990	15313	TCAT - Advanced Mfg	0.00		3,200.00	3,200.00
44990	15314	TCAT - Millwright Skills	0.00		2,800.00	2,800.00
44990	15315	TCAT - CJ - Holly	0.00		1,300.00	1,300.00
44990	15316	TCAT - CJ - Hardin	0.00		2,800.00	2,800.00
44990	15317	TCAT - CJ - Copeland	0.00		3,900.00	3,900.00
44990	15318	TCAT - Presnell	0.00		700.00	700.00
44990	15319	TCAT - Off-Road Diesel	0.00		2,000.00	2,000.00
44990	46000	Stem - Battelle	0.00		5,000.00	5,000.00
46500		<u>State Education Funds</u>				
46513		TISA - OBP	0.00		84,000.00	84,000.00
46515	35000	Early Childhood Education	411,160.00	355.00		410,805.00
46515	55000	Early Childhood Education - State SP PREI	0.00		120,048.00	120,048.00
46550		Driver Education	6,500.00		1,950.00	8,450.00
46590	01500	Learning Camp	187,168.00		10,073.00	197,241.00
46590	01700	Learning Camp Transportation	45,708.00		2,227.00	47,935.00
46590	05150	CEO Funds	0.00		1,141.00	1,141.00

**ELIZABETHTON CITY
SCHOOLS**

**GENERAL PURPOSE FUND
BUDGET AMENDMENT
1 GP**

**Fiscal Year 2024-2025
June 2025**

46596		TN PPL	0.00		63,000.00	63,000.00
46610	05100	Career Ladder	23,947.00	1,141.00		22,806.00
46790	15700	ISM Grant	184,866.00	30,800.00		154,066.00
46790	25700	ISM Grant	132,631.00		3,500.00	136,131.00
46980	62000	Public School Safety Grant	0.00		100,921.00	100,921.00
47500		Federal Funds thru State				
47590	01500	Learning Camp	64,842.00		2,209.00	67,051.00
48600		Citizens Groups				
48610	43000	Donations - FRC	0.00		10,000.00	10,000.00
48610	61550	Donations - Track	0.00		12,000.00	12,000.00
49800		Operating Transfers				
49800		Operating Transfers - IDC from FP	0.00		1,975.00	1,975.00
49810	61000	City Funds for Capital	0.00		1,250,000.00	1,250,000.00
		TOTALS	1,403,612.00	32,296.00	2,160,547.00	3,531,863.00
				2,128,251.00		
Account Code		EXPENDITURES Description	Approved Budget	Debit Increase	Credit Decrease	Amended Budget
71100		Regular Education				
116	09100	Teachers	0.00	193,675.00		193,675.00
116	01500	Teachers	140,100.00	28,000.00		168,100.00
163	01500	Educational Assistants	18,432.00	576.00		19,008.00
189		Other Salaries & Wages	661,600.00	36,000.00		697,600.00
189	09100	Other Salaries & Wages	0.00	55,100.00		55,100.00
201		Social Security	650,000.00		40,000.00	610,000.00
201	01500	Social Security	9,830.00	1,771.00		11,601.00
201	09100	Social Security	0.00	15,100.00		15,100.00
204		State Retirement	676,228.00		21,000.00	655,228.00
204	01500	State Retirement	8,268.00	2,021.00		10,289.00
204	09100	State Retirement	0.00	14,800.00		14,800.00
204	91000	State Retirement	310.00		100.00	210.00
206	09100	Life Insurance	0.00	385.00		385.00
207	09100	Medical Insurance	0.00	43,200.00		43,200.00
208	09100	Dental Insurance	0.00	1,485.00		1,485.00
212		Employer Medicare	150,000.00		4,500.00	145,500.00
212	01500	Employer Medicare	2,299.00	414.00		2,713.00
212	09100	Employer Medicare	0.00	3,550.00		3,550.00
217		SRT - Retirement	66,400.00	45,500.00		111,900.00
217	01500	SRT - Retirement	5,814.00		1,722.00	4,092.00
217	09100	SRT - Retirement	0.00	5,800.00		5,800.00
217	91000	SRT - Retirement	0.00	100.00		100.00
399		Other Contracted Services	40,000.00		10,000.00	30,000.00
429		Instructional Supplies	24,100.00		24,100.00	0.00
429	01500	Instructional Supplies	27,352.00		24,392.00	2,960.00
429	09100	Instructional Supplies	0.00	12,150.00		12,150.00
449		Textbooks	137,735.00		59,000.00	78,735.00
449	10000	Textbooks	75,000.00		7,800.00	67,200.00

**ELIZABETHTON CITY
SCHOOLS**

**GENERAL PURPOSE FUND
BUDGET AMENDMENT
1 GP**

**Fiscal Year 2024-2025
June 2025**

Account Code		EXPENDITURES Description	Approved Budget	Debit Increase	Credit Decrease	Amended Budget
449	15000	Textbooks	75,000.00	63,500.00		138,500.00
449	20000	Textbooks	75,000.00		10,800.00	64,200.00
449	25000	Textbooks	75,000.00	60,000.00		135,000.00
449	30000	Textbooks	75,000.00		8,600.00	66,400.00
499		Other Supplies & Materials	85,000.00		9,000.00	76,000.00
499	01500	Other Supplies & Materials	0.00	2,960.00		2,960.00
499	15800	Other Supplies & Materials	7,500.00		5,000.00	2,500.00
499	46000	Other Supplies & Materials	0.00	5,000.00		5,000.00
499	90600	Other Supplies & Materials	75,000.00		30,000.00	45,000.00
595		TISA - OBP	0.00	43,000.00		43,000.00
711	25000	Furniture & Fixtures	0.00	24,100.00		24,100.00
722	15700	Furniture & Fixtures	0.00	10,000.00		10,000.00
71200		Special Education				
116		Teachers	1,225,000.00		14,335.00	1,210,665.00
163	55000	Educational Assistants	0.00	65,000.00		65,000.00
201	55000	Social Security	0.00	4,030.00		4,030.00
204	55000	State Retirement	0.00	3,700.00		3,700.00
207		Medical Insurance	303,000.00	9,900.00		312,900.00
207	05400	Medical Insurance	12,000.00		9,900.00	2,100.00
212	55000	Employer Medicare	0.00	950.00		950.00
217		TCRS - SRT	10,400.00	8,600.00		19,000.00
310		Contracts with Other Public Agencies	15,000.00		12,500.00	2,500.00
312		Contracts with Private Agencies	65,000.00		15,000.00	50,000.00
429		Instructional Supplies	20,000.00		15,000.00	5,000.00
499		Other Supplies & Materials	3,000.00	15,000.00		18,000.00
595		TISA - OBP	0.00	41,000.00		41,000.00
725		Special Education Equipment	10,000.00		5,000.00	5,000.00
725	55000	Special Education Equipment	0.00	46,368.00		46,368.00
71300		Vocational Education				
116		Teachers	1,033,750.00		59,000.00	974,750.00
116	15700	Teachers	48,300.00	1,000.00		49,300.00
116	25700	Teachers	103,500.00	3,000.00		106,500.00
189		Other Salaries & Wages	20,000.00	1,500.00		21,500.00
195		Certified Sub Teachers	2,500.00	1,000.00		3,500.00
198		Non-Certified Sub Teachers	15,000.00		1,000.00	14,000.00
201		Social Security	65,080.00		9,000.00	56,080.00
204		State Retirement	66,520.00		7,000.00	59,520.00
204	15700	State Retirement	3,304.00		400.00	2,904.00
217		SRT - Retirement	8,825.00	5,000.00		13,825.00
217	15700	SRT - Retirement	0.00	1,450.00		1,450.00
429	15310	TCAT - Auto Mech	0.00	2,600.00		2,600.00
429	15311	TCAT - Building Const	0.00	4,000.00		4,000.00
429	15312	TCAT - Information Tech	0.00	2,808.00		2,808.00
429	15313	TCAT - Advanced Mfg	0.00	3,200.00		3,200.00
429	15314	TCAT - Millwright Skills	0.00	2,800.00		2,800.00
429	15315	TCAT - CJ - Holly	0.00	1,300.00		1,300.00
429	15316	TCAT - CJ - Hardin	0.00	2,800.00		2,800.00
429	15317	TCAT - CJ - Copeland	0.00	3,900.00		3,900.00
429	15318	TCAT - Presnell	0.00	700.00		700.00

**ELIZABETHTON CITY
SCHOOLS**

**GENERAL PURPOSE FUND
BUDGET AMENDMENT
1 GP**

**Fiscal Year 2024-2025
June 2025**

Account Code		<u>EXPENDITURES</u> Description	Approved Budget	Debit Increase	Credit Decrease	Amended Budget
429	15319	TCAT - Off-Road Diesel	0.00	2,000.00		2,000.00
730	15700	Vocational Equipment	0.00	33,200.00		33,200.00
71400		<u>Student Body Education - Other</u>				
399		Other Contracted Services	0.00	45,000.00		45,000.00
72110		<u>Attendance</u>				
355		Travel	3,500.00	1,000.00		4,500.00
399		Other Contracted Services	30,000.00		8,000.00	22,000.00
499		Other Supplies & Materials	7,000.00		6,500.00	500.00
72120		<u>Health Services</u>				
161	90200	Secretary	36,930.00		14,000.00	22,930.00
204		State Retirement	13,380.00	8,000.00		21,380.00
204	01500	State Retirement	412.00	128.00		540.00
499	90200	Other Supplies & Materials	5,000.00	1,000.00		6,000.00
499	43000	Other Supplies & Materials	0.00	10,000.00		10,000.00
599		Other Charges	750.00		600.00	150.00
72130		<u>Other Student Support</u>				
204		State Retirement	43,460.00	8,000.00		51,460.00
217		SRT - Retirement	5,770.00	1,500.00		7,270.00
399		Other Contracted Services	123,000.00		19,000.00	104,000.00
524	25700	Inservice / Staff Development	1,000.00	500.00		1,500.00
730	25700	Vocational Equipment	120,000.00		120,000.00	0.00
72210		<u>Regular Education - Support</u>				
105		Supervisor/Director	319,500.00		10,000.00	309,500.00
201	05100	Social Security	0.00	248.00		248.00
499		Other Supplies & Materials	2,500.00	59,500.00		62,000.00
499	06000	Other Supplies & Materials	0.00	2,500.00		2,500.00
524		Inservice / Staff Development	38,000.00		25,550.00	12,450.00
524	30000	Inservice / Staff Development	1,290.00	550.00		1,840.00
524	90700	Inservice / Staff Development	15,000.00		11,500.00	3,500.00
72220		<u>Special Education - Support</u>				
105		Supervisor/Director	71,675.00	26,000.00		97,675.00
124		School Psychologist	85,085.00		45,000.00	40,085.00
207	05400	Medical Insurance	24,000.00		15,000.00	9,000.00
217		TCRS-SRT	0.00	1,000.00		1,000.00
312		Contracts with Private Agencies	200,000.00		36,000.00	164,000.00
72250		<u>Technology Services</u>				
350		Internet Connectivity	155,000.00		55,000.00	100,000.00
709		Data Processing Equipment	218,500.00	2,500.00		221,000.00
72310		<u>Board of Education</u>				
210		Unemployment Compensation	10,000.00		5,000.00	5,000.00
305		Audit Services	40,600.00	1,000.00		41,600.00
320		Dues & Memberships	18,000.00	1,200.00		19,200.00
331		Legal Services	25,000.00		5,000.00	20,000.00
399		Other Contracted Services	3,000.00	3,500.00		6,500.00
506		Liability Insurance	75,000.00	3,500.00		78,500.00

**ELIZABETHTON CITY
SCHOOLS**

**GENERAL PURPOSE FUND
BUDGET AMENDMENT
1 GP**

**Fiscal Year 2024-2025
June 2025**

Account Code	EXPENDITURES Description	Approved Budget	Debit Increase	Credit Decrease	Amended Budget
513	Workman's Compensation	210,000.00		10,000.00	200,000.00
72320	Director of Schools				
101	Director of Schools	144,145.00	9,000.00		153,145.00
189	05150 Other Salaries & Wages - CEO	0.00	1,000.00		1,000.00
201	05150 Social Security	0.00	62.00		62.00
204	05150 State Retirement	0.00	64.00		64.00
207	Medical Insurance	27,300.00	4,000.00		31,300.00
212	05150 Employer Medicare	0.00	15.00		15.00
72410	Office of the Principal				
161	01500 Secretary(s)	3,840.00	360.00		4,200.00
201	01500 Social Security	1,106.00	22.00		1,128.00
204	01500 State Retirement	1,691.00		282.00	1,409.00
207	05400 Medical Insurance	8,200.00	8,000.00		16,200.00
212	01500 Employer Medicare	259.00	5.00		264.00
72610	Operation of Plant				
166	01500 Custodial Personnel	3,584.00	351.00		3,935.00
201	01500 Social Security	222.00	22.00		244.00
204	01500 State Retirement	443.00	43.00		486.00
207	Medical Insurance	161,200.00	10,000.00		171,200.00
207	05400 Medical Insurance	23,550.00		23,550.00	0.00
212	01500 Employer Medicare	52.00	5.00		57.00
410	01500 Custodial Supplies	0.00	2,000.00		2,000.00
454	Water & Sewer	100,000.00	85,000.00		185,000.00
501	Boiler Insurance	4,000.00	500.00		4,500.00
502	Building & Contents Insurance	175,000.00	38,000.00		213,000.00
72620	Maintenance of Plant				
207	Medical Insurance	71,850.00		5,000.00	66,850.00
207	05400 Medical Insurance	4,100.00	8,150.00		12,250.00
208	05400 Dental Insurance	155.00	280.00		435.00
329	Laundry Service	3,500.00	2,200.00		5,700.00
335	Maintenance & Repair of Buildings	692,000.00	68,796.00		760,796.00
335	61550 Maintenance & Repair of Buildings	0.00	12,000.00		12,000.00
338	Maintenance & Repair of Equipment	10,000.00	12,000.00		22,000.00
790	62000 Other Equipment	0.00	100,921.00		100,921.00
72710	Transportation				
105	01700 Supervisor/Director	9,444.00		699.00	8,745.00
146	01700 Bus Drivers	8,800.00	1,200.00		10,000.00
146	50000 Bus Drivers	64,200.00		12,000.00	52,200.00
189	Other Salaries & Wages	25,000.00	30,000.00		55,000.00
201	Social Security	13,080.00	2,000.00		15,080.00
201	01700 Social Security	2,369.00	32.00		2,401.00
204	01700 State Retirement	4,573.00		276.00	4,297.00
207	Medical Insurance	67,235.00		15,000.00	52,235.00
207	05400 Medical Insurance	16,400.00		15,500.00	900.00
207	50000 Medical Insurance	26,000.00		10,000.00	16,000.00
212	Employer Medicare	3,055.00	600.00		3,655.00
212	01700 Employer Medicare	554.00	7.00		561.00

**ELIZABETHTON CITY
SCHOOLS**

GENERAL PURPOSE FUND
BUDGET AMENDMENT
1 GP

Fiscal Year 2024-2025
June 2025

Account Code		<u>EXPENDITURES</u> Description	Approved Budget	Debit Increase	Credit Decrease	Amended Budget
217		TCRS-SRT	0.00	500.00		500.00
338		Maintenance & Repair of Vehicles	30,000.00	10,000.00		40,000.00
340		Medical Services	3,000.00	1,500.00		4,500.00
412		Diesel	80,000.00		30,000.00	50,000.00
412	01700	Diesel	0.00	1,963.00		1,963.00
425		Gasoline	30,000.00		14,000.00	16,000.00
511		Vehicle & Equipment Insurance	40,000.00	7,750.00		47,750.00
524		Inservice & Staff Development	2,000.00	1,750.00		3,750.00
729		Transportation Equipment	129,653.00	82,000.00		211,653.00
729	05900	Transportation Equipment	0.00	50,000.00		50,000.00
729	15700	Transportation Equipment	0.00	43,950.00		43,950.00
73100		<u>Food Service</u>				
710	02000	Food Service Equipment	0.00	20,000.00		20,000.00
73300		<u>Community Services</u>				
105	90150	Supervisor / Director	1,000.00	1,500.00		2,500.00
105	99020	Supervisor / Director	3,000.00	19,000.00		22,000.00
116	99020	Teachers	87,000.00	4,235.00		91,235.00
189	90150	Other Salaries & Wages	15,000.00	6,000.00		21,000.00
189	99020	Other Salaries & Wages	25,500.00	40,000.00		65,500.00
201	90150	Social Security	995.00	500.00		1,495.00
201	99020	Social Security	6,510.00	4,000.00		10,510.00
204	99020	State Retirement	4,000.00	8,000.00		12,000.00
206	99020	Life Insurance	10.00	25.00		35.00
207	99020	Medical Insurance	1,200.00	3,800.00		5,000.00
208	99020	Dental Insurance	50.00	140.00		190.00
212	90150	Employer Medicare	230.00	150.00		380.00
212	99020	Employer Medicare	1,520.00	400.00		1,920.00
355	99020	Travel	500.00		100.00	400.00
422	99020	Food Supplies	15,000.00		7,500.00	7,500.00
499	90150	Other Supplies & Materials	3,575.00	10,000.00		13,575.00
524	99020	Inservice/Staff Development	2,500.00		2,000.00	500.00
73400		<u>Early Childhood Education</u>				
499	35000	Other Supplies & Materials	1,320.00		355.00	965.00
76100		<u>Capital Outlay</u>				
304		Architects	0.00	10,000.00		10,000.00
304	20000	Architects - HME	0.00	11,825.00		11,825.00
304	61510	Architects	0.00	25,000.00		25,000.00
706	61000	Building Construction - City of Elizabethton	0.00	1,250,000.00		1,250,000.00
706	61500	Building Construction	0.00	1,000.00		1,000.00
706	61510	Building Construction	0.00	700,000.00		700,000.00
707	20000	Building Improvements	0.00	778,425.00		778,425.00
707	91520	Building Improvements - EHS Parking Lot	0.00	70,000.00		70,000.00
707	60100	Building Improvements	0.00	110,000.00		110,000.00
		TOTALS	10,253,969.00	4,781,667.00	926,561.00	14,109,075.00
				3,855,106.00		

**ELIZABETHTON CITY SCHOOLS
FEDERAL PROJECTS BUDGET
2024-2025**

		<u>ORIGINAL BUDGET</u>	AMENDMENT # 1FP <u>June</u>	<u>AMENDED BUDGET</u>
ESTIMATED REVENUES AND OTHER SOURCES				
47100	Federal Funds Received thru State	1,719,091.00	550,688.98	2,269,779.98
47900	Direct Federal Revenue	0.00	458,899.00	458,899.00
49800	Operating Transfer	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL ESTIMATED REVENUES AND OTHER SOURCES	<u>1,719,091.00</u>	<u>1,009,587.98</u>	<u>2,728,678.98</u>
ESTIMATED RESERVES				
39000	Unassigned Fund Balance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL ESTIMATED REVENUES AND OTHER SOURCES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
ESTIMATED EXPENDITURES				
INSTRUCTION				
71100	Regular Instruction Program	554,341.00	231,089.95	785,430.95
71200	Special Education Program	645,772.00	139,738.04	785,510.04
71300	Vocational Education Program	<u>19,951.00</u>	<u>2,510.30</u>	<u>22,461.30</u>
	TOTAL INSTRUCTION	<u>1,220,064.00</u>	<u>373,338.29</u>	<u>1,593,402.29</u>
SUPPORT SERVICES				
72100	Students	116,029.00	14,136.04	130,165.04
72200	Instructional Staff	272,939.00	74,225.97	347,164.97
72250	Technology Services	0.00	0.00	0.00
72710	Transportation Services	<u>0.00</u>	<u>7,200.00</u>	<u>7,200.00</u>
	TOTAL SUPPORT SERVICES	<u>388,968.00</u>	<u>95,562.01</u>	<u>484,530.01</u>
NON-INSTRUCTIONAL SERVICES				
73100	Nutrition Services	0.00	0.00	0.00
73300	Community Services	<u>110,059.00</u>	<u>17,749.75</u>	<u>127,808.75</u>
	TOTAL NON -INSTRUCTIONAL SERVICES	<u>110,059.00</u>	<u>17,749.75</u>	<u>127,808.75</u>
Capital Outlay				
76100	Building Improvements	<u>0.00</u>	<u>520,968.30</u>	<u>520,968.30</u>
	TOTAL OTHER USES	<u>0.00</u>	<u>520,968.30</u>	<u>520,968.30</u>
OTHER USES				
99100	Operating Transfers	<u>0.00</u>	<u>1,969.63</u>	<u>1,969.63</u>
	TOTAL OTHER USES	<u>0.00</u>	<u>1,969.63</u>	<u>1,969.63</u>
	TOTAL EXPENDITURES & OTHER USES	<u>1,719,091.00</u>	<u>1,009,587.98</u>	<u>2,728,678.98</u>
ESTIMATED REVENUE AND RESERVES OVER EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Account Code	REVENUES Description	Approved Budget	Debit Decrease	Credit Increase	Amended Budget	
Consolidated Administration - Project 0CA						
47141	0CA Title I-Grants to Local Educ. Agencies	99,623.00		13,377.00	113,000.00	
47189	0CA Eisenhower Prof Development Grants	9,030.00		4,970.00	14,000.00	
Carl Perkins - Project 0CP						
47131	0CP Vocational Education - Basic Grants to State	41,597.00		8,046.02	49,643.02	
Homeless Hurricane Relief- Project 703						
47149	703 ARP Homeless 2.0	0.00		8,000.00	8,000.00	
Title IV, Part B, 21st CCLC - Project 21C						
47147	21C Safe and Drug Free Schools - ESP	110,059.00		17,749.75	127,808.75	
ESSER 3.0 - Project 933						
47401	933 ESSER 3.0	0.00		62,069.30	62,069.30	
IDEA, Part B - Project 0ID						
47143	0ID Special Education Grants to States	628,419.00		140,570.35	768,989.35	
COPS Grant - Project CPS						
47990	CPS Direct Federal Revenue	0.00		458,899.00	458,899.00	
IDEA, Preschool - Project 0PS						
47145	0PS Special Education Preschool Grants	17,353.00		2,991.69	20,344.69	
Title I - Project 0T1						
47141	0T1 Title I-Grants to Local Educ. Agencies	589,659.00		215,102.54	804,761.54	
47590	0T1 Other Federal Thru State	54,018.00		20,743.02	74,761.02	
Title I, Neglected - Project T1N						
47141	T1N Title I-Grants to Local Educ. Agencies	23,800.00		24,227.14	48,027.14	
Title II, Part A - Project 0T2						
47189	0T2 Eisenhower Prof Development Grants	94,515.00		32,842.17	127,357.17	
		TOTALS	1,668,073.00	0.00	1,009,587.98	2,677,660.98
			\$1,009,587.98	Increase in Revenues		

Account Code		EXPENDITURES Description	Approved Budget	Debit Increase	Credit Decrease	Amended Budget
Title IV, Part B, 21st CCLC - Project 21C						
73300		Community Services				
105	21C	Supervisor/Director	33,946.00		21,706.00	12,240.00
116	21C	Teachers	31,500.00	7,380.00		38,880.00
189	21C	Other Salaries & Wages	25,920.00	19,440.00		45,360.00
201	21C	Social Security	5,000.00	980.00		5,980.00
204	21C	State Retirement	6,170.00		3,101.25	3,068.75
206	21C	Life Insurance	40.00		20.00	20.00
207	21C	Medical Insurance	6,003.00		3,003.00	3,000.00
208	21C	Dental Insurance	300.00		190.00	110.00
212	21C	Employer Medicare	1,180.00	220.00		1,400.00
429	21C	Instructional Supplies	0.00	17,750.00		17,750.00
Consolidated Administration - Project 0CA						
72210		Regular Education Program-Support				
105	0CA	Supervisor/Director	59,400.00		2,400.00	57,000.00
161	0CA	Secretary	26,545.00		1,148.00	25,397.00
201	0CA	Social Security	5,330.00		230.00	5,100.00
204	0CA	State Retirement	7,325.00		305.00	7,020.00
207	0CA	Medical Insurance	8,425.00		400.00	8,025.00
212	0CA	Employer Medicare	1,245.00		50.00	1,195.00
499	0CA	Other Supplies & Materials	0.00	7,000.00		7,000.00
524	0CA	Inservice / Staff Development	0.00	7,000.00		7,000.00
790	0CA	Other Equipment	0.00	8,880.00		8,880.00
Carl Perkins - Project 0CP						
71300		Vocational Education Program				
429	0CP	Instructional Supplies & Materials	10,400.00		10,400.00	0.00
471	0CP	Software	0.00	7,600.65		7,600.65
499	0CP	Other Supplies & Materials	8,490.00		8,490.00	0.00
730	0CP	Vocational Instructional Equipment	1,061.00	13,799.65		14,860.65
72130		Support Services-Other Student Support				
189	0CP	Other Salaries & Wages	1,800.00	1,320.00		3,120.00
201	0CP	Social Security	110.00	83.44		193.44
204	0CP	State Retirement	145.00	104.60		249.60
212	0CP	Employer Medicare	25.00	18.68		43.68
355	0CP	Travel	6,000.00		4,500.00	1,500.00
524	0CP	Inservice / Staff Development	1,800.00	2,200.00		4,000.00
599	0CP	Other Charges	0.00	6,000.00		6,000.00
72230		Support Services -Vocational Education				
524	0CP	Inservice / Staff Development	1,766.00	309.00		2,075.00
Homeless Hurricane Relief- Project 703						
72130		Support Services-Other Student Support				
499	703	Other Supplies & Materials	0.00	600.00		600.00
599	703	Other Charges	0.00	200.00		200.00

Account Code		EXPENDITURES Description	Approved Budget	Debit Increase	Credit Decrease	Amended Budget
72710		Transportation				
146	703	Bus Driver	0.00	6,000.00		6,000.00
201	703	Social Security	0.00	372.00		372.00
204	703	State Retirement	0.00	741.00		741.00
212	703	Employer Medicare	0.00	87.00		87.00
		IDEA, Part B - Project 01D				
71200		Special Education Program				
163	01D	Educational Assistants	525,830.00	87,420.00		613,250.00
201	01D	Social Security	30,990.00	7,250.00		38,240.00
204	01D	State Retirement	34,470.00	7,500.00		41,970.00
206	01D	Life Insurance	135.00	150.00		285.00
207	01D	Medical Insurance	24,600.00	24,000.00		48,600.00
208	01D	Dental Insurance	945.00	850.00		1,795.00
212	01D	Employer Medicare	7,625.00	1,700.00		9,325.00
429	01D	Instructional Supplies	3,824.00	7,876.35		11,700.35
72220		Support Services-Special Education				
312	01D	Contracts with Private Agencies	0.00	3,824.00		3,824.00
		ESSER 3.0 - Project 933				
76100		Capital Outlay				
707	933	Building Improvements	0.00	62,069.30		62,069.30
		IDEA, Preschool - Project 0PS				
71200		Special Education Program				
163	0PS	Educational Assistants	15,120.00	2,655.69		17,775.69
201	0PS	Social Security	940.00	260.00		1,200.00
204	0PS	State Retirement	220.00	130.00		350.00
429	0PS	Instructional Materials and Supplies	1,073.00		54.00	1,019.00
		Title I, Neglected - Project T1N				
71100		Regular Education Program				
429	T1N	Instructional Supplies	6,500.00	14,602.39		21,102.39
72130		Support Services-Other Student Support				
499	T1N	Other Supplies & Materials	800.00	700.00		1,500.00
722	T1N	Regular Instruction Equipment	0.00	4,409.32		4,409.32
72210		Regular Education Program-Support				
524	T1N	Inservice / Staff Development	500.00	3,500.00		4,000.00
99100		Operating Transfers				
504	T1N	Indirect Cost	0.00	1,015.43		1,015.43

Account Code		EXPENDITURES Description	Approved Budget	Debit Increase	Credit Decrease	Amended Budget
Title I - Project 0T1						
71100		Regular Education Program				
163	0T1	Educational Assistants	71,065.00		1,805.00	69,260.00
189	0T1	Other Salaries & Wages	195,650.00		9,685.00	185,965.00
201	0T1	Social Security	20,350.00		715.00	19,635.00
204	0T1	State Retirement	24,720.00		810.00	23,910.00
207	0T1	Medical Insurance	46,250.00		1,220.00	45,030.00
212	0T1	Employer Medicare	4,760.00		175.00	4,585.00
429	0T1	Instructional Supplies	68,941.00	188,436.29		257,377.29
722	0T1	Regular Instruction Equipment	52,700.00	42,461.27		95,161.27
72130		Support Services-Other Student Support				
189	0T1	Other Salaries & Wages	3,000.00	3,000.00		6,000.00
72210		Regular Education Program-Support				
189	0T1	Other Salaries & Wages	41,250.00		2.00	41,248.00
201	0T1	Social Security	2,555.00	5.00		2,560.00
207	0T1	Medical Insurance	5,275.00		150.00	5,125.00
208	0T1	Dental Insurance	150.00	10.00		160.00
212	0T1	Employer Medicare	600.00		5.00	595.00
524	0T1	Inservice / Staff Development	15,000.00	16,500.00		31,500.00
COPS Grant - Project CPS						
76100		Capital Outlay				
707	CPS	Building Improvements	0.00	458,899.00		458,899.00
Title II, Part A - Project T2						
72210		Regular Education Program-Support				
189	0T2	Other Salaries & Wages	60,640.00		3,334.00	57,306.00
201	0T2	Social Security	3,950.00		211.00	3,739.00
204	0T2	State Retirement	4,650.00		162.00	4,488.00
207	0T2	Medical Insurance	4,150.00		190.00	3,960.00
208	0T2	Dental Insurance	155.00	3.00		158.00
212	0T2	Employer Medicare	925.00		50.00	875.00
499	0T2	Other Supplies & Materials	2,000.00	8,328.72		10,328.72
524	0T2	Inservice / Staff Development	15,000.00	27,503.25		42,503.25
99100		Operating Transfers				
504	0T2	Indirect Cost	0.00	954.20		954.20
TOTALS			1,547,234.00	1,084,099.23	74,511.25	2,556,821.98
				\$1,009,587.98	Increase in Expenditures	
				\$0.00	Net Change	

**ELIZABETHTON CITY SCHOOLS
SCHOOL NUTRITION BUDGET
2024-2025**

		<u>ORIGINAL BUDGET</u>	<u>AMENDMENT # 1 SNP JUNE</u>	<u>AMENDED BUDGET</u>
ESTIMATED REVENUES AND OTHER SOURCES				
43000	Charges for Current Services	89,780.00	0.00	89,780.00
44000	Other Local Revenues	40,000.00	0.00	40,000.00
46500	State Education Funds	11,000.00	0.00	11,000.00
47100	Federal Funds Received thru State	<u>1,357,000.00</u>	<u>0.00</u>	<u>1,357,000.00</u>
	TOTAL ESTIMATED REVENUES AND OTHER SOURCES	<u>1,497,780.00</u>	<u>0.00</u>	<u>1,497,780.00</u>
ESTIMATED RESERVES				
39000	Reserves to be used for Specific Projects	0.00	0.00	0.00
	TOTAL ESTIMATED RESERVES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
ESTIMATED EXPENDITURES				
NON-INSTRUCTIONAL SERVICES				
73100	Food Service	<u>1,497,780.00</u>	<u>0.00</u>	<u>1,497,780.00</u>
	TOTAL EXPENDITURES	<u>1,497,780.00</u>	<u>0.00</u>	<u>1,497,780.00</u>
	ESTIMATED REVENUE & RESERVES OVER EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

**SCHOOL NUTRITION FUND
BUDGET AMENDMENT # 1 SNP**

**Fiscal Year 2024-2025
4th Quarter - June 2025**

Account Code	EXPENDITURES Description	Approved Budget	Debit Increase	Credit Decrease	Amended Budget
73100	Food Service Program				
336	Maintenance & Repair - Equipment	6,000.00	3,000.00		9,000.00
422	Food Supplies	620,000.00	22,000.00		642,000.00
435	Office Supplies	2,000.00		2,000.00	0.00
499	Other Supplies & Materials	36,500.00		20,000.00	16,500.00
524	Inservice / Staff Development	2,500.00		1,000.00	1,500.00
599	Other Charges	16,500.00		2,000.00	14,500.00
	TOTALS	683,500.00	25,000.00	25,000.00	683,500.00
			\$0.00	Increase in Expenditures	
			\$0.00	Net Change	

FY26 Consolidated Application Approval for IDEA/ESEA School Year 2025 - 2026

101

Elizabethton City Schools

LEA #

LEA Name (Legal Name of Agency):

804 S. Watauga Avenue. Elizabethton
Elizabethton

LEA Legal Mailing Address

804 S. Watauga Avenue. Elizabethton
Tennessee 37643

Street Address

Elizabethton

Tennessee

37643

City

State

Zip

Consolidated Project begins July 1, 2025 and ends June 30, 2026.

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 application for filing.

This action is recorded in the official minutes of the Agency's Board meeting held on the date entered below:

June 17, 2025

Board Meeting Date

Director of Schools (Signature)

Mr. Richard B. VanHuss, Ed.S.

Director of Schools (Print Name)

June 17, 2025

Date Signed

Board of Education Official (Signature)

Mr. Charles Edward Pless

Board of Education Official (Print Name)

June 17, 2025

Date Signed

History Log

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	5/14/2025 2:51:39 PM	Tess Yates	Status changed to 'TDOE Summer Learning Camps Director Approved'.	S
	5/14/2025 2:39:16 PM	Jake Nichols	Status changed to 'TDOE Summer Learning Camps Consultant Approved'.	S
	5/14/2025 1:53:18 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
	5/14/2025 1:53:18 PM	Richard Vanhuss	Status changed to 'LEA Authorized Representative Approved'.	S
	5/14/2025 1:45:43 PM	Beth Wilson	Status changed to 'LEA Fiscal Representative Approved'.	S
	5/14/2025 1:32:58 PM	Myra Newman	Status changed to 'Draft Completed'.	S
	5/14/2025 11:43:20 AM	Jake Nichols	Status changed to 'TDOE Summer Learning Camps Consultant Returned Not Approved'.	S
	5/13/2025 8:49:45 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
	5/13/2025 8:49:45 AM	Richard Vanhuss	Status changed to 'LEA Authorized Representative Approved'.	S
	5/13/2025 8:25:38 AM	Beth Wilson	Status changed to 'LEA Fiscal Representative Approved'.	S
	5/12/2025 3:30:50 PM	Myra Newman	Status changed to 'Draft Completed'.	S
	5/7/2025 9:35:21 AM	Myra Newman	Status changed to 'Draft Started'.	S

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	5/1/2025 12:57:55 PM	Spencer Yonce	Status changed to 'Not Started'.	S

Allocations				
Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Allocations				
Allocation Type (1)	Learning Camps (2)	Sum Learn Transp	Total	
Original	\$264,292.10	\$47,935.33	\$312,227.43	
Incoming Carryover	\$0.00	\$0.00	\$0.00	\$0.00
Outgoing Carryover	\$0.00	\$0.00	\$0.00	\$0.00
Reallocated	\$0.00	\$0.00	\$0.00	\$0.00
Additional	\$0.00	\$0.00	\$0.00	\$0.00
Released	\$0.00	\$0.00	\$0.00	\$0.00
Consortium	\$0.00	\$0.00	\$0.00	\$0.00
Forfeited	\$0.00	\$0.00	\$0.00	\$0.00
FER Released	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$264,292.10	\$47,935.33	\$312,227.43	

Overview

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Allocations

User Access

The *Summer Learning Camps Director* role can be assigned by the district user access administrators 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. <i>LEA Summer Learning Camp Director, LEA Fiscal Representative, or LEA Authorized Representative</i> roles can move the application into <i>Draft Started</i> status.
Draft Started	<i>LEA Summer Learning Camp Director, LEA Fiscal Representative, or LEA Authorized Representative</i> roles can edit the application in the <i>Draft Started</i> status (or <i>Revision Started</i> for revisions).
Draft Completed	The <i>LEA Summer Learning Camp Director</i> role can click <i>Draft Completed</i> (or <i>Revision Completed</i> for revisions).
LEA Fiscal Representative Approved or Not Approved	The <i>LEA Fiscal Representative</i> can click <i>Approved</i> or <i>Not Approved</i> .
LEA Authorized Representative Approved or Not Approved	The <i>LEA Authorized Representative</i> can click <i>Approved</i> or <i>Not Approved</i> .
TDOE Summer Learning Consultant Approved or Not Approved	The <i>TDOE Summer Learning Camps Consultant</i> can click <i>Reviewed</i> or <i>Returned</i> .
TDOE Summer Learning Director Approved or Not Approved	The <i>TDOE Summer Learning Camps Director</i> can click <i>Approved</i> or <i>Not Approved</i> .

Reimbursement Requests

LEAs can complete reimbursement requests after the *TDOE Summer Learning Camp Director* has approved the application. [Click here to access the how to submit a reimbursement request document.](#)

TDOE Contacts

TDOE Summer Learning Camp	Summer.Programs@tn.gov
Single Sign On (SSO)	DT.Support@tn.gov

Resources

[Summer District Flexibilities](#)

<u>Summer Instructional Time and Waiver Guidance</u>
<u>Summer Transportation Capital Purchases Form</u>
<u>Summer Staffing and Training Guidance</u>
<u>Summer Meal Options</u>
<u>Summer Safety Guidance</u>
<u>Summer Universal Reading Screener Guidance</u>
<u>Summer Curricular Resources</u>
<u>Summer Training for Alternative and Aspiring Educators</u>
<u>SPEAR EIS Coordinator Guidance (Updated March 2025)</u>
<u>SPEAR Enrollment and Attendance Manual (Updated March 2025)</u>
<u>ePlan Application Technical Guide (Updated March 2025)</u>
<u>Account Numbers and Line Items (Updated March 2025)</u>
<u>Budget Narrative Overview (Updated March 2025)</u>
<u>Optional Scheduling Template (Updated March 2025)</u>
<u>Post-Testing Guidance (Updated March 2025)</u>

Cover Page

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Allocations

LEA ID#

101

LEA Name

Elizabethton City Schools

LEA Official Address

Street

804 W Watauga Ave

City

Elizabethton

Zip Code

37643

Phone

423-547-8000

LEA Website

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

Director of Schools

Name

Richard VanHuss

Email

richard.vanhuss@ecschoools.net

Phone

423-547-8000

Summer Learning Camps Point of Contact

Name

Myra Newman

Email

myra.newman@ecschoools.net

Phone

423-547-8000

DUNS Number

100072768

Unique Entity Identifier (UEI)

MP87VN3ER127

Resources

[Summer District Flexibilities](#)

[Summer Instructional Time and Waiver Guidance](#)

[Summer Transportation Capital Purchases Form](#)

[Summer Staffing and Training Guidance](#)

[Summer Meal Options](#)

[Summer Safety Guidance](#)

[Summer Universal Reading Screener Guidance](#)

Summer Curricular Resources

Summer Training for Alternative and Aspiring Educators

SPEAR EIS Coordinator Guidance (Updated March 2025)

SPEAR Enrollment and Attendance Manual (Updated March 2025)

ePlan Application Technical Guide (Updated March 2025)

Account Numbers and Line Items (Updated March 2025)

Budget Narrative Overview (Updated March 2025)

Optional Scheduling Template (Updated March 2025)

Post-Testing Guidance (Updated March 2025)

Related Documents

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Allocations

Required Documents

Document Template

Document/Link

(Summer Learning Camp) Learning Camp Overview (Upload at least 1 document(s)) N/A

- [Rising K-5 Schedule](#)
- [Rising K-3 Schedule](#)
- [Rising Grades 4 & 5 Schedule](#)
- [Rising Grades 6-9 Schedule](#)
- [Learning_Camp_Overview](#)
- [STREAM Camp Overview](#)
- [Bridge_Camp_Overview](#)
- [2025_Camp_Staffing_Overview](#)

Optional Documents

Document Template

Document/Link

(Summer Learning Camps) Approved Policy for Priority Students N/A

- [4.603 Promotion and Retention](#)

(Summer Learning Camp) Justifications for Capitol Purchases Form N/A

Budget

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Learning Camps

Account Number	Total
71100 - Regular Instruction Program	\$221,723.04
71200 - Special Education Program	\$0.00
72110 - Attendance	\$0.00
72120 - Health Services	\$4,846.00
72130 - Other Student Support	\$0.00
72210 - Support Services/Regular Instruction Program	\$0.00
72220 - Support Services/Special Education Program	\$0.00
72310 - Board of Education	\$0.00
72410 - Office of the Principal	\$21,001.40
72610 - Operation of Plant	\$6,721.66
72710 - Transportation	\$0.00
73100 - Food Service	\$10,000.00
99100 - Transfers Out	\$0.00
Total	\$264,292.10
Adjusted Allocation	\$264,292.10
Remaining	\$0.00

Budget Detail

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Learning Camps

71100 - Regular Instruction Program - \$221,723.04

Budget Detail

Narrative Description

Account Number: 71100 - Regular Instruction Program

Line Item Number: 116 - Teachers

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$168,100.00

Line Item Total: \$168,100.00

Funds to pay the following teachers for Summer Camps

33 FTE (35 Headcount) Teachers at \$1000 per week for Learning and Bridge Camps
 22 of the 34 FTE Teachers will receive an additional salary of \$400 per week for STREAM
 \$1500.00 to pay 2 teachers to teach 3 make-up days for rising fourth graders
 \$1000.00 to pay 1 Teacher for STREAM curriculum development

Account Number: 71100 - Regular Instruction Program

Line Item Number: 163 - Educational Assistants

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$19,008.00

Line Item Total: \$19,008.00

Funds to pay 12 (FTE 12.00) Educational Assistant positions at \$16 an hour for 6 hours a day for a total of 16 days.

Pay two assistants out of the 12 assistants (these are not additional assistants) for 3 additional days to cover make-up days for rising fourth graders.

Total of 12 headcount (12 FTE) Educational Assistants

Account Number: 71100 - Regular Instruction Program

Line Item Number: 201 - Social Security

Optional Program

Funds to pay Social Security benefits for Summer Learning Camp employees (Teachers - FTE 33.00; Educational Assistant FTE 12.00)

Code: Elizabethton (101)
 Location Code:
 Quantity:
 Cost:
 Line Item Total:

Account Number: 71100 - Regular Instruction Program
 Line Item Number: 204 - State Retirement
 Optional Program Code:
 Location Code: Elizabethton (101)
 Quantity:
 Cost:
 Line Item Total:

Funds to pay State Retirement benefits for Summer Learning Camp Teachers and Educational Assistants that have selected retirement benefits.

Account Number: 71100 - Regular Instruction Program
 Line Item Number: 212 - Employer Medicare
 Optional Program Code:
 Location Code: Elizabethton (101)
 Quantity:
 Cost:
 Line Item Total:

Funds to pay Employer Medicare benefits for Summer Learning Camp employees (Teacher - 33.00; Educational Assistants - 12.00)

Account Number: 71100 - Regular Instruction Program
 Line Item Number: 217 - Retirement - Hybrid Stabilization

Funds to pay Retirement-Hybrid Stabilization benefits for appropriate Summer Learning Camp employees. (For those that qualify Teacher - FTE 33.00)

Number:
Optional
Program
Code:

Location
Code: Elizabethton (101)

Quantity: 1.00

Cost: \$4,092.00

Line Item
Total: \$4,092.00

Account
Number: 71100 - Regular Instruction Program
Line Item
Number: 429 - Instructional Supplies & Materials

Optional
Program
Code:

Location
Code: Elizabethton (101)

Quantity: 1.00

Cost: \$2,960.05

Line Item
Total: \$2,960.05

Account
Number: 71100 - Regular Instruction Program
Line Item
Number: 499 - Other Supplies and Materials

Optional
Program
Code:

Location
Code: Elizabethton (101)

Quantity: 1.00

Cost: \$2,960.00

Line Item
Total: \$2,960.00

Funds will be utilized to purchase instructional materials and supplies related to curriculum and instructional programs including CKLA, Benchmark, Amplify ELA, Eureka Math, i-Ready, Big Ideas. All of these materials will be used for rising grades K-9 in summer programming.

Funds will be utilized to ensure effective instruction in our rising k-9 summer programs. Other Supplies and Materials will include paper to copy Math and ELA materials, pencils, construction paper, dry-erase markers, chart paper, tape, paper clips, highlighters, envelopes, copier cost, materials, etc. Materials to create STREAM lessons will also be purchased, construction paper, markers, glue, art supplies, robotics, Cubelets, etc.

Total for 71100 - Regular Instruction Program:	\$221,723.04
Total for all other Account Numbers:	\$42,569.06
Total for all Account Numbers:	\$264,292.10
Adjusted Allocation:	\$264,292.10
Remaining:	\$0.00

Budget Detail

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Learning Camps
 72120 - Health Services - \$4,846.00

Budget Detail Narrative Description

<p>Account Number: 72120 - Health Services</p> <p>Line Item Number: 131 - Medical Personnel</p> <p>Optional Program Code:</p> <p>Location Code: Elizabethton (101)</p> <p>Quantity: 1.00</p> <p>Cost: \$4,000.00</p> <p>Line Item Total: \$4,000.00</p>	<p>Funds to employ 1 nurses (FTE 1.00) for the Summer Learning Camp</p>
<p>Account Number: 72120 - Health Services</p> <p>Line Item Number: 201 - Social Security</p> <p>Optional Program Code:</p> <p>Location Code: Elizabethton (101)</p> <p>Quantity: 1.00</p> <p>Cost: \$248.00</p> <p>Line Item Total: \$248.00</p>	<p>Funds to pay Social Security benefits for school nurses.</p>
<p>Account Number: 72120 - Health Services</p> <p>Line Item Number: 204 - State Retirement</p> <p>Optional Program Code:</p>	<p>Funds to pay State Retirement benefit for school nurses for the Summer Learning Camp.</p>

Code: Elizabethton (101)
 Location Code:
 Quantity: 1.00
 Cost: \$540.00
 Line Item Total: \$540.00

Account Number: 72120 - Health Services
 Line Item Number: 212 - Employer Medicare
 Optional Program Code:

Location Code: Elizabethton (101)
 Quantity: 1.00
 Cost: \$58.00
 Line Item Total: \$58.00

Funds to pay Employer Medicare benefits for school nurses for Summer Learning Camp.

Total for 72120 - Health Services: \$4,846.00
 Total for all other Account Numbers: \$259,446.10
 Total for all Account Numbers: \$264,292.10
 Adjusted Allocation: \$264,292.10
 Remaining: \$0.00

Budget Detail

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Learning Camps

72410 - Office of the Principal - \$21,001.40

Budget Detail

Narrative Description

Account Number: 72410 - Office of the Principal

Line Item Number: 139 - Assistant Principal(s)

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$14,000.00

Line Item Total: \$14,000.00

Account Number: 72410 - Office of the Principal

Line Item Number: 161 - Secretary(s)

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$4,200.00

Line Item Total: \$4,200.00

Account Number: 72410 - Office of the Principal

Line Item Number: 201 - Social Security

Optional Program Code:

Funds to employ four (4) part-time Program Directors (FTE-2.00)

*Two for K-5 at \$700 a week to include STREAM

*Two for 6-9 at \$500 a week

*All four to receive \$500 for curriculum development

Funds to employ two (2) Summer Learning Camp Secretaries (FTE - 2.00).

Funds to pay Social Security benefits for Office of Principal Summer Learning Camp employees.

Four Part-time Camp Directors
Two Full-time Secretaries

Code: Elizabethton (101)
 Location Code:
 Quantity: 1.00
 Cost: \$1,128.40
 Line Item Total: \$1,128.40

Account Number: 72410 - Office of the Principal
 Line Item Number: 204 - State Retirement
 Optional Program Code:

Location Code: Elizabethton (101)
 Quantity: 1.00
 Cost: \$1,409.10
 Line Item Total: \$1,409.10

Account Number: 72410 - Office of the Principal
 Line Item Number: 212 - Employer Medicare
 Optional Program Code:

Location Code: Elizabethton (101)
 Quantity: 1.00
 Cost: \$263.90
 Line Item Total: \$263.90

Funds to pay State Retirement benefits for Office of Principals Summer Learning Camp employees.

*Four Part-time Camp Directors
 *Two Full-time Secretaries

Funds to pay Employer medicare benefits for Summer Learning Camp Office of the Principal employees.

*Four Part-time Camp Directors
 *Two Full-time Secretaries

Total for 72410 - Office of the Principal: \$21,001.40
 Total for all other Account Numbers: \$243,290.70

Total for all Account Numbers:	\$264,292.10
Adjusted Allocation:	\$264,292.10
Remaining:	\$0.00

Budget Detail

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Learning Camps

72610 - Operation of Plant - \$6,721.66

Budget Detail

Narrative Description

Account Number: 72610 - Operation of Plant

Line Item Number: 166 - Custodial Personnel

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$3,934.72

Line Item Total: \$3,934.72

Funds to employ two (2) FTE 2.00 Custodian for Summer Learning Camp.

Account Number: 72610 - Operation of Plant

Line Item Number: 201 - Social Security

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$243.95

Line Item Total: \$243.95

Funds to pay Social Security benefits for Summer Learning Camp Custodian.

Account Number: 72610 - Operation of Plant

Line Item Number: 204 - State Retirement

Optional Program Code:

Funds to pay State Retirement benefits for Summer Learning Camp Custodian.

Code: Elizabeththton (101)
 Location Code:
 Quantity: 1.00
 Cost: \$485.94
 Line Item Total: \$485.94

Account Number: 72610 - Operation of Plant
 Line Item Number: 212 - Employer Medicare
 Optional Program Code:

Location Code: Elizabeththton (101)
 Quantity: 1.00
 Cost: \$57.05
 Line Item Total: \$57.05

Account Number: 72610 - Operation of Plant
 Line Item Number: 410 - Custodial Supplies
 Optional Program Code:

Location Code: Elizabeththton (101)
 Quantity: 1.00
 Cost: \$2,000.00
 Line Item Total: \$2,000.00

Funds to pay Employer Medicare benefits for Summer Learning Camp Custodian.

Funds will be utilized to purchase custodial supplies to clean both buildings housing the Summer Learning Programs. Examples of supplies to be purchased will include trash bags, paper towels, toilet paper, disinfectant, etc.

Total for 72610 - Operation of Plant: \$6,721.66
 Total for all other Account Numbers: \$257,570.44

Total for all Account Numbers: \$264,292.10

Adjusted Allocation: \$264,292.10

Remaining: \$0.00

Budget Detail

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Learning Camps

73100 - Food Service - \$10,000.00

Budget Detail

Narrative Description

Account Number: 73100 - Food Service

Line Item Number: 422 - Food Supplies

Optional Program Code:

Location Code: Elizabethton (101)

Quantity: 1.00

Cost: \$10,000.00

Line Item Total: \$10,000.00

Funds will be utilized to purchase snacks for Learning Camp campers. Funds will also be utilized to purchase additional breakfast and lunch items to add to their meals.

Total for 73100 - Food Service:	\$10,000.00
Total for all other Account Numbers:	\$254,292.10
Total for all Account Numbers:	\$264,292.10
Adjusted Allocation:	\$264,292.10
Remaining:	\$0.00

Budget Overview

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Learning Camps

Filter by Location:

Account Number	71100 - Regular Instruction Program	72120 - Health Services	72410 - Office of the Principal	72610 - Operation of Plant	73100 - Food Service	Total
Line Item Number						
116 - Teachers	168,100.00					168,100.00
131 - Medical Personnel		4,000.00				4,000.00
139 - Assistant Principal(s)			14,000.00			14,000.00
161 - Secretary(s)			4,200.00			4,200.00
163 - Educational Assistants	19,008.00					19,008.00
166 - Custodial Personnel				3,934.72		3,934.72
201 - Social Security	11,600.70	248.00	1,128.40	243.95	0.00	13,221.05
204 - State Retirement	10,289.22	540.00	1,409.10	485.94	0.00	12,724.26
212 - Employer Medicare	2,713.07	58.00	263.90	57.05	0.00	3,092.02
217 - Retirement - Hybrid Stabilization	4,092.00	0.00	0.00	0.00	0.00	4,092.00
410 - Custodial Supplies				2,000.00		2,000.00
422 - Food Supplies					10,000.00	10,000.00
429 - Instructional Supplies & Materials	2,960.05					2,960.05
499 - Other Supplies and Materials	2,960.00	0.00			0.00	2,960.00
Total	221,723.04	4,846.00	21,001.40	6,721.66	10,000.00	264,292.10
					Adjusted Allocation	264,292.10

Account Number	71100 - Regular Instruction Program	72120 - Health Services	72410 - Office of the Principal	72610 - Operation of Plant	73100 - Food Service	Total
Line Item Number						0.00
					Remaining	

					Remaining	0.00
--	--	--	--	--	-----------	------

Learning Camp Program Details

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Learning Camps

1a. My district is requesting a waiver for summer 2025. Note the waiver can be found in the Data and Information section of ePlan and must be submitted prior to the funding application submission.

Yes

1b. My waiver has been submitted.

Yes

* 2. What is the camp start date?

05/29/2025

* 3. What is the camp end date?

06/20/2025

4. Total number of days

16

5. What holidays do you plan to take off?

Memorial Day

Juneteenth

Other - Add any other additional days the district plans to take off

6. Post test begin date if applicable.

06/13/2025

7. Post test end date if applicable.

06/20/2025

8. My end date ensures students complete the post test prior to camp ending.

Yes

Districts may elect to start administering the post-test as early as June 5th.

* 9. Did the district adopt a policy that requires participation for priority students based on the criteria outlined in the Tennessee Learning Loss Remediation and Student Acceleration Act?

Yes

*Upload the Policy in Related Documents

* 10. How many students in your district meet the criteria for priority status as defined in the Tennessee Learning Loss Remediation and Student Acceleration Act?

* 11. Is your district using other funding sources to support this camp?

Yes No

If yes, what funding sources did the district utilize.

- State and Local
- Community Partnership
- Other

If Other, write what funding source was utilized.

12. Please attach an overview of your district summer camp in Related Documents that includes dates, daily schedule, and staffing plan. This artifact is for informational purposes only.

Resources

Summer District Flexibilities

Summer Instructional Time and Waiver Guidance

Summer Transportation Capital Purchases Form

Summer Staffing and Training Guidance

Summer Meal Options

Summer Safety Guidance

Summer Universal Reading Screener Guidance

Summer Curricular Resources

Summer Training for Alternative and Aspiring Educators

SPEAR EIS Coordinator Guidance (Updated March 2025)

SPEAR Enrollment and Attendance Manual (Updated March 2025)

ePlan Application Technical Guide (Updated March 2025)

Account Numbers and Line Items (Updated March 2025)

Budget Narrative Overview (Updated March 2025)

Optional Scheduling Template (Updated March 2025)

Post-Testing Guidance (Updated March 2025)

Learning Camp Student Eligibility and Participation

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Learning Camps

Instructions

Complete the following chart.

