

Public Comment Period

There shall be a public comment period for each meeting with actionable items on the agenda, with the exception of teacher disciplinary hearings. Comments shall be limited to topics listed on the agenda. The total public comment period shall be for no more than three (3) minutes. If an individual wishes to address the Board, he/she shall sign up on the form provided before the beginning of the board meeting to request time to speak. Each speaker shall be given no more than (3) minutes. Delegations must select only one individual to speak on their behalf unless otherwise determined by the Board. *Board Policy 1.609 Appeals to and Appearances Before the Board*

WASHINGTON COUNTY BOARD OF EDUCATION

September 5, 2024

5:30 PM

Central Office

- I. CALL TO ORDER**
- II. REORGANIZATION OF THE BOARD**
- III. RECOGNITION OF SCHOOL YEAR 2024 RETIREES**
- IV. Public Comment**
- V. CONSIDERATION OF MEETING AGENDA**
- VI. APPROVAL OF MEETING MINUTES**
 - A. July 11, 2024 -- Regular Meeting**
 - B. July 30, 2024 -- Workshop**
 - C. August 8, 2024 -- Regular Meeting**
 - D. August 27, 2024 -- Special Called Meeting**
 - E. August 27, 2024 -- Workshop**
- VII. ANNOUNCEMENTS**
 - A. TOSS Fall Conference**
September 15-18, 2025
Park Vista, Gatlinburg, TN
 - B. County Commission Meeting**
September 22, 2024; 6:00 p.m.
 - C. Board Workshop**
September 24, 2024; 5:00 p.m.
 - D. October Regular Meeting**
October 3, 2024; 5:30 PM
 - E. Friday, October 4, 2024 -- In-Service/Professional Development Day (No Student Attendance)**
 - F. Fall Break**
October 7-11, 2024*

***Students return on Thursday, October 17, 2024**

***Teachers return on Monday, October 14, 2024**

In-Service/Professional Development Days: October 14,15, and 16, 2024

(No Student Attendance on these days)

VIII. SUPERINTENDENT'S REPORT

- A. Administrative Report (Annual Agenda Item)**
- B. Enrollment Update**
- C. Field Trips Report**
- D. Maintenance Report**
- E. Monthly Financials**
- F. Personnel Report**
- G. Grants Report**
- H. Other**

IX. CONSIDERATION OF CONSENT AGENDA

- A. Approval of Family Life Curriculum**
- B. Overnight/Out of State Field Trips**
 - 1. DANIEL BOONE HIGH SCHOOL**
 - 1. DBHS History Department**
AP US History/Civil War History Classes
Newport News, Virginia
Colonial Williamsburg, Virginia
Appomattox, Virginia
Trip Date: November 6, 2024
Duration: 3 days
 - 2. DBHS -- Blazer Voices and Reflections**
All East Honors Choir
Lee University; Cleveland, Tennessee
Trip Date: November 21, 2024
Duration: 3 Days
 - 3. DBHS Blazer Bells**
Invitational Concert
Raleigh, North Carolina
Trip Date: November 8, 2024
Duration: 2 days
 - 4. DBHS FFA Beef Show Team**
Lebanon, Tennessee
Trip Date: August 24, 2024
Duration: 2 Days
 - 5. DBHS Reflections**
American Choral Director's National Honors Choir
Dallas, Texas
Trip Date: March 18, 2025
Duration: 5 days

6. **DBHS Key Club**
Key Club District Convention and Leadership Conference
Lexington, Kentucky
Trip Date: March 14, 2025
Duration: 3 days
2. **DAVID CROCKETT HIGH SCHOOL**
 1. **DCHS FFA/Ag**
North American International Livestock Expo -- Sheep Show
Louisville, Kentucky
Trip Date: November 14, 2024
Duration: 4 days
 2. **DCHS FFA/Ag**
National FFA Convention
Indianapolis, Indiana
Trip Date: October 21, 2024
Duration: 4 days
 3. **DCHS Girls Basketball Team**
Elite Basketball Tournament
Hilton Head, South Carolina
Trip Date: December 13, 2024
Duration: 4 days
 4. **DCHS Girls Soccer Team**
Smokey Mountain Cup
Gatlinburg, Tennessee
Trip Date: September 6, 2024
Duration: 3 days

