

WORKSHOP

WASHINGTON COUNTY BOARD OF EDUCATION

September 23, 2021

5:00 PM

Central Office

- I. CALL TO ORDER**
- II. ACADEMICS**
 - A. 2020-2021 District and School TVAAS Levels**
- III. BUSINESS & FINANCE**
 - A. Monthly Financials**
 - B. Contract with Education Elements for the ESSER Planning Grant**
 - C. Request to purchase radios for school buses; funded through the Safe Schools Grant**
 - D. Cooperative Purchasing Network Memberships**
- IV. OPERATIONS**
 - A. Insurance premiums and deductible for property damage**
 - B. School Nutrition Equipment Requests**
 - C. Boones Creek Elementary Playground Presentation**
 - D. Playground equipment at old Boones Creek Elementary**
 - E. Review of bids for office furniture**
 - F. Maintenance Updates**
- V. STUDENT SUPPORTS**
- VI. SUPERINTENDENT**
 - A. COVID Sick Leave**
 - B. Board 5 Year Strategic Plan**
 - C. ESSER 3.0 Updates**
 - D. Minutes from Previous Meetings**
 - E. Annual Administrative Report**
 - F. Board Committees**
 - G. Education Capital Fund 5 year Plan**
 - H. TCAT Partnership Update**
 - I. New Jonesborough PreK-8 Project Update**
- VII. ADJOURNMENT**

**Washington County
Department of Education
MEMORANDUM
DIRECTOR'S OFFICE**

DATE: September 23, 2021
TO: WCDE Board of Education
FROM: W. Brad Hale, CFO
SUBJECT: Board Workshop-August 2021 Financials

The WCDE August 2021 Financials will be discussed with the will meet on Tuesday, August 24, 2021 at 5:00 p.m. in the WCDE Central Office.

Items to be discussed include:

1. Consideration of the General Fund Financial Statements for the month of August 2021
2. Consideration of the Federal Fund Financial Statements for the month of August 2021
3. School Nutrition Financial Overview for August 2021
4. ESSER Planning Grant – Education Element
5. Radio Purchases – Safe Schools
6. Cooperative Purchasing Agreements
7. Dietary Capital Equipment (Funding Options Discussion)
8. Other items

TO: WCDE Board Members
FROM: Brad Hale, Chief Financial Officer
DATE: September 23, 2021

SUBJECT: Financial Statements (Revenue & Expense) Summary for August 2021

Key Revenue Variances for August 2021 to August 2020

Overall August 2021 revenue was \$5,943,908 compared to \$5,378,904 in August 2020 which is a \$565,006 increase. The key reasons for this increase and variance were as follows

- Sales Tax (40210) increase of \$212,033
- Community Service Fees (43581) – increase of \$134,786 due to state catching up on reimbursements
- Basic Education Program (46511) – \$95,600 increase
- Other State Funds (46590) - \$125,000 for DCHS Dishwasher Grant Reimbursement

Key Expenses for August 2021

71100399 – Other Contracted Services

Expenditures of \$112,603.02 were incurred to the University School for the July 2021 revenue sharing portion per contract.

71100449 – Textbooks

The following key expenses were incurred in this line item in August 2021.

- \$49,361 to TN Book in payment for Algebra I, Algebra II, & Geometry textbooks
- \$21,307.77 to MacMillan in payment for 210 online statistics licenses

71100499 – Other Supplies

The following key expenses were incurred in this line item in August 2021.

- \$44,520 to TN Office in payment for 1,700 cases of 8.5 / 11 copy paper
- \$4,800 to Niswonger Foundation in payment of the College & Career Consortium annual renewal

EXPENDITURES (cont'd)

71300730 – Vocational Equipment

The following key expenses were incurred in this line item in August 2021.

- \$13,056.78 to ITU Corporation in payment for Learn Labs Systems for the DCHS CTE Program

72130322 – Vocational Equipment

The following key expenses were incurred in this line item in August 2021.

- \$5,950 to Riverside Insights for the Easy CBM renewal
- \$23,643 to ACT for Testing Fees

72250399 Other Contracted Services

The following key expenses was incurred in this line item in August 2021

- \$36,506.25 to Get More Math for the annual renewal
- \$57,800.81 to Power School Group for the annual renewal
- \$33,570.52 to Frontline Technologies for the annual renewal

72250499 Other Supplies

The following key expenses was incurred in this line item in August 2021

- \$98,530.71 to Gov Connection in payment for 79 computer systems-system wide for stock
- \$13,620.48 to Gov Connection in payment for 2-Dell Power Edge Drives-system wide stocks

72620335-011 Mtnc & Repairs - LES

The following key expense was incurred in this line item in August 2021

- \$14,800 to Rogers Wildlife Control for bat issues

72620335-016 Mtnc & Repairs - DCHS

The following key expenses were incurred in this line item in August 2021.

- \$17,635 to Gardner Paint Service for painting of the ROTC building

EXPENDITURES (cont'd)

72620336-016 Equipment Repairs - DCHS

The following key expense was incurred in this line item in August 2021.

- \$5,706.96 for HVAC repairs and parts

72620499 Other Supplies

The following key expenses were incurred in this line item in August 2021.

- \$3,205.78 for electrical maintenance supplies
- \$3,161.17 for HVAC supplies
- \$2,403.38 for painting supplies
- \$4,239.52 for plumbing supplies
- \$3,000 to McCoy Surveying at BCES
- \$14,210.90 for general maintenance supplies

72620499-007 Other Supplies at FBES

The following key expense was incurred in this line item in August 2021.

- \$1,243 to The Good Company for door locks, keys, and parts

72620701 Administration Equipment

The following key expenses were incurred in this line item in August 2021.

- \$14,430 to Anschutz for 6-precision competition air rifles for the DCHS NJROTC Program (reimbursed by the U.S. Navy)
- \$18,640 to Raptor Technologies for the annual renewal (School Safety Funds)

Overall August 2021 Expenses Compared to August 2020 Expenses

Expenses in August 2021 were \$1,714,461.36 compared to \$1,285,128.79 in August 2020. This is an increase of \$429,332.57 than August 2020.

The key items contributing to the variance from the prior year expenses are listed below:

Increase due to timing

- \$71,157.61 Textbook purchases – 141E 71100-449
- \$53,768.89 System Copy Paper, Niswonger Foundation College & Career Consortium Annual Renewal – 141E 71100-499
- \$13,056.78 ITU Corporation for Learning Labs – 141E 71300-730
- \$29,723 for Easy CBM renewal and ACT Materials – 141E 72130-322
- \$135,716.96 renewals for GMM, Power School, & Frontline – 141E 72250-399

Increase in Expenses

- \$79,432.51 for prior BOE Approved I.T. Infrastructure – 141E 72250-499
- \$14,800 for a Bat infestation at LES – 141E 72620-335
- \$17,635 for painting of the DCHS ROTC Building – 141E 72620-335
- \$14,430 for DCHS ROTC program competition air rifles (will be reimbursed by the U.S. Navy) – 141E 72620-701



STATEMENT OF WORK

This SOW Number **2021-02** is issued under and subject to all of the terms and conditions of the Master Services Agreement between Education Elements, Inc. ("**EdElements**") and **Washington County Schools** ("**Customer**"), dated as of **June 21, 2021**.

This SOW shall become effective (the "**Effective Date**") upon the date it is signed by both Parties.

EE Partner:	Kelly Freiheit
Pricing Valid to:	10/13/2021
Type:	Existing Customer

Customer Information

Organization Name:	Washington County Schools
Customer Contact Name:	Jerry Boyd, Director of Schools cc: Twana McKinney cc: Jerry Whitaker
Customer Phone:	931-260-6091 (cell)
Customer Email:	boydj@wcde.org mckinneyt@wcde.org whitakerj@wcde.org

Billing Contact Name:	Jerry Boyd, Director of Schools cc: Twana McKinney cc: Jerry Whitaker
Billing Address:	405 W College St, Jonesborough, TN 37659
Billing Phone:	931-260-6091 (cell)
Billing Email:	boydj@wcde.org mckinneyt@wcde.org whitakerj@wcde.org @wcde.org

Invoices will be delivered via email.

Offering

Services Fees (See Appendix A for additional details)

Service Name	Service Description	Dates	Fees
Professional Services	Education Elements will co-designed team monitoring processes will help the district and school leaders to support more impactful and sustained adoption of best practices across the organization.	09/30/2021 - 06/30/2022	\$115,000.00
Professional Services	Education Elements design and codify a process for enhancing active communication across Washington's stakeholders (e.g. students, parents, community, central leadership, school leaders), empowering and aligning program leads as they create messages about their initiative implementation and outcomes.	07/01/2022 - 6/30/2023	\$60,000.00
Total Fees:			\$175,000.00

General Terms

- By signing this SOW, you are offering to subscribe and/or acquire (as applicable) the applications and/or services listed above. Your offer becomes a binding commitment upon acceptance by Education Elements, and is not subject to the issuance of any further purchase orders, confirmations or other events. The MSA and this SOW represent the entire agreement between the parties and cannot be overridden by terms contained in any later received document unless the additional terms are accepted in writing by Customer and Education Elements. Without limiting the generality of the foregoing, no condition of your order, to which notice of objection is hereby given, or in any future correspondence between us shall alter or supplement the terms of the MSA or this SOW, unless in writing executed by both parties. Neither Education Elements' performance nor delivery shall be construed as an acceptance of Customer's additional or different terms.
- This SOW may be executed in counterparts and may be exchanged by facsimile or electronically. Each such counterpart shall be deemed an original, all of which together shall constitute one and the same instrument.



101 Hickey Boulevard, Suite A #526
South San Francisco, CA 94080
www.edelements.com
bizops@edelements.com

Special Terms

- 1. **None.**

Payment Schedule

Payment Schedule	Amount	Invoice Date	Payment Due Date
Payment 1	\$57,500.00	Upon full execution of this agreement.	Net 30
Payment 2	\$57,500.00	12/1/2021	Net 30
Payment 3	\$30,000.00	7/1/2022	Net 30
Payment 4	\$30,000.00	12/1/2022	Net 30

Total Fees: **\$175,000.00**

Acknowledged and Agreed

CUSTOMER: Washington County Schools

EDUCATION ELEMENTS, INC.:

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

APPENDIX A – Proposal

Education Elements, Inc.

101 Hickey Blvd., STE A #526
South San Francisco, CA 94080

Washington County Schools: Monitoring ESSER Planning Grant

August 31, 2021

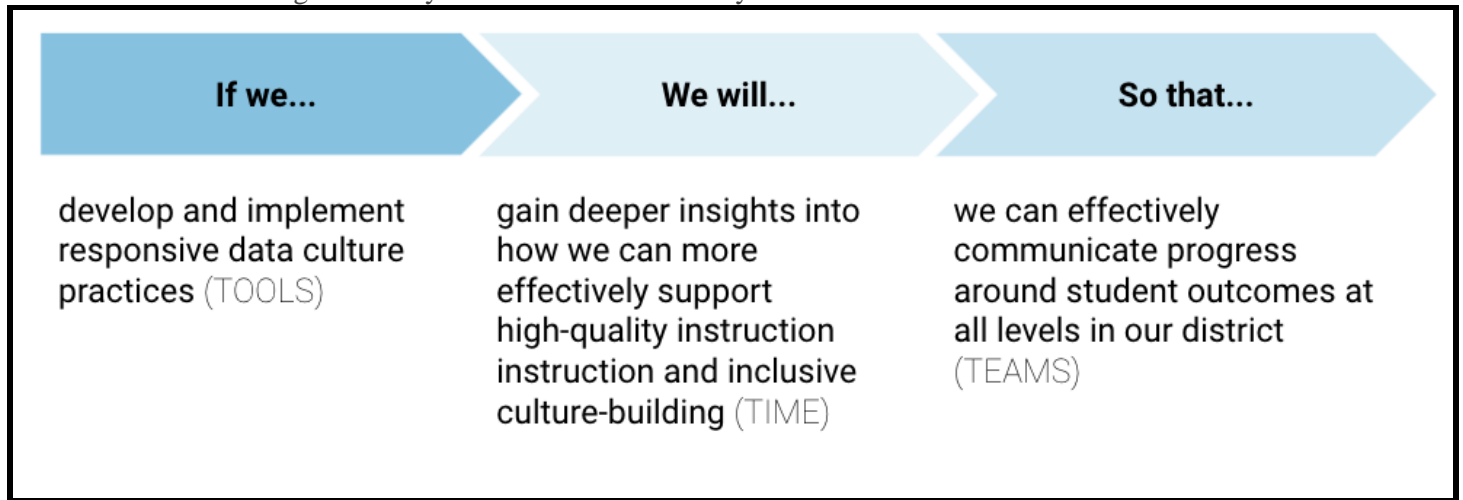
Our Understanding

- Washington County Schools educates over 9,000 students and employs 580 teachers across the 16 campuses in the community. The district has a mission to provide educational experiences to inspire every student to reach their full potential.
- In order to prepare for the future direction of the district, Washington County Schools is in the process of proposing a plan to address the needs of every student, grades K-12, leveraging the funding from ESSER. Washington County Schools is committed to ensuring that their school leaders have the knowledge and skills to achieve ambitious goals for better achievement, staff engagement and higher quality school systems. They are seeking to develop their school leaders to be more effective and responsive organizational team members.
- During the retreat sessions with Education Elements in mid-July 2021, they built strong momentum around the priorities for the next school year. With tremendous participation and feedback, the Washington district team was able to solidify initial assumptions around their priorities by rethinking:
 - Teachers' approach to facilitate learning experiences catered to the unique needs of students
 - District's capacity to manage change and plan for the future specifically around sharing information amongst the district
 - Relationship between time and learning to alleviate learning gaps
 - Supporting students' social and emotional growth and learning
- Therefore, Washington County Schools would like to engage over the next two years with Education Elements who have worked with more than 750 schools and 250 school districts in more than 37 states since it was founded in 2010. As a recognized leader in K-12 education, with a proven track record in large-scale transformation, Education Elements is uniquely positioned to support Washington County's District Team and School Leaders to develop more responsive and effective practices for collaboration, decision-making, and planning around monitoring their ESSER funded programs. In addition, they want to build the capacity of school leadership teams across the 16 schools, K-12. Our work together will be based on the tenets of Anthony Kim's best-selling book *The NEW School Rules: 6 Vital Practices for Thriving and Responsive Schools*, and best practices, not only from other school districts, but also from other sectors that are successfully leading and sustaining innovation.

Outcomes

Our ultimate goal is for Washington County Schools to become a **learning organization** that allows District + School Leaders to cultivate a learner’s mindset. The process of identifying a learning goal, learning, reflecting, and applying learning will support Washington County Schools with implementing practices to monitor ESSER funds, as well as provide a replicable process to use for other district programmatic planning.

In order to become a learning organization, we believe **sharing information** is a vital practice. Teams often get bogged down in determining the right size, the right audience, and the right time for sharing information. By developing district and school-wide systems for sharing information informed by data we can find new ways to increase alignment and collaboration across the organization. Over the course of year 1, Washington County Schools and Education Elements will co-design teaming practices that are centered around identifying a learning goal, learning, reflecting, and applying learning. We will rethink our systems for sharing information and find new ways to increase alignment and make decisions across Washington County Schools. Our work theory of action is shown below:



The partnership with Education Elements will be responsive based on what our needs are during that season. As of right now, we predict we’ll be developing organizational practices around planning in year 2, which will focus on developing the mindset that planning is a way of thinking, not a set “product” or “plan” that has value in and of itself. Washington County Schools will collectively co-design the structures that ensure that the district is “on track” toward its annual goals aligned to state and district ESSER funding and also leave enough room to respond to the needs as they arise. By the end of year 2 of our partnership with Education Elements, the district should have enough internal capacity to focus on refining and reimagining new organizational systems in Washington County Schools and expanding these practices amongst more teams within the district.

Outcomes & Measuring the Effectiveness of the Engagement

Our goal is to implement a set of tools and processes that will measure Washington’s performance against goals and enable the program to continue key actions, course correct as needed, and celebrate early wins and progress.

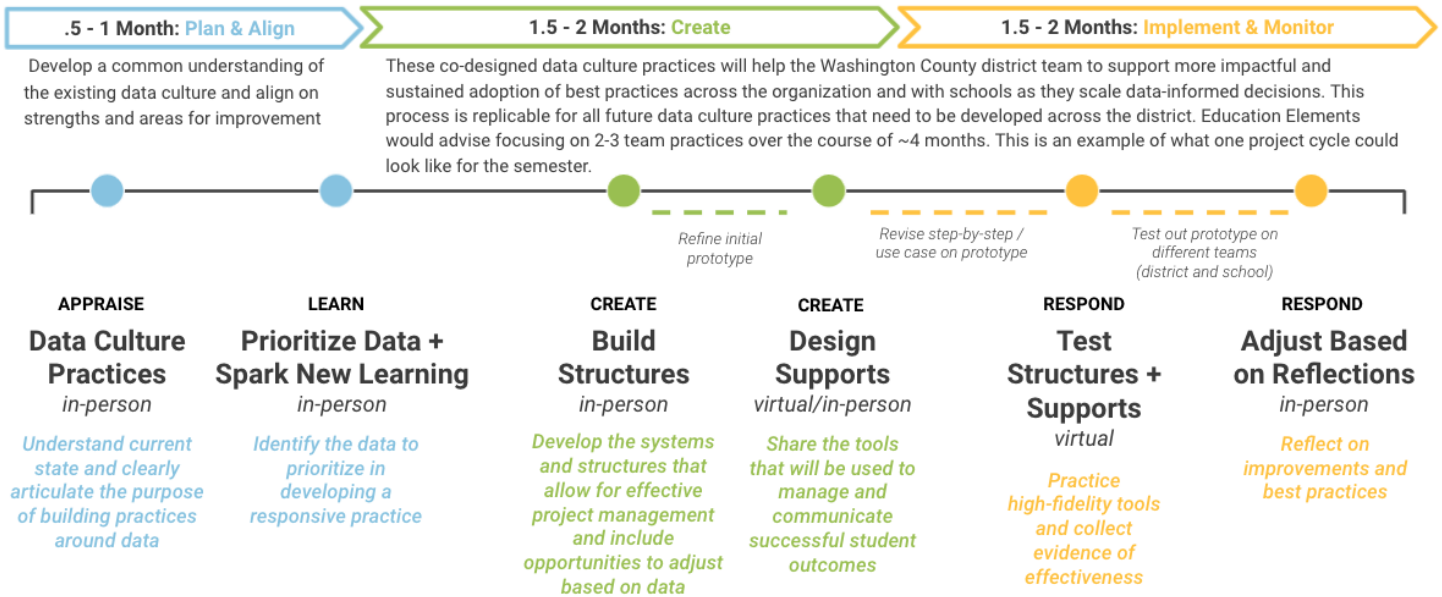
After refining and developing the process with Washington’s District and School Leaders, Education Elements will be onsite five times during the 2021-2022 SY in addition to the virtual strategy sessions and bi-weekly support calls to provide development opportunities and model progress monitoring sessions, with the goal of enabling the district and school leaders to lead meetings on their own in the interim and moving forward.

- **Project Management** - Support District leadership team and school leaders to design their working groups, build responsive project plans and calendars, develop norms for collaboration, and implement ways to lead change across their teams.
- **Communication** - Design and codify a process for enhancing active communication across Washington’s stakeholders (e.g. students, parents, community, central leadership, school leaders), empowering and aligning program leads as they create **messages about their initiative implementation and outcomes.**

- **Measures of Success** - Develop a strategy and design templates for collecting and monitoring strategic plan implementation metrics, with a tie back to the overall impact outcomes aligned to state and district ESSER funding.

Detailed Approach for Year 1, Year 2

These co-designed team monitoring processes will help the district and school leaders to support more impactful and sustained adoption of best practices across the organization. This process is replicable for all future teaming processes that need to be developed in the district. Education Elements would advise focusing on 2-3 practices over the course of the next 10 months. Here is an example of what one sprint could look like for building a practice as an organization.



The following table outlines our proposed set of activities and deliverables to provide comprehensive support. We have provided a sample time-frame and set of onsite / virtual workshops to complete the work together. We would work together virtually to prepare for each on-site visit, summarize learnings, and prepare deliverables.