Students may only be counted once for each demographic of students (Columns A and C) attending the camp. Students included in the "Number of students projected to enroll who qualify as ED" (Column A) should NOT also be counted in the "Number of students projected to enroll who meet the priority status" (Column C). The district must determine where to include the student in the count.

Columns A and C should total the projected summer camp enrollment listed in Column E and the percentages in Columns B and D should equal 100% when totaled for Column F. The percentages will auto-populate and must equal 100% before the application can be submitted.

Note: You should expect the same number of students identified in the Summer Learning Camp as you did with STREAM Mini Camp since both camps serve the same rising grades K-3.

Example

Column A	Column B	Column C	Column D	Column E	Column F
Number of students projected to enroll who qualify as ED	Percent of students projected to enroll who qualify as ED	Number of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Percent of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Total projected summer camp enrollment	Percent total projected summer camp enrollment
145	This column will auto calculate by dividing Column A by Column E. 61.44%	91	This column will auto calculate by dividing Column C by Column E. 38.56%	236	This column will auto calculate by adding Column B and Column D. 100%

Student Eligibility and Participation

Column A	Column B	Column C	Column D	Column E	Column F
Number of students projected to enroll who qualify as ED	Percent of students projected to enroll who qualify as ED	Number of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Percent of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Total projected summer camp enrollment	Percent total projected summer camp enrollment

This column will auto calculate by dividing Column A by Column E.	This column will auto calculate by dividing Column C by Column E.	This column will auto calculate by adding Column B and Column D.
52	25.37 %	153
	74.63 %	205
		100.00 %

Resources

Summer District Flexibilities

Summer Instructional Time and Waiver Guidance

Summer Transportation Capital Purchases Form

Summer Staffing and Training Guidance

Summer Meal Options

Summer Safety Guidance

Summer Universal Reading Screener Guidance

Summer Curricular Resources

Summer Training for Alternative and Aspiring Educators

SPEAR EIS Coordinator Guidance (Updated March 2025)

SPEAR Enrollment and Attendance Manual (Updated March 2025)

ePlan Application Technical Guide (Updated March 2025)

Account Numbers and Line Items (Updated March 2025)

Budget Narrative Overview (Updated March 2025)

Optional Scheduling Template (Updated March 2025)

Post Testing Guidance (Updated March 2025)

Instructions

Column A: Total Headcount/FTE for each column of the employee category
 Column J: Totals will auto-calculate across the bottom of the graph and in the last column of the graph
 See the Resources area below for more * FTE guidance.

Example

Column A	Column B		Column C		Column D		Column E		Column F		Column G		Column H		Column I		Column J	
	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE
20	12.89	19	0	0.00	0	0.00	8	8.00	1	1.00	2	2.00	0	0.00	0	0.00	50	50.00
20	12.89	19	0	0.00	0	0.00	8	8.00	1	1.00	2	2.00	0	0.00	0	0.00	50	50.00

Personnel

Column A	Column B		Column C		Column D		Column E		Column F		Column G		Column H		Column I - Specify		Column J		
	Headcount	FTE	Headcount	FTE	Headcount	FTE													
35	33.00	12	12.00	4	2.00	4	4.00	1	1.00	2	2.00	2	2.00	2	2.00	2	2.00	56	52.00
35	33.00	12	12.00	4	2.00	4	4.00	1	1.00	2	2.00	2	2.00	2	2.00	2	2.00	56	52.00

Resources

- Summer District Flexibilities
- Summer Instructional Time and Winter Guidelines
- Summer Transportation Critical Pathways Form
- Summer Staffing and Training Guidance
- Summer Meal Orders
- Summer Salary Guidance
- Summer Universal Reading Screen Guidance
- Summer Curricular Resources
- Summer Teacher for Absences and Absence Educators
- SEPAR Enrollment and Attendance Manual (Updated March 2025)
- SEPAR Enrollment and Attendance Manual (Updated March 2025)
- SEPAR Enrollment and Attendance Manual (Updated March 2025)
- Budget Narrative Overview (Updated March 2025)
- Critical Scheduling Templates (Updated March 2025)
- Post-Camp Guidelines (Updated March 2025)

Bridge Camp Program Details

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Bridge Camp

1a. My district is requesting a waiver for summer 2025. Note that waivers can be found in the Data and Information section of ePlan and must be submitted prior to the funding application submission.

Yes

1b. My waiver has been submitted.

Yes

* 2. What is the camp start date?

05/29/2025

* 3. What is the camp end date?

06/20/2025

4. Total number of days

16

5. What holidays do you plan to take off?

Memorial Day

Juneteenth

Other - Add any other additional days the district plans to take off

6. Post test begin date if applicable.

06/13/2025

7. Post test end date if applicable.

06/20/2025

8. My end date ensures students complete the post test prior to camp ending.

Yes

Districts may elect to start administering the post-test as early as June 5th.

* 9. Did the district adopt a policy that requires participation for priority students based on the criteria outlined in the Tennessee Learning Loss Remediation and Student Acceleration Act?

Yes

*Upload the Policy in Related Documents

* 10. How many students in your district meet the criteria for priority status as defined in the Tennessee Learning Loss Remediation and Student Acceleration Act?

* 11. Is your district using other funding sources to support this camp?

Yes No

If yes, what funding sources did the district utilize.

- State and Local
- Community Partnership
- Other

If Other, write what funding source was utilized.

12. Please attach an overview of your district summer camp in **Related Documents** that includes dates, daily schedule, and staffing plan. This artifact is for informational purposes only.

Resources

Summer District Flexibilities

Summer Instructional Time and Waiver Guidance

Summer Transportation Capital Purchases Form

Summer Staffing and Training Guidance

Summer Meal Options

Summer Safety Guidance

Summer Universal Reading Screener Guidance

Summer Curricular Resources

Summer Training for Alternative and Aspiring Educators

SPEAR EIS Coordinator Guidance (Updated March 2025)

SPEAR Enrollment and Attendance Manual (Updated March 2025)

ePlan Application Technical Guide (Updated March 2025)

Account Numbers and Line Items (Updated March 2025)

Budget Narrative Overview (Updated March 2025)

Optional Scheduling Template (Updated March 2025)

Post Testing Guidance (Updated March 2025)

Bridge Camp Student Eligibility and Participation

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Bridge Camp

Instructions

Complete the following chart.

Students may only be counted once for each demographic of students (Columns A and C) attending the camp. Students included in the "Number of students projected to enroll who qualify as ED" (Column A) should NOT also be counted in the "Number of students projected to enroll who meet the priority status" (Column C). The district must determine where to include the student in the count.

Columns A and C should total the projected summer camp enrollment listed in Column E and the percentages in Columns B and D should equal 100% when totaled for Column F. The percentages will auto-populate and must equal 100% before the application can be submitted.

Example

Column A	Column B	Column C	Column D	Column E	Column F
Number of students projected to enroll who qualify as ED	Percent of students projected to enroll who qualify as ED	Number of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Percent of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Total projected summer camp enrollment	Percent total projected summer camp enrollment
145	<i>This column will auto calculate by dividing Column A by Column E.</i> 61.44%	91	<i>This column will auto calculate by dividing Column C by Column E.</i> 38.56%	236	<i>This column will auto calculate by adding Column B and Column D.</i> 100%

Student Eligibility and Participation

Column A	Column B	Column C	Column D	Column E	Column F
Number of students projected to enroll who qualify as ED	Percent of students projected to enroll who qualify as ED	Number of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Percent of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Total projected summer camp enrollment	Percent total projected summer camp enrollment

This column will auto calculate by dividing Column A by Column E.	This column will auto calculate by dividing Column C by Column E.	This column will auto calculate by adding Column B and Column D.
70	12.61 %	485
555	87.39 %	100.00 %

Resources

Summer District Flexibilities

Summer Instructional Time and Waiver Guidance

Summer Transportation Capital Purchases Form

Summer Staffing and Training Guidance

Summer Meal Options

Summer Safety Guidance

Summer Universal Reading Screener Guidance

Summer Curricular Resources

Summer Training for Alternative and Aspiring Educators

SPEAR EIS Coordinator Guidance (Updated March 2025)

SPEAR Enrollment and Attendance Manual (Updated March 2025)

ePlan Application Technical Guide (Updated March 2025)

Account Numbers and Line Items (Updated March 2025)

Budget Narrative Overview (Updated March 2025)

Optional Scheduling Template (Updated March 2025)

Post Testing Guidance (Updated March 2025)

STREAM Camp Program Details

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - STREAM Camp

1a. My district is requesting a waiver for summer 2025. Note the waiver can be found in the Data and Information section of ePlan and must be submitted prior to the funding application submission.

Yes

1b. My waiver has been submitted.

Yes

* 2. What is the camp start date?

05/29/2025

* 3. What is the camp end date?

06/20/2025

* 4. Did the district adopt a policy that requires participation for priority students based on the criteria outlined in the Tennessee Learning Loss Remediation and Student Acceleration Act?

Yes

*Upload the Policy in Related Documents

* 5. How many students in your district meet the criteria for priority status as defined in the Tennessee Learning Loss Remediation and Student Acceleration Act?

205

* 6. Is your district using other funding sources to support this camp?

Yes

If yes, what funding sources did the district utilize.

State and Local

Community Partnership

Other - if Other, write what funding source was utilized.

7. Please attach an overview of your district summer camp in Related Documents that includes dates, daily schedule, and staffing plan. This artifact is for informational purposes only.

Resources

[Summer District Flexibilities](#)

[Summer Instructional Time and Waiver Guidance](#)

[Summer Transportation Capital Purchases Form](#)

Summer Staffing and Training Guidance

Summer Meal Options

Summer Safety Guidance

Summer Universal Reading Screener Guidance

Summer Curricular Resources

Summer Training for Alternative and Aspiring Educators

SPEAR EIS Coordinator Guidance (Updated March 2025)

SPEAR Enrollment and Attendance Manual (Updated March 2025)

ePlan Application Technical Guide (Updated March 2025)

Account Numbers and Line Items (Updated March 2025)

Budget Narrative Overview (Updated March 2025)

Optional Scheduling Template (Updated March 2025)

Post Testing Guidance (Updated March 2025)

STREAM Camp Student Eligibility and Participation

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - STREAM Camp

Instructions

Complete the following chart.

Students may only be counted once for each demographic of students (Columns A and C) attending the camp. Students included in the "Number of students projected to enroll who qualify as ED" (Column A) should NOT also be counted in the "Number of students projected to enroll who meet the priority status" (Column C). The district must determine where to include the student in the count.

Columns A and C should total the projected summer camp enrollment listed in Column E and the percentages in Columns B and D should equal 100% when totaled for Column F. The percentages will auto-populate and must equal 100% before the application can be submitted.

Example

Column A	Column B	Column C	Column D	Column E	Column F
Number of students projected to enroll who qualify as ED	Percent of students projected to enroll who qualify as ED	Number of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Percent of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Total projected summer camp enrollment	Percent total projected summer camp enrollment
145	<i>This column will auto calculate by dividing Column A by Column E.</i> 61.44%	91	<i>This column will auto calculate by dividing Column C by Column E.</i> 38.56%	236	<i>This column will auto calculate by adding Column B and Column D.</i> 100%

Note: You should expect the same number of students identified in the Summer Learning Camp as you did with STREAM Mini Camp since both camps serve the same rising grades K-3.

Student Eligibility and Participation

Column A	Column B	Column C	Column D	Column E	Column F
Number of students projected to enroll who qualify as ED	Percent of students projected to enroll who qualify as ED	Number of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Percent of students projected to enroll who meet the priority status as defined in "Tennessee Learning Loss Remediation and Student Acceleration Act".	Total projected summer camp enrollment	Percent total projected summer camp enrollment

This column will auto calculate by dividing Column A by Column E.	This column will auto calculate by dividing Column C by Column E.	This column will auto calculate by adding Column B and Column D.
52	25.37 %	153
	74.63 %	205
		100.00 %

Resources

Summer District Flexibilities

Summer Instructional Time and Waiver Guidance

Summer Transportation Capital Purchases Form

Summer Staffing and Training Guidance

Summer Meal Options

Summer Safety Guidance

Summer Universal Reading Screener Guidance

Summer Curricular Resources

Summer Training for Alternative and Aspiring Educators

SPEAR EIS Coordinator Guidance (Updated March 2025)

SPEAR Enrollment and Attendance Manual (Updated March 2025)

ePlan Application Technical Guide (Updated March 2025)

Account Numbers and Line Items (Updated March 2025)

Budget Narrative Overview (Updated March 2025)

Optional Scheduling Template (Updated March 2025)

Post-Testing Guidance (Updated March 2025)

Budget

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Summer Learning Transportation

Account Number	Total
72710 - Transportation	\$47,935.33
	Total \$47,935.33
	Adjusted Allocation \$47,935.33
	Remaining \$0.00

Budget Detail

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Summer Learning Transportation

72710 - Transportation - \$47,935.33

Budget Detail

Narrative Description

Account Number: 72710 - Transportation
 Line Item Number: 105 - Supervisor / Director
 Optional Program Code:
 Location Code: Elizabethton (101)
 Quantity: 1.00
 Cost: \$8,745.00
 Line Item Total: \$8,745.00

Funds will be utilized to pay stipends for Transportation Director/Supervisor to manage bus transportation for Summer Learning Camps. 3 employee (FTE .18)

Account Number: 72710 - Transportation
 Line Item Number: 146 - Bus Drivers
 Optional Program Code:
 Location Code: Elizabethton (101)
 Quantity: 1.00
 Cost: \$10,000.00
 Line Item Total: \$10,000.00

Funds will be utilized to pay employment of 5 (FTE 5.00) bus drivers for the Learning Camps.

Account Number: 72710 - Transportation
 Line Item Number: 189 - Other Salaries & Wages
 Optional Program

Funds will be utilized to pay salaries for 6 (FTE 6.00) Bus Assistants for daily routes for both morning and afternoon runs.

Code: Elizabethhton (101)
 Location Code:
 Quantity: 1.00
 Cost: \$19,968.00
 Line Item Total: \$19,968.00

Account Number: 72710 - Transportation
 Line Item Number: 201 - Social Security
 Optional Program Code:
 Location Code: Elizabethhton (101)
 Quantity: 1.00
 Cost: \$2,400.55
 Line Item Total: \$2,400.55

Funds will be utilized to pay Social Security for all Summer Learning Camps Transportation employees. (Director, Bus Drivers, Bus Assistants).

Account Number: 72710 - Transportation
 Line Item Number: 204 - State Retirement
 Optional Program Code:
 Location Code: Elizabethhton (101)
 Quantity: 1.00
 Cost: \$4,296.58
 Line Item Total: \$4,296.58

Funds will be utilized to pay State Retirement for all Summer Learning Camps Transportation employees (Directors, Bus Drivers, and Bus Assistants).

Account Number: 72710 - Transportation
 Line Item Number: 212 - Employer Medicare

Funds will be utilized to pay Employer Medicare expenses for all Summer Learning Camp Transportation employees (Directors, bus Drivers, and Bus Assistants).

Number:

Optional Program Code:

Location Code:

Elizabethton (101)

Quantity:

1.00

Cost:

\$561.34

Line Item Total:

\$561.34

Account Number: 72710 - Transportation

Funds will be used to purchase diesel fuel for 5 buses for summer school transportation at 4 busses at \$392.77 each and 1 bus at \$392.78.

Line Item Number: 412 - Diesel Fuel

Optional Program Code:

Location Code:

Elizabethton (101)

Quantity:

1.00

Cost:

\$1,963.86

Line Item Total:

\$1,963.86

Total for 72710 - Transportation: \$47,935.33

Total for all other Account Numbers: \$0.00

Total for all Account Numbers: \$47,935.33

Adjusted Allocation: \$47,935.33

Remaining: \$0.00

Budget Overview

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Summer Learning Transportation

Filter by Location:

Line Item Number	Account Number	72710 - Transportation	Total
105 - Supervisor / Director		8,745.00	8,745.00
146 - Bus Drivers		10,000.00	10,000.00
189 - Other Salaries & Wages		19,968.00	19,968.00
201 - Social Security		2,400.55	2,400.55
204 - State Retirement		4,296.58	4,296.58
212 - Employer Medicare		561.34	561.34
412 - Diesel Fuel		1,963.86	1,963.86
Total		47,935.33	47,935.33
		Adjusted Allocation	47,935.33
		Remaining	0.00

Program Details

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Summer Learning Transportation

* How does the planned use of these funds align with your current student transportation services?

The Summer Learning Transportation Plan aligns with our current student transportation services by incorporating several key strategies. Specifically, we intend to allocate funds towards hiring five existing bus drivers (FTE 5.00) and utilizing our current fleet of buses. Additionally, we will implement zone routes to facilitate student attendance at Summer Learning Camps. Furthermore, the funds will support a stipend for the transportation director, who will oversee transportation routes, drivers, and assistants. To enhance transportation safety, bus assistants will accompany the morning and afternoon routes.

* How does the planned use of these funds directly tied to summer learning transportation?

The funds allocated through this Summer Learning Transportation grant will enable us to provide essential transportation services for students, ensuring they have reliable transportation between home and school, as well as to and from our Summer Learning Camps. This initiative aims to bolster daily attendance at the camps by facilitating transportation options for all participants.

* Identify other grant applications that are funding summer programming transportation.

Learning Camp Application Funds

None

State and Local

Other - If Other selected, please type the funding source here.

* How many estimated students will use school transportation for summer programming?

Resources

Summer District Flexibilities

Summer Instructional Time and Waiver Guidance

Summer Transportation Capital Purchases Form

Summer Staffing and Training Guidance

Summer Meal Options

Summer Safety Guidance

Summer Universal Reading Screener Guidance

Summer Curricular Resources

Summer Training for Alternative and Aspiring Educators

SPEAR EIS Coordinator Guidance (Updated March 2025)

SPEAR Enrollment and Attendance Manual (Updated March 2025)

ePlan Application Technical Guide (Updated March 2025)

Account Numbers and Line Items (Updated March 2025)

Budget Narrative Overview (Updated March 2025)

Optional Scheduling Template (Updated March 2025)

Post Testing Guidance (Updated March 2025)

Assurances

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Summer Learning Camps Assurances and Checklist

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

Assurances

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 grantee understands if it does not meet the assigned ED target participation rate for a program, the amount of funds will be reduced proportionally to the amount by which the target was missed.
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, including but not limited to:
 - a. The length and duration of camps and use of time during the day in accordance with state law or an approved waiver;
 - b. Priority enrollment and enrollment period;
 - c. Administration and reporting of data from the state-provided pre- and post-assessment;
 - d. Teacher compensation; and
 - e. Use of state-adopted instructional materials or state-provided materials to the greatest extent possible.
4. The grantee will submit to the department such information, and at such intervals, that the department requires to complete state and/or federal reports.
5. The grantee will use fiscal control and fund accounting procedures and will ensure proper disbursement of, and accounting for, state and federal funds received and distributed under this program.
6. 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.
7. The grantee will administer such funds and property to the extent required by the authorizing statutes.
8. The grantee will maintain on-site documentation for all reimbursement requests for a period of five (5) years following the end of the grant period of performance. The grantee will provide such documentation to the department as requested.

Summer Learning Camps Checklist

Elizabethton (101) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Summer Learning Camps Assurances and Checklist

This checklist is a means of communication between TDOE and LEAs regarding the allowability and allocability of the items submitted in the funding application. Please follow the steps below to ensure that the funding application contains items that are in compliance with program requirements.

- After the LEA submits the application, TDOE will review the application and mark each section as OK, Not Applicable, or Attention Needed. If the application contains no items that are marked as Attention Needed, the application will be approved.
- If the application contains items that are marked as Attention Needed, the application will be returned to the LEA with a status of not approved. The LEA will review the checklist for items that are marked Attention Needed and make the necessary changes to those items. Only the checked items in the sections marked Attention Needed are to be corrected and/or explained. Each section marked Attention Needed also has a place where TDOE may provide notes to explain those items. The LEA should check for notes and additional comments.
- Once the LEA has made the necessary adjustments, the LEA will resubmit the application for approval. If TDOE determines that the item has been corrected, Attention Needed will be changed to OK by the TDOE Reviewer. If the items that were marked Attention Needed still have not been corrected, the application will be returned again to the LEA with a status of not approved.
- Applications that contain no items that are marked Attention Needed will be approved.

General Checklist Comment

No comments have been made at this time

Checklist Description (Collapse All Expand All)

[-] 1. Allocations	Consultant Reviewed ▼	Jake Nichols	5/14/2025 11:36:33 AM
1.01 Allocation			
[-] 2. Cover Page/Contacts	OK ▼	Jake Nichols	5/14/2025 11:36:33 AM
2.01 Cover Page			
[-] 3. Related Documents	OK ▼	Jake Nichols	5/14/2025 11:36:33 AM
3.01 Learning Camp Overview			
3.02 Approved Policy for Priority Students			
3.03 Justifications for Capitol Purchases Form			
[-] 4. Summer Camp Budget	OK ▼	Jake Nichols	5/14/2025 11:36:33 AM
4.01 Budget & Budget Narratives			
[-] 5. Summer Camp Program Details	OK ▼	Jake Nichols	5/14/2025 2:39:06 PM
5.01 Program Details			
[-] 6. Summer Camp Student Eligibility and Participation	OK ▼	Jake Nichols	5/14/2025 11:36:33 AM
6.01 Eligibility and Participation			
[-] 7. Summer Camp Personnel	OK ▼	Jake Nichols	5/14/2025 11:36:33 AM
7.01 Personnel			
[-] 8. Bridge Camp Program Details	OK ▼	Jake Nichols	5/14/2025 2:39:06 PM
8.01 Program Details			
[-] 9. Bridge Camp Student Eligibility and Participation	OK ▼	Jake Nichols	5/14/2025 11:36:33 AM
9.01 Eligibility and Participation			
[-] 10. STREAM Camp Program Details	OK ▼	Jake Nichols	5/14/2025 2:39:06 PM
10.01 Program Details			
[-] 11. STREAM Camp Student Eligibility and Participation	OK ▼	Jake Nichols	5/14/2025 11:36:33 AM
11.01 Student Eligibility and Participation			
[-] 12. Learning Transportation Grant	OK ▼	Jake Nichols	5/14/2025 11:36:33 AM
12.01 Budget			
12.02 Program Details			

SCHOOL AGREEMENT

This Agreement (“**Agreement**”) is between **PepsiCo Beverage Sales, LLC** and its affiliates and/or respective subsidiaries collectively comprising Pepsi Beverages Company, with an office located at 905 East Lakeview Drive, Johnson City, TN 37601 (“**Pepsi**”) and **Elizabethton City Schools** having its principal place of business at 804 S Watauga Ave Elizabethton, TN 37643. When fully executed, this Agreement will constitute a binding obligation of both parties until expiration or termination.

1. Definitions.

“**Beverage**” or “**Beverages**” means all carbonated and non-carbonated, non-alcoholic drinks, however dispensed during the Term of the Agreement. Beverages do not include non shelf-stable, non-flavored fluid milk as currently defined by the USDA (i.e., milk beverages containing at least 6.5% non-fat milk solids).

“**Cases**” means the number of cases of Packaged Products (as defined herein) purchased by Customer from Pepsi during the Term, initially delivered in quantities of 24 plastic bottles, aluminum cans, glass bottles (or equalized 24 pack cases, e.g., two 12-pack cases), eight 2-liter plastic bottles, or such other size, quantity and type of containers as Pepsi may make available from time to time during the Term.

“**Competitive Products**” means any and all Beverages that are not Products (as defined herein).

“**Equipment**” means equipment loaned by Pepsi to Customer to dispense, store or cool Products (as defined below), including full-service vending machines (“**Vending Machines**”), as more fully described in Section 4 herein

“**Facilities**” means the entire premises of every school and facility owned or operated by Customer, now or in the future, including with respect to each school, all academic buildings, athletic facilities, convenience stores, book stores, student operated stores, teachers’ lounges, and concession stands, parking lots, dining facilities, unbranded and branded food service outlets and vending areas. A list of current schools owned and operated by Customer is set forth on **Exhibit A** attached hereto.

“**Food Service Area**” means all locations within the Facilities where meals, snacks and beverages are served or consumed, or areas managed or operated by Customer’s designated Food Service Operator.

“**Food Service Operator**” means Customer or any third party that provides food, Beverage or vending services at the Facilities.

“**Gallons**” shall mean the number of gallons of Postmix Products purchased by Customer from Pepsi during the Term.

“**Packaged Products**” means Beverages that are sold and/or distributed by Pepsi in pre-packaged form (e.g., Bottles & Cans). A current list of Pepsi’s Packaged Products is found in attached **Exhibit B** which may be amended from time to time by Pepsi to include Beverages permitted pursuant to the then-current School Policy.

“**Postmix Products**” means beverage products sold and/or distributed by Pepsi and used to create and dispense fountain Beverages. A current list of Pepsi’s Postmix Products is found in attached **Exhibit B** which may be amended from time to time by Pepsi to include Beverages permitted pursuant to the then-current School Policy.

“**Products**” means Postmix Products and Packaged Products.

“*Special Events*” means any athletic contests, booster club activities, and all other special events conducted at the Facilities where parents and other adults are a significant part of an audience.

“*Units*” means the total combined Gallons and Cases during any applicable time period. For the purposes of measuring total Units only, 1 Case of Packaged Products equals 1 Gallon of Postmix Product.

“*Year*” means each 12-month period during the Term commencing on the first day of the Term or an anniversary thereof.

2. Term. The term of this Agreement shall be for 3 years, commencing on July 1, 2025 and expiring on June 30, 2028 (the “*Term*”), unless sooner terminated as provided herein.

3. Performance.

This Agreement, including all of Pepsi’s support to Customer as described below, is contingent upon Customer complying, throughout the Term, with all of the following performance criteria:

(A) Pepsi shall have the exclusive right to make the Beverages available for sale and distribution at the Facilities, including the right to provide all Beverages sold at Special Events. Subject to the terms and conditions set forth in this Agreement, Customer agrees that Products shall be the exclusive Beverages sold, dispensed, served or made available at the Facilities.

(B) The Customer shall continuously purchase, and shall require that all concessionaires, Food Service Operators, booster clubs or other third parties selling Beverages at the Facilities continuously purchase all Products, cups, lids and carbon dioxide directly from Pepsi. Throughout the Term, Customer will continuously serve, dispense, sell and/or otherwise make Products available to its customers throughout the Facilities. Customer agrees to pay all accounts owing to Pepsi in accordance with payment terms as established by Pepsi.

(C) The Customer agrees to comply with Pepsi’s School Policy, attached hereto as **Exhibit C** (“*School Policy*”) as may be updated from time to time during the Term. A copy of the Policy in effect as of the beginning of the Term is attached hereto as **Exhibit C**. The Customer agrees that it shall at all times during the Term comply with the School Policy and shall cause any designated Food Service Operator to comply with the School Policy, including applicable Beverage type, size and timing requirements/restrictions. The Customer’s or Food Service Operator’s failure to comply with the School Policy shall be a material breach of this Agreement.

(D) The Customer shall permit Pepsi, its employees, agents and representatives, during normal school hours, to enter the Facilities for purposes of servicing and stocking the Equipment, and verifying Customer’s compliance with the School Policy.

(E) Customer agrees to use the Postmix Products for use in preparing the fountain beverage products (the “*Fountain Products*”): (i) in accordance with the standards established by Pepsi and (ii) only for immediate or imminent consumption; Customer agrees not to resell the Postmix Products either to nonaffiliated outlets or to consumers in any form other than the Fountain Products.

(F) The parties recognize and agree that there are certain additional territorial restrictions that pertain to the purchase and resale of the Products. Customer agrees not to distribute or resell the Products, directly or indirectly, outside the territories serviced by Pepsi and shall cause its purchasing representative to abide by such territorial restrictions.

(G) Customer understands that the Products provided hereunder are provided with a best taste limit (“**BTL**”) date printed on the packaging. Neither Pepsi nor the bottlers replace Products that are past the BTL date. Customer agrees that no Product shall be sold past the BTL date, and that it shall abide by policies on product handling and quality control periodically published by the manufacturer.

4. Pricing.

(A) Products sold through Vending Machines. The price for Products sold from Pepsi’s Vending Machines shall be determined as set forth in Section 5 herein.

(B) Products purchased by Customer. Pricing for Products purchased by Customer, its designated Food Service Operator or any other party from Pepsi for sale at the Facilities are listed on **Exhibit B**. The Customer recognizes that such pricing is available for the first Year of this Agreement, thereafter, the pricing may increase at Pepsi’s sole discretion and Pepsi shall provide Customer with notice of any increases. Customer acknowledges and agrees (and shall require that any third parties or Food Service Operators purchasing Products through this Agreement agree) that Pepsi shall be entitled to pass-through any incremental fees, deposits, taxes or other governmentally imposed charges (whether local, state, federal or judicially imposed) and that the pass-through of any such governmentally imposed fees, deposits, taxes or charges on the Products shall not be deemed as a price increase subject to any pricing cap or notification restrictions that may be specified in this Agreement.

(C) The Consideration (as set forth in Section 5) was calculated based on Customer and its purchasing representatives (including any designated Food Service Operator(s)) purchasing Products directly from Pepsi at the pricing structure established by this Agreement during the entire Term. Therefore, if Customer or Food Service Operator demands or requires the purchase of Products from Pepsi at prices other than those established by this Agreement or purchases Products from sources other than Pepsi, then such action shall constitute a material breach of this Agreement.

5. Consideration. Provided Customer is not in breach its performance obligations under this Agreement, Pepsi agrees to provide Customer with the funding described below:

A. An Annual Sponsorship Fee (the “**Annual Sponsorship Fee**”), payable annually pursuant to the following:

Year	Applicable Time Period	Amount*	Due Date: within 60 days after:
1	July 1, 2025 – June 30, 2026	\$1,000	June 30, 2026
2	July 1, 2026 – June 30, 2027	\$1,000	June 30, 2027
3	July 1, 2027 – June 30, 2028	\$1,000	June 30, 2028

* The Customer acknowledges and agrees that each Annual Sponsorship Fee payable to the Customer is based on a minimum number of Units purchased from Pepsi and sold throughout the Facilities pursuant to this Agreement during the applicable Year. The minimum number of Units per Year is 880 (“**Annual Units Threshold**”). As used herein, “**Units**” means Gallons and Cases (including Cases sold through Vending Machines). For the purposes of determining Units sold, 1 Case shall equal 1 Gallon. Therefore, if during any Year the number of Units falls below the Annual Units Threshold, then the Annual Sponsorship Fee payable for the Year will be reduced by a percentage equal to the percentage decrease between the Annual Units Threshold and the actual number of Units sold during such Year. *For example, if the Annual Sponsorship Fee is \$1,000 and*

Year	Applicable Time Period	Amount*	Due Date: within 60 days after:
<i>the Annual Units Threshold is 500 Units, and during Year 1 the actual Units sold is 250 Units, and then the Annual Sponsorship Fee will be \$500 (reduced by 50%).</i>			

(A) **Rebates.** Each Year throughout the Term, Pepsi agrees to calculate the total applicable Cases and Gallons purchased from Pepsi by Customer and its Food Service Operator pursuant to this Agreement, and shall provide Customer with rebates calculated based on applicable amounts set forth below (the “**Rebates**”). The Rebates, if applicable, shall be paid by Pepsi within sixty (60) days of the end of each applicable Year during the Term.

Rebate Amount	Eligible Products*
\$ 2.00 /Case	Cases of 24-pk Packaged Products (excludes donated product)
\$ 1.00 /Case	Cases of 15-pk, 12-pk Products (excludes donated product)

Customer acknowledges that Pepsi policies prohibit business practices involving improper revenue recognition, including but not limited to channel stuffing and/or trade loading. As such, Customer agrees that to the extent any funding provided for herein is based on Customer achieving a threshold amount of purchases in a given time period, Pepsi has and reserves the right to not count purchases towards a given threshold in the event Pepsi determines in its good faith and reasonable discretion that such purchases were not made in the normal course of business for current product needs. Material changes in historical purchasing patterns shall be considered by Pepsi in making any such determination.

(B) **Gatorade Sideline Kit(s).** Each Year throughout the Term, Pepsi agrees to provide 1 Large Gatorade Sideline Kit(s) to Customer. Customer acknowledges and agrees that any unused portion of the value of the Gatorade Sideline Kit(s) in any Year shall not be carried over to the subsequent Year or be redeemed for cash.

(C) **Product Free of Charge.** Upon request from Customer, Pepsi agrees to provide up to a total of 50 Cases of a combination of 12oz cans of carbonated soft drinks and 12oz Aquafina per Year at no additional charge to Customer, provided, however, that Customer will administer all requests through a central contact so that Customer may prioritize the requests. Customer acknowledges and agrees that unrequested Product in any Year shall not be carried over to the subsequent Year or be redeemable for cash payment.

6. Competitive Products. During the entire Term of this Agreement:

(A) No Competitive Products shall be sampled, sold, served or dispensed anywhere at the Facilities.

(B) No permanent or temporary advertising, signage or trademark visibility for Competitive Products shall be displayed anywhere at the Facilities.

(C) No agreement will be entered into or maintained by Customer and/or its designated Food Service Operator pursuant to which Competitive Products will be associated with Customer or the Facilities in any advertising or promotional activity that creates a relationship or connection between Competitive Products and Customer or the Facilities.

7. Equipment and Service.

(A) Pepsi will loan to Customer, at no charge, appropriate Equipment for dispensing the Products at the Facilities and will have the exclusive right to install Equipment throughout the Facilities. Pepsi will have the further right to install additional Equipment in buildings and facilities acquired and/or constructed by Customer after the date of this Agreement. Pepsi will place Equipment at mutually agreed upon locations throughout the Facilities. Pepsi reserves the absolute right to remove any glass front Vending Machines that sells less than eight (8) cases of Product per week or any other Vending Machines that sells less than two (2) cases of Product per week. Pepsi shall install Equipment at its sole expense, except where otherwise prescribed by law. Pepsi shall have the right to place full trademark panels on all sides of its Equipment. The Customer will not permit the operation of any other equipment used for the sale of Beverages at the Facilities without the prior written consent of Pepsi. Customer agrees that the Equipment shall be exclusively used to display and merchandise the Products, and Customer will not use the Equipment to display, stock, advertise, sell or maintain any Competitive Products (including on the exterior of the Equipment).

(B) Pepsi or one of its subsidiaries or affiliates shall retain ownership in and title to all Equipment

(C) The Equipment may not be removed from the Facilities without Pepsi's written consent, and Customer agrees not to encumber the Equipment in any manner or permit other equipment to be attached thereto except as authorized by Pepsi in writing. Upon expiration or termination of this Agreement, Customer will allow Pepsi to pick up all Equipment and the parties shall work together to coordinate a pick-up schedule.

(D) Pepsi will provide, at no charge to Customer, preventative maintenance and service to the Equipment.

(E) Pepsi will be responsible for collecting, for its own account, all cash monies from the Vending Machines and for all related accounting for all cash monies collected therefrom. Customer agrees to provide reasonable assistance to Pepsi in apprehending and prosecuting vandals. Pepsi will not be obligated to pay Commissions on documented revenue losses resulting from vandalism or theft of Product with respect to any Vending Machines.

8. Breach of Contract and Termination.

(A) Either party may terminate this Agreement for any breach of this Agreement's material terms by the other party, provided that the non-breaching party shall first provide the breaching party with written notice of the breach and a thirty (30) day opportunity to cure such breach. If the breaching party fails to cure the breach within the thirty (30) day period, the non-breaching party may terminate the Agreement upon written notice to the breaching party.

(B) Without prejudice to any other remedy available to Pepsi at law or in equity in respect of any event described below, this Agreement may be terminated in whole or in part by Pepsi upon thirty (30) days' advance written notice to Customer if (i) any of the Products are not made available at the Facilities as required in this Agreement, (ii) any of the rights granted to Pepsi herein are materially restricted or limited during the Term; or (iii) a final judicial opinion or governmental regulation prohibits, or materially impacts or impairs (*e.g.*, beverage tax or package size restriction) the availability or cost of Beverages, whether or not due to a cause beyond the reasonable control of Customer. Before Pepsi exercises its right to terminate as described in this Section, Pepsi agrees to engage in good faith renegotiations with Customer to adjust the funding offered to Customer herein on an equitable basis to neutralize any negative impact such change may have on the economics of the original Agreement.

(C) If the Agreement is terminated early for any reason other than an uncured material breach by Pepsi, Pepsi will, without prejudice to any other right or remedy available to Pepsi, obtain a reimbursement from Customer of any unearned funding paid by Pepsi to Customer which remains unearned as of the time of termination and Customer and its Facilities will surrender to Pepsi all Equipment provided by Pepsi. In addition, without prejudice to any other right or remedy available to Pepsi, Pepsi will have the right to immediately seek reimbursement from Customer and the Facilities for an amount reflecting reimbursement for all funding previously advanced by Pepsi but not earned by Customer pursuant to the terms of this Agreement. With regard to the Initial Support Fund, if any, the amount of such reimbursement shall be determined by multiplying the Initial Support Fund by a fraction, the numerator of which is the number of months remaining in the Term at the time such termination occurs and the denominator of which is the higher of total number of months within the Term (e.g., 5 year term is 60 months) or, if applicable, the number of months expected to comprise the Term based on volume trends as of the time of termination of the Volume Threshold. With regard to the Annual Support Funds and, if applicable, any other annual funds, the amount of such reimbursement shall be determined by multiplying the total amount of such funds paid in the Year during which such termination occurs by a fraction, the numerator of which is the number of months remaining in such Year at the time of such termination or limitation and the denominator of which is twelve.

9. Taxes. Customer acknowledges and agrees that neither Pepsi nor its affiliates will be responsible for any taxes payable, fees or other tax liability incurred by Customer in connection with any fees payable by Pepsi under this Agreement. In addition, Pepsi will be responsible only for the payment of taxes on the sales of Products through Vending Machines. Pepsi will not be assessed common area maintenance fees, taxes or other charges based on its occupation of the space allocated to its Equipment.

10. Representations and Warranties.

(A) Each party represents and warrants to the other: (1) it has full power and authority to enter into this Agreement and to grant and convey to the other the rights set forth herein; and (2) all necessary approvals for the execution, delivery and performance of this Agreement have been obtained and this Agreement has been duly executed and delivered by the parties and constitutes the legal, valid and binding obligation, enforceable in accordance with its terms, and nothing contained in this Agreement violates, interferes with or infringes upon the rights of any third party; (3) the respective signatory of this Agreement is duly authorized and empowered to bind the party to the terms and conditions of this Agreement for the duration of the Term; and (4) the parties have complied with all applicable laws, ordinances, codes, rules and regulations relating to its entering into this Agreement and its performance hereunder.

(B) Each of the parties hereto agree that: (1) the representations, warranties and covenants contained herein will survive the execution and delivery of this Agreement, and (2) except as expressly set forth herein, neither party has made, and neither party is relying on, any representation or warranty, express or implied, with respect to the subject matter hereof.

11. Indemnification.

(A) Pepsi will indemnify and hold Customer harmless from any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses and penalties (including reasonable attorneys' fees) arising out of: (i) its breach of any term or condition of this Agreement; (ii) product liability suits resulting from the use or consumption of Products purchased directly from Pepsi; and/or (iii) the negligence or willful misconduct of Pepsi, (excluding claims arising out of Customer's negligence or willful misconduct).

(B) To the extent permitted by applicable law, Customer will indemnify and hold Pepsi, its subsidiaries, affiliates or assigns harmless from and against any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses and penalties (including reasonable attorneys' fees) arising out of (i)

its breach of any term or condition of this Agreement, including failure to comply with the School Policy; and/or (ii) the negligence or willful misconduct of Customer (excluding claims arising out of Pepsi's negligence or willful misconduct).

(C) The provisions of this Section will survive the termination of this Agreement.

12. Force Majeure. No party will be responsible to the other or to any third party for any failure, in whole or in part, to perform any of its respective obligations hereunder, to the extent and for the length of time that performance is rendered impossible or commercially impractical, owing to acts of God, public insurrections, pandemics, epidemics, floods, fires, strikes, lockouts, or other labor disputes, disruptions in supply, shortages or scarcity of materials, changes to applicable laws and regulations and other circumstances of substantially similar character beyond the reasonable control of the affected party(s), including extraordinary costs of goods increases (collectively, "*Force Majeure*"). Any party(s) so affected, will (i) use all reasonable efforts to minimize the effects thereof and (ii) promptly notify the other party(s) in writing of the Force Majeure and the effect of the Force Majeure on such party's ability to perform its obligations hereunder. The affected party(s) will promptly resume performance after it is no longer subject to Force Majeure. In the event Customer's performance is temporarily suspended pursuant to a Force Majeure event, Pepsi's funding obligations will be suspended for the duration of Customer's nonperformance. Once the Force Majeure event has concluded and Customer resumes performance or in the event Customer is able to perform some, but not all of its obligations herein, any fixed or guaranteed funding will be adjusted commensurate with the decline in volume associated with the suspended or partial performance.

13. Relationship of Parties. The parties are independent contractors with respect to each other. Nothing contained in this Agreement will be deemed or construed as creating a joint venture or partnership between the parties.

14. Retention of Rights. The Customer will not obtain by virtue of this Agreement, any right, title or interest in the trademarks of Pepsi or PepsiCo, Inc., nor will this Agreement give Customer the right to use, refer to, or incorporate in marketing or other materials the name, logos, trademarks or copyrights of Pepsi or PepsiCo, Inc.

15. Non-Disclosure. Except as may otherwise be required by law or legal process, neither party will disclose to unrelated third parties the terms and conditions of this Agreement without the consent of the other.

16. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of New York without regard to conflicts of laws principles.

17. Insurance.

(A) Each party hereto maintains and agrees to maintain, at all times during the Term a comprehensive program of risk retention and insurance with such insurance carriers and in such amounts of insurance coverage reasonably acceptable to the other party. Each party agrees to include the other, and each of its Affiliates, and their respective officers, directors, employees, agents, representatives and successors and assigns, as additional insureds on such insurance during the Term. Such insurance will contain a waiver of subrogation with respect to the additional insureds.

(B) Either party will have the right, during the Term from time to time, to request copies of certificates of insurance and/or other evidence of the adequacy of the above insurance coverages.

18. **Entire Agreement.** This Agreement contains the entire agreement between the parties hereto regarding the subject matter hereof and supersedes all other agreements between the parties. This Agreement may be amended or modified only by a writing signed by each of the parties.

19. **Waiver.** No failure or delay of either party to exercise any rights or remedies under this Agreement shall operate as a waiver thereof, nor will any single or partial exercise of any rights or remedies preclude any further or other exercise of the same or any other rights or remedies. Any waiver must be in writing and signed by the party waiving the rights.

20. **Assignment; Counterparts.** To the extent permitted by law, this Agreement will be binding upon and inure to the benefit of Pepsi and Customer and its respective successors and permitted assigns. The Customer may not subcontract or assign its rights or obligations under this Agreement to any other entity or person without the express written consent of Pepsi, which consent may be withheld at its sole discretion. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

21. **Severability.** If any provision of this Agreement is deemed or declared unenforceable, invalid or void, the same shall not impair any of the other provisions contained herein which shall continue to be enforceable in accordance with their respective terms, except that this clause will not deprive any party of any remedy afforded under this Agreement.

22. **Construction.** Customer and Pepsi acknowledge that both parties participated equally in the negotiation of this Agreement and that, accordingly, in interpreting this Agreement, no weight shall be placed upon which party hereto or its counsel drafted the provision being interpreted.

23. **Right of Offset.** Pepsi reserves the right to withhold payments due hereunder as an offset against amounts not paid by Customer for Products ordered from and delivered by Pepsi and any and all balances due and payable to Pepsi pursuant to this Agreement or any separate services agreement between Customer and Pepsi and/or its subsidiaries and affiliates.

24. **Distribution Limitations.** Pepsi reserves the right to limit quantities, withhold or deduct funding as an offset to amounts not paid by Customer or terminate this Agreement if Customer (i) sells Products directly or indirectly for resale outside of the Pepsi's exclusive territory where the Facility operates and (ii) purchases Products outside Pepsi's exclusive territory where the Facility operates and resells such Products within Pepsi's exclusive territory.

25. **Notices.** Any notice which either party is required or permitted to give hereunder will be in writing, signed by the notifying party and will be either delivery by hand or nationally-recognized overnight courier service or deposited in the United States mail, certified or registered mail, return receipt requested, postage paid, addressed as follows: If to Customer, to the name and address set forth in the preamble herein. If to Pepsi, to the name and address set forth in the preamble herein, with a copy thereof to: Pepsi Beverages Company, 700 Anderson Hill Road, Purchase, NY 10577, Attention: PBNA Division General Counsel or to such addresses as the parties may subsequently provide in writing. Notice will be deemed to have been given when delivered by hand or nationally recognized overnight courier service, or when received as evidenced by the return receipt, or the date such notice is first refused, if that be the case.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be duly executed on the dates set forth below.

PepsiCo Beverage Sales, LLC

Elizabethton City Schools

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

Exhibit A

E-Town Express (3855398)
East Side Elementary School (3415473)
Elizabethton High School (3415472)
TA Dugger Junior High School (3415475)
Elizabethton Band Booster (3415471)
Elizabethton City School Centra (3415477)
Harold McCormick Elementary School (3415474)
West Side Elementary School (3415476)

Exhibit B

Products & Pricing

20oz 24pk CSD	\$29.03
20oz 24pk Aquafina	\$24.83
20oz 24pk Gatorade	\$26.51

Additional packages available upon request

Exhibit C
PepsiCo U.S. School Policy for Beverages
(Updated as of September 2014)

SUMMARY

PepsiCo follows all federal, state and local regulations governing beverage sales in schools and the company's Global School Beverage Policy (available on pepsico.com). In addition, PepsiCo will not offer caffeinated beverages that are marketed as energy drinks for sale to students in elementary, middle or high schools, even if they meet the nutrition thresholds in these standards.

PERMITTED PRODUCTS

Consistent with federal regulations issued by the U.S. Department of Agriculture (USDA) and PepsiCo's Global School Beverage Policy, PepsiCo will offer schools only those beverage products that meet the following standards, if such products are to be sold to students. In addition, PepsiCo will not offer caffeinated beverages that are marketed as energy drinks for sale to students in elementary, middle or high schools, even if they meet these standards, and will follow state and local regulations if stricter than these standards.

Elementary School

- Plain water or plain carbonated¹ water (no size limit)
- 100% fruit/vegetable juice (up to 8-ounce)
- 100% fruit/vegetable juice diluted with water - with or without carbonation¹ - and no added sweeteners (up to 8-ounce)
- Low-fat milk, unflavored (up to 8-ounce)
- Non-fat milk, flavored or unflavored, including nutritionally equivalent milk alternatives (up to 8-ounce)

Middle School

- Same as elementary school except that juice and milk meeting elementary school criteria may be up to 12-ounce.
- If a middle school and high school are in the same building and students of all ages have access to the areas where beverages are sold, beverages must meet the middle school standards. If, in the above situation, the middle school students do not have access to the area where beverages are sold to high school students, high school beverage standards may be implemented for that area.

High School

Same as middle school except that the following beverages are also permitted:

- Zero-calorie beverages with or without flavors and with or without carbonation up to 20-ounce. (As defined by U.S. Food and Drug Administration (FDA), "zero-calorie" beverages are labeled to contain less than 5 calories per 8-ounce, or no more than 10 calories per 20-ounce).
- Low-calorie beverages with or without flavors and with or without carbonation up to 12-ounce. (As defined by FDA, "low calorie" beverages are labeled to contain no more than 40 calories per 8-ounce, or no more than 60 calories per 12-ounce).
- Sports drinks with more than 40 calories per 8-ounce: only before, during and after physical activity/exposure to heat (such as at sport practices, training sessions and competitions), when such sales take place either (1) during the "extended day" (as defined in this policy below) in those schools not subject to USDA regulations, or (2) outside of the "school day"(as defined by USDA¹) in those schools subject to USDA regulations.

APPLICATION OF POLICY

Schools: This school beverage policy applies to all elementary, middle and high schools in the United States, whether public or private and whether or not such schools participate in the reimbursable school breakfast or lunch plan run by the Federal government.

Time of Day: This policy applies to beverages sold to students on school grounds during the school day as well as the extended school day. The “extended school day” is the time before and after school when students are involved in events (e.g., clubs, yearbook, band and choir practice, student government, drama and childcare programs) that are primarily under the control of the school or third parties on behalf of the school.

As noted above, the inclusion of the extended day in this school beverage policy does not prohibit sales of sports drinks with more than 40 calories per 8-ounce during the extended school day to student athletes at practices, training sessions and competitions or to other students engaged in physical activity/exposed to heat, except in those schools subject to the USDA regulations where sports drinks may be sold to these students only during the period from 30 minutes after the school day until midnight prior to the next school day.

Special Circumstances: This policy does not apply to the sale of beverages: (1) in staff areas of schools that are not accessible to students; (2) at, or immediately before or after, school-related events where parents and other adults are a significant part of an audience (e.g., sporting events, school plays and band concerts); or (3) for fundraisers held at schools (other than fundraising through vending machines, school stores, snack bars, à la carte sales).

Providing Choice and Information

PepsiCo will work to provide vending machines in a variety of graphic designs, including designs featuring low-calorie brands; to show calorie counts on vendor selection buttons; and to include a calorie awareness message such as “Calories Count – Check then Chose” (or similar) on vendor fronts.

Promoting Wellness and Education

PepsiCo will encourage schools to use contract-related sponsorship and marketing funds, if any, to promote student fitness, wellness and health education programs in schools.

Independent Bottlers and Third Party Distributors

Independent bottlers and third-parties that distribute PepsiCo products to schools should comply with all federal, state and local regulations governing the sale of beverages in schools. In addition, PepsiCo encourages independent bottlers and third-party distributors to follow the product standards and other guidance outlined within PepsiCo’s policy above.

Notes:

1. The USDA regulations which took effect July 1, 2014 do not apply to (1) beverages sold to students in schools that do not participate in the reimbursable school breakfast or lunch plan run by the Federal government; or (2) beverages sold to students outside the “school day” (“school day” is defined by USDA as the period from midnight before, to 30 minutes after the end of the official school day).

###

**ELIZABETHTON CITY SCHOOL SYSTEM
BOARD OF EDUCATION
AGENDA SUMMARY**

DEPARTMENT: SCHOOL NUTRITION

SUBJECT: RENEWAL OF BID 2022-2023-01-SN FOR BREAD AND BAKERY PRODUCTS FOR THE PERIOD JULY 1, 2025 THROUGH JUNE 30, 2026

SUMMARY: An offer to renew the current bid for bread and bakery products was made to Bimbo Bakeries. The offer was accepted. All renewal documents were completed and returned. Price increases were in compliance with the guidelines set forth in the original bid.

ACCOUNT FUNDING: Account 143-73100-422 (Food Supplies)

NECESSARY BOARD ACTION: Motion to approve renewal of Bid 2022-2020-01-SN, the purchase of bread and bakery products from Bimbo Bakeries for the bid period July 1, 2025 through June 30, 2026.

APPROVED BY THE ELIZABETHTON BOARD OF EDUCATION:

Eddie Pless, Board Chairperson

Richard VanHuss, Superintendent

Date

Date

**ELIZABETHTON CITY SCHOOL SYSTEM
BOARD OF EDUCATION
AGENDA SUMMARY**

DEPARTMENT: SCHOOL NUTRITION

SUBJECT: RENEWAL OF BID 2022-2023-02-SN FOR MILK PRODUCTS FOR THE PERIOD
JULY 1, 2025, THROUGH JUNE 30, 2026

SUMMARY: An offer to renew the current bid for milk products was made to Mayfield Dairy. The offer was accepted. All renewal documents were completed and returned. No price increases were requested.

ACCOUNT FUNDING: Account 143-73100-422 (Food Supplies)

NECESSARY BOARD ACTION: Motion to approve renewal of Bid 2018-2019-02-SN, the purchase of milk products from Mayfield Dairy for the bid period July 1, 2025, through June 30, 2026

APPROVED BY THE ELIZABETHTON BOARD OF EDUCATION:

Eddie Pless, Board Chairperson

Richard VanHuss, Director of Schools

Date

Date

Elizabethton City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Staff Time Schedules PROPOSED	Descriptor Code: 5.602	Issued Date: 01/19/16
		Rescinds: 5.602	Issued: 02/17/05

1 WORK SCHEDULES

2 The workday for full-time licensed and professional staff will be a minimum of seven hours and thirty
3 minutes¹ and will continue until professional responsibilities to the student and the school are
4 completed. Administrative meetings, curriculum development, student supervision, assigned duties,
5 parent conferences, group or individual planning and extra-curricular activities may require hours
6 beyond the stated minimum. Teachers shall be allotted a duty-free planning period of two and one-half
7 (2 1/2) hours each week to provide time for planning, preparation for effective teaching and attention
8 to major program improvement.² A regular work week will be defined as a 5-day time period from
9 Monday through Friday. Work schedules for **other** employees will be defined **and/or modified** by the
10 director of schools or his/her designee, consistent with the Fair Labor Standards Act and the provisions
11 of this policy.

12 WORKWEEK DEFINED

13 Working hours for all employees not exempted under the Fair Labor Standards Act³ including
14 secretaries, bus drivers, cafeteria, janitorial and maintenance personnel, will conform to federal and
15 state regulations. The director of schools will ensure that job positions are classified as exempt or non-
16 exempt and that employees are made aware of such classifications. Supervisors will make every effort
17 to avoid circumstances which will require non-exempt employees to work more than forty (40) hours
18 each week.

19 For purposes of compliance with the Fair Labor Standards Act, the workweek for school district
20 employees will be 12:00 a.m. Saturday until 11:59 p.m. Friday.

21 OVERTIME AND COMPENSATORY TIME⁴

22 The Board discourages overtime work by non-exempt employees. A non-exempt employee will not
23 work overtime without the express approval of his/her supervisor. All overtime work must be
24 expressly approved in writing by the director of schools or his/her designee. All supervisory personnel
25 must monitor overtime on a weekly basis and report such time to the director of schools/designee.
26 Principals and supervisors will monitor employees' work, will ensure that overtime provisions of this
27 policy and the Fair Labor Standards Act are followed and will ensure that all employees are
28 compensated for any overtime worked. Principals or supervisors may need to adjust daily schedules to
29 prevent non-exempt employees from working more than forty (40) hours in a workweek. Accurate and
30 complete time sheets of actual hours worked during the workweek will be signed by each employee
31 and submitted to the finance director. The finance director will review work records of employees on a
32 regular basis to make an assessment of overtime use.