C. Purchase Orders

1. **Purchase Order 3483; Fincher Sports Floors; Sevierville, Tennessee; Gym Floor Maintenance (DBHS; DCHS; FBES); \$15,324.00; Line Item 141E 72620-335**
2. **Purchase Order 2698; Frontline Technologies Group, LLC; Philadelphia, Pennsylvania; Annual Service Renewal -- Professional Learning Management module; District-Wide; \$29,722.14; Line Item 141E 71100-399**
3. **Purchase Order 35517; NuMotion; SPED Services Equipment (various schools); \$10,536.00; IDEA Part B Grant; Line Item 142E 71200-725 (900)**
4. **Purchase Order 35515; Gov Connection; Merrimack, New Hampshire; Technology-Laptops; \$11,772.75; Line Item 142E 72200-790 (900)**
5. **Purchase Order 35527; Hazeldon Publishing; Center City, Minnesota; Olweus Bullying Prevention Program; \$15,200.00; Title II-D -- Stepping Stone Academy; Line Item 142E 72130-499 (160)**
6. **Purchase Order 3594; Tyler Technologies, Inc; Dallas, Texas, Annual Renewal -- Maintenance and Support; System-wide; \$51,058.20; Line Item 141E 72250-399**

7. **Purchase Order 3595; NCS Pearson, Inc; San Antonio, Texas; AimsWeb Universal Screener Annual Subscription Renewal; \$24,850.00; Line Item 141E 72250-399**
 8. **Purchase Order 3631; Two Squirrels Cabinets and More; Limestone, Tennessee; Addition to previously approved LES ISM Grant CTE room upgrades; \$3,865.00; LES-ISM Grant Funded; Line Item 141E 76100-399-000-00000-002**
- X. DISCUSSIONS/PRESENTATIONS**
- A. **WCEA Representative -- Request to Address the Board**
 - B. **Professional Educator Collaborative Conferencing Act: Consider approval of proposed 2024-2027 (3 Yr) Memorandum of Understanding**
 - C. **Lewis Group Architects**
 1. **High School Stadium Upgrades Project; Application and Certification of Payment No. 08; Payment to Burwil Construction Co.; \$968,823.32; Purchase Order 2499 (Board approved 08/08/2024) not to exceed \$4,888,000.00; Line Item 141E 76100-799**
 2. **Consider approval of Proposed Change Order #24 for Daniel Boone High School Stadium Renovation -- relocation of primary home grandstand entrance.**
 - D. **Consider approval of 2025 WCS Employee Dental/Vision Plan Options**
 - E. **Consider approval to purchase Magma Math Platform (Supplement Math Resource) annual district access subscription from Radish Education Inc -- Palo Atlo, California -- in the amount of \$37,500.00 for 2500 student licenses; Line Item 141E 71100-449**
 - F. **Approval to release bids for school bus tires**
- XI. Additional Items for Board Approval**
- A. **Purchase Order 3648; Ford of Murfreesboro; Murfreesboro, Tennessee; 2023 Transit 350 Van Purchase -- State Contract; \$50,019.00; Transportation; Line Item 141E 72710-729**
 - B. **Purchase Order 2668; Preston Woodworking; Johnson City, Tennessee; Cafe Project (prior approval by WCBOE); Cabinets and Countertops -- Materials and Installation; \$11,726.00; ISM Grant; Line Item 141E 76100-707-002**
 - C. **Overnight Field Trip Request (received 8/29/2024)**
Daniel Boone High School
DBHS Girls Volleyball Team
Wilderness at the Smokies -- Volleyball Tournament
Sevierville, Tennessee
Trip Date: September 6, 2024
Duration: 2 days
 - D. **Overnight and Out of State Field Trip (Received 08/30/2024)**
Boones Creek Elementary School
8th Grade Class Trip -- Spring 2025
Washington D.C.