YEAR 1: 2021-2022 SY

KEY TOUCHPOINTS AND OBJECTIVES	DELIVERABLES	TIMING + PARTICIPANTS
SEPTEMBER - June 2022 - Support calls (60 min x bi-weekly)	Varies depending on agenda around monitoring responsive practices in the district.	Ongoing - 10 total Project Leads
SEPTEMBER/OCTOBER 2021 - Appraisal of Current Leadership Practices + Foundations (2 x ½ days) <i>Appraisal I Data Culture Practices (in-person) Understand current state and clearly articulate the purpose of building practices around data.</i> <i>Strategy Session I - Planning: Plan For Change, Not Perfection (in-person) In this strategy session explore the tension between planning, preparation, and purpose to help further build out the monitoring systems to support the state and district ESSER programmatic programs.</i>	Audit of current data practices for baseline information Supporting Resources for Meetings	½ Day Planning Time Project Leads ½ Day Workshop District and School Leaders

<p>NOVEMBER - DECEMBER 2021 - Teaming (1 x ½ day and 1 x 1 day)</p> <p>Prioritize Data + Spark New Learning (in-person) In this learning session, we will identify the data to prioritize in developing a responsive practice.</p> <p>Build Structures (in-person) In this session, we will develop the systems and structures that allow for effective project management and include opportunities to adjust based on data</p> <p>Design Supports (virtual) In this session, the District Council and Project Leads will share the tools that will be used to manage and communicate successful student outcomes.</p> <p>Test Structures + Supports (virtual) In this session, participants will practice the high-fidelity tools and collect evidence of effectiveness</p>	<p>Articulate the data points and key milestones for reporting on ESSER funding</p> <p>Initial / refined prototype to support data culture practice</p> <p>Define the meetings to discuss monitoring</p> <p>Revise step-by-step / use case on prototype</p> <p>Confirm the common language around the high-fidelity prototype for moving work forward</p>	<p>½ Day Planning Time Project Leads</p> <p>1 Day Workshop District and School Leaders</p> <p>3 hrs total of virtual strategy sessions with District and/or School Leaders</p> <p>1.5 hrs total of virtual strategy sessions with District and/or School Leaders</p>
<p>JANUARY 2022 - Managing Roles for Decision Making (1 x ½ day, 1 x 1 day, 1 x ½ day)</p> <p>Adjust Based on Reflections (in-person) In this strategy session we will step back and reflect on the first semester of the school and articulate what roles and accountabilities are needed to continue to monitor the ESSER funding. We explore how changing the way we communicate and share information can increase alignment and collaboration across the various stakeholders across Washington.</p> <p>Appraisal II Data Culture Practices (in-person) Understand current state and clearly articulate the progress to date on the data culture practices.</p> <p>Prioritize Data + Spark New Learning (in-person) In this learning session, we will identify the data to prioritize in developing a responsive practice for the second semester.</p>	<p>Refine the process for articulating the progress to date</p> <p>Clarify the data points that are helping to tell the storyline in Washington County Schools</p>	<p>2 x ½ days Workshop District and School Leaders</p> <p>1 x full day Workshop District and School Leaders</p>
<p>MARCH 2022 - Teaming (1 x 1 day)</p> <p>Build Structures (in-person, ½ day) In this session, we will develop the systems and structures that allow for effective project management and include opportunities to adjust based on data</p> <p>Design Supports (in-person, ½ day) In this session, the District Council and Project Leads will share the tools that will be used to manage and communicate successful student outcomes.</p> <p>Test Structures + Supports (virtual) In this session, participants will practice the high-fidelity tools and collect evidence of effectiveness</p>	<p>Develop common language around protocols for moving work forward</p> <p>Revise step-by-step / use case on prototype</p> <p>Confirm the common language around the high-fidelity prototype for moving work forward</p>	<p>1 Day Workshop District and School Leaders</p> <p>1.5 hrs total of virtual strategy sessions with District and/or School Leaders</p>
<p>MAY 2022 - Preparing for 2022- 2023 SY (virtual, 2 hrs)</p>	<p>Reflect on the learnings and takeaways from year 1 of implementation</p>	<p>2 hrs Virtual Workshop District and School Leaders</p>

<p><i>The Learning Organization: Schools Grow When People Grow</i> We cultivate a learner's mindset across individuals, teams, and the organization as a whole, and use these guiding principles to lead the iteration and adjustment of for 2022-2021. This culture of innovation will help to guide appropriate levels of risk-taking throughout the next year.</p>	<p>Co-create the roadmap for next school year (i.e. including major milestones, roles/accountabilities)</p>	
<p>May/June 2022 - Strategy Session (1 x 1 day)</p> <p>Topics will be determined according to project priorities, including, but not limited to:</p> <ul style="list-style-type: none"> Identifying resources necessary to achieve objectives Identify relevant shifts in resource allocation 	<p>Responsive Monitoring Process</p> <ul style="list-style-type: none"> Project management support, including systems, tools and process to Identify roles and accountabilities, monitor plan Tools to communicate process towards goals 	<p>1 Day Workshop District and School Leaders</p>

YEAR 2: 2022-2023 SY

KEY TOUCHPOINTS AND OBJECTIVES	DELIVERABLES	TIMING + PARTICIPANTS
<p>JULY 2022 - JULY 2023 - Support calls (60 min x monthly)</p> <p><i>Education Elements with project lead(s) to oversee, plan and support project implementation based on the school's needs and progress. This will be an opportunity to review the data collection of teaming practices and develop job-embedded professional learning experiences into team meetings.</i></p>	<p>Varies depending on agenda around monitoring responsive practices in the district.</p>	<p>Ongoing - 12 total Project Leads</p>
<p>JULY / AUGUST 2022 - Planning (1 x 1 day)</p> <p><i>Education Elements works with Project Sponsor, Project Leads and School Leaders to create a logic model which prioritizes teaming needs and best practices. In addition, there will be an updated road map for responsive practice support and identify ways to codify the playbook that outlines the organization's plays for monitoring ESSER funding in year 2 implementation.</i></p>	<p>Updated practices to progress monitor</p> <p>Identify the key milestones for the 2022-2023 SY</p>	<p>1 Day Workshop District and School Leaders</p>
<p>FALL 2022 - Harness the Flow of Information (virtual, 2 hrs)</p> <p><i>We explore how changing the way we communicate and share information can increase alignment and collaboration across the various stakeholders across Washington, as well as to create common experiences regardless of which initiative or at which school a community member accesses information from. This helps to further build a community of practice across the teams to share practices, celebrate successes, collaboratively solve problems and ask for assistance when needed</i></p>	<p>Replicable process to determine strategic pivots according to fidelity, effectiveness, and impact</p>	<p>2 hrs Virtual Workshop District and School Leaders</p>
<p>LATE FALL 2022/WINTER 2023 - Retrospective (1 x 1 day)</p>	<p>Protocol for hosting retrospective conversations</p>	<p>1 Day Workshop District and School Leaders</p>

<p><i>Lead one retrospective conversation to reflect on current progress of ESSER funding according to success metrics identified.</i></p> <ul style="list-style-type: none"> <i>Create and implement a process that will assess district's performance against goals and enable the district to continue key actions, course correct as needed, and celebrate early wins and progress.</i> 	Updated data collection against the ESSER funding success metrics	
<p>SPRING 2023 (virtual, 2 hrs)</p> <p>Education Elements will work alongside the district and school leaders to review and sign off on the final teaming practices for the 2023-2024 SY. The leaders will spend time aligning on the goals and timing for the cadence of monitoring for the next school year.</p>	High-fidelity prototypes for monitoring the ESSER funding programmatic programs	2 hrs Virtual Workshop District and School Leaders
<p>JULY 2022 - MAY 2023 - FLEX Strategy Sessions (choice between virtual or in-person based on need)</p> <p><i>Additional virtual or on-site support to be used as needed through conversations with the Education Elements and district team. Flex sessions can be spaced throughout the project.</i></p>	To be determined based on the needs of Washington County Schools.	6 hrs total of virtual strategy sessions across multiple sessions with District and/or School Leaders or 1/2 day strategy session on-site with District and/or School Leaders

Project Governance

In order to successfully manage a scope of work of this size, we recommend a project governance and management structure that will ensure clear communication, engage stakeholders, and adequately inform decision-makers. This structure is a key component of our successful track-record of change management.

Our suggested structure identifies three teams that will be involved during various parts of the project:

- **Washington County Schools Sponsor** who signs off on major deliverables, clears organizational barriers for project success; highly recommends it being the Director of Schools. Recommend only 1 leader.
- **Washington County Schools Project Leads** are responsible for day-to-day management of the project, including managing planning, logistics, and communication in partnership with the Education Elements team, and elevating decisions. Recommended 2 people, including the Executive Director of Federal Programs and Academics. Recommend no more than 2 leaders.
- **Washington County Schools District and School Leaders Team** will participate in the sessions and various strategy sessions with at least 2 reps from each school including the Principal. These sessions will include readings, case studies, and activities so that participants leave each workshop with new knowledge and practices they can immediately apply to progress monitoring ESSER funding programmatic programs.

Pricing

The pricing for the work is **\$115,000.00** for year one implementation during the 2021-2022 school year. The year two implementation for the 2022-2023 school year is **\$60,000.00**. Our pricing is inclusive of all expenses (e.g. workshop materials, up to 30 *The NEW School Rules* books, project management, travel costs).

Dear Washington County School Board,

Please approve this quote for School Bus Radios to provide emergency communications between the drivers and a dispatch system that will be stationed at the bus garage. The company we will be purchasing these radios from is Motorola. The State of Tennessee has a contract (#21424) with the vendor as reflected by the attachment; State of Tennessee, Department of General Services Central Procurement Office. Allen Kyker is the point of contact with the police department for the execution of the project.

Project:

Purchase 36 radios for all the high school buses and a dispatch system. Many buses also run routes for the elementary schools. Allen Kyker will be in charge of the installation and the setup of the large scale emergency channels that the school system will use. There are 16 channels and the Sherriff's department uses only 4 as of to date.

Goal:

To continue providing radios for emergency communication for the remainder of the buses when funding becomes available.

Thank you for your time and consideration

Twana McKinney



Washington County Schools

08/09/2021

08/09/2021

Washington County Schools
405 West College Street
Jonesborough, TN 37659

Dear Twana McKinney,

Motorola Solutions is pleased to present Washington County Schools with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide Washington County Schools with the best products and services available in the communications industry. Please direct any questions to Ashley Pearson at ashley@criticalts.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Ashley Pearson

Motorola Solutions Manufacturer's Representative

Billing Address:
 Washington County Schools
 405 West College Street
 Jonesborough, TN 37659
 US

Quote Date:08/09/2021
 Expiration Date:11/07/2021
 Quote Created By:
 Ashley Pearson
 ashley@criticalts.com

End Customer:
 Washington County Schools
 Twana McKinney
 mckinneyt@wcde.org

Contract: 21424 - TENNESSEE

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 1500 Enhanced					
1	M36URS9PW1BN	APX1500 ENHANCED 7/800 MHZ MOBILE	36	\$1,689.00	\$1,216.08	\$43,778.88
1a	G832AD	ADD: SPKR 7.5W WTR RST APEX	36	\$60.50	\$43.56	\$1,568.16
1b	GA00235AA	ADD: NO GPS ANTENNA NEEDED APX	36	\$0.00	\$0.00	\$0.00
1c	G66BF	ADD: DASH MOUNT O2 APXM	36	\$125.00	\$90.00	\$3,240.00
1d	GA00580AA	ADD: TDMA OPERATION	36	\$450.00	\$324.00	\$11,664.00
1e	W20CA	ADD: KEYPAD MIC GCAI APX	36	\$180.00	\$129.60	\$4,665.60
1f	GA05100AA	ADD: STD WARRANTY - NO ESSENTIAL	36	\$0.00	\$0.00	\$0.00
1g	GA00804AA	ADD: APX O2 CH (GREY)	36	\$492.00	\$354.24	\$12,752.64
1h	W969BQ	ADD: MULTIKEY OPERATION	36	\$86.25	\$62.10	\$2,235.60
1i	GA01339AA	ENH: SW P25 TRUNKING	36	\$1,070.00	\$770.40	\$27,734.40
1j	G444AH	ADD: APX CONTROL HEAD SOFTWARE	36	\$0.00	\$0.00	\$0.00
1k	G193AK	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	36	\$0.00	\$0.00	\$0.00
1l	G174AD	ADD: ANT 3DB LOW-PROFILE 762-870	36	\$43.00	\$30.96	\$1,114.56



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
2	PMLN7560A	REC ONLY EARPIECE W/ TRANSLUCENT TUBE	36	\$58.00	\$43.50	\$1,566.00
APX™ 1500 Enhanced						
3	M36URS9PW1BN	APX1500 ENHANCED 7/800 MHZ MOBILE	1	\$1,689.00	\$1,216.08	\$1,216.08
3a	W665BF	ADD: BASE STATION OP W/PS APX	1	\$70.00	\$50.40	\$50.40
3b	G91AF	ADD: CNTRL STATION PWR SUPPLY	1	\$269.00	\$193.68	\$193.68
3c	GA00235AA	ADD: NO GPS ANTENNA NEEDED APX	1	\$0.00	\$0.00	\$0.00
3d	G66BF	ADD: DASH MOUNT O2 APXM	1	\$125.00	\$90.00	\$90.00
3e	GA00580AA	ADD: TDMA OPERATION	1	\$450.00	\$324.00	\$324.00
3f	G142AD	ADD: NO SPEAKER APX	1	\$0.00	\$0.00	\$0.00
3g	GA05100AA	ADD: STD WARRANTY - NO ESSENTIAL	1	\$0.00	\$0.00	\$0.00
3h	GA00804AA	ADD: APX O2 CH (GREY)	1	\$492.00	\$354.24	\$354.24
3i	W969BQ	ADD: MULTIKEY OPERATION	1	\$86.25	\$62.10	\$62.10
3j	GA01339AA	ENH: SW P25 TRUNKING	1	\$1,070.00	\$770.40	\$770.40
3k	G444AH	ADD: APX CONTROL HEAD SOFTWARE	1	\$0.00	\$0.00	\$0.00
3l	G193AK	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	1	\$0.00	\$0.00	\$0.00
3m	W382AM	ADD: CONTROL STATION DESK GCAI MIC	1	\$169.00	\$121.68	\$121.68
3n	G175AD	ADD: ANT 3DB ELEVATED FEED 762-870	1	\$75.00	\$54.00	\$54.00
Product Services						
4	LSV00Q00203A	DEVICE INSTALLATION	1	\$16,250.00	\$16,250.00	\$16,250.00
5	LSV00Q01073A	DEVICE MISCELLANEOUS DEVICE PARTS/EQUIPMENT	1	\$642.86	\$642.86	\$642.86

Grand Total
\$130,449.28(USD)


Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Notes:



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)



**STATE OF TENNESSEE, DEPARTMENT OF GENERAL SERVICES
CENTRAL PROCUREMENT OFFICE**

Statewide Multi-Year Contract Issued to:

Motorola Solutions Inc
1301 E Algonquin Rd

Schaumburg, IL 60196-4041

Vendor ID: 0000000498

Contract Number: 000000000000000000065725

Title: Radio Equipment and Services

Start Date : March 15, 2020 End Date: March 14, 2025

Is this contract available to local government agencies in addition to State agencies?: Yes

Authorized Users. This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies. The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- a. all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b. Tennessee local governmental agencies;
- c. members of the University of Tennessee or Tennessee Board of Regents systems;
- d. any private nonprofit institution of higher education chartered in Tennessee; and,
- e. any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or liable for the transactions between the Contractor and Authorized Users.

Note: If "no", attach exemption request addressed to the Central Procurement Officer.

Contract Contact Information:

State of Tennessee
Department of General Services, Central Procurement Office
Contract Administrator: Richard Kotler
3rd Floor, William R Snodgrass, Tennessee Tower
312 Rosa L. Parks Avenue
Nashville, TN 37243-1102
Phone: 615-253-4723
Fax: 615-741-0684
Email: Richard.Kotler@tn.gov


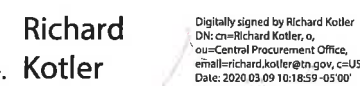
Line Information

Line 1

Item ID:
APCAT Catalog
Unit of Measure: EA
Vendor Item/Part #:
Manufacturer Item #:
Unit Price: \$ 0

State Usage Instructions Link

<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/state-agencies-/statewide-contract-instruction--swc-.html>

APPROVED:	 Michael F. Perry - JDG <small>Digitally signed by Michael F. Perry - JDG DN: cn=Michael F. Perry - JDG, o=Central Procurement Office, ou=Department of General Services, email=perryjd@tn.gov, c=US Date: 2020.03.13 09:32:10 -0500'</small>	BY:	 Richard Kotler <small>Digitally signed by Richard Kotler DN: cn=Richard Kotler, o=Central Procurement Office, email=richard.kotler@tn.gov, c=US Date: 2020.03.09 10:18:59 -0500'</small>	3/11/2020
	CHIEF PROCUREMENT OFFICER		PURCHASING AGENT	DATE

SWC# 424 – Motorola Radio Equipment and Services

Contractor: Motorola Solutions, Inc.

Contract Period: Start: March 15, 2020 Expiration: March 14, 2025

Summary/Background Information: The State has restructured its Supply Base in order to support the three most important Radio Equipment suppliers used by the State and Local Governments. Instead of the nine suppliers contracted under the old radio contract SWC 418 we have established two SWC's; SWC 423 to cover the products and services of JVCKenwood and BK Technologies. The JVCKenwood and BK Tech contracts are under the overall Naspo Participating Addendum to contract 06913 Public Safety Radio Equipment and SWC 424 which is a State of Tennessee contract dedicated to Motorola Solutions Products and Services. All radio contracts are catalog based.

Contract Number;

Motorola Solutions, Inc. Contract # 65725

Access to Contract Documents Online:

- 1. Please check the following URL to ensure you are viewing the most recent version of the usage instructions:**
<https://www.tn.gov/content/tn/generalservices/procurement/central-procurement-office--cpo-/state-agencies-/statewide-contract-instruction--swc-.html>
- 2. Click on the "Statewide Contract (SWC) Search"** The link below will take you to the Statewide Contract List.
https://sso.edison.tn.gov/psp/paprd/SUPPLIER/ERP/c/TN_PUBLIC_SUPPLIER.TN_ACTIVE_SWC_CMP.GBL?Page=TN_ACTIVE_SWC&Action=U&ExactKeys=Y&TargetFrameName=None
 - Scroll down the list of contracts and locate the contract number you need. Click on the picture of a folder under the "Details" column.
 - You will get a rectangular box and one of the columns (to the right) will say "Contract Documents", and below will be a picture of a file folder, click on it and you



will get a new box with multiple contract documents shown. Click on the picture of the document to view the attachment.

State Contact Information

Contract Administrator

Richard

Kotler

Category Specialist

Central Procurement Office

(615)-253-4723

Richard.Kotler@tn.gov

Richard.Kotler@tn.gov

Contractor Contact:

Chuck Jones

Account Manager

615-477-1058

Chuck.jones@motorolasolutions.com

Dealer Network

- **Critical Tech Solutions (CTS)** 2948 Middlebrook Pike, Knoxville, TN : Contact: Mark Dorn, 865-202-6603, Email: mark@criticalts.com
- **Metro Communications, LLC**, 1210 Elm St Knoxville, TN: Contact: Jimmy Hayes, 865-546-0311, Email: jimmy.hayes@metrocomm2way.com
- **Integrated Communications, Inc.**; 6630 Reese RD Memphis, TN: Contact: Jim Marineau, 901-366-4412; Email: jim.marineau@iciwireless.com
- **Nashville Communications**: 330 Plus Park Blvd Nashville, TN: Contact: Lance Marrow, 615-255-5670; Email: lanec@nashvillecomm.com

- **Mobile Communications of America (MCA):** 1201 Crutchfield St Chattanooga, TN:
Contact: Danny Moseley, 423-698-3306; Email: dannymoseley@callmc.com
- **Wireless Plus, Inc.:** 1136 Myatt BLVD, Madison, TN; 615-333-0108; Contact: Mark Walker,
Email: mwalker@wirelessplusinc.com
- **Gemini Communications:** 318 Baker ST, Murfreesboro, TN: Contact: Jim Lowe; 615-895-
5956; Email: Jim_Lowe@bellsouth.net
- **Integrated Communication, Inc.:** 335 Bellevue ST Jackson, TN; Contact: John Atkinson,
731-427-9851, Email: John.atkinson@iciwireless.com

Use of Third Party Resellers

State Agencies

1. The provisions of the contracts do not permit direct transactions or establishment of a legal obligation with the contracted parties resellers by State Agencies. Although the contracted party may have their reseller network perform work, such as, warranty, on-site installation, repair or other activities for the contracted party. This work must be the result of a transaction initiated between the State and the Contracted Party (Contractor) where the Contracted Party incurs a legal obligation pursuant to the Terms and Conditions of the Contract. Examples of the transactions to the Contracted Party are, but not limited to: Issuance of a Purchase Order for Goods and or Services, Performance/Response to a Warranty Claim, Issuance and response to a Return Material Authorization, and Performance of Maintenance/Repair services that have been purchased and Premium Service Plans.
2. It is incumbent upon the Contracted Party to be the entity that receives requests for quotes, receives purchase orders from the State, be responsible for the shipment of purchased goods, be the party to submit invoices to the State and, in turn, be the recipient of payment for all goods and services provided. The State will not issue Purchase Orders to, nor pay for contracted goods and services to any third party that may perform any services, on behalf of the contracted party, that are covered by this Statewide Contract.

Authorized Users -- Statewide Contract. This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of

government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies.

The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- a) all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b) Tennessee local governmental agencies;
- c) the board of trustees of the University of Tennessee system, the Tennessee board of regents system, or the State university boards;
- d) any private nonprofit institution of higher education chartered in Tennessee; and,
- e) any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse Services or the Department of Intellectual and Developmental Disabilities to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or liable for the transactions between the Contractor and Authorized Users.

Local Government Entity Instructions:

1. Local governments and other eligible entities are encouraged to use this contract.
2. Local entities should contact the vendor with respect to how they would like to conduct business transactions.
3. The State requires Envisage to report all sales to Local Government entities making use of the State contract.



MEMO



Mr. Jerry S. Boyd
Superintendent

405 W. College St.
Jonesborough, TN 37659
Phone (423) 753-1100

Memorandum

To: Washington County Schools Board of Directors
From: Dr. Jarrod Adams, Chief Operations Officer
RE: Current Purchasing Cooperatives Memberships
Date: September 22, 2021

Board Members:

The following is a list of purchasing cooperatives to which Washington County Schools has current membership:

1. BuyBoard
2. Sourcewell
3. PEPPM Cooperative Purchasing
4. Tennessee Statewide Contracts
5. TIPS-USA
6. NETCO (Nutrition)

Board of Directors

Annette Buchanan
Jason Day
Mary Beth Dellinger

Keith Ervin
Chad Fleenor
David Hammond

Mike Masters
Mitch Meredith
Whitney Riddle

WASHINGTON COUNTY BOARD OF EDUCATION PROPOSAL

PREPARED FOR:

WASHINGTON COUNTY BOARD OF EDUCATION
405 W COLLEGE ST
JONESBOROUGH, TN 37659

SUBMITTED BY:

PUBLIC RISK INSURORS

PROVIDED BY:



Liberty Mutual[®]
INSURANCE

PROVIDED ON: 6/25/2021

PROPOSAL EXPIRATION DATE: 7/1/2021

Liberty Mutual Insurance is the marketing name for the property and casualty insurance operations of Liberty Mutual Insurance Company and its' affiliates, 175 Berkeley Street, Boston, MA 02116. Not all insurance coverages are available in all states and policy terms may vary based on individual state requirements. This proposal may include a policy from a Liberty Mutual nonadmitted surplus lines affiliate that is not licensed in your state. Surplus lines insurers generally do not participate in state guaranty funds and coverage may only be obtained through duly licensed surplus lines brokers.

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Commercial Auto

Premium Details

Underwriting Company: Liberty Mutual Fire Insurance Company
 Rating Plan: Guaranteed Cost
 Named Insured: Washington County Board of Education

Premium	
Estimated Premium	\$207,776
Taxes, Assessments & Surcharges	\$0
Michigan Catastrophic Claims Association (MCCA)	\$0
Total Estimated Premium with Taxes, Assessments & Surcharges	\$207,776

May be subject to audit.

Coverages	Symbols	Limits	Deductibles	Premium
Liability	01	\$1,000,000	N/A	\$130,391
Personal Injury Protection	N/A	N/A	N/A	N/A
Added Personal Injury Protection	N/A	N/A	N/A	N/A
Auto Medical Payments	02	\$5,000	N/A	\$7,536
Uninsured Motorist	02	\$100,000	N/A	\$7,849
Underinsured Motorist	02	N/A	N/A	Included
Physical Damage				
Comprehensive	02	Actual Cash Value or Cost of Repair	\$500	\$13,823
Collision	02	Actual Cash Value or Cost of Repair	\$500	\$41,149
Towing and Labor	N/A	N/A	N/A	N/A
Hired Liability	N/A	\$1,000,000	N/A	\$228
Hired Physical Damage				
Comprehensive	N/A	N/A	N/A	N/A
Collision	N/A	N/A	N/A	N/A
Endorsements	N/A	Various	Various	\$6,800

Commercial Auto

Forms & Endorsements

Form Name	Form Number	Fill-Ins
2016 Commercial Auto Miscellaneous Form Revisions Advisory Notice To Policyholders	CNA 90 15 11 16	
Alaska Exclusion of Terrorism Involving Nuclear, Biological or Chemical Terrorism Above Minimum Statutory Limits	CA 23 89 10 13	
Annual Meeting Notice	LIL 90 04 06 13	
Assault, Battery, Abuse or Molestation Exclusion	AC 20 01 11 16	
Auto Medical Payments	CA 99 03 10 13	
Business Auto Coverage Form	CA 00 01 10 13	
Business Auto Declarations	AC 00 03 02 13	
Business Auto Declarations Extension Schedule - Hired or Borrowed Autos and Nonowned Autos	ACS 00 03 11 11	
Changes In Your Policy	AC 00 30 10 13	
Changes in Item Two of the Declarations - Physical Damage Coverages	ACS 00 25 04 13	
Common Policy Conditions	IL 00 17 11 98	
Exclusion of Terrorism Involving Nuclear, Biological or Chemical Terrorism	CA 23 85 01 06	
Exclusion of Terrorism Involving Nuclear, Biological or Chemical Terrorism	CA 23 85 10 13	
Exclusion of Terrorism Involving Nuclear, Biological or Chemical Terrorism Above Minimum Statutory Limits	CA 23 87 01 06	

Continued on next page...

Note: Endorsement numbers listed above may be replaced with/or used in conjunction with State Specific endorsements. The forms listed on this proposal are not all inclusive of the forms that will be included in the published policy.