1 In lieu of overtime compensation, non-exempt employees may receive compensatory time off at a rate
2 of not less than one and one-half (1.5) hours for one hour of overtime worked, if such compensatory
3 time (1) is pursuant to an agreement between the employer and employee reached before overtime
4 work is performed, and (2) is authorized by the immediate supervisor.

5 Employees will be allowed to use compensatory time within a reasonable period after requesting such
6 use if the requested use of the compensatory time does not unduly disrupt the operation of the school
7 division. Employees may accrue a maximum of 240 compensatory time hours before they will be
8 provided overtime pay at the rate earned by the employee at the time the employee receives such
9 payment. In addition, upon leaving the school division, an employee must be paid for any unused
10 compensatory time at the rate of not less than the higher of (1) the average regular rate received by the
11 employee during his/her last three (3) years of employment, or (2) the final regular rate received by the
12 employee.

13 Non-exempt employees whose workweek is less than forty (40) hours will be paid at the regular rate of
14 pay for time worked up to forty (40) hours. Such employees shall be provided overtime pay or
15 compensatory time as provided for working more than forty (40) hours in a workweek.

16 This policy shall be included in the staff handbook, however, employees will be provided with a copy
17 of this policy and will be required to sign this policy to acknowledge their understanding of overtime
18 and compensatory time provisions. Such signed policy shall be placed in the employee's personnel file
19 and shall constitute the written agreement required in this section.

20 ATTENDANCE EXPECTATIONS

21 All employees are expected to be present during all work hours, **unless approved by their supervisor.**
22 Absence without prior approval, chronic absences, habitual tardiness or abuses of designated working
23 hours are all considered neglect of duty and will result in disciplinary action up to and including
24 dismissal.

Legal References

1. TRR/MS 0520-01-03-.03(1)
2. TRR/MS 0520-01-03-.03(4); TCA 49-1-302 (e)(2)
3. 29 CFR 553.20—23
4. 29 CFR 541.100—.101, .200, .204, .300, .303

Cross References

- School Day 1.801
- Curriculum Development 4.200
- Reporting Student Progress 4.601
- In-Service & Staff Development Activities 5.113
- Supervision of Students 6.408

CONTRACTUAL AGREEMENT

This Contractual Agreement, made and entered into this _____ day of _____, 2025, by and between Elizabethton City Schools Board of Education, (herein referred to as "Board of Education"), 804 South Watauga Ave, Elizabethton, TN 37643, and Deborah L. Curlee Communication Consultants, LLC, d/b/a Sidekick Therapy Partners, P.O. Box 32652, Knoxville, TN 37930-2652 (herein referred to as "Sidekick").

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

WHEREAS Board of Education has the authority to contract for services from suitable agencies having appropriate programs, capacity, and competence where necessary to provide appropriate special education services to students; and

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

WHEREAS Sidekick is an agency with appropriate programs to provide special education services for children who are the responsibility of the Board of Education.

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

The term of this agreement shall be for the 2025-2026 school year, beginning on or about July 1, 2025, in case the Board of Education wishes to utilize Sidekick for summer services, and ending on May 31, 2026, or through July 2026 if seeking extended school year/ESY services. This agreement may be extended for an additional 1-year term at the option of the Board of Education and in the Board of Education's sole discretion, under such terms as Board of Education and Sidekick may mutually agree with respect to such extension(s).

1. The Board of Education shall develop an Individualized Educational Program (IEP) which will be specifically designed to meet the unique needs of each child enrolled with provision for all support materials, equipment, and services necessary for their education and which meets the requirements of State and Federal regulations and law.

2. The Board of Education ensures that the rights and privileges available to children attending schools of the Board of Education shall be available to the children served by Sidekick including the process procedures, protection in evaluation procedures, the least restrictive environment, and confidentiality of information.

3. Any Sidekick speech and language services will be provided by qualified speech-language pathologists (SLP or SLPs) who have a master's degree and their Certificate of Clinical Competency or

are completing their Clinical Fellowship period. All Sidekick SLPs are licensed or registered as healthcare providers with the State Department of Health Board of Communication Disorders and Sciences. SLPs may be referred to individually as a therapist or collectively as therapists.

- a) Board of Education agrees for as long as SLPs are available to serve Board of Education's TennCare covered, eligible, and qualified students requiring therapy services (TennCare students) at the therapist's assigned school location, that Sidekick will be the sole and exclusive provider of services at that school location for any TennCare students whose services are billed to a TennCare insurance company (MCO).
- b) Sidekick will be the sole and exclusive provider of services to TennCare students billed to any TennCare MCO at the school locations agreed upon by the Board of Education and Sidekick.
 - a. The Board of Education will refer all TennCare students at the school locations to Sidekick for services that can be billed to a TennCare MCO and will not serve such students with its own employees. If Sidekick's therapists do not have the time available on their schedule to serve the referred TennCare student, Sidekick will promptly notify the Board of Education that Sidekick cannot provide services. Upon receipt of notification, the Board of Education may begin serving such students with the Board of Education employees and – after Sidekick has declined services due to lack of therapist availability – may also bill the TennCare MCO for such services.
- c) Sidekick will make reasonable commercial efforts to provide enough qualified therapists to meet the anticipated TennCare and non-TennCare caseload at the school locations. If Sidekick cannot provide enough therapists at a specific school to meet the caseload at that location, then either Sidekick or Board of Education may reduce Sidekick's services at the affected school to the extent Sidekick therapists are not available to serve that specific location. In the case of such a reduction at a specific school location, the Board of Education's therapists may serve the TennCare students previously served by Sidekick and may bill the TennCare MCO for services to those students.
- d) As the school year progresses, the Board of Education agrees that it will promptly assign other TennCare students at the school locations to Sidekick who have speech therapy services specified in their IEPs, when and to the extent such TennCare students become available. (The purpose of such assignments throughout the year is to maintain or expand the caseload of Sidekick's therapists in the school locations).
- e) With respect to TennCare students in the school locations served by Sidekick therapists, the Board of Education agrees that it will not refer those students to any other provider or third-party TennCare billing/consulting company (other providers). It is the intention of the parties that Sidekick will continue to work with Board of Education to obtain TennCare MCO authorizations for services, doctor orders or IEP signature pages, IEPs, IEP parental consents, and the like, in connection with all of the TennCare students Sidekick serves in the school locations and that any arrangements Board of Education has with other providers will not interfere with Sidekick's services under this agreement or interfere with Sidekick's therapists serving their own caseload in the school locations. In the event Sidekick cannot serve a TennCare student due to the lack of availability of a Sidekick therapist, then the Board of Education may refer such student to other providers for assistance in dealing with the TennCare MCO in connection with services to be provided by Board of Education's own therapists.

4. Mileage and School Pay Services:

Sidekick provides the following services to TennCare-eligible students at **no cost to the School District**:

- Direct Therapy
- TennCare evaluations
- 9-week progress reports to be entered into TN Pulse by Sidekick therapists.

Sidekick **charges a fee (School Pay fee)** for any of the following services, at the district's option:

- Direct therapy for non-TennCare eligible students
- For additional testing above and beyond TennCare requirements
- Evaluations for non-TennCare eligible students
- 9-week progress reports for non-TennCare eligible students
- Initial eligibility testing
- Case management (e.g., setting up IEP meetings, sending out teacher observations, permission to test forms)
- Consultations with parents and teachers for over 15 minutes
- Any additional testing that is required for 3-year re-evaluations
- Screening
- Entering IEP information into TN Pulse
- Participation in IEP meetings when there is no school therapist, and on a case-by-case basis
- Sidekick also charges a fee for miles traveled by therapists beyond the distance from their home to Sidekick, based on actual distance traveled and logged

Generally, Sidekick does **not provide** the following services:

- Participation in IEP meetings if there is a school therapist
- Completion of state-related eligibility documents if there is a school therapist
- Completion of SSI documentation (However, Sidekick can provide our reports as input for this)
- Services at schools where there are less than 10 kids needing services (Though these can be provided via teletherapy)
- Services in homes (Though these can be provided via teletherapy)

When appropriate for the student's individual needs, and as agreed by the IEP team, Sidekick prefers to provide:

- 1:1 direct therapy in 20-minute sessions (vs. 30-minute session group sessions) for TennCare-eligible students
 - Note: School Pay student groups are typically seen in 30-minute sessions with no more than 3 students per group
- a) The Board of Education will pay Sidekick a mileage reimbursement rate of forty (40) cents per mile per therapist per day, during the regular school year and during the school summer session (if Sidekick is requested to provide summer services). Mileage shall be calculated as (i) the distance between each Sidekick therapist's nearest clinic/office and the schools that Sidekick can serve in the County or (ii) the distance between the residence of Sidekick's therapist and the schools served, whichever is less. Such mileage reimbursement rate also

includes any travel within the County if Sidekick's therapist is traveling to more than one school in a day.

- b) At Board of Education's request and as mutually agreed by Sidekick, School Pay services may be provided for students whose services cannot be billed to a TennCare MCO.

For any such clinical School Pay services with an in-person or teletherapist, Board of Education will pay:

- **\$80.00 per hour for speech-language therapy services (or \$20.00 for any 15-minute increment thereof)**

- c) Provided additional TennCare students become available during the public school year to receive services from Sidekick, Board of Education will make a reasonable effort (depending on availability of TennCare-covered students) to maintain Sidekick's caseload at each school location served by Sidekick's therapists at the approximate levels of students served during the preceding public school year), including referring during the school year additional TennCare-covered students whose IEPs specify services to Sidekick for therapy at such locations, as such students become available and require services.

5. Teletherapy:

If the Board of Education recommends and Sidekick agrees that teletherapy is appropriate for a student, the Board of Education may request that Sidekick provide teletherapy services to that student at home or in school.

- a) Sidekick will provide services to the student throughout the year, including over holidays/breaks, if able to schedule
- b) Consistent with students who are seen in-person in school, Sidekick will charge TennCare (in the case of a student covered by TennCare) or will charge Board of Education (in the case of a student not covered by TennCare) for these teletherapy sessions
- c) For students seen by Sidekick via teletherapy not covered by TennCare, Sidekick will charge the Board of Education as noted in section 4b
- d) Sidekick will submit monthly invoices for teletherapy services rendered, with the Board of Education agreeing to reimburse Sidekick for such charges within 30 days of receipt of the invoice
- e) Sidekick agrees to update schedules quarterly. This allows for moving children who qualify for TennCare to 20-minute sessions and billing TennCare for such sessions, rather than the school

If teletherapy is agreed upon, Sidekick will need the following before the start of the school year:

- Rosters
- Master schedule
- IEP access
- Tentative schedule from EA
- EA contact information

If Sidekick has not been given this info by two weeks after the 1st day of school or the agreed upon date, Sidekick will charge 6 hours of school pay per therapist per day (as these therapists were assigned to and held for the district.)

If teletherapy is agreed upon, the Board of Education agrees to:

- Provide initial eligibility testing. Sidekick typically does not complete initial eligibility testing via teletherapy
- Provide one Educational Assistant (“EA”) per school to assist with pulling students from class and placing them in front of a school-provided computer in a quiet room or with school-provided headphones for therapy, pulling another student if the one scheduled is absent or unavailable
- Provide Sidekick therapists with a detailed schedule of students to be seen at exact times within two weeks of engaging Sidekick for teletherapy. If serving students via “school pay,” Sidekick will not see students in groups of more than three at a time
- Keep an open line of communication between the EA and Sidekick therapist to let the therapist know about tardiness, absences, etc. within a reasonable timeframe and with sufficient notice
- Schedule students for make-up when student is unable to attend the originally scheduled session
- Ensure the students’ caregiver has provided teletherapy consent and that they are aware of teletherapy options

Teletherapy cancellation policy:

- If school is in session and teletherapy sessions are cancelled due to reasons outside of Sidekick control (i.e. EA unavailable, school power outage/internet issues, field trip, assembly/school event, student absent, student has not come to school but still active in the county, student seen at home through the district but cancelled/no show, no show or does not leave 15 minutes for the session, another service/teacher pulled student during speech time, student unavailable for scheduled time, cancellation and all students in the school have been seen/are scheduled to be seen, etc.) and other kids are not able to be scheduled, Sidekick will charge the hourly school pay rate listed in section 4b
- Sidekick teletherapists will not bill for cancellations due to school events, assemblies, or field trips if a 48-hour notice is provided by the school

6. Sidekick will submit monthly invoices for mileage and/or other charges with the Board of Education agreeing to reimburse Sidekick for such charges within 30 days of receiving the invoices.

7. Sidekick agrees to provide professional liability coverage for its employees serving schools under this contract. Proof of such insurance will be provided by Sidekick to the schools upon request.

8. The Board of Education will provide Sidekick with parental consent forms to begin the process of determining if students qualify for services and will provide a copy of the child’s current IEP to Sidekick by the start of the school year. The Board of Education will provide services until Sidekick provides notification that TennCare eligibility has been confirmed, and services are authorized.

9. Sidekick shall submit Progress Reports for the grading periods specifying the progress of each TennCare child in achieving the short-term objectives specified in his/her IEP at no cost to the Board

of Education. Sidekick will provide information to special education personnel to allow them to update goals and objectives for each student served, at least, every nine weeks.

10. Sidekick will be responsible for preparing and submitting, at no cost, to the Board of Education, all TennCare paperwork for qualifying children.

11. The Board of Education agrees that, should a child's therapy sessions submitted to TennCare be denied for eligibility, Sidekick will immediately stop serving such children, and it will be the Board's responsibility to have its own therapist incorporate such child into their school caseload, or the Board may elect that Sidekick serve the child via school pay.

12. Background Checks:

- a) Sidekick requires all current employees providing services to the Board of Education under this contract to supply a fingerprint sample and submit to a criminal history record check conducted by the Tennessee Bureau of Investigation and/or the Federal Bureau of Investigation prior to permitting the employee to have contact with school children or enter the school grounds.
- b) Sidekick will not allow an employee providing services to the Board of Education under this contract to come into direct contact with school children or enter the grounds of a school when children are present until the criminal history records check has been conducted.
- c) Sidekick shall not allow an employee providing services to Board of Education under this contract to come in direct contact with school children or with children in a child care program or enter the grounds of a school or child care center when children are present if the criminal history records indicate the employer or employee has been convicted of an offense that is classified as a sexual offense or the employee has been convicted as a violent sexual offender as defined in Tennessee Code Annotated § 40-39 – 2002.

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

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

15. If due to a change in applicable law or regulation or the interpretation thereof by any court, government agency, authority, or other entity that renders any provision of this Agreement unlawful, unenforceable, economically, administratively impracticable, or difficult of performance (a Law Change), the parties shall initiate good faith negotiations to amend this Agreement to eliminate the adverse effects of such Law Change. If either party determines that the parties are unlikely to agree upon and make alterations to this Agreement to eliminate the adverse effect of the Law Change, or alternatively, either party determines that alterations to meet such requirements are not

commercially practicable, reasonable, and satisfactory, then such party may terminate the Agreement on thirty (30) days prior written notice to the other party. A Law Change also includes any change by (i) a Federal, State, or local legislative, regulatory, judicial, or administrative authority, or (ii) any TennCare Managed Care Organization (MCO) or other third party payor with respect to: clinical or other services provided pursuant to this Agreement, MCO requirements regarding eligibility or qualification for healthcare services, MCO procedures for authorizing, approving, billing or providing payment for healthcare services (including the amount of payment or method of payment), or any other changes that adversely affect the arrangements and services provided to school system students pursuant to this Agreement.

16. Board of Education will not employ or receive services, either directly or indirectly (including services provided through a third party), from any therapist formerly employed by Sidekick for one year following the termination or expiration of this Agreement or cessation of such therapist's employment with Sidekick, whichever is earlier.

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

In Witness Whereof:

Richard VanHuss, Director
Elizabethton City Schools

Date

Krissie Self, COO & President
Deborah L. Curlee Communication Consultants, LLC
d/b/a Sidekick Therapy Partners

Date

**Dual Enrollment Agreement for Community Colleges
Between
Northeast State Community College
and
Elizabethton City Schools**

This Dual Enrollment Agreement (“Agreement”), by and between NORTHEAST STATE COMMUNITY COLLEGE (“College”) and ELIZABETHTON CITY SCHOOLS (“High School”), is for the purpose of providing eligible high school students the opportunity to earn both college and high school graduation credits simultaneously upon successful completion of qualified course(s), as further defined herein.

OVERVIEW

In accordance with the guidelines and policies set forth by the Tennessee Higher Education Commission and Tennessee Board of Regents (“TBR”) Policy 2.03.00.00, and the procedures established by College, College desires to provide eligible high school students the opportunity to earn both college and high school graduation credits simultaneously upon successful completion of qualified course(s) (each a “Dual Enrollment Course”). Dual Enrollment Courses include courses taken as part of a “Middle College” program of study where the high school students work to obtain an associate’s degree while concurrently earning a high school diploma.

Dual Enrollment Courses must be:

- Listed in the College’s catalog and use the course syllabus, including outcomes and requirements, and text and materials approved by the respective College department.

Eligible students (“Students”) must be enrolled as 9th, 10th, 11th, or 12th grade students in a Tennessee public or nonpublic secondary school, or in a home education program. In order to enroll in a specific Dual Enrollment Course, Students must meet the course’s specific placement requirements as determined by the College.

In order to participate in a Dual Enrollment Course, Students must submit the following to the HIGH SCHOOL PROGRAMS OFFICE AT THE COLLEGE:

- A completed application for admission signed by the Student;
- Required signatures from Student and parent or legal guardian of the Student.
- A form of identification
- A high school transcript
- ACT scores if applicable
- Students must have **one** of the following to enroll in a university parallel dual enrollment course: a 3.60 cumulative, unweighted high school G.P.A.; a 3.25 – 3.59 cumulative, unweighted GPA and a recommendation from a counselor or a high school administrator; or college-level Accuplacer placement test scores.
- In order to remain eligible to participate in Dual Enrollment Courses, Students must maintain a cumulative GPA of at least 2.00 in the Dual Enrollment Course(s) that the Student is taking in order to register for subsequent Dual Enrollment Courses. Exceptions must be submitted in writing to the Institution’s Vice President for Academic Affairs.

In order to participate in a “Middle College” program of study, Students must submit the following no later than the start of classes to the HIGH SCHOOL PROGRAMS OFFICE AT THE COLLEGE:

- A completed application for admission signed by the Student;
- All documents necessary for admission and for eligibility for the TSAC grant;

- Required signatures from Student and parent or legal guardian of the Student.
- A form of identification
- ACT A high school transcript
- scores if applicable
- In order to remain eligible to participate in a “Middle College” program of study, Students must maintain a cumulative GPA of at least 3.00 semester GPA in the Dual Enrollment Course(s) that the Student is taking in order to register for subsequent Dual Enrollment Courses. Exceptions must be submitted in writing to the Institution’s Vice President for Academic Affairs.

Students must register with College’s Accessibility Services Office in order to receive accommodation in their college course(s), when applicable. A Student’s high school IEP does not provide accommodations for courses taken as part of this Agreement.

Dual Enrollment Courses may be held on the campus of the College or the High School as mutually agreed to by the parties.

A. RESPONSIBILITIES OF THE PARTIES

A.1 The College:

- Is responsible for ensuring that a qualified faculty or adjunct faculty member with a Master’s degree and eighteen (18) graduate level hours in the teaching area, or the related Bachelor’s degree for a technical course, is the instructor for the Dual Enrollment Course.
- Will provide a mandatory orientation session on the main campus or via videoconference for all adjunct faculty.
- Reserves the right to schedule an observation of all Dual Enrollment Courses held on the campus(es) of the High School by the College’s Dean or faculty mentor at any time to ensure that College’s expectations for the quality of the Dual Enrollment Course are met.
- Will initially classify Students enrolled in a Dual Enrollment Course as non-degree seeking. However, upon high school graduation or GED completion, the Dual Enrollment Course credit(s) may be applied toward an appropriate college-degree program so long as regular admissions requirements are met.
- Will adhere to High School’s standard operating procedures for the reservation and utilization of school equipment for all Dual Enrollment Courses operated on the High School’s campus.
- May require that the High School maintain science and computer laboratories and equipment appropriate and compatible for delivery of a Dual Enrollment Course held on the High School’s campus.
- May cancel any Dual Enrollment Course with enrollment insufficient to cover College’s expenses, so long as no invoices are sent to High School for such Dual Enrollment Course.
- On the schedule requested by High School, provide to High School for all Students completed grade reporting sheets and attendance reporting sheets.
- Requires that the classroom space will be free of personnel and students, other than the dual enrollment instructor and the dual enrollment students, during the assigned class period to ensure a distraction-free learning environment and adherence to FERPA guidelines.
- Agree to follow the College’s Policy 03:05:04 Academic, Non-Academic, and Classroom Misconduct as it pertains to Classroom Misconduct, Disruptive Behavior, Academic Misconduct, and Non-Academic Misconduct. That is, an instructor has the right to temporarily remove a disruptive student from a classroom.

- Agree that should a student be temporarily removed in the high school setting due to classroom misconduct or disruptive behavior, he/she will be immediately referred to designated high school disciplinary personnel and provided re-entry only with aforementioned personnel's written permission.
- Agree that dually enrolled students in the high school setting are subject to the College's policy as it relates to plagiarism, cheating, and other forms of academic misconduct.
- Agree that the implementation regulations pertaining to discipline and conduct of students, ensures the constitutional rights of students by affording a system of constitutionally and legally sound procedures, which provide the protection of due process of law. The College has enacted policies, which are in compliance with TBR Policy 3:02:01 00, as well as all state and federal law. All disciplinary procedures are affirmatively communicated to the faculty, staff, and students of the institution as well as published in appropriate websites, handbooks, or manuals.
- Will provide participating "Middle College" students from Elizabethton High School the opportunity to pursue the General-TBR Transfer Associate of Science program of study as outlined below.

Fall - Junior Year
Composition I
Composition II
Computer Applications
Public Speaking
American Government

Spring - Junior Year
Early US History
Modern US History
Introduction to Psychology
College and Lifelong Learning
Introduction to Theatre

Fall - Senior Year
Early or Modern Humanities
General Biology I
Economics and Society
Introduction to Sociology
Introduction to Service Learning

Spring - Senior Year
Early British Literature
Introductory Statistics
General Biology II
Introduction to Music
Science and the Modern World

Courses will be taught at Elizabethton High School or online depending on course availability and classroom equipment needs. Students may request to take a different science class if another option better aligns with their educational goals. Other course substitutions will be evaluated and approved on a case-by-case basis in consultation with the appropriate high school administrator. Students who have earned dual credit for INFS 1010 can request to have the credit transcribed to their Northeast State transcript via the Dual Credit Pathways Form.

A.2. The High School shall:

- Award high school graduation credit(s) for each Dual Enrollment Course successfully completed.
- Provide appropriate classroom space and instructional equipment, as determined by the College, for Dual Enrollment Courses offered on the High School campus.
- Retain the right to observe and supervise instruction, which is conducted on the High School campus during regular school hours.
- Agree to follow the College's academic calendar for all Dual Enrollment Courses if requested by the College.
- Provide College with any grade reporting or attendance reporting that College will be requested to complete for Students.
- Ensure that each Student applies for the Dual Enrollment Lottery Grant and any other Tennessee Student Assistance Corporation ("TSAC") grants available to pay for Dual Enrollment Courses prior to the deadlines set by TSAC.
- Not permit any Student to enroll in a Dual Enrollment Course unless that Student has either (i) provided to High School health information that establishes that the Student has complied with the recommended immunization schedule for measles, mumps, rubella and varicella for adults, issued by the Center for Disease Control and Prevention Advisory Committee on Immunization Practices or (ii) provided to High School documentation that meets the immunization requirements of Tennessee Board of Regents Policy 2.03.00.00, Admission at the Community Colleges regarding exemptions from vaccination requirements.
- Ensure that Students enrolling in a nursing, laboratory or allied health profession Dual Enrollment Course are aware that entities providing clinical experiences associated with such courses may impose immunization requirements for participation in a clinical experience.
- Ensure that each Student completes a waiver form indicating that the Student has received detailed information about (i) the recommended immunization schedule for measles, mumps, rubella and varicella for adults, issued by the Center for Disease Control and Prevention Advisory Committee on Immunization Practices and the availability and effectiveness of the recommended vaccines and (ii) the risk factors for hepatitis B infection and the availability and effectiveness of vaccine for persons who are at risk of the disease.

A.3. The College and the High School shall:

- Each designate a coordinator to provide oversight of details and distribute general program information and necessary forms to Students.
- Jointly determine the Dual Enrollment Courses to be offered, subject to College's staffing and scheduling limitations and any enrollment or financial limitations.
- Provide appropriate information to the Students regarding Dual Enrollment Lottery Grant, Middle College Scholarship and any other TSAC grants available to pay for Dual Enrollment Courses.

AGREEMENT TERM:

- B.1. Term. This Agreement shall be effective for the period of no more than one (1) year, commencing on AUGUST 1, 2025 and ending on JULY 31, 2026.
- B.2. Term Extension. The parties may agree to extend the term of this Agreement for additional periods of time not to exceed three (3) years in length, so long as an amendment extending the term of this Agreement is executed prior to the expiration date of this Agreement.
- C. FACULTY/COSTS
- C.1. Instructors for the Dual Enrollment Courses shall be subject to the approval of both parties and will adhere to College's policies regarding academic standards and documentation of attendance and grades. The College reserves the right to replace any Dual Enrollment Course instructor provided by the High School for non-performance and/or violation of College policies and guidelines. The parties will promptly enter into an amendment of this Agreement if the replacement results in the College then being responsible for compensating the instructor of the affected Dual Enrollment Course. The parties agree that the primary employer of a Dual Enrollment Course instructor (College or High School) shall be responsible to arrange and compensate, if required, a substitute in the event that the instructor will be absent for a class meeting.
- C.2. In the event the instructor is provided and compensated by the College, such compensation will be based upon applicable College policies as to College faculty.
- C.3. In the event the instructor is provided and directly compensated by the High School, such compensation will be based upon applicable High School policies and no funds shall be due to the High School from the College unless otherwise specified in Section C.6 below. This does not prevent the College from entering into separate agreements with instructors who are also employees of the High School to engage such instructors as adjuncts.
- C.4. All costs associated with enrollment of Students in Dual Enrollment Courses that not covered by amounts received under the Tennessee Dual Enrollment Lottery Grant, Middle College Scholarship, or any other TSAC grant intended to pay for the costs of a particular Student's enrollment in a Dual Enrollment Course (collectively, "Grant Monies") shall be the responsibility of the Student or Student's parent or legal guardian. College shall invoice Students or the Student's parent or legal guardian in accordance with the terms of the enrollment agreement documents between the parties. The costs shall be as set forth in Sections C.5. and C.6.
- C.5. For Dual Enrollment Courses held at College's facilities, the per Student cost per Dual Enrollment Course shall be equal to the per student cost that the College has set as the per student cost for enrollment in such course by other students of the College (the "College's Class Cost"). The College's Class Cost includes the cost of providing the instructor, classroom space, all maintenance and mandatory fees, textbooks and other class materials. The College's Class Cost will not include any fees that the Tennessee Higher Education Commission has determined may not be charged for Dual Enrollment Courses. The following costs are not included in the College's Class Cost but are associated and due for each Student in each Dual Enrollment Course: N/A. The parties acknowledge that the per student enrollment cost for each course the College offers, and all fees are approved by TBR and available for review by High School upon request.
- C.6. For Dual Enrollment Courses held at High School's facilities, High School agrees that the College's cost of each Dual Enrollment Course will be calculated as follows:

In the event the instructor is provided and directly compensated by the High School, such compensation will be based upon applicable High School policies. The College shall

reimburse the High School based upon the College's applicable policies as to adjunct faculty. In no event shall the maximum liability of the College for such reimbursement exceed [EIGHT HUNDRED AND FIFTY DOLLARS PER CREDIT HOUR] [\$850.00 per credit hour]. The maximum liability shall not be subject to escalation for any reason or increased unless agreed to in an amendment to this Agreement. If any extension of the term of this Agreement necessitates additional funding, the increase in the College's maximum liability will also be established through an amendment to the Agreement.

If other costs are anticipated to be incurred by College in connection with the Dual Enrollment Course, such as for supplies, College will obtain High School's written approval of such costs prior to invoicing High School for the same.

- C.7. In the event that a Student drops a Dual Enrollment Course by the College's Drop/Add Deadline, Grant Monies will be returned to TSAC in accordance with College and TSAC policies.

D. TERMS AND CONDITIONS:

- D.1. Required Approvals. The College is not bound by this Agreement until it is approved by the appropriate officials in accordance with applicable Tennessee laws and regulations as shown on the signature page of this Agreement.
- D.2. Modification and Amendment. This Agreement may be modified only by a written amendment executed by all parties hereto and approved by the appropriate officials.
- D.3. Performance. Each party agrees to work in good faith to achieve the objectives of this Agreement.
- D.4. Termination. Either party may terminate this Agreement with or without cause for any reason by providing written notice to the other party. However, in no event shall termination be effective until the end of the academic year then in progress.
- D.5. Nondiscrimination. Each party hereby agrees that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Agreement or in the employment practices of either party on the grounds of disability, age, race, color, religion, sex, veteran status, national origin, or any other classification protected by Federal, or State constitutional or statutory law.
- D.6. Allegations of Sexual Harassment or Other Discrimination.

If the College receives a report of sexual harassment or other discrimination relating to a High School student's participation in DE classes or related activities, the College will coordinate with the High School to determine jurisdiction, to coordinate the provision of supportive measures, and to respond pursuant to the appropriate policy and procedures based on the allegations and identities of the individuals involved.

If the High School receives a report of sexual harassment or other discrimination relating to the College's education program or activity, the High School will coordinate with the College to determine jurisdiction, to coordinate the provision of supportive measures, and to respond to the report under the appropriate policy and procedures based on the allegations and identities of the individuals involved.

- D.7. State and Federal Compliance. Each party shall comply with all applicable State and Federal laws and regulations, including without limitation with the Family Educational Rights and Privacy Act (FERPA) (collectively, the "Laws"). Each party agrees that its

officers, employees and agents will use personally identifiable information from an education record disclosed pursuant to this Agreement only for the purposes for which the disclosure was made and not for any other purpose unless permitted by the Laws or necessary in order to comply with this Agreement. For purposes of clarity, the parties acknowledge that Students enrolled in Dual Enrollment Courses are students of both the College and the High School with educational records created by the instructors of such Dual Enrollment Courses being records of both the College and the High School. Consistent with 34 C.F.R. § 99.31(a)(2), each party agrees to disclose to the other party education records which the other party needs for purposes related to the student's Dual Enrollment. The parties further acknowledge that the Laws applicable to educational records held by the College differ from those applicable to educational records held by the High School and agree that the Laws applicable to educational records held by the College shall apply only to the College, and the Laws applicable to educational records held by the High School shall apply only to the High School. The personally identifiable information may not be disclosed or re-disclosed by either party to any but the other party without prior written consent of the Student, the parent or legal guardian of the Student, or as otherwise permitted by FERPA or this Agreement.

- D.8. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.
- D.9. Severability. If any terms or conditions of this Agreement are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Agreement are declared severable.
- D.10. Communications and Contacts.

The College:

DR. CONNIE MARSHALL, VICE PRESIDENT FOR ACADEMIC AFFAIRS
NORTHEAST STATE COMMUNITY COLLEGE
2425 HIGHWAY 75
BLOUNTVILLE, TN 37617
TELEPHONE NUMBER: 423.279.7632

The High School:

MR. RICHARD VAN HUSS
DIRECTOR OF SCHOOLS
ELIZABETHTON CITY SCHOOLS
804 SOUTH WATAUGA AVENUE
ELIZABETHTON, TN 37643
TELEPHONE NUMBER: 423.547.8000

- D.11. Relationship of the Parties. This Agreement shall in no way be interpreted as creating an agency or employment relationship between the parties.
- D.12. Liability. College is a public College of higher education and a member of the State University and Community College System of Tennessee governed by the Tennessee Board of Regents. As a state entity, its liability arising from performance under this Agreement shall be subject to and limited to those rights and remedies, if any, available under T. C. A. §§ 9-8-101 through 9-8-407. The High School is a political subdivision of the state and, as, such its liability for injuries which may result from its performance under this Agreement shall be subject to and limited to those rights and remedies, if any, available under the Tennessee Governmental Tort Liability Act, §§ T. C. A. 29-20-201, et seq.

Each party shall be solely liable for payment of its portion of all claims, liability, costs, expenses, demands, settlements, or judgments resulting from action or omissions of itself or those for whom it is legally responsible, relating to or arising under this Agreement.

IN WITNESS WHEREOF:

ELIZABETHTON CITY SCHOOLS:

RICHARD VAN HUSS, DIRECTOR OF SCHOOLS **Date**

NORTHEAST STATE COMMUNITY COLLEGE:

CONNIE MARSHALL, ED.D., VICE PRESIDENT
ACADEMIC AFFAIRS **Date**

JEFF MCCORD, ED.D., PRESIDENT **Date**

TENNESSEE BOARD OF REGENTS:

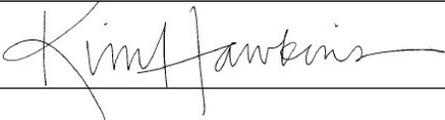
Flora W. Tydings, Chancellor **Date**

Educator Preparation Provider/Local Education Agency State Recognized Partnership Agreement

Educator Preparation Provider (EPP)	Carson-Newman University
Local Education Agency (LEA)	Elizabethton City School District
Academic Year of Agreement	One year from date of district signature

EPP Contact/Designee	
Name: Dr. Kim Hawkins	Title: Dean, School of Education and Counseling
Email: khawkins@cn.edu	Phone Number: 865-471-3314

LEA Contact/Designee	
Name: Click or tap here to enter text.	Title: Click or tap here to enter text.
Email: Click or tap here to enter text.	Phone Number: Click or tap here to enter text.

Certification (signatures verify partnership)	
EPP Head Administrator: Kim Hawkins	Title: Dean
Signature: 	Date: 6-4-25

LEA Head Administrator: Click or tap here to enter text.	Title: Click or tap here to enter text.
Signature: Click or tap here to enter text.	Date: Click or tap here to enter text.

**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. *NOTE: Responses should not exceed one page per prompt.*

Co-selection: The partnership will have an advisory council made up of university personnel, school district supervisors, principals, teacher representatives, and aspiring candidates. The advisory council will collaboratively participate in reviewing placement data of clinical practicums, student teachers and leadership practicums. The council will advise and help guide improvement based on need and data. University faculty, university mentors, and cooperating teachers serve to supervise student teachers, provide seminars, and provide content-area support.

In the instructional leadership program (ILP), principals serve as mentors of leadership candidates. The school district and Carson-Newman mutually agree to only select cooperating teachers and leadership mentors who meet Education Preparation Policy 5.504. Clinical mentors (cooperating teachers) shall:

1. Hold an active Tennessee license with an endorsement in the area or a closely related area where they will be supervising the candidate;
2. Have a level of overall effectiveness of above expectations or significantly above expectations for the prior school year; and
3. Have a minimum of three (3) years of experience as a teacher, school services personnel, or instructional leader as applicable.
4. Be recommended by the principal and accept the placement.
5. Have demonstrated a consistent commitment to using state-approved HQIM in their classroom.

Collaborative preparation: All cooperating teachers will complete the Cooperating Teacher/University Mentor Training before serving as a cooperating teacher. University mentors (UMs) and cooperating teachers will complete a standardized dispositional training for using the Educator Disposition Assessment (EDA). UMs complete TEAM training and collaborate with the cooperating teacher in evaluating student teachers through the course of the placement.

In the ILP, principal mentors complete a standardized dispositional training for using the Educational Leadership Educator Disposition Assessment (EDLDA).

Collaborative evaluation: University faculty are evaluated annually by the chair, anonymous course evaluations, and student exit surveys. University mentors are evaluated through student surveys, cooperating teacher surveys, and student performance results. Cooperating teachers are evaluated by the school administrator using the TEAM teacher evaluation process, or other Tennessee State Board of Education approved model, to evaluate the instructional performance.

In the ILP, principal mentor effectiveness is evaluated by the TEAM principal evaluation. Principal mentor effectiveness in supporting aspiring leadership candidates is evaluated through informal observations, surveys, and principal mentor surveys.

The partnership will review program data and stakeholder surveys to assess progress in both the Teacher Education Program and the Instructional Leader Program.

Collaborative support: Annual meetings will address the evolution of the partnership and make necessary adjustments in order to maintain high expectations. In addition, C-N and state partnership schools mutually agree to support direct personnel involvement in the prek-12 setting and encourage involvement in at least one of the following activities: Professional learning targeted to, or led by, prek-12 educators; Professional learning focused on school-specific initiatives; Instructional support to preK-12 students; PreK-12 curriculum development; and Direct observation of preK-12 classrooms.

**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.*

Field experiences begin early, oftentimes in the first semester of the freshman year. Prior to student teaching, field experiences are embedded in multiple required courses and are designed to facilitate the development of specific knowledge and skills relevant to the course content, utilizing various modalities to ensure candidates demonstrate their developing effectiveness. In all cases, the course instructor and the cooperating teacher collaborate to ensure that candidate experiences in the classroom setting are connected to course content. Field experiences culminate with student teaching, completed in the candidate's final semester of enrollment; oftentimes, the field experience prior to student teaching remains in the same placement for coherence and longevity. Whenever possible, student teachers are strategically placed for a seamless transition into employment with participating schools.

C-N faculty along with school personnel consult with cooperating teachers and administrators to ensure quality field experiences for candidates as well as positive impacts for P-12 learners. With each field experience, candidates meet with the cooperating teacher and, if appropriate, with the school administrator and the RTI Coordinator to determine ways in which the candidate may complete instructional and assessment tasks that are helpful to candidates and cooperating teachers. All field experiences are connected to course content and ongoing professional development, and these experiences are facilitated by reflection upon the relationship of the classroom experience to InTASC Standards, TEAM rubrics, and TN literacy standards, including the use of high-quality instructional materials (HQIM) and trauma-informed teaching practices. Course instructors and cooperating teachers work together to provide appropriate support to candidates. For each experience, the cooperating teacher completes the Educator Disposition Assessment, and the course instructor provides feedback on the work and reflections that are generated by the candidate's experience in the classroom.

C-N maintains records of practicum and student teaching placements to ensure candidates are assigned to work with licensed professionals. C-N uses demographic data from the TN State Department of Education to help ensure that candidates experience students who represent diversity in terms of grade range, curricular areas, race, disability, socioeconomic status, school size, and rural/urban status.

In the Instructional Leadership Program (ILP), collaboration between the candidate and the mentor is an area of central focus. The mentor's extensive knowledge and experience as an educator is shared with the candidate through a planned mentorship program. Through this planned mentorship, the candidate works in an actual school setting, learning the keys to school operations by practicing leadership behavior. All practicum experiences are tied to specific TILS indicators as well as TN literacy standards. As a leader, the candidate is expected to demonstrate an advanced level of professionalism and decision-making ability in leadership and management.

C-N's practice-oriented approach provides opportunities for candidates to practice applications of content knowledge and skills through experiential learning in authentic school settings. C-N leadership candidates are aspiring lead administrators in a realistic environment where they not only understand content knowledge and skills but also apply their leadership skills. The program requires a wide range of activities that allow candidates to acquire and master the skills demanded of a leadership position.

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)

ITEMS: old laptops

METHOD OF

SALE/DISPOSAL: E-WASTE RECYCLE

SALE/DISPOSAL

AUTHORIZED BY: _____



Principal

DATE: 5-19-25

AUTHORIZED BY: _____

DATE: _____

Director of Schools

AUTHORIZED BY: _____

DATE: _____

Board Chairman

pc#	dell serial	inventory
1. LT-Teresa Dugger	DGN3ZZ2	2020-10-0001CRS
2. Dunford	F9R3ZZ2	2020-10-0005CRS
3. Brooke Clawson	D9R3ZZ2	2020-10-0002CRS
4. Tj brown	7PW3ZZ2	2020-10-0023CRS
5. Keshia Miller	6MW3ZZ2	2020-30-0014CRS
6. C Malone	7K06ZZ2	2020-10-0017CRS
7. Abel	2J06ZZ2	2020-10-0013CRS
8. Fair	B9R3ZZ2	2020-10-0004CRS
9. treadway	C9R3ZZ2	2020-10-0008CRS
10. H Suggs	FJ06ZZ2	2020-10-0012CRS
11. N Campbell	HHN3ZZ2	2020-10-0020CRS
12. B Jenkins	6K06ZZ2	2020-15-0036-CRS
13. A Hatley	4J06ZZ2	2020-10-0016CRS
14. Royston	H9R3ZZ2	2020-10-0007CRS
15. Bowers/starkey	99R3ZZ2	no sticker,
16. Waters	8HN3ZZ2	2020-10-0021CRS
17. Johnson	6L06ZZ2	2020-10-0011CRS
18. Abby Pierce	2HN3ZZ2	-no sticker
19. hoilman (ESE5092)	9NW3zz2	20ESE107731
20. C Minton	3LC0FT2	no sticker
21. ROCK -LL LT	4DDQNT2	ECS-5615, WSE-LL, Title2

It says CBDQNT2 on it

22.Hargis -73BMQJ2 ESL, CO# 11484

Last 2 are SPED

ESE Speech -ECS# 4900, 2019 IDEA FUNDS, PO2001800035

ESE Court Erwin ECS# 4914, po 200180002, originally haley bishop

Name	serial	asset
WELCLT-05	B9B0FT2	-no asset tag
Ese-jsmith	GLW3ZZ1	ESE-5086
EHS Copeland	15DQNT2	WSE-Learning Leader title 2, #5618
Co- darnell	3MW3ZZ2	2020-10-0026CRS
Mcinturf	J6DQNT2	tad-LL title 2, #5626
Deb estep	HLW3ZZ2	2020-20-0003CRS

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT

SALE / DISPOSAL

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TAG# -no asset tags

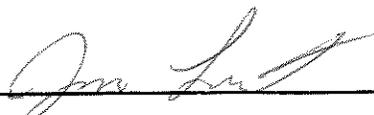
ITEMS: old aruba access points

METHOD OF

SALE/DISPOSAL: E-WASTE RECYCLE

SALE/DISPOSAL

AUTHORIZED BY: _____



DATE: 5-15-25

Principal

AUTHORIZED BY: _____

DATE: _____

Director of Schools

AUTHORIZED BY: _____

DATE: _____

Board Chairman

item	serial
1. 205	CM0564185
2. 205	CM0564141
3. 205	CM0564242
4. 205	CM0564132
5. 205	CM0564201
6. 205	CM0564134
7. 205	CM0564204
8. 205	CM0564207
9. 205	CM0564108
10. 205	CM0564140
11. 205	CM0564193
12. 205	CM0564138
13. 205	CM0564143
14. 205	CM0564205
15. 205	CM0564144
16. 205	CM0564200
17. 205	CM0564142
18. 205	CM0564124
19. 205	CM0564269
20. 205	CM0564184
21. 205	CM0563991
22. 205	CM0564119
23. 205H	CNC0HML2FD

LAW Tech - ECS # 5187

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)

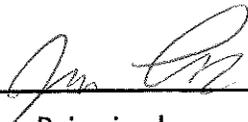
ITEMS: old dell desktops/laptops

METHOD OF

SALE/DISPOSAL: E-WASTE RECYCLE

SALE/DISPOSAL

AUTHORIZED BY: _____


Principal

DATE: 5-20-25

AUTHORIZED BY: _____

Director of Schools

DATE: _____

AUTHORIZED BY: _____

Board Chairman

DATE: _____

ese37	dell 3070	8L794z2	johnson
ese36	dell 3070	8l854z2	estep
ese41	dell 3080	4m55zc3	N Campbell

music	Latitude340 0	8pw3zz2	keen	cares# 2020-30- 0012CRS
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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: Dehumidifier; quit working

INVENTORY TAG NUMBER: Property of ESE 4011

METHOD OF SALE/DISPOSAL: threw in the dumpster

SCHOOL/BUILDING WHERE ITEM IS HOUSED East Side

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 5/12/25
Principal

AUTHORIZED BY: [Signature] DATE: 5/21/25
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: 8 shelf wooden bookcase

INVENTORY TAG NUMBER: WSE 0307

METHOD OF SALE/DISPOSAL: _____

SCHOOL/BUILDING WHERE ITEM IS HOUSED: West side

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 5/27/25
Principal

AUTHORIZED BY: [Signature] DATE: 5/30/25
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 of 190 chromebooks

ITEMS: old Lenovo chromebooks from EHS

METHOD OF

SALE/DISPOSAL: E-WASTE RECYCLE

SALE/DISPOSAL

AUTHORIZED BY: Jason Lancaster DATE: 6-2-25

Principal

AUTHORIZED BY: _____ DATE: _____

Director of Schools

AUTHORIZED BY: _____ DATE: _____

Board Chairman

	Esser Funds 1.0			
P2082P9N		MP1WVSLD	MP1WWDNA	MP1WKJV0
PF3NGNC8	MP1WE4L5	MP1WWHBN	MP1WKC54	MP1WVKJ7
PF3WXQNH	MP1WKGQP	MP1WWF3G	MP1WKEDZ	MP1WST2B
PF3NGFGK	MP1WKBTM	MP1WDTJ4	MP1WVKKC	MP1WVKEW
P2082M85	MP1WVMMJ	MP1WDWKR	MP1WDVM4	MP1WDTCN
PF3NGQHY	MP1WVKL1	MP1WKEB8	MP1WKK6X	MP1WWCPG
PF3WXHSM	MP1WDWKN	MP1WSE94	MP1WVKJ9	MP1WVSJJ
PF3NPLMX	MP1WKJV1	MP1WVKKZ	MP1WVMMK	MP1WWLYN
P2082Q4F	MP1WKEBK	MP1WKECE	MP1WVT58	MP1WQS5C
PF3NLEXZ	MP1WVP74	MP1WVPVC	MP1WE112	MP1WVKGH
PF3WYHY5	MP1WDTAS	MP1WVKBE	MP1WKDNY	MP1WVKGA
PF3NGDA6	MP1WKC5G	MP1WVKJ8	MP1WVT61	MP1WWKQQ
PF3NH0KG	MP1WK6WK	MP1WKJTX	MP1WVPV1	MP1WKEFN
P2082M4V	MP1WWCM5	MP1WKK6Z	MP1WKC1L	MP1WSVRT
p2082m2t	MP1WKJJM	MP1WVT5M	MP1WVKJT	MP1WDYWD
PF3NH0KG	MP1WVSKD	MP1WWKLB	MP1WVJZL	MP1WVMPG
pf3ngswl	MP1WKK5Q	MP1WSVQM	MP1WVKMQ	MP1WWJCY
p2038hkl	mp1wkjfr	MP1WVM67	MP1WVSMG	MP1WSVPN
pf3nyphk	mp1wkcy4	MP1WKLEY	MP1WVSN1	MP1WVSN4
pf3wyngb	mp1wvmrd	MP1WVKJM	MP1WVP9X	MP1WWF1Q
p2082mcr	mp1wwf0y	MP1WSSZS	MP1WVT8G	MP1WST2M
P2039G41	MP1WVKHH	MP1WKDA0	MP1WKJVX	MP1WVKGD
	MP1WVMN7	MP1WKGNA	MP1WKE9J	MP1WVSMQ
	MP1WKEA8	MP1WKEEM	PF3NGDB1	MP1WSVRR
	MP1WSP3W	MP1WVQ3M	MP1WKED1	MP1WKBBC
	MP1WKE5Q	MP1WDT9P	MP1WSLGJ	MP1WWLX3
	MP1WKEA4	MP1WSQN3	MP1WKE3E	MP1WVSK9
	MP1WKEEJ	MP1WKK3S	MP1WKGQF	MP1WKDL5
	MP1WSQRN	mp1wkefp	MP1WVQ2Z	MP1WWF1B
	MP1WWEMF	mp1wvk5a	MP1WE02E	MP1WKBYS
	MP1WKBTO	mp1wkg8f	MP1WKK52	MP1WKHND
	MP1WVT7A	mp1wqyfb	MP1WVKHT	MP1WKGPA
	MP1WKGNN	mp1wvkk3	MP1WST02	MP1WVT6G
	MP1WSVPF	mp1wvsjc	MP1WVPXY	MP1WKK3Z
	MP1WKECD	mp1wkebg	MP1WVKM4	MP1WVKGE
	MP1WKC40	MP1WKK5C	MP1WSN3V	MP1WVSNF
	MP1WWG9A	MP1WKC3H	MP1WE159	MP1WVMMT
	MP1WKDN4	MP1WKG65	MP1WWFSN	MP1WKG6N
	MP1WKECP	MP1WKL6Z	MP1WKGQT	MP1WST4W
	MP1WVT5A	MP1WWTMZ	MP1WVMPY	MP1WDTBH
	MP1WKG0L	MP1WWLM6	MP1WKE7R	MP1WKG6M
	MP1WVSN5	MP1WVQ32	MP1WKC4H	MP1WE102
				MP1WKEBY

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: Chairs - (2) Black 7042, 7055
chairs (3) Blue 6718, 6723, 7084

INVENTORY TAG NUMBER: 7042, 7055, 6718, 6723, 7084

METHOD OF SALE/DISPOSAL: trash

SCHOOL/BUILDING WHERE ITEM IS HOUSED: EHS

SALE/DISPOSAL AUTHORIZED BY:  DATE: 5/23/25
 Principal

AUTHORIZED BY: _____ DATE: _____
 Director of Schools

AUTHORIZED BY: _____ DATE: _____
 Board Chairman

Ch. Dugger

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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

ITEM: Student Computers (8)

INVENTORY TAG NUMBER: 64791 FRSOJBZ, HCM, DKBZ, 64797 HCGFKBZ, FRROJBZ, 65035 64794 65036 HROGKBZ, 64953 FRRYHBZ, 64797 HCNHKBZ, 94954 FROVHBZ

METHOD OF SALE/DISPOSAL: Recycled per D. Brewer

SCHOOL/BUILDING WHERE ITEM IS HOUSED: EHS

SALE/DISPOSAL AUTHORIZED BY: [Signature] DATE: 5/19/25
Principal

AUTHORIZED BY: [Signature] DATE: 5/22/25
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: Microsoft Office 2013 Illustrated (Textbooks)
Hospitality + Travel Marketing (Textbooks)
Metal Bookshelf

INVENTORY TAG NUMBER: 2 6619

METHOD OF SALE/DISPOSAL: _____

SCHOOL/BUILDING WHERE ITEM IS HOUSED EHS

SALE/DISPOSAL AUTHORIZED BY: *Don Gilbert* DATE: 5/16/25
Principal

AUTHORIZED BY: *Paul Voss* DATE: 5/22/25
Director of Schools

AUTHORIZED BY: _____ DATE: _____
Board Chairman

Ryan White

ELIZABETHTON CITY SCHOOLS

REQUEST FOR PROPERTY / EQUIPMENT SALE / DISPOSAL

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

ITEM: 2 Trapezoid Tables - 8
20 Chairs -

INVENTORY TAG NUMBER: 7006 - 7007, 7127 - 7147

METHOD OF SALE/DISPOSAL: _____

SCHOOL/BUILDING WHERE ITEM IS HOUSED _____

SALE/DISPOSAL AUTHORIZED BY: *D. Albert* DATE: 5/16/25
Principal

AUTHORIZED BY: *Ryan White* DATE: 5/22/25
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:

7th Grade (science) McGraw Hill Hardcover → \$34

8th Grade Science McGraw Hill Hardcover → 29

7th Grade teacher Edition Volume 1 + Volume 2 (McGraw Hill)

8th Grade Teacher Edition Volume 1 + Volume 2 (McGraw Hill)

INVENTORY
TAG NUMBER:

METHOD OF
SALE/DISPOSAL: trash

SALE/DISPOSAL
AUTHORIZED BY:

Rachel Dannel
Principal

DATE: 5/23/26

AUTHORIZED BY:

Director of Schools

DATE: _____

AUTHORIZED BY:

Board Chairman

DATE: _____



Raptor Badge Alert

One Button. Unmatched Emergency Management Functionality

Raptor Technologies

2900 North Loop West, Suite 900
Houston, TX 77092
info@raptortech.com

Raptor Emergency Management



The Raptor Emergency Management Suite offers a unified platform that streamlines school safety operations through a consistent, user-friendly interface. This design makes the platform easy to learn and simplifies training for staff, significantly reducing the time and effort spent on administrative tasks.

With Raptor’s single-platform solution, districts only need to implement and maintain integrations with one school safety system, cutting down on complexity and saving valuable resources. Furthermore, this integrated approach minimizes liabilities by helping to reduce risks related to compliance issues, documentation accuracy, chain of custody management, and the overall reliability of safety procedures.

By adopting the Raptor Emergency Management Suite, districts can expect a meaningful enhancement in safety-related outcomes, ensuring a more secure and well-managed environment for everyone.

In the past year alone, districts and schools that use Raptor Emergency Management and Raptor Alert have:

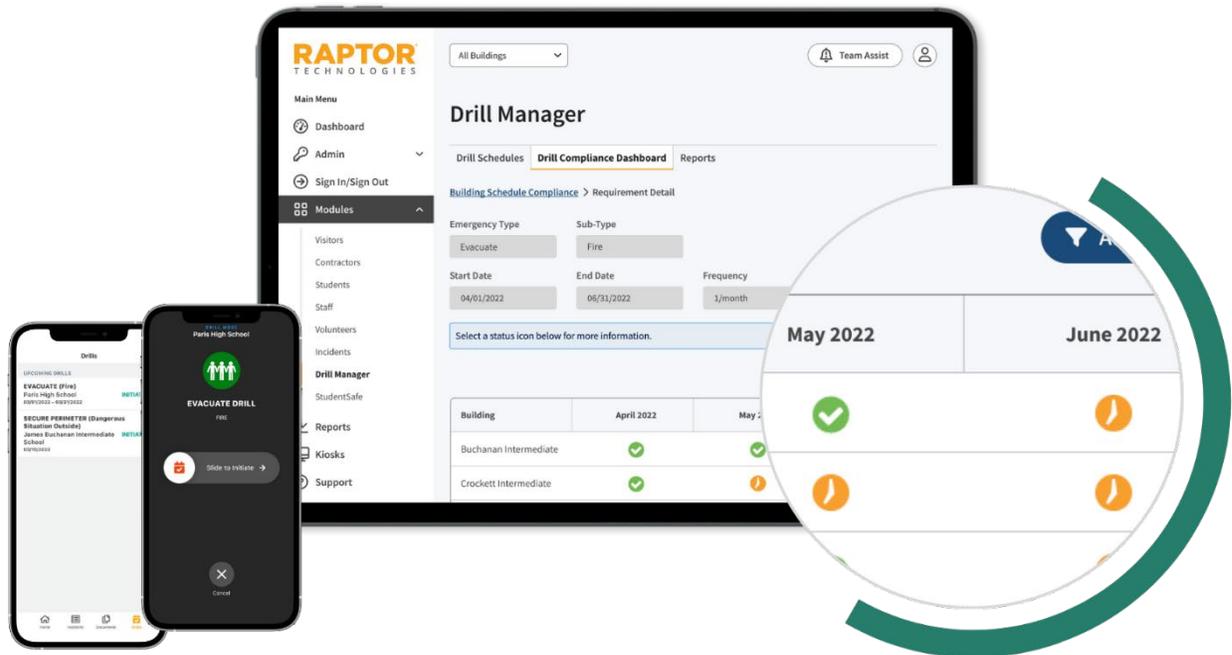
- Responded to more than **70,000 Total Incidents**
- Engaged in over **12,000 Team Assists**
- Scheduled and run nearly **41,000 Drills**
- Notified staff and addressed over **17,000 Emergencies**

“Like I tell teachers and family members, this is a great way to keep you up to date on what is happening at your school or in your kid’s school. For teachers, it’s also a great way to be able to alert others and get help sooner in an emergency situation. Raptor is a wonderful tool to have.”