Trip Date: May 13, 2025
Duration: 4 days

- E. Overnight Field Trip Request (Received 09/03/2024)**
David Crockett High Schools
DCHS Chorus
All East Tennessee Honor Choir
Cleveland, Tennessee
Trip Date: November 21, 2024
Duration: 5 Days
- F. Overnight Field Trip Request (Received 09/03/2024)**
David Crockett High School
DCHS Chorus
All State Honor Choir
Nashville, Tennessee
Trip Date: April 8, 2025
Duration: 5 Days
- G. Overnight Field Trip Request (Received 09/03/2024)**
David Crockett High School
DCHS SKillsUSA
Masonry Institute
Lebanon, Tennessee
Trip Date: October 25, 2024
Duration: 3 Days
- H. Overnight Field Trip Request (Received 09/04/2024)**
David Crockett High School
Cross Country -- Competition
Hendersonville, Tennessee
Trip Date: November 6, 2024
Duration: 2 Days
- I. Overnight and Out of State Field Trip Request (Received 09/04/2024)**
David Crockett High School
Cross Country -- Competition
Oakville, Alabama
Trip Date: October 4, 2024
Duration: 2 Days

XII. ADJOURNMENT

The Washington County Department of Education met in regular session on July 11, 2024 at 5:30 PM in the Central Office. Attendance is as follows: **Present:** Annette Buchanan, Mary Beth Dellinger, Keith Ervin, Chad Fleenor, David Hammond, Gregg Huddleston, Mike Masters, Whitney Riddle, Vince Walters..

David Hammond moved for approval of the meeting agenda. Chad Fleenor seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddleston: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Ben Bales: regarding middle schools' baseball and softball programs

Whitney Riddle moved for approval of the meeting minutes, as presented. Chad Fleenor seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddleston: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Mr. Ervin asked about kindergarten enrollment numbers. Mr. Boyd stated that as of now, the numbers are the same, but the numbers normally change after a week, into the beginning of school.

Vince Walters moved for approval of the consent agenda. Chad Fleenor seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Ginger, LGA, gave updates

JB led discussion; recommended continuing with practice in place; coaches need to work hard in the fall to gain participation; need to have consistent time limits; Chad Fleenor made a motion to implement time limit, make run rule, and conference games a priority. Vince Walters seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

David Hammond moved for approval of Purchase Order 1678; Solution Tree; Bloomington, IN; Professional Development; Sulphur Springs Elementary, West View Elementary, Gray Elementary; \$13,000.00; Line Item 72210524. Vince Walters seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Whitney Riddle moved for approval for the purchase of 3 large propane buses; and approval to release bids for 3 small buses; Funded by County Education Capital Funds. Chad Fleenor seconded the motion which carried on roll call vote:

Keith Ervin: no, Annette Buchanan: yes, Mary Beth Dellinger: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

David Hammond moved for approval of the Propane Renewal with Blossman Gas, Inc.; Line Item 141E 72620-335-000-00012. Vince Walters seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Chad Fleenor move for approval to provide an option to purchase driveway; foot over from the driveway on the house side to the front corner of property at the cost of the demolition \$25,000 at Gray Elementary; pending the well cap is more than one foot away from the driveway; survey cost will be paid by the purchaser. Gregg Huddlestone seconded the motion which carried on roll call vote:

Annette Buchanan: no, Keith Ervin: no, David Hammond: no, Vince Walters: no, Mary Beth Dellinger: yes, Chad Fleenor: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes

6.300 Code of Conduct

Line 13 Chad Fleenor move for approval to waive first reading and pass the listed policies, as presented, on second reading and final reading; withdrawing 6.300 and 6.317. Keith Ervin seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Gregg Huddlestone add "Be" on line 13 policy 6.300; waive 1st and pass on 2nd and final reading. Mary Beth Dellinger seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Gregg Huddlestone pass 6.317 waive 1st and pass on 2nd reading. Vince Walters seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

David Hammond move for approval of the annual agenda. Whitney Riddle seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddleston: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Vince Walters surplus of portable at Fall Branch Elementary to donate to Eden Methodist Church. Chad Fleenor seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddleston: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Chad Fleenor make a motion t; 40,000 TOJ and 60,000 for Washington County. Whitney Riddle seconded the motion which carried on roll call vote:

Annette Buchanan: no, Keith Ervin: no, Gregg Huddlestone: no, Vince Walters: no, Mary Beth Dellinger: yes, Chad Fleenor: yes, David Hammond: yes, Mike Masters: yes, Whitney Riddle: yes