Commercial Auto

Forms & Endorsements

Form Name	Form Number	Fill-Ins
Exclusion of Terrorism Involving Nuclear, Biological or Chemical Terrorism Above Minimum Statutory Limits	CA 23 87 10 13	
Forms Inventory	ACS 00 26 04 13	
Insured Mailer Page	CNI 90 04 01 12	
Item 3 - Schedule of Covered Autos You Own	ACS 00 24 04 13	
Liberty Mutual Group California Privacy Notice	SNI 04 01 12 20	
Named Insured Endorsement	AC 84 13 01 11	Named Insured: Washington County Board of Education
Nuclear Energy Liability Exclusion Endorsement (Broad)	IL 00 21 09 08	
Policyholder Notice - Company Contact Information	SNI 90 01 12 18	
Producer Mailer Page	CNI 90 05 01 12	
Public Entity Immunity And Tort Cap Preservation Endorsement	LIL 90 09 05 17	
Public Transportation Autos	CA 24 02 10 13	
Public or Livery Passenger Conveyance and On-Demand Delivery Services Exclusion	CA 23 45 11 16	
Replacement Cost Coverage - School Buses	AC 84 54 06 14	Comprehensive Model Years Old: 15 Comprehensive Deductible: \$500 Collision Model Years Old: 15 Collision Deductible: \$500
School Business Auto Extension Endorsement	AC 84 52 12 16	

Continued on next page...

Note: Endorsement numbers listed above may be replaced with/or used in conjunction with State Specific endorsements. The forms listed on this proposal are not all inclusive of the forms that will be included in the published policy.

Commercial Auto

Forms & Endorsements

Form Name	Form Number	Fill-Ins
State Application of Terrorism Exclusion Endorsements Involving Nuclear, Biological Or Chemical Terrorism	AC 84 26 08 15	
Temporary Substitute Auto - Physical Damage Insurance	AC 84 73 01 16	
Tennessee Changes	CA 01 46 10 13	
Tennessee Changes-Cancellation and Nonrenewal	IL 02 50 09 08	
Tennessee Uninsured Motorists Coverage	CA21201117	
Uninsured/Underinsured Motorists Insurance (UM/UIM) Schedule	ACS 21 02 04 13	
Washington Exclusion of Terrorism Involving Nuclear, Biological or Chemical Terrorism	CA 23 93 10 13	

Note: Endorsement numbers listed above may be replaced with/or used in conjunction with State Specific endorsements. The forms listed on this proposal are not all inclusive of the forms that will be included in the published policy.

General Liability

Premium Details

Underwriting Company: Liberty Mutual Fire Insurance Company
 Rating Plan: Guaranteed Cost
 Named Insured: Washington County Board Of Education

Premium	
Estimated Coverage Premium	\$37,250
Estimated Endorsement Premium	\$16,320
Total Estimated Premium	\$53,570
Terrorism Risk Insurance Act (TRIA) Premium	\$532
Taxes, Assessments & Surcharges	\$0
Total Estimated Premium with TRIA, Taxes, Assessments & Surcharges*	\$54,102

*TRIA Premium, Taxes, Surcharges & Assessments are estimates and are subject to change based upon coverage changes, exposure changes, and/or written premium. May be subject to audit.

Coverages	Limits of Liability
General Aggregate Limit	\$2,000,000
Products/ Completed Operations Limit	\$2,000,000
Personal and Advertising Injury Limit	\$1,000,000
Each Occurrence Limit	\$1,000,000
Damage to Premises Rented to You (or any premises)	\$100,000
Medical Expense Limit (any one person)	\$5,000
Employee Benefits Liability*	\$1,000,000
Employee Benefits Aggregate*	\$3,000,000

* Employee Benefits Liability Retroactive Date: 7/1/1991

General Liability

Additional Insured

Form Name	Form Number	Fill-Ins
Additional Insured - Students While In Internship Work Study Programs	LC 20 50 02 14	

Common Policy Form

Form Name	Form Number	Fill-Ins
Common Policy Conditions	IL 00 17 11 98	
Tennessee Changes-Cancellation and Nonrenewal	IL 02 50 09 08	

Coverage

Form Name	Form Number	Fill-Ins
Commercial General Liability Coverage Form	CG 00 01 04 13	
Corporal Punishment	CG 22 67 10 93	
Employee Benefits Liability Coverage	CG 04 35 12 07	Aggregate Limit: \$3,000,000 Deductible: 1000 Limit: \$1,000,000 Retroactive Date: 07/01/1991
HEALTH OCCUPATION TRAINING - STUDENT PROFESSIONAL LIABILITY	LC 28 09 02 20	Fill-In: Work Based Learning
Non-Cumulation Of Liability (Same Occurrence)	LC 25 13 08 08	
Personal And Advertising Injury - Occurrence Redefined	LC 29 06 08 08	
Personal And Advertising Injury Redefined - Definition Of Publication	LC 29 04 08 08	
Premium Responsibility	LC 99 36 02 13	

Continued on next page...

Note: Endorsement numbers listed above may be replaced with/or used in conjunction with State Specific endorsements. The forms listed on this proposal are not all inclusive of the forms that will be included in the published policy.

General Liability

Forms & Endorsements

Form Name	Form Number	Fill-Ins
Public Entity Immunity And Tort Cap Preservation Endorsement	LIL 90 09 05 17	
SEXUAL MISCONDUCT LIABILITY COVERAGE	LC 04 91 02 20	Fill-In: Sexual Misconduct Liability (Occurrence) Each Sexual Misconduct Limit: \$1,000,000 Aggregate Sexual Misconduct Limit: \$1,000,000 Sexual Misconduct Liability Deductible: \$5,000
School Amendatory Endorsement	LC 99 44 07 18	
VIOLENT EVENT RESPONSE COVERAGE FOR SCHOOLS	LC 04 78 02 20	Fill-In: Each Violent Event Limit - Response Expenses and Loss: \$300,000 Aggregate Limit - Response Expense and Loss: \$300,000 Each Person Limit - Loss: \$25,000 Each Person Limit - Death Benefits: \$15,000

Declaration

Form Name	Form Number	Fill-Ins
Commercial General Liability Declarations	LC 00 04 08 12	
Declarations Extension Schedule	LCS 00 02 05 12	
Declarations Extension Schedule - Classification Descriptions	LCS 00 01 05 12	
Declarations Extension Schedule - Miscellaneous Charges	LCS 00 03 05 12	

Note: Endorsement numbers listed above may be replaced with/or used in conjunction with State Specific endorsements. The forms listed on this proposal are not all inclusive of the forms that will be included in the published policy.

General Liability

Notice to Policyholder

Form Name	Form Number	Fill-Ins
Policyholder Disclosure Terrorism Risk Insurance Act	SNI 90 02 01 20	

Other Exclusion

Form Name	Form Number	Fill-Ins
Access Or Disclosure Of Confidential Or Personal Information With Limited Bodily Injury Exception	CG 21 06 05 14	
Asbestos Exclusion	LC 21 01 06 05	
Discrimination Exclusion	LC 21 04 06 05	
Employment - Related Practices Exclusion	CG 21 47 12 07	
Exclusion - Trampolines	LC 21 112 02 14	
Fungi or Bacteria Exclusion (Legionella Bacterium Excluded)	LC 21 91 09 12	
Lead Exclusion	LC 21 06 06 07	
Nuclear Energy Liability Exclusion Endorsement (Broad)	IL 00 21 09 08	
Silica Exclusion	LC 21 02 06 05	

Policy Cover

Form Name	Form Number	Fill-Ins
Annual Meeting Notice	LIL 90 04 06 13	

TRIA Exclusions

Form Name	Form Number	Fill-Ins
Alaska Exclusion Of Punitive Damages Related To A Certified Act Of Terrorism	CG 26 93 01 15	

Continued on next page...

Note: Endorsement numbers listed above may be replaced with/or used in conjunction with State Specific endorsements. The forms listed on this proposal are not all inclusive of the forms that will be included in the published policy.

General Liability

Form Name	Form Number	Fill-Ins
Arkansas Exclusion Of Punitive Damages Related To A Certified Act Of Terrorism	CG 26 86 01 15	
Cap On Losses From Certified Acts Of Terrorism	CG 21 70 01 15	
Exclusion Of Punitive Damages Related To A Certified Act Of Terrorism	CG 21 76 01 15	

Underwriting Additional Forms

Form Name	Form Number	Fill-Ins
Inventory Coverage Forms/Parts, Endorsements, Enclosures	IC 00 42 07 09	
LIBERTY MUTUAL GROUP CALIFORNIA PRIVACY NOTICE	SNI 04 01 01 20	
POLICYHOLDER NOTICE - COMPANY CONTACT INFORMATION	SNI 90 01 12 18	

Note: Endorsement numbers listed above may be replaced with/or used in conjunction with State Specific endorsements. The forms listed on this proposal are not all inclusive of the forms that will be included in the published policy.

School Leaders Errors & Omissions

Premium Details

Underwriting Company: Liberty Mutual Fire Insurance Company
 Rating Plan: Guaranteed Cost
 Named Insured: WASHINGTON COUNTY BOARD OF EDUCATION

Coverages	Premium
School Leaders Errors & Omissions (SLEO) Premium	\$20,773
Non-Monetary Relief Defense Coverage	Included
Additional Insured - Students While in Internship/Work Study Programs	Included
Terrorism Risk Insurance Act (TRIA) Premium	\$208
Total Estimated Premium with TRIA Premium*	\$20,981

*TRIA Premium, Taxes, Surcharges & Assessments are estimates and are subject to change based upon coverage changes, exposure changes and/or final written premium. May be subject to audit.

Coverages	Limits of Liability	Deductibles
Each Wrongful Act	\$1,000,000	\$2,500
Aggregate	\$2,000,000	-
Non-Monetary Relief Defense Coverage	\$100,000	\$2,500

This insurance does not apply to "wrongful acts" committed prior to the **Retroactive Date: 07/01/2021. Claims-made Inception Date: 07/01/2021.**

School Leaders Errors Omissions

Form Name	Form Number
Additional Insured - Students While In Internship/Work Study Programs	LC 20 52 02 14
Annual Meeting Notice	LIL 90 04 06 13
Cap On Losses From Certified Acts Of Terrorism	LC 21 128 05 17
Common Policy Conditions	IL 00 17 11 98
Declarations Extension Schedule	LCS 00 02 05 12
Declarations Extension Schedule - Classification Descriptions	LCS 00 01 05 12
Deductible Insurance - Non-Monetary Relief Claims	LC 03 50 02 20
Exclusion Of Punitive Damages Related To A Certified Act Of Terrorism	LC 21 130 05 17
Form Inventory	IC 00 42 07 09
Insured Mailer Page	CNI 90 04 01 12
Liberty Mutual Group California Privacy Notice	SNI 04 01 12 20
Policyholder Disclosure Terrorism Risk Insurance Act	SNI 90 02 01 20
Policyholder Notice - Company Contact Information	SNI 90 01 12 18
Producer Mailer Page	CNI 90 05 01 12
Public Entity Immunity And Tort Cap Preservation Endorsement	LIL 90 09 05 17
School Leaders Errors and Omissions Liability Coverage Form	LC 00 12 02 20
School Leaders Errors and Omissions Liability Declarations	LC 00 18 07 20
Tennessee Changes	LC 32 675 02 20
Tennessee Changes - Cancellation and Nonrenewal	LC 32 690 02 20

Note: Endorsement numbers listed above may be replaced with/or used in conjunction with State Specific endorsements. The forms listed on this proposal are not all inclusive of the forms that will be included in the published policy.

Law Enforcement Liability

Premium Details

Underwriting Company: Liberty Mutual Fire Insurance Company
 Rating Plan: Guaranteed Cost
 Named Insured: WASHINGTON COUNTY BOARD OF EDUCATION

Coverages	Premiums
Law Enforcement / Security Guards Personal Liability Premium	\$8,713
Non-Monetary Relief Defense Premium	Included
Terrorism Risk Insurance Act (TRIA) Premium	\$87
Total Estimated Premium with TRIA, Taxes, Assessments & Surcharges*	\$8,800

*TRIA Premium, Taxes, Surcharges & Assessments are estimates and are subject to change based upon coverage changes, exposure changes and/or final written premium. May be subject to audit.

Coverages	Limits of Liability	Deductibles
Each Wrongful Act	\$1,000,000	\$2,500
Aggregate	\$1,000,000	-
Non-Monetary Relief Defense Coverage	\$100,000	N/A

The insurance does not apply to "wrongful acts" committed prior to the **Retroactive Date: 7/1/1987. Claims-made Inception Date: 7/1/2020.**

Law Enforcement Liability

Form Name	Form Number
Annual Meeting Notice	LIL 90 04 06 13
Cap On Losses From Certified Acts Of Terrorism	LC 21 128 05 17
Common Policy Conditions	IL 00 17 11 98
Declarations Extension Schedule	LCS 00 02 05 12
Declarations Extension Schedule - Classification Descriptions	LCS 00 01 05 12
Exclusion Of Punitive Damages Related To A Certified Act Of Terrorism	LC 21 130 05 17
Form Inventory	IC 00 42 07 09
Insured Mailer Page	CNI 90 04 01 12
Law Enforcement Professional Liability Coverage Form	LC 00 13 02 20
Law Enforcement Professional Liability Declarations	LC 00 16 02 20
Liberty Mutual Group California Privacy Notice	SNI 04 01 12 20
Non-Monetary Relief Defense Coverage	LC 99 49 02 20
Policyholder Disclosure Terrorism Risk Insurance Act	SNI 90 02 01 20
Producer Mailer Page	CNI 90 05 01 12
Public Entity Immunity And Tort Cap Preservation Endorsement	LIL 90 09 05 17
Tennessee Changes	LC 32 675 02 20
Tennessee Changes - Cancellation and Nonrenewal	LC 32 690 02 20

Note: Endorsement numbers listed above may be replaced with/or used in conjunction with State Specific endorsements. The forms listed on this proposal are not all inclusive of the forms that will be included in the published policy.

Property

Premium Details

Underwriting Company: Liberty Mutual Fire Insurance Company
Rating Plan: Not Applicable
Named Insured: Washington County Board Of Education

Premium	
Policy Premium	
Excluding premium for "certified act(s) of terrorism" (TRIA)*	\$163,271
"Certified act(s) of terrorism" (TRIA)*	\$3,736
State or Municipal Taxes, Surcharges & Other	\$0
Total Policy Premium	\$167,007

The premiums shown for Surcharges, Assessments and Taxes are estimates only and are subject to adjustment. Final numbers will be reflected on the actual policy.

*Terrorism Risk Insurance Act

Total Insurable Values	
Real Property	\$235,828,522
Personal Property	\$27,472,300
Loss of Business Income/Rents	\$250,000
Total Insurable Values	\$263,550,822

A properly executed Loss of Income Worksheet must be received within 30 days of binding. Additional premium may be required at that time.

Property

Limits of Liability

Coverages	Limits of Liability*
Locations 1.1-18.1	
Real Property	\$235,828,522
Personal Property	\$27,472,300
Loss of Business Income	\$250,000
Extra Expense	\$1,000,000

*Limits of Liability are in any one occurrence, unless otherwise stated

Property

Standard Extensions

Standard Extensions of Coverage

Form Name	Form #	Limit of Liability and/or Fill-in(s)*
Accounts Receivable	RM1002	\$100,000
Arson Reward	RM1002	\$25,000
Computer Virus and Denial of Access	RM1002	\$25,000
Debris Removal Expense	RM1002	\$250,000
Except for windblown debris	RM1002	\$25,000
Deferred Payments	RM1002	\$25,000
Duty to Defend	RM1002	Included
Extended Period of Restoration	RM1002	Sixty (60) consecutive days
Fire Department Charges	RM1002	Included
Fine Arts	RM1002	\$100,000
Fungus Cleanup Expense	RM1002	Applicable limit of liability
Except if fungus results from a covered loss due to a peril insured against other than fire or lightning	RM1002	\$250,000
Installation of Personal Property or Personal Property of Others	RM1002	\$250,000
Lock and Key Replacement	RM1002	\$25,000
Personal Property of Employees	RM1002	Included
Plants, Trees or Shrubs	RM1002	\$100,000
Pollution Cleanup Expense from a specified peril	RM1002	Applicable Limit of Liability
Except, from a peril insured against other than a specified peril	RM1119	\$50,000 Annual Aggregate
Except, from land, soil, surface or ground water; or for testing performed in the course of extracting the pollutants from covered locations	RM1119	\$50,000 Annual Aggregate
Professional Fees	RM1119	\$50,000
Removal	RM1002	Ninety (90) days

*Limits of Liability are per occurrence, unless otherwise stated

Property

Optional Extensions

Optional Extensions of Coverage

Form Name	Form #	Limits of Liability and/or Fill-in(s)*
Demolition Cost, Increased Construction Cost and Operation of Building Laws	RM1002	
Demolition Cost	RM1002	\$500,000
Increased Construction Cost	RM1002	Included in Demolition Cost
Operation of Building Laws	RM1002	Included in Demolition Cost
Exhibitions, Expositions, Fairs or Trade Shows	RM1002	\$50,000
Miscellaneous Locations	RM1002	\$50,000 at each miscellaneous location
New Location(s)	RM1002	\$1,000,000
	RM1002	One hundred eighty (180) consecutive days
Transit	RM1002	\$50,000

*Limits of Liability are per occurrence, unless otherwise stated

Property

Equipment Breakdown

Equipment Breakdown Extensions of Coverage

Form Name	Form #	Limits of Liability and/or Fill-in(s)*
Equipment Breakdown Extensions of Coverage		
Expediting Expenses Coverage	RM1250	\$100,000
Hazardous Substances Coverage	RM1250	\$100,000
Perishable Goods Coverage	RM1250	\$100,000
Data Restoration	RM1250	\$100,000
Water Damage Coverage	RM1250	Included
CFC Refrigerants	RM1250	Included

*Limits of Liability are per occurrence, unless otherwise stated

Property

CAT Coverages

Form Name	Form #	Limits of Liability and/or Fill-in(s)*
Earth Movement Coverage	RM1106	\$2,500,000 (Annual Aggregate)
Any covered property situated in or at any other location(s) not specified below:		\$2,500,000 (Per Occurrence)
At any location situated in or at the area(s) defined in this policy as:		\$2,500,000 (Annual Aggregate)
New Madrid		Excluded
Puget Sound		Excluded
At any location in the State(s) or Countries or at a location(s) specified below:		
Alaska		Excluded
California		Excluded
Hawaii		Excluded
Nevada		Excluded
Puerto Rico	Excluded	
Flood Coverage	RM1108	\$2,500,000 (Annual Aggregate)
Any covered property at any other location(s) not specified below:		\$2,500,000 (Per Occurrence)
		\$2,500,000 (Annual Aggregate)

*Limits of Liability are per occurrence, unless otherwise stated

Property

Endorsements

Form Name	Form #	Fill-in(s)*
Interruption of Service Coverage Extension	RM1110	\$50,000
Overhead Transmission and Distribution Lines		Excluded
Payroll Expense Limitation or Exclusion	RM1113	Excluded
Additional First Tier Wind Counties and Independent Cities (The states of Virginia through and Including Maine)	RM1158	

*Limits of Liability are per occurrence, unless otherwise stated

Refer to Draft Policy for additional endorsements not shown

Property

Deductibles & Waiting Period

Policy

Coverages	Form #	Deductible Amount*
Policy Deductible**	RM1000	\$1,000
Mobile Equipment or Tools	RM1104	\$1,000
Leased or Rented Mobile Equipment or Tools		\$1,000
Interruption of Service	RM1110	
Equipment Breakdown		Refer To Draft Policy
All Coverages Except Equipment Breakdown		\$10,000

*Deductibles are per occurrence unless otherwise stated

**We will not pay unless a covered loss from any one occurrence exceeds the deductible amount shown. We will then pay for the excess, up to any other applicable limit of liability. Unless otherwise specified, if a covered loss involves two or more deductibles, we will use only the largest of the applicable deductibles.

CAT Coverages

Coverages	Form #	Deductible Amount*
Earth Movement Coverage	RM1106	\$25,000
Flood Coverage	RM1108	\$25,000
Wind Associated with a Named Storm	RM1115	
Additional First Tier Wind Counties and Independent Cities (Tier 1 - VA-ME) and Second tier wind Counties and Parishes (Tier 2 - NC-TX)		\$50,000
First tier wind Counties and Parishes (Tier 1 - NC-TX) and Harris County, TX		2.00% subject to \$100,000 minimum
Florida, Hawaiian Islands and Puerto Rico		5.00% subject to \$250,000 minimum
New York counties of Suffolk and Nassau		\$50,000

*Deductibles are per occurrence unless otherwise stated

Property

Deductibles & Waiting Period

Standard Extensions

Coverages	Form #	Deductible Amount*
Duty to Defend	RM1002	Included
Fire Department Charges	RM1002	Included
Fungus Cleanup Expense	RM1002	Applicable Deductible
Personal Property of Employees	RM1002	Included
Pollution Cleanup Expense from a specified peril	RM1002	Applicable Deductible

*Deductibles are per occurrence unless otherwise stated

Waiting Period

Coverages	Form #	Waiting Period(s)
Interruption of Service	RM1110	
All Coverages Except Equipment Breakdown		24 hours
Equipment Breakdown		24 hours
Other Waiting Periods		Refer to Draft Policy

Terrorism Coverage Election Form

Named Insured: Washington County Board Of Education
Policy Number: P00-000-000402-363
Effective: 07/01/2021

How the act affects your policy and what you must do

SELECTION OR REJECTION OF OPTIONAL TERRORISM INSURANCE COVERAGE

You have the option of purchasing coverage for losses resulting from "certified acts of terrorism." The premium for terrorism coverage is shown below. Coverage for losses from "certified acts of terrorism" is still subject to, and may be limited by, all other terms, conditions and exclusions contained in your policy.

If you reject this offer, you will not be covered for losses resulting from "certified acts of terrorism."

Please indicate on the Terrorism coverage election form shown below, whether you accept or reject this offer. If we do not receive a completed Terrorism Coverage Election Form from you, coverage for "certified acts of terrorism" will be excluded from your policy.

Please return the completed Terrorism Coverage Election Form to the Liberty Mutual Account Analyst listed in the insurance proposal.

Please indicate your election to accept or reject this offer below:

I hereby elect to purchase coverage for "certified acts of terrorism" for the policy period for \$3,736.

I hereby reject this offer of coverage for the policy period. I understand that by rejecting this offer, I will have no coverage for losses arising from "certified acts of terrorism." Even if I decline coverage for "certified acts of terrorism," I acknowledge that some states require this policy to provide certain coverage for fire losses that result from an act of terrorism and the premium attributable to that required coverage cannot be rejected. As a result, if this policy provides coverage in any of those states, a rejection of this offer will not result in a reduction in premium by the full amount disclosed above.

Policyholder Acknowledgement

I hereby acknowledge that I have received notice of TRIA, the federal share of compensation for "certified acts of terrorism," the premium charge for losses covered by TRIA, and the Company's limit of liability should losses covered by TRIA exceed \$100 billion

Policyholder/Applicant Signature

Date

Print Name

The summary of the Act and the coverage under your policy contained in this notice is necessarily general in nature. Your policy contains specific terms, definitions, exclusions and conditions. In case of any conflict, your policy language will control the resolution of all coverage questions. Please read your policy carefully.

If you have any questions regarding this notice, please contact your sales representative or agent.

Crime

Premium Details

Underwriting Company: **Employers Insurance Company of Wausau**
 Rating Plan: **Guaranteed Cost**
 Named Insured: **WASHINGTON COUNTY BOARD OF EDUCATION**

Premium	
Estimated Premium	\$2,489
Taxes, Assessments & Surcharges	\$0
Total Estimated Premium	\$2,489

Coverages	Limits of Insurance	Deductibles
Inside the Premises - Theft of Money and Securities	\$250,000	\$1,000
Outside the Premises	\$250,000	\$1,000
Computer and Funds Transfer Fraud	\$250,000	\$1,000
Employee Theft - Per Loss	\$250,000	\$1,000
Government Faithful Performance of Duty	\$400,000	N/A
Forgery Or Alteration	\$250,000	\$1,000

Any other requested coverages not included will require further discussion prior to providing.