Charles Gunter, Security Officer, Polk County Public Schools, FL

Raptor Drill Manager

An effective emergency response begins with how well the school conducts drills. With Raptor Drill Manager, schools can easily schedule, conduct, and report on drills, as well as practice their emergency operations plan (EOP) that is configured in Raptor Alert. These integrated modules empower schools to be better prepared.



Initiate drills according to your emergency response protocols.

Raptor Drill Manager empowers staff to initiate a drill from any device using the same functionality as during an actual emergency. This helps ensure preparedness and consistency across all scenarios. The platform helps streamline compliance with state- and District-mandated drill requirements by enabling you to efficiently **schedule, initiate, log, and track** drills for each school, all from a smart device.

With Raptor Drill Manager, staff and administrators benefit from a standardized approach, using common vocabulary and consistent actions throughout the application. Additionally, the platform's reporting capabilities enable districts to analyze drill performance and identify opportunities for improvement, enhancing outcomes in critical ways:

Provide Quick Access to Critical Documents

- Upload and share building maps, response procedures, and EOPs district-wide.
- Schools can provide law enforcement and school personnel 24/7 easy access via the mobile app for use during drills and real emergencies.

Comply with State and District Mandates

- Raptor helps schools comply with state and district drill requirements, including scheduling all required drills and managing building- and district-level compliance through a comprehensive dashboard.

Customize Drill Information

- Schools can customize drill requirements by incorporating drill-specific questions that must be answered to complete the drill. This enhancement helps schools collect vital context and enables compliance with local and state mandates that require detailed information on drills

Build Muscle Memory

- In a true emergency, a person's motor skills and ability to process information to make decisions are severely degraded. By using the same interface for both drills and real emergencies, you can help your staff build muscle memory and confidence in their ability to respond effectively during an emergency.
- Drills can be initiated directly from any mobile or web-enabled device, with automated notifications reminding each school of upcoming drills.
- Raptor Drill Manager also allows staff to get back to the classroom faster with real-time dashboards to speed completion.

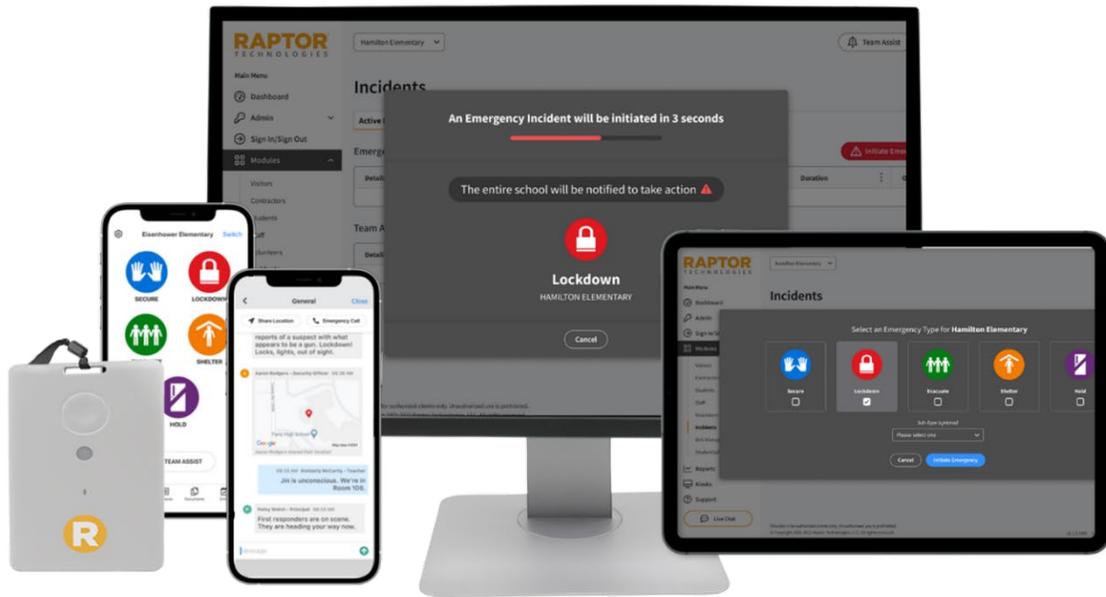
Create Automatic Notifications

- When your building administrators pre-schedule drills in Raptor Drill Manager, they can include automatic advance notifications to alert and prepare select staff as well as local law enforcement.
- This allows first responders to participate in drills with the school and reinforces a collaborative approach to training and debriefing.

Improve Drill Performance

- Safety hinges not just on how well you conduct your drills but what you learn from them. Analyzing drill performance to understand gaps and weaknesses can help improve outcomes. Highly detailed dashboards allow administrators to scan drill status for every building, drill type, and compliance status.

Raptor Badge Alert



Seamlessly integrated with the Raptor® Alert application, Raptor Badge Alert provides a powerful, discreet, wearable solution for easily initiating an emergency response.

Raptor Badge Alert

Raptor Badge Alert is a discreet, wearable emergency notification solution designed to enhance school safety. By simply pushing a button, staff can instantly alert everyone in the building to help ensure a rapid response to school emergencies.

In harmony with the Raptor Emergency Management platform, the system provides seamless communication across multiple channels, including push notifications, strobe lights, intercoms, and digital signage. The badge operates on a reliable LoRa network, ensuring coverage throughout the entire campus—even in areas with limited Wi-Fi or cellular connectivity.

Strategically placed beacons triangulate the badge's location, providing floor-level accuracy displayed on interactive campus maps. This immediate situational awareness empowers responders to coordinate efforts efficiently. By combining the ease of wearable technology with the power of integrated software, schools can gain confidence in their ability to quickly respond to any situation. Raptor Badge Alert is an essential tool for proactive, efficient campus safety management. **Key features include:**

Campus-Wide Coverage

- LoRa technology provides reliable, long-range coverage across the entire school campus, including outdoor spaces such as playgrounds, parking lots, and athletic fields.
- This enables help to be summoned from any location on campus, indoors or outdoors.
- By leveraging LoRa technology, schools gain a highly reliable, long-range, and low-power emergency communication network that operates independently of Wi-Fi or mesh systems—ensuring seamless, campus-wide coverage without the need for costly infrastructure upgrades or increased bandwidth demands.

Quick, Accessible Activation

- Raptor Badge Alert is small, lightweight, and easy to use, with a straightforward design that makes it simple to operate in high-stress situations.
- The wearable device is always accessible, allowing staff to activate an alert quickly no matter where they are, reducing response times in emergencies.

Incident Location Visibility

- Raptor elevates situational awareness, empowering first responders with floor-level location information.
- When an alert is activated, the platform uses beacon-transmitted data to generate location data.
- Staff and students can be accounted for, providing real-time dashboards and helping incident commanders allocate resources most effectively.



Raptor elevates situational awareness, empowering first responders with floor-level location information.

Ongoing Health Checks

- Automatic notifications are sent to individual staff members when their badge battery is low.
- Regular monitoring ensures that each badge, beacon, and gateway is functional and ready for use at all times, providing peace of mind and reducing the risk of failure during an emergency.
- This proactive approach to maintenance helps ensure the system's reliability and effectiveness in critical situations.

Connecting to 911

- When Raptor Badge Alert is activated, it connects directly to 911 through the Raptor Alert app. Raptor Alert is compatible with all standard Public Safety Answering Points and emergency calling infrastructure and is RapidSOS Ready™ which accelerates the transfer of critical emergency alert data, including location to 911 and first responders.
- Beyond the capabilities of standard 911 systems (i.e. callback number and location), this integration enhances the speed and efficiency of emergency response by providing additional information to first responders, such as: caller information, type of emergency, dispatchable address, callback number, school name and additional on-campus details (i.e. building name).



Raptor Alert text to 911 incident details.

Configurable Alerts

Panic button alerts come preset for general emergencies and can also be fully configured to your school's specific needs, including response teams and notifications sent through Raptor Alert.

- You can configure the type of alerts and who should receive them per emergency type. This ensures that only the principal and school nurse, for example, are notified when a teacher needs assistance with a playground injury, but that the entire campus and 911 are notified if there is a violent intruder.
- You have the option to configure different critical alert sounds for each emergency type. Distinct voice-over phrases are used for emergencies and drills, such as "This is an Emergency" and "This is a Drill," helping provide clear notifications about the nature of the alert.
- In addition, Raptor works closely with The "I Love U Guys" Foundation to incorporate the Standard Response Protocol into our platform. Raptor is among a very select group officially licensed to offer their Standard Response Protocol as part of our Emergency Management software, including the "I Love U Guys" Foundations' terminology and iconography.
- For certain alerts, push notifications show and play audio even if the phone is in silent/do not disturb mode to help inform staff an incident is taking place. They also maximize the volume of the mobile device.

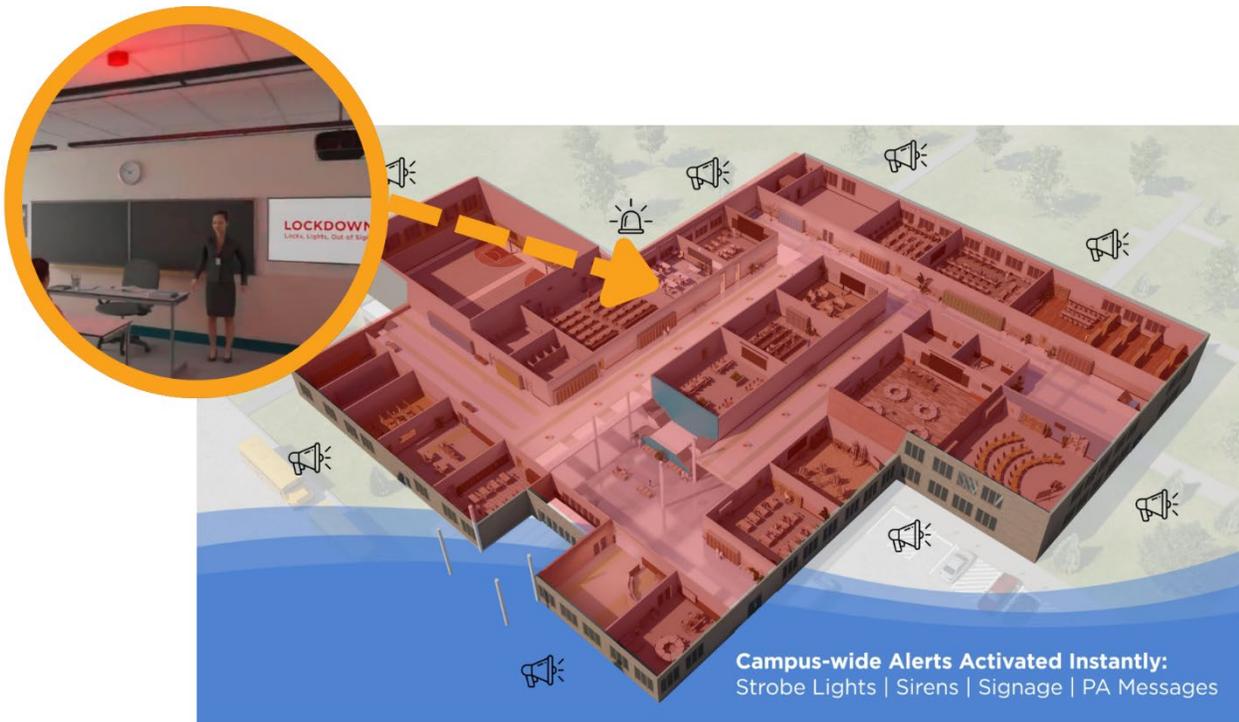
Enables Critical Communication

- Once the alert is initiated, the Raptor Alert app enables real-time group messaging, allowing teams to stay in touch and share critical information throughout an incident.
- Staff can create a secure group message for two-way communication within the app, which allows staff to share their information about the situation, including real-time GPS location, direct first responder resources efficiently, and save time.
- When an emergency response is ended by an authorized staff member, everyone will receive a notification.
- Everyday situations can escalate quickly without the presence of the appropriate personnel to identify and resolve the issue. The Team Assist feature within Raptor Alert gives teachers and staff the power to request help for situations like student fights, irate visitors, or medical incidents. This sends alerts to a pre-determined group of staff and enables those involved to chat through group messaging.

- Multiple localized incidents (“Team Assists”) can be initiated at the same time and during a campus-wide emergency, sending targeted notifications for an immediate response (e.g., it is possible to need medical assistance while a school is in a campus-wide Secure protocol).

Integrate with Existing Safety Infrastructure

- Raptor Badge Alert and the Raptor Alert app can be configured to automatically activate your other mass notification and security technology such as strobe lights, intercoms, sirens, alarms, digital signage, access control etc.
- The Raptor Connect **open API** supports multi-layered alerting and seamless integration with existing school safety infrastructure.
- This enables staff to initiate alerts through wearable badges, mobile apps, web platforms, or other integrated technologies, offering flexibility and ensuring that alerts can be triggered in any situation.



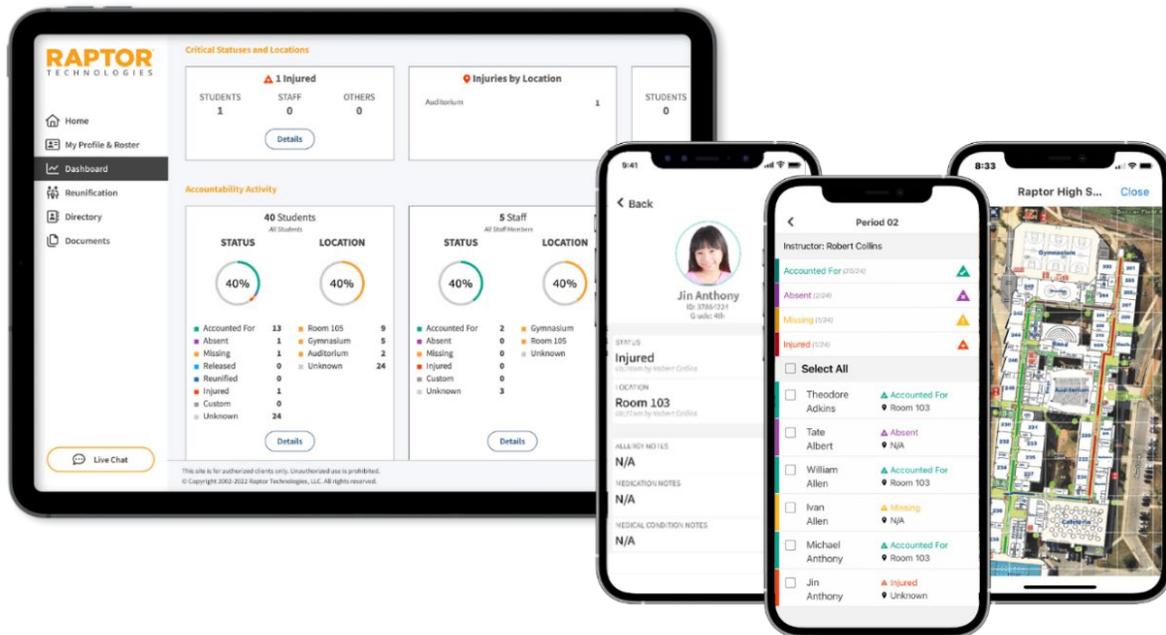
Raptor Badge Alert can be configured to automatically activate your other mass notification and security technologies.

Schools benefit from a unified, end-to-end emergency management solution that reduces complexity and ensures all critical safety functions are connected. By connecting and consolidating emergency communication, alerting, and accountability within one system, schools can act faster and more effectively during crises. The value of a single platform for incident alerting, drill execution, and emergency response coordination cannot be overstated – reducing response times by streamlining communication and action steps in one centralized solution.

Raptor Accountability

Account for Everyone

Connected to your SIS, Raptor Accountability accesses class rosters so teachers or staff members can quickly search for individual students or staff to account for them during an emergency. Even if a student is not in the assigned room at the time of the alert, any staff member can account for them. This in turn will indicate to the designated staff member their student's status and location. Raptor Accountability enables teachers and staff to account for themselves, students, and visitors directly in the mobile app.



Raptor Accountability provides real-time data on the location and status of everyone on campus.

View Real-Time Updates of Who is on Campus

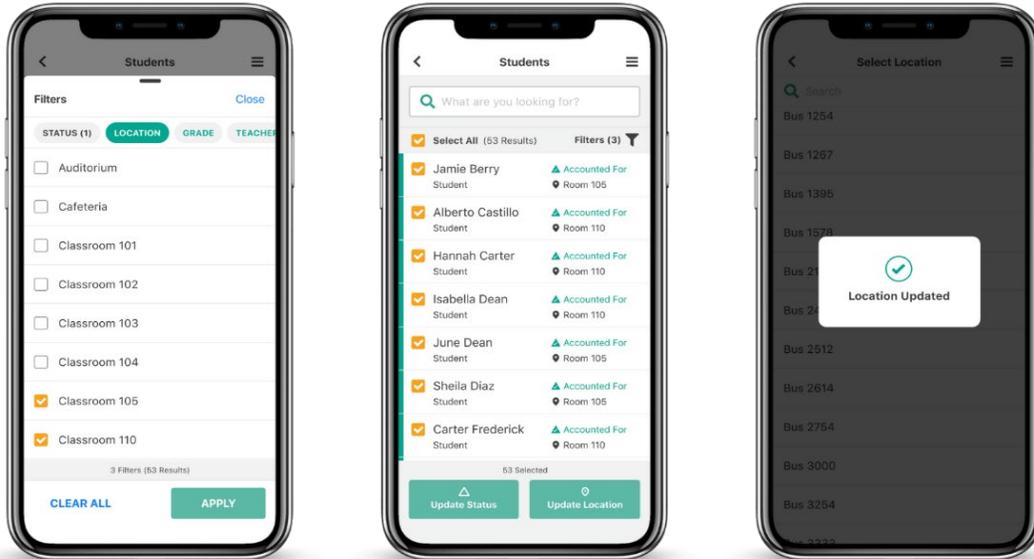
Through your Incident Command Dashboard (pictured above), Raptor Accountability provides real-time updates on who is currently on campus by location and status. Raptor's dashboard provides comprehensive visibility of the status and location of all students and staff. This is configurable and can be used at the district Emergency Operations Center (EOC) as a means of providing real-time feedback throughout an emergency.

This also allows staff, first responders, and incident commanders to quickly see everyone's location and who is accounted for, who is missing, and if anyone is injured, enabling first responders to know where they're needed most. The intuitive dashboard updates in real-time during emergencies and provides summary views for after-incident reporting. These reports include a detailed history of events for everyone.

Tracking Individual Status Changes in Real-Time

As the emergency evacuation progresses, a robust dashboard updates in real-time with this information.

1. Building and District level administrators can see, in real-time, the location and status of everyone.
2. First responders can access data on all students and staff, including information on location, status, medical conditions and allergies, and guardian contact information.
3. Intuitive dashboards update in real-time during emergencies and provide summary views for incident reporting. This insight helps them know where they are needed most so they can direct resources efficiently.



Account for and communicate student activity during an emergency or drill, allowing staff to see the location and status of all students and staff.

Adjust Statuses Based on Your Needs

Raptor Accountability includes the status - absent, missing, injured, or custom statuses as defined by the district and the location of everyone on campus. For example, we have customers who have created a custom status titled "Safe Off Campus".

The average district opts for six (6) to eight (8) different types of descriptive terms, making multiple options available to their staff for better immediate notification to others when students are out of class and their destinations.

Raptor Reunification

Reduce Trauma

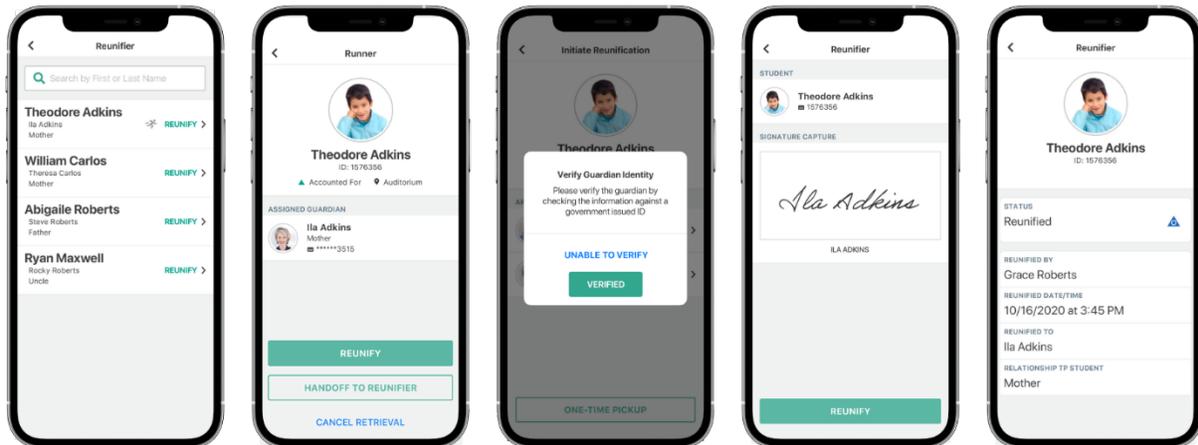
Recovery starts when the crisis begins. With patented Raptor Reunification software, a reunification team can efficiently manage the process of ensuring a proper chain of custody with students and parents or guardians—all within the Raptor mobile app. Raptor reduces reunification time by substituting handwritten, paper-based elements with mobile workflows and communication. At the reunification site, Raptor works alongside your plan to reunify students and approved guardians efficiently and safely.

Confidently Release and Reunify Students

Connected to your student information system (SIS), Raptor helps ensure students are only reunified with approved guardians.

- When a greeter confirms guardianship, Raptor sends an automatic notification to the runner, who then knows to retrieve the student and begin the reunification process.
- When the guardian and student are reunified, Raptor Reunification provides a signature capture and a date and time stamp.
- Once a student is reunified, Raptor notifies the student's other guardian(s) of the reunification.

This process helps reduce stress and chaos for family members and may eliminate additional people waiting in queues or holding areas.

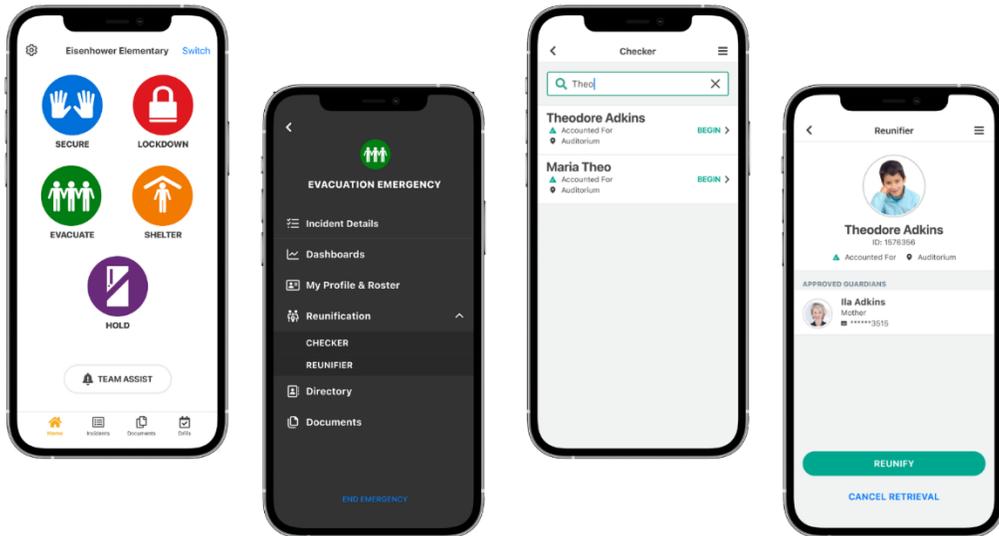


Raptor Reunification indicates when a student and guardian are available for reunification and captures a signature and records the date and time of each reunified student.

Officially Licensed by The "I Love U Guys" Foundation

Raptor Reunification is **officially licensed by The "I Love U Guys" Foundation** to incorporate the Standard Reunification Method and aligns with the various roles and responsibilities designated for reunification.

This means the methodology you adopt for your reunification plan and the technology you use to practice and run a reunification are the same, resulting in reduced chaos and swift and safe reunions. The patented Raptor Reunification technology simplifies the process of bringing order to chaos and reduces the time it takes to safely reunify students and guardians.



Raptor Reunification is officially licensed by The "I Love U Guys" Foundation to incorporate the Standard Reunification Method and aligns with the various roles and responsibilities designated for reunification.

RAPTOR[®]

TECHNOLOGIES

Raptor Technologies

2900 North Loop West, Suite 900
Houston, TX 77092
info@raptortech.com



Quote #: Q-108974-1
Effective Date: 7/1/2025
Date: 6/4/2025 8:26 AM
Expires On: 7/4/2025
Payment Terms: Net 30
Federal Tax ID #: 45-4914152
Contract #: 230105

To:
 Elizabethton City School District
 804 S Watauga Av
 Elizabethton, TN 37643
 United States

From:
 Michael Cruice
 mcruice@raptortech.com

Subscription Term: 12 Months **Billing Frequency:** Annual

One-time Costs

PRODUCT	DESCRIPTION	UNIT PRICE	DISCOUNT	QTY	TOTAL
Raptor Badge Alert Implementation	Raptor Badge Alert one-time implementation fee per site	USD 3,500.00		5	USD 17,500.00
Raptor Badge Alert Training	Raptor Badge Alert one-time training fee per site	USD 1,000.00	100%	5	USD 0.00
Raptor Badge Alert Shipping	Raptor Badge Alert shipping fee per site	USD 250.00		5	USD 1,250.00
One-time Costs SUBTOTAL:					USD 23,750.00
One-time Costs DISCOUNT:					USD 5,000.00
One-time Costs TOTAL:					USD 18,750.00

Raptor Recurring Costs

PRODUCT	DESCRIPTION	UNIT PRICE	DISCOUNT	QTY	TOTAL
Raptor Badge Alert	Raptor Badge Alert annual per site access fee to Raptor Emergency Management Suite, Raptor LoRa Gateways, Raptor Locator Beacons, Raptor Badges and Verizon Frontline cellular wireless backup.	USD 5,000.00		5	USD 25,000.00
Raptor Recurring Costs SUBTOTAL:					USD 25,000.00
Raptor Recurring Costs TOTAL:					USD 25,000.00

SUBTOTAL:	USD 48,750.00
TOTAL:	USD 43,750.00

RECURRING COSTS IN THIS QUOTE: USD 25,000.00

Quote Notes:

The licensing for the district office would remain \$2,100 in addition to upgrading the 5 school campuses to Raptor Badge Alert.

NEW CUSTOMERS MUST SIGN A SUBSCRIPTION AGREEMENT TO COMPLETE THEIR PURCHASE.

Existing customers, by submitting a Purchase Order or making a payment based on a quote for additional or new products or services agree to the terms in the quote, the terms available at [https://raptortech.com/Raptor Technologies General Terms and Conditions.pdf](https://raptortech.com/Raptor_Technologies_General_Terms_and_Conditions.pdf), and any active agreements with Raptor Technologies, LLC or its purchasing cooperatives at the time of the Purchase Order or payment.

You may sign electronically; or you may print, sign and scan all pages of the document and email to mcruise@raptortech.com or fax to 713-880-2577.

Issuing a purchase order for payment? Please email to mcruise@raptortech.com.

Remit check payments to: Dept. 141, P.O. Box 4458, Houston, TX 77210-4458.

For any other questions, email
mcruise@raptortech.com.

To order additional or replacement equipment and supplies with a credit card, visit <http://www.shop.raptortech.com>.

RESEARCH SUBAWARD AGREEMENT

BETWEEN

UNIVERSITY OF CONNECTICUT
AND
ELIZABETHTON PUBLIC SCHOOLS

AGREEMENT NO. 202429139

This Cost-Reimbursement Agreement is entered into between the University of Connecticut (hereinafter referred to as "UConn"), an educational institution having an office located at 438 Whitney Road Extension, Unit 1133, Storrs, CT 06269-1133 and Elizabethton Public Schools (hereinafter referred to as the "Subrecipient"), a State or Local Government Agency located at 804 S. Watauga Ave, Elizabethton TN 37643.

This is an Agreement between the Subrecipient and UConn entitled "Innovate 2.0," funded under UConn's prime award number AG240673 entitled "Innovate 2.0" from National Football League (NFL) Foundation (hereinafter referred to as the "Prime Sponsor").

All terms and conditions of this Agreement are subject to applicable federal law and regulations and to the relevant terms of the prime agreement, which are set forth below.

The Subrecipient hereby agrees to furnish and deliver the supplies and perform the services set forth in this Agreement for the consideration stated herein.

1. STATEMENT OF WORK

- (a) The Subrecipient shall provide the personnel, materials and facilities necessary to perform the research as specified in the Statement of Work, attached hereto as Appendix A. Any change in this Statement of Work shall be mutually agreed to in writing by authorized officials of both parties prior to the commencement of Subrecipient's performance under such change.
- (b) For any item required to be provided to UConn under this Agreement, UConn has the unlimited right to use and reproduce such item for its own purposes and as required by the Prime Sponsor.

2. COST, PERIOD, BILLING AND PAYMENT

- (a) This Agreement shall be effective from July 1, 2025 and proceed through June 30, 2028, unless extended by written agreement of both parties and approved by National Football League (NFL) Foundation.
- (b) The total amount payable to Subrecipient for its performance under this Agreement shall not exceed \$180,000.00. Any portion of the aforesaid \$180,000.00 which remains unexpended as of the expiration date shall not be billed.
- (c) Invoices shall be submitted monthly to the designated UConn Administrative Representative. Costs should be both current and cumulative (including cost share) and must be itemized. Reference must be made to the UConn Agreement Number 202429139 and UConn Account Number 6222750. Each invoice will be accompanied by an explanation of all expenses contained thereon that are not essentially in accordance with the attached budget (Appendix B).
- (d) Upon completion, a final invoice will be submitted within 30 days of the termination date. This invoice will be marked FINAL.

3. APPLICABLE LAW AND REGULATIONS

- (a) All terms and conditions of this Agreement are subject to applicable federal law and regulations, the terms and conditions of the Prime Sponsor, and to 2 C.F.R. § 200; and,
- (b) Subrecipient acknowledges it is aware of and agrees to comply with the requirements of 2 C.F.R. § 200 subpart F, in particular the requirements pertaining to sub-recipient auditors submitting audit report copies to recipients that provided Federal awards. Subrecipient further agrees to provide awarding institution with copies of any of the independent auditors' reports which present instances of non-compliance with federal laws and regulations which bear directly on the performance or administration of this Agreement. In cases of such non-compliance, Subrecipient will provide copies of responses to auditors' reports and a plan for corrective action. All reports prepared in accord with the requirements of 2 C.F.R. § 200 subpart F shall be available for inspection by representatives of awarding institutions or the government during normal business hours.

4. APPROVALS AND NOTICES

All notices and requests for approvals on financial and/or administrative matters shall be submitted to the UConn Administrative Representative below:

University of Connecticut
Sponsored Program Services
438 Whitney Road Extension, Unit 1133
Storrs, CT 06269-1133
(860) 486-4121
(860) 486-1334 fax

Questions regarding subaward administration should be addressed to subawards@uconn.edu

All invoices must be sent to apinvoices@uconn.edu

Questions regarding accounts payable should be addressed to apinquiries@uconn.edu

5. KEY PERSONNEL

- (a) The Principal Investigator at UConn is Douglas Casa, who shall be the UConn Technical Representative for this Agreement.
- (b) The Project Director for the Subrecipient shall be Joe Diaz. This Project Director is considered essential to the work being performed under this Agreement. Before removing, replacing, or diverting any of the listed or specified personnel or facilities, the Subrecipient shall notify the UConn Administrative Representative reasonably in advance and submit justification (including proposed substitutions) in sufficient detail to permit evaluation of the impact on this Agreement.
- (c) The Subrecipient shall make no diversion without the UConn Administrative Representative's written consent; provided that the UConn Administrative Representative may ratify in writing the change, and that ratification shall constitute the UConn Administrative Representative's consent required by this clause.
- (d) Should UConn not give its approval, this Agreement shall be terminated in the manner provided in the "Termination" clause of this Agreement.

6. TECHNICAL REPORTS

- (a) The Subrecipient shall submit technical reports as specified in the Statement of Work (Appendix A).
- (b) Upon completion of this Agreement, a final report setting forth accomplishments and significant research findings shall be prepared by the Subrecipient and submitted to UConn within thirty (30) days of termination.
- (c) Failure by the Subrecipient to submit any report by its due date shall be considered just cause for UConn to withhold any payment due Subrecipient until such report is received.

7. PUBLICATIONS

- (a) Each party shall have the right to publish and disseminate information derived from the performance of work under this Agreement. Qualification for authorship shall be in keeping with generally accepted criteria. The order of authorship shall be a joint decision of the co-authors in any co-authored publication. Each author shall have participated sufficiently in the work to take public responsibility for the content.
- (b) Subrecipient shall provide the UConn Technical Representative with a copy of any proposed publication for review and comment at least thirty (30) days prior to submission.
- (c) Publications shall carry appropriate acknowledgment of funding support by a statement such as the following:

“This publication (journal article, etc.) was supported by a subaward agreement from the University of Connecticut with funds provided by award number AG240673 from National Football League (NFL) Foundation. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of UConn or National Football League (NFL) Foundation.”

8. PUBLICITY

No party shall use the name of the others in connection with any products, promotion, or advertising without the prior written permission of the other party.

9. CONFIDENTIALITY

- (a) Both UConn and Subrecipient shall have the right to refuse to accept any proprietary data proffered to it by the other. If necessary, the parties will exchange information which they consider to be confidential. The recipient of such information agrees to accept the disclosure of said information which is marked as confidential at the time it is sent to the recipient, and to employ all reasonable efforts to maintain the information secret and confidential, such efforts to be no less than the degree of care employed by the recipient to preserve and safeguard its own confidential information. The information shall not be disclosed or revealed to anyone except employees of the recipient who have a need to know the information and who have entered into a secrecy agreement with the recipient under which such employees are required to maintain confidential the proprietary information of the recipient and such employees shall be advised by the recipient of the confidential nature of the information and that the information shall be treated accordingly.
- (b) The recipient's obligations under this Agreement shall not extend to any part of the information:
 - that can be demonstrated to have been in the public domain or publicly known and readily available to the trade or the public prior to the date of the disclosure; or

- that can be demonstrated, from written records to have been in the recipient's possession or readily available to the recipient from another source not under obligation of secrecy to the disclosing party prior to the disclosure; or
 - that becomes part of the public domain or publicly known by publication or otherwise, not due to any unauthorized act by the recipient; or
 - that is demonstrated from written records to have been developed by or for the receiving party without reference to confidential information disclosed by the disclosing party; or
 - that must be disclosed pursuant to law or court order.
- (c) The obligation of the party receiving confidential information under this Article shall survive for a period of 3 years after this Agreement terminates or for a longer period as the parties agree in writing.

10. PATENTS

- (a) Subrecipient shall promptly provide UConn a complete written disclosure of any invention first conceived or applied during performance of this project. UConn shall, upon receiving such invention disclosure, inform the Prime Sponsor of such disclosure and determine whether to request Subrecipient to file and prosecute a patent application.
- (b) Title to any invention first conceived or discovered solely by any employee or student of the Subrecipient shall vest in Subrecipient with a nonexclusive, royalty-free license to UConn for educational, scholarly and professional purposes. Title to any invention first conceived or discovered jointly by employees or students of UConn and Subrecipient shall be jointly owned. In either instance, all appropriate government rights to such data shall accrue to National Football League (NFL) Foundation.

11. INDEPENDENT CONTRACTOR

The parties intend that an independent contractor relationship will be created by this Agreement. Unless otherwise specified, responsibility for the conduct and control of the work will lie solely with the Subrecipient, who is not to be considered an agent, employee, joint venturer or partner of UConn.

12. LIABILITY AND LOSS

The work to be performed under this Agreement will be performed entirely at the Subrecipient's risk.

13. TERMINATION

- (a) This Agreement may be terminated by UConn at any time upon written notice to the Subrecipient. Subrecipient may terminate this Agreement by giving not less than ninety (90) days prior written notice to UConn specifying the circumstances said to give rise to termination.
- (b) Upon notification, Subrecipient shall proceed in an orderly fashion to terminate any outstanding commitments and to conclude the work. All costs associated with termination shall be allowable including, without limitation, all otherwise allowable costs or commitments incurred prior to the receipt of the notice of termination which have not been reimbursed. In the event of any termination, Subrecipient shall submit a final invoice within 30 days of the effective date of termination. The invoice shall be accompanied by a check in the amount, if any, of the excess of

funds advanced over costs and commitments incurred.

14. DISPUTES

Resolution of disputes of a technical nature shall be resolved through good faith negotiations. Any dispute arising under or related to this Agreement shall be resolved, to the maximum possible extent, through negotiation and settlement. Failing settlement, despite good faith efforts by both parties, any such unresolved issue(s) shall be presented to UConn whose decision will be reduced to writing with a copy furnished to the Subrecipient. Within 30 days after the date of receipt of such copy, the Subrecipient may notify UConn in writing of its disagreement with the decision, and, in the absence of such notice, UConn's decision shall be final. In the event of notice from the Subrecipient of its disagreement, the Subrecipient may appeal the dispute by pursuing any right or remedy it may have at law or in equity in any court of competent jurisdiction. Pending such appeal, the Subrecipient shall proceed diligently with the performance of the Agreement and in accordance with UConn's decision.

15. CHANGES

All modifications to this Agreement shall be accomplished by mutual written agreement of the parties, and with the approval of the designated Prime Sponsor representative, where required.

16. ASSIGNMENT

Neither party may assign this Agreement or any interest therein without the written consent of the other party.

17. APPLICABLE DOCUMENTATION

In addition to the terms and conditions contained in this Agreement, the following documents are attached hereto and made a part of this Agreement:

- (a) Appendix A — Statement of Work
- (b) Appendix B — Approved Budget

18. ORDER OF PRECEDENCE

Any inconsistency in this Agreement shall be resolved by giving precedence in the following order: (a) the Subaward Agreement; (b) representations and other instructions; (c) contract clauses; and (d) other documents, exhibits, and attachments.

19. FLOW DOWN PROVISIONS FROM THE PRIME AWARD

The following clauses from the prime award are hereby incorporated into this agreement:

20. STATUTORY AUTHORITY

Connecticut General Statute §§ 10a-104, 10a-108, 4a-52a, and 10a-151b provide the University with authority to enter into contracts in the pursuit of its mission.

21. INTERPRETATION

This Agreement contains the entire understanding between the parties, and there are no understandings or representations except those set forth or incorporated by reference herein. No subsequent modifications of this Agreement shall be of any force or effect unless in writing and signed by a duly authorized official of

UConn. UConn's failure to insist on strict compliance with any term or condition of this Agreement shall not be deemed a waiver of any right or remedy UConn may have or of any subsequent default. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall have no effect on the remaining provisions of this Agreement, and they shall continue in full force and effect. This Agreement shall be construed, and legal relations between the parties hereto shall be determined, in accordance with the laws of the State of Connecticut applicable to contracts solely executed and wholly to be performed within the State of Connecticut without giving effect to the principles of conflicts of laws. Any disputes between the parties to the Agreement shall be brought in the state or federal courts of Connecticut.

22. WHISTLEBLOWING

This Agreement may be subject to the provisions of §4-61dd of the Connecticut General Statutes. In accordance with such statute, if an officer, employee or appointing authority of the Contractor takes or threatens to take any personnel action against any employee of the Contractor in retaliation for such employee's disclosure of information to any employee of the contracting state or quasi-public agency or the Auditors of Public Accounts or the Attorney General under the provisions of subsection (a) of such statute, then in accordance with subsection (e) of such statute, the Contractor shall be liable for a civil penalty of not more than five thousand dollars for each offense, up to a maximum of twenty per cent of the value of this Agreement. Each violation shall be a separate and distinct offense and in the case of a continuing violation, each calendar day's continuance of the violation shall be deemed to be a separate and distinct offense. The State may request that the Attorney General bring a civil action in the Superior Court for the Judicial District of Hartford to seek imposition and recovery of such civil penalty. In accordance with subsection (f) of such statute, each large state contractor, as defined in the statute, shall post a notice of the provisions of the statute relating to large state contractors in a conspicuous place which is readily available for viewing by the employees of the Contractor.

23. CAMPAIGN CONTRIBUTION RESTRICTIONS

For all State contracts as defined in Public Act 10-1 having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this Agreement expressly acknowledges receipt of the State Elections Enforcement Commission's notice advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice attached hereto as Schedule A.

24. INSURANCE

The Subrecipient shall secure and pay the premium or premiums of the following policies of insurance with respect to which minimum limits are fixed in the schedule set forth below. Each such policy shall be maintained in at least the limit fixed with respect thereto, and shall cover all of the Subrecipient's operations hereunder, and shall be effective throughout the term of this Agreement and any extension thereof. It is not the intent of this schedule to limit the types of insurance required herein. The insurance coverage listed in the following is in accordance with the State of Connecticut Insurance and Risk Management Board requirements.

(a)	Commercial General Liability	
	1. Each Occurrence	\$1,000,000
	2. Products/Completed Operations	\$1,000,000
	3. Personal and Advertising Injury	\$1,000,000
	4. General Aggregate	\$2,000,000
	5. Fire Legal Liability	\$100,000

The insurance shall provide for a retroactive date of placement prior to or coinciding with the effective date of this Agreement.

- (b) Business Automobile Liability: Minimum Limits for Owned, Scheduled, Non Owned, or Hired Automobiles with a combined single limit of not less than \$1,000,000 per occurrence.
- (c) Workers' Compensation and Employer's Liability: As required under state law.
- (d) Such other insurance in such amounts which from time to time may reasonably be required by the mutual consent of the UConn against other insurable hazards relating to performance.

All policies of insurance provided for in this Section shall be issued by insurance companies with general policyholder's rating of not less than A- and a financial rating of not less than Class VIII as rated in the most current available A.M. Best Insurance Reports and be licensed to do business in the State of Connecticut.

25. ASSURANCES AND CERTIFICATIONS

- (a) Acceptance of this Agreement constitutes certification that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency, in accordance with OMB guidelines.
- (b) Acceptance of this Agreement constitutes certification that the Subrecipient is not delinquent on any Federal debt in accordance with OMB Circular A-129.
- (c) Acceptance of this Agreement constitutes certification that no federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer of employee of Congress, or an employee of a Member of Congress in connection with awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement, and that if any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with a Federal contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit standard Form-LLL "Disclosure of Lobbying Activities."
- (d) Subrecipient agrees to notify UConn immediately if there is any change of status in (a), (b), or (c) above.
- (e) Acceptance of this Agreement constitutes certification that the Subrecipient has implemented a written and enforced Financial Disclosure/Conflict of Interest policy consistent with applicable Federal regulations.
- (f) To the extent provided by law and any applicable regulations, this Agreement and any program assisted thereby are subject to the policies against discrimination:
 - On the basis of race, color, or national origin as set forth in Title VI of the Civil Rights Act of 1964 as amended (42 U.S.C. § 2000-d); and
 - On the basis of sex, as set forth in Title IX of the Education Amendments of 1972 as amended (20 U.S.C. § 1681); and
 - On the basis of handicap, as set forth in Section 504 of the Rehabilitation Act of 1976 as

- amended (29 U.S.C. § 794) and the Americans with Disabilities Act (ADA); and
 - On the basis of age, as set forth in the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.); and the implementing regulations issued pursuant to the Sponsor and any assurance of compliance with the Subrecipient has filed in accordance with any applicable agency regulations.
- (g) The Subrecipient agrees to comply with Executive Order No. 11246, "Equal Employment Opportunity," as amended, and as supplemented by Department of Labor regulations at 41 C.F.R. § 60.
- (h) Any activity under this Agreement which involves the use of human subjects shall be governed by applicable policies and Federal regulations. The Subrecipient agrees that any human subject research protocol conducted under this Agreement shall be reviewed and approved by a designated Institutional Review Board and certifies that this IRB is in full compliance with all relevant Federal Regulations, including the Human Subjects Education requirement, and shall supply UConn with certification of such training.
- (i) If the amount of this Agreement exceeds \$100,000, the Subrecipient agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1976 (42 U.S.C. § 2857 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), each as amended.
- (j) Pursuant to the Animal Welfare Act and the Public Health Service Policy on Humane Care and Use of Laboratory Animals, the Subrecipient agrees that any animal research protocol conducted under this Agreement shall be reviewed and approved by Subrecipient's Institutional Animal Care and Use Committee (IACUC) and certifies that this IACUC is in full compliance with all Federal regulations and has an approved Assurance on file with DHHS.
- (k) In addition to the above representations, certifications, by signing below, Subrecipient certifies that it will comply with all other applicable assurances, including Drug-Free Workplace and Research Misconduct.

Please indicate acceptance of the provisions of this Agreement by having a duly authorized official of Elizabethton Public Schools sign all copies of this document in the space below, retain one copy for your files, and return the remainder to the UConn Administrative Representative.

ELIZABETHTON PUBLIC SCHOOLS

THE UNIVERSITY OF CONNECTICUT

BY: _____

BY: _____

NAME: _____

NAME: Mark Reeves

TITLE: _____

TITLE: Director, Sponsored Program Contract Services

DATE: _____

DATE: _____

cc: Doug Casa cc
Nicole Rambone cc

UConn Account No. 6222750

APPENDIX A

Statement of Work

Agreement No. 202429139

Scope of Work innovATe Subaward Recipients

Background and Purpose: Over an approximate 5-year period, the innovATe project will provide funding to 10-14 school districts currently without athletic trainers to hire and retain much-needed athletic trainers. This is a critical step in promoting safety and injury prevention for thousands of student athletes playing all sports, including football. A recent study conducted by KSI examined all high school sport-related deaths from 2000-2013 and found that for 70% of the deaths, an athletic trainer was not on site to triage student-athletes. Not only will the innovATe project help the selected school districts fill their dire need for athletic trainers, but this project will also require athletic trainers to provide education, including on concussions and emergency preparedness, to the high school population to promote concussion awareness and concussion management best practices. KSI anticipates that, with these funds, KSI will be able to provide athletic trainers to 10-14 school districts serving over a 3-year period. These athletic trainers will work with student athletes across all sports, including football, to service the high schools' teams. The project is being funded through an Education Fund that was established as part of the settlement of the NFL Concussion litigation. The Education Fund and KSI's administration of the innovATe project have been approved by the Judge overseeing the NFL Concussion Settlement. It is our hope that a successful implementation of this program will engender additional future funding from the Education Fund to continue the work of this program.

Subaward Recipient Deliverables:

1. Project Management

- a.** Subaward recipient will submit semi-annual reports to KSI, detailing how the funds have been used on the provided reporting template and briefly describe athletic training services and NFL Alumni Ambassador community engagement.
 - i.** Any variation in excess of 20% from the proposed budget must be justified on the report.
 - ii.** Semi-annual reports should be submitted twice each year, throughout the duration of the contract. KSI staff will set due dates with each individual subaward recipient and will send reminders of due dates.
- b.** Subaward recipient will submit monthly invoices to KSI
- c.** Subaward recipient will participate in on-site collaboration with KSI and NFL Alumni representatives to help nurture local media and funding partnerships
- d.** Subaward recipient will utilize all grant funds for the procurement of new or expanded athletic training services, maintenance of those athletic training services, and supplies/equipment.
 - i.** Utilizing less than 80% of the direct cost funds towards the AT's salary and fringe will not be allowable and can result in early termination from the program.
- e.** Subaward recipient will work with local entities and KSI to try and foster long term financial partnerships to provide funding necessary to sustain athletic training services once grant funds expire.

- f. Subaward recipient will report any adverse incidents to KSI in a timely manner.
- g. Supplies donated to schools from innovATe partners should be used to support the sports medicine program and are not intended to be available to the entire school's population. KSI will work with schools to help secure discounted rates for medical supplies and equipment when possible.
- h. If the subaward recipient has agreed to participate with the collection of longitudinal data, KSI requests to receive said data in a timely manner.

2. Project

- a. Subaward recipient will work with KSI to develop relationships/partnerships with local sports medicine clinics/hospitals/practices to encourage financial commitment from a local organization.
- b. Subaward recipient will hold annual educational meetings for coaches and athletes, where athletic trainers hired through the innovATe project will provide information related to injury/illness prevention and concussion management
- c. Subaward recipient will provide data related to athletic training services to KSI. Information requested will include treatments, referrals, number of insurance claims, activation of emergency action plans, etc.
- d. Subaward recipient will work with KSI to hire athletic trainers. KSI will provide a job description template and subaward recipient will modify description as necessary and submit to KSI for final approval before posting. Subaward recipient will allow KSI to review applicants.
- e. Subaward recipient will require athletic trainers hired through the innovATe project to; 1) provide annual injury/illness prevention and concussion management education to coaches and athletes, and 2) document athletic training services and provide anonymous data to KSI annually. Additionally, it is encouraged that athletic trainers hired through the innovATe project schedule a meeting before or near their start date with KSI to review emergency action plans and policies and procedures.

APPENDIX B

Approved Budget

Agreement No. 202429139

Athletic Trainer/ Physical Therapy Services

Facilities

Supplies

IDC

Total

<u>Innovate Grant Funds</u>	<u>System/Partner Funds</u>
180,000.00	91,600.00
0.00	51,750.00
0.00	9,050.00
0.00	0.00
180,000.00	152,400.00



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

DARRIN BREWER,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PLVS984	6/11/2025	584 CHROMEBOOKS	7067984	\$149,906.96

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo 100e Chromebook Gen 4 - 11.6" - MediaTek Kompanio 520 - 4 GB RAM - 3 Mfg. Part#: 82W00001US Contract: OMNIA ESCR4 R210401 Tech Sol. Products/Services (R210401)	584	7377715	\$224.00	\$130,816.00
Google Chrome Education Upgrade Mfg. Part#: CROS-SW-DIS-EDU-NEW Electronic distribution - NO MEDIA Contract: ESC R4 Omnia Total Cloud Solutions (R220801)	584	5988499	\$29.69	\$17,338.96
EDU CHROME ENTERPRISE ZTE SRVC TIER1 Mfg. Part#: CDW TIER1 EDU ONLY Contract: OMNIA ESCR4 R210401 Tech Sol. Products/Services (R210401)	584	6364983	\$3.00	\$1,752.00

INSTALL SUMMARY		
ITEM	QTY	CDW#
Lenovo 100e Chromebook Gen 4 - 11.6" - MediaTek Kompanio 520 - 4 GB RAM - 3	20	7377715
ITEMS TO BE INSTALLED		
EDU CHROME ENTERPRISE ZTE SRVC TIER1	20	6364983

SUBTOTAL	\$149,906.96
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$149,906.96

PURCHASER BILLING INFO	DELIVER TO
------------------------	------------

Billing Address:

ELIZABETHTON BOARD OF EDUCATION
ACCOUNTS PAYABL
804 S WATAUGA AVE
ELIZABETHTON, TN 37643-4207
Phone: (423) 547-8000

Payment Terms: NET 30-VERBAL

Shipping Address:

ELIZABETHTON BOARD OF EDUCATION
DARRIN BREWER
804 S WATAUGA AVE
ELIZABETHTON, TN 37643-4207
Phone: (423) 547-8000

Shipping Method: TForce Freight, Special Services

Please remit payments to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515



Sales Contact Info

Clint Munoz | (866) 219-4088 | clinmun@cdw.com

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For more information, contact a CDW account manager.

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Total Strength and Speed
 720 Chris Dr
 West Columbia, SC 29169

Quote

Date	Quote #
6/10/2025	20745

Name / Address
Elizabethton High School 907 Jason Witten Way Elizabethton, TN 37643-2969

Ship To
Elizabethton High School Attn:Forrest Holt 907 Jason Witten Way Elizabethton, TN 37634

P.O. No.	Terms	Due Date	Rep	Project	Frame Color	Vinyl Color
		6/10/2025	MA		orange/black	gripper black
Item	Description			Qty	Cost	Total
ERP-PR6-4SA	***WILLIAMS STRENGTH LIFETIME WARRANTY ON ALL WELDS AND FRAMES*** ERP - (6) Post Power Rack - Includes: Multi-Grip Pullup Bar, Quick Adjust Safety Spotter Straps & Sandwich Style J-Cups w/UHMW			6	4,307.18	25,843.08
ERP-HR4-4SA	ERP - (4) Post Half Rack - Includes: Multi-Grip Pullup Bar, Half Rack Safety Spotters, Sandwich Style J-Cups w/UHMW and Bar Holder Bolt-On (pair)			6	3,087.03	18,522.18
R-WPDB-RO-612...	Rack Dog Bone Weight Storage Option - (6) 12" & (2) 6" Pegs w/UHMW			12	0.00	0.00
R-MISC-S	3" x 3" x 16" Top & Bottom Horizontal Rack Connector - **Creating Super Double Half Rack**			24	76.95	1,846.80
R-HR-FF	ERP 1/2 Rack Front Feet - **Trade In Credit**			-6	138.37	-830.22
R-UHMW-JCSS	Upgrade to Premium Sandwich Style JCup			12	148.08	1,776.96
R-UHMW-JCSS	Upgrade to Premium Half Rack Safety Spotter			6	148.08	888.48
R-UHMW-SSTRAP	Upgrade to Premium Safety Strap Bracket w/UHMW			6	310.59	1,863.54
F-D090B	Force Dumbbell 0-90 Bench w/Kickstand			12	825.91	9,910.92
R-RBC-71-S-5	3" x 3" Rack Bridge Connector w/Holes 4 - Sides - 5" Attach - 6' Spacing			9	220.12	1,981.08
R-RBC-SPA-71	3" x 3" Rack Bridge Connector w/Open Arch - 6' Spacing			1	552.36	552.36
R-BHD-BO-VP-5	Bolt-on Dual Bar Storage Tube - Angled - 5" Hole Spacing - **Horizontal Attachment w/1" Hardware**			6	127.21	763.26
R-BP-C	Chrome Band Peg - (Pair)			24	44.31	1,063.44
R-COREB-BO	Bolt-On Core Blaster			6	206.27	1,237.62
					Total	

Quotes good for 30 days from issue date.