Chad Fleenor moved for Purchase Order 2506; 2 Squirrels Cabinets; Limestone, TN; Cabinets and Countertops for CTE classroom at Lamar Elementary; Funded by ISM Grant; \$12,800.00; Line Item 141E 76100-399-000-00000-002. Vince Walters seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Vince Walters move for Purchase Order 35528; PowerSchool Group LLC, Los Angeles, CA; CTE Programs System-wide; Naviance CCLR License and Subscription; Effective 7/1/2024-6/30/2027; \$15,960.06; Line Item 142E 71300-471-800. Chad Fleenor seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Chad Fleenor moved for approval of the dietary purchase requisitions for school year 2024-2025. Gregg Huddlestone seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

The Washington County Department of Education met in regular session on August 8, 2024 at 5:30 PM in the Central Office. Attendance is as follows: **Present:** Annette Buchanan, Mary Beth Dellinger, Keith Ervin, Chad Fleenor, David Hammond, Gregg Huddleston, Mike Masters, Whitney Riddle, Vince Walters..

Vince Walters - prayer

Mary Beth Dellinger - Lead the Pledge

Chad Fleenor moved for approval of the meeting minutes, as presented. Gregg Huddleston seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddleston: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

First Band and Trust donated \$2,500.00 to Washington County Schools.

Chad Fleenor moved for approval of the meeting agenda. Vince Walters seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddleston: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Mr. Boyd announced upcoming meetings.

September meeting:

Election of officers, organizational meeting, and new board members.

Enrollment numbers change daily. Mr. Huddleston asked for comparison of last school year. Mr. Ervin also asked about kindergarten enrollment. Mr. Boyd explained the numbers are down, but normally the numbers go up in the first week of school.

David Hammond Made the motion to approve. Gregg Huddlestone seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Todd and Ginger of Lewis Group Architects gave updates on the stadium renovations.

Chad Fleenor moved approval as submitted. Whitney Riddle seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Chad Fleenor moved for approval as submitted. Whitney Riddle seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Gray Elementary Cabinets
School Nutrition Equipment
Food Purchased for entire year.
NETCO - Membership Fees for School Nutrition

College Board Exams 1 of 3 for High Schools
the fee covers all students
Daniel Boone Exams and Fees

Chad Fleenor Moved approval as submitted. David Hammond seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Chad Fleenor moved approval as submitted. David Hammond seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Chad Fleenor moved for approval as submitted. David Hammond seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Annette Buchanan - discussion of fees per student or as a whole Chad Fleenor moved for approval as submitted. Annette Buchanan seconded the motion which carried on roll call vote:
Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Chad Fleenor moved for approval as submitted. Annette Buchanan seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Mr. Boyd requests to formerly approve all schools except UH to the Community Eligibility Program. Mary Beth Dellinger moved to approve all schools (except UH) for CEP. Chad Fleenor seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Dr. Adams, along with Jeremy Moore's recommendation, asked the board to proceed with Mueller Master Bids, LLC.

Chad Fleenor move approval to accept bid of \$44,760 to Mueller Master Bids, LLC for SCES project. Annette Buchanan seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

The 2 vans that were approved were sold. Dr. Adams found one. He made a request to purchase a Ford van, found in Murfreesboro.

. Whitney Riddle moved to approve purchase of Ford Van from Murfreesboro Ford per state contract. Chad Fleenor seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

No action requested, Mr. Boyd included all the information to the commission.

Mr. Ervin requests setting a price for the sound systems at the high schools. Dr. Adams stated that the bid opening would be on Friday, August 16th, at 9:00 A.M. Vince Walters moved to authorize release of bids and authorize the executive committee review and approve best bid. Gregg Huddlestone seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Board members discussed the responsibility of payment. Whitney Riddle moved to bid paving of parking lot at Crossroads Christian Church as part of agreement to continue use of the area by DBHS for events. Chad Fleenor seconded the motion which carried on roll call vote:

Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

Keith Ervin moved to table. Gregg Huddlestone seconded the motion which failed on roll call vote:

Chad Fleenor: no, David Hammond: no, Mike Masters: no, Whitney Riddle: no, Vince Walters: no, Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Gregg Huddlestone: yes
Vince Walters Move to postpone action. Mary Beth Dellinger seconded the motion which carried on roll call vote:

Chad Fleenor: no, David Hammond: no, Mike Masters: no, Whitney Riddle: no, Annette Buchanan: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Gregg Huddlestone: yes, Vince Walters: yes

Chad Fleenor move to amend the amount from \$1,500,000 to \$2,200,000.00. Whitney Riddle seconded the motion which carried on roll call vote:

Keith Ervin: no, Mike Masters: no, Whitney Riddle: no, Annette Buchanan: yes, Mary Beth Dellinger: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Vince Walters: yes

Chad Fleenor Counter with the amended amount. Whitney Riddle seconded the motion which carried on roll call vote:

Annette Buchanan: no, Keith Ervin: no, Mary Beth Dellinger: yes, Chad Fleenor: yes, David Hammond: yes, Gregg Huddlestone: yes, Mike Masters: yes, Whitney Riddle: yes, Vince Walters: yes

David Hammond, thanks to Ms. Dellinger for her years of service.

Keith Ervin, It's been an honor to serve with you.

Gregg Huddlestone, I appreciate Ms. Dellinger for her guidance on my decision to run for school board.

Whitney Riddle, It has been a privilege and an honor to serve on the board with Ms. Dellinger.

Chad Fleenor, I appreciate Ms. Dellinger. You have been a great asset to the board.

Vince Walters, It has been a delight to work with Ms. Dellinger.

Annette Buchanan, Thank you for all the service you have given us. Glad I have you as a life-long friend.

Mike Masters, I agree with everyone. I have enjoyed serving with you.

Mary Beth Dellinger, Thank you all.

Meeting Adjourned

Monthly Facility Tracker reports

All Locations -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=af78549c-6e53-41e9-afec-dd4d8bfa815d>

WVES -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=7061e70d-ee81-4bbe-a0a9-333ee6630ce4>

SSES -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=82641ccd-b40b-406e-9593-f1f5d6d454ea>

SCES -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=f4112e8b-ace7-42c8-83ce-ce7cca700d0a>

RVES -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=abece4e4-3aaf-4e20-afb9-e7a4b253e7ea>

LES -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=03c462a1-53fd-429c-8d8a-862353a095d4>

JMS -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=047f5116-d265-4220-bca1-d51fd1f24df6>

JES -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=3c2e5fd0-4dc5-4a44-b1a8-7ff0bc15c27e>

GES -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=ef3d7048-0b99-4548-9f31-04632f0fae84>

GVES -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=e2b27430-f9cb-4618-8958-f37a78a60a75>

FBES -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=b9027fb8-5461-4cad-a2ca-4cd8a33ecfbe>

DCHS -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=88424530-f628-46ae-8852-1a2d40bc9785>

DBHS -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=1f5402fa-95ef-4b85-bc13-1b2a390eadd8>

BCES -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=475154ae-7197-4f43-8ec4-6b9764458>

[b84](#)

Midway -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=ec7f00ea-3b78-41db-9542-060401a41>

[1e6](#)

Bus Garage -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=13f0ab1b-e7e9-4a01-bbeb-9b2d5181fb5f>

Warehouse -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=7da489ac-1553-4a46-a0ac-27646726a003>

Central Office -

<https://facilitytracker.app-garden.com/Woms/PublicAnalytic/Index?guid=fbf02e24-8b01-46d9-98d1-a5e123581838>