Form Name	Form Number
Add Faithful Performance Of Duty Coverage For Government Employees	CR 25 19 08 13
Annual Meeting Notice	LIL 90 04 06 13
CommonPolicyDeclarations	IC0002 03 05
Crime Declarations	EY DS 01 03 13
Exclusion of Terrorism	EY 07 01 04 19
Form Inventory	IC 00 42 07 09
Government Crime Policy (Loss Sustained Form)	CR 00 27 08 13
Insured Mailer Page	CNI 90 04 01 12
Liberty Mutual Group California Privacy Notice	SNI 04 01 12 20
Notice To Policyholders-Restriction Of Coverage	CNC 90 02 04 19
Policyholder Notice - Company Contact Information	SNI 90 01 12 18
Producer Mailer Page	CNI 90 05 01 12
Tennessee Changes	CR 02 24 10 10

Note: Endorsement numbers listed above may be replaced with/or used in conjunction with State Specific endorsements. The forms listed on this proposal are not all inclusive of the forms that will be included in the published policy.

The Liberty Mutual Advantage



Experience the Liberty Mutual Difference.

Industries evolve. Market conditions shift. Risks change. That's why you need the stable partnership of a global leader with strength in every corner. When you work with Liberty Mutual you can expect industry-leading coverages delivered by a team that is empowered to provide a superior experience. With experts in underwriting, risk control, claims, and more, we harness innovation to address your concerns at each touch point. Look to Liberty if you value long-term partnership and want a carrier with the expertise and stability to adapt as your business changes.

The Liberty Mutual Advantage

Financial Strength

Working with a Fortune 100 company, you get the advantage of more: more industry-leading resources and deeper expertise in more areas, including outstanding access to quality care and powerful return-to-work strategies and risk control strategies.

Industry Expertise

With 100+ years in business, we have deeply earned experience in your industry. At every touch point – from how we underwrite to how we manage claims – we have the experience you need. It's our business to know your business. Our experts understand the challenges you face and are ready to help mitigate risk at every level.

A Superior Customer Service Experience

Work with engaged, responsive professionals, from onboarding to claims management. We collaborate constantly to ensure your program is designed and operating for optimal results. We back this with technologies that maximize agility and efficiency – plus the steadfastness of an established partner. Count on us to stay focused on you.

Industry-leading Claims Handling

Our specialized approach leads to better outcomes and a better overall experience. Superior claims experience enabled by unparalleled focus on exceptional people, innovation and harnessing data to put your business ahead.

Advanced Risk Control and Engineering*

We can help lower your total cost of risk by providing access to resources that can help you identify exposures and practical ways to mitigate them. You benefit from relevant insights and practical programs that address your areas of greatest loss, such as workplace injuries, product recalls, and property damage.

*Our risk control services are advisory only. We assume no responsibility for management or control of customer safety activities nor implementation of recommended corrective measures.

Services

Providing you with a great experience is important to us. Here are some of the services that you'll receive when you join us:

Services are based on the Lines of Business sold.

Account Management Services

- Designated Account Management Team
- Seamless onboarding to Liberty Mutual
 - Policy number assignment and signature documents
 - Claim intake procedures
 - Policy issuance
 - Quick action on state reporting and posting notices
 - Set up and training for Liberty Mutual's online portal and Risk Management Information System
- Facilitation/Navigation of a smooth claims experience by quickly addressing questions and resolving issues

Claims Services

- 24 Hour Emergency Claims Service Center
- 24 Hour Claim Reporting – Internet & Telephonic
- Claimant and Customer contact on Liability Bodily Injury claims in 1 day
- Injured Worker, Employer, and Medical Provider contact on WC Indemnity claims in 1 day
- Claims Acknowledgements
- Comprehensive Liability and/or Compensability Investigations
- Customer Specific Location Coding for WC
- Designated National Claims Service Teams
- Fraud Investigations and Handling
- Index Bureau Reporting
- On-line Medical Provider Referral Service
- Second Injury Fund Recovery for WC
- Notification of reserve changes equal to or exceeding \$20,000
- Notification of settlements equal to or exceeding \$20,000

Litigation Management Services

Liberty Mutual reserves the right to retain and direct legal counsel:

Liberty Mutual Staff Counsel or Managed Panel Counsel will be used unless otherwise directed by Liberty Mutual or agreed upon.

Services



Risk Control Services

On-demand Risk Control resources including:

- Risk Control Consulting Center
- Access to comprehensive safety and health resources through Liberty Mutual SafetyNet (an online destination for safety tools, training, and resources)

Technology Services

- Access to Liberty Mutual's online portal to include:
 - Account and billing information
 - Risk control services and medical providers
 - Reporting and tracking claim activity through Risktrac
- Access to Risktrac, Liberty Mutual's Risk Management Information System
 - View adjuster claim notes and monitor activity
 - Create watch lists to keep track of important claims
 - Set alerts to be notified of reserve and payment activity

Please speak with your Underwriter if additional services are needed.

Terms & Conditions

This proposal is valid for 60 days from the Date of Proposal or until the Effective Date (whichever is earlier) and is solely an estimate of premium, based on the information provided, and all amounts are subject to change. This proposal does not bind or provide actual coverage and is not an offer of insurance. Specific terms of coverage, exclusions, and limitations are contained solely in a completed insurance policy for which a premium has been paid.

This proposal may vary from your original request for coverage. Please review the proposal carefully for any variances. The terms, conditions and premiums included in this proposal contemplate the sale or renewal of all the quoted insurance lines. Electing to buy or renew only some of the lines of coverage may result in changes to the terms, conditions and premiums of the remaining insurance lines.

We are willing to provide only the coverage described by this document. This document is a proposal to provide coverage based solely on these specifications. We will not be bound or obligated by proposals, specifications, or requests prepared by any other party. Further, this coverage is not bound until expressly accepted, in writing, by a Liberty Mutual Insurance employee who is authorized to bind these coverages. Finally, this document is not a policy of insurance. Coverage will be determined by the terms and conditions of the policy or policies issued by us. This document was created and distributed to you solely for information purposes only. You must look to and rely upon the full terms and conditions of the policy to determine the nature and extent of coverage.

To learn more about Liberty Mutual's privacy policy, go to libertymutual.com/privacy

This proposal and any policy or contract that may be issued pursuant to this proposal, is based on the information you or your authorized representative provided regarding named and additional insureds. In the event that individuals, entities, vessels or countries that have a direct or indirect interest in the quoted insurance coverage are subject to U.S. or foreign financial sanctions laws, or appear on any domestic or foreign list of persons with whom we are prohibited from doing business or conferring financial benefit, Liberty Mutual Insurance reserves the right to amend this proposal or to withdraw it in its entirety; and, in the event a policy of insurance or a contract for other benefits is issued by us prior to or after learning that any subject persons or entities appear on the prohibited list, or otherwise are identified in connection with an economic sanctions program, Liberty Mutual Insurance reserves the right to declare any such issued policy or contract null, void and without legal or binding effect, such voiding to be effective from the otherwise effective date of such issued policy or contract and regardless of whether any circumstance has arisen, or there has been an occurrence since such issuance that would be material to the duties and responsibilities set forth in such policy or contract.

Terms & Conditions



Property: Offer of Coverage for Certified Acts of Terrorism

This proposal includes an offering for Terrorism Coverage for both Certified Acts of Terrorism (as defined by the Terrorism Risk Insurance Act) and Non-Certified Acts of Terrorism.

You can elect to:

- Accept coverage at the indicated premium as stated in this Proposal, or
- Elect to reject the offerings of Terrorism coverage as described.

If you elect to reject this coverage, then the exclusions for both Certified Acts of Terrorism (as defined by the Terrorism Risk Insurance Act) and Non-Certified Acts of Terrorism exclusion will apply, with the form specified below replaced by Form RM1143R1

Please refer to the Policyholder Disclosure Notice - NOTICE OF OFFER TO PURCHASE TERRORISM INSURANCE FOR POLICY PERIOD at the end of this proposal and return the completed Terrorism Coverage Election Form to the Liberty Mutual Account Analyst listed in the insurance proposal.

RM1144R1 CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM

Quote Stipulations

We reserve the right, but are not required, to inspect any location insured hereunder. This proposal is subject to favorable inspections and compliance with any recommendations made as a result of such inspections. We stress that inspections are not made for life safety, but for the sole purpose of our property underwriting. Not all hazards and conditions are evaluated. It is not to be inferred from our visits that all hazards are under control nor that the properties and operations are safe or healthful or are in compliance with laws, rules, or regulations.

We have provided a draft property policy to help you make an informed decision regarding your insurance needs, but it is for informational purposes only and is not a final policy of insurance. Your coverage will be determined only by the terms and conditions of a final policy and not by the linked draft policy.

A properly executed SOV and, if applicable, Loss of Income Worksheet must be received within 30 days of binding. Additional premium may be required at that time.

All policy coverages, terms, and conditions are subject to applicable State Amendatory Endorsements.

If the Named Insured's signature is required for any of the policies or coverages included in this proposal, they must be signed by the proposed Named Insured and returned to us by the effective date of the policy, or within 30 days of receipt, whichever is later. Failure to execute and return any required signature documents within the specified time frame may result in withdrawal of the proposed payment plan, or cancellation or rescission where allowed by law, and/or coverage changes and corresponding premium increase(s) required by law as a result of not having signed forms.

Terms & Conditions

Services

These services are provided during the effective period, unless otherwise specified. Services will convert to our standard claims and other services, except as otherwise agreed in writing or stated below, if:

- 1) all of the policies described, including any renewals and rewrites of those policies, are cancelled or non-renewed by you or by us,
- 2) losses are projected to exceed a rating plan maximum, or
- 3) you become insolvent or file for bankruptcy.

We may modify our standard services at any time without notice.

Claim Service Definitions

Notification: the formal act of alerting the customer/broker when a specific claim action is taking place. Specific actions can include but are not limited to Nurse Case Manager, Field Investigation, Surveillance, Third Party, Reserves and Settlement. No response from customer is required in order for Claims to proceed with their action plan.

Risk Control Services

Our risk control service is advisory only and does not include:

- Providing for the health and safety of your employees or the public
- Managing or controlling your safety activities or implementing recommended corrective measures
- Identifying all hazards
- Warranting that requirements of any federal, state, or local law, regulation, or ordinance have or have not been met.

Regulatory Service Requirements

After the effective date of this policy, we may be required to provide certain services (e.g., managed care) or to re-classify/re-code certain services - under the policy in accordance with filed rating and statistical plans. If this happens, we will align the charges with the filed rating and statistical plans (e.g., medical loss, indemnity loss, allocated loss adjustment expense, or unallocated loss adjustment expense).

Terms & Conditions



Risk Management Information Systems (RMIS)

You will have access to certain claims information ("DATA") from the electronic data processing files of the member companies of the Liberty Mutual Insurance. This DATA pertains to claims made against some of the insurance policies or claims service agreements issued to you by our member companies through the risk management information systems (collectively "RMIS").

Access to DATA or media is based on your ongoing acceptance of the terms and conditions listed on the portal used to access RMIS, as well as the following:

- We do not warrant that operation of the RMIS or the DATA provided will be error-free. We make no warranties, express or implied, and further, we DISCLAIM THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
- You understand and agree that the limit of our liability for any cause of action arising from, or related in any way to RMIS and/or DATA, is for direct damages only. We are not liable to you for any indirect, consequential, punitive, or special damages of any kind or nature.

To the extent that we provide DATA to you through RMIS and/or through any other means or media otherwise, the following terms shall apply:

a. We and you (the "Parties") shall comply with all laws and regulations governing the confidentiality, security, transmission, retransmission, copying, disclosure, and use of information pertaining to individuals, including but not limited to any medical information or non-public information as individually identifiable medical information and non-public, protected personal information of persons as defined in applicable law or regulation.

b. Access to RMIS is restricted to employees for whom the applicable subscription fees have been paid. You shall restrict access to RMIS and DATA to those employees who may lawfully access and use such information unless they agree otherwise in writing.

c. You shall instruct all employees accessing RMIS and DATA with regard to the obligations imposed under paragraphs a. and b. and ensure that your employees fully comply.

Each party agrees to defend, indemnify, and hold harmless the other party and its officers, directors, subsidiaries, affiliates, and employees from and against any third-party claims* that the party seeking indemnification may suffer or incur that arises out of:

- Any allegation that the other party's possession of or access to DATA violates any statute or regulation
- Any allegation that the other party's treatment or use of any DATA including, by way of example and not limitation, the transmission, retransmission, communication, or other publication of such DATA, was negligent, grossly negligent or intentionally improper
- The other party's breach of any representation or other obligation arising under this agreement with regard to DATA or RMIS

Terms & Conditions

*Claims collectively refers to losses, damages, suits, fees, judgments, costs, and expenses, including reasonable attorneys' fees, made by the directors, officers, and employees of the party responsible for indemnification.

The party seeking indemnification will:

- Promptly let the other party know in writing of any claim for which it is seeking indemnification
- Forward to the other party all documents in its possession related to the matter

Failure to provide prompt notice of a claim for indemnification will not prevent the party's claim for indemnification unless the other party is negatively impacted.

With regard to DATA and RMIS provided according to this section, your obligations and ours will survive indefinitely regardless of the termination of our partnership, any insurance policy, this or any other agreement between the parties.

Broker/Third-Party Access

If you want to extend access to RMIS and/or DATA to your broker/consultant or any third party, they must enter into a separate agreement with us that includes the terms and conditions of such access

Terrorism Insurance Premium Disclosure

This notice contains important information about the Terrorism Risk Insurance Act and its effect on your policy. Please read it carefully.

The premium charge for coverage for "Certified Acts of Terrorism" will appear in this Proposal as a separate line item charge. If you choose to accept this proposal, you will have the opportunity to reject this coverage and premium charge. This offer applies to all lines except Workers Compensation, Crime, Professional Liability and Commercial Automobile.

The Terrorism Risk Insurance Act

The Terrorism Risk Insurance Act, including all amendments ("TRIA" or the "Act"), establishes a program to spread the risk of catastrophic losses from certain acts of terrorism between insurers and the federal government. If an individual insurer's losses from "certified acts of terrorism" exceed a specified deductible amount, the government will generally reimburse the insurer for a percentage of losses (the "Federal Share") paid in excess of the deductible, but only if aggregate industry losses from such acts exceed the "Program Trigger". An insurer that has met its insurer deductible is not liable for any portion of losses in excess of \$100 billion per calendar year. Similarly, the federal government is not liable for any losses covered by the Act that exceed this amount. If aggregate insured losses exceed \$100 billion, losses up to that amount may be pro-rated, as determined by the Secretary of the Treasury.

Beginning in calendar year 2020, the Federal Share is 80% and the Program Trigger is \$200,000,000.

Mandatory Availability of Coverage For "Certified Acts of Terrorism"

TRIA requires insurers to make coverage available for any loss that occurs within the United States (or outside of the U.S. in the case of U.S. missions and certain air carriers and vessels), results from a "certified act of terrorism" AND that is otherwise covered under your policy.

A "certified act of terrorism" means:

[A]ny act that is certified by the Secretary [of the Treasury], in consultation with the Secretary of Homeland Security, and the Attorney General of the United States

- i. to be an act of terrorism;
- ii. to be a violent act or an act that is dangerous to –
 - I. human life;
 - II. property; or
 - III. infrastructure;
- iii. to have resulted in damage within the United States, or outside of the United States in the case of –
 - I. an air carrier (as defined in section 40102 of title 49, United States Code) or United States flag vessel (or a vessel based principally in the United States, on which United States income tax is paid and whose insurance coverage is subject to regulation in the United States); or
 - II. the premises of a United States mission; and
- iv. to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

Strategic Equipment, LLC
 dba TriMark Strategic
 dba TriMark Foodcraft
 dba ISI Commercial Refrigeration

To:
Caitlin Kite

Project:
Washington County Schools --
Daniel Boone HS
Gray, TN

From:
Strategic Equipment, Inc.
Kevin Horne
3011 Industrial Parkway East
Knoxville, TN 37921
(865) 637-2525
Cell (423) 534-3402

Job Reference Number: 15219

Thank you for allowing TriMark the opportunity to provide pricing for you. Please be aware the market is very unstable and manufacturers are experiencing delays and random price increases. As such, this quote or budget will only remain in effect for 15 days. Once the quote becomes an order, we will provide approximate ship dates and final pricing. We apologize for any inconvenience.

Item	Qty	Description	Sell	Sell Total
1	1 ea	CONVECTION STEAMER, ELECTRIC Cleveland Range Model No. 24CEA10 Steamcraft® Gemini™ 10 Pressureless Steamer, electric, 2 compartments with individual generators, (5) 12 x 20 x 2-1/2 pans/compartiment capacity, manual controls, 60-minute mechanical timer & manual (continuous steaming) bypass switch, left-hand hinged door, controls on right, steam shut-off switch, stainless steel construction, 6" stainless steel legs	\$17,052.22	\$17,052.22
	1 ea	1-year parts & labor warranty, standard		
	1 ea	Extended warranty, not to exceed 24 months from date of installation (for K-12 schools only)		
	1 ea	5 year pro-rated parts warranty on boilers & steam generators		
	2 ea	3 year Convection Steamer Door Warranty, standard		
	1 ea	(Steamer) 1 Year extended warranty (for installation or planned maintenance quotes, please contact your local Sales Representative) (net)	\$1,128.90	\$1,128.90
	1 ea	Performance start-up included at customer request after equipment is installed (Free Water Quality Check included) (contact Cleveland Sales Representative for details)		
	1 ea	Replacement		
	1 ea	Note: Note: A site survey must be completed before equipment will be released for shipment. This ensures that the correct equipment arrives on location based on readiness and location of utilities, drain, and transportation constraints such as doorway dimensions		
	1 ea	WBT-QT11-CR Optipure Water Treatment System, dual-cartridge, reduces sediments over 0.5 microns, reduces chlorine, includes (1) CTOS-Q10 Catalytic Carbon Filter & (1) CTOS-QCR activated carbon	\$356.40	\$356.40

Item	Qty	Description	Sell	Sell Total
		filter		
1 ea		Second year limited warranty on water related parts only when purchasing a steamer and filter from Cleveland. Must include a completed Performance Start-Up (See Cleveland warranty statement for details)		
1 ea		11000115833 Water Filtration Installation (only for filtration systems included in this price list) (Non-discountable NET pricing) (Note: Pricing based on 200 mile round trip, additional charges may apply, see Installation flyer for details) (Note: Customer should indicate your preferred Welbilt Authorized Service Agent for installation on the PO otherwise Welbilt RISE will select an Authorized Service Agent for this install)	\$198.09	\$198.09
1 ea		(VOS2) 440-480v/60/3-ph, 39.8 amps, 32.6kW, 3-wire	\$372.83	\$372.83
1 cs		DISSOLVE (PN 106174) Descaling Solution, (6) one-gallon containers with quart markings	\$232.26	\$232.26
			ITEM TOTAL:	\$19,340.70
1.1	1 ea	WORK TABLE Titan Stainless Model No. WFS Custom Water Filter Stand with Flanged Feet	\$789.87	\$789.87
			ITEM TOTAL:	\$789.87
2	2 ea	KETTLE, ELECTRIC, TILTING Cleveland Range Model No. KEL40TSH Short Series™ Steam Jacketed Kettle, electric, manual tilting, 40-gallon capacity, full steam jacket design, 316 stainless steel interior, 35" rim height, solid state water level control, open tri-leg base, 304 stainless steel construction, flanged feet, 50 psi rating, IPX6	\$18,452.30	\$36,904.60
	2 ea	1-year parts & labor warranty, standard		
	2 ea	Extended Warranty, not to exceed 36 months from date of installation (K-12 Schools only)		
	2 ea	Performance start-up included at customer request after equipment is installed (Free Water Quality Check included) (contact Cleveland Sales Representative for details)		
	2 ea	Standard wattage		
	2 ea	(VOK2) 440-480v/60/3-ph, 19.6kW, 23.6 amp	\$742.21	\$1,484.42
	2 ea	Standard Control Panel includes: LED indicator for heat cycle & low water, Power ON/OFF Dial with 1-10 Temperature Dial Setting		
	2 ea	TD2 2" tangent draw-off valve with strainer	\$1,004.32	\$2,008.64
	2 ea	DS2 Perforated Drain Strainer, 2" draw-off, 3/16" strainer holes	\$270.76	\$541.52
	2 ea	DS2S Solid Drain Cover, 2" draw-off	\$270.76	\$541.52
	2 ea	SHG Drain Strainer Hooks (specify gallon size)	\$234.43	\$468.86
	2 ea	SF3 SWING DRAIN FUNNEL FOR TILTING KETTLES	\$531.01	\$1,062.02
	2 ea	CHS40ETSH Spring-assisted cover (40 gallon)	\$1,411.32	\$2,822.64
	2 ea	PCK Pan Carrier, for all floor model kettles 25 gal & larger except KDM-25-T	\$554.93	\$1,109.86
	2 ea	SKFK Single Pantry Kettle Filler, with 60" hose	\$891.43	\$1,782.86
	2 ea	FBKT Faucet Bracket (required for mounting faucet)	\$174.74	\$349.48
	2 ea	DKFK Double Pantry Kettle Filler, with 60" hose	\$1,071.79	\$2,143.58
	2 ea	FBKT Faucet Bracket (required for mounting faucet)	\$174.74	\$349.48

Item	Qty	Description	Sell	Sell Total
	2 ea	KAK Kettle Accessory Kit, includes: clean up brush, paddle, stainless steel whip, brush, draw-off brush, ladle	\$1,010.81	\$2,021.62
	2 ea	FBKT Faucet Bracket (required for mounting faucet)	\$174.74	\$349.48
			ITEM TOTAL:	\$53,940.58
3	1 ea	KETTLE, ELECTRIC, COUNTERTOP Cleveland Range Model No. KET6T Tilting Kettle, electric, countertop, 6-gallon (23L) capacity, 2/3 steam jacket design, self-contained, lever style tilting, anti-drip pour spout, IPX6 water protection controls, self-locking marine style safety latch, reinforced rolled rim, support console on right, stainless steel construction with 316 series stainless steel liner, 50 PSI rated	\$5,378.43	\$5,378.43
	1 ea	1-year parts & labor warranty, standard		
	1 ea	Extended Warranty, not to exceed 36 months from date of installation (K-12 Schools only)		
	1 ea	Performance start-up included at customer request after equipment is installed (Free Water Quality Check included) (contact Cleveland Sales Representative for details)		
	1 ea	Standard wattage		
	1 ea	(VOK2) 440-480v/60/3-ph, 8.2kW, 9.8 amp	\$742.21	\$742.21
	1 ea	Standard Controls, temperature control/main power ON/OFF dial with 1-10 settings, LED indicators for heat-ON, low water, standard		
	1 ea	CL6 Lift-Off Cover, 6 gallon, per each kettle	\$328.72	\$328.72
	1 ea	SPK19 Single Pantry Faucet And Bracket Kit (KET3T, KET6T, KET 12T, TKET3T, TKET6T, TKET12T)	\$385.81	\$385.81
	1 ea	ST28 Equipment Stand, for single kettles only, open base with sliding drain drawer & splash screen, 28" x 26", 18" high, stainless steel top and legs, allows unit to be hard piped to a floor drain	\$1,664.35	\$1,664.35
	1 ea	SG28 Retractable Splash Guard/Pan Shelf, for drain drawer, for ST28	\$176.90	\$176.90
			ITEM TOTAL:	\$8,676.42
4	1 ea	CONVECTION OVEN, ELECTRIC Blodgett Model No. ZEPH-100-E DBL Zephaire Convection Oven, electric, double-deck, standard depth, capacity (5) 18" x 26" pans per compartment, (SSI-D) solid state infinite controls with digital timer, two speed fan, vent connector, dependent glass doors, interior light, stainless steel front, sides and top, 6" stainless steel legs, ETL, NSF, ENERGY STAR®	\$7,625.40	\$7,625.40
	1 ea	2 year parts, 2 year labor and 1 additional year door warranty (parts only), standard		
	2 ea	480v/60/3-ph, 11.0 kW, 14.0 amps, 1/2 hp (per deck)	\$555.93	\$1,111.86
	1 ea	SSI-D Top Oven: Solid State infinite with digital timer, standard		
	1 ea	SSI-D Bottom Oven: Solid State infinite with digital timer, standard		
	1 st	6" legs, adjustable, stainless steel (set), standard		
			ITEM TOTAL:	\$8,737.26
5	1 ea	FRYER BATTERY, ELECTRIC Pitco Frialator Model No. SE14S-2FD Solstice™ Prepackaged Fryer System with Solstice™ Filter Drawer System, electric, (2) 50 lb. oil capacity full tanks, solid state controls, boil out, drain valve interlock, melt cycle, stainless steel tank, front &	\$16,350.31	\$16,350.31