Phone #	Fax #
888-532-8227	803-728-6042

Web Site
www.totalstrengthandspeed.com



Total Strength and Speed
 720 Chris Dr
 West Columbia, SC 29169

Quote

Date	Quote #
6/10/2025	20745

Name / Address
Elizabethton High School 907 Jason Witten Way Elizabethton, TN 37643-2969

Ship To
Elizabethton High School Attn:Forrest Holt 907 Jason Witten Way Elizabethton, TN 37634

P.O. No.	Terms	Due Date	Rep	Project	Frame Color	Vinyl Color
		6/10/2025	MA		orange/black	gripper black
Item	Description	Qty	Cost	Total		
ERP-MSH4-1	ERP Multi Storage Hooks - (4 Hooks) - (Pair)	6	151.85	911.10		
R-RA-DV-3x3-1	V-Dip Attachment for Power Rack w/3" x 3" Tubing & 1" Holes - 1 Piece	6	251.85	1,511.10		
S-LPDMLRFPSEL	(Signature) Lat Pull Down Machine w/Low Row - 250lb Stack	3	3,855.18	11,565.54		
B-FBDD	2" Fat Bar Double D Handle	3	110.68	332.04		
B-FBLP48	2" Fat Bar Lat Pull Down 48"	3	89.92	269.76		
I-GHRH	Glute Ham/Hyper Combo	3	3,327.14	9,981.42		
R-LOGO-SETUP-V	Set Up Fee For Sticker Logos 1) Bench Gusset 2) Arch Braces	2	120.00	240.00		
R-LOGO-BG-S	Sticker Logo for Bench Gusset (Both Sides)	12	13.77	165.24		
R-LOGOAV	Large Custom Digital Vinyl Arch Logo ***These will be donor logos***	12	96.84	1,162.08		
R-LOGO-SETUP-L	Set Up Fee For Laser Logos	1	150.00	150.00		
R-LOGO-L-SPA	Laser Logo for SPA Arch	1	275.49	275.49		
R-P2S	Prowler 2 with Steel Skis	6	524.68	3,148.08		
041-PR2-BLK	Lock-Jaw PRO Collar - Black (Pair)	24	31.99208	767.81		
	BARS					
078-SLVRBK	Silver Back Olympic Bar - Cerakote - Needle Bearings w/o Center Knurl	12	460.00	5,520.00		
					Total	

Quotes good for 30 days from issue date.

Phone #	Fax #
888-532-8227	803-728-6042

Web Site
www.totalstrengthandspeed.com



Total Strength and Speed
 720 Chris Dr
 West Columbia, SC 29169

Quote

Date	Quote #
6/10/2025	20745

Name / Address
Elizabethton High School 907 Jason Witten Way Elizabethton, TN 37643-2969

Ship To
Elizabethton High School Attn:Forrest Holt 907 Jason Witten Way Elizabethton, TN 37634

P.O. No.	Terms	Due Date	Rep	Project	Frame Color	Vinyl Color
		6/10/2025	MA		orange/black	gripper black
Item	Description	Qty	Cost	Total		
093-KPBC	Williams Strength 7' Iron Cowboy Power Bar - Black Cerakote IPF Spec, Tensile Strength: 200,000 PSI, Weight Capacity: 2,000 lbs. static load, Center Knurl, IPF spec rings spaced at 32" for Powerlifting	12	271.20	3,254.40		
	CUSTOM PERFORMANCE LOGO BUMPERS and CHANGE PLATES					
080-LOGO1	Full Color Graphics (up to 6')	180	0.00	0.00		
080-OSB10LB	10 LB Old School Black Bumper Plate	48	48.28	2,317.44		
080-PB25LB	25 LB Prime Black Competition Bumper Plate	48	106.11	5,093.28		
080-PB45LB	45 LB Prime Black Competition Bumper Plate	96	145.96333	14,012.48		
080-CPB25LB	Rubber Coated Change Plate - 2.5 lbs. - BLACK	24	17.56	421.44		
080-CPB5LB	Rubber Coated Change Plate - 5 lbs. - BLACK	24	28.98	695.52		
	BANDS					
018-909	41" Micro Mini Flex Band	12	3.95	47.40		
018-910	41" Mini Flex Band	12	7.50	90.00		
018-910M	41" Monster Mini Flex Band	12	10.95	131.40		
018-950Y	41" Light Flex Band	12	14.95	179.40		
018-951Y	41" Average Flex Band	12	22.95	275.40		
	PowerBlocks					
					Total	

Quotes good for 30 days
 from issue date.

Phone #	Fax #
888-532-8227	803-728-6042

Web Site
www.totalstrengthandspeed.com



Total Strength and Speed
 720 Chris Dr
 West Columbia, SC 29169

Quote

Date	Quote #
6/10/2025	20745

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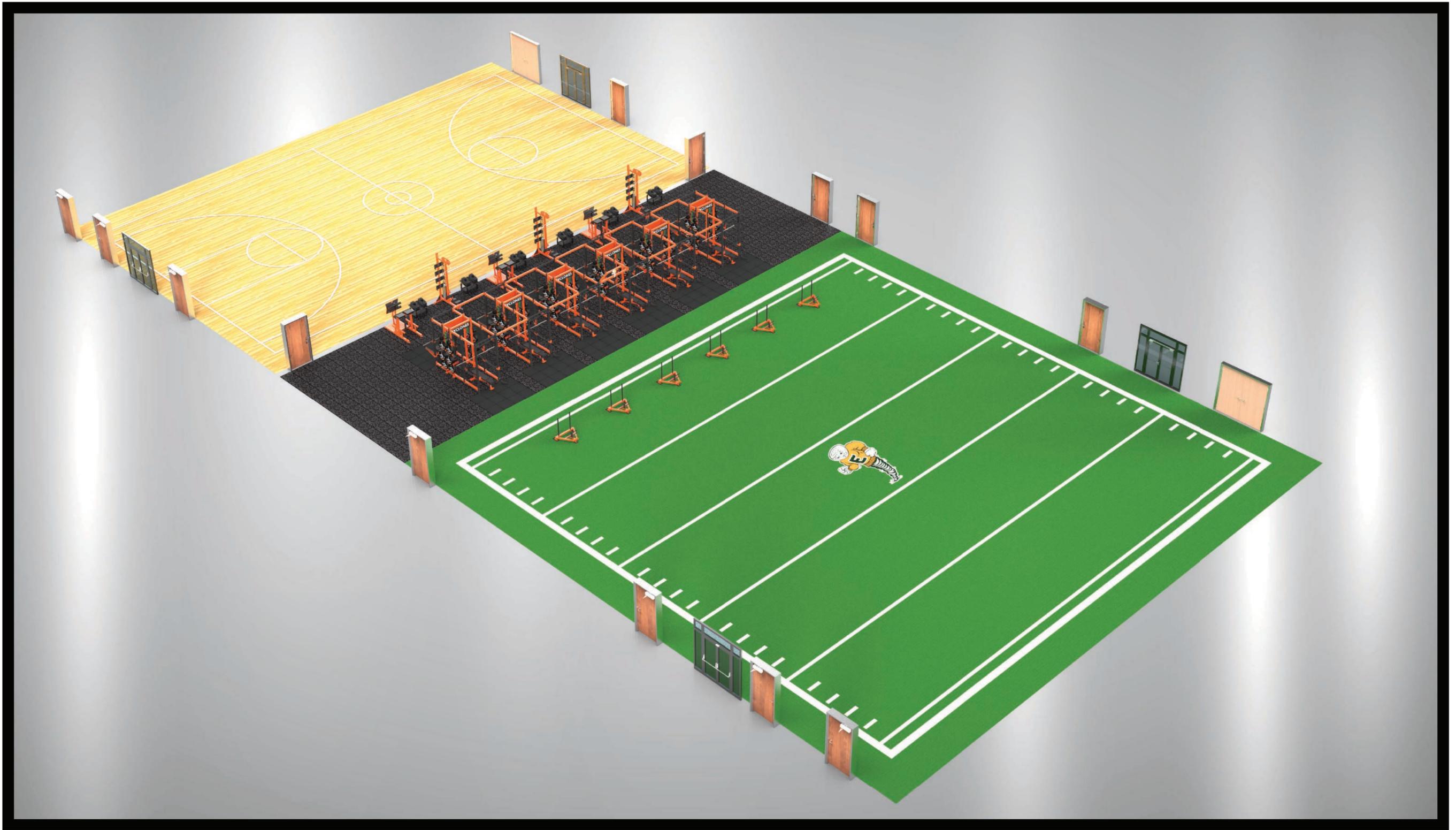
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		6/10/2025	MA		orange/black	gripper black
Item	Description	Qty	Cost	Total		
059-PRO100-SET	PowerBlock Pro 100 - Set (5 - 100 lbs per hand x 5 lb increments) - Includes Stand	6	1,400.00333	8,400.02		
	Subtotal			136,337.34		
TIPS-Discount	TIPS 5% Discount contract # 230203		-5.00%	-6,816.87		
FR	Solid Bar Fitness Freight Charge		418.00	418.00		
FR	Intek Freight Charge Q#421788		563.20	563.20		
FR	Ferus Prime (Bumpers & Change Plates) Freight Charge		572.00	572.00		
FR	PowerBlocks Freight Charge #0301604		634.59	634.59		
INSTALL-EQUIP	WS Installation and Delivery of Weight Equipment		18,840.46	18,840.46		
	Subtotal			21,028.25		
	Total sales tax calculated by AvaTax		0.00	0.00		
					Total	\$150,548.72

Quotes good for 30 days
 from issue date.

Phone #	Fax #
888-532-8227	803-728-6042

Web Site
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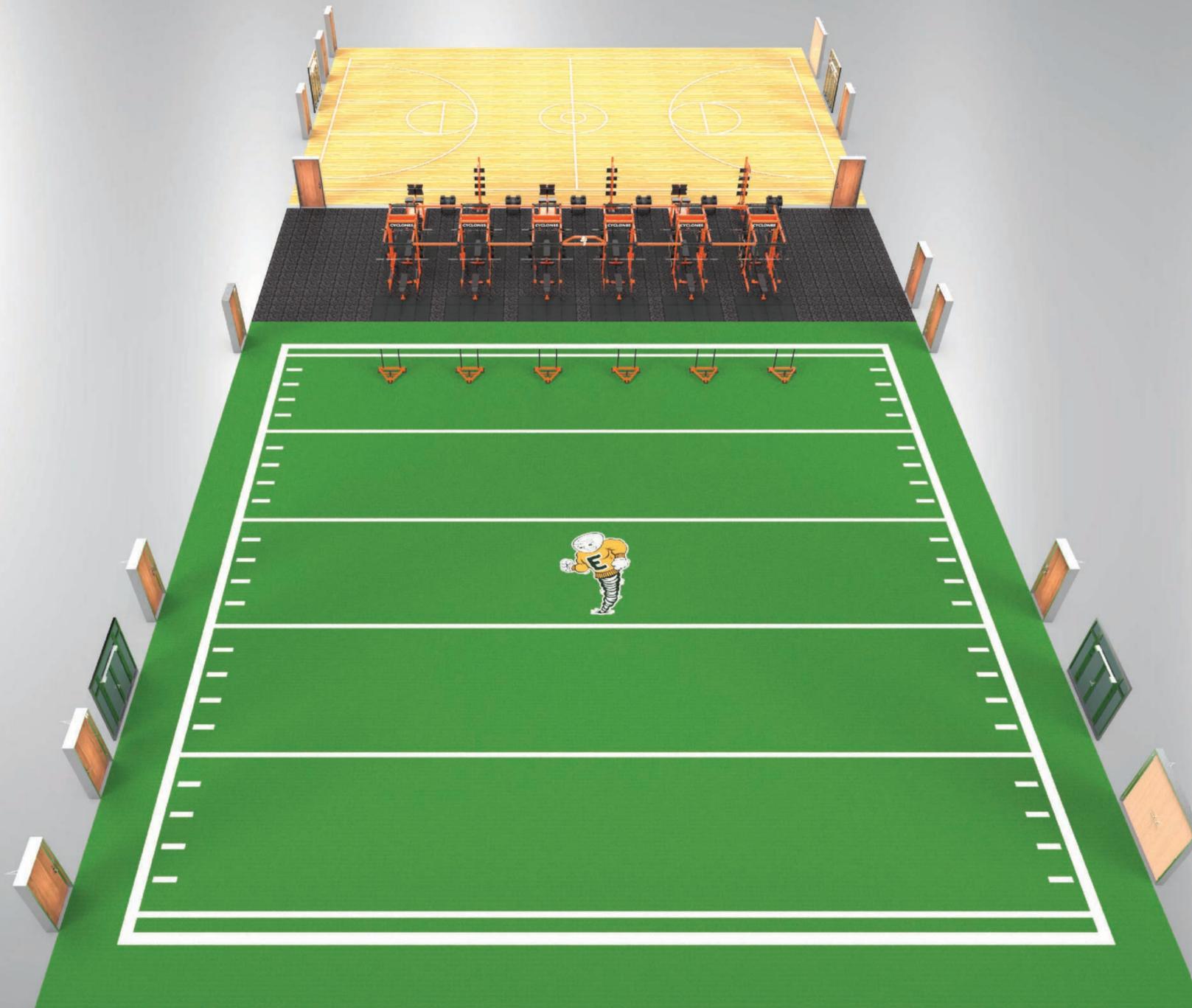


Installation Proposal: **ELIZABETHTON HIGH SCHOOL**

Phone: 803-269-3377
Email: Coacharmstrong@Fatbars.com

IT IS UNDERSTOOD THAT WILLIAMS STRENGTH IS PROVIDING THE INFORMATION CONTAINED HEREIN TO BE USED BY THE INTENDED PARTY ONLY. WILLIAMS STRENGTH RETAINS ALL RIGHTS TO ALL INFORMATION PROVIDED.





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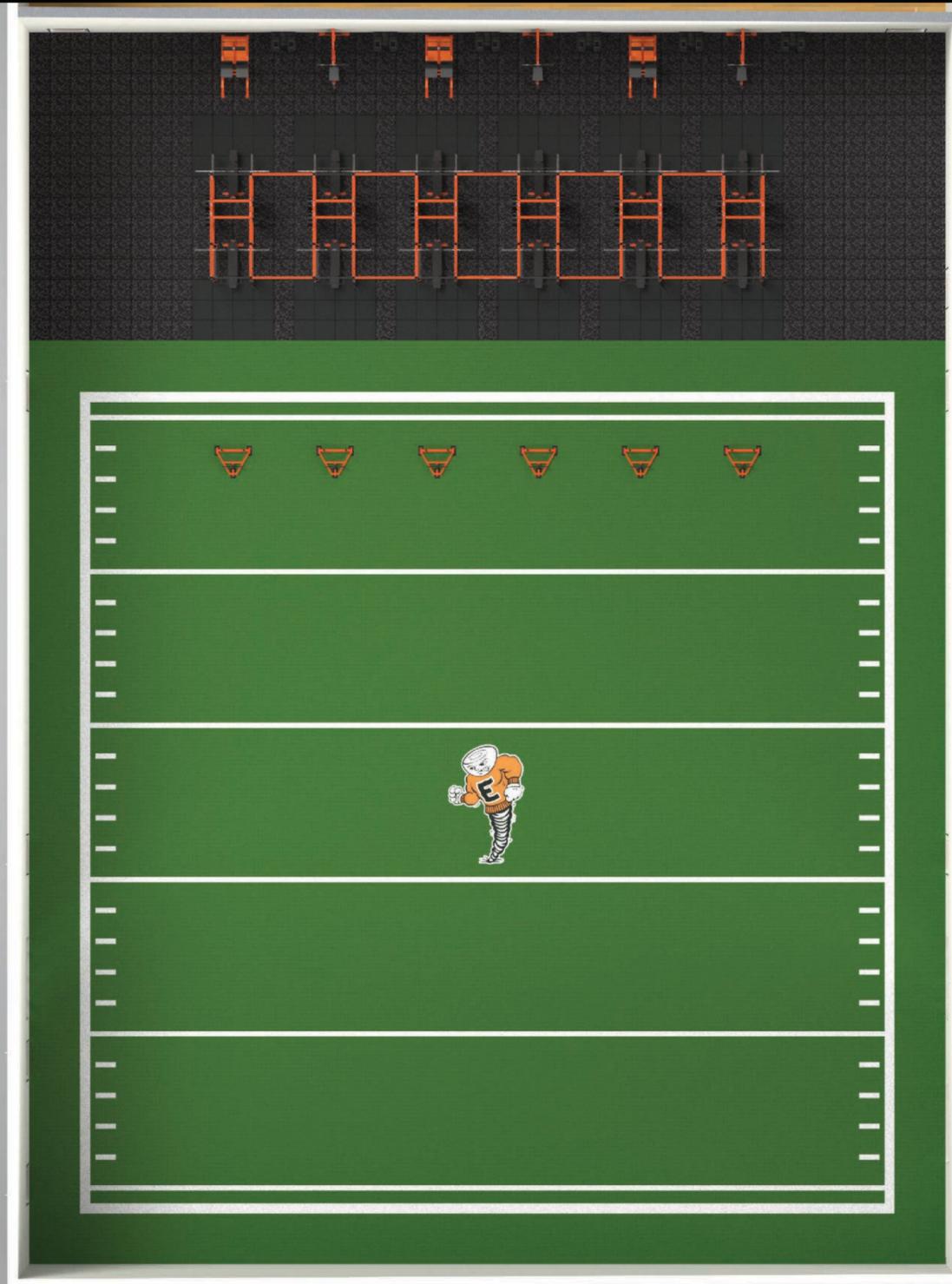


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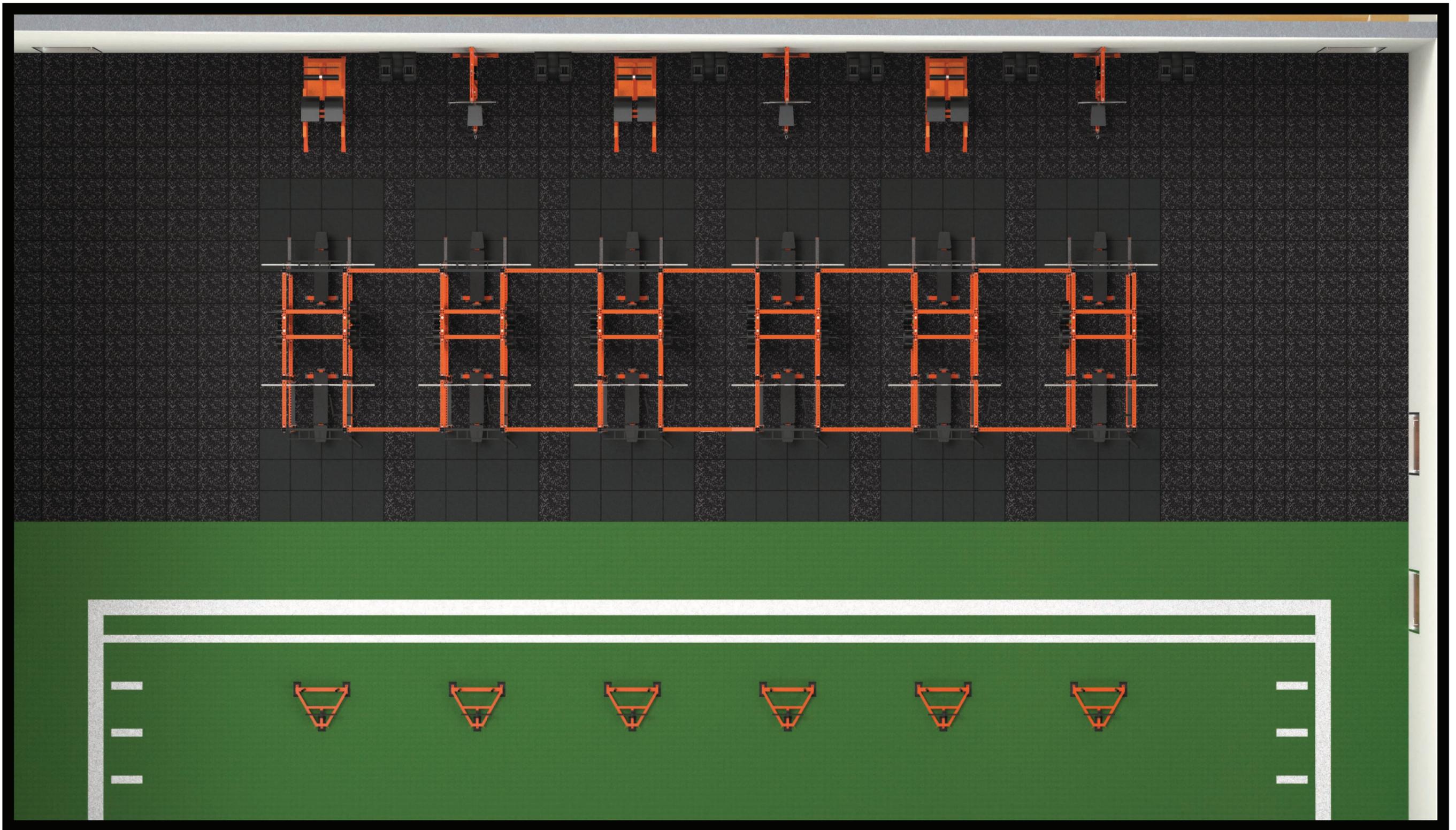


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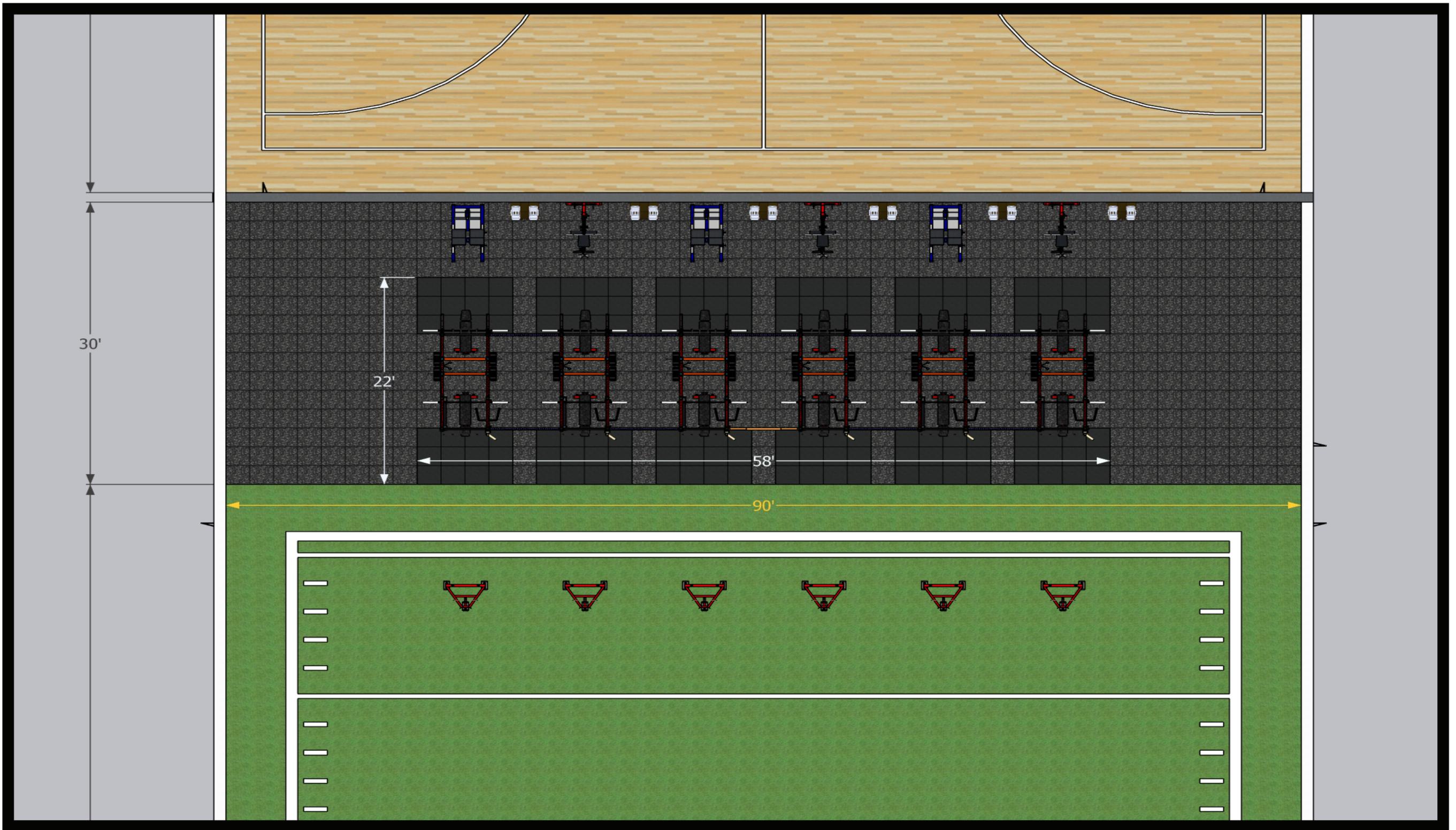


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CYCLONES

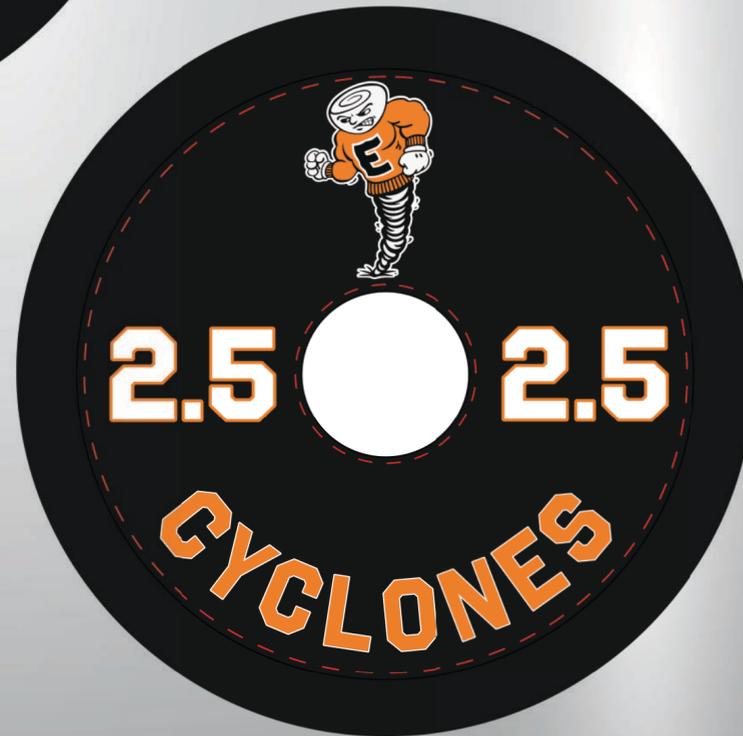


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**ELIZABETHTON CITY SCHOOL SYSTEM
BOARD OF EDUCATION
AGENDA SUMMARY
FUND 141 GENERAL PURPOSE**

=====

BIDS AND PURCHASES OVER \$25,000

DEPARTMENT: Capital Outlay

SUBJECT: Bid Number ECS 2024-2025-01 for SEALING AND STRIPING EHS STUDENT PARKING LOT

SUMMARY: Bids were advertised and solicited for SEALING AND STRIPING EHS STUDENT PARKING LOT. Two (2) bids were received and deemed to be acceptable as per bid specifications. Bids were opened at 9:00 a.m., on Monday, the 9th day of June 2025. Bids were as follows:

BIDDER	AMOUNT
Bracken Paving	\$87,849.00
Raptor Sealcoating	\$78,474.00

ACCOUNT

FUNDING: Account codes: Capital Outlay
141-76100-707

RECOMMENDATION: Mr. Richard VanHuss, Director of Schools, and Mr. Richie Burrow, Maintenance Foreman, have reviewed the bids. It is their recommendation that the bid for SEALING AND STRIPING EHS STUDENT PARKING LOT be awarded to Raptor Sealcoating in the amount of \$78,474.00 based on specifications.

NECESSARY

BOARD ACTION: Motion to approve the award of bid number ECS 2024-2025-01 for SEALING AND STRIPING EHS STUDENT PARKING LOT be awarded to Raptor Sealcoating in the amount of \$78,474.00.

APPROVED BY ELIZABETHTON BOARD OF EDUCATION:

Eddie Pless, Chairman

Richard VanHuss, Director of Schools

DATE

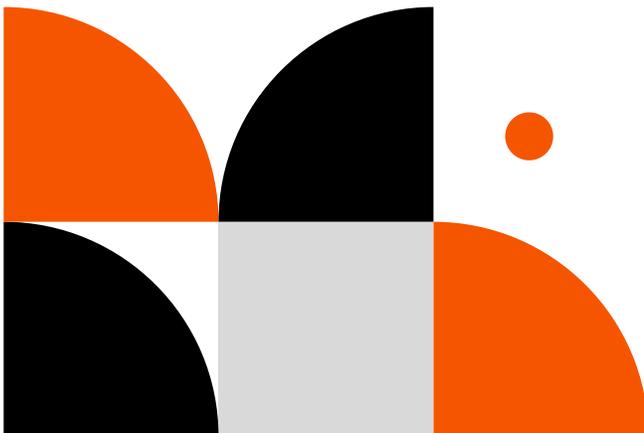
DATE



**ELIZABETHTON
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5 YEAR STRATEGIC PLAN FOR 2025-2030



423-547-8000
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ELIZABETHTON CITY SCHOOLS

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Elizabethton City Schools, in collaboration with the Board of Education, is dedicated to fostering strong partnerships with families, the community, and educational agencies at local, state, and national levels. This strategic plan outlines our commitment to enhancing and supporting student learning and development over the next five years.

CORE BELIEFS



TEACHERS/STAFF

We believe that selecting, developing, and celebrating outstanding educators is essential to student success. When teachers and staff are empowered through leadership opportunities, meaningful recognition, and a culture that values their voices, they are equipped to make the greatest impact.



SCHOOL CLIMATE

We believe that a positive school climate, rooted in safety, mutual respect, and open communication, is fundamental for learning. All students and staff deserve an environment where they feel secure, supported, and comfortable expressing their needs.



RESOURCES

We believe that student opportunity is maximized when schools strategically secure and allocate resources. By pursuing diverse funding sources, integrating technology, and continuously evaluating resource effectiveness, we ensure all students are prepared for success in a global world.



RELATIONSHIPS

We believe that intentional, healthy relationships among students, families, and staff create the foundation for a thriving school community. Every student should feel known, supported, and connected through strong relational networks within the school.



PASSIONS

We believe that helping students identify and pursue their interests transforms their educational experience. Through mentorship, personalized opportunities, and outreach to disengaged learners, we cultivate a culture where every student finds purpose and engagement.



HEALTH/WELLNESS

We believe that students learn best when their physical, emotional, and social needs are met. Proactive wellness support, including early interventions, family assistance, and the promotion of lifelong health habits, is essential to student development.



COMMUNICATION

We believe in fostering a transparent and responsive communication system. By regularly sharing meaningful information and celebrating achievements with families and the community, we build trust and shared responsibility for success.



HIGH QUALITY INSTRUCTION

We believe that high-quality instruction is sustained by a culture of continuous improvement. When educators are encouraged to reflect, collaborate, and support one another and are provided with effective instructional resources, students benefit through enriched learning experiences.

STRATEGIC INTENT



VISION

To empower every student to thrive in a dynamic, global society by providing innovative learning experiences, modern facilities, and strong community connections.



MISSION

Elizabethton City Schools cultivates the academic, personal, and social growth of every student by providing high-quality instruction, nurturing relationships, and a safe and inclusive environment, preparing them to lead meaningful lives and contribute to a better world.

STRATEGIC PRIORITIES

1. STUDENT SUCCESS

GOAL: Equip all students with the knowledge, skills, and mindset to thrive academically, socially, and emotionally.

OBJECTIVES & STRATEGIES:

- Deliver high-quality, standards-based instruction across all grade levels.
- Use formative assessments to guide instruction and monitor progress.
- Integrate project-based learning, critical thinking, and creativity into the curriculum.
- Provide targeted interventions and enrichment opportunities.
- Expand supports for student wellness, attendance, and social/emotional development.
- Analyze assessment data to identify gaps and inform instruction.

2. SAFE & INCLUSIVE LEARNING ENVIRONMENTS

GOAL: Foster safe, supportive, and inclusive school communities where students and staff can thrive.

OBJECTIVES & STRATEGIES:

- Promote a culture of respect, responsibility, and high expectations.
- Maintain consistent, equitable discipline policies.
- Expand school-based mental health services and wellness programs.
- Ensure every student is connected to at least one caring adult in school.
- Provide regular safety training and update emergency preparedness protocols.
- Engage students in leadership opportunities and school climate initiatives.
- Monitor and improve facilities to support safe, modern learning environments.

3. EXCELLENT EDUCATORS & LEADERSHIP

GOAL: Attract, develop, and retain highly effective educators and leaders.

OBJECTIVES & STRATEGIES:

- Maintain competitive compensation and benefits.
- Strengthen onboarding and mentoring for new staff.
- Expand leadership development and succession planning.
- Provide ongoing professional learning aligned with district priorities.
- Support a culture of collaboration, feedback, and innovation.
- Use data from observations and evaluations to inform professional growth.
- Recognize and celebrate excellence in teaching and leadership.

4. FAMILY & COMMUNITY ENGAGEMENT

GOAL: Build strong partnerships with families and the broader community to support student learning and well-being.

OBJECTIVES & STRATEGIES:

- Provide clear, consistent communication with families and stakeholders.
- Host regular family and community events in schools.
- Increase volunteer and mentorship opportunities.
- Build partnerships with local organizations, agencies, and businesses.
- Strengthen home visitation and outreach to high-need families.
- Collaborate with local government and law enforcement to support student safety.
- Promote transparency and shared ownership of student success.

5. RESOURCE STEWARDSHIP & INNOVATION

GOAL: Use resources effectively and strategically to support student outcomes and long-term sustainability.

OBJECTIVES & STRATEGIES:

- Maintain a 5-year capital improvement and technology plan.
- Align budget planning with strategic priorities.
- Seek additional funding through grants and partnerships.
- Ensure timely maintenance and upgrades to facilities and equipment.
- Continue improvements to transportation, food services, and support services.
- Expand access to technology and ensure responsible digital citizenship.
- Leverage data systems to support decision-making and operational efficiency.

MONITORING



MONITORING & ACCOUNTABILITY

Progress toward these goals will be tracked annually using measurable indicators, including academic achievement, attendance, school climate, staff retention, and stakeholder feedback. Strategic priorities will be reviewed and adjusted as needed to ensure alignment with district needs and community expectations.

APPENDIX

For more detailed information, please consult the following:

- Cyclone Cycle of Support
- Curriculum & Instruction Framework
- Foundational Literacy Skills Plan
- Five-Year Capital Improvement Plan
- Five-Year Technology Plan
- District Family Engagement Plan
- Family Resource Center Plan





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Experience Excellence



- **Provide opportunities for professional growth and leadership development**
- **Select the "best of the best" for all positions**
- **Recognize staff accomplishments and extraordinary efforts**
- **Create an environment where all staff members' contributions and opinions are valued**



- **Build a culture where the safety of all students and staff is an expectation and priority**
- **Establish an environment where mutual respect between all students and staff is an expectation**
- **Create a climate where students feel comfortable sharing their needs with staff members**
- **Create a support structure to address the needs of students when appropriate**



- **Secure community resources necessary to assist students in attaining their learning goals and passions**
- **Pursue all funding sources available to increase student opportunities**
- **Develop a culture where feedback from all stakeholders is valued and encouraged**
- **Continuously evaluate the effectiveness of resource distribution and reallocate as needed**
- **Provide the technology resources necessary for students to compete globally for 21st-century career opportunities**



- **Be intentional about building HEALTHY relationships with students, parents, and colleagues**
- **Ensure every student has AT LEAST ONE meaningful connection with a caring adult**
- **Create opportunities for positive connections with parents early in the school year**



- **Establish a support system to identify underserved student groups and/or individuals**
- **Establish a mentoring system to help students identify and focus on their areas of interest**
- **Create a structured plan to ensure students are aware of all available opportunities and activities**
- **Develop new pathways to reach students who are not actively engaged in a course, passion, or activity of personal interest**
- **Foster an environment that encourages innovative approaches to student learning and opportunities for growth**



- **Establish an early warning system that identifies students with social-emotional concerns**
- **Create an intervention plan that addresses student health and wellness needs in a timely and meaningful manner**
- **Provide support for students and families when appropriate**
- **Encourage students to make choices that promote lifelong health and fitness**
- **Promote and support the development of healthy nutritional habits**



- **Establish a communication system to safely and efficiently share information with (and collect feedback from) stakeholders**
- **Create a culture of transparency when sharing information with stakeholders**
- **Encourage students and staff to share successes with administrators to ensure achievements are relayed to the community**



- **Develop a culture of continuous improvement where teachers modify and adjust instruction as needed, based on various sources of feedback**
- **Create an expectation where teachers are comfortable asking for assistance when needed**
- **Create an expectation where teachers are comfortable providing assistance to colleagues when appropriate**
- **Provide teachers with high-quality materials that will improve and enhance instruction**
- **Provide student learning support and enrichment opportunities for students as needed for academic achievement and growth**



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CURRICULUM & INSTRUCTION FRAMEWORK

423-547-8000

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BELIEFS

At Elizabethton City Schools, we believe in creating a culture where every student and educator is empowered to thrive. We are committed to attracting and supporting exceptional teachers and staff, fostering safe and respectful school climates, and ensuring equitable access to the resources needed for academic and personal success. Through strong, intentional relationships and a focus on student passions, we cultivate engagement, purpose, and belonging. We prioritize the health and wellness of our students and families, knowing that well-being is foundational to learning. Transparent communication with stakeholders builds trust, while a shared commitment to high-quality instruction and continuous improvement ensures that every learner has the opportunity to achieve and grow.

At Elizabethton City Schools, we believe that high-quality instruction begins with a clear alignment to academic standards, ensuring that every student gains the knowledge and skills expected at each grade level. We also recognize that our teachers are our greatest asset in advancing student success. Guided by our core beliefs, we are committed to equipping educators with ongoing professional development, collaborative support, and access to high-quality instructional materials. We empower our teachers through investing in tools and training.



GLOSSARY

- **CORE** is a division of the Tennessee Department of Education that provides support to ECS by providing training for leaders, teachers, and other staff.
- **ELA** is an acronym for English Language Arts.
- **EOC** is an acronym for End-of-Course state mandated tests (secondary only).
- **High-quality Instructional Materials (HQIM)** referenced in this document include Core Knowledge Language Arts (CKLA) Foundations and Knowledge, Benchmark Advance, Amplify, MyPerspectives, Tennessee Foundational Skills Curriculum Supplement (TNFSCS), Eureka Math, i-Ready Math, and Big Ideas Math.
- **Instructional Model** is a one-page model of the processes ECS follows to support student success.
- **Manipulatives** are objects that students can touch or hold to model mathematical concepts for deeper student comprehension.
- **Preparation Protocols** are templates used by teachers to prepare to teach lessons. They are utilized for reading and math.
- **Related Arts** include art, library, music, physical education, and STEM.



GLOSSARY

- **Response to Intervention and Instruction (RTI2)** typically has three tiers (Tier I, Tier II, Tier III) which match the needs of all students within the classroom. Each tier provides differing levels of support. Providing high-quality instruction in literacy and numeracy ensures schools are better equipped to identify and address the needs of students at all levels of learning. Using programs that are supported by reliable research evidence is central to this approach. (i.e., **Tier I:** Whole Class; **Tier II:** Small group intervention; **Tier III:** Intensive intervention)
- **Scope & Sequence** describes the ideas and concepts that will be covered in a course or book within a curriculum.
- **TNFSCS** is an acronym for Tennessee Foundational Skills Curriculum Supplement, which is an open-source resource that is free and available to anyone. This curriculum supplement was developed for all teachers, parents, higher education agencies, and others to support students' foundational literacy skills acquisition.
- **Universal Screener** is an assessment conducted with all students to provide teachers with information about strengths and needs in students' basic reading, writing, and math skills.



SCHEDULE

ELEMENTARY DAILY SCHEDULE

Elementary school begins at 8:00 a.m. and finishes at 3:00 p.m. Our main focus when developing master schedules is to protect Tier I instructional time. At ECS, we prioritize ensuring all students consistently receive high-quality instruction in core subject areas.

GRADES K-1

CKLA Foundational Skills & TNFSCS	60 minutes
CKLA Knowledge (Science & Social Studies Integrated)	120 minutes
Eureka Math	90 minutes
Supports (RTI & Tutoring)	45 minutes
Related Arts	60 minutes

GRADE 2

CKLA Foundational Skills & TNFSCS	60 minutes
CKLA Knowledge (Science & Social Studies Integrated)	120 minutes
i-Ready Math	90 minutes
Supports (RTI & Tutoring)	45 minutes
Related Arts	60 minutes

GRADES 3-5

Benchmark Advance	90 minutes
i-Ready Math	90 minutes
Science & Social Studies	90 minutes
Supports (RTI & Tutoring)	45 minutes
Related Arts	60 minutes



SCHEDULE

SECONDARY DAILY SCHEDULE

The secondary school day officially begins for 6-12 students at 7:45 a.m. and ends at 2:45 p.m. The top priority for the master schedule is to protect Tier I instructional time. This means that at ECS we make it a priority for all students to receive consistent, high-quality instruction in the foundational subject areas. The following times are the minimum number of minutes for each subject.

GRADES 6-8

ELA/Amplify	90 minutes
Math/Big Ideas	90 minutes
Science/SAVAAS	45 minutes
Social Studies	45 minutes
Related Arts (Fine Arts & CTE)	45 minutes
Supports (RTI - for eligible students only)	45 minutes

GRADES 9-12

English Language Arts	90 minutes
Math	90 minutes
Science	90 minutes
Social Studies/History	90 minutes
Fine Arts	90 minutes
CTE	90 minutes
Supports (RTI - for eligible students only)	45 minutes

**Diverse school- and grade-level structures may have an effect on scheduling.*



INSTRUCTIONAL SUPPORTS

TEACHER SUPPORTS AND STRATEGIES

Teacher Leads/Department Chairs are teachers who serve as a teacher leader under the direction of the building administrator. They lead planning teams following district preparation protocols on a regular basis throughout the school year. They support the implementation of high-quality instructional materials and pacing guides.

GRADE K-5 TEACHERS

Principals coordinate master schedules to enable teachers to collaborate by subject/grade level through virtual meetings. Professional Development days are utilized to support in-person collaborations.

GRADE 6-12 TEACHERS

Principals coordinate schedules to enable teachers to collaborate in person by subject/grade levels.

IMPLEMENTATION COACH

Implementation Coach aims to support teachers in implementing new curriculum through providing whole-group and job-embedded professional development. The Implementation Coach also aims to support any initiatives, such as TN ALL Corps Tutoring, changes in RTI, and Intellectual Preparation.



INSTRUCTIONAL SUPPORTS

TEACHER SUPPORTS AND STRATEGIES

DISTRICT AND SCHOOL LEADERS

Principals are the instructional leaders in each school. They set the direction for instructional expectations, and they support the teachers as they meet the needs of all learners. Principals and their data teams meet with district leaders three times a year to analyze benchmark data and develop action plans to support student learning and teacher development.

District supervisors lead the process for establishing and enforcing district goals for improvement. They work with school principals to ensure consistency between district and school goals and expectations. Supervisors align district resources for professional development with district goals for curriculum and instruction. They coordinate services and department support for school communities, including Data and Assessment, Transportation, Whole Child, Special Education, English Language Learners, Technology, and Extended Learning. Supervisors manage the funds that are dedicated to the Instructional Framework. The funds come from multiple funding sources.



LEARNING MANAGEMENT SYSTEM

GRADES K-8

Google Classroom

- Pacing Guides
- HQIM Resources
- HQIM Slide Decks
- TDOE Blue Prints
- PLC documents/protocols (Intellectual Prep)
- Approved Supplemental materials/programs
- Grade level specific folders with additional resources
- Mastery Connect resources

GRADES 9-12

Canvas

- Units
- Course syllabus
- Announcements
- Presentation slides
- Daily class work and assignments
- Mastery Connect link
- Anything to support parents helping their children at home (examples: re-teaching videos, additional practices, links to online practice)

FAMILIES

Parent Square will be utilized as a communication tool between school and home.



INSTRUCTIONAL MODEL

PLC - INTELLECTUAL PREP



WHAT DO WE EXPECT STUDENTS TO LEARN?



HOW WILL OUR INSTRUCTIONAL PRACTICES ENSURE GROWTH FOR ALL?

PLC - INTELLECTUAL PREP

PLC - INTELLECTUAL PREP

DATA DRIVEN ASSESSMENT ANALYSIS

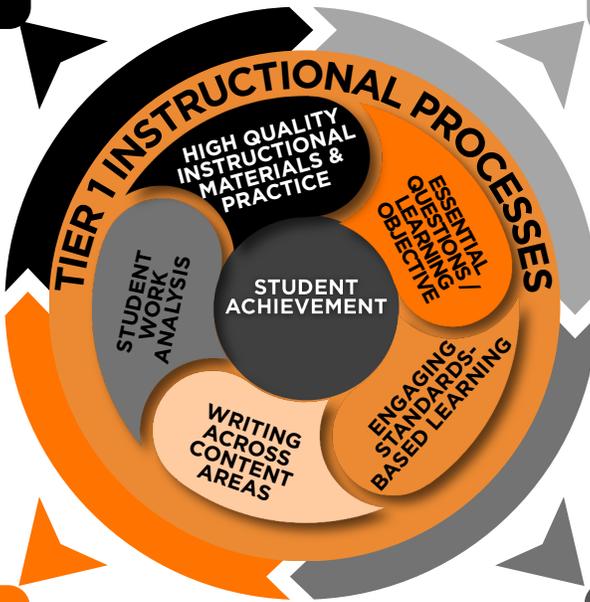
UNIT/LESSON PREP

- TENNESSEE STATE STANDARDS
- TCAP/EOC BLUEPRINT
- ADOPTED HIGH-QUALITY INSTRUCTIONAL MATERIALS
- DISTRICT PACING MAPS

- INTELLECTUAL PREPARATION
PROTOCOLS, UNIT PLANS, LESSON PLANS
- DISTRICT BENCHMARKS
CYCLONE CHECKPOINTS/AIMSWEB
- STANDARDS & SKILLS-BASED EXTENSION, REMEDIATION AND INTERVENTION
- TCAP/EOC: END-OF-YEAR / END-OF-GRADE SUMMATIVE ASSESSMENTS

DISTRICT BENCHMARK CYCLONE CHECKPOINT / UNIVERSAL SCREENERS

RESPONSIVE TEACHING THROUGHOUT LESSON



HOW DO WE RESPOND WHEN THEY DO NOT LEARN IT?



HOW WILL WE KNOW WHEN THEY HAVE LEARNED IT?

PLC - INTELLECTUAL PREP



LITERACY FRAMEWORK

ELA K-5

Every student deserves instruction from a highly qualified teacher using high-quality instructional materials every day. To ensure this, ECS only uses materials adopted by our district for literacy instruction.

All K-5 teachers do the following:

- Ensure exclusive use of the adopted HQIM in literacy:
 - Tennessee Foundational Skills Curriculum Supplement (TNFSCS) in K-3
 - CKLA Foundational Skills Curriculum in K-2
 - CKLA Knowledge Curriculum in K-2
 - Benchmark Advance in 3-5
- **Tennessee ELA Standards**
- **Tennessee ELA Standards Guides**
- Follow district curriculum pacing
- Implement Foundational Literacy Plan

ELA 6-12

Every student deserves instruction using high-quality instructional materials and practices every day. To ensure this, ECS only uses the materials adopted by our district for literacy instruction.

All 6-12 teachers do the following:

- Ensure exclusive use of the adopted HQIM in literacy:
 - Amplify Literacy in 6-8
 - SAVVAS My Perspectives in 9-12
- **Tennessee ELA Standards**
- **Tennessee ELA Standards Guide**



MATH FRAMEWORK

MATH

Every student deserves instruction using high-quality instructional materials and practices every day.

All K-12 teachers will do the following:

- Use **Tennessee Math Standards**
- Use **Tennessee Instructional Focus documents**
- Use district-adopted HQIM math curriculum
 - Kindergarten & First: Eureka
 - Second through Fifth: i-Ready
 - Sixth through Twelve: Big Ideas
- Use district benchmark assessments
- Utilize CER lessons as supplemental materials when needed

District Adopted High-Quality Instructional Materials (Math Textbooks) 2023-2031



SCIENCE FRAMEWORK

Every student deserves instruction using high-quality instructional materials and practices every day. To ensure this, ECS will use the materials adopted by our district for science instruction.

All K-2 teachers will do the following:

- Use CKLA Knowledge and McGraw-Hill Tennessee Science HQIM
- Collaborate with district team to Intellectually Prepare for instruction using HQIM
- Follow curriculum pacing created collaboratively by instructional coaches and teachers

All 3-5 teachers will do the following:

- Use McGraw-Hill Tennessee Science HQIM
- Collaborate with district team to Intellectually Prepare for instruction using HQIM
- Follow curriculum pacing created by CER Pacing Teams
- Use district benchmark assessments created by Mastery Connect

All 6-8 teachers will do the following:

- Use SAVVAS: Tennessee Elevate Science HQIM
- Follow curriculum pacing created by CER Pacing Teams
- Collaborate at a grade level to Intellectually Prepare for instruction using HQIM
- Use district benchmark assessments created by Mastery Connect



SCIENCE FRAMEWORK

All 9-12 teachers will do the following:

- Use McGraw-Hill Science Textbook Adoption HQIM
- Collaborate at a grade level to Intellectually Prepare for instruction using HQIM
- Follow curriculum pacing created by CER Pacing Teams
- EOC courses will use district benchmark assessments created by Mastery Connect



SOCIAL STUDIES FRAMEWORK

Every student deserves instruction using high-quality instructional materials and practices every day. To ensure this, ECS only uses the materials adopted by our district for social studies instruction.

All K-2 teachers will do the following:

- Use CKLA Knowledge HQIM
- Collaborate with district team to Intellectually Prepare for instruction using HQIM
- Follow curriculum pacing created collaboratively by instructional coaches and teachers



SOCIAL STUDIES FRAMEWORK

All 3rd-grade teachers will do the following:

- Use Studies Weekly Curriculum
- Follow curriculum pacing created collaboratively by instructional coaches and teachers
- Use district benchmark assessments created by Mastery Connect

All 4-5 teachers will do the following:

- Use Gibbs Smith Education instructional materials
- Follow curriculum pacing created collaboratively by instructional coaches and teachers
- Use district benchmark assessments created by Mastery Connect

All 6-8 teachers will do the following:

- Use Gallopade instructional materials
- Follow curriculum pacing created CER/Mastery Connect
- Use district benchmark assessments created by Mastery Connect

All 9-12 teachers will do the following:

- Use district adopted instructional materials
- US History: McGraw-Hill: United States History & Geography
- AP US History: Bedford, Freeman & Worth Publishing Group: America's History
- Human Geography: The Cultural Landscape: An Introduction to Human Geography AP Edition
- Government: Pearson Education: Tennessee Magraders American Government
- EOC courses will use district benchmark assessments created by Mastery Connect



RTI: RESPONSE TO INTERVENTION

Across the country, states are focused on intervening at the first signs of academic challenges, often called a Response to Intervention (RTI) method, to address deficits in student learning. In Tennessee, we have Response to Instruction and Intervention (RTI2), which is Tennessee's academic three-tiered framework for teaching and learning. RTI2 begins with high-quality, differentiated instruction throughout the day and emphasizes intervening with struggling students to avoid prolonged academic difficulties.

ELA RESPONSE TO INTERVENTION

- Students are identified for ELA RTI through a battery of assessments, including Universal Reading Screener (Aimsweb-URS) and other individual student data (attendance, behavior, class performance, etc.).
- Once students are identified, a Survey Level Assessment is administered to determine specific components of reading skills that need to be addressed during intervention time.
- RTI2 ELA is implemented across grades K-12.
- Each intervention session is 45 minutes in length.
- Evidence-based reading programs and instruction are based on the skill(s) identified as needing improvement and then wrapped back into grade-level standards.
- Progress monitoring is conducted with Aimsweb throughout the year to monitor students' progress toward mastery of the identified reading skills.



RTI: RESPONSE TO INTERVENTION

MATH RESPONSE TO INTERVENTION

- Students are identified for Math RTI through a battery of assessments, including Universal Screener (Aimsweb) and other individual student data (attendance, behavior, class performance, etc.)
- Once students are identified, a Survey Level Assessment is administered to determine specific components of math skills that need to be addressed during intervention time.
- RTI2 Math is implemented across grades K-12.
- Each intervention session is 45 minutes in length.
- Evidence-based math programs and instruction are based on the skill(s) identified as needing improvement and then wrapped back into grade-level standards.
- Progress monitoring is conducted with Aimsweb throughout the year to monitor students' progress toward mastery of the identified math skills.



TUTORING

ECS will follow the TN ALL Corps model of tutoring. The TN ALL Corps tutoring model offers targeted instruction for 30-45 minutes, 2-3 times per week in small groups. The content follows a Learning Acceleration approach, helping students access grade-level content by frontloading upcoming concepts, extending practices of grade-level content, or revisiting skills and standards. By aligning content in tutoring with content in core classroom instruction, the model ensures instructional coherence and expands access to grade-level content.

ECS tutoring will focus on English Language Arts (ELA) in grades K-5. Priority students will receive tutoring 2 times a week. Each session provides 45 minutes of targeted instruction. Tutor, student ratio will be 1:3. Student data (i.e., TCAP, classroom grades, attendance, URS scores, prior retention, etc.) will be utilized to identify Priority students for tutoring.