Intent to Apply/Research	Grants Writer/Manager's Report	September 2024						
Bureau of Justice STOP School Violence Grant	Grant submitted June, 2024	Announcement of the winners will be around October 1, 2024.						
Researching grant for planting trees	Working with the Operations Department. Provide shade trees to elementary school campuses.	Would like to apply for TAEP Community Tree Planting Grant, grant is now open and due Sept. 27, 2024					UPTO \$20,000 Board Match required if grant is awarded.	
Researching grants for Communication boards for playgrounds	Working with the Student Support Services Department. The goal is to assist students with disabilities by providing labeled images on a communication board during physical breaks at the playground area.						Do not qualify for TN Disability coalition grant, will continue searching	
TVA STEM Classroom Grant	Grantor prefers teachers to write their grants, I provide suggestions on their applications if requested.	I am the fiscal contact if awarded and do all purchasing of items within their budgets.						
Grants Awarded								
Grants Managed								
ETSU SLICE - SL Partnership STEM LITERACY COMPUTATION IN EDUCATION WITH SCHOOL LEADERS	ETSU federal government grant we have partnered	Currently processes quotes and POs for procurements of the minigrants for participating schools' teams. Total award is appx. \$81,000 in materials, equipment, and supplies.	I am the Co-PI-LEA CONTACT for Washington County	Financial reimbursements invoices and execution of purchases with schools' classroom minigrants that will be provided at the end of year 2 grant term and any other needs that may occur.			All purchases need be finalized and received by September 20, 2024	
ISM Grant	Currently helping CTE Director write FY 25 ISM application	Assist CTE Director when needed	Note: schools involved in this grant were awarded (allocated FY2023) BCE \$500,000, DB \$1,000,000, DC \$1,000,000, FB \$200,000, GV \$500,000, Gray \$500,000, JES \$500,000, RV \$500,000, SC \$200,000, SS \$500,000, University \$1,000,000, WV \$500,000					
FY 2025 - CTE Perkins Reserve	Awarded \$50,000 for Daniel Boone CTE program in connection with Culinary ARTS and certain populations						Will assist CTE Director with any needs in managing the grant.	
LEAPS PROGRAM	Start new school year, this is year 5 of the program	UPDATED EPLAN BUDGET \$75,000	Provide all necessary documentation into Department of Human Services Child Care Provider Portal to renew the SCES LEAPS site for continuing service	Help with any grant related to personnel, data reporting, purchases and attend meetings with the state department.				
ESSER 3.0	Assist Federal Programs with ESSER 3.0 application FY25	Will be writing the ESSERF						
ARP 2.0 Homeless Grant	FY 25 purchasing food, clothing, hygiene products	In collaboration with Director of Attendance and Chief Students Supports Officer.	Providing purchasing and documentation support.	HELP WITH REPORTING	help with any grant related reimbursement request documentation		Grant will end Dec. 2024	

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

AUG 09 2024

BY: KR

Date of Request 8-2-24 School DBHS Trip Date Nov. 6-8 2024

Estimated time of departure 7 AM and return 9:30 PM total time away 3 DAYS

Destination (include location) NEWPORT NEWS-VA, COLONIAL WILLIAMSBURG-VA, APPOMATTOX-VA

Teacher TERRY KING Class AP U.S. HIST. Grade 11-12

NATHAN GOUGE CIVIL WAR HIST.

Chaperones SARA CHAPMAN

Number of Students Involved 48

BRANDON FENWICK

Estimated Total Miles (both ways) of Trip 800

Bus Driver/Number CHARTER BUS Bus Driver/ Number _____

Will Chaperones have a list (roll) that they are responsible for? YES

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? YES

Will you have on file parental release forms signed by parents or legal guardians? YES

Explain the educational value of the trip: see attached sheet.

Total Cost Estimate \$12,500

Plans for meeting the costs Students will pay approx. \$250 each to cover the trip costs.

Transportation cost for educational trips shall be calculated in the following manner:
\$16.00 per hour for driver (2 hour minimum)
\$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
\$**19.15** total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of **\$.75** per mile.
*Refer to Board Policy 4.302

Stephanie
Principal's Signature

8/2/24
Date

APPROVED
BY WC SUPERINTENDENT
Superintendent's Signature [Signature]

08.09.24
Date

Date Approved by the Board of Education _____

DBHS History Dept. Field Trip

We will be taking the students to visit the Mariner's Museum which contains the remains of the USS Monitor from the Civil War which is located in Newport News, VA. We also will be visiting the USS Wisconsin battleship from WWII, Colonial Williamsburg, the Tredegar Iron Works (Civil War era factory complex in Richmond, VA), and Appomattox, VA (site of the surrender of Gen. Lee to effectively end the Civil War).