Item	Qty	Description	Sell	Sell Total
		sides, under-fryer drawer filtration, total 34.0kW (-FF), ENERGY STAR®, cULus, NSF, CE, GS		
	1 ea	NOTE: Power supply for basket lifts and filter motor is hard wired at the factory for 208v, 240v models		
	1 ea	1 year parts and labor warranty from the date of installation up to a maximum of 15 months from the date of manufacture (with appropriate documentation), standard		
	1 ea	Startup program, for first serial number (submit on request at least 5 business days in advance on Pitco website, https://www.pitco.com/startup_request) (NET)	\$266.25	\$266.25
	1 ea	Startup program, for each additional serial number at same location (submit on request at least 5 business days in advance on Pitco website, https://www.pitco.com/startup_request) (NET) priced per each	\$79.88	\$79.88
	2 ea	(2) 480v/60/3-ph, 17 kW, DIRECT	\$423.02	\$846.04
	1 ea	Solid State Thermostat, standard		
	1 ea	BNB-SE14 Solstice™ Bread & Batter Cabinet, with BNB dump station, fryer match design, approximately 15-5/8" wide, includes 4-5/8" recessed pan and screen, standard finish, stainless steel front, sides & door, for prepackage system SE14 electric fryers, NSF	\$744.65	\$744.65
	1 ea	2nd Position location for Bread & Batter dump station (FBF)	\$585.32	\$585.32
	1 ea	PFW-1 Food Warmer, built-in, 750watt, CSA, NSF, UL	\$643.79	\$643.79
	1 ea	120v/60/1-ph, 6.3 amps, 750 watts, NEMA 5-15P		
	1 ea	Filter flush hose, each	\$285.42	\$285.42
	1 pk	PP10613 Filter Paper, envelope, heavy duty, 18-1/2" x 20-1/2", 100 per pack	\$187.02	\$187.02
	1 bx	PP10733 Filter powder, (120) 2 oz. packets (8 oz. by volume)	\$105.09	\$105.09
	1 ea	P6072145 Basket, (2) oblong/twin size, 13-1/2" x 6-1/2" x 5-3/4" deep, long handle, regular mesh (shipped std (n/c) with models "T" SG14, SG14R, SSH55, SE14, SE14X, SE14B, SG14T, 35+, 45+, fryer batteries shipped with (1) per fryer		
	2 ea	B2101505 Tank Cover, 18 gauge light duty, for models: SE14/14X/14R/14T/14TR/14TX/148/148R (with out basket lifts)	\$195.96	\$391.92
	1 ea	A3301001 Clean Out Rod, for cleaning fryer drain line	\$33.90	\$33.90
	1 ea	P6071397 Fryer Cleaner- 25 lb.	\$207.92	\$207.92
	1 ea	PP10056 Fryer Cleaning Brush, high temperature	\$66.67	\$66.67
	1 ea	D9109105 Fat Vat, safe oil transport system holds 40 lb. (5.3 gallons)	\$613.44	\$613.44
	1 ea	B5008101 Crumb Scoop, for removal of heavy sediment, for twin, SE and SH	\$58.20	\$58.20
	1 ea	PP10725 Skimmer- used for removing food particles from surface oil	\$40.12	\$40.12
	1 ea	9" legs, standard		
			ITEM TOTAL:	\$21,505.94


6	1 ea	INDUCTION RANGE, BUILT-IN / DROP-IN	\$2,676.08	\$2,676.08
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CookTek Model No. 604701 (MCD3002F) Heritage Induction Range, drop-in, double hob (front-to-back), glass-ceramic top, individual burner control knobs, microprocessor with (20) power cook settings & auto shut-off, self-diagnostics, automatic pan detection, LED display, integral cooling fan,

Item	Qty	Description	Sell	Sell Total
		patch cable from unit to box included, stainless steel & aluminum housing, 6 ft. cord, 200-240v/50/60/1-ph, 6000 watts, 26.0 amps, cETLus, NSF, CE, Made in USA		
	1 ea	Two year limited parts and labor warranty in US/Canada only and 7 year enrollment in the CookTek Advanced Replacement Program (ARP)		
	1 ea	Destination - US United States or Canada, NEMA 6-50P		
	1 ea	105211 Saute Pan, 12", 2.5mm tri-ply stainless steel with aluminum core, cast stainless steel tube handles and rivets	\$66.66	\$66.66
	1 ea	105213 Everyday Pan, with cover, 12", 5 qt., 2.5mm tri-ply stainless steel with aluminum core, cast stainless steel handles and rivets	\$104.34	\$104.34
	1 ea	105215 Sauce Pan, with cover and helper handle, 4 qt., 2.5mm tri-ply stainless steel with aluminum core, cast stainless steel tube handles and rivets	\$86.95	\$86.95
	2 ea	105216 Stock Pot, with cover, 12 qt., 2.5mm tri-ply stainless steel with aluminum core, cast stainless steel handles and rivets	\$115.94	\$231.88
			ITEM TOTAL:	\$3,165.91
7	1 ea	WORK TABLE, CABINET BASE HINGED DOORS Titan Stainless Model No. 16"STCD-34-14 Table Cabinet, 16"W x 34"D, 14/300 stainless steel flat top, cabinet base with hinged doors, middle shelf, stainless steel legs & adjustable bullet feet, 18/430 stainless steel body, NSF	\$1,226.54	\$1,226.54
	1 ea	LTC Table Cut, large (16" x 16" or more)	\$181.30	\$181.30
	1 ea	CPB Control Bracket Panel, for drop in	\$196.71	\$196.71
	1 ea	BOI Buy Out Installation, Wiring not Included, Buy Out provided by others	\$445.85	\$445.85
	1 ea	MOD Cord & Plug Access At Rear		
			ITEM TOTAL:	\$2,050.40
8	1 ea	EQUIPMENT INSTALLATION Food Equipment Service Company Model No. INSTALL Final connections for cooking equipment. PROPERLY-SIZED UTILITIES NEED TO BE WITHIN 4 FT. OF EACH UNIT	\$5,980.00	\$5,980.00
			ITEM TOTAL:	\$5,980.00
9	1 ea	DISHWASHER, CONVEYOR TYPE Hobart Model No. CL44EN-BAS+BUILDUP Conveyor Dishwasher, single tank, (202) racks/hour, insulated hinged doors, .62 gallon/rack, stainless steel enclosure panels, microprocessor controls with low temperature & dirty water indicators, NSF Pot & Pan mode, programable de-lime notification, ENERGY STAR®, Free factory startup for installations within a 100 mile radius of a Hobart service office; installation beyond 100 miles will be charged at the quoted rate by the local Hobart service office	\$22,328.47	\$22,328.47
	1 ea	Standard warranty - 1-Year parts, labor & travel time during normal working hours within the USA		
	1 ea	CL44EN-BASHTE15K Electric tank heat 15kW	\$2,469.84	\$2,469.84
	1 ea	CL44EN-BASERH30K 30kW electric booster	\$4,233.69	\$4,233.69
	1 ea	SGLPT-KIT4-CLE Single Point Electrical Connection, kit 4, for CLen units	\$597.89	\$597.89
	1 ea	HOBINST-SGLPT-CLE Accessory Installation - for installation within 100	\$484.58	\$484.58



Item	Qty	Description	Sell	Sell Total
		miles of a Hobart Service Office during normal business hours with appropriate notice; installation beyond 100 miles will be quoted by Service. Includes installation of this item only, final electrical or plumbing connections by others. Recommendation: coordinate accessory installation with machine assembly/ installation		
	1 ea	CL44EN-BASELE0AX 208v/60/3-ph		
	1 ea	CL44EN-BASHGTSTD Standard height		
	1 ea	CL44EN-BASDIR0RL Right to left operation		
	1 ea	CL44EN-BASFETSTD Standard feet		
	1 ea	WS40-NOINSTALL Water Softening System, 2,527 grains/lb capacity, 5 gallons regeneration volume, & salt alarm, holds 1 bag of salt, pricing DOES NOT include standard installation. INSTALLATION BY AUTHORIZED HOBART SERVICE OFFICE IS RECOMMENDED (NET)	\$2,184.32	\$2,184.32
	1 ea	DTV-CLEN Drain water tempering kit for CLEN models	\$1,424.65	\$1,424.65
	1 ea	Installation of DWT kit only (NET)	\$692.25	\$692.25
	2 ea	VNTHD/E-ADJ E-series vent hood domestic (adjustable)	\$1,059.36	\$2,118.72
	2 ea	BUNPAN-RACK Rack, bun pan	\$226.63	\$453.26
	2 ea	SHTPAN-RACK Rack, 6 sheet pan	\$328.77	\$657.54
	1 ea	CLE/TBL-SWITCH Table limit switch CLE-Series	\$433.88	\$433.88
	1 ea	CURTAIN-KITSTD KIT CURT'N SPLASH Standard E-SERIES	\$149.85	\$149.85
		ITEM TOTAL:		\$38,228.94
10	1 ea	DISPOSER InSinkErator Model No. SS-200 BUILDUP SS-200™ Disposer, basic unit only, 2 HP motor, stainless steel construction, includes mounting gasket, adjustable leg kit	\$1,860.56	\$1,860.56
				
	1 ea	(1) year parts & labor warranty from date of installation (standard)		
	1 ea	Standard height disposer body		
	1 ea	208v/60/3-ph, 3.6 amps		
	1 ea	AS101K-7 AquaSaver® control center AS-101, senses waste loads, automatically delivering only the water necessary for efficient use, automatic reverse with start/stop push buttons, NEMA 4 stainless steel enclosure, for SS-50 to SS-1000 disposers, 208-240v/50/60/3-ph, disposers, cULus (replaces AS101K-3)	\$2,145.44	\$2,145.44
	1 ea	#7 COLLAR SINK #7 collar adapter, weld in sink, provides 6-5/8" opening (12505)	\$161.35	\$161.35
	1 ea	SYPHON 45DEG Syphon breaker, chrome, 45° fittings (13412)	\$287.55	\$287.55
	1 ea	SOLENOID115 Solenoid valve 1/2", 115v	\$131.53	\$131.53
	1 ea	FCVALVE 7GPM Flow control valve 1/2" (7 GPM SS150-SS200)	\$54.85	\$54.85
		ITEM TOTAL:		\$4,641.28
11	1 ea	CLEAN DISHTABLE Titan Stainless Model No. 6CDT-L-14 Clean Dishtable, straight design, 72"W, right to left operation, 14/300 stainless steel top, stainless steel H-frame legs, NSF	\$1,045.86	\$1,045.86
	6 ea	CP-BS Capped Backsplash (per foot)	\$27.14	\$162.84
	4 ft	USR Sectional Removable Undershef, 16 gauge stainless steel construction (priced per linear foot)	\$72.77	\$291.08

Item	Qty	Description	Sell	Sell Total
	1 ea	LS-P Limit Switch Provision (Limit switch provided and installed by others)	\$212.75	\$212.75
	1 ea	30CTS-18 Shelf, cantilevered, 30"W x 18"D, 2" rear up turn, 16/300 stainless steel construction, NSF	\$332.30	\$332.30
	4 ea	FFS Flanged Feet, all-welded stainless steel construction	\$30.83	\$123.32
	6 ft	SD Sound Deadening (priced per linear foot)	\$47.48	\$284.88
			ITEM TOTAL:	\$2,453.03
12	1 ea	TRAY DRYER	\$2,763.68	\$2,763.68
		San-Aire Industries Model No. PD-100-M PowerDry™ Kitchenware Dryer, Electric, lighted on/off rocker switch, (2) 20" x 6" x 3/8" removable aluminum filter, 826 CFM blower, adjustable air distribution louver, stainless steel housing, UL, CUL, NSF		
	1 ea	120v/60/1, 4.33amps, 500w, cord with NEMA 5-15P		
	1 ea	HCM-PD-100M Hat Channel Mount	\$532.50	\$532.50
	1 st	FILTERX4 (SAN206) Filter Set, 6" x 20" x 3/8", washable, for PD-100M/100MCCORR/100F, set of 4	\$21.30	\$21.30
	1 ea	RD-101 RapiDrain™ Kitchenware Drainer, stainless steel construction, 1" x 3/16" flat bar with openings for water flow, 3/8" round rod cross bars, 16 ga. formed ends, 1-1/2" 90° lip	\$479.25	\$479.25
	1 ea	RD-101-E RapiDrain™ Kitchenware Drainer Extension, stainless steel construction, 1" x 3/16" flat bar with openings for water flow, 3/8" round rod cross bars, 16 ga. formed ends	\$372.75	\$372.75
			ITEM TOTAL:	\$4,169.48
13	1 ea	VENT DUCTS FOR DISHMACHINE	\$3,500.00	\$3,500.00
		Custom Per Specs, including installation by fabricator		
			ITEM TOTAL:	\$3,500.00
14	2 ea	DRYING RACK UNIT	\$1,127.49	\$2,254.98
		Metro Model No. PR48VX4-XDR MetroMax® i Mobile Drying Rack Unit with Drip Tray, 48"W x 24"D x 68"H, 4-tier, for trays/cutting boards/sheet pans & steam pans, includes: (4) open shelf frames, (4) 63" mobile posts, (2) cutting board/tray drying racks, (2) pan racks, (1) adjustable drip tray, (4) polymer swivel casters (2 with brakes), built in Microban® antimicrobial product protection, NSF		
				
			ITEM TOTAL:	\$2,254.98
15	1 ea	HOBART INSTALL	\$9,536.95	\$9,536.95
		ITW Installations Model No. INSTALL STANDARD HOBART INSTALLATION. NO ELECTRICAL WORK I.E. BREAKERS AND NEW WIRING, NO VENTILATION WORK. DISPOSE OF EXISTING AND CONNECTIONS OF NEW INCLUDING ALL PLUMBING. This includes the disposer.		
			ITEM TOTAL:	\$9,536.95
			Merchandise	\$188,971.74
			Freight	\$1,509.71
			Installation	\$4,433.85
			Total	\$194,915.30

The above prices do not include delivery, uncrating, and setting in place. These prices will be determined at the time of order. Fewer or combined trips will result in lower prices rather than several smaller trips. These are budget figures only.

PRICING PER SOURCEWELL CONTRACT #091918-TMK

This Quote shall be subject to TriMark's Terms of Sale <http://www.trimarkusa.com/SiteMedia/SiteResources/Terms/TriMark-Terms-and-Conditions-of-Sale.pdf> , which are incorporated herein by reference and shall govern. The parties specifically agree that no signature shall be required in order for this Quote or its applicable terms and conditions to be deemed legally binding and enforceable on Customer where the intent to be so bound can be inferred (including by acceptance or retention of products or services), notwithstanding contrary requirements under any law.

Regulated by The Texas Department of Licensing and Regulation, P.O. Box 12157, Austin, Texas 78711 1-800-803-9202, 512-463-6599, www.tdlr.texas.gov
AUSTIN: TACLB52729R / BEAUMONT: TACLA35912C / DALLAS: TALCB16860C
HOUSTON: TACLB27580R

I understand, agree to and accept the above terms and conditions.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$194,915.30

		Sourcewell Price			
Gray	6,000.00	3,500.00	New Freezer Door	Warped wall, door cannot be fixed	Replacement
	22,000.00	19,358.94	Cold Pass Through	Broke, Unable to fix	Replacement
	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
	42,000.00	34,332.04			
Ridgeview	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
Sulphur Springs	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
Fall Branch	58,000.00	66,877.42	Dishwasher and Equipment	Works but hazard as conveyor doesn't work, parts unavailable due to age, PP says need to replace	Replacement
	30,000.00	30,000.00	Instillation		
	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
	102,000.00	108,350.52			
Grandview	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
	20,000.00	18,687.87	Heated Pass-THRU	Old one broken, taken out, never replaced	Replacement
	34,000.00	30,160.97			
West View	8,000.00	3,500.00	New Freezer Door	Warped wall, door cannot be fixed	Replacement
Lamar	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
				Will cover delivery as these quotes do not include delivery.	
				Needs to be put in as a budget amendment regardless	
Misc for All	100,000.00	100,000.00	Racks, shelving, kichen supplies, office equipment	More listed below	
TOTAL	328,000.00	310,762.83			



**AGREEMENT TO ENGAGE THE SERVICES OF THOMPSON & LITTON, INC.
AS A CONSULTANT AND ADVISOR. FEE IS BASED ON TIME AND EXPENSES.**

THIS AGREEMENT, entered into at Johnson City, Tennessee on the 24th day of September 2021, between Washington County Schools Nutrition, whose address is 405 West College Street, Jonesborough, Tennessee 37659 hereinafter called "Client", and Thompson & Litton, Inc., a Virginia Corporation, whose address is P.O. Box 1909, Johnson City, Tennessee 37605, hereinafter called "Thompson & Litton," is as follows.

The Client and Thompson & Litton for mutual considerations and premises hereinafter set forth, agree as follows.

- A. Thompson & Litton agrees to perform certain consulting, architectural, engineering, planning, or advisory services for the Client as follows: Prepare drawings and specifications as required to upgrade selective existing kitchen equipment at Daniel Boone High School. Services include assistance with competitive bidding and limited construction contract administration. Thompson & Litton anticipates the construction period to be 30 days and anticipates two site visits total.
- B. Client agrees to pay Thompson & Litton as compensation for its services on a time and expense basis in accordance with the attached Schedule of Hourly Rates and Reimbursable Expenses. Thompson & Litton estimates its charges to be on the order of \$9,800.00 (Nine Thousand, Eight Hundred and 00/100 Dollars).
- C. Thompson & Litton will submit monthly progress billings for services as they are rendered and reimbursable expenses incurred. Client agrees to make prompt monthly payments in response to Thompson & Litton's billing.
- D. Thompson & Litton expects to start its services promptly after receipt of Client's acceptance of this Agreement and to substantially complete its services within 120 days.
- E. Client and Thompson & Litton agree, in order to assure a clear understanding of all matters related to their mutual responsibilities, that the STANDARD PROVISIONS attached to this Agreement hereof are also a part of this Agreement. Client and Thompson & Litton agree that each has read, understands and accepts such additional terms and conditions to this Agreement as set forth in the STANDARD PROVISIONS.

THOMPSON & LITTON, INC.

BY: Ronald G. Helton

Ronald G. Helton, PE

TITLE: Chairman

DATE: September 20, 2021

ATTEST: Jessie K. Osborne

WASHINGTON COUNTY SCHOOLS NUTRITION

BY: _____

DATE: _____

TITLE: _____

ATTEST: _____

STANDARD PROVISIONS

1. Thompson & Litton Agrees:
 - A. To perform professional services described in the Agreement, which include normal engineering and architectural engineering services and normal professional services incidental thereto.
 - B. To consult with Client to determine his requirements and review available data.
 - C. To advise Client as to the necessity of his providing or obtaining from others data or services of type not included in the services of Thompson & Litton.
2. The Client Agrees:
 - A. To designate a person to act with authority on his behalf in respect to all aspects of the project, shall examine and respond promptly to Thompson & Litton's submissions, and shall give prompt written notice to Thompson & Litton whenever he observes or otherwise becomes aware of any defect in the project or in Thompson & Litton's services.
 - B. To guarantee access to and make all provisions for Thompson & Litton to enter upon public and private property.
 - C. To provide such legal, accounting, special consultants, independent cost estimates, and insurance counseling services as may be required and to furnish Thompson & Litton data by or services of others as necessary, of types not included in the services of Thompson & Litton, all of which Thompson & Litton may rely upon in performing his services.
 - D. To provide full information regarding his requirements for the project and the services of Thompson & Litton.
 - E. To the fullest extent permitted by law, and not withstanding any other provision of this Agreement, to limit the total liability, in the aggregate, of Thompson & Litton and Thompson & Litton's officers, directors, employees, agents, or subconsultants, or any of them, to the total compensation received by Thompson & Litton under this Agreement, or the total amount of \$50,000, whichever is greater.
 - F. That Thompson & Litton shall not be responsible for the acts or omissions of any contractor, and/or subcontractor, or any of the contractor(s)' agents, or employees or any other person except his own employees and agents with regard to the project or any of the work or management of the project.
3. Miscellaneous Provisions.
 - A. Reuse of Documents and Electronic Files.

In accepting and utilizing any drawings or other data generated and provided by Thompson & Litton, including all documents on any form of electronic media, the Client covenants and agrees that all such drawings and data are instruments of service of Thompson & Litton, who shall be deemed the author of the drawings and data, and shall retain all common law, statutory law and other rights, including copyrights. The electronic files submitted by Thompson & Litton to the Client are submitted for an acceptance period of 30 days. Any defects the Client discovers during this period will be reported to Thompson & Litton and will be corrected as part of Thompson & Litton's scope of services of this Agreement. Correction of defects detected and reported after the acceptance period are not part of the scope of services of this Agreement. The client further agrees not to use these drawings and data, in whole or in part, for any purpose or project other than the project which is the subject of this Agreement. The Client agrees to waive all claims against Thompson & Litton resulting in any way from any unauthorized changes or reuse of the drawings and data for any other project by anyone other than Thompson & Litton. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold Thompson & Litton harmless from any damage, liability or cost, including reasonable attorney's fees and costs of defense, arising from any changes made by anyone other than Thompson & Litton or from any reuse of the drawings and data without the prior written consent of Thompson & Litton. Under no circumstances shall transfer of the drawings and other instruments of service on electronic media for use by the Client be deemed a sale by Thompson & Litton, and Thompson & Litton makes no warranties, either express or implied, of merchantability and fitness for any particular purpose.

- B. Opinion of Probable Construction Cost.

Since Thompson & Litton has no control over the cost of labor, materials, or equipment or over contractor(s), or operator(s), methods of determining prices, or over competitive bidding, management practices, or market conditions, his opinions of probable costs when provided for herein are to be made on the basis of his experience and qualifications and represent his best judgment as a design professional familiar

with the construction industry, but Thompson & Litton cannot and does not guarantee that proposals, bids, or the actual construction costs will not vary from opinions of probable cost prepared by him. If Client wishes greater assurance as to the construction costs, he shall employ an independent cost estimator. Thompson & Litton's services to modify the project to bring the cost within any limitation established by Client will be considered services beyond the scope of Agreement and paid for as such by the Client.

C. Late Payment.

If Client fails to make any payment due Thompson & Litton for services and expenses within sixty (60) days after receipt of Thompson & Litton's bill therefore, an interest rate of 1% per month will be charged and applied to the unpaid balance monthly; and in addition Thompson & Litton may after giving seven day's written notice to Client, suspend services under his Agreement until he has paid in full all amounts due him for services and expenses, including reasonable attorney's fees incurred with relation to collection therefore.