ASSESSMENTS

STUDENT ASSESSMENTS

CYCLONE CHECKPOINTS

District benchmark assessments (Cyclone Checkpoints) are administered three times a year in traditional year-long scheduled courses and once a semester in block-scheduled EOC courses. Cyclone Checkpoints are designed to align with standards assessed on TCAP and are created by Mastery Connect. Assessments are used to determine whether our HQIM are meeting the needs of all students and are used by teachers to determine re-teaching plans. Students in grades 3-12 take Cyclone Checkpoints in all four core subject areas.

UNIVERSAL SCREENERS

The Aimsweb is utilized as our universal reading, writing and math screeners. Aimsweb has been identified as the TDOE Universal Reading Screener. It complies with RTI2 and Say Dyslexia requirements. Aimsweb is our progress monitoring tool for all grades.



OUR SCHOOLS

East Side Elementary

800 Siam Road

Elizabethton, TN 37643

(423) 547-8010

<https://ese.ecschools.net/>

Harold McCormick Elementary

226 Cedar Ave

Elizabethton, TN 37643

423-547-8020

<https://hme.ecschools.net/>

West Side Elementary

1310 Burgie St

Elizabethton, TN 37643

423-547-8030

<https://wse.ecschools.net/>

T.A. Dugger Junior High School

305 W E St

Elizabethton, TN 37643

423-547-8025

<https://tad.ecschools.net/>

Elizabethton High School

904 Jason Witten Way

Elizabethton, TN 37643

423-547-8015

<https://ehs.ecschools.net/>

Elizabethton City Schools

Foundational Literacy Skills Plan

Last Updated: April 27, 2023

Approved: May 17, 2024

This Foundational Literacy Skills Plan has been approved by the Tennessee Department of Education and meets the requirements of the *Tennessee Literacy Success Act*. All portions of the Foundational Literacy Skills plan were submitted to the department and approved. To view the supplemental artifacts, please contact the district directly.

Daily Foundational Literacy Skills Instruction in Grades K-2

In Elizabethton City Schools, students from Kindergarten through Second grade dedicate an average of 60 minutes each day to Foundational Skills instruction. This instruction is anchored within the Tennessee State Standards, serving as the overarching framework for all classroom activities. The curriculum for these grades relies on High-Quality Instructional Materials provided by Amplify, Skills and Core Knowledge, or CKLA.

Within the daily English Language Arts (ELA) block for Kindergarten through Second grade, students receive focused and explicit instruction, coupled with ample opportunities for practice, in various aspects of language acquisition. This includes phonemic awareness, phonics, fluency, vocabulary, and comprehension.

Elizabethton City Schools prioritizes the professional development of its elementary teachers, ensuring they are equipped with the necessary skills and knowledge to effectively deliver early reading instruction. Participation in the Tennessee Early Reading Foundational Skills training has been instrumental in shaping the approach to early reading skills instruction within the district.

Moreover, the utilization of the Early Literacy Networks Grant has played a pivotal role in further enhancing Foundational Skills instruction and sustaining the implementation of High-Quality Instructional Materials across Elizabethton City Schools. All instructional efforts are closely aligned with the Tennessee state standards, ensuring coherence and consistency in educational delivery.

Ultimately, Foundational Skills instruction serves as the cornerstone of the curriculum, with daily lessons designed to provide explicit instruction and practice in phonemic awareness, phonics, fluency, vocabulary, and comprehension, laying a solid foundation for students' language development and literacy skills.

Daily Foundational Literacy Skills Instruction in Grades 3-5

Elizabethton City Schools dedicates an average of 64 minutes daily to Foundational Skills instruction for students in grades three through five. This instruction adheres to the Tennessee State Standards, which serve as the guiding framework for all classroom activities. In 2020, the district adopted High-

Quality Instructional Materials, Benchmark Advanced, for these grades, which were subsequently implemented during the 2020-2021 school year.

Each day, the English Language Arts (ELA) block for grades 3-5 is structured to provide explicit instruction and student practice in various components of reading, including morphology, fluency, grammar, spelling, vocabulary, writing, and comprehension. An evidence-based approach is employed to deliver effective instruction utilizing our adopted High-Quality Instructional Materials. This structured approach involves several key elements:

- Read-Aloud sessions to engage students and promote comprehension.
- Mini lessons focusing on metacognitive skills, comprehension strategies, vocabulary development, word study, grammar, and language.
- Small group reading activities and independent reading, with opportunities for individualized support and conferencing.
- Mini lessons on writing skills to enhance students' writing abilities.
- Independent writing time with opportunities for conferencing to provide personalized feedback.

In line with a commitment to continuous improvement, elementary teachers in Elizabethton City Schools participated in the Tennessee Early Reading Foundational Skills training. Our goal is to ensure sustainability with this training by providing teacher support throughout the year.

Approved Instructional Materials for Grades K-2

Amplify Core Knowledge Language Arts

Approved Instructional Materials for Grades 3-5

Benchmark Advance

Supplemental Instructional Materials

We use the following supplemental materials: Advanced Word Study: Accelerated learning of multisyllabic word reading and morphology - used in Grades 3-5

Universal Reading Screener for Grades K-5. This screener complies with RTI2 and Say Dyslexia requirements.

We administer the Tennessee Universal Reading Screener, aimswebPlus, to our students in grades K-5.

Intervention Structure and Supports

Students in grades K-5 undergo Universal Screening three times per year to assess their academic progress. The screenings are strategically timed: Fall, Winter, and Spring utilizing the AimswebPlus assessment tool. Each elementary school employs at least two interventionists, one for English Language Arts (ELA) and one for math, who collect and analyze student data from multiple sources and provide individualized intervention. Students scoring below the 25th percentile on these

screenings undergo further assessment using tools such as the Spelling Inventory, PASS, PWRS, S.P.I.R.E, and WADE to pinpoint reading deficiencies and determine appropriate interventions.

Data teams composed of teachers, interventionists, school counselors, and administrators convene to analyze student data and decide on intervention strategies tailored to each student's specific skill deficiencies. Students then receive 45 minutes of tiered interventions daily, during which other school activities are suspended to ensure focused intervention. TIER II intervention, provided in small groups, is delivered by classroom teachers or designated TIER II interventionists for students scoring between the 16th and the 40th percentile (at risk for significant reading deficiency) and demonstrate a need for support from multiple sources of data (benchmark testing, classroom assessments, etc.). TIER III intervention is for students scoring at or below the 15th percentile (significant reading deficiency) and for those who demonstrate a need for support from multiple sources of data. Tier III support is administered by interventionists.

Various intervention programs are employed, including S.P.I.R.E., Wilson Reading System, Words Their Way, Sidewalks, and the West VA Phonics Program. Progress monitoring is conducted bi-weekly across grades K-5, and fidelity checks are conducted each semester by building-level administrators. At the four-and-a-half-week mark, data teams reconvene to analyze progress and decide on the continuation, alteration, or termination of interventions, or whether a special education referral is warranted. Regular communication with parents occurs at each four-and-a-half-week check and after each Universal Screening.

Parent Notification Plan/Home Literacy Reports

Elizabethton City Schools utilizes the ESGI program for grades Kindergarten and one. This tool offers a comprehensive assessment of students' mastery of standard-aligned skills, with detailed reports provided to parents alongside quarterly report cards.

Emphasizing the critical role of reading proficiency by third grade, school administrators and teachers actively communicate this message at various events, including PTO gatherings, school events, parent involvement sessions, and parent/teacher conferences. Each elementary school's handbook thoroughly outlines reading assessments and their significance.

The school system conducts Universal Screeners (AimswebPlus) three times a year for students in grades K-5. Parents receive updates on their child's progress following each screening. Students scoring at or below the 25th percentile in Early Literacy and Reading Composites are identified as at-risk for significant reading deficiencies. Parents are promptly informed of their child's scores through parent-friendly written communication, accompanied by a detailed screening report that includes a clear explanation of skills gaps and the depth and extent of student need. We also provide information on how the gaps will be addressed during intervention. Additionally, parents are provided with an RTI² brochure to aid their understanding of Response to Instruction and Intervention supports. These home reports also include information on the pathway to 4th grade.

Students identified as at-risk receive tiered interventions tailored to their specific skill deficiencies, with progress monitoring weekly. Every 4 ½ weeks, parents receive written updates on their child's

progress through parent letters and progress monitoring reports. Interventionists also hold parent conferences to discuss students' reading skill progress.

Elizabethton City Schools offer no-cost reading activities to families to support student learning at home. Collaborating with the Governor's Early Literacy program, ECS has implemented various initiatives, including the Betsy Book Bus, and the Summer K-3 Reading initiative which provided books and resources to students over the summer break. Each elementary school hosts Parent Involvement Activities focused on literacy, such as Make-it, Take-it Workshops, Book and Treat Night, and the Winter Survival Guide, which equips parents with materials and guidance for supporting reading activities at home. Encouraging parental involvement, the schools promote both shared reading experiences and independent reading among children.

Professional Development Plan

Elizabethton City Schools have developed a comprehensive professional development plan for ELA teachers involving a multifaceted approach aimed at enhancing teaching practices and promoting continuous growth. This plan integrates various elements, starting with regular professional learning community (PLC) meetings where teachers collaborate, share insights, and refine their instructional strategies. There is a focus on phonological awareness, phonemic awareness, phonics, fluency, and vocabulary. These PLC sessions serve as forums for exchanging best practices, analyzing student data, and discussing pedagogical techniques.

In tandem with PLC support, the plan emphasizes structured unit and lesson preparation. Teachers engage in workshops focused on curriculum design, differentiated instruction, and assessment strategies grounded in phonics-based approaches. Through these sessions, educators prepare for units and lessons from their High-Quality Instructional Materials that align with standards, incorporate diverse learning modalities, and cater to the needs of all students.

The professional development plan underscores ongoing mentorship and coaching opportunities, where experienced educators provide guidance and feedback to their peers. Through observations and constructive dialogue, teachers refine their instructional practices, cultivate reflective habits, and foster a culture of continuous improvement within the school community.

In addition to all the above, Elizabethton City Schools prioritizes sustaining the Read 360 initiative by ensuring all new teachers complete the Week 1 modules. Teachers are encouraged to also attend Week 2 of the Early Literacy Training. Additional plans are in place for teachers who have already completed Week 1 to refresh their foundational skills instructional strategies by repeating Course 1 of the Reading 360 Early Literacy Training.

Overall, this holistic professional development plan aims to empower teachers with the knowledge, skills, and support they need to deliver high-quality instruction, ultimately leading to improved student outcomes and a culture of lifelong learning.



FIVE-YEAR CAPITAL EXPENDITURES (2025-2029)

2025-2026

One (1) 66 Passenger Bus	\$ 120,000
Recurring Camera Replacement (Phase I)	\$ 15,000
Recurring Six-Year Computer Replacement Cycle in All Schools	\$ 115,000
Total	\$ 250,000

2026-2027

One (1) 66 Passenger Bus	\$ 120,000
Complete Tile Replacement on Second Floor at TAD	\$ 40,000
New Roof at Central Office	\$ 250,000
Replace Air Handlers in EHS Gym	\$ 200,000
Recurring Six-Year Computer Replacement Cycle in All Schools	\$ 115,000
Total	\$ 725,000

2027-2028

One (1) 66 Passenger Bus	\$ 120,000
Update Electrical & Plumbing at East Side Elementary	\$ 350,000
Turf Replacement for Citizens Bank Stadium on Campus of EHS	\$ 600,000
Recurring Six-Year Computer Replacement Cycle in All Schools	\$ 115,000
Climate Control Replacement Cycle in All Schools	\$ 50,000
HVAC Unit/Heat Exchanger Replacement Cycle in All Schools	\$ 75,000
Total	\$ 1,310,000

2028-2029

Construct New Eight Classroom Addition at TAD (Classrooms, Restrooms, Offices)	\$ 8,000,000
Remove and Replace Grandstands at TAD Stadium	\$ 500,000
Relocate Boiler from HME to EHS	\$ 75,000
Update Electrical & Plumbing at West Side Elementary	\$ 350,000
Recurring Six-Year Computer Replacement Cycle in All Schools	\$ 115,000
Climate Control Replacement Cycle in All Schools	\$ 50,000
HVAC Unit/Heat Exchanger Replacement Cycle in All Schools	\$ 75,000
Total	\$ 9,165,000

2029-2030

Remove Asbestos Material from HME & Electrical/Plumbing Update (Phase II)	\$ 3,000,000
One (1) 66 Passenger Bus	\$ 120,000
Additional 4-Classroom/Restroom Additions at HME, & WSE	\$ 7,000,000
Recurring Six-Year Computer Replacement Cycle in All Schools	\$ 115,000
Climate Control Replacement Cycle in All Schools	\$ 50,000
HVAC Unit/Heat Exchanger Replacement Cycle in All Schools	\$ 75,000
Total	\$ 10,360,000



FIVE-YEAR TECHNOLOGY PLAN (2025-2030)

OBJECTIVE

To provide an overview of the district's technology goals to enhance technology infrastructure while increasing innovation in digital learning for students and staff.

INFRASTRUCTURE

NETWORK

- Over the next 5 years look to upgrade our wireless access network to take advantage of newer wireless technology for increased speed and performance. Leverage E-Rate Category 2 funding to help offset costs.
 - *Estimated completion date: 2030.*

SERVERS

- Upgrade and virtualize existing servers leveraging the versatility and lower hardware costs of virtualization. The reduced up-front hardware costs can be put towards the price of the server upgrades.
 - *Estimated completion date: 2029.*

SECURITY

- Increase Avigilon security camera and door access control footprint.
 - *Estimated completion date: Annual.*
- Physical server upgrades would be handled by virtualization and the projected network improvements would address the increased bandwidth requirements of the additional devices. Leverage security grants to help offset the costs as well.
 - *Estimated completion date: 2029.*

DEVICES

STUDENT

- Continue with our annual replacement of Chromebooks to ensure that the devices the students use are current and in good condition.
 - *Estimated completion date: Annual.*
- Expand our Follett Resource Manager to not only help inventory and manage Chromebooks but also to help improve school-wide inventory tracking for all items.
 - *Estimated completion date: 2027.*



FIVE-YEAR TECHNOLOGY PLAN (2025-2030)

DEVICES, CONT.

STAFF

- Work on a set budget cycle for school Windows based device replacement. This will ensure faculty and staff devices are always current and in good condition.
 - *Estimated completion date: 2027 and then annual.*
- Leverage existing Microsoft Intune licensing for management of those devices.
 - *Estimated completion date: 2026.*

ROOM

- Evaluate Boxlight touchscreen TVs in classrooms. Ensure they are up to date and in good repair. Plan additional purchases of the devices as classrooms are added.
 - *Estimated completion date: Annual.*
- Evaluate additional technology requirements for classrooms based on grade level and subject taught yearly to plan for technology replacements due to age or curriculum changes. Funds for some of these replacements would come from CTE, Special Education, or Title depending on the classroom and/or school.
 - *Estimated completion date: Annual.*

SOFTWARE

STAFF

- Annually evaluate all existing software used for quantity, effectiveness, and compliance to make changes as needed.
 - *Estimated completion date: Annual.*
- Continue to leverage existing Microsoft licenses to introduce additional security measures and to reduce other license costs where products overlap.
 - *Estimated completion date: 2027.*
- Expand Veeam Backup software licenses for additional servers.
 - *Estimated completion date: 2026.*

INSTRUCTIONAL

- Annually evaluate all existing software with input from school faculty and administration to address any changes/needs with current offerings.
 - *Estimated completion date: Annual.*



FIVE-YEAR TECHNOLOGY PLAN (2025-2030)

SOFTWARE, CONT.

INSTRUCTIONAL, CONT.

- Purchase AI software to ensure students and teachers are not only compliant in their use but are learning to use this new technology safely and effectively.
 - *Estimated completion date: 2025.*
- Evaluate Google for Education licensing and see if the higher tier plans are needed for current and future use.
 - *Estimated completion date: 2027.*

TRAINING

STAFF

- Increase offerings for in person and digital training for the multitude of software packages the district supports.
 - *Estimate completion date: 2027.*
- Some training may be addressed by Personal Development training and others would need to be more focused based on the role of the employee.
 - *Estimated completion date: Annual.*

TECHNOLOGY

- Leverage online virtual training for more advanced networking and server management while reducing potential down time for technology staff.
 - *Estimated completion date: Annual.*
- Expand training to include security infrastructure and VoIP products.
 - *Estimated completion date: 2026.*

***Elizabethton City Schools
District Parent & Family Engagement Plan
2025 – 2026 Revision***

In support of strengthening student academic achievement, Elizabethton City Schools receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Every Student Succeeds Act (ESSA). The policy establishes the district's expectations and objectives for meaningful parent and family engagement and describes how the district will implement specific parent and family engagement activities.

Elizabethton City Schools agrees to implement the following requirements as outlined by Section 1116:

- The school district will put into operation programs, activities, and procedures for the engagement of parents and family members in all of its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents and family members of participating children.
- Consistent with Section 1116, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESSA and include as a component a school-parent compact consistent with Section 1116(d) of the ESEA.
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school district and its schools will provide full opportunities for the participation of families with limited English proficiency, limited literacy, disabilities, migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the district plan for Title I, Part A, developed under Section 1112 of the ESEA, is not satisfactory to the families of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the state department of education.
- The school district will be governed by the following definition of family engagement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:
 - Family engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (A) families play an integral role in assisting their child's learning
 - (B) families are encouraged to be actively involved in their child's education at school
 - (C) families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;
 - and

(D) other activities are carried out, such as those described in Section 1116 of the ESEA.

COLLABORATIVE PARTNERSHIP:

Elizabethton City Schools will take the following actions to involve parents and family members in jointly developing its LEA plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESEA:

The ECS District Improvement Plan (DIP) team is involved in the development of our district parent and family engagement plan. The DIP team, comprised of administration, teachers, and parent representatives, meets annually to discuss, and provide input for school improvement and parent and family engagement planning based on identified needs, data analysis, input from families, and results from annual surveys. Cultural, economic, language, and demographics will be given attention in planning family engagement events and activities.

Additionally, family input and comments regarding this plan are welcome during the school year through an online form. The plan is posted on our website for families to view and submit feedback throughout the year. All feedback received during the year will be used to revise the plan for the next school year. We distribute an annual survey to ask parents for their suggestions on the plan and the use of funds for family engagement. Families can also give feedback during several meetings and activities during the school year.

TECHNICAL ASSISTANCE:

Elizabethton City Schools will provide the following coordination, technical assistance, and other support necessary to assist and build the capacity of all Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education:

ECS provides support to our Title I schools through our district family engagement liaison who works directly with the parent involvement coordinators at each school. The family engagement liaison consults with school coordinators in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance. ECS also provides videos, Tuffy PEP Talks, that highlight curriculum, programs, and resources for parents to help their children succeed in school. Our Family Engagement webpage is updated regularly and includes the PEP videos, family resources, and links to local community organizations that assist families with children.

ANNUAL EVALUATION

Elizabethton City Schools will take the following actions to conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by families in activities (with particular attention to families who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The evaluation will also include identifying the

needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers and strategies to support successful school and family interactions. The school district will use the findings of the evaluation about its parent and family engagement policy to design evidence-based strategies for more effective family engagement and to revise, if necessary, its parent and family engagement policies.

ECS will conduct an annual evaluation to help us identify the needs of all our students' parents and family members. Feedback from parent involvement activities, teachers, and parent surveys will enable us to revise plans and activities and better support our students with more effective family engagement.

RESERVATION OF FUNDS:

Elizabethton City Schools will involve the parents and family members of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to Title I schools.

ECS receives more than \$500,000 in Title 1 Part A funds and does set back the required 1% to be provided to the Title I schools for Parent Involvement. During the Title I annual meeting principals shall share budget information pertaining to Title I funds that are received and shall request input regarding the use of these funds from parents (in writing). The principal can then convene with the Parent Involvement Committee and discuss the recommendations and determine the best use of funds and whether the recommendations are allowable expenditures. Lastly, it will be determined if the use for the funding is supplementing or supplanting.

COORDINATION OF SERVICES:

Elizabethton City Schools will coordinate and integrate parent and family engagement strategies with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs that encourage and support families in more fully participating in the education of their children by:

The ECS staff includes a district family engagement liaison who consults with the school parent involvement coordinators to ensure we offer quality parent and family engagement programs and activities for our district community. Our programs and activities are designed to assist parents in participating in their child's education. Resources are offered to engage families in helping their children succeed in school. We provide Tuffy PEP talk videos for parents to help them transition into elementary, middle, and high school. The videos provide helpful tips for parents on preparation and registration as well as suggestions on how to help their child transition into each school setting.

BUILDING CAPACITY OF PARENTS AND FAMILY MEMBERS:

Elizabethton City Schools will, with the assistance of its Title I schools, build families' capacity for strong family engagement by providing materials and training on such topics as literacy training and using technology (including education about the harms of copyright piracy) to help families work with their children to improve their children's academic achievement. Assistance will also be provided to parents and families in understanding the following topics:



- The challenging state academic standards;
- The state and local academic assessments including alternate assessments;
- The requirements of Title I, Part A;
- How to monitor their child's progress; and
- How to work with educators.

Examples of how ECS will build the capacity of parents and family members:

- Title I Annual Meetings at each school
- Grade-level specific parent meetings for school transitions
- Parent Involvement events to develop shared partnerships for student learning
- Tuffy PEP Talks to assist parents with developing their child's learning at home
- Workshops specifically designed to target communication with parents
- District Newsletters
- School Newsletters
- Board Policies
- Phone calls and messaging apps

BUILDING CAPACITY OF SCHOOL STAFF:

Elizabethton City Schools will, with the assistance of its schools and families, educate its teachers, specialized instructional support personnel, principals, other school leaders, and other staff on the value and utility of contributions of families, and on how to reach out to, communicate with, and work with families as equal partners, implement and coordinate parent programs, and build ties between families and schools by:

- Involving families in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Providing necessary literacy training for families from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training.
- Training families to enhance the involvement of other families.
- Maximize family engagement and participation in their children's education, arranging school meetings at a variety of times or conducting virtual conferences between teachers or other educators who work directly with participating children, with families who are unable to attend those conferences at school.
- Adopting and implementing model approaches to improving family engagement.
- Establishing a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in family engagement activities.

Examples of how ECS will build the capacity of school staff:

- Annual review of Title I funds and resources by principals and/or parent involvement coordinators
- Review of family engagement surveys to improve parent involvement effectiveness and participation
- Focus on school transitions and prepare students and parents for ease of transitioning into



grades K and 6.

- Faculty discussions on best practices for parent involvement and family engagement
- Plan Parent Involvement events that develop shared partnerships for student learning
- Faculty participation in Tuffy PEP Talks to assist parents with developing their child's learning at home
- Faculty and staff workshops specifically designed to target communication with parents
- New Teacher Induction training on building relationships with parents
- Build partnerships with local agencies, businesses, and churches to develop support systems for family engagement events
- Utilize our Coordinated School Health Director and School Social Worker to educate school staff on community resources and best practices for working with families, and
- Board Policies



FAMILY RESOURCE CENTER

NUTRITION/ STUDENT AND FAMILY ENGAGEMENT

By May 2026, our ESP (extended school) program will implement a school garden and food origin demonstration into instruction, ensuring that at least one school site establishes a sustainable project that showcase where food comes from. Success will be measured by a 20% increase in students' knowledge of the origin of food.

By September 2025, apply for grants and gain community partners to support garden-based learning and food origin education.

By November 2025, I will work with HME ESP site to develop a garden, hydroponic systems, farm-to-school activities, or other creative demonstrations that help students understand food origins.

By March 2026, facilitate communication among the participating staff and other interested ESP sites to share best practices, project ideas, and sustainability strategies.

By May 2026, collect data on staff participation, project implementation, and student knowledge of the origin of food.

SCHOOL COUNSELING, PSYCHOLOGICAL, AND SOCIAL SERVICES

YEAR ONE

By May 2026, Elizabethton City School District will develop and implement a plan for a therapy dog program in ___ identified school, as measured the secured funding sources, completed staff and dog training, and finalized implementation plan.

By August 2025, identify key stakeholders including, but not limited to, school counselors, administrators, community partners and district staff for the therapy dog program, and determine logistics such as funding sources, training requirements, insurance needs, and district policies.

By October 2025, we will procure a therapy dog, equipment and materials, and identify handler.

By February 2026, all required training for the therapy dog and handler will be completed, and a draft of implementation will be shared with the district and identified school administration for feedback.

By May 2026, facilitate implementation training to identify school leadership and develop actionable goals for the upcoming academic year based upon feedback.



FAMILY RESOURCE CENTER

SCHOOL COUNSELING, PSYCHOLOGICAL, AND SOCIAL SERVICES CONT.

YEAR TWO

By May 2027, Elizabethton City School District will implement a comprehensive therapy-dog program in identified school, with at least 85% of surveyed participants reporting a positive impact on school climate and student engagement.

By July 2026, facilitate training and professional learning to staff of identified schools on the implementation of a comprehensive therapy-dog program.

By August 2026 and weekly thereafter, implementation of a comprehensive therapy-dog program. Therapy dog leader will work alongside district and school leadership to assess programmatic elements in real time and adjust as needed.

By January 2027, draft and discuss scaling plan to expand therapy dog program to additional schools that include additional funding mechanisms, handlers, etc. The plan will be presented to the district and school leadership.

By May 2027, assess and analyze data on year one successes and provide snapshot highlights to each identified school on their specific metrics as well as district leaders. Make necessary adjustments for the upcoming academic year based upon feedback.

LITERACY

By May 2026, The FRC will assist the Betsy Book Bus with the needed remold to continue the program. FRC will equip the bus with food boxes and hygiene bags. Improvements to the bus program will show a 5% increase in participation of students in the program.

By August 2025, the FRC Director, CSH, and Book Bus Coordinator will have secured funds for needed repairs for the bus.

Ongoing, the FRC will routinely ensure that the bus is well stocked with food boxes and hygiene bags.

By May 2026, FRC Director and Book Bus Coordinator will review data of student participation and project implementation.



FAMILY RESOURCE CENTER

COMMUNITY PARTNERSHIPS

By May 2025, FRC will have a 10% increase in community partnerships, volunteers, and in-kind donations.

By August 2025, FRC Director will make calls, email, attend meetings, and/or write letters to local businesses, churches and community agencies to showcase FRC mission, needs, and upcoming events.

By November 2025, FRC Director will utilize social media and other means of communication to advertise needed donations and volunteer opportunities.

By May 2026, FRC Director will distribute a survey to community partners and advisory council to receive feedback on partnerships.

**ELIZABETHTON CITY SCHOOLS
BOARD OF EDUCATION MEETINGS
2025-2026**

DATE OF BOARD MEETING	DAY	TIME	AGENDA ITEMS ARE DUE TO CINDY	DIRECTOR & BOARD CHAIR REVIEW BOARD PACKET	BOARD PACKET PROCESSED AND POSTED
July 15, 2025	Tuesday	5:30 p.m.	July 8, 2025	July 8, 2025	July 8, 2025
August 21, 2025	Thursday	5:30 p.m.	August 14, 2025	August 14, 2025	August 14, 2025
September 18, 2025	Thursday	5:30 p.m.	September 11, 2025	September 11, 2025	September 11, 2025
October 16, 2025	Thursday	5:30 p.m.	October 9, 2025	October 9, 2025	October 9, 2025
November 20, 2025	Thursday	5:30 p.m.	November 13, 2025	November 13, 2025	November 13, 2025
December 18, 2025	Thursday	5:30 p.m.	December 11, 2025	December 11, 2025	December 11, 2025
January 15, 2026	Thursday	5:30 p.m.	January 8, 2026	January 8, 2026	January 8, 2026
February 19, 2026	Thursday	5:30 p.m.	February 12, 2026	February 12, 2026	February 12, 2026
March 19, 2026	Thursday	5:30 p.m.	March 12, 2026	March 12, 2026	March 12, 2026
April 16, 2026	Thursday	5:30 p.m.	April 9, 2026	April 9, 2026	April 9, 2026
May 21, 2026	Thursday	5:30 p.m.	May 14, 2026	May 14, 2026	May 14, 2026
June 18, 2026	Thursday	5:30 p.m.	June 11, 2026	June 11, 2026	June 11, 2026

Individuals desiring to appear before the Board may request placement on the agenda by contacting the office of the Director of Schools at least three (3) days before the meeting. They will be recognized at the beginning of the meeting. Sufficient background material will be provided by the speaker. The chairman shall recognize individuals not on the agenda for remarks to the Board. A majority vote of members present can overrule the decision of the chairman.

Delegations must select only one individual to speak on their behalf unless otherwise determined by the Board.

Recognition of individuals who are not citizens of the school system is to be determined by a majority vote of the Board.

Individuals speaking to the Board shall address remarks to the Chair and may direct questions to individual board members or staff members only upon approval of the Chair. Each person speaking shall state his/her name, address, and subject of presentation. Remarks will be limited to five (5) minutes unless time is extended by a majority vote of the Board. The Chair shall have the authority to terminate the remarks of any individual who violates state law or does not adhere to board rules.¹ Members of the Board and the director of schools may have the privilege of asking questions of any person who addresses the Board.



Quote Name MagicSchool Quote (Updated 3-Year) - Elizabethton City School Dist - Annual 25/26

Quote To Name Elizabethton City School Dist Created Date 6/13/2025
Contact Name Jason Lancaster Expiration Date 7/31/2025
Email jason.lancaster@ecschoools.net Quote Number 00004351
Phone (423)547-8000 ext 8224

Description Three-Year Price Guarantee Agreement. The district would be invoiced annually on July 1st.

Table with 8 columns: Product, Line Item Description, List Price, Sales Price, Quantity, Subtotal, Discount (Percentage), Total Price. Rows include MagicSchool Enterprise and Virtual PD (60 Min Session) for years 2025-26, 2026-27, and 2027-28.

Subtotal \$40,800.00
Total Price \$37,800.00

Questions? Contact Me



Tanner Wilcox
tanner@magicschool.ai

Magic School, Inc.
4845 Pearl East Cir
Ste 118 PMB 83961
Boulder, CO 80301-6112
United States

Elizabethton City Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Student Board Member New Policy	Descriptor Code: 1.1021	Issued Date:
		Rescinds:	Issued:

1 *General*

2 The Board authorizes the participation of a student representative to the Board.¹ If the Board chooses
3 to appoint a student board member, the student board member shall serve in an advisory, nonvoting
4 role. The student board member's term shall begin in July of each year and end the following June, and
5 they shall serve without compensation.

6 **SELECTION**

7 The selection process will be completed by Elizabethton High School Administration in the spring
8 semester of each school year.

9 **ATTENDANCE AT BOARD MEETINGS**

10 The student board member is expected to attend board meetings. Students will fully contribute their
11 unique perspective and opinions.

12 Student board members shall not participate in the following:

- 13 1. Student discipline hearing appeals;
14
15 2. Teacher disciplinary matters;
16
17 3. Meetings with legal counsel; or
18
19 4. Confidential school safety plan meetings.
20

Legal References

1. [Public Acts of 2025, Chapter No. 359](#)

Elizabethton City Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: School District Records PROPOSED	Descriptor Code: 1.407	Issued Date: 05/16/24
		Rescinds: 1.407	Issued: 09/16/21

1 The Director of Schools shall maintain all school district records required by law, regulation, and board
2 policy. Any citizen of Tennessee shall be permitted during business hours to inspect public records
3 maintained by the school district unless otherwise prohibited by law. Any citizen of Tennessee may
4 request in writing and receive copies of open public records subject to the payment of reasonable
5 cost.^{1,2,3,4}

6 No records pertaining to individual students will be released for inspection by the public or any
7 unauthorized persons. In addition, information, records, and plans related to security and safety will not
8 be released for public inspection.⁵

9 All requests to inspect or receive copies of records shall be submitted to Administrative Asst. to the Dir.
10 of Schools & Secretary to the Board of Education (contact information is listed at the end of this policy),
11 the District's public records request coordinator and records custodian.⁶

12 Prior to producing any record, the records custodian shall ensure confidential information is redacted.
13 Original documents remain intact and confidential information in copies produced for a requestor shall
14 be redacted. The Director of Schools shall develop a procedure to redact confidential information.

15 **REQUESTS FOR INSPECTION²**

16 Citizens requesting to inspect public records shall submit their request and a government issued photo
17 identification card with the citizen's address to the district's public records request coordinator during
18 normal business hours. Requests may be made in person or by telephone, **electronic transmission, fax,**
19 **mail,** or **e**mail. The coordinator shall submit the information to the appropriate records custodian. The
20 records custodian will contact the citizen and indicate when the records will be available to inspect.

21 If the records cannot be made available within seven (7) business days, the records custodian shall
22 provide a records production letter indicating the time needed to complete the request.

23 If the request to inspect is denied, the records custodian shall provide the citizen with a records request
24 denial letter indicating the basis for the denial.

25 **REQUESTS FOR COPIES²**

26 Citizens requesting copies of public records shall complete and submit the Records Request Form and
27 a government issued photo identification card with the citizen's address to the district's public records
28 request coordinator during normal business hours. The coordinator shall submit the Records Request
29 Form to the appropriate records custodian.

1 The records custodian shall provide an estimate of the reasonable costs to produce the requested
2 records. The Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of
3 Reasonable Charges found at <https://www.comptroller.tn.gov/openrecords/forms.asp> shall be used to
4 determine the reasonable cost. The records custodian will provide the citizen with an invoice detailing
5 the charges. The citizen shall pay the estimated reasonable costs by cash or check prior to the district
6 producing the copies.

7 If the records cannot be made available within seven (7) business days, the records custodian shall
8 provide a records production letter indicating the time needed to complete the request.

9 If the request for copies is denied, the records custodian shall provide the citizen with a records request
10 denial letter detailing the basis for the denial.

11 **FREQUENT AND MULTIPLE REQUESTS**

12 When the total number of requests for copies made by a requestor within a calendar month exceeds
13 four (4), the requestor may be charged a fee for any and all labor that is reasonably necessary to
14 produce copies of the requested records. Prior to charging a reasonable fee, the requestor shall be
15 notified of this policy and provided with a Notice of Aggregation of Multiple Requestors form. The
16 Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of Reasonable
17 Charges found at [https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-](https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-guidelines/ScheduleofReasonableCharges.pdf)
18 [guidelines/ScheduleofReasonableCharges.pdf](https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-guidelines/ScheduleofReasonableCharges.pdf) shall be used to determine the reasonable cost. Further, the
19 names of persons inspecting records and the date of inspection shall be recorded.

20 **DENYING REQUESTS FOR NONCOMPLIANCE⁷**

21 *Requests to Inspect a Public Record*

22 The District shall deny a request to inspect a public record from any citizen that has:

- 23 a. made two (2) or more requests to view a public record within a six-month period; and
- 24
- 25 b. for each request failed to view the record within fifteen (15) business days of receiving
- 26 notification that the record was available.

27 Requests from this citizen shall be denied for up to six (6) months from the date of the second records
28 request. The District's public records request coordinator may waive this denial if he/she determines
29 that failure to view the record was for good cause.

30 *Requests for Copies of Public Records*

31 The District shall deny a request for copies of a public record from any citizen that has:

- 32 a. been provided with an estimate of the reasonable cost to produce the requested records;
- 33 b. agrees to pay such estimated reasonable cost prior to production of the records; and
- 34 c. fails to pay the actual cost after the records have been produced.

35 Additional requests from this citizen shall be denied until the original cost is paid.

1 RECORDS RETENTION

2 The Director of Schools and/or his/her designee(s) shall retain and dispose of school district records in
3 accordance with the following guidelines:⁸

4 1. The Director of Schools and/or his/her designee(s) will determine if a particular record is of
5 permanent or temporary value in accordance with regulations promulgated by Municipal
6 Technical Advisory Service (MTAS); the Department of Education Student Membership and
7 Attendance Procedures Manual, and Records Retention Schedule, as applicable. Temporary
8 value records which have been kept beyond the required time may be recommended for
9 destruction in accordance with law,^{9,10}

10 2. The records that the State Librarian and Archivist desire to preserve in their facilities will be
11 transferred to the State Library and Archives. The temporary value records rejected by the State
12 Library and Archives may be transferred to another institution or destroyed,^{11,12}

13 3. Permanent records will be kept in some usable form (digital, printed, microfilm, etc.). If the
14 Director of Schools desires to destroy the original permanent record, these records must be
15 reproduced by microfilming or some other permanent reproduction method. Permission to
16 destroy any original permanent record after microfilming follows the same procedure noted
17 above for temporary records;^{11,12,13} and

18 4. The Director of Schools shall establish procedures to safeguard against the unlawful
19 destruction, removal, or loss of records.¹⁴

20 DISTRICT PUBLIC RECORDS REQUEST COORDINATOR¹⁵

21 Administrative Asst. to the Dir. of Schools & Secretary to the Board of Education

22 Phone: (423) 547-8000 ext. 8225

23 Fax: (423) 547-8929

24 Email: cindy.walker@ecschoools.net

25

Legal References

1. [TCA 49-2-301\(b\)\(1\)\(Z\)](#)
2. [TCA 10-7-503](#)
3. [TCA 10-7-506\(a\)](#)
4. [TCA 49-2-104](#)
5. [TCA 10-7-504\(p\)](#)
6. *Policy Related to Reasonable Charges a Records Custodian May Charge for Frequent and Multiple Requests for Public Records*, Tennessee Comptroller of the Treasury, available at <https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-guidelines/ScheduleofReasonableCharges.pdf>; [TCA 10-7-503\(a\)\(1\)\(B\),\(C\)](#)
7. [TCA 10-7-503\(a\)\(7\)\(A\)\(vii\)](#)
8. [TCA 10-7-503\(h\)\(6\)](#)
9. [TCA 10-7-401](#)
10. [TCA 10-7-406](#); [TCA 10-7-301\(5\),\(13\)](#)
11. [TCA 10-7-404](#)
12. [TCA 10-7-413](#)
13. [TCA 10-7-414](#)
14. [TCA 39-16-504](#)
15. [TCA 10-7-503\(g\)\(1\)\(D\)](#)

Cross References

Financial Reports and Records 2.701
Personnel Records 5.114
Student Records 6.600

Elizabethton City Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Applications PROPOSED	Descriptor Code: 1.901	Issued Date: 01/21/21
		Rescinds: 1.901	Issued: 08/20/19

1 *General*

2 This policy shall apply to sponsors and potential sponsors of charter schools. It shall not apply to
3 charter schools converting from existing public schools. Proposals from existing charter school
4 operators or replicators and applicants proposing to contract with educational service providers shall be
5 in accordance with state law.¹

6 **APPLICATION PROCESS**

7 A prospective charter school sponsor shall send notice to the Director of Schools/designee of its intent
8 sixty (60) calendar days prior to February 1st of the year preceding the year in which the proposed
9 charter school plans to begin operation as a charter school. The Director of Schools/designee shall
10 determine whether the sponsor has selected the correct application category within ten (10) business
11 days of receiving the letter of intent and notify the sponsor within five (5) business days of a
12 determination that the incorrect application category has been selected.²

13 A sponsor seeking board approval of an initial charter school application shall complete the forms
14 developed by the State Board of Education in coordination with the Tennessee Public Charter School
15 Commission (“the Commission”). The application shall provide all the information required by state
16 law. The sponsor shall demonstrate that the proposed charter school meets the purpose prescribed by
17 state law for the formation of a charter school, and the proposed charter school will be able to
18 implement a viable program of quality education for its students.

19 Electronic copies of applications shall be submitted to the Board and the Commission on or before
20 11:59 p.m. Central Time on February 1st of the year preceding the year in which the proposed charter
21 school plans to begin operation as a charter school. If the 1st of February falls on a Saturday, Sunday,
22 or holiday on which the school district offices are closed, applications will be accepted on the next
23 business day on or before 11:59 p.m. Late applications will not be accepted, without exception. The
24 sponsor shall pay an application fee of \$2,500.00. The Director of Schools/designee shall report each
25 application received to the Commission no later than ten (10) days after receipt.²

26 The Board shall determine whether an application is complete within ten (10) business days of
27 receiving the application and shall notify the sponsor within five (5) business days of the determination
28 if the application is determined to be incomplete.³

29 30 **REVIEW TEAM¹**

31 If necessary, the Director of Schools/designee shall appoint a review team to assist in reviewing and
32 evaluating charter school applications. The team shall be comprised of members of the administrative

1 staff for the district and community members with relevant educational, organizational, financial, and
2 legal experience. At the board meeting in December of each year, the Director of Schools/designee
3 shall make a recommendation to the Board on which members of his/her administrative staff should be
4 appointed to the team. The Board shall name the members of the team at its meeting in January of each
5 year. The Board shall designate a Chair of the review team as the contact person for answering
6 questions about the application process and receiving applications. The Director of Schools/designee
7 shall develop an orientation for the team to ensure consistent evaluation standards and the elimination
8 of real or perceived conflicts of interest.

9 The Board shall require the Director of Schools/designee to develop a procedure for receiving,
10 reviewing, and ruling on applications for the establishment of charter schools by the review team. The
11 procedure shall include a timeline for the application and review process. A copy of the procedure,
12 including the review criteria, shall be available on the district's website.

13 The review team shall:

- 14 1. Evaluate all charter school applications based on the review criteria established by state law;
15 and
- 16 2. Recommend one of the following options to the Board for each application: approve, reject, or
17 reject with stipulations for reconsideration.⁴
18
19

20 **APPROVAL/DENIAL OF APPLICATION⁵**

21 The Board shall rule by resolution on the approval or denial of an initial charter school application
22 within ninety (90) calendar days of receipt of the completed application, or the application shall be
23 deemed approved by state law. The Director of Schools/designee shall report the action taken by the
24 Board to the Department of Education and the Commission.

25 *Approval*

26 The sponsor of a charter school that is approved by the Board shall enter into a written agreement with
27 the Board which shall be binding on the charter school's governing body. The charter school agreement
28 shall be in writing and signed by the sponsor and the Board.

29 The Board will receive an annual authorizer fee of three percent (3%) of the annual per student state
30 and local allocations or thirty-five thousand dollars (\$35,000), whichever is less.⁶

31 Charter schools approved by the Board are expected to implement the application as submitted and
32 approved. Material variations in operations from the approved application require amendment pursuant
33 to state law and the charter school agreement.⁷

34 The Board shall not provide services to charter schools that are not requested during the application
35 process except for those services that are required under state or federal law. Services agreed to be
36 provided to the charter school by the Board shall be provided at the Board's actual cost. The Board and
37 charter school shall execute a service contract for any additional services.

1 New charter school agreements are approved for a ten (10) year period.⁸ The Board may revoke or
2 deny renewal of a charter school agreement for any of the reasons enumerated in state law.⁹

3 *Denial*

4 If the initial charter school application is denied, the Board shall notify the sponsor in writing within
5 ten (10) calendar days, specifying the objective reasons for the denial and the deadline by which the
6 sponsor may submit an amended application. Upon written receipt of the grounds for denial, the
7 sponsor shall have thirty (30) calendar days within which to submit an amended application to correct
8 the deficiencies. The Board shall have sixty (60) calendar days either to deny or to approve the
9 amended application, or the application shall be deemed approved by state law.⁵

10 If the amended charter school application is denied, the Board shall notify the sponsor in writing
11 within five (5) calendar days, specifying the objective reasons for denial and the sponsor's right to an
12 appeal. Within ten (10) calendar days of final denial, an appeal may be filed with the Tennessee Public
13 Charter School Commission.¹⁰

Legal References

1. [TCA 49-13-106; State Board of Education Policy 6.111](#)
2. [TCA 49-13-107; Public Acts of 2025, Chapter No. 275; TCA 1-3-102; TCA 49-13-108; TRR/MS 0520-14-01-.01\(1\)\(b\),\(e\)](#)
3. [TRR/MS 0520-14-01-.01\(1\)\(i\)](#)
4. [TRR/MS 0520-14-01](#)
5. [TCA 49-13-108; Public Acts of 2025, Chapter No. 275; TRR/MSS 0520-14-01](#)
6. [TCA 49-13-128](#)
7. [TCA 49-13-110\(d\)-\(e\); TRR/MSS 0520-14-01](#)
8. [TCA 49-13-110\(c\)](#)
9. [TCA 49-13-122](#)
10. [TCA 49-13-108\(b\)\(5\)](#)

Elizabethton City Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Oversight PROPOSED	Descriptor Code: 1.903	Issued Date: 08/20/19
		Rescinds:	Issued: 10/23/18

1 *General*

2 The Board shall oversee and annually evaluate charter schools to ensure they meet the performance
3 standards and targets set forth in the charter school agreement.¹ The Board shall create a
4 comprehensive performance, accountability, and compliance monitoring system based on the charter
5 school agreement and communicate the results to each charter school. At a minimum, the monitoring
6 system shall address academic, financial, and organizational performance standards as outlined in the
7 charter school agreement and required by the State Board of Education.¹ The Board shall utilize the
8 results when making renewal, revocation, and intervention decisions. Reports on charter school
9 oversight shall be compiled by the Administrative Assistant to the Director of Schools and published
10 on the district's webpage at least annually.

11 The Board shall communicate with the charter schools in its portfolio as needed, including both the
12 charter school leader and governing board, and provide timely notice of any material charter school
13 agreement violations and performance deficiencies.

14 The Board shall articulate and enforce stated consequences for failing to meet performance
15 expectations or compliance requirements.

16 **MONITORING SYSTEM**

17 The Director of Schools/designee shall implement a performance and compliance monitoring system
18 per the terms of the charter agreement. This information will be provided to the Board on an ongoing
19 basis through reports that will form the basis of renewal, revocation, and intervention decisions. To aid
20 in this, the Director of Schools/designee shall develop a reporting calendar that outlines when
21 information required by state law shall be provided by the charter school.

22 **SITE VISITS**

23 A site visit to each charter school shall be conducted annually. The purpose shall be to collect data and
24 other qualitative information that cannot be obtained otherwise. The Director of Schools/designee shall
25 develop a site visit procedure that outlines the expectations of charter schools prior to, during, and after
26 the site visit, including review of the documents and data, classroom observations, and interviews.
27 These visits shall minimize administrative burdens and avoid operational interference.

28 The Board shall provide the charter school with a report that summarizes the outcome of the visit. The
29 report shall provide an analysis of relevant data and include general recommendations, if applicable.²

1 CHARTER SCHOOL REPORTING

2 Charter schools shall provide the information required by the charter school agreement and state law to
3 the Board. The Director of Schools/designee shall develop a reporting calendar that defines and
4 communicates the process, methods, and timing of gathering and reporting data to the Board.²

5 By September 1st, the governing body of an approved charter school shall make a written report to the
6 Board.³ The annual report shall include:

- 7 1. A report on the progress of the charter school in achieving the goals outlined in the charter
8 school agreement;
- 9 2. A financial statement disclosing the financial health of the charter school, including the costs of
10 the administration, instruction, and other spending categories of the charter school; and
- 11 3. A detailed accounting, including the amounts and sources, of all funds received by the charter
12 school, other than the funds received per state law.⁴

15 This reporting requirement shall begin in the year after the year in which the charter school begins
16 operation.

17 Multiple charter schools overseen by a single governing board shall report their performance as
18 separate, individual charter schools. Each charter school shall be independently accountable for its
19 performance.

20 Each charter school governing body shall submit an annual audit of all accounts and records, to include
21 internal school activity and cafeteria funds, to the Board as soon as practical after June 30th.⁵

22 AUTHORIZER REPORTING AND REVIEW

23 By December 1st, the Board shall report to the State Board of Education detailing the authorizer fees
24 collected in the previous school year and the authorizing obligations fulfilled using the fee.⁶ By
25 January 1st, the Board shall submit an annual authorizer report to the State Board of Education and
26 make the report available on the district website.⁷ The Director of Schools/designee shall prepare the
27 reports and provide the information to the Board prior to submission.

Legal References

1. [TCA 49-13-111\(d\); State Board of Education Policy 6.111](#)
2. [TCA 49-13-120](#)
3. [TCA 49-13-120\(a\)-\(b\)](#)
4. [TCA 49-13-112\(a\), \(f\)](#)
5. [TCA 49-13-127](#)
6. [TCA 49-13-128\(f\); Public Acts of 2025, Chapter No. 275](#)
7. [TCA 49-13-120\(c\); Public Acts of 2025, Chapter No. 275](#)

Elizabethton City Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Renewal PROPOSED	Descriptor Code: 1.905	Issued Date: 08/20/19
		Rescinds: 1.905	Issued: 10/23/18

1 INTERIM REVIEW

2 The Director of Schools/designee shall conduct an interim review of a charter school in the fifth year
3 of a charter term in accordance with guidelines developed by the State Board of Education. As part of
4 this process, the charter school shall submit a report on the progress of the school in achieving the
5 goals and objectives set forth in the charter agreement.¹

6 CUMULATIVE PERFORMANCE REPORT

7 Three (3) months prior to the date on which a charter school is required to submit a renewal
8 application, the Director of Schools/designee shall submit a performance report to the charter school
9 that summarizes the school's performance record over the charter term and states the summative
10 findings concerning the school's performance and prospects for renewal.²

11 APPLICATION AND EVALUATION

12 No later than April 1st of the year prior to the year in which the charter school agreement expires, the
13 governing body of a charter school shall submit a renewal application to the Board.³ The Director of
14 Schools/designee shall report each renewal application received to the Tennessee Public Charter
15 School Commission ("the Commission") within ten (10) days of receipt.³

16 The Director of Schools/designee shall conduct a renewal evaluation site visit to each charter school
17 that submits a charter school renewal application.

18 The Board will make renewal decisions by February 1st in the year the charter school agreement
19 expires.

20 RENEWAL CRITERIA⁴

21 The Board shall define and communicate with schools the criteria for renewal that is consistent with
22 the charter agreement. The Board shall make its renewal decision based on the renewal application,
23 annual authorizer reports, and renewal performance report.

24 Within ten (10) days of the Board voting by resolution on a renewal application, the Director of
25 Schools/designee shall promptly notify a school of its renewal recommendation and decision,
26 including the reasons for the decision and any rights to an appeal. The Director of Schools/designee
27 shall promptly communicate renewal decisions to the school community and public as well as the
28 Department of Education and the Commission.

Legal References

1. [TCA 49-13-121\(k\); Public Acts of 2025, Chapter No. 275](#)
2. [State Board of Education Policy 6.111](#)
3. [TCA 49-13-121\(a\); Public Acts of 2025, Chapter No. 275](#)
4. [TCA 49-13-121; State Board of Education Policy 6.111; Public Acts of 2025, Chapter No. 275](#)

Elizabethton City Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Revocation PROPOSED	Descriptor Code: 1.906	Issued Date: 08/20/19
		Rescinds: 1.906	Issued: 10/23/18

1 *General*

2 The Board shall revoke a charter school agreement if the charter school:¹

- 3 1. Failed to meet or make sufficient progress toward the performance expectations set forth in the
4 charter school agreement;
5
6 2. Committed a material violation of any of the conditions, standards, or procedures set forth in
7 the charter school agreement;
8
9 3. Failed to meet generally accepted standards of fiscal management; or
10
11 4. Performed any of the acts that are conditions for non-approval of charter schools under state
12 law.

13 **NOTICE**

14 The Director of Schools/designee shall notify the charter school of the Board's intent to revoke the
15 charter school agreement in writing at least thirty (30) days prior to the revocation.²

16 Within ten (10) days of the Board voting to renew, not renew, or revoke a charter school agreement,
17 the Director of Schools/designee shall report the Board's decision to the Department of Education and
18 Tennessee Public Charter School Commission. The Director of Schools/designee shall also provide the
19 charter school a copy of the Board's resolution setting forth the decision and the reasons for the
20 decisions, and an explanation of the right to appeal.³

21 **REVOCAION DUE TO PRIORITY STATUS**

22 The Board may revoke a charter school agreement if the charter school is identified as a priority school
23 under state law. Revocation shall take effect immediately following the close of the school year in
24 which the charter school is identified as a priority school.⁴

25 The Board shall revoke a charter school agreement if the charter school is identified as a priority
26 school for two consecutive cycles. Revocation shall occur immediately after the close of the school
27 year in which the charter school is identified as a priority school for the second consecutive cycle.

1 PROCEDURES FOR CLOSURE

2 The Director of Schools/designee shall develop administrative procedures regarding charter school
3 closures prior to the Board denying renewal or revoking a charter school agreement.⁵ These procedures
4 shall outline a detailed protocol that will ensure timely notification to parents, orderly transition of
5 students and student records, and disposition of school funds, property, and assets in accordance with
6 state law.

Legal References

1. [TCA 49-13-122\(b\); State Board of Education Policy 6.111](#)
2. [TCA 49-13-122\(e\)](#)
3. [State Board of Education Policy 6.111; Public Acts of 2025, Chapter No. 275](#)
4. [TCA 49-13-122\(a\)](#)
5. [TCA 49-13-130](#)

Elizabethton City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Surplus Property Sales PROPOSED	Descriptor Code: 2.403	Issued Date: 07/16/24
		Rescinds: 2.403	Issued: 05/15/07

1 The Director of Schools shall prepare a list of unusable items for board approval.¹ The list shall contain
2 the following information: name of item, date of purchase, and reason for disposal.

3 All unusable items shall be sold to the highest bidder after advertising in a newspaper of general
4 circulation at least seven (7) days prior to the sale.² Notice shall also be published on a news and
5 information website in accordance with state law.³

6 Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be
7 disposed of without the necessity of bids. In order for such disposal without bids, the Director of Schools
8 and the Board Chair shall agree in written form that the property is of no value or is of less value than
9 five hundred dollars (\$500).⁴

10 If reasonable attempts to dispose of surplus properties fail to produce monetary return to the district, the
11 Board shall approve other methods of disposal.⁵

12 Surplus equipment will be auctioned off by the district at the end of the school year. The Board shall
13 approve all surplus equipment prior to the materials being disposed of at the end of the school year.

14 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS⁶**

15 When equipment that was purchased with federal dollars is no longer needed for the original project or
16 program or for other activities currently or previously supported by a federal agency, disposition of the
17 equipment shall be made as follows:

- 18 1. Items of equipment with a current per-unit fair market value of **\$10,000** or less may be retained,
19 sold, or otherwise disposed of with no further obligation to the awarding agency; or
20
- 21 2. Items of equipment with a current per unit fair market value in excess of **\$10,000** may be retained
22 or sold, and the awarding agency shall have a right to an amount calculated by multiplying the
23 current market value or proceeds from sale by the awarding agency's share of the equipment.