D. Dispute Resolution.

In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Client and Thompson & Litton agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise. The Client and Thompson & Litton further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreement.

E. Arbitration.

In the event the parties to this Agreement are unable to reach a settlement of any dispute arising out of the services under this Agreement, in accordance with Paragraph D. (Dispute Resolution), then such disputes shall be settled by binding arbitration by an arbitrator to be mutually agreed upon by the parties and shall proceed in accordance with the rules of the Construction Industry Arbitration Rules of the American

Arbitration Association. If the parties cannot agree on a single arbitrator, then the arbitrator(s) shall be selected in accordance with the above referenced rules.

F. Termination.

Either the Client or Thompson & Litton may terminate this Agreement at any time with or without cause upon giving the other party fourteen (14) calendar days prior written notice. The Client shall within thirty (30) calendar days of termination, pay Thompson & Litton for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of this contract. The Client shall reimburse Thompson & Litton for all expenses reasonably incurred by Thompson & Litton in connection with termination of this Agreement, including but not limited to demobilization, reassignment of personnel, and space and equipment costs.

G. Successors and Assigns.

Client and Thompson & Litton each binds himself and his partners, successors, executors, administrators, and assigns to the other party of this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement, neither Client nor Thompson & Litton shall assign, sublet, or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body, which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than Client and Thompson & Litton.

H. Jobsite Safety.

Neither the professional activities of Thompson & Litton, nor the presence of Thompson & Litton or its employees and subconsultants at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. Thompson & Litton and its personnel have no authority to exercise any control over any construction contractor or other entity or their

employees in connection with their work or any health or safety precautions. The Client agrees that the General Contractor is solely responsible for jobsite safety and warrants that this intent shall be made evident in the Client's agreement with the General Contractor. The Client also agrees that the Client, Thompson & Litton and Thompson & Litton's consultants shall be indemnified and shall be made additional insured under the General Contractor's general liability insurance policy.

I. Environmental and Health Hazards.

It is acknowledged by both parties that, unless otherwise specifically designated in this Agreement, Thompson & Litton's scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event Thompson & Litton or any other party encounters asbestos or hazardous or toxic materials at the jobsite, or should it become known in any way that such materials may be present at the jobsite or any adjacent areas that may affect the performance of Thompson & Litton's services, Thompson & Litton may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until the Client retains appropriate specialist consultants or contractors to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrant the jobsite is in full compliance with applicable laws and regulations. The Client agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless Thompson & Litton, his or her officers, partners, employees, agents and consultants from and against any and all claims, suits, demands, liabilities, losses, or costs, including reasonable attorney's fees and defense costs, resulting or accruing to any and all persons, firms, or any other legal entity, caused by, arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the jobsite, whether liability arises under breach of contract or warrant, tort, including negligence, strict liability or statutory liability or any other cause of action.

J. The financial arrangements set forth in this Agreement are agreed to on the basis of prompt payment of Thompson & Litton's bills and orderly

and continuous progress of the project. If there are protracted delays for reasons beyond Thompson & Litton's control, Client and Thompson & Litton agree to renegotiate the basis of Thompson & Litton's compensation in order to take into consideration changes in price indices and pay scale applicable to the period when Thompson & Litton's services are in fact being rendered.

K. This Agreement and these Standard Provisions represent the entire understanding between Client and Thompson & Litton in respect to the project and may only be modified in writing signed by both Client and Thompson & Litton.

L. This Agreement is to be governed by the law of the principal place of business of Thompson & Litton.

M. Special Services of Thompson & Litton are defined as any services not included in the scope of Thompson & Litton's services set forth in the Agreement. Such services, if desired and as requested by Client, shall be supplied by Thompson & Litton according to the guidelines set forth in the latest edition (current) of A.S.C.E. Manual 45. Unless otherwise specifically designated, scope of Thompson & Litton's services shall not include core borings, probings and subsurface investigations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment, appropriate professional interpretation of all the foregoing, property descriptions, zoning and deed restrictions, or any other special services or consultations not covered in Paragraph A of the Agreement.

N. If scope, which includes time, of the project or Thompson & Litton's work is changed materially, Thompson & Litton's compensation shall be subject to renegotiation.

O. This Agreement is not intended to be for the benefit of any person or entity; and the parties hereto shall not be liable or responsible to any such nonparty by reason of this Agreement or any acts or omissions arising out of this Agreement, or any breach thereof.

P. Thompson & Litton agrees to comply with Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, and their implementing regulations at 41 CFR Chapter 60-741.5(a) and 41 CFR Chapter 600-

300.5(a). These regulations prohibit discrimination against qualified individuals on the basis of disability or protected veteran status and requires affirmative action by Thompson & Litton to employ and advance in employment qualified individuals with disabilities and qualified protected veterans.

EFFECTIVE: Through June 30, 2022

**THOMPSON & LITTON
SCHEDULE OF HOURLY RATES**

INDIVIDUAL CLASSIFICATIONS	TYPICAL HOURLY RATES (Current Rates)
Officer-in-Charge	\$ 250.00
Associate	\$ 197.00
Senior Project Manager	\$ 180.00
Project Manager	\$ 135.00
Senior Engineer	\$ 163.00
Project Engineer	\$ 125.00
Design Engineer	\$ 98.00
Senior Technician	\$ 94.00
Technician	\$ 64.00
Senior Architect	\$ 160.00
Project Architect	\$ 112.00
Intern Architect	\$ 82.00
Senior Surveyor	\$ 155.00
Surveyor	\$ 95.00
Senior Survey Technician	\$ 69.00
Survey Technician	\$ 60.00
3-Person Survey Party	\$ 206.00
2-Person Survey Party	\$ 144.00
Senior Construction Contract Administrator	\$ 146.00
Construction Contract Administrator	\$ 100.00
Senior Construction Representative	\$ 100.00
Construction Representative	\$ 72.00
Specifications and Technical Composer	\$ 70.00
Administrative Assistant	\$ 82.00
Clerical	\$ 56.00

REIMBURSABLE EXPENSES

Consultants and subcontractors will be billed at Direct Cost times 1.20.

Transportation and out-of-town subsistence will be billed at Direct Cost times 1.15.

Mileage for use of personal or company vehicles – Effective IRS mileage rate.

Long distance telephone calls, facsimiles, printing or items not customarily provided by the Consultant shall be charged at Direct Cost times 1.15.

REPRODUCTION:	A) 8 1/2 x 11 page, per copy (black/white).....	\$0.15
	B) 8 1/2 x 11 page, per copy (color)	\$1.25
	C) Large Drawings, per square foot	\$0.20
	D) Large Drawings, per square foot (color)	\$1.25

FINANCIAL: Invoices are payable within thirty days. Interest is, therefore, charged in the event of non-payment within sixty days. An interest rate 1% per month will be charged and applied to the unpaid balance monthly.

Proposal for BCE Playground

Boones Creek Elementary Parent Teacher Organization

Boones Creek Elementary - Parent Teacher Organization

President - Linzi Hatley

Vice President - Ashley Lamson

Secretary - Candice Huggins

Treasurer - Brittany Rogers

We want to start off with a big Thank You for taking the time to listen to our proposal! Thanks for your time and attention!

Why is a playground important?

Do you remember playing on the playground when you were a child in elementary school?

Having a playground will help-

- Improve fine and gross motor skills
- Develop conflict resolution
- Improve communication skills
- Boost physical health
- Foster creative thinking
- Improves attention spans
- Decreases stress and anxiety
- Improves motivation and helps them try new things
- Our students deserve a playground.

Experts agree that play is an essential part of learning! When kids play they learn a wide range of skills such as cognitive abilities, social awareness, motor skills, coordination skills, teamwork, and much more.

Without good play, a child's ability to learn and develop is hugely impeded.

Test scores have been proven to increase with outdoor play!

- **Teacher Feedback**

- Teachers can tell a huge difference in kids that do not get outdoor playtime such as lack of focus in the classroom.
- The children need a place to communicate with classmates and get their wiggles out in a positive way.

- **Parent Concerns**

- Parents of students at BCE are highly upset with children not having a playground!
- One parent stated - My current 2nd grader has never experienced having a playground to play on during recess.

Donations -

- LPI donated \$102,609.00 worth of equipment
 - Due to ADA regulations, some of the equipment cannot be utilized
- Still using \$1327 worth of equipment
 - Picnic tables - \$306
 - Trash cans - \$253
 - Benches - \$479
 - Basketball goal
 - Swings - \$289

Proposal for moving forward:

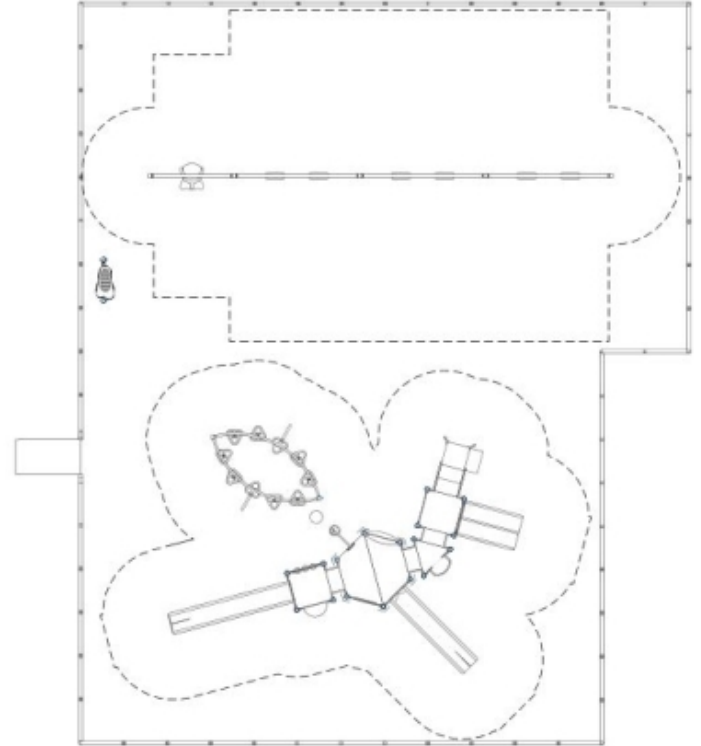
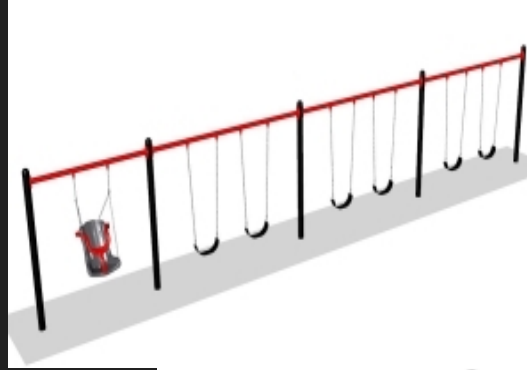
- **Option #1 – \$300,000 All In Total**
 - **\$150,000 from ESSER funds / \$150,000 from the board**
- Option #2 – All in total 150,000 from ESSER money for phase 1
 - Phase #2 at a later date - PTO will continue to use fundraising to save up along with possible board match
 - Grant funding considering ADA requirements
- Jake Peterman from Great Southern Recreation will present the equipment presentation

Pre K - 2 Playground - \$67,000



Pre K - 2 Playground \$67,000

- 2-12 Structure
- 3 Bay Swings
- Inclusive Seat
- Instrument
- Wood mulch
- Borders
- Installation
- Freight

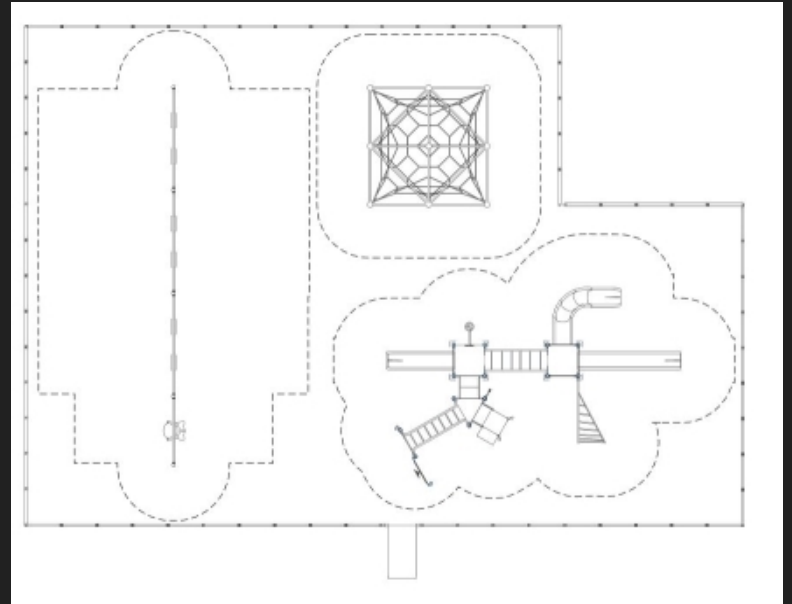
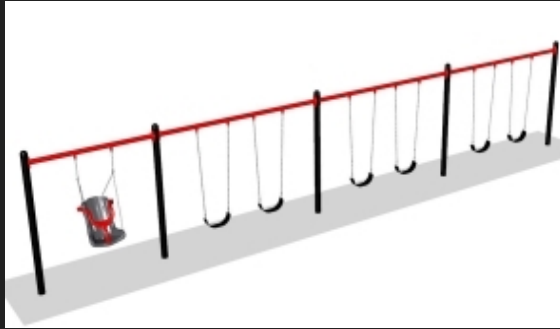


Grade 2nd - 4th - \$72,000



Grade 2nd - 4th - \$72,000

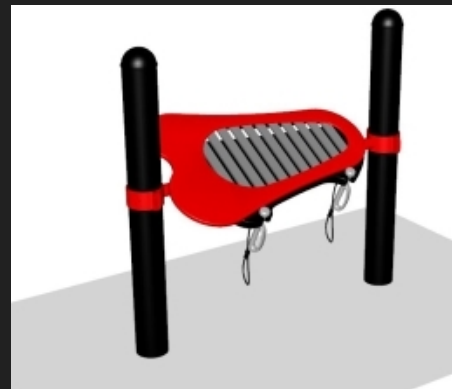
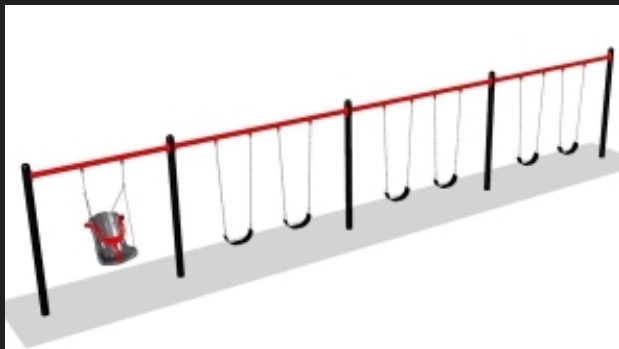
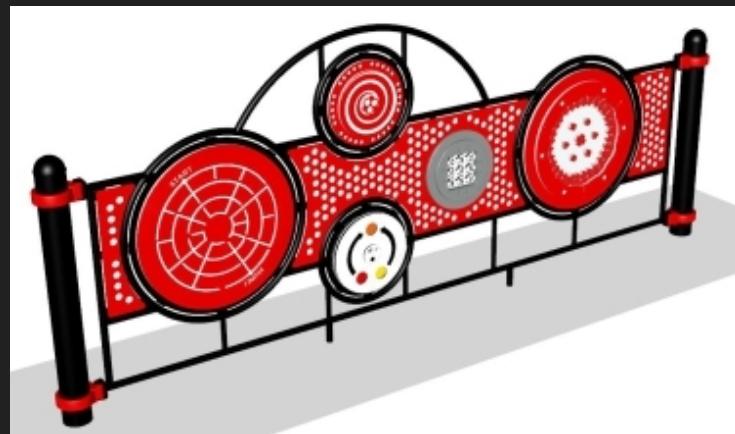
- 5-12 Structure
- Inclusive Seat
- Net Climber
- Swings
- Borders
- Wood Mulch
- Installation
- Freight



Pre K - 2 - \$127,000

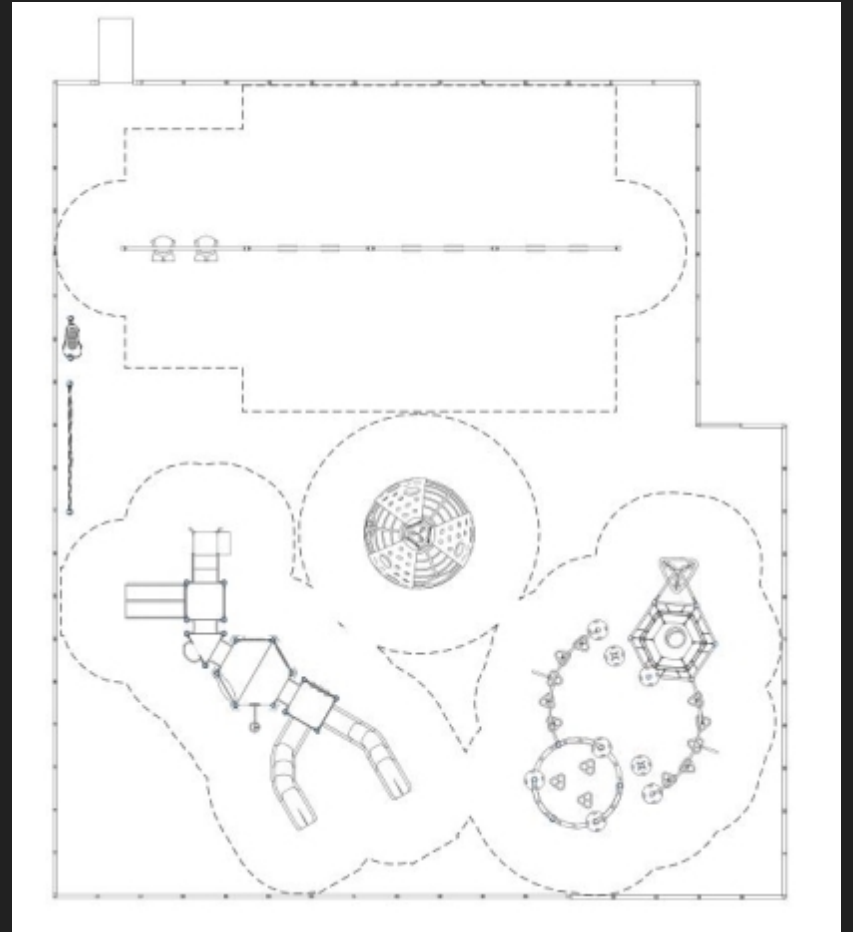


Pre K - 2 - \$127,000

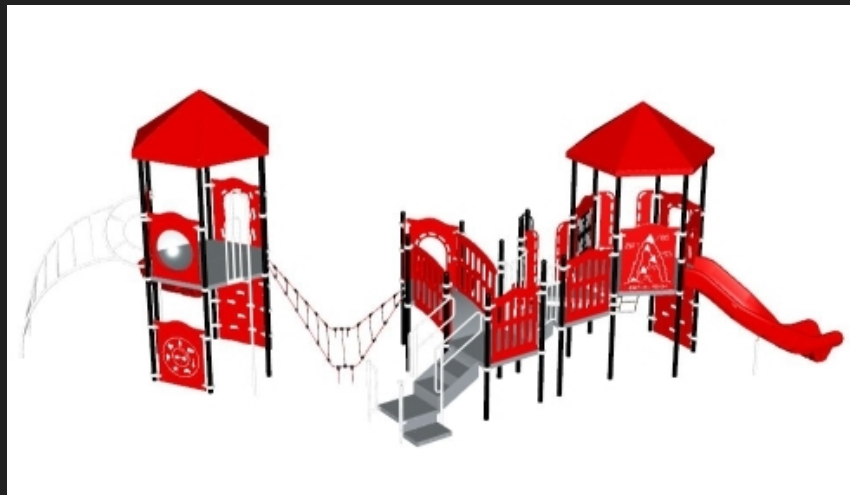


Pre K - 2 - \$127,000

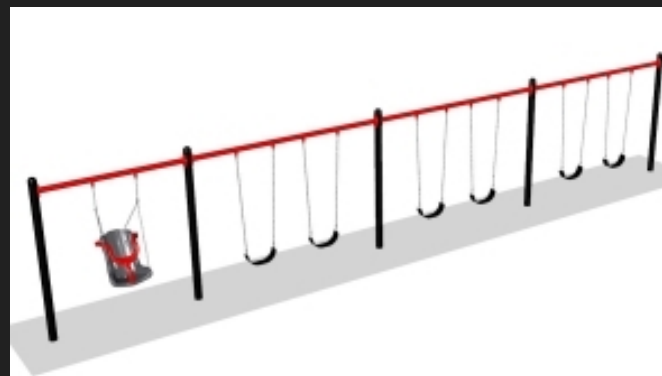
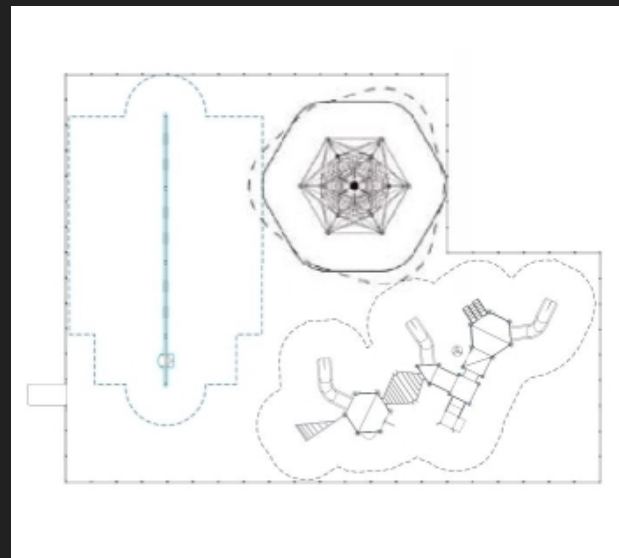
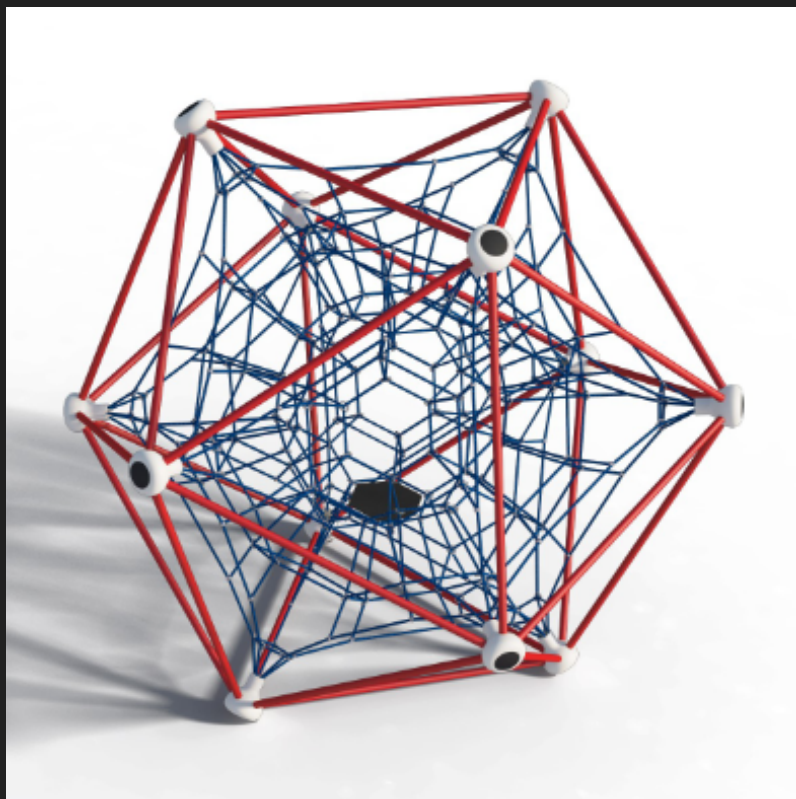
- 2-12 age structures
 - Revolution
 - Post and Deck
- Thunderdome
- 3 Bay swings with Inclusive bay
- Sensory Panel
- Instrument Panel
- Wood Mulch
- Border
- ADA Ramp