Legal References

1. [TCA 49-6-2006\(b\)\(3\); TCA 49-6-2208](#)
2. [TCA 49-6-2007\(b\)](#)
3. [TCA 1-3-120; Public Acts of 2025, Chapter No. 105](#)
4. [TCA 49-6-2007\(d\)](#)
5. [TCA 12-2-403\(a\)](#)
6. [2 CFR § 200.313\(e\)](#)

Cross References

- Duties of Officers 1.201
Inventories 2.702
Textbooks and Instructional Materials 4.400

Elizabethton City Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Emergency Preparedness Plan PROPOSED	Descriptor Code: 3.202	Issued Date: 07/16/24
		Rescinds: 3.202	Issued: 07/21/23

1 *General*

2 The Director of Schools shall be responsible for developing, maintaining, and acquiring board
3 approval of the district Emergency Preparedness Plan¹ which shall include procedures for bomb
4 threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, and
5 medical emergencies.

6 The principal of each school shall develop and implement emergency preparedness drills which shall
7 be approved by the Director of Schools. When appropriate, such drills shall be held in conjunction with
8 emergency response agencies.

9 **FIRE AND SAFETY DRILLS**

10 The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30)
11 school days, with **no more than** two (2) fire drills occurring during the first thirty (30) full days of the
12 school year. Additionally, he/she shall ensure that four (4) fire safety educational announcements are
13 conducted throughout the year.²

14 The principal shall ensure that three (3) additional safety drills are given during the school year.³ These
15 drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not
16 require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in
17 each school's office.³

18 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and
19 shall give all school personnel instructions on how to properly use fire extinguishers.

20 The district shall work with local law enforcement and the local fire department to develop a procedure
21 for identifying the cause of fire alarm activation. This procedure must be in place by January 1, 2025
22 and shall be reviewed and updated annually thereafter.⁴

23 **ANNUAL DRILLS⁵**

24 The principal shall ensure that the school safety team conducts each of the following type of drills
25 annually:

- 26 1. An armed intruder drill in coordination with local law enforcement;
- 27
- 28 2. An incident command drill; and
- 29
- 30 3. An emergency safety bus drill.

1 **AED DRILLS⁶**

2 All schools shall conduct a CPR and AED drill to ensure awareness of the steps that shall be taken in
3 the event of a medical emergency. The principal shall ensure that the drill occurs.

4 The Director of Schools shall develop the necessary administrative procedures on AED and CPR
5 training, planning, notification, and maintenance to comply with state law.

6 **MEDICAL EMERGENCIES/PANDEMIC FLU⁷**

7 In the event of medical emergencies such as a pandemic flu outbreak, school officials shall cooperate
8 and consult with the local and state health departments and other local emergency or healthcare
9 providers in protecting students and the community from further infection. The Director of Schools
10 shall develop procedures for health emergencies in accordance with state law.

11 **REMOTE LEARNING DRILLS⁸**

12 At least once each school year, a remote learning drill shall be conducted. The drill shall accurately
13 reflect how students will transition to remote learning in the event of a disruption to school operations.
14 Students shall not be asked or required to transition to remote learning at any time during the drill.

Legal References

1. [TRR/MS 0520-01-02-.30\(2\)](#); [TCA 49-6-804](#); [TCA 49-6-805\(8\)](#)
2. [TCA 68-102-137\(b\)](#); [Public Acts of 2025, Chapter No. 315](#)
3. [TCA 68-102-137\(f\)](#)
4. [TCA 49-6-807\(e\)](#)
5. [TCA 49-6-807](#)
6. [TCA 49-2-122](#); [TCA 49-6-1208](#)
7. [TCA 49-6-3004\(a\), \(e\)](#); [TCA 49-5-404](#)
8. [TCA 49-2-139](#)

Cross References

Emergency Closings 1.8011
Safety 3.201
Community Use of School Facilities 3.206

Elizabethton City Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Threat Assessment Team PROPOSED	Descriptor Code: 3.204	Issued Date: 07/21/23
		Rescinds: 3.204	Issued: 04/21/20

1 *General*¹

2 A threat assessment team shall be created within the school district to develop intervention-based
3 approaches to prevent violence, manage reports of potential threats, and create a system that fosters a
4 safe, supportive, and effective school environment. The Director of Schools shall appoint the members
5 of the threat assessment team.

6 The Director of Schools shall develop administrative procedures regarding the training and operations
7 of the team to comply with state law and State Board of Education rules and regulations.

8 **TEAM MEETINGS**

9 All threat assessment team meetings shall be closed to the public.²

10 **RECORDKEEPING**³

11 The team shall document all behaviors and incidents deemed to pose a risk to school safety or that
12 resulted in intervention and shall provide the information to the Director of Schools.

13 A report of the activities of the threat assessment team will be compiled and shared with the Board
14 before each regular meeting.

15 Documents produced or obtained regarding these assessment activities will not be open for public
16 inspection.

17 **REPORTING**⁴

18 The Director of Schools shall develop a process for providing parent(s)/guardian(s) information on
19 credible threats of violence or significantly disruptive behavior directed toward or occurring on the
20 grounds of the school their student attends. Such reports shall include incidents that are reported to a
21 state or local law enforcement agency. These reports must be made within forty-eight (48) hours of the
22 district's report to law enforcement.

23 At least once per quarter, the Director of Schools shall provide the Board with a report listing the total
24 number of incidents reported to state and local law enforcement agency requiring notice to
25 parent(s)/guardian(s) for the respective quarter as well as total for the year to date.

- | | |
|---------------------------------------------------------|-------------------------------|
| 1. TCA 49-6-2701 | School District Records 1.407 |
| 2. TCA 49-6-2701(f) | Safety 3.201 |
| 3. TCA 49-6-2702 | Security 3.205 |
| 4. Public Acts of 2025, Chapter No. 215 | Student Records 6.600 |

Elizabethton City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Instructional Program PROPOSED	Descriptor Code: 4.100	Issued Date: 03/29/90
		Rescinds: 4.100	Issued:

1 *General*

2 The Board shall not discriminate on the basis of race, color, religion, sex, national origin, or disability
3 in its instructional program or activities.¹ Discrimination shall include antisemitism, defined as a
4 certain perception of Jews, which may be expressed as hatred toward Jews including, but not limited
5 to, rhetorical and physical manifestations of antisemitism directed toward Jewish or non-Jewish
6 individuals and/or their property, toward Jewish community institutions and religious facilities.²

7 **GOALS**

8 The Board approves the following instructional goals for students:

- 9 1. To develop the skills necessary to function as a self-directed person;
- 10 2. To know the principles involved in making moral and ethical choices;
- 11 3. To develop the basic skills of reading, writing, mathematics, spelling, speaking, and problem
12 solving;
- 13 4. To develop a positive attitude toward the lifelong endeavor of learning;
- 14 5. To learn to identify personal talents and interests, make appropriate career choices, and develop
15 career skills;
- 16 6. To acquire knowledge and to develop skills in the management of personal and public
17 resources necessary for meeting obligations to self, family, and society;
- 18 7. To learn to act in a responsible manner;
- 19 8. To learn of the rights and responsibilities of citizens of the community, state, nation, and world;
20 and
- 21 9. To learn to understand, respect, and interact with people of different cultures, generations, and
22 races.

Legal References

1. [42 USCA § 2000d *et seq.*](#)
2. [Public Acts of 2025, Chapter No. 293](#)

Cross References

School District Goals 1.700
Student Goals 6.100
Student Concerns 6.305

Elizabethton City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Discrimination / Harassment of Employees (Sexual, Racial, Ethnic, Religious) PROPOSED	Descriptor Code: 5.500	Issued Date: 08/31/99
		Rescinds: 5.503	Issued:

1 Employees shall be provided a work environment free from sexual, racial, ethnic, and religious
2 discrimination/harassment (including the definition of antisemitism found in policy 4.100). It shall be a
3 violation of this policy for any employee or any student to discriminate against or harass an employee
4 through disparaging conduct or communication that is sexual, racial, ethnic, or religious in nature.

5 Employee discrimination/harassment will not be tolerated.¹ Discrimination/harassment is defined as
6 conduct, advances, gestures, or words, either written or spoken, of a sexual, racial, ethnic, or religious
7 nature that:

- 8 1. Unreasonably interferes with the individual's work or performance;
- 9
- 10 2. Creates an intimidating, hostile, or offensive work environment;
- 11
- 12 3. Implies that submission to such conduct is made an explicit or implicit term of employment; or
- 13
- 14 4. Implies that submission to or rejection of such conduct will be used as a basis for an employment
- 15 decision affecting the harassed employee.

16 Alleged victims of sexual, racial, ethnic, and religious discrimination/harassment shall report these
17 incidents immediately.² This report shall be made to the immediate supervisor, except when the
18 immediate supervisor is the offending party. If the immediate supervisor is the offending party, the report
19 may be made to the Federal Rights Coordinator or the Director of Federal Projects. Allegations of
20 discrimination/harassment shall be fully investigated. An oral complaint may be submitted; however,
21 such complaint shall be reduced to writing to ensure a more complete investigation. The complaint shall
22 include the following information:

- 23 1. Identity of the alleged victim and person accused;
- 24
- 25 2. Location, date, time, and circumstances surrounding the alleged incident;
- 26
- 27 3. Description of what happened;
- 28
- 29 4. Identity of witnesses; and
- 30
- 31 5. Any other evidence available.

32 The privacy and anonymity of all parties and witnesses to complaints will be respected. However,
33 because an individual's need for confidentiality shall be balanced with obligations to cooperate with

- 1 police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough
2 investigation, or to take necessary action to resolve a complaint, the identity of parties and witnesses
3 may be disclosed in appropriate circumstances to individuals with a need to know.
- 4 A substantiated charge against an employee shall result in disciplinary action, up to and including,
5 termination. A substantiated charge against a student may result in corrective or disciplinary action, up
6 to and including, suspension.
- 7 There will be no retaliation against any person who reports discrimination/harassment or participates in
8 an investigation. However, any employee who refuses to cooperate or gives false information during the
9 course of any investigation may be subject to disciplinary action. The willful filing of a false report will
10 itself be considered harassment and will be treated as such.
- 11 An employee disciplined for violation of this policy may appeal the decision by contacting the Federal
12 Rights Coordinator or the Director of Federal Projects.

Legal References

1. [29 CFR §1604.11](#); [TCA 5-23-104](#); [Public Acts of 2025, Chapter No. 293](#)
2. [20 USCA § 1681](#)

Cross References

Equal Opportunity Employment 5.104
Complaints and Grievances 5.501
Title IX & Sexual Harassment 6.3041

Elizabethton Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation PROPOSED	Descriptor Code: 6.304	Issued Date: 08/24/20
		Rescinds: 6.304	Issued: 11/14/17

1 In order to maintain a safe, civil, and supportive environment in school for students to learn and achieve
2 high academic standards, acts of bullying, cyber-bullying, **discrimination (including the definition of**
3 **antisemitism found in policy 4.100)**, harassment, intimidation, hazing, or any other victimization of
4 students, based on any actual or perceived traits or characteristics, are prohibited.¹

5 This policy shall be disseminated annually to all school staff, students, and parent(s)/guardian(s).² This
6 policy shall cover employees, employees' behaviors, students, and students' behaviors while on school
7 property, at any school-sponsored activity, on school-provided equipment or transportation, or at any
8 official school bus stop. If the act takes place off of school property or outside of a school-sponsored
9 activity, this policy is in effect if the conduct is directed specifically at a student and has the effect of
10 creating a hostile educational environment or otherwise creating a substantial disruption to the education
11 environment or learning process.

12 The principal/designee is responsible for educating and training respective staff and students as to the
13 definition and recognition of discrimination/harassment.³

14 The Director of Schools shall develop forms and procedures to ensure compliance with the
15 requirements of this policy and state law.

16 **DEFINITIONS⁴**

17 "Bullying/Intimidation/Harassment" is an act that substantially interferes with a student's educational
18 benefits, opportunities, or performance, and the act has the effect of:

- 19 1. Physically harming a student or damaging a student's property;
- 20
- 21 2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to
22 the student's property;
- 23
- 24 3. Causing emotional distress to a student; or
- 25
- 26 4. Creating a hostile educational environment.

27 Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class
28 (race, nationality, origin, color, sex, age, disability, religion) that is severe, pervasive, or persistent and
29 creates a hostile environment.

1 “Cyber-bullying” is a form of bullying undertaken through the use of electronic devices. Electronic
2 devices include, but are not limited to, telephones, cellular phones or other wireless telecommunication
3 devices, text messaging, emails, social networking sites, instant messaging, videos, web sites, or fake
4 profiles.

5 “Hazing” is an intentional or reckless act by a student or group of students that is directed against any
6 other student(s) that endangers the mental or physical health or safety of the student(s) or that induces
7 or coerces a student to endanger his/her mental or physical health or safety. Coaches and other employees
8 of the school district shall not encourage, permit, condone, or tolerate hazing activities.

9 Hazing does not include customary athletic events or similar contests or competitions and is limited to
10 those actions taken and situations created in connection with initiation into or affiliation with any
11 organization.⁵

12 **COMPLAINTS AND INVESTIGATIONS**

13 Any individual who has knowledge of behaviors that may constitute a violation of this policy shall
14 promptly report such information to the principal/designee.⁶

15 While reports may be made anonymously, an individual's need for confidentiality shall be balanced with
16 obligations to cooperate with police investigations or legal proceedings, to provide due process to the
17 accused, to conduct a thorough investigation, or to take necessary actions to resolve a complaint. The
18 identity of parties and witnesses may be disclosed in appropriate circumstances to individuals with a
19 need to know.

20 The principal/designee at each school shall be responsible for investigating and resolving complaints.
21 Once a report is received, the principal/designee shall initiate an investigation within forty-eight (48)
22 hours of receipt of the report. If an investigation is not initiated within forty-eight (48) hours, the
23 principal/designee shall provide the Director of Schools with appropriate documentation detailing the
24 reasons why the investigation was not initiated within the required timeframe.⁷ The principal/designee
25 shall immediately notify the parent(s)/guardian(s) when a student is involved in an act of discrimination,
26 harassment, intimidation, bullying, or cyber-bullying. The principal/designee shall provide information
27 on district counseling and support services. Students involved in an act of discrimination, harassment,
28 intimidation, bullying, or cyber-bullying shall be referred to the appropriate school counselor by the
29 principal/designee when deemed necessary.⁸

30 The principal/designee is responsible for determining whether an alleged act constitutes a violation of
31 this policy, and such act shall be held to violate this policy when it meets one of the following conditions:

- 32 1. It places the student in reasonable fear or harm for the student’s person or property;
33
- 34 2. It has a substantially detrimental effect on the student’s physical or mental health;
35
- 36 3. It has the effect of substantially interfering with the student’s academic performance; or
37
- 38 4. It has the effect of substantially interfering with the student’s ability to participate in or benefit
39 from the services, activities, or privileges provided by a school.

1 Upon the determination of a violation, the principal/designee shall conduct a prompt, thorough, and
2 complete investigation of each alleged incident. All investigations shall be completed and appropriate
3 intervention taken within twenty (20) calendar days from the receipt of the initial report.⁷ If the
4 investigation is not complete or intervention has not taken place within twenty (20) calendar days, the
5 principal/designee shall provide the Director of Schools with appropriate documentation detailing the
6 reasons why the investigation has not been completed or the appropriate intervention has not taken
7 place.⁷ Within the parameters of the federal Family Educational Rights and Privacy Act,⁹ a written report
8 on the investigation will be delivered to all involved parties and the Director of Schools.

9 **RESPONSE AND PREVENTION**¹⁰

10 The principal/designee shall consider the nature and circumstances of the incident, the age of the
11 individual, the degree of harm, previous incidences or patterns of behavior, or any other factors, as
12 appropriate, to properly respond to each situation.

13 A substantiated charge against an employee shall result in disciplinary action up to and including
14 termination. The employee may appeal this decision by contacting the Federal Rights Coordinator or the
15 **Assistant Director of Schools**.

16 A substantiated charge against a student may result in corrective or disciplinary action up to and
17 including suspension. The student may appeal this decision in accordance with disciplinary policies and
18 procedures.

19 **REPORTS**

20 When a complaint is filed alleging a violation of this policy where there is physical harm or the threat of
21 physical harm to a student or a student's property, the principal/designee of each middle school, junior
22 high school, or high school shall report the findings and any disciplinary actions taken to the Director of
23 Schools and the Chair of the Board.¹¹

24 By July 1st of each year, the Director of Schools/designee shall prepare a report of all of the bullying
25 cases brought to the attention of school officials during the prior academic year. The report shall also
26 indicate how the cases were resolved and/or the reasons they are still pending. This report shall be
27 presented to the Board at its regular July meeting, and it shall be submitted to the State Department of
28 Education by August 1st.¹²

29 **RETALIATION AND FALSE ACCUSATIONS**

30 Retaliation against any person who reports or assists in any investigation of an act alleged in this policy
31 is prohibited. The consequences and appropriate remedial action for a person who engages in retaliation
32 shall be determined by the principal/designee after consideration of the nature, severity, and
33 circumstances of the act.¹³

34 False accusations accusing another person of having committed an act prohibited under this policy are
35 prohibited. The consequences and appropriate remedial action for a person found to have falsely
36 accused another may range from positive behavioral interventions up to and including expulsion.¹⁴

Legal References

1. [TCA 49-6-4503\(a\), \(b\)\(3\); 20 USCA §§ 1681 to 1686; Public Acts of 2025, Chapter No. 293](#)
2. [TCA 49-6-4503\(b\)\(11\)](#)
3. [TCA 49-6-4503\(b\)\(12\)](#)
4. [TCA 49-6-4503\(b\)\(2\), \(13\)](#)
5. [TCA 49-2-120](#)
6. [TCA 49-6-4503\(b\)\(5\)](#)
7. [TCA 49-6-4503\(b\)\(6\)](#)
8. [TCA 49-6-4503\(b\)\(14\)](#)
9. [20 USCA § 1232g](#)
10. [TCA 49-6-4503\(b\)\(4\), \(7\)-\(8\)](#)
11. [TCA 49-6-4503\(d\)\(3\)](#)
12. [TCA 49-6-4503\(c\)\(2\)\(B\)](#)
13. [TCA 49-6-4503\(b\)\(9\)](#)
14. [TCA 49-6-4503\(b\)\(10\)](#)

Cross References

Section 504 and ADA Grievance Procedures 1.802
Staff-Student Relations 5.610
Student Goals 6.100
Title IX & Sexual Harassment 6.3041
Code of Conduct 6.300
Student Concerns 6.305
Reporting Child Abuse 6.409
Emergency Contact Information 6.410
Student Suicide Prevention 6.415

Elizabethton City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Virtual Education Program PROPOSED	Descriptor Code: 4.212	Issued Date: 07/21/22
		Rescinds:	Issued:

1 *General*

2 The Elizabethton City Schools virtual education program is a course or series of courses offered by
3 the school district to provide students a broader range of educational opportunities through the use of
4 technology. Utilizing this program is temporary and shall not replace a student's regular instructional
5 program.¹

6 Class size ratios for the virtual education program shall comply with the requirements as outlined in
7 state law.²

8 Virtual education programs³ shall be made available to students for the following purposes:

- 9 1. Academic remediation or providing students access to a wider range of courses;
- 10 2. Continuity of educational service for students who are homebound;⁴
- 11 3. Continuity of educational service for students who are quarantining;⁵
- 12 4. Continuity of educational service for students enrolled in an alternative school;⁶
- 13 5. Continuity of educational service when the district utilizes remote instruction due to dangerous
14 or extreme weather conditions, a serious outbreak of illness affecting or endangering students
15 or staff, or during the administration of end of course examinations or other examinations as
16 allowed per state law; or⁷
- 17 6. Continuity of educational service when the district utilizes hybrid instruction due to dangerous
18 or extreme weather conditions, or an emergency, as determined by the Director of Schools.⁸

24 **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

25 Students shall be eligible to utilize a virtual education program if participating in one of the above
26 educational opportunities. The following factors shall also be taken into consideration when
27 determining eligibility:

- 28 1. Attendance;
- 29 2. Grades;
- 30
- 31

1 3. Technology survey.

2

3 **ATTENDANCE**

4 Student attendance in the virtual education program shall adhere to the general requirements of board
5 policy 6.200 and any relevant administrative procedures.

6 Methods of confirming student attendance shall include two or more of the following:

7 1. Students participating in a phone call with a teacher, with parent/guardian support as
8 appropriate for the age of the student;

9

10 2. Students participating in synchronous virtual instruction;

11

12 3. Students completing work in a learning management system; or

13

14 4. Students submitting work via hard-copy or virtual formats.

15

16 **REMOVAL FROM VIRTUAL EDUCATION PROGRAM**

17 A student may be removed from the virtual education program or denied future enrollment in a virtual
18 education program based on disciplinary issues, attendance issues, or poor academic performance.

19 Before a student is removed based on poor academic performance, the following interventions shall
20 occur:

21 1. Notification of parent/guardian;

22

23 2. One-on-one assessment conducted by the principal/designee regarding any learning needs and
24 academic performance; and

25

Legal References

1. [TRR/MS 0520-01-03-.05\(2\)](#)
2. [TCA 49-1-104\(h\)](#); [State Board of Education Policy 3.206](#)
3. [TCA 49-16-101](#); [TRR/MS 0520-01-03-.05\(2\)\(a\)](#)
4. [TRR/MS 0520-01-02-.10](#); [TRR/MS 0520-01-09-.07](#)

Cross References

Emergency Closings 1.8011
Homebound Instruction 4.206
Credit Recovery 4.210
Alternative Education 6.319

5. [TRR/MS 0520-01-13-.01\(1\)\(c\)](#)
6. [TRR/MS 0520-01-02-.09; TCA 49-6-3402\(i\)](#)
7. [TCA 49-6-3004\(i\)](#)
8. [Public Acts of 2025, Chapter No. 484](#)

Elizabethton City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Interscholastic Athletics PROPOSED	Descriptor Code: 4.301	Issued Date: 07/16/24
		Rescinds: 4.301	Issued: 09/16/21

1 *General*

2 No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be
3 treated differently from another person, or otherwise be discriminated against in any athletic program of
4 the school. Equal athletic opportunities shall be provided for members of both sexes.¹ Student athletes
5 shall only be allowed to participate in athletic activities or events that align with the student's sex
6 indicated on his/her original birth certificate.² The Director of Schools/designee shall require the
7 parent/guardian to provide the student's original birth certificate prior to participation in any
8 interscholastic athletics. If the original birth certificate is not available or does not indicate the student's
9 sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of
10 the student's sex at birth.

11 Interscholastic athletics shall be administered as a part of the regular school program and shall be the
12 principal's responsibility. Principals shall ensure that school regulations regarding participation in a sport
13 are reasonable. Athletic schedules shall be filed in each principal's office. The principal/designee shall
14 accompany an athletic team on trips. Transportation of teams to athletic games is approved by the Board,
15 provided the team's school reimburses the Board for mileage.

16 Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and control
17 of athletics.³ The Director of Schools shall develop a code of conduct for all coaches to follow in order
18 to ensure the health and safety of athletes.⁴

19 **INSURANCE & PHYSICAL EXAMINATIONS**

20 In the event that the school's insurance provider does not extend coverage to an athlete, the athlete shall
21 provide proof of independently secured catastrophic coverage and liability coverage, with the school
22 district as a named insured, of not less than the limits set forth in state law.⁵ It shall be the responsibility
23 of the parent(s)/guardian(s) to provide health and hospitalization insurance for all students participating
24 in interscholastic athletics.

25 Prior to participation in interscholastic athletics, every student shall complete an annual physical
26 examination.⁶ The parent(s)/guardian(s) of each student shall be responsible for covering the cost of the
27 examination, and these records shall be on file in the principal's office.

28 **SCHEDULING CONFLICTS**

29 No principal or teacher shall dismiss his/her school or any group of students for the purpose of attending
30 the practice of any interscholastic sport during the school day without written permission from the
31 Board.⁷ This does not prevent regular physical training lessons in the daily school program.

1 Students shall not be required to attend a school athletic event, or event related to participation on a
2 school athletic team, if the event is on an official school holiday, observed day of worship, or religious
3 holiday. The student's parent/guardian shall notify the coach in writing three (3) full school days prior
4 to the event.⁸

5 **SEVERE WEATHER⁴**

6 Severe weather is any type of weather that could impede the safety of any athlete by compromising the
7 playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder,
8 lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be
9 discussed with all players, coaches, and officials, if applicable.

10 All coaches who oversee or participate in outdoor training, practice, or competition shall annually
11 complete a heat illness prevention course approved by the Tennessee Department of Health as well as
12 receive training on activity modifications based on environmental conditions.

13 **PROHIBITION AGAINST HAZING**

14 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone, or
15 tolerate hazing activities.⁹

16 **HOME SCHOOL STUDENT PARTICIPATION¹⁰**

17 Home school students shall be permitted to participate in accordance with TSSAA or TMSAA
18 guidelines. If a school is not a member with these organizations, home school students that are zoned
19 for the school shall be permitted to participate in interscholastic athletics to the same extent as other
20 students.

21 **VIRTUAL SCHOOL STUDENT PARTICIPATION¹¹**

22 Virtual school students shall be permitted to participate in accordance with TSSAA or TMSAA
23 guidelines. If a school is not a member with these organizations, virtual school students that are zoned
24 for the school shall be permitted to participate in interscholastic athletics to the same extent as other
25 students.

Legal References

1. [34 CFR § 106.41](#); [20 USCA § 1681 et seq.](#)
2. [TCA 49-6-310\(a\)](#)
3. [TRR/MS 0520-01-02-.08\(1\)](#)
4. [TCA 49-6-3601](#)
5. [TCA 29-20-403](#)
6. [20 USCA § 1232h\(c\)](#); [TRR/MS 0520-01-13-.01\(1\)\(a\)](#)
7. [TCA 49-6-1002\(a\)](#)
8. [TCA 49-6-1002\(c\)](#)
9. [TCA 49-2-120](#)
10. [TCA 49-6-3050\(e\)\(1\)\(B\)](#)
11. [Public Acts of 2025, Chapter No. 173](#)

Cross References

Special Use of School Vehicles 3.402
Student Insurance Program 3.601
Extracurricular Activities 4.300
Attendance 6.200

Elizabethton City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Library Materials PROPOSED	Descriptor Code: 4.403	Issued Date: 07/16/24
		Rescinds: 4.403	Issued: 07/21/23

1 *General*

2 The school librarian shall be responsible for library collection development. He/she shall post the list of
3 library materials online. Library materials shall be reviewed to ensure the content aligns with state law.
4 Prior to the purchase of new materials, librarians shall review the age and maturity level along with the
5 reading level of the selected items for suitability. ¹ A list of new materials shall be reviewed by principal.

6 The Assistant Director for Academics shall be responsible for periodically reviewing the district's library
7 collection in line with the standards established below. Any materials found to be out of alignment with
8 the standards shall be removed, and this action shall be documented in writing and presented to the
9 Director of Schools and the Board.

10 **STANDARDS²**

11 The library collection shall adhere to the following criteria:

- 12 1. Materials shall be suitable for and consistent with the educational mission of the school;
13
14 2. Materials shall be appropriate for the age and maturity levels of the students who may access
15 them. The determining factor will be based on an assessment of any mature themes or content
16 (i.e., violence, sexual content, vulgar language, substance abuse);
17
18 3. Materials shall contain literary, historical, scientific, and/or artistic value and merit;
19
20 4. The collection as a whole shall offer a variety of viewpoints; and
21
22 5. Materials shall not be removed on the sole grounds that the item is religious.

23 Any materials that meet the following criteria shall be removed and excluded from the district's library
24 collection:

- 25 1. Contains nudity, descriptions or depictions of sexual excitement, sexual conduct, excess
26 violence, or sadomasochistic abuse as defined in state law³;
27
28 2. Are patently offensive as defined in state law; or
29
30 3. Appeal to the prurient interest as defined in state law.

1 The Board shall be notified when any library materials are challenged or removed pursuant to this policy.

2 **COMPLAINTS⁴**

3 If a complaint is made by an employee, student, or parent/guardian, the person receiving the complaint
4 shall:

- 5 1. Inform the complainant of the selection procedures and make no commitments.
- 6
- 7 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
- 8
- 9 3. Inform the principal (and other appropriate personnel).
- 10
- 11 4. Keep challenged materials available for use during the reconsideration process.

12 Upon receipt of the completed form, the principal may notify the Director of Schools. The principal
13 may request review of the challenged materials by an ad hoc materials review committee within thirty
14 (30) days. If the principal appoints a review committee, it should include certified library media
15 personnel, representatives from classroom teachers, and one or more parents.

16 After receiving the challenged materials, the following steps should occur:

- 17 1. Read, view, or listen to the contested material in its entirety;
- 18
- 19 2. Check general acceptance of the material by reading recognized and evaluative reviews;
- 20
- 21 3. Determine the extent to which the material is appropriate for the age and maturity levels of the
22 students who have access to the materials and whether the material is suitable for, and
23 consistent with, the educational mission of the school; and
- 24
- 25 4. Complete the appropriate Checklist for Reconsideration of Library Materials, judging the
26 material for its strength and value.

27 The principal shall present a recommendation to the Director of Schools. The Director of Schools shall
28 assess the findings along with the recommendation of the principal and present a recommendation to
29 the Board.

30 The Board shall evaluate the recommendations of the principal and the Director of Schools along with
31 the material to determine whether it is appropriate for the age and maturity levels of the students who
32 have access to the materials and whether the material is suitable for, and consistent with, the
33 educational mission of the school. The Board shall review the findings and affirm, overturn, or modify
34 the decision within sixty (60) days from which the feedback was received.

35 **REMOVAL OF LIBRARY MATERIALS**

- 1 If it is determined that the material is not appropriate for the age and maturity levels of the students
- 2 who have access to them or is not suitable for, and consistent with, the educational mission of the
- 3 school, the material shall be removed from the library collection.

Legal References

1. [*Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 \(1982\); TCA 49-6-3803](#)
2. [TCA 49-6-3803\(a\),\(b\); Public Acts of 2025, Chapter No. 270](#)
3. [TCA 39-17-901](#)
4. [TCA 49-6-3803\(e\), \(f\)](#)

Cross References

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

Elizabethton City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Use of the Internet PROPOSED	Descriptor Code: 4.406	Issued Date: 08/18/22
		Rescinds: 4.406	Issued: 11/14/17

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

4 **EMPLOYEES**

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

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

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

31 **STUDENTS**

1 The Director of Schools shall develop and implement procedures for appropriate internet use by students.
2 Procedures shall address the following:

- 3 1. General rules and ethics of internet use; and
4
5 2. Prohibited or illegal activities including, but not limited to:¹
6 • Sending or displaying offensive messages or pictures;
7 • Using obscene language;
8 • Harassing, insulting, defaming, or attacking others;
9 • Damaging computers, computer systems, or computer networks;
10 • Hacking or attempting unauthorized access;
11 • Violation of copyright laws;
12 • Trespassing in another's folders, work, or files;
13 • Intentional misuse of resources;
14 • Using another's password or other identifier (impersonation);
15 • Using the network for commercial purposes; and
16 • Buying or selling on the internet.

17 **INTERNET SAFETY MEASURES²**

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

- 19 1. Limiting the content accessible by students using the internet access provided by the district to
20 content that is age-appropriate;
21
22 2. Protecting the safety and security of students when they are using electronic mail, chat rooms,
23 and other forms of direct electronic communications using internet access provided by the
24 district;
25
26 3. Preventing unauthorized access, including "hacking" and other unlawful activities by students
27 online;
28
29 4. Restricting students' access to materials harmful to them; and
30
31 5. Preventing students from using internet access provided by the district to access websites, web
32 applications, or software that does not protect students against the disclosure, use, or
33 dissemination of their personal information.

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

- 37 1. Utilizing technology that filters, blocks, or otherwise prevents internet access (for both students
38 and adults) to material that is obscene or pornographic;³
39

- 1 2. Prohibiting and preventing a user from sending, receiving, viewing, or downloading materials
2 that are deemed to be harmful to minors;⁴
- 3
- 4 3. Maintaining and securing a usage log; and
- 5
- 6 4. Monitoring online activities of students.²

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

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

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

19 **EMAIL**

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

25 **INTERNET SAFETY INSTRUCTION⁶**

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

30 **SOCIAL NETWORKING**

31 **1. Students are prohibited from accessing social media platforms using district internet except when**
32 **expressly authorized by a teacher for educational purposes.⁷**

33 2. District staff who have a presence on social networking websites are prohibited from posting
34 data, documents, photographs, or inappropriate information that is likely to create a material and
35 substantial disruption of classroom activity.

36 3. District staff are prohibited from accessing personal social networking sites on school computers
37 or during school hours except for legitimate instructional purposes.

- 1 4. The Board discourages district staff from socializing with students on social networking
2 websites. The same relationship, exchange, interaction, information, or behavior that would be
3 unacceptable in a non-technological medium is unacceptable when done through the use of
4 technology.

5 VIOLATIONS

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

8 VENDOR CONTRACTS⁸

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

Legal References

1. [TCA 39-14-602](#)
2. [47 USCA § 254 \(h\)\(5\)\(A\) – \(C\), 254\(l\); 47 CFR § 54.520\(c\)\(1\)\(i\); 20 USCA § 7131; Public Acts of 2025, Chapter No. 195](#)
3. [TCA 49-1-221\(a\)\(1\)\(C\)\(i\)](#)
4. [TCA 39-17-901; TCA 49-1-221\(a\)\(1\)\(C\)\(ii\)](#)
5. [TCA 10-7-512](#)
6. [TCA 49-1-221\(a\)\(1\)\(E\)](#)
7. [Public Acts of 2025, Chapter No. 195](#)
8. [TCA 49-1-221\(c\)](#)

Cross References

- Use of Email 1.805
- Use of Artificial Intelligence Programs 4.214
- School and System Websites 4.407
- Controversial Materials 4.801
- Student Publications 6.704

Elizabethton City Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Reporting Student Progress New Policy	Descriptor Code: 4.601	Issued Date: 06/19/18
		Rescinds: 4.601	Issued: 05/15/18

1 REPORT CARDS

2 Student progress reports shall be provided at least once every nine (9) weeks during the school year.
3 Each report shall be signed by the parent(s)/guardian(s) and returned promptly to the school. The
4 Director of Schools shall develop a reporting procedure that includes how parents can access this
5 information online.¹

6 Student progress reports shall indicate the students' conduct and include information on attendance,
7 academic progress, and other information necessary to communicate effectively with the
8 parent(s)/guardian(s). **For students in grades kindergarten through eight (K-8), the student's score on the
9 most recently administered universal reading screener shall also be included along with the results of a
10 dyslexia screener, if applicable.**²

11 In addition to the regular progress reports, principals and teachers are encouraged to confer with
12 parent(s)/guardian(s) on the educational progress of their children. Teachers shall consult with
13 parent(s)/guardian(s) of students who are working at an unsatisfactory level or whose performance shows
14 a sudden deterioration. Parent(s)/guardian(s) shall be notified by the teacher as early in the school year
15 as possible if the retention of a student is being considered.

16 PARENT CONFERENCES

17 At least one (1) time during the school year, conferences shall be scheduled in which
18 parent(s)/guardian(s) and teachers may discuss any pertinent problems or other matters of concern
19 regarding the development and education of each student. These scheduled conferences shall not use any
20 portion of the one hundred eighty (180) days of classroom instruction.³ The Director of Schools shall be
21 responsible for scheduling and coordinating system wide conferences.

22 Conferences shall be physically accessible to all students and parent(s)/guardian(s).⁴

Legal References

1. [TRR/MS 0520-01-03-.03\(5\); TCA 49-6-901](#)
2. [Public Acts of 2025, Chapter No. 330](#)
3. [TCA 49-6-7002](#)
4. [28 CFR § 36.201](#)

Cross References

School Calendar 1.800
Section 504 & ADA Grievance Procedures 1.802
Grading System 4.600
Promotion and Retention 4.603
In-Service and Professional Learning Opportunities 5.113
Staff Time Schedules 5.602
Attendance 6.200
Withdrawals 6.207

Elizabethton City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Compensation Guides & Contracts PROPOSED	Descriptor Code: 5.110	Issued Date: 05/20/04
		Rescinds: 5.110	Issued: 08/24/90

1 *General*

2 Certified personnel shall make a written contract at a fixed salary per month before entering upon their
3 duties.¹

4 The Director of Schools shall establish the salary rating of all personnel and shall recommend the salary
5 schedule to the Board for its approval.²

6 Contracts for certified personnel shall provide the following:³

7 1. A minimum of one hundred and eighty (180) working days;

8

9 2. A minimum of five (5) days for in-service education;

10

11 3. Ten (10) vacation days; and

12

13 4. Five (5) days as designated by the Board (teachers shall use one (1) day for parent-teacher
14 conferences).

15 The school calendar adopted by the Board each year shall become part of all certified personnel contracts.

16 Salaries and supplements may be paid from revenue derived from sources other than taxes, provided
17 the revenue is deposited with and salaries paid through the Board. This includes donations or
18 contributions from individual, civic, or other non-school related sources of funds from individual
19 school activity funds, such as gate receipts and concessions.^{1,4}

20 **ACCRUED LEAVE & BENEFICIARIES⁵**

21 **A deceased teacher's estate or designated beneficiary shall be paid the value of any unused**
22 **accumulated leave. Unless a teacher designates differently, the beneficiary shall be the same as the**
23 **beneficiary designed for receipt of retirement benefits with the Tennessee Consolidated Retirement**
24 **System.**

1. [TCA 49-2-203\(a\)\(1\); TCA 49-5-408](#)
2. [TCA 49-5-402](#)
3. [TCA 49-6-3004](#)
4. [TCA 49-6-2006\(a\)](#)
5. [Public Acts of 2025, Chapter No. 433](#)

School Calendar 1.800
Revenues 2.400
Payroll 2.802
Application and Employment 5.106

Elizabethton City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Employment of Retirees PROPOSED	Descriptor Code: 5.119	Issued Date: 07/21/23
		Rescinds: 5.119	Issued: 07/21/22

1 *General*¹

2 The Director of Schools may hire a retired individual if certain conditions are met as provided for in
3 state law. Prior to commencement of reemployment, the Director of Schools shall provide the required
4 employment information to the Tennessee Consolidated Retirement System (TCRS). In order to be
5 eligible for employment after retirement, a TCRS member must comply with the following:

- 6 1. **The retired member must have a bona fide separation of service which includes a separation of**
7 **at least sixty (60) calendar days and no previous agreement to return to work after retirement;**
8 and
9
- 10 2. The retired member may not accrue additional retirement benefits as a result of the member's
11 reemployment and may not draw disability retirement benefits.

12 **EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS**²

13 Retired members under TCRS may be employed for up to one hundred twenty (120) days per year
14 without loss of retirement benefits. Retired members may substitute teach for additional days.

15 To continue receiving TCRS benefits, the following conditions must be met in addition to the general
16 standards above:
17

- 18 1. During a twelve-month period, the retiree must not work more than one hundred twenty (120)
19 days; and
20
- 21 2. The retired member's compensation must not exceed 60% of the annual full-time salary
22 received in the year immediately prior to the member's last paid day of covered employment.
23 This amount shall be adjusted by five percent (5%) for each year after that date.

24 The retired member may work beyond one hundred twenty (120) days as a substitute teacher if the
25 payment does not exceed the rate of compensation for substitute teachers filling similar vacant
26 positions.

27

28

29 **HARD TO FILL POSITIONS**³

1 The Director of Schools may contract with retired members for hard to fill positions if the following
2 conditions are met in addition to the general standards above:
3

- 4 1. During the reemployment, the retirement benefit payable to the retiree must be reduced to
5 seventy percent (70%) of the retirement allowance the member would have otherwise been
6 entitled to receive; and
7
- 8 2. The retired member's reemployment must not exceed one (1) year, but the retired member may
9 be reemployed for additional one-year periods per state law.

10 The Director of Schools shall certify to TCRS that the employee is being rehired in a hard-to-fill
11 position. In order to qualify, one or more of the following conditions must be established:

- 12 1. It is difficult to recruit and retain qualified employees for the position;
13
- 14 2. The position requires specialized certification, credentials, or education;
15
- 16 3. The demand for the position exceeds the supply;
17
- 18 4. The position is in high demand in the marketplace;
19
- 20 5. The position is filled by key personnel;
21
- 22 6. The position requires specific skills and experience; or
23
- 24 7. The position has other unique recruitment or retention issues identified and documented by the
25 Director of Schools.

26 Once the retired member is hired, the district shall pay TCRS the greater of: (1) a payment equal to the
27 amount the employer would have contributed to the retirement system during the period of
28 reemployment; or (2) an amount equal to five percent (5%) of the retired member's earnable
29 compensation.

Legal References

1. [TCA 8-36-805](#); [TCA 8-36-809](#); [Public Acts of 2025, Chapter No. 159](#)
2. [TCA 8-36-805](#); [Public Acts of 2025, Chapter No. 159](#)
3. [TCA 8-36-809](#); [Public Acts of 2025, Chapter No. 159](#)

Cross References

Application and Employment 5.106
Substitute Teachers 5.701

Elizabethton City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Family and Medical Leave PROPOSED	Descriptor Code: 5.305	Issued Date: 07/21/23
		Rescinds: 5.305	Issued: 08/20/19

1 ELIGIBILITY

2 Anyone who has been employed for at least twelve (12) months by the school district and anyone who
3 has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for
4 service for purposes of FMLA eligibility¹) during the previous twelve (12) month period shall be
5 eligible to use FMLA leave.²

6 GENERAL PRINCIPLES

7 An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a
8 fixed calendar year for the following reasons:

- 9 1. The birth of a child;
- 10 11 2. The placement of a child with the employee for adoption or foster care;
- 12 13 3. A serious health condition of the employee that makes the employee unable to perform the
14 essential functions of his/her job position;
- 15 16 4. The care of a spouse, child, or parent of the employee who has a serious health condition; and
17
- 18 19 5. Any qualifying circumstances arising out of the fact that a spouse, child, or parent of the
20 employee is on covered active duty or has been notified of an impending call or order to
covered active duty in the Armed Forces.

21 An employee may substitute accrued paid leave for unpaid time. Use of accrued paid leave shall run
22 concurrently with and be counted toward the employee's total period of FMLA leave.

23 MATERNITY/PATERNITY LEAVE

- 24 1. *Relationship between FMLA leave and Tennessee Maternity Leave Act* – FMLA leave shall run
25 concurrently with leave provided under the Tennessee Maternity Act, which affords eligible
26 employees leave for a period not to exceed four (4) months for the adoption, pregnancy,
27 childbirth, and nursing of a newborn child.³
28
- 29 2. *Teachers' Leave* – In accordance with state law, any teacher who goes on maternity or paternity
30 leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave
31 for maternity leave purposes. In order to be eligible to use sick leave, written request of the
32 teacher accompanied by a statement from the teacher's physician verifying pregnancy shall be

1 submitted. Upon verification by a written statement from an adoption agency or other entity
2 handling an adoption, a teacher may also be allowed to use accumulated leave for adoption of a
3 child. If both adoptive parents are teachers employed by the district, however, only one (1)
4 parent is entitled to use such leave.⁴

- 5
6 3. Spouses who are both eligible employees of the school district are limited to a combined total
7 of twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is
8 taken for the birth and care of a newborn child, for the placement of a child for adoption or
9 foster care, or to care for a parent who has a serious health condition. Under certain
10 circumstances, spouses who share leave for the birth or adoption of a child may be eligible for
11 limited amounts of additional leave for other qualifying FMLA reasons.⁵

- 12
13 4. *Paid Parental Leave* – Under state law, an additional six (6) work weeks of paid leave is
14 available to eligible employees after a birth, stillbirth, or adoption of a newly placed minor
15 child.⁶ An eligible employee taking leave under this provision shall not be required to utilize
16 any other type of accrued leave during this period. Eligible employees include teachers,
17 principals, supervisors, or other individuals required by law to hold a valid license of
18 qualification for employment and who meet the following requirements:

- 19
20 a. Possess a valid license or an emergency credential issued by the Department of
21 Education per TCA 49-5-106, required for the position the employee holds;
- 22
23 b. Have been employed with the district full time for at least twelve (12) consecutive
24 months in a position for which the employee is required by law to hold the license or an
25 emergency credential referenced above at the time of the qualifying event; and
- 26
27 c. Have held a valid license or an emergency credential issued by the Department of
28 Education per TCA 49-5-106 for the entire twelve consecutive months of fulltime
29 employment.

30
31 Employees shall provide notice to the school district thirty (30) days prior to the intended use
32 of the leave. If the employee learns about the need for leave less than thirty (30) days in
33 advance, the employee shall give notice as soon as reasonably possible in order to be eligible
34 for the paid leave. This paid leave shall be either: (1) taken consecutively, except in extenuating
35 circumstances, as determined by the Director of Schools; or (2) taken nonconsecutively, but in
36 increments of no less than one (1) week. The paid leave shall be used within twelve (12)
37 months of the qualifying event and shall run concurrently with FMLA leave.⁷

38 LEAVE FOR A SERIOUS HEALTH CONDITION⁸

39 Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when
40 he/she is unable to work because of a serious health condition or to care for an immediate family
41 member with a serious health condition. Employees shall contact Human Resources to determine if the
42 reason for leave qualifies as FMLA leave. If the leave is foreseeable, the employee shall give thirty
43 (30) days' notice. If the leave is not foreseeable, the employee shall notify Human Resources as soon
44 as practicable, generally, either the same or next business day.

1 LEAVE FOR MILITARY FAMILY MEMBERS

2 1. *Qualifying Exigency Leave*⁹ - Eligible employees are entitled to up to twelve (12) workweeks
3 of leave because of any qualifying exigency arising out of the fact that the spouse, son,
4 daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has been
5 notified of an impending call to active duty, or has been notified of an impending call to active
6 duty status in the Armed Forces. Qualifying exigencies may include:

- 7
- 8 a. Issues arising from the service member's short notice deployment;
- 9 b. Military events and related activities (e.g., official ceremonies, support programs);
- 10 c. Making or updating financial and legal arrangements;
- 11 d. Attending counseling;
- 12 e. Taking up to fifteen (15) days leave to spend time with a covered service member who
13 is on short-term rest and recuperation leave during deployment; or
- 14 f. Attending post-deployment activities.
- 15

16 2. *Military Caregiver Leave*¹⁰ - An eligible employee who is the spouse, son, daughter, parent, or
17 next of kin of a covered service member or covered veteran with a serious injury or illness is
18 entitled to up to twenty-six (26) workweeks of leave in a single twelve (12) month period. A
19 covered service member is a current member of the Armed Forces, including a member of the
20 National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is
21 otherwise in out-patient status, or is otherwise on the temporary disability retired list for a
22 serious injury or illness.

23
24 A covered veteran is an individual who was a member of the Armed Forces at any time during
25 the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy
26 that has a serious injury or illness who is currently receiving medical treatment, recuperation, or
27 therapy.

28
29 The single twelve (12) month period for military caregiver leave begins on the first day the
30 employee takes leave for this reason and ends twelve (12) months later. An eligible employee is
31 limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered
32 service member. The maximum of twenty-six (26) workweeks may include no more than
33 twelve (12) workweeks of leave that is taken for the birth and care of a newborn child, for the
34 placement of a child for adoption or foster care, for care of a parent who has a serious health
35 condition, or for the employee's own serious health condition.

36 INTERMITTENT LEAVE¹¹

37 Eligible employees may take FMLA leave intermittently when medically necessary to care for a
38 seriously ill family member, because of the employee's own serious health condition, or for the care for
39 a newborn, a newly adopted child, or a newly placed foster care child. When an employee requests
40 foreseeable leave for planned medical treatment and the employee would be on leave for greater than
41 twenty percent (20%) of the total number of working days in the period during which the leave would
42 extend, the school district may require that such employee elect either to take the leave for periods of a
43 particular duration, not to exceed the duration of the planned medical treatment, or to transfer

1 temporarily to an available alternative position offered by the school district for which the employee is
2 qualified and that has equivalent pay and benefits and better accommodates recurring periods of leave.

3 **RESTRICTIONS**

4 1. Notice Requirements

5

6 a. *Employee Notice*¹²- For foreseeable leave, the employee shall provide the Director of
7 Schools with at least thirty (30) days written notice before the beginning of the
8 anticipated leave.

9

10 b. *District Notice* - Once it has been established that the leave requested qualifies for
11 FMLA, the Director of Schools/designee shall notify the employee within three (3)
12 business days (absent extenuating circumstances) that any leave taken pursuant to state
13 leave statutes (paid vacation leave, personal leave, sick leave, or workers'
14 compensation) shall run concurrently with FMLA leave.¹³ The notice may be given
15 orally or in writing. If the notice is oral, it shall be confirmed in writing, no later than
16 the following pay day.¹⁴

17

18 2. Certification Requirement¹⁵

19

20 a. The Director of Schools may require that a request for leave be supported by
21 certification issued by a health care provider with the following information:

22

23 i. The date on which the serious health condition commenced;

24 ii. The probable duration of the condition;

25 iii. The appropriate medical facts within the knowledge of the health care provider
26 regarding the condition; and

27 iv. A statement that the eligible employee is needed to care for the son, daughter,
28 spouse, or parent and an estimate of the amount of time that such employee is
29 needed.

30

31 b. If there is any reason to doubt the validity of the certification provided, the Director of
32 Schools may require, at the expense of the school district, an opinion of a second health
33 care provider.

34

35 3. Period Near the End of an Academic Term (Professional Employees)¹⁶

36

37 a. If leave is taken more than five (5) weeks prior to the end of the term, the Director of
38 Schools may require the employee to continue taking leave until the end of the term if
39 the leave is at least three (3) weeks of duration and the return of employment would
40 occur during the three (3) week period before the end of the term.

41

42 b. If the leave is taken five (5) weeks prior to the end of the term, the Director of Schools
43 may require the employee to continue taking leave until the end of the term if the leave
44 is greater than two (2) weeks duration and the return to employment would occur during
45 the two (2) week period before the end of the term.

1 **REQUIREMENTS OF THE BOARD**¹⁷

- 2 1. The employee shall be restored to the same position of employment or an equivalent position
3 with no loss of benefits, pay, or other terms of employment.
- 4 2. The employee shall be kept under any group health plan for the duration of the leave.
- 5 3. The Board may recover the premium paid under the following conditions:
6
7 a. The employee fails to return from leave after the period of leave has expired; and
8
9 b. The employee fails to return to work for a reason other than the continuation,
10 recurrence, or onset of a serious health condition or other circumstances beyond the
11 control of the employee.

Legal References

1. [Hinson v. Tecumseh Products Co., 2000 U.S. App. LEXIS 26778, at *1—10 \(6th Cir. Oct. 17, 2000\)](#)
2. [29 USCA § 2601, 2611—2619](#)
3. [TCA 49-5-702; TCA 4-21-408](#)
4. [TCA 49-5-710\(a\)\(2\); TCA 8-50-802\(a\)\(4\)](#)
5. [29 CFR § 825.120\(a\)\(3\)](#)
6. [Public Acts of 2025, Chapter No. 163](#)
7. [TCA 8-50-814; Public Acts of 2025, Chapter No. 235](#)
8. [29 CFR § 825.113](#)
9. [29 CFR § 825.126](#)
10. [29 CFR § 825.124; 29 CFR § 825.127](#)
11. [29 CFR § 825.202](#)
12. [29 CFR § 825.302-825.304](#)
13. [29 CFR § 825.207](#)
14. [OP Tenn. Atty Gen 94-006 \(Jan 13, 1994\); Plant v. Morton International, Inc., 212 F. 3d 929, 932 \(6th Cir. 2000\)](#)
15. [29 CFR § 825.305-825.313](#)
16. [29 CFR § 825.602](#)
17. [29 USCA § 2614](#)

Cross References

- Sick Leave 5.302
Long-Term Leaves of Absence 5.304

Elizabethton City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Substitute Teachers PROPOSED	Descriptor Code: 5.701	Issued Date: 07/16/24
		Rescinds: 5.701	Issued: 07/21/22

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies
2 until a licensed teacher is available.^{1,2} Substitute teachers may be employed and paid directly by the
3 Board or by a third-party employer through an agreement between such third-party employer and the
4 Board.

5 Substitute teachers employed by third party entities shall be subject to the same unemployment benefit
6 eligibility conditions as substitute teachers employed directly by the Board.²

7 APPLICATION/QUALIFICATIONS

8 Criminal history record checks and fingerprinting of applicants for substitute teaching are required.³

9 Applicants with revoked or suspended licenses or certificates according to the State Board of Education
10 shall not be hired.⁴

11 Qualifications for substitute teachers shall be determined by the Director of Schools in compliance with
12 board policy, state laws, and State Board of Education rules and regulations.

13 A list of substitute teacher(s) will be prepared by the **Human Resources Director** who will maintain
14 file(s) which may include transcripts, credentials, recommendations, and other pertinent information.

15 COMPENSATION

16 If employed directly by the district, the compensation of substitute teachers shall be determined annually
17 by the Board.

18 Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same
19 as a retired substitute teacher with an active teaching license. This only applies to teachers who retired
20 after July 1, 2011 through July 1, 2016.⁵

21 CERTIFICATION

22 When substituting for a regular teacher who has been absent for **thirty (30) consecutive days**, a substitute
23 teacher shall possess a teaching certificate with endorsement in the discipline(s) to be taught or shall be
24 a retired teacher that held the appropriate endorsement.⁶ When substituting for a teacher without sick
25 leave, the substitute shall be certified and paid according to the state salary schedule.¹

26 EMERGENCY NEEDS

1 All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency situations.
 2 Emergency use shall be defined as less than a full day due to the regular or substitute teacher being
 3 unable to arrive on time or remain for the full day.

4 Said substitutes shall receive the proportionate equivalent salary regular substitute teachers would
 5 receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay
 6 for both positions at the same time.

7 **TRAINING AND ORIENTATION**

8 The Director of Schools shall be responsible for ensuring that there are appropriate training and
 9 development programs for substitute teachers that includes the annual school safety training required by
 10 state law.⁷

11 **RESPONSIBILITIES**

12 Substitute teachers shall assume the same responsibilities as the regular teacher, including but not limited
 13 to, bus duty and playground supervision.

14 **RE-EMPLOYMENT/TERMINATION**

15 On an annual basis, the Director of Schools, with input from the principals, shall determine which
 16 substitute teachers performed at an acceptable level. Substitute teachers who performed below an
 17 acceptable level shall not be re-employed.

18 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying
 19 the principal and/or third-party employer if they wish to terminate their service as substitutes.