Pre 2-4 - \$111,000



Pre 2-4 - \$111,000



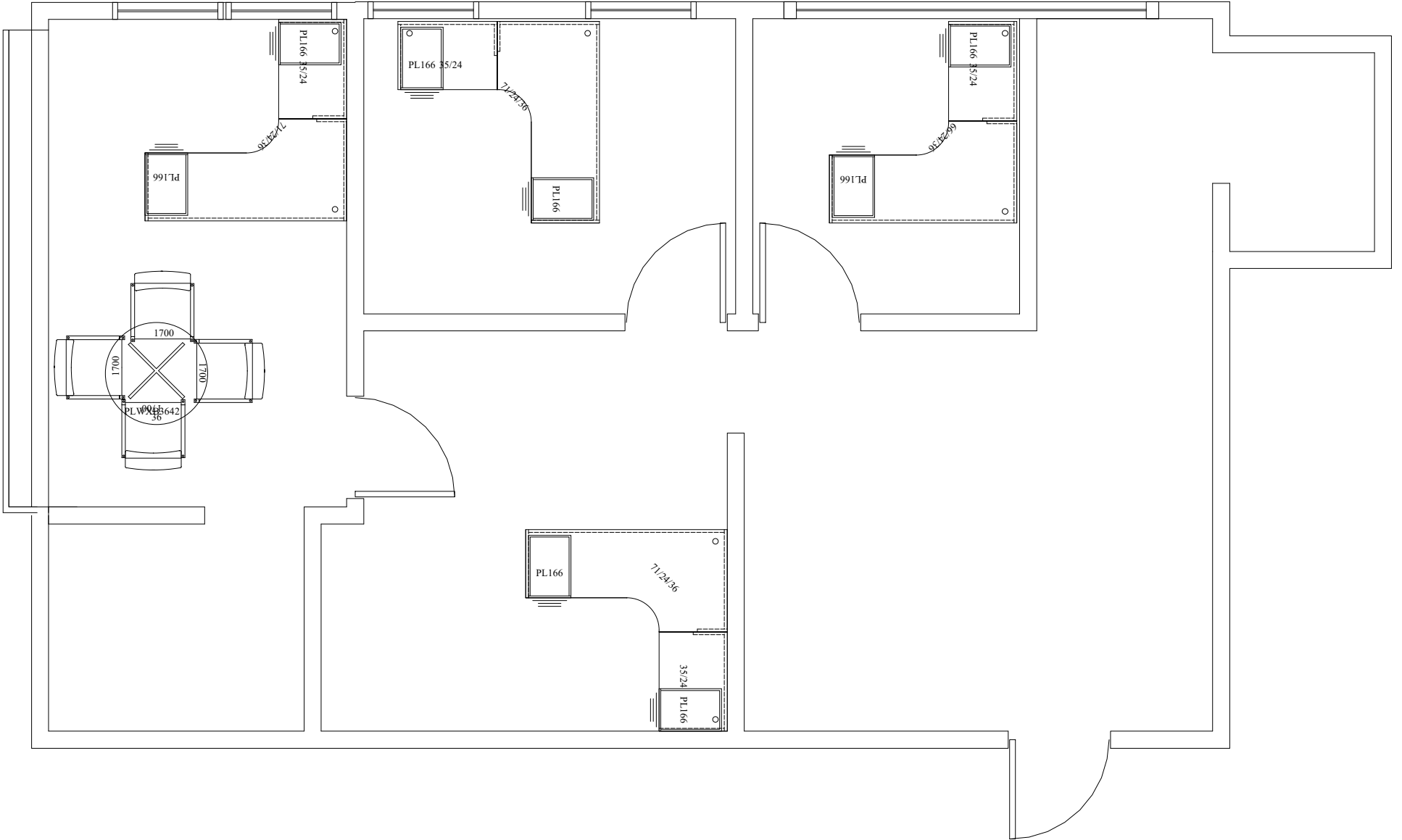
PTO Fundraising

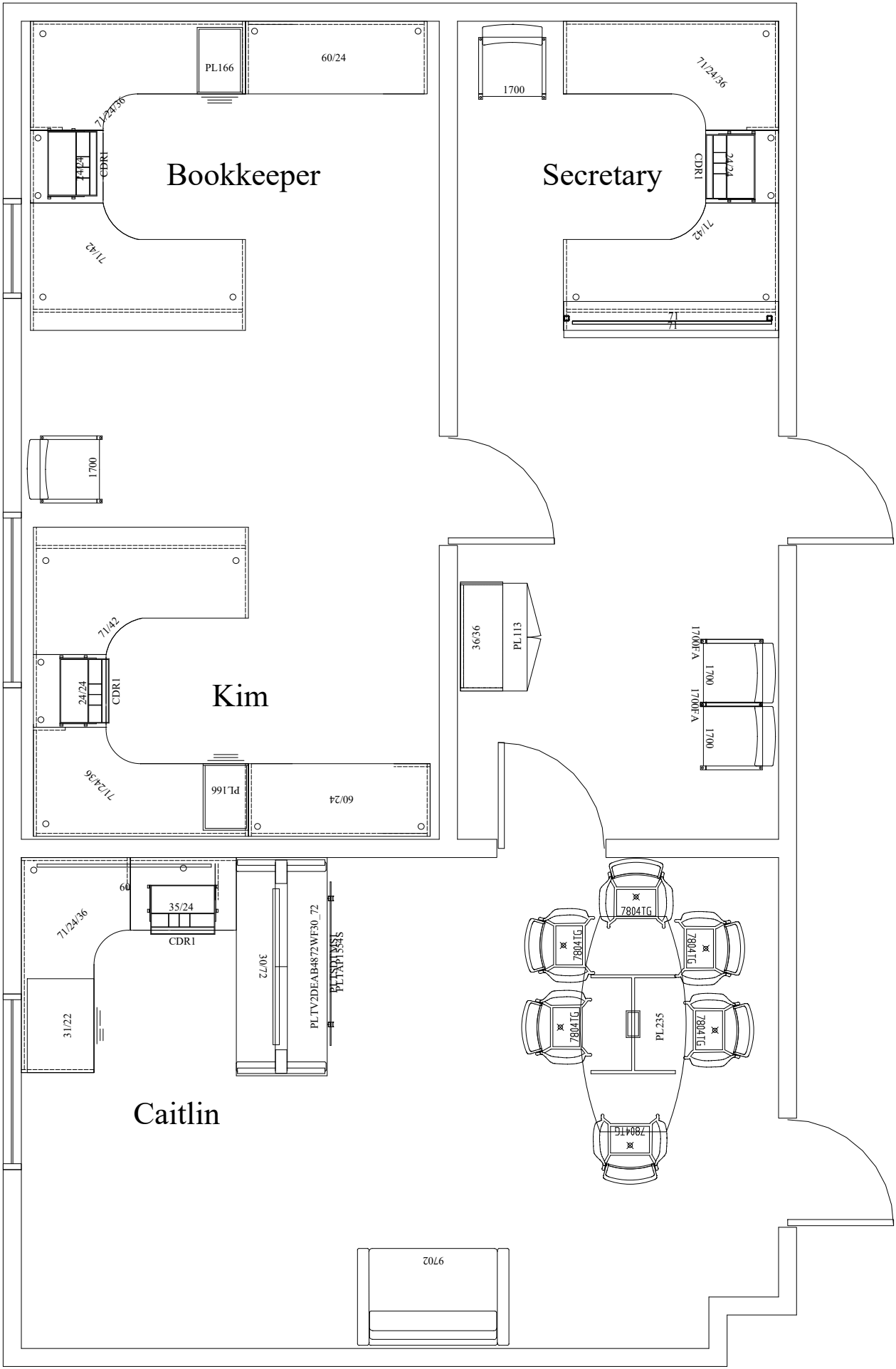
- PTO funds to BCE teachers and staff have been reduced in order to save money for playground
- Another barrier in fundraising is due to COVID and being virtual
 - In person events such as Fall Festival and school dances did not happen last school year which was cause for less intake of funds
- Current PTO balance is higher than in previous years, but not enough to support funding the playground total amount
- Title 1 school makes it hard to raise funds

Thank you for your time and attention!

Questions?

Discussion on how we can work together on moving forward with this playground project at BCE.





Nutrition Department/Academics Department	<i>TN Office Supply</i>		<i>Office Planning Group</i>		<i>School and Office Supply</i>		<i>Inspire</i>		<i>School Speciality</i>
Total Cost Both Projects	\$15,011.93		\$9,943.50		\$10,960.49		\$21, 228.40		Did Not Bid

Maintenance Updates

September 23, 2021

- South Central gym floor repair is scheduled to start October 18th.
- Ionization is 99% complete in Lamar and 100% complete in Ridgeview. Grandview will be complete by Tuesday next week. Will begin Boones Creek by the end of next week.
- Debris has been removed from the storm at Gray. A purchase order has been issued for fence repair.
- We had a preconstruction meeting with Excel for LED upgrades. We are ready to proceed as soon as funding is secured.
- Re-roofing at DBHS is progressing well. Weather has been in our favor.
- Ionization Installation Update:

Lamar School is now finished in regards to the 3 systems that were very difficult to access. School is 100 %.

Grandview School is 100% .

Ridgeview School is 100% .

Boones Creek School installation is beginning.

DRAFT

Temporary COVID Leave Bank 2021-2022 School Year

While the paid leave mandates under the Families First Coronavirus Response Act (FFCRA) expired on December 31, 2020, **The Washington Board of Education** is electing to offer access to all employees for paid COVID-19 leave under the circumstances outlined below for the duration of the 2021-2022 School Year.

COVID-19 Sick Leave Recovery Bank

Recovery of paid sick leave will be available to an employee if the employee is unable to work because the employee:

1. Is subject to a federal, state, or local quarantine or isolation order,
2. Has been advised by a health-care provider to self-quarantine,
3. Is experiencing symptoms associated with COVID-19 and is seeking a medical diagnosis,
4. Is waiting for the results of a COVID-19 test,
5. Is receiving a COVID-19 vaccine, or
6. Is recovering from side effects related to the COVID-19 vaccine.
7. Has a minor dependent child who is quarantined or has been diagnosed with COVID-19.

In order to qualify for the **recovery of COVID-19 Sick Leave**, the employee must:

1. Have been vaccinated against COVID-19 or deemed medically ineligible by his/her medical provider to receive the vaccine. An employee deemed medically ineligible must place a notice from their provider on file with Human Resources prior to receipt of any positive COVID-19 test results,
2. If unvaccinated, agree to undergo weekly COVID-19 testing and provide official proof of testing to an immediate supervisor, **contingent on capacity of local agencies and the availability of supplies**,
3. Whether vaccinated or unvaccinated, be willing to accept remote assignments, if able and if such assignments are available.

Full-time employees may access up to [INSERT approved #] days paid sick leave via the COVID Sick Leave Bank.

Part-time employees may access the COVID-19 Sick Leave Bank for sick leave amounting to the number of hours the employee is scheduled each regular work day not to exceed a total of [INSERT approved #] days.

A signed statement and supporting documentation from a health care provider verifying that COVID-19 as the cause of for absence shall be provided by the employee in order to access the COVID Sick Leave Bank. The required form will be available to all employees on the district website. The completed form(s) shall promptly be given to the immediate supervisor by the employee in support of all claims recover sick leave during the time of a COVID-19 related isolation or quarantine period. A falsified statement shall be grounds for dismissal.

The WCS COVID Sick Leave Bank shall be effective retroactive to July 1, 2021 for all employees employed on or after that date for COVID-19 related absences as described above during the 2021-2022 school year.

COVID Pay Expense Estimates FY22

Certified Staff (In the Classroom)

Regular Teachers	465	
Sp. Ed. Teachers	51	
Vocational Teachers	33	
		549
Sub Cost Per Day	\$	70.00
Total Daily Gross Pay Potential	\$	38,430.00
FICA	\$	2,382.66
Med-D	\$	557.24
Retirement		
Total Daily Potential Expense	\$	41,369.90

Educational Assistants	124	
SPED IA's	63	
		187
Sub Cost Per Day	\$	70.00
Total Daily Gross Pay Potential	\$	13,090.00
FICA	\$	811.58
Med-D	\$	189.81
Retirement		
Total Daily Potential Expense	\$	14,091.39

Dietary Staffing

Dietary Full-Time	64	
		64
Average Daily Expense	\$	87.71
Total Daily Gross Pay Potential	\$	5,613.44
FICA	\$	348.03
Med-D	\$	81.39
Retirement	\$	539.45
Total Daily Potential Expense	\$	6,582.32

Total Daily Expense Total	\$	62,043.60
Total 6-Day Expense Total	\$	372,261.60
Total 7-Day Expense Total	\$	434,305.20
Total 10-Day Expense Total	\$	620,436.00



STRATEGIC PLAN

2021 - 2026

WASHINGTON COUNTY BOARD OF EDUCATION

Annette Buchanan
Mary Beth Dellinger
Jason Day

Keith Ervin
Chad Fleenor
David Hammond

Mike Masters
Mitch Meredith
Whitney Riddle

In partnership with the students, families, educators, and community leaders of Washington County Schools, the Washington County Board of Education has created the following guiding principles to set the following principles by which we will work collaboratively to ensure the success of all students we serve:

OUR VISION

To educate all students to be inspired to strive for excellence and thrive throughout their lifetime.

OUR MISSION

Inspire every student to reach their full potential every day.

OUR DAILY ACTIONS: INSPIRE. STRIVE. THRIVE.

OUR CORE VALUES

1. Our students are our top priority and our decisions are based on what is best for all of them.
2. Student success is a shared responsibility of teachers, parents, students and staff.
3. Family and community engagement is critical for the success of our students.
4. We value high expectations for students to empower them with the attitudes, skills, and abilities necessary to be successful in life.
5. We value a district wide culture of trust and collaboration.
6. We value a constructive working relationship between all stakeholders.
7. We value effective, systemic communications within our schools, our district and our community.
8. We value an environment that elicits high morale and support among our teachers and staff.

STRATEGIC PRIORITIES

The Washington County Board of Education sets the following priorities that will guide all planning and actions of the district to realize our vision, achieve our daily mission, and serve all students and families of Washington County Schools:

1 FOCUS ON STUDENT SUCCESS EVERY DAY

We will ensure that every student has access to a guaranteed and viable curriculum in all areas led by a qualified, inspired, and effective teacher in every classroom that is supported by a committed team of excellent school and district educators. Each student will be provided a safe, secure, and challenging learning environment with strong supports to grow academically, emotionally, and socially.

2 INVEST IN OUR PEOPLE

We will take deliberate actions to attract, develop, retain, and support the best team members to serve our students and families in our district. Through efforts to provide competitive compensation, a collaborative culture, and opportunities for continuous learning and growth, we will build and sustain a positive work environment that promotes teamwork and a commitment to a shared vision of excellence by all.

3 PARTNER WITH OUR STAKEHOLDERS

We will establish and maintain processes that create shared purpose and ownership through open communication and active engagement of employees, students, families, community members. We will foster strong partnerships with individuals, groups, and organizations that will join us in our commitment to provide all students with access to opportunities and resources that will enable them to realize their full potential, no matter the path they seek for their future.

4 ACT WITH RESPONSIBLE STEWARDSHIP

In all aspects of our district and school operations, we will meet all local, state, and federal guidelines in the management of public funds, property, and services. We will utilize best practices, follow industry standards, and maintain a focus on continuous improvement to ensure the most efficient and effective operations of all services we provide to our community.

MILESTONES OF SUCCESS

Over the five-year period of this strategic road map (“strategic plan”) for improvement, the achievement of six key milestones will provide a strong indication of growth of our district and success of our students.

Additional key performance indicators (KPIs) will be developed and utilize the annual progress to the attainment of our goals. Though KPIs that will address all four strategic priorities as defined by the Board, the milestones are focused on ambitious goals specific to student achievement outcomes. All other performance measures associated with all four strategic priority areas are intended to support student achievement.

By end of the 2025 – 2026 school year, our district will meet or exceed six (6) Milestones of Success:

- 1. LITERACY FOUNDATIONS:** At least 50% of WCS 3rd grade students will meet or exceed the state proficiency level on the 3rd grade ELA state assessment (TCAP).
- 2. HIGH SCHOOL MATH READINESS:** At least 50% of WCS 7th grade students will meet or exceed the state proficiency level on the 7th grade math state assessment (TCAP).
- 3. FUTURE READY STUDENTS:** 75% of all WCS graduates will complete at least one early post-secondary opportunity (EPSO) and/or complete an industry certification exam in a state approved program of study in CTE.
- 4. CAREER EXPLORATION:** 15% of the graduating class or 2026 will have completed at least one work-based learning experience.
- 5. COLLEGE AND CAREER READINESS:** The average ACT composite score for the graduating class of 2026 will be 22 with at least 35% meeting all four ACT college readiness benchmarks.
- 6. GRADUATION RATE:** The graduation rate for the class of 2026 (freshman class of 2022) will be 97% or higher.

AREAS OF FOCUS

With Key Strategies for Action

1 FOCUS ON STUDENT SUCCESS EVERY DAY	
ACCELERATE ACADEMIC ACHIEVEMENT	<ul style="list-style-type: none"> ✓ Support K-2 strong foundational skills instruction using systematic, sound-first phonics with rich development of background knowledge in all K-2 classrooms. ✓ Provide access to high quality instructional materials for every student in all grade levels and subject areas. ✓ Provide targeted, job-embedded professional learning to support all teachers in providing a guaranteed and viable curriculum. ✓ Ensure grade-level instruction and student tasks in all Tier 1 classrooms. ✓ Implement high dosage, low ratio tutoring during the school day for students in grade K-5. ✓ Develop and implement a district instructional framework to anchor supports for improvements in curriculum, instruction, and assessments.
STUDENT SUPPORTS	<ul style="list-style-type: none"> ✓ Fully implement multi-tiered systems of support (MTSS) that encompass prevention, wellness promotion, and interventions that increase with intensity based on student need, and that promote close school– community collaboration. ✓ Improving and expand inclusive services for English learners, student with disabilities, and economically disadvantaged students in all schools. ✓ Continue with full implementation of tiered truancy interventions to minimize student absences and missed learning opportunities. ✓ Increase student access to career counseling and mental health supports by identifying ways to increase availability of school counselors and school social workers. ✓ Increase the number of schools that effectively implement school-wide positive behavior supports and trauma informed practices.
FUTURE READY GRADUATES	<ul style="list-style-type: none"> ✓ Create K-12 career awareness, exploration, and connection strategies that include the utilization of the MajorClarity platform to support counselors in guiding students and parents in making choices about possible future careers. ✓ Expand afterschool programs to include Science, Technology, Engineering, Arts, and Math (STEAM) exploratory programs ✓ Expand Early Post-Secondary Credit Opportunities for all students to include advanced academic courses as well as Industry Certifications in all CTE programs of study ✓ Expand work-based learning opportunities for high school juniors and seniors to include job-shadowing, apprenticeships, and internships (paid or unpaid).
2 INVEST IN OUR PEOPLE	
IMPROVE SALARIES AND WAGES	<ul style="list-style-type: none"> ✓ Annually seek support and resources to improve the salary and wages of certified and non-certified employees. ✓ Benchmark salaries and wages with comparable school districts.
IMPROVE RECRUITMENT AND RETENTION	<ul style="list-style-type: none"> ✓ Fully implement the human resource management system (Frontline) to simplify the application and hiring process of potential employees. ✓ Utilize exit interviews and customer services surveys to obtain feedback from former employees and existing employees to improve employee support services ✓ Regularly attend regional job recruitment fairs
CREATE PATHWAYS FOR GROWTH	<ul style="list-style-type: none"> ✓ Provide personalized professional learning opportunities for both certified and non-certified employees to improve job-related skills and knowledge specific to individual needs. ✓ Create tiered district-wide leadership academies for teacher leaders and aspiring administrators
RECOGNIZE AND CELEBRATE TEAMWORK	<ul style="list-style-type: none"> ✓ Develop and Implement an employee recognition program for all employees demonstrating excellence in service and teamwork. ✓ Celebrate and promote the achievements of our students, employees, and community.

3 PARTNER WITH OUR STAKEHOLDERS	
CONSISTENT COMMUNICATIONS	<ul style="list-style-type: none"> ✓ Develop clear communication protocols and resource guides to ensure consistency in all forms of internal and external communications at the district, program, school, and classroom level. ✓ Implement a district-wide mass communication system to enable voice, email, text, and social media communications to targeted stakeholder groups to be utilized for emergency notification as well as distribution of essential updates.
AUTHENTIC ENGAGEMENT	<ul style="list-style-type: none"> ✓ Create district advisory groups that include parents, teachers, support staff, community leaders, and business/industry leaders to provide actionable feedback for improvement. ✓ Ensure that all schools have an active, viable parent-teacher organization. ✓ Schedule listening sessions throughout the school year with targeted stakeholder groups for feedback and ideas to improve services.
INTENTIONAL PARTNERSHIPS	<ul style="list-style-type: none"> ✓ Continue to develop and implement the Technical Middle College Concept with the TCAT Elizabethton to support regional workforce development. ✓ Engage with business and civic leaders in the community to support high quality educational opportunities PreK – Career. ✓ Foster summer internship for teachers in local/regional business to gain insight into workforce readiness needs of employers.
4 ACT WITH RESPONSIBLE STEWARDSHIP	
SAFE, SECURE, AND HEALTHY ENVIRONMENTS	<ul style="list-style-type: none"> ✓ Improve access to school-based mental health supports by ensuring adequate staffing levels in terms of school-employed mental health professionals who are trained to infuse prevention and intervention services into the learning process and to help integrate services provided through school–community partnerships into existing school initiatives. ✓ Integrate ongoing positive climate and safety efforts with crisis prevention, preparedness, response, and recovery to ensure that crisis training and plans: (a) are relevant to the school context, (b) reinforce learning, (c) make maximum use of existing staff resources, (d) facilitate effective threat assessment, and (e) are consistently reviewed and practiced. ✓ Ensure ongoing training and support for custodial staff to ensure effective cleaning and sanitization practices of the school and work environment for students, employees, and visitors.
EFFICIENT AND EFFECTIVE OPERATIONS	<ul style="list-style-type: none"> ✓ Continue to implement best practices to provide timely, high quality district services in transportation, facilities and grounds management, school nutrition, and technology services. ✓ Regularly review all business and operations practice to improve quality and efficiency of services. ✓ Develop a current 10 year long-range facilities plan that includes an assessment of deferred maintenance needs as well as future facilities needs due to population changes.
STRATEGIC BUDGETING AND PLANNING	<ul style="list-style-type: none"> ✓ Meet all financial requirements of the Tennessee Comptroller’s Office in a reliable, transparent, and timely manner. ✓ Maximize alignment of all budgeting and expenditure decisions with the goals, strategies, and actions of the strategic plan. ✓ Develop clear strategies and procedures for ensure efficient procurement and management of public assets. ✓ Create annual program evaluation/return on investment analysis to inform budget development and instructional planning. ✓ Study and evaluate the benefits of implementing student-based budgeting improve equity of distribution of district allocation of funds among schools to address diverse student needs.
LEVERAGING TECHNOLOGY	<ul style="list-style-type: none"> ✓ Maintain safe, secure, and accessible technology services that supports personalized learning experiences for students as well supports the high productivity of teaching, administrative, and business practices. ✓ Update and provide device replacement schedules for instructional and businesses operations devices. ✓ Maximize resources to maintain a highly reliable network for users to access and share digital information and resources.

NEXT STEPS

The district leadership team, with input from a variety of stakeholders, will develop Key Performance Indicators (KPIs) aligned to each of the strategic priorities, areas of focus, and key strategies for action to reflect available data based on state and local performance measures.

SEPTEMBER 2021 – DECEMBER 2021:

Finalize all KPI's for each of the four strategic priorities to be included as an annual review that will include baseline data for 2021.

Develop and implement full communication plan for the sharing of the strategic priorities, milestones of success, areas of focus, and key strategies for action.

JANUARY 2022 – FEBRUARY 2022

Share updated and finalized KPI's with baseline data and annual targets for progress with the Board at a scheduled Board worksession or mid-year strategic planning retreat.

JULY 2022 – AUGUST 2023

Provide full review of all progress of all strategic priorities, milestones of success, areas of focus, and key strategies for action based on available 2021-2022 school year data.

**WASHINGTON COUNTY
BOARD OF EDUCATION**

September 2, 2021; 5:30 PM; Central Office

Those present were Chairman Jason Day, Vice-Chair Mike Masters, Mary Beth Dellinger, Whitney Riddle, Keith Ervin, Chad Fleenor, Mitch Meredith, Annette Buchanan, and Superintendent Jerry Boyd. Absent was David Hammond.

I. CALL TO ORDER

Mr. Day called the meeting to order. Followed by a moment of silence, Mr. Fleenor led the pledge to the flag.

II. REQUEST TO ADDRESS THE BOARD

Chairman Day read guidelines from policy 1.609 – Appeals & Appearances before the Board for individuals present to address the Board.

A. Justin Southerland

Mr. Southerland addressed the Board regarding the quarantine procedures.

Luke Holt addressed the Board. Mr. Holt expressed the need to continue and expand mask wearing.

III. RECOGNITIONS

A. Brandon Ferren

Mr. Ferren of Strong Tower Baptist Church was not present. Chairman Day presented Pastor Ancel Presnell with a certificate of appreciation for their efforts in supplying school supplies for students. The church donated over 800 backpacks filled with school supplies.

B. Dr. William R. Flanary

Chairman Day presented retired Director of Schools, William Flanary, with a clock and resolution in honor of his 39 years of service in the school system.

IV. REORGANIZATION OF THE BOARD

Mike Masters nominated Jason Day for Chairman. Chad Fleenor seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Keith Ervin nominated for Mike Masters for Vice-Chair. Whitney Riddle seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Chad Fleenor nominated Jennifer Moore as Clerk to the Board. Annette Buchanan seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Mike Masters nominated Jerry Boyd as Parliamentarian. Chad Fleenor seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Chad Fleenor nominated Annette Buchanan as FRN. Mike Masters seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Whitney Riddle nominated Mary Beth Dellinger as TLN Representative. Chad Fleenor seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

III. CONSIDERATION OF MEETING AGENDA

Mitch Meredith moved for approval of the meeting agenda with addition of agenda items: South Central Gym Floor Replacement; Purchase of Digital Resources for West View Elementary and Grandview Elementary; and removal of agenda items: School Nutrition request to bid out kitchen equipment for Daniel Boone High, Fall Branch Elementary, Grandview Elementary, Ridgeview Elementary, and Sulphur Springs Elementary, CTE Program Updates; Strategic Plan. Chad Fleenor seconded the motion, which carried on roll call vote:

Keith Ervin: no, Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

IV. APPROVAL OF MINUTES - August 5, 2021; August 19, 2021; August 24, 2021

Mr. Masters moved for approval of August 5, 19, 24, 2021 minutes. Whitney Riddle seconded the motion, which carried on roll call vote:

Keith Ervin: no, Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

VII. ANNOUNCEMENTS

**A. TSBA Fall District Meeting (Virtual)
September 27, 2021; 5:00 p.m.; Central Office**

VIII. DIRECTOR'S REPORT

A. Beginning of School Year Report

Mr. Boyd stated current student enrollment is 8292.

B. Field Trips Report

C. Financials (July – General Fund, Federal Fund, School Nutrition, and Sales Tax)

D. Grants Report

E. Maintenance Update

F. Personnel Report

G. Other:

Mr. Boyd updated the Board the RFP for the Long Range Facilities Study had been released.

Mr. Boyd reported two requests were presented on behalf of the Board to HEW Committee earlier in the day: Daniel Boone High and David Crockett High stadium renovations (contingent upon ESSER 3.0 approval); LED project.

The HEW Committee approved to move both items forward to the budget committee in the upcoming week.

IX. CONSIDERATION OF CONSENT AGENDA

A. Items to be declared as surplus and sold on GovDeals

B. Purchases

- 1. Purchase of a Cutaway Automatic Transaxle for CTE Auto Mechanics Program at David Crockett High Funded by Perkins Grant (Line Item 142E71300-730-800)**

C. Bids/Quotes/RFPs

- 1. Request to release bids for office furniture vendor**

D. Out of State/Overnight Field Trip Requests for Approval

- 1. Daniel Boone High MJROTC - Various Competitions/Events (documentation attached)**
- 2. David Crockett High NJROTC - Competitions (documentation attached)**
- 3. Grandview Elementary - Eighth grade trip to Washington DC; May 17-20, 2022**

E. Contracts/Agreements

- 1. Carson-Newman University**
- 2. Washington County Memorandum of Understanding 2021-2024**

F. Approval of Family Life Curriculum

G. SY2021 - 2022 School Visits

X. DISCUSSIONS/PRESENTATIONS

A. Update on Boones Creek Elementary Playground

Chief Operations Officer Jarrod Adams said a meeting was held to develop a plan to move forward with installing playground equipment at Boones Creek Elementary. He said a final plan with design would be presented at the September 21 Board workshop.

C. COVID Update

Mr. Boyd said 25.3% of students have opted out to wear mask. Daniel Boone High was the highest at 36%, lowest was Asbury 14.4% and the next lowest was Boones Creek Elementary at 19.4%.

1. COVID related sick leave

Mr. Boyd presented a Temporary COVID Sick Leave Bank for the Board's consideration. He said the concept would mirror the Sick Bank currently in place. The Board would decide how many days to allocate for an employee to use.

Chad Fleenor moved for temporary COVID sick leave recovery bank policy for 5 days for full time personnel and 5 for part time personnel related to COVID absences for SY 2021-22. Mary Beth Dellinger seconded the motion.

It was noted the calculated cost per day for the COVID bank would be \$61,000.00 for 5 days and \$388,228.96.

Mr. Masters said based on potential changes to quarantine protocol the Board should consider increasing 5 days to 7 days.

Ms. Buchanan asked if the proposed 5 days would cover a quarantine period for an individual.

Mr. Boyd answered an individual can return on the 8th day if they get tested.

Board questioned if funds would be available to cover the expense, possibly with ESSER funds. CFO Brad Hale answered yes, reallocation would be required. Mr. Boyd said it would require dipping into ESSER 2.0 and reprioritize some of the expenditures to cover the amount.

Ms. Buchanan moved to amend the motion from "5" days to "7" days. Ms. Dellinger seconded the motion.

Mr. Riddle asked for clarification regarding an employee that is unvaccinated is required to do a COVID test weekly – whether it is while the employee is out or is it indefinitely.

Mr. Boyd said that could be adjusted. He said the clause was taken directly from another school system's model policy. The clause does require an employee to have a weekly test if unvaccinated.

Mr. Meredith suggested with there still being open questions regarding the policy to defer until next meeting to allow questions answered and the policy worded as requested.

Mr. Fleenor moved to postpone the COVID Leave to the next workshop. Ms. Dellinger seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Mr. Boyd said in looking forward and knowing there will be students isolated/quarantined some guidelines will be released on how the system will academically support those students. He said the schools have been asked to post the guidelines by the end of the following day. He also said a waiver, as a requirement, if the need to quarantine a whole class, grade, or school.

Mr. Boyd said the system is implementing a new mass communication system, BrightArrow, the following day. Mr. Boyd will initiated the first call to all parents/staff introducing the new system.

Mr. Fleenor questioned if the current COVID quarantine guidelines would remain the same when school resumes September 7th.

Mr. Boyd shared the updated guidelines for COVID released earlier in the day by TDOE.

Ms. Wagner said the new protocol allows any student or adult wearing a mask and exposed to a positive case to remain in school and will not have to be quarantined unless they develop symptoms.

Jason Day moved if any student, faculty, or staff have a mask on and exposed to a positive COVID-19 case and have no symptoms, they will not have to quarantine. Chad Fleenor seconded the motion, which carried on roll call vote:

Keith Ervin: no, Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

D. ESSER 3.0

Mr. Boyd said approval for ESSER 3.0 had not been received from the State.

E. HEW Committee Update

Update was provided under the Director's Report.

F. Jonesborough School Building Project

Mr. Boyd said there is no update related to the project. Mr. Riddle said project pricing had not been received.

G. TCAT Update

Mr. Boyd said the project is continuing to progress and is currently at the State level. He shared TCAT President Dean Blevins did visit the site (old BCE) the previous week. He continued we are waiting on a media event to do the official signing.

H. TCAP 2020-2021

Chief Academic Officer Cindy Hayes presented 2020-2021 TCAP and high school testing data.

XI. POLICY

A. 1.609 - Appeals and Appearances before the Board (Review)

Chad Fleenor moved to waive first reading and pass on second and final reading policy 1.609 Appeals and Appearances before the Board with amendments: change the requirement to submit requests to address the Board from five (5) days to 48 hours prior to meeting; and to change the time limit to speak from five (5) minutes to three (3) minutes per speaker. Annette Buchanan seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

B. 4.212 - Virtual Education Program (Waive First Reading and Pass on Second Reading)

Chad Fleenor moved to waive first reading on policy 4.212 Virtual Education Programs and pass on second and final reading. Mike Masters seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

South Central Gym Floor Replacement

Chad Fleenor moved to approve the quote to fix the SC gym floor and fund the remaining balance not covered by insurance. Annette Buchanan seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Purchase of Digital Resources for West View Elementary and Grandview Elementary

Whitney Riddle moved for the purchase of supplement resources for students at West View Elementary and Grandview Elementary from Lexi Learning Systems, Inc. – Concord, MA, as a sole source provider in the amount of \$11,900.00 to be paid from 141E 71100-499-00014 funded through grants. Chad Fleenor seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

XII. WCEA Representative: Closure of Memorandum of Understanding process

Ben Davenport

The Board rescheduled the September 21 workshop and called meeting to September 23.

XIII. ADJOURNMENT

Special Called Meeting

WASHINGTON COUNTY BOARD OF EDUCATION

**September 16, 2021; 5:00 PM
Central Office Board Room**

Those present were Chairman Jason Day, Vice-Chair Mike Masters, Mary Beth Dellinger, Whitney Riddle, Keith Ervin, Chad Fleenor, Mitch Meredith, Annette Buchanan, David Hammond, and Superintendent Jerry Boyd.

I. CALL TO ORDER

Chairman Day called the meeting to order. Following a moment of silence, Mike Masters let the pledge to the flag.

II. New Jonesborough Elementary School Project

Chairman Day said the purpose of the meeting was to update the Board on the projected cost of the project and see where the Board stands.

Mr. Boyd reported on a meeting with Town of Jonesborough officials that he and Chairman Day attended. The contractor anticipates providing a Guaranteed Maximum Price for the project in the coming week. The total cost of the project is expected to be 30% to 35% higher than the original estimate. The original project cost was \$32,750,000.00 and is now expected to be over \$42,000,000.00. Mr. Boyd explained the plan to begin repaying the loan would begin in 2024. The payment is scheduled to be paid from the Education Capital Fund. To address the additional cost, it may include cost sharing between the County Government and the Board. It is estimated the request would be an additional \$5,000,000.00 from the Board. It was reminded the Board in the agreement has the responsibility for the cost of fixtures, furniture, and equipment estimated at \$1.5 million.

Mr. Fleenor asked if it was certain the funds indicated for other items in the Educational Capital Fund would not change.

Mr. Boyd answered if the calculations play out as planned in the Educational Capital Fund the other items should not be affected.

Mr. Meredith said although no action was required at this time from the Board, he suggested providing a message to the County Budget Committee, who would be meeting the following day, where the Board stands.

Mr. Riddle made a motion, for the message to be that the School Board as a whole, voted to move forward with the Jonesborough School project as planned and utilize earmarked money from the Educational Capital Fund to pay back the debt. Ms. Dellinger seconded the motion, which carried on roll call vote: Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes.

III. ADJOURNMENT

**WASHINGTON COUNTY BOARD OF EDUCATION
FAMILY LIFE CURRICULUM HEARING**

WASHINGTON COUNTY, TENN. - The Washington County Board of Education will be holding a special meeting on Thursday, September 2 at 5:00 p.m., in the Board Room of the Central Office, at 405 West College Street, Jonesborough. The purpose of the hearing is to comply with the Family Life Curriculum requirements of Tennessee Code Annotated, which are found in Tennessee Code Annotated S49-6-1301-1304.

Family Life Curriculum materials will be available for review on Thursday, September 2 from 3:30 p.m. until 4:45 p.m. at the Central Office prior to the hearing.

**WASHINGTON COUNTY
BOARD OF EDUCATION**

September 2, 2021

5:00 PM

Central Office

I. CALL TO ORDER

Chairman Day called the meeting to order.

II. Public hearing related to the Family Life Curriculum

Maggie Wood of A Step Ahead was present for any questions. A Step Ahead has provided the curriculum and will be delivering the instruction.

Chief Student Supports, Mindy Myers, shared the following.

The purpose of this hearing is to comply with the Family Curriculum requirements of Tennessee Code Annotated, which are found in Tennessee Code Annotated S49-6-1301-1304. The State Legislature enacted this statute. The legislature required that the “program of family life education shall emphasize abstinence from sexual relations outside of marriage, the right and responsibility of a person to refuse to engage in sexual relations basic moral values as well as obligations and consequences which arise from intimacy.” The State also requires that the program include a component, which specially addresses the nature and prevention of AIDS and other sexually transmitted diseases.

Board Chairman, Jason Day, stated the following.

Members of the public will be allowed to address this panel. This meeting will conclude no longer than 5:15 p.m. In an effort to allow as much input as possible, each speaker will be limited to no more than three minutes. We will listen to the views of each of the speakers and those views will be taken into consideration. This will not be a question and answer session, nor will it be a discussion. If any parent or student has any specific questions regarding the curriculum, they should make an appointment to discuss this privately with their teacher. State law allows that if the parents or guardians confer directly with the student's instructor, guidance counselor or principal, and the parent or guardian finds all or any portion of the Family Life instruction objectionable, they may file a written request to have the student excused from this instruction. The student will be excused and an alternate health or social studies lesson will be provided.

If there are any questions about your child's program we encourage you to schedule a meeting with your child's teacher, principal, and guidance counselor so that your privacy and that of your child can be protected.

Copies of the Family Life Curriculum Law are available upon request. Textbooks and other teaching materials will be available for inspection, as requested.

No questions or comments were made.

III. ADJOURNMENT

Director's Administrative Report 2021

WCDE Policy 1.603

1. Number of applicants interviewed and the number employed:

July 1, 2020 through June 30, 2021: the number of Staff Interviewed was 200; the number of Staff employed was 148.

2. Procedures being used to ensure that the best applicants are being selected:

- Human Resources personnel attend multiple Career Fairs within a 300 mile radius and share information about our system and the process of applying.
- Positions are advertised on our webpage, often in the newspaper, and on social media.
- Our application process requires a completed application, official transcript, copy of praxis tests, resume, satisfactory health statement from a doctor, and a letter of interest.
- The original screening of applicants comes through the Human Resources Department. The applicant's file is checked for all required documents.
- With each vacancy, applications are screened for the correct license and then reviewed by the Principal (Of the school with the vacancy) and applicants are chosen for interviews.
- The interview teams are comprised of administrators, supervisors, and teachers.
- If an applicant is a possible hire, reference calls are made to individuals with appropriate knowledge of the candidate's work.
- Once the recommendation has been made, required background checks, including the TBI/FBI Fingerprint-based background check as well as 4 additional background checks (DCS, Sex Offender, Abuse, and Drug Offender) are conducted. Finally, the recommended applicant will consent/complete a drug screen.

3. Evidence that all non-tenured teachers were evaluated:

At this time all non-tenured teachers were evaluated. The final report will be released in the fall.

4. Number of non-tenured teachers:

200, which includes interim positions and non-rehires for the school year 2020-2021.

Director's Administrative Report 2021

WCDE Policy 1.603

5. Number of teachers non-renewed:

At the end of SY 2020-2021 14 teachers were non-renewed. Some were in interim or temporary positions and those teachers returned to the position.

6. Percent of non-tenured teachers who scored at each level on the evaluation scale: At this time, no final evaluation scores have been finalized. These scores should be released in the fall.

7. Percent of tenured teachers who scored at each level on the evaluation scale:

At this time, no final evaluation scores have been finalized. These scores should be released in the fall.

8. Percent of principals who scored at each level on the evaluation scale:

At this time, no final evaluation scores have been finalized. These scores should be released in the fall.

9. Evidence of high correlation between evaluation and productivity:

At this time, no final evaluation scores have been finalized. These scores should be released in the fall. Once the finalized scores are available, an analysis of the correlation between evaluation and productivity will be conducted.

10. Percent of supervisory personnel (other than principals) who scored at each level on the evaluation scale:

At this time, no final evaluation scores have been finalized. These scores should be released in the fall.

11. Summary and explanation of how the school system fared on the Report Card distributed by the State Department of Education:

The Instructional staff will present this information at the regular Washington County Board meeting following release of the State Report Card.

	School	Capital Project
	All	new buses, \$950,000
	All	technology, \$640,000
1	All Applicable Schools	Kitchen upgrades
2	All Applicable Schools	HVAC Controls
3	All Applicable Schools	Energy Systems Group upgrades
4	Boones Creek Elementary	second boiler
5	Bus Garage	Paving
6	Daniel Boone	new concrete at entrance and curb
7	Daniel Boone	guttering
8	Daniel Boone	replace domestic water line
9	Daniel Boone	LED lighting; football, baseball, softball fields
10	David Crockett	replace domestic water line
11	David Crockett	LED lighting; football, baseball fields
12	Grandview	Sports complex field house
13	Grandview	football field fencing
14	Lamar	New pavement
15	Lamar	new guttering
16	Lamar	panel replacement exterior walls
17	Lamar	Glass in courtyard area
18	Maintenance warehouse	Paving
19	New Jonesborough Elementary	Furniture, per interlocal agreement
20	Old Jonesborough Elementary	renovations to locate Midway, Asbury, possibly C.O.
21	Ridgeview	Sports complex field house
22	Ridgeview	football field fencing
23	Ridgeview	field three (3) lighting
24	South Central	Drainage issues at rear of building
25	Sulphur Springs	Program
26	West View	Pavement, front of gymnasium, adjacent to baseball field

Created by maintenance staff, December 2020

27 DBHS, DCHS

guard shacks

28 BCE

install playground equipment

Washington County Department of Education
Capital Priority List

Updated and Approved by WCBE 1.9.2020

2019-2020		2020-2021		2021-2022		2022-2023	2023-2024
School Buses REQUEST MADE TO HEW 1.9.20 FUNDING PROVIDED 1.27.20 BY WCC VIA RESOLUTION 20-01-09	\$503,000 \$464,560	School Buses FUNDING PROVIDED 10.26.20 BY WCC VIA RESOLUTION 20- 10-02	\$456,000 \$558,000	Daniel Boone & David Crockett stadium improvements	\$10- 14,000,000		
Technology ALLOCATED BY WCC VIA RESOLUTION 19-06-06 ON 6.24.19	\$640,000	Technology FUNDING PROVIDED 10.26.2020 BY WCC VIA RESOLUTION 20- 10-06	\$640,000	Gray gymnasium floor and bleacher replacement. <i>This item added 11 April 2019 GRAY GYM FLOOR REPLACED NOVEMBER 2020, FUNDING FROM INSURANCE SETTLEMENT AND GENERAL FUND. HEW DECLINED TO FUND GYM FLOOR</i>	insurance - \$134141, WCDE \$14491		
Jonesborough Elementary roof FUNDING PROVIDED 1 APRIL 2019 VIA WCC RESOLUTION 19-03-06	\$1,100,000	Jonesborough Middle Roof if Jonesborough building project is delayed	\$510,000	Old Boones Creek Elementary School roof	\$925,000		
		Daniel Boone HVAC & Controls <i>May be part of energy management plan. Estimate is out of date.</i>	\$2,425,000				
Gray Elementary brick repair FUNDING PROVIDED 10.26.20BY WCC VIA RESOLUTION 20-10-03	\$300,000 \$1,042,000	South Central, Fall Branch, Lamar, Sulphur Springs HVAC controls <i>May be part of energy management plan. Estimate is out of date</i>	\$750,000				
Daniel Boone roof ESTIMATE UPDATED 12.20.19 ALLOCATED BY WCC VIA RESOLUTION 20-02- 04 ON 2.24.20 FOR GYM ONLY, NOT TO EXCEED \$400k FUNDING FOR REMAINDER OF ROOF PROVIDED 10.26.20 BY WCC VIA RESOLUTION 20-10-07	\$1,890,000 \$400,000 \$2,200,000	South Central, West View- structural floor repairs, door hardware and re-key	\$640,000				
David Crockett boiler, HVAC controls BOILER REPLACED BY WCBE VIA FUND BALANCE 12.18.19	\$2,220,000 \$196,350	Central Office HVAC renovation	\$75,000				
Fall Branch, Sulphur Springs doors, door hardware, door frames FUNDING PROVIDED 10.26.20 BY WCC VIA RESOLUTION 20-10-04	\$280000 \$280000						
TOTAL	\$1,740,000	TOTAL	\$5,040,000	TOTAL	TBD		

Notes

1. School Bus Replacements added yearly beginning FY19
2. Technology added yearly beginning FY19
3. Future items listed by priority and subject to change

Education Capital Projects Fund (\$1,000s)

FY2022 - FY2026

		Fiscal Years Ended June 30,					
		2021					
		Estimated					
		Actual	2022	2023	2024	2025	2026
Projected Penny Value at .75% Growth		327,086	330,937	333,420	335,921	338,441	340,980
Capital Project Pennies		17	17	17	17	17	17
Source of Funds for Capital Expenditures							
Property Tax Projected at 0.75% Growth		5,701	5,626	5,668	5,711	5,753	5,797
Other Revenue (Grants, PY Tax, Other Tax, Investment Income)		182	533	549	565	582	600
Revenues		5,883	6,159	6,217	6,276	6,336	6,396
Capital Projects Encumbrance Projection							
Trustee Commission		120	126	127	128	129	130
Technology (Smart Classroom, Tablets, Audio)		640	640	640	640	640	640
School Buses		520	946	372	602	388	602
Boone Roof		1,198	919				
South Central - Doors		170					
New Jonesborough K-8					2,625	2,625	2,625
West View - Doors		170					
Gray - Brick Repair		889					
Fall Branch - Door Controls / HVAC Controls		9	350				
Sulphur Springs - Door & Hardware / HVAC Controls		9	350				
Boone HVAC & Controls		2,425					
Crockett HVAC Controls		2,024					
Transfer		250					
Total Expenditure Projection		3,635	8,120	1,139	3,995	3,782	3,997
Capital Surplus (Deficit)		2,248	-1,961	5,078	2,281	2,554	2,399
Projected Fund Balance		2,248	288	5,366	7,647	10,201	12,600