Legal References

1. [TRR/MS 0520-01-02-.04\(5\)](#)
2. [TCA 49-5-709](#)
3. [TCA 49-5-413\(a\)\(2\)](#)
4. [TCA 49-2-203\(a\)\(14\)\(C\)](#)
5. [TCA 49-3-312\(b\)](#)
6. [TCA 49-3-312\(a\)](#); [TRR/MS 0520-01-02-.04\(5\)\(b\)](#);
[Public Acts of 2025, Chapter No. 235](#)
7. [TCA 49-2-203\(a\)\(14\)\(A\)](#); [TCA 49-6-805\(7\)](#)

Cross References

- Background Investigations 5.118
 Employment of Retirees 5.119

Elizabethton City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Attendance PROPOSED	Descriptor Code: 6.200	Issued Date: 07/21/23
		Rescinds: 6.200	Issued: 03/16/23

1 Attendance is a key factor in student achievement and therefore, students are expected to be present each
2 day school is in session.

3 The Director of Schools/designee shall ensure that this policy is posted in each school building and
4 disseminated to all students, parents(s)/guardian(s), teachers, and administrative staff.

5 The Attendance Supervisor shall oversee the entire attendance program which shall include:¹

- 6 1. All accounting and reporting procedures and their dissemination;
7
- 8 2. Alternative program options for students who severely fail to meet minimum attendance
9 requirements;
10
- 11 3. Ensuring that all school-age children attend school;
12
- 13 4. Providing documentation of enrollment status upon request for students applying for new or
14 reinstatement of driver's permit or license; and
15
- 16 5. Notifying the Department of Safety whenever a student with a driver's permit or license
17 withdraws. ²

18 Student attendance records shall be given the same level of confidentiality as other student records. Only
19 authorized school officials with legitimate educational purposes may have access to student information
20 without the consent of the student or parent(s)/guardian(s).³

21 Absences shall be classified as either excused or unexcused as determined by the principal/designee.
22 Excused absences shall include:⁴

- 23 1. Personal illness/injury;
24
- 25 2. Illness of immediate family member;
26
- 27 3. Death in the family;
28
- 29 4. Extreme weather conditions;
30

- 1 5. Religious observances;⁵
- 2
- 3 6. Pregnancy;
- 4
- 5 7. School-endorsed activities;
- 6
- 7 8. Summons, subpoena, or court order; or
- 8
- 9 9. Circumstances which in the judgment of the principal create emergencies over which the
- 10 student has no control.

11 The principal shall be responsible for ensuring that:⁶

- 12 1. Attendance is checked and reported daily for each class;
- 13
- 14 2. Daily absentee sheets contain sign-in/sign-out sheets and indicate students present or absent
- 15 for the majority of the day;
- 16
- 17 3. All student absences are verified;
- 18
- 19 4. Written excuses are submitted for absences and tardiness within three (3) days of returning to
- 20 school;
- 21 5. System-wide procedures for accounting and reporting are followed.

22 TRUANCY

23 Annually, the Director of Schools/designee will provide written notice to parent(s)/guardian(s) that
 24 attendance at school is required. Students shall be present at least fifty percent (50%) of the scheduled
 25 school day in order to be counted present. Students may attend part-time days, alternating days, or for a
 26 specific amount of time as indicated in their Individualized Education Plan or 504 Plan and shall be
 27 considered present for school attendance purposes. If a student is required to participate in a remedial
 28 instruction program outside of the regular school day where there is no cost to the parent(s)/guardian(s)
 29 and the school district provides transportation, unexcused absences from these programs shall be
 30 reported in the same manner.⁷

31 A student who is absent five (5) days without adequate excuse shall be reported to the Director of
 32 Schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's
 33 absence. If a parent/guardian does not provide documentation within three (3) days of returning to school
 34 excusing those absences, or request an attendance hearing, then the Director of Schools shall implement
 35 the progressive truancy intervention plan described below prior to referral to juvenile court.

36 *Progressive Truancy Intervention Plan*⁸

37 Tier I of the progressive truancy plan shall apply to all students within the district and include schoolwide
 38 prevention-oriented supports to assist with satisfactory attendance. These supports shall include, but are
 39 not limited to, RTI²-B supports.

1 Tier II of the progressive truancy plan shall be implemented after the student accumulates five (5)
2 unexcused absences, but before referral to juvenile court, and includes the following:

- 3 1. A conference with the student and the student's parent(s)/guardian(s);
- 4
- 5 2. An attendance contract, based on the conference, signed by the student, the parent(s)/guardian(s),
6 and the Attendance Supervisor/designee. The contract shall include:
 - 7
 - 8 a. A specific description of the school's attendance expectations for the student;
 - 9 b. The period for which the contract is effective; and
 - 10 c. Penalties for additional absences and alleged school offenses, including additional
11 disciplinary action and potential referral to juvenile court.
 - 12
- 13 3. Regularly scheduled follow-up meetings to discuss the student's progress; and
- 14
- 15 4. A school employee shall conduct an individualized assessment detailing the reasons a student
16 has been absent from school. The employee may refer the student to counseling, community-
17 based services, or other services to address the student's attendance problems.

18 Tier III shall be implemented if the truancy interventions under Tier II are unsuccessful. Tier III shall
19 consist of the following interventions: Scheduled to report back in front of Elizabethton City Schools
20 Truancy Board, At Risk Cohort Meeting with school counselor or school administrator, Individual
21 Assessment by school counselor or school administrator and/or possible Department of Children
22 Services referral. The interventions shall address students' needs in an age-appropriate manner.
23 Finalized plans shall be approved by the Director of Schools/designee.

24 **NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY⁹**

25 A principal/designee may excuse a student to participate in non-school sponsored extracurricular
26 activities. The principal shall document the approval in writing and shall excuse no more than ten (10)
27 absences each school year. No later than seven (7) business days prior to the student's absence, the
28 student shall provide documentation to the school as proof of the student's participation along with a
29 written request for the excused absence from the student's parent/guardian. The request shall include
30 the following:

- 31 1. Student's name and personal identification number;
- 32
- 33 2. Student's grade;
- 34
- 35 3. The dates of the student's absence;
- 36
- 37 4. The reason for the student's absence; and
- 38
- 39 5. The signatures of the student and parent/guardian.

1 RELEASED TIME COURSE¹⁰

2 A principal/designee may excuse a student to attend a course in religious moral instruction for up to
3 one (1) class period per school day. Students shall not be excused during any class which requires an
4 examination for state or federal accountability purposes.

5 Students shall only be permitted to attend courses provided by entities that certify in writing that they
6 have complied with the background check requirements outlined in state law.¹¹ The student shall
7 submit a written consent form signed by the student's parent/guardian prior to participation in the
8 released time course. The principal/designee shall document the approval in writing. The student shall
9 provide documentation to the principal/designee as proof of the student's participation in the released
10 time course.

11 The district shall not be responsible for transporting students to and from the place of instruction.

12 MAKE-UP WORK

13 Students shall be allowed to complete make-up work for excused absences. Parents and students
14 should refer to their child's school handbook for procedures on requesting and completing make-up
15 work.

16 STATE-MANDATED TESTS/END-OF-COURSE EXAMS

17 Students who are absent the day of the scheduled end-of-course (EOC) exams shall have the opportunity
18 to make-up exam within the testing window period.

19 EOC scores will be calculated into students' final grades based on the Testing Program Policy 4.700
20 requirements.

21 CREDIT/PROMOTION DENIAL

22 Credit/promotion denial determinations may include student attendance; however, student attendance
23 may not be the sole criterion.¹² If attendance is a factor prior to credit/promotion denial, the following
24 shall occur:

- 25
- 26 1. The student and the parent(s)/guardian(s) shall be advised if the student is in danger of
27 credit/promotion denial due to excessive absenteeism; and
 - 28 2. Procedures in due process are available to the student when credit or promotion is denied.

29 DRIVER'S LICENSE REVOCATION²

30 A student who has more than ten (10) consecutive or fifteen (15) unexcused absences during any
31 semester shall be ineligible to retain a driver's permit or license.

32 ATTENDANCE HEARING¹³

1 Students with excessive (more than five (5)) unexcused absences or those in danger of credit/promotion
 2 denial shall have the opportunity to appeal to an attendance hearing committee appointed by the
 3 principal. If the student chooses to appeal, the student or his/her parent(s)/guardian(s) shall be provided
 4 written or actual notice of the appeal hearing and shall be given the opportunity to address the committee.
 5 The committee will conduct a hearing to determine if any extenuating circumstances exist to excuse an
 6 absence(s) or to determine if the student has met attendance requirements that will allow him/her to pass
 7 the course or be promoted. Upon notification of the attendance committee decision, the principal shall
 8 send written notification to the Director of Schools/designee and the parent(s)/guardian(s) of the student
 9 of any action taken regarding the excessive unexcused absences. The notification shall advise
 10 parent(s)/guardian(s) of their right to appeal such action within two (2) school days to the Director of
 11 Schools/designee.

12 The appeal shall be heard no later than ten (10) school days after the request for appeal is received.

13 Within five (5) school days of the Director of Schools/designee rendering a decision, the student's
 14 parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.
 15 Following the review, the Board may affirm or overturn the decision of the Director of Schools/designee.
 16 The action of the Board shall be final.

 Legal References

1. [TCA 49-6-3006](#)
2. [TCA 49-6-3017\(c\)](#)
3. [20 USCA § 1232g](#)
4. [TRR/MS 0520-01-02-.17\(5\)](#); [State Board of Education Policy 4.100](#)
5. [TCA 49-6-2904\(b\)\(5\)](#)
6. [TCA 49-6-3007](#)
7. [TCA 49-6-3021](#)
8. [TCA 49-6-3007](#); [TCA 49-6-3009](#)
9. [TCA 49-6-3022](#)
10. [TCA 49-2-130](#)
11. [Public Acts of 2025, Chapter No. 401](#)
12. [TCA 49-2-203\(b\)\(7\)](#); [TCA 49-6-3002\(b\)](#)
13. [TRR/MS 0520-01-02-.17\(7\)](#)

Cross References

School Calendar 1.800
 Extracurricular Activities 4.300
 Interscholastic Athletics 4.301
 Field Trips/Excursions/Competitions 4.302
 Reporting Student Progress 4.601
 Promotion and Retention 4.603
 Recognition of Religious Beliefs, Customs, & Holidays 4.803
 Voluntary Pre-K Attendance 6.2011
 Homeless Students 6.503
 Students in Foster Care 6.505
 Students from Military Families 6.506
 Student Records 6.600

Elizabethton City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Questioning Students and Searches PROPOSED	Descriptor Code: 6.303	Issued Date: 01/21/21
		Rescinds: 6.303	Issued: 01/16/14

1 QUESTIONING BY SCHOOL PERSONNEL

2 Students may be questioned by teachers or principals about any matter pertaining to the operation of a
3 school and/or the enforcement of its rules. Questioning shall be conducted discreetly and under
4 circumstances which will avoid unnecessary embarrassment to the student. Any student answering
5 falsely or evasively or refusing to answer a question may be subject to disciplinary action, including
6 suspension.

7 If a student is suspected or accused of misconduct or infraction of the student code of conduct, the
8 principal may interrogate the student without the presence of parent(s)/guardian(s).

9 INTERROGATIONS BY POLICE AT PRINCIPAL'S REQUEST

10 If the principal has requested assistance by law enforcement to investigate a crime involving his/her
11 school, the police may interrogate a student suspect in school during school hours. The principal shall
12 first attempt to notify the parent(s)/guardian(s) of the student unless circumstances require otherwise.
13 However, the interrogation may proceed without attendance of the parent(s)/guardian(s), but the
14 principal/designee shall be present during the interrogation.¹

15 POLICE-INITIATED INTERROGATIONS

16 If the police deem circumstances of sufficient urgency to interrogate students at school for unrelated
17 crimes committed outside of school hours, the police department should first contact the principal
18 regarding the planned interrogation and inform him/her of the probable cause to investigate. The
19 principal shall make reasonable efforts to notify the parent(s)/guardian(s) of the interrogation unless
20 circumstances require otherwise. The interrogation may proceed without attendance of the
21 parent(s)/guardian(s), but the principal/designee shall be present during the interrogation.

22 SEARCHES BY SCHOOL PERSONNEL

23 The school principal shall authorize all searches at the outset per state law.² All principal initiated
24 searches shall be conducted by a school security officer or a school administrator who has completed the
25 state required training.³ The following conditions shall apply to principal-initiated searches:

26 1. All the following standards of reasonableness must be met:

27 a. A particular student has violated school policy;

28 b. The search will yield evidence of the violation of school policy or will lead to finding
29 dangerous weapons, drugs, or drug paraphernalia;

30 c. The search is in pursuit of legitimate interests of the school in maintaining order,
31 discipline, safety, supervision, and education;

- 1 d. The search is not conducted for the sole purpose of discovering evidence to be used in
2 criminal prosecution; and
3 e. The search shall be reasonably related to the objectives of the search and not
4 excessively intrusive considering the age and sex of the student as well as the nature of
5 the alleged infraction;⁴
6

7 2. A school administrator shall be on-site at any principal-initiated search;

8
9 3. A school administrator shall oversee the search and may end the search at any time; and

10
11 4. If a student is under the age of eighteen (18), the principal must notify the student's parent or
12 guardian within a reasonable time of the search³

13 If a school resource officer searches a student, based on having probable cause, the principal shall
14 notify the Director of Schools/designee.⁵

15 In order to ensure a safe and secure learning environment, the Director of Schools shall develop
16 procedures regarding the searching of students, lockers, vehicles, and containers which are consistent
17 with state law. The Director of Schools shall develop additional procedures to ensure compliance with
18 all of the provisions of the School Security Act of 1981.⁶

Legal References

1. [TCA 49-6-4203\(b\)](#)
2. [TCA 49-6-4204\(a\)](#); [TCA 49-6-4205\(a\)](#)
3. [Public Acts of 2025, Chapter No. 244](#)
4. [TCA 49-6-4205\(b\)](#)
5. [State v. R.D.S., No. M200801724COAR3JV, 2009 WL 2136324, at *1 \(Tenn. Ct. App. July 16, 2009\)](#)
6. [TCA 49-6-4201](#); [Tenn. Op. Att'y Gen. No. 14-21 \(February 24, 2014\)](#)

Cross References

Traffic and Parking Controls 3.403
Procedural Due Process 6.302
Reporting Child Abuse 6.409

Elizabethton City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Wellness	Descriptor Code: 6.411	Issued Date: 03/21/17
		Rescinds: 6.411	Issued: 09/20/12

1 The Board recognizes the value of proper nutrition, physical activity, and other health conscious
2 practices and the impact that such practices have on student academic achievement, health, and well-
3 being. In order to provide an environment conducive to overall student wellness, this policy shall be
4 followed by all schools in the district.¹

5 **COMMITMENT TO COORDINATED SCHOOL HEALTH**

6 All schools shall implement the **CDC's Centers of Disease Control and Prevention's (CDC)**
7 Coordinated School Health **(CSH)** approach to managing new and existing wellness related programs
8 and services in schools and the surrounding community based on state law and State Board of
9 Education CSH standards and guidelines. The **school** district's Coordinated School Health Coordinator
10 shall be responsible for overseeing compliance with State Board of Education CSH standards and
11 guidelines in the school district.

12 **SCHOOL HEALTH ADVISORY COUNCIL^{2,3}**

13 A school district school health advisory council shall be established to serve as a resource to school
14 **sites** for implementing policies and programs and develop an active working relationship with the
15 county health council. The council shall consist of individuals representing the school and community,
16 including parents, students, teachers, school administrators, health professionals, school food service
17 representatives, and members of the public. The primary responsibilities of the council include, but are
18 not limited to:

- 19 1. Developing, implementing, monitoring, reviewing, and as necessary, making recommendations
20 as to physical activity and nutrition policies;
- 21 2. Ensuring all schools within the district create and implement an action plan related to all
22 School Health Index modules;
- 23 3. Ensuring that the results of the action plan are annually reported to the council; and
- 24 4. Ensuring that school level results include measures of progress on each indicator of the School
25 Health Index.

26 The State Board of Education's Coordinated School Health and Physical Activity Policies shall be used
27 as guidance by the Council to make recommendations. The Board will consider recommendations of
28 the Council in making policy changes or revisions.

29 Additionally, each school will have a Healthy School Team consisting of teachers, students, parents,
30 **community members**, and administrators.² The Team will hold Healthy School Team meetings during
31 the school year to assess needs and oversee planning and implementation of school health efforts. The

1 Director of Schools/designee will ensure compliance with the school wellness policy, to include an
2 assessment of the implementation of the wellness policy and the progress made in attaining the policy
3 goals. The assessment will be made available to the public.

4 **COMMITMENT TO NUTRITION**

5 All schools within the District shall participate in the USDA child nutrition programs, which may
6 include but not be limited to, the National School Lunch Program, the School Breakfast Program, the
7 Summer Food Service Program, and the After School Snack Program.^{4,5,6}

8 Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given adequate
9 time to enjoy healthy meals and relax in a pleasant environment. Good nutritional habits shall be
10 encouraged. All foods **and beverages** including vending machines, fundraising items, and concessions
11 must meet guidelines set forth by the Healthy, Hunger-free Kids Act of 2010, Smart Snacks in
12 Schools.^{4,5,6} The school principal/designee shall be responsible for overseeing the school district's
13 compliance with the State Board of Education rules and regulations for sale of food items in the school
14 district.^{2,5,6}

15 **Fundraising**

16 **Food and beverages sold that can be consumed on campus during the school day must meet or exceed**
17 **the USDA Smart Snacks guidelines in school nutrition standards. Schools shall follow the limit on**
18 **days per semester in which non-healthy foods may be used for fundraisers.⁵**

19 **DISTRICT GOALS**

20 The district will promote healthy nutrition through various activities, including nutrition related
21 newsletters, informational links on the district website, healthy eating posters and bulletin boards in
22 dining areas, and informational booths at various community functions. Nutrition education will be
23 offered as part of a standards based program designed to provide students with the knowledge and
24 skills needed to promote and protect their health as outlined in the State Board of Education
25 Health Education and Lifetime Wellness Standards. Nutrition education will discourage teachers
26 from using high fat, sugar, and sodium foods as rewards and encourage students to start each day with
27 a healthy breakfast. **If a district engages in food or beverage marketing, all marketing shall comply**
28 **with the Smart Snacks in School nutrition standards.⁷**

29 **COMMITMENT TO PHYSICAL ACTIVITY AND PHYSICAL EDUCATION**

30 The Board recognizes that physical activity is extremely important to the overall health of a child.
31 Schools shall support and promote physical activity. Physical activity may be integrated into any areas
32 of the school program.

33 Physical Education classes shall be offered as part of a standards based program designed to provide
34 developmentally appropriate moderate to vigorous physical activity as an integral part of the class. All
35 physical education classes shall comply with the State Board of Education's Physical Education
36 Standards. ~~In addition to the district's physical education program, non-structured physical activity~~
37 ~~periods shall be offered as required by law.⁷~~

1 Unstructured physical activity periods shall be offered in addition to the school district's physical
2 education program. Elementary school students shall receive a minimum of forty (40) minutes of
3 physical activity each full school day. Middle and high school students shall receive a minimum of
4 ninety (90) minutes of physical activity each full school week.

5 Physical activity will be conducted outside if weather permits. The following activities shall not be
6 considered physical activity: walking to and from class, time spent on an electronic device, and time
7 spent in a physical education class.

8 Schools shall continue to offer after school sports and activities. Physical activity shall not be
9 employed as a form of discipline or punishment. Physical activity shall not be withheld from a student
10 as a form of punishment.

11 COMMITMENT TO CURRICULUM³

12 All applicable courses of study should be based on State-approved curriculum standards.

13 SCHOOL HEALTH INDEX³

14 All schools within the district shall annually administer a baseline assessment on each of the ~~three~~
15 recommended School Health Index modules. Results shall be submitted to the School Health Advisory
16 Council and reported to the State Department of Education.

17 RECORD KEEPING COMPLAINE

18 The school district's Coordinated School Health Coordinator shall ensure that records demonstrating
19 compliance with community involvement requirements are maintained. The Coordinated School
20 Health Coordinator shall additionally document that the school wellness policy and triennial
21 assessments are made available to the public.⁸

Legal References

1. TCA 49-1-1002
2. State Board of Education Policy 4.204
3. State Board of Education Policy 4.206
4. 42 U.S.C. 1758b (Section 204 of the Healthy,
Hunger-Free Kids Act of 2010 (Public Law 111-
296))
5. TRR/MS 0520-1-6, Child Nutrition Programs
6. 7 C.F.R. 210 and 220
7. Public Acts of 2016, Chapter No. 669
8. 7 C.F.R. § 210.31(f)

Cross-References

Legal References

9. [TCA 49-6-1022](#)
10. [State Board of Education Policy 4.204](#)
11. [State Board of Education Policy 4.206](#)
12. [42 USCA § 1758b; TRR/MS 0520-01-06-.04](#)
13. [TRR/MS 0520-01-06](#)
14. [7 CFR § 210; 7 CFR § 220](#)
15. [7 CFR 210.31\(c\)\(3\)\(iii\)](#)
16. [TCA 49-6-1021; Public Acts of 2025, Chapter No. 306](#)
17. [7 CFR § 210.31\(f\)](#)

Cross References

[Student Suicide Prevention 6.415](#)

Elizabethton City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Use of Wireless Communication Devices PROPOSED	Descriptor Code: 6.312	Issued Date: 09/18/14
		Rescinds: 6.312	Issued: 11/19/07

1 *General*¹

2 Students are permitted to use wireless communication devices in certain limited situations. Wireless
3 communication devices include any portable wireless device that has the capability to provide voice,
4 messaging, **recording**, or other data communication between two (2) or more parties, such as wearable
5 technology, **watches**, cell phones, tablets, and gaming devices.

6 A student may be permitted to utilize a wireless communication device under the following
7 circumstances:

- 8 1. In case of emergency;
- 9
- 10 2. When authorized by a teacher;
- 11
- 12 3. To manage the student's health, as documented in the student's individual healthcare plan;
- 13
- 14 4. When the possession or use is required by the student's individual education program, 504
15 plan, or individual learning plan; or
- 16
- 17 5. When the device is being used by a student with a disability for the operation of assistive
18 technology to increase, maintain, or improve the student's functional capabilities.

19 Students may possess wireless communication devices on campus, so long as such devices are stored for
20 the entirety of the school day, **as outlined in the student handbook**. Students may not access wireless
21 communication devices during school hours, unless one of the exceptions above applies.

22 **PENALTIES**

23 Unauthorized use or improper storage of a device will result in confiscation until such time as it may be
24 released to the student's parent(s)/guardian(s). A student in violation of this policy is subject to
25 disciplinary action.

26 **EMERGENCY COMMUNICATION PLAN**

27 In the event of an emergency or possible emergency occurring at school, parent(s)/guardian(s) shall be
28 alerted by ParentSquare communication tools.¹

29

1 **PERSONAL ELECTRONIC DEVICES**

2 Any personal electronic devices brought into a school setting (such as CD players, Ipods or MP3 players)
3 must be in the off mode and stored where the handbook and/or administrative procedure dictates.
4 However, the use of the devices during school hours is strictly forbidden. Use or improper storage of
5 the personal electronic device will result in confiscation of the device until such time as it may be
6 released to the student's parents or guardian. A student in violation of this policy is subject to disciplinary
7 action.

Legal References

1. [Public Acts of 2025, Chapter No. 103](#)

Cross References

Code of Conduct 6.300

Elizabethton City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Records	Descriptor Code: 6.600	Issued Date: 05/19/22
		Rescinds: 6.600	Issued: 11/16/21

1 **General**

2 A cumulative record shall be kept for each student enrolled in school. The folder shall contain a health
3 record, attendance record, and scholarship record; shall be kept current; and shall accompany the student
4 through his/her school career.¹

5 The name used on the record of the student entering the school system must be the same as that shown
6 on the birth certificate, unless evidence is presented that such name has been legally changed. If the
7 parent/guardian does not have, or cannot obtain a birth certificate, then the name used on the records of
8 such student will be as shown on documents which are acceptable as proof of date of birth.

9 The name used on the records of a student entering the school district from another school shall be the
10 same as that shown on records from the school previously attended unless evidence is presented that
11 such name has been legally changed as prescribed by law.

12 When a student transfers to another school within the school district or to a school outside the school
13 district, copies of the student's records, including the student's disciplinary records, shall be sent to the
14 transfer school.² within five (5) business days of the date on which the student's records request was
15 received by the school.²

16 ~~When a student transfers to a school outside the system, copies of the student's records, including the
17 student's disciplinary records, shall be sent to the transfer school.²~~

18 All records shall be remitted in accordance with the Family Education Rights and Privacy Act (FERPA).³

19 **ACCESS TO STUDENT RECORDS**

20 Student records shall be confidential. Authorized school officials shall have access to and permit access
21 to student education records for legitimate educational purposes.⁴ ~~Authorized school officials include,
22 but are not limited to, teachers, administrators, supervisors, or support staff members (including health
23 or medical staff and law enforcement unit personnel) who have legitimate educational interests in or who
24 need to review education records in order to fulfill their professional responsibilities. A school official
25 also may include a volunteer, contractor, or consultant, such as an attorney, auditor, medical consultant,
26 or therapist who, while not employed by the school, performs an institutional service or function for
27 which the school would otherwise use its own employees and who is under the direct control of the
28 school with respect to the use and maintenance of PII from education records; a parent or student
29 volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent,
30 student, or other volunteer assisting another school official in performing his or her tasks.~~

1 A legitimate educational interest is the official's need to know information in order to:

- 2 1. Perform required administrative tasks;
- 3 2. Perform a supervisory or instructional task directly related to the student's education; and
- 4 3. Perform a service or benefit for the student or the student's family such as health care, counseling,
- 5 student job placement, or student financial aid.

6 Authorized school officials may release information from or permit access to a student's education record
7 without the parent(s)/guardian(s) or eligible student's* prior written consent in the following instances:

- 8 1. To comply with a judicial order or lawfully issued subpoena. The school district will make a
9 reasonable effort to notify the student's parent(s)/guardian(s) or the eligible student before
10 making a disclosure;⁵
- 11
- 12 2. If the disclosure is an item of directory information;⁶
- 13
- 14 3. To comply with the requirements of child abuse reports to the extent known by the school
15 officials including the name, address, and age of the student; the name and address of the
16 person responsible for the care of the student; and the facts requiring the report;⁷
- 17
- 18 4. When certain federal and state officials need information in order to audit or enforce legal
19 conditions related to federal- or state-supported education programs in the school district;⁸
- 20
- 21 5. When the school district has entered into a contract for an organization to conduct scientific
22 research on the school district's behalf to develop tests or improve instruction, provided that the
23 studies are conducted in a manner which will not permit the disclosure of personal
24 identification of students and their parent(s)/guardian(s) by individuals other than to
25 representatives of the organization, and that the information will be destroyed when no longer
26 needed for the purpose for which the study was conducted;⁹
- 27
- 28 6. To appropriate officials if the parent(s)/guardian(s) claim the student as a dependent as defined
29 by the Internal Revenue Code;¹⁰
- 30
- 31 7. To accrediting organizations to carry out their accrediting functions;¹¹
- 32
- 33 8. To officials of another school, school system, or postsecondary institution when a student seeks
34 or intends to enroll in another school district or a postsecondary institution.
35 Parent(s)/guardian(s) of the student shall be notified of the transfer and shall have the right to
36 obtain copies of the record transferred as well as an opportunity to challenge the content of the
37 record;¹²
- 38
- 39 9. To financial institutions or government agencies that provide or may provide financial aid to a
40 student in order to establish eligibility, to determine the amount of financial aid, to establish

1 conditions for the receipt of financial aid, and to enforce financial aid agreements;¹³

2
3 10. To the appropriate officials in connection with a health or safety emergency if knowledge of
4 the information is necessary to protect the health or safety of the student or others;¹⁴

5
6 11. To the Attorney General/designee for official purposes related to the investigation or
7 prosecution of an act of domestic or international terrorism. An educational agency that, in
8 good faith, produces education records in accordance with an order shall not be liable to any
9 person for that production;¹⁵

10
11 12. To any agency caseworker or other representative of a state or local child welfare agency or
12 tribal organization authorized to access the student's educational records when such agencies or
13 organizations are legally responsible for the care and protection of the student;¹⁶

14
15 13. To the Secretary of Agriculture/designee for purposes of conducting program monitoring,
16 evaluations, and performance measurements, provided that the data collected will be protected
17 in a manner which will not permit the disclosure of personal identification of students and their
18 parent(s)/guardian(s) by individuals other than to representatives of the organization, and that
19 the information will be destroyed when no longer needed for the purpose for which it was
20 conducted;¹⁷ and

21
22 14. To state and local authorities to whom information is specifically allowed to be reported or
23 disclosed by state law that concerns the juvenile justice system and the system's ability to
24 effectively serve, prior to adjudication, the student whose records were released.¹⁸

25 *Consent to Disclose Records*¹⁹

26 Authorized school officials may release information from a student's education record if the student's
27 parent(s)/guardian(s) or the eligible student gives written consent for the disclosure. The written consent
28 shall include:

- 29 1. Specification of the records to be released;
- 30
- 31 2. Reasons for the disclosure;
- 32
- 33 3. Person, organization, or class of persons or organizations to whom the disclosure is to be made;
- 34
- 35 4. Signature of the parent(s)/guardian(s) or eligible student; and
- 36
- 37 5. Date of the consent, and if appropriate, a date when the consent is to be terminated.

38 The student's parent(s)/guardian(s) or the eligible student may obtain a copy of any records disclosed
39 under this provision.

40 **RECORDKEEPING**

1 The school district will maintain an accurate record of all requests to disclose information from or to
 2 permit access to a student's education records. The school district will maintain an accurate record of
 3 information it discloses and access it permits. The district will maintain this record as long as it maintains
 4 the student's education record.²⁰

5 The record will include at least:²⁰

- 6 1. Name of the person or agency that makes the request;
- 7
- 8 2. Interest the person or agency has in the information;
- 9
- 10 3. Date the person or agency makes the request; and
- 11
- 12 4. Whether the request is granted, and if it is, the date access is permitted, or the disclosure is made.

13 * *The student becomes an "eligible student" when he/she reaches age eighteen (18) or enrolls in a post-*
 14 *secondary school, at which time all of the above rights become the student's right.*²¹

Legal References

1. 20 USCA § 1232g
2. TCA 49-6-3001(e)(1)
3. TCA 49-1-701 *et seq.*; 20 USCA § 1232g
4. TCA 10-7-504(a)(4); 20 USCA § 1232g
5. 20 USCA § 1232g(b)(2)(B); 20 USCA § 1232g(b)(1)(J)
6. 20 USCA § 1232g(b)(2); TCA 10-7-504(a)(4)(A)
7. TCA 37-1-403
8. 20 USCA § 1232g(b)(3), (5); 20 USCA § 1232g(b)(1)(C)
9. 20 USCA § 1232g(b)(1)(F)
10. 20 USCA § 1232g(b)(1)(H)
11. 20 USCA § 1232g(b)(1)(G)
12. 20 USCA § 1232g(b)(1)(B)
13. 20 USCA § 1232g(b)(1)(D)
14. 20 USCA § 1232g(b)(1)(I)
15. 20 USCA § 1232g(j); USA Patriot Act of 2001 § 507
16. 20 USCA § 1232g(b)(1)(L)
17. 20 USCA § 1232g(b)(1)(K)
18. 20 USCA § 1232g(b)(1)(E)
19. 34 CFR § 99.30; 20 USCA § 1232g(b)(2)(A)
20. 34 CFR § 99.32(a)
21. 34 CFR §§ 99.3, 99.5; TCA 49-1-704

Cross-References

- School District Records 1.407
- Promotion and Retention 4.603
- Testing Programs 4.700
- Attendance 6.200
- Withdrawals 6.207
- Child Custody/Parental Access 6.209
- Bus Safety and Conduct 6.308
- Corporal Punishment 6.314
- Disciplinary Hearing Authority 6.317
- Admission of Suspended/Expelled Students 6.318
- Acquired Immune Deficiency Syndrome 6.404
- Reporting Child Abuse 6.409
- Media Access to Students 6.604

Legal References

22. [20 USCA § 1232g](#)
23. [TCA 49-6-3001\(c\)\(1\); Public Acts of 2025, Chapter No. 156](#)

Cross References

- [School District Records 1.407](#)
- [Promotion and Retention 4.603](#)

24. [TCA 49-1-701; 20 USCA § 1232g](#)
 25. [TCA 10-7-504\(a\)\(4\); 20 USCA § 1232g](#)
 26. [20 USCA § 1232g\(b\)\(2\)\(B\); 20 USCA § 1232g\(b\)\(1\)\(J\)](#)
 27. [20 USCA § 1232g\(b\)\(2\); TCA 10-7-504\(a\)\(4\)\(A\)](#)
 28. [TCA 37-1-403](#)
 29. [20 USCA § 1232g\(b\)\(3\), \(5\); 20 USCA § 1232g\(b\)\(1\)\(C\)](#)
 30. [20 USCA § 1232g\(b\)\(1\)\(F\)](#)
 31. [20 USCA § 1232g\(b\)\(1\)\(H\)](#)
 32. [20 USCA § 1232g\(b\)\(1\)\(G\)](#)
 33. [20 USCA § 1232g\(b\)\(1\)\(B\)](#)
 34. [20 USCA § 1232g\(b\)\(1\)\(D\)](#)
 35. [20 USCA § 1232g\(b\)\(1\)\(I\)](#)
 36. [20 USCA § 1232g\(j\)](#)
 37. [20 USCA § 1232g\(b\)\(1\)\(L\)](#)
 38. [20 USCA § 1232g\(b\)\(1\)\(K\)](#)
 39. [20 USCA § 1232g\(b\)\(1\)\(E\)](#)
 40. [34 CFR § 99.30; 20 USCA § 1232g\(b\)\(2\)\(A\)](#)
 41. [34 CFR § 99.32\(a\)](#)
 42. [34 CFR §§ 99.3, 99.5; TCA 49-1-704](#)
- Testing Programs 4.700
Attendance 6.200
Withdrawals 6.207
Child Custody/Parental Access 6.209
Bus Safety and Conduct 6.308
Corporal Punishment 6.314
Disciplinary Hearing Authority 6.317
Admission of Suspended/Expelled Students 6.318
Acquired Immune Deficiency Syndrome 6.404
Reporting Child Abuse 6.409
Media Access to Students 6.604

Elizabethton City Board of Education			
Monitoring: Review: Annually, in March	Descriptor Term: Code of Conduct	Descriptor Code: 6.300	Issued Date: 07/16/24
		Rescinds: 6.300	Issued: 07/21/23

1 The Board delegates to the Director of Schools the responsibility of developing specific codes of
2 conduct which are appropriate for each level of school.¹ Codes of conduct for students in
3 prekindergarten or kindergarten shall utilize alternative disciplinary practices such as RTI²B.
4 Exclusionary discipline shall only be used as a measure of last resort.² The development of each code
5 shall involve principals and staff members of each level and shall be based on evidence-based
6 behaviors supports and interventions.³

7 The following levels of misbehavior and disciplinary procedures and options are standards designed to
8 protect all members of the educational community in the exercise of their rights and duties and to
9 maintain a safe learning environment where orderly learning is possible and encouraged.⁴ These
10 misbehaviors apply to student conduct on school buses, on school property, and while students are on
11 school sponsored outings. Staff members have the authority to enforce the code of conduct³ and shall
12 ensure that disciplinary measures are implemented in a manner that:⁵

- 13 1. Balances accountability with an understanding of traumatic behavior;
- 14
- 15 2. Teaches school and classroom rules while reinforcing that violent or abusive behavior is not
- 16 allowed at school;
- 17
- 18 3. Minimizes disruptions to education with an emphasis on positive behavioral supports and
- 19 behavioral intervention plans;
- 20
- 21 4. Creates consistent rules and consequences; and
- 22
- 23 5. Models respectful, non-violent relationships.

24 In order to ensure that these goals are accomplished, the school district shall utilize the following
25 trauma-informed discipline practices: RTI²B. Principals shall use appropriate discipline management
26 techniques when enforcing the code of conduct.

27 **MISBEHAVIORS: Level I**

28 This level includes minor misbehavior on the part of the student which impedes orderly classroom
29 guidelines or interferes with the orderly operation of the school but which can usually be handled by an
30 individual staff member.

31 *Examples (not an exclusive listing):*

- 1 ● Classroom disturbances
- 2 ● Classroom tardiness
- 3 ● Cheating and lying
- 4 ● Abusive language
- 5 ● Failure to do assignments or carry out directions
- 6 ● Wearing, while on the grounds of a public school during the regular school day,
- 7 clothing that exposes underwear or body parts in an indecent manner that disrupts the
- 8 learning environment ⁶
- 9 ● Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
- 10 cyber-bullying, and/or hazing)

11 *Disciplinary Procedures:*

- 12 ● The staff member intervenes immediately.
- 13 ● The staff member determines what offense was committed and its severity.
- 14 ● The staff member determines who committed the offense and if the student understands
- 15 the nature of the offense.
- 16 ● The staff member employs appropriate disciplinary options.
- 17 ● The record of the offense and disciplinary action shall be maintained by the staff
- 18 member.

19 *Disciplinary Options:*

- 20 ● Verbal reprimand
- 21 ● Special assignment
- 22 ● Restricting activities
- 23 ● Counseling
- 24 ● Withdrawal of privileges
- 25 ● Issuance of demerits
- 26 ● Strict supervised study
- 27 ● Detention
- 28 ● In-school suspension
- 29 ● RTI²B

30 **MISBEHAVIORS: Level II**

31 This level includes misbehavior whose frequency or seriousness tends to disrupt the learning climate of
 32 the school. These misbehaviors do not represent a direct threat to the health and safety of others but
 33 have educational consequences serious enough to require corrective action on the part of
 34 administrative personnel.

35 *Examples (not an exclusive listing):*

- 36 ● Continuation of unmodified Level I misbehaviors
- 37 ● Using forged notes or excuses
- 38 ● Disruptive classroom behavior

1 *Disciplinary Procedures:*

- 2 ● The student is referred to principal for appropriate disciplinary action.
- 3 ● The principal meets with student and staff member.
- 4 ● The principal hears accusation made by staff member and allows the student the
- 5 opportunity to explain his/her conduct.
- 6 ● The principal takes appropriate disciplinary action and notifies the staff member of
- 7 action.
- 8 ● The record of offense and disciplinary action shall be maintained by principal.

9 *Disciplinary Options:*

- 10 ● Teacher/schedule change
- 11 ● Peer counseling
- 12 ● Referral to outside agency
- 13 ● In-school suspension
- 14 ● Transfer
- 15 ● Detention
- 16 ● Suspension from school-sponsored activities or from riding school bus
- 17 ● Out-of-school suspension
- 18 ● RTI²B

19 **MISBEHAVIORS: Level III**

20 This level includes acts directly against persons or property but whose consequences do not seriously

21 endanger the health or safety of others in the school.

22 *Examples (not an exclusive listing):*

- 23 ● Continuation of unmodified Level I and II misbehaviors
- 24 ● Fighting
- 25 ● Vandalism (minor)
- 26 ● Use, possession, sale, distribution, and/or being under the influence of alcohol, tobacco,
- 27 tobacco products, smoking hemp, vapor products, smokeless nicotine products, or any
- 28 legally purchased cannabidiol (CBD) not containing THC
- 29 ● Use, possession, sale, or distribution of smoking paraphernalia, including, but not
- 30 limited to, a cigarette holder, cigarette papers, smoking pipe, water pipe, vapor product
- 31 ● Use, possession, sale, or distribution of drug paraphernalia
- 32 ● Use, sale, distribution, and/or being under the influence of drugs
- 33 ● Stealing
- 34 ● Threats to others
- 35 ● Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
- 36 cyber-bullying, and/or hazing)

37 *Disciplinary Procedures:*

- 38 ● The student is referred to principal for appropriate disciplinary action.

- 1 ● The principal meets with student and staff member.
- 2 ● The principal hears accusation and allows the student the opportunity to explain his/her
- 3 conduct.
- 4 ● The principal takes appropriate disciplinary action and notifies the staff member of the
- 5 action.
- 6 ● The principal may refer incident to the Director of Schools and make recommendations
- 7 for consequences.
- 8 ● The record of offense and disciplinary action shall be maintained by principal.

9 *Disciplinary Options:*

- 10 ● In-school suspension
- 11 ● Detention
- 12 ● Restitution from loss, damage, or stolen property
- 13 ● Remand to alternative school or program
- 14 ● Out-of-school suspension
- 15 ● Social adjustment classes
- 16 ● Transfer
- 17 ● RTI²B

18 **MISBEHAVIORS: Level IV**

19 This level of misbehavior includes acts which result in violence to another's person or property or
 20 which pose a threat to the safety of others in the school. These acts are so serious that they usually
 21 require administrative actions which result in the immediate removal of the student from the school,
 22 the intervention of law enforcement authorities, and/or action by the Board.

23 If a student's action poses a threat to the safety of others in the school, a teacher, principal, school
 24 employee, or school bus driver may use reasonable force when necessary to prevent bodily harm or
 25 death to another person.⁷

26 *Examples (not an exclusive listing)⁸*

- 27 ● Continuation of unmodified Level I, II, and III misbehaviors
- 28 ● Death threat
- 29 ● Threat of mass violence on school property or at a school-related activity*
- 30 ● Extortion
- 31 ● Bomb threat*
- 32 ● Possession, use, and/or transfer of dangerous weapons
- 33 ● Assault
- 34 ● Assault that results in bodily injury upon any teacher, principal, administrator, any other
- 35 employee of the school, or a school resource officer*
- 36 ● Aggravated assault*
- 37 ● Vandalism
- 38 ● Theft, possession, and/or sale of stolen property
- 39 ● Arson

- 1 ● Possession of unauthorized substances (e.g., any controlled substance, controlled
- 2 substance analogue, or legend drug)*
- 3 ● Use, possession, sale, or distribution of product(s) containing any level of THC*
- 4 ● Use or transfer of unauthorized substances
- 5 ● Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
- 6 cyber-bullying, and/or hazing)
- 7 ● Electronic threat to cause bodily injury or death to another student or school employee

8 *Disciplinary Procedures:*

- 9 ● Law enforcement officials and the Director of Schools are immediately contacted, if
- 10 applicable.⁹
- 11 ● The principal confers with appropriate staff members and with the student.
- 12 ● The principal hears accusations and allows the student the opportunity to explain his/her
- 13 conduct.
- 14 ● The parent(s)/guardian(s) are notified.
- 15 ● Law enforcement officials are contacted.
- 16 ● The incident is reported, and recommendations are made to the Director of Schools.
- 17 ● The principal notifies the staff members of the resolution.
- 18 ● If the student's placement is to be changed, adequate notice of the charges shall be
- 19 given to the student and his/her parent(s)/guardian(s) and his/her right to appear at a
- 20 hearing.

21 *Disciplinary Options*

- 22 ● Other hearing authority or Board action which results in appropriate placement
- 23 ● RTI²B

24 *Designates zero tolerance offenses.

Legal References

1. [TCA 49-6-4005](#)
2. [TCA 49-6-3024](#)
3. [TCA 49-6-2801](#)
4. [TCA 49-6-4002](#)
5. [TCA 49-6-4109](#)
6. [TCA 49-6-4009](#)
7. [TCA 49-6-2802](#)
8. [TCA 39-16-517; TCA 49-6-3401\(g\); Public Acts of 2024, Chapter No. 882; Public Acts of 2024, Chapter No. 915;](#)
9. [Public Acts of 2024, Chapter No. 882](#)

Cross References

Traffic and Parking Controls 3.403
Procedural Due Process 6.302
Student Discrimination, Harassment, Bullying,
Cyber-bullying, and Intimidation 6.304
Title IX & Sexual Harassment 6.3041
Interference/Disruption of School Activities 6.306
Bus Safety and Conduct 6.308
Zero Tolerance Offenses 6.309
Dress Code 6.310
Corporal Punishment 6.314
Detention 6.315
Suspension 6.316
Safe Relocation of Students 6.4081

Elizabethton City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Drug-Free Schools	Descriptor Code: 6.307	Issued Date: 02/17/05
		Rescinds: 6.307	Issued: 09/21/00

1 In order to protect the rights of students, to safeguard the learning environment, and to contribute to a
2 “Drug Free” community, the Board’s plan for dealing with alcohol and drugs¹ shall include the
3 following:

- 4 1. Appropriate ways for handling alcohol/drug-related medical emergencies;
- 5 2. Guidelines for reporting alcohol/drug incidents and illegal activities;
- 6 3. Guidelines for referral of students who may have an alcohol/drug problem and/or are considered
7 “high risk” to agencies and other sources of appropriate help;
- 8 4. Effective working relationships with appropriate community agencies, such as alcohol/drug
9 service providers, law enforcement agencies and judicial officials.

10 Through the use of state guidelines the director of schools shall be responsible for:

- 11 1. Developing and implementing an appropriate curriculum on alcohol and drug education for
12 students;
- 13 2. Providing adequate information and training for all staff personnel as appropriate to their
14 responsibilities;
- 15 3. Implementing the relevant portions of the Drug-Free Youth Act² ;
- 16 4. Developing administrative rules and guidelines for the school system to effectively respond to
17 alcohol and drug situations that may occur at school or school-sponsored events; and
- 18 5. Providing notification to parents and students that compliance with this policy is mandatory.

19 Students will not consume, possess, use, sell, distribute or be under the influence of illegal **or illegally**
20 **possessed** drugs or alcoholic beverages in school buildings or on school grounds at any time, in school
21 vehicles or buses, or at any school-sponsored activity, function or event whether on or off school
22 grounds. This includes but is not limited to abuse of inhalants and prescription drugs.³

23 Disciplinary sanctions will be imposed on students who violate standards of conduct required by this
24 policy. Such sanctions will be consistent with local, state and federal laws, up to and including
25 suspension/expulsion as well as referral for prosecution.⁴ Completion of an appropriate rehabilitation
26 program may also be recommended.

- 1 Information about drug and alcohol counseling and rehabilitation programs will be made available
- 2 through the school office.

Legal References:

1. TRR/MS 0520-1-3-.08(2)(d)
2. 20 USCA § 7116; 34 CFR § 86.200
3. TCA 39-17-417; TCA 39-17-715
4. TCA 49-6-4209; TCA 49-6-3401

Cross References:

Drug-Free Workplace 1.804
Zero Tolerance Offenses 6.309
Suspension/Expulsion/Remand 6.316

Elizabethton City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Zero Tolerance Offenses	Descriptor Code: 6.309	Issued Date: 07/16/24
		Rescinds: 6.309	Issued: 07/21/23

1 In order to ensure a safe and secure learning environment, the following offenses shall not be
2 tolerated:¹

3 **STATUTORY ZERO TOLERANCE OFFENSES**

- 4 1. Bringing to school or being in unauthorized possession of a firearm on school property;²
5
- 6 2. Unlawful possession of any drug, including any controlled substance, controlled substance
7 analogue, or legend drug on school grounds or at a school-sponsored event;³
8
- 9 3. Aggravated assault;⁴
10
- 11 4. Assault that results in bodily injury⁵ upon any teacher, principal, administrator, any other
12 employee of the school, or school resource officer; or
13
- 14 5. Valid threats of mass violence on school property or at a school-related activity as determined
15 by a threat assessment team.⁶

16 Committing any of these offenses shall result in a student being expelled from the regular school
17 program for at least one (1) calendar year unless modified by the Director of Schools. Modification of
18 the length of time shall be granted on a case-by-case basis. Students that commit zero tolerance
19 offenses may be assigned to an alternative school or program at the discretion of the Director of
20 Schools.⁷

21 **BOARD APPROVED ZERO TOLERANCE OFFENSES**

- 22 1. Unlawful use, possession, sale, or distribution of product(s) containing any level of
23 THC.BOAR

24 Committing the discretionary zero tolerance offense shall result in disciplinary actions as follows:

- 25 • First offense: Suspension for 30 school days
- 26 • Second offense: Suspension for 90 school days
- 27 • Third offense: Suspension for 180 school days

28 Students that commit a Board approved zero tolerance offense shall be assigned to an alternative
29 school or program as outlined above, unless modified by the Director of Schools.

- 1 When it is determined that a student has violated this policy, the principal shall notify the student's
2 parent(s)/guardian(s) and the criminal justice or juvenile delinquency system as required by law.⁸

Legal References

1. TCA 49-6-3401(g)
2. 18 USCA § 921(a)(3); 20 USCA § 7961
3. TCA 39-17-454; TCA 53-10-101
4. TCA 39-13-102
5. TCA 39-13-101(a)(1)
6. TCA 39-16-517; TCA 49-6-3401(g)(2)(D); Public Acts of 2024, Chapter No. 882
7. TCA 49-6-3401(g)(2); TCA 49-6-3402
8. TCA 49-6-4209; TCA 39-17-1312; 20 USCA § 7961(h)(1); Public Acts of 2024, Chapter No. 882

Cross References

- Threat Assessment Team 3.204
- Code of Conduct 6.300
- Drug-Free Schools 6.307
- Suspension 6.316
- Student Disciplinary Hearing Authority 6.317
- Alternative Education 6.319
- Safe Relocation of Students 6.4081

Elizabethton City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Suspension	Descriptor Code: 6.316	Issued Date: 07/16/24
		Rescinds: 6.316	Issued: 07/21/20

1 *General*

2 A principal may suspend a student from attendance in a specific class or school related activity without
3 suspending the student from attendance at school. Based on the severity of the offense, a principal may
4 suspend a student from attendance at school and all school activities.

5 Students may be suspended for good and sufficient reasons including, but not limited to:¹

- 6 1. Willful and persistent violation of the rules of the school;
- 7 2. Immoral or disreputable conduct, including vulgar or profane language;
- 8 3. Violence or threatened violence against the person of any personnel attending or assigned to any
9 school;
- 10 4. Willful or malicious damage to real or personal property of the school or the property of any
11 person attending or assigned to the school;
- 12 5. Inciting, advising, or counseling of others to engage in any of the action that would justify
13 suspension;
- 14 6. Marking, defacing, or destroying school property;
- 15 7. Possession of a pistol, gun, or firearm on school property;²
- 16 8. Possession of a knife or other weapons, as defined in state law, on school property;³
- 17 9. Assaulting a principal, teacher, school bus driver, or other school personnel with vulgar,
18 obscene, or threatening language;
- 19 10. Unlawful use or possession of barbitol or legend drugs as defined in state law;⁴
- 20 **11. Unlawful use, possession, sale, or distribution of product(s) containing any levels of THC.**
- 21 12. Engaging in behavior which disrupts a class or school-sponsored activity;
- 22 13. Making a threat, including a false report, to use a bomb, dynamite, or any other deadly
23 explosive or destructive device including chemical weapons on school property or at a school-
24 sponsored event, or an invalid threat of mass violence;⁵

- 1 14. One (1) or more students initiating a physical attack on an individual student on school property
2 or at a school activity, including travel to and from school;
- 3 15. Assault against a school employee as defined in state law;⁶
- 4 16. Off-campus criminal behavior resulting in felony charges;
- 5 17. When behavior poses a danger to persons or property or disrupts the educational process;
- 6 18. Any other conduct prejudicial to good order or discipline in any school.

7 Except in an emergency, a principal shall not suspend any student until that student has been advised
8 of the nature of his/her misconduct, questioned about it, and allowed to give an explanation.

9 If, as a result of an investigation, a principal/designee finds that a student acted in self-defense under a
10 reasonable belief that the student, or another to whom the student was coming to the defense of, may
11 have been facing the threat of imminent danger of death or serious bodily injury, then the student may
12 not face any disciplinary action.⁵

13 When a student is suspended, the principal shall notify the parent(s)/guardian(s) and the Director of
14 Schools/designee of the following:

- 15 1. Student's suspension;
- 16 17 2. Cause for the suspension; and
- 18 19 3. Any conditions for readmission which may include a meeting of the parent(s)/guardian(s),
20 student, and the principal.

21 If a student is suspended during the last ten (10) days of any term or semester, he/she shall be
22 permitted to take such final examinations or submit such required work as necessary to complete the
23 course of instruction for that semester, subject to conditions prescribed by the principal.⁶

24 **IN-SCHOOL SUSPENSION⁷**

25 In-school suspension shall be offered to students as an alternative program (if applicable) to complete
26 academic assignments and receive credit for work completed.

27 Students given an in-school suspension in excess of one (1) day from classes shall attend special
28 classes attended only by students guilty of misconduct or be placed in an isolated area appropriate for
29 study. Personnel responsible for in-school suspension shall ensure that each student is supervised at all
30 times and has textbooks and classwork assignments from his/her regular teachers.

31 **SUSPENSIONS LONGER THAN FIVE DAYS⁸**

32 If a suspension is longer than five (5) days, the principal shall develop and implement a plan for
33 improving the student's behavior.

1 SUSPENSIONS LONGER THAN TEN DAYS⁹

2 If the principal suspends a student for longer than ten (10) days, he/she shall immediately give written
 3 notice to the parent(s)/guardian(s) and the student of the right to appeal the decision. All appeals shall
 4 be filed within five (5) days of receipt of the notice. These appeals may be filed by the
 5 parent(s)/guardian(s), the student, or any person holding a teaching license who is employed by the
 6 school district if requested by the student.

7 The appeal from this decision shall be to the Disciplinary Hearing Authority appointed by the Board. If
 8 a Disciplinary Hearing Authority has not been appointed, then the appeal shall be to the Board.

9 SCHOOL-SPONSORED EVENTS⁶

10 If a student assaults an employee, he/she shall be suspended from school-sponsored events for one (1)
 11 calendar year unless modified by the Director of Schools. A school-sponsored event is an activity that
 12 is not directly related to a student's grade in a course of instruction.

Legal References

1. TCA 49-2-203(a)(7); TCA 49-6-3401(a)
2. TCA 39-17-1309(b)
3. TCA 39-17-1309
4. TCA 53-10-101; TCA 39-17-454
5. Public Acts of 2024, Chapter No. 882
6. Public Acts of 2024, Chapter No. 915; TCA 39-13-101
7. TCA 49-6-3401(i)
8. TCA 49-6-3401(d)
9. TCA 49-6-3401(b)
10. TCA 49-6-3401(c)(3)
11. TCA 49-6-3401(a)-(c); Goss v. Lopez, 419 U.S. 565 (1975); 20 USCA § 1415

Cross References

Traffic and Parking Controls 3.403
 Code of Conduct 6.300
 Procedural Due Process 6.302
 Interference/Disruption of School Activities 6.306
 Drug-Free Schools 6.307
 Bus Safety and Conduct 6.308
 Zero Tolerance Offenses 6.309
 Dress Code 6.310
 Student Disciplinary Hearing Authority 6.317
 Alternative Education 6.319