All of these places are chosen because of the important roles they played in the history of the United States. Students gain a much better understanding and appreciation of the significance of these places and events by visiting and being able to see and touch the places where they occurred.

DBHS History Dept. Field Trip 2024

Nov. 6: Depart DBHS at 7am traveling to the Mariner's Museum in Newport News, VA (location of the remains of the Civil War ironclad USS Monitor) stopping for lunch and rest breaks along the way and arriving at the museum around 3 pm. After visiting the Mariner's Museum we will travel to Williamsburg, VA for dinner and then we will participate in program called "In Defense of Liberty" where the students will be "mustered" into the colonial militia to learn what life in the militia was like. After the program we will check into our hotel located in Williamsburg, VA.

Nov.7: Depart our hotel in Williamsburg at 8am traveling to Norfolk, VA where we will visit the USS Wisconsin Battleship. After touring the battleship we will travel back to Williamsburg where we will spend the rest of the day touring Colonial Williamsburg. After dinner this evening we will attend a pirate trial program where our students will serve on the court jury in Colonial Williamsburg and then return to our hotel in Williamsburg.

Nov. 8: Depart our hotel in Williamsburg at 8am traveling to Richmond, VA to visit the Tredegar Iron Works which was an industrial complex during the Civil War that manufactured weapons and equipment for the Confederacy. After leaving Richmond, we will travel to Appomattox, VA visiting the site of Gen. Lee's surrender to Gen. Grant. From Appomattox we will travel back to DBHS arriving at approximately 9:30pm

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

AUG 13 2024

BY: (Signature)

Date of Request 8/12/24 School DBHS Trip Date Nov. 21-23

Estimated time of departure 8:00 am and return 6:00 pm total time away 3 days

Destination (include location) Lee University, Cleveland, TN

Teacher Melissa Powers Class Blazer Voices Grade 9-12

Ms. Brandenburg + Reflections

Chaperones Allen Bishop

Number of Students Involved 14

Estimated Total Miles (both ways) of Trip 360
miles

Bus Driver/Number 2 vans Bus Driver/ Number —

Will Chaperones have a list (roll) that they are responsible for? yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? yes

Will you have on file parental release forms signed by parents or legal guardians? yes

Explain the educational value of the trip: Students are selected for All-East Honors' Choir after two rigorous vocal auditions. They will rehearse with a professional conductor Nov. 21 + 22, with a concert on Sat. at 2pm.

Total Cost Estimate Fundraisers + Booster/School Funds

Plans for meeting the costs 2 fundraisers in the Fall

Transportation cost for educational trips shall be calculated in the following manner:
\$16.00 per hour for driver (2 hour minimum)
\$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
\$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of \$0.75 per mile.
*Refer to Board Policy 4.302

(Signature)
Principal's Signature

8/12/24
Date

(Signature)
BY WC SUPERINTENDENT
Superintendent's Signature

8/14/2024
Date

Date Approved by the Board of Education _____

Washington County Department of Education
School Educational OVERNIGHT Trip Authorization*

AUG 27 2024

BY: PR

Date of Request 8/12/24 School DBHS Trip Date Nov. 8-9, 2024

Estimated time of departure 12:00 noon and return 10:00pm total time away 2 days

Destination (include location) Raleigh, NC

Teacher Melissa Powers Class Blazer Bells Grade 10-12

Chaperones Ms. Brandenburg

Number of Students Involved 17

Estimated Total Miles (both ways) of Trip 560
miles

Bus Driver/Number Will need a Bus Bus Driver/ Number _____

Will Chaperones have a list (roll) that they are responsible for? yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? yes

Will you have on file parental release forms signed by parents or legal guardians? yes

Explain the educational value of the trip: Students will be performing with several hundred other ringers in an invitational mass concert. Students will rehearse all day Saturday, with a public concert at 4pm.

Total Cost Estimate \$100⁰⁰/student

Plans for meeting the costs 2 Fundraisers

Transportation cost for educational trips shall be calculated in the following manner:
\$16.00 per hour for driver (2 hour minimum)
\$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
\$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of **\$.75** per mile.
*Refer to Board Policy 4.302

Principal's Signature [Signature]

Date 8/20/24

APPROVED

BY WC SUPERINTENDENT
Superintendent's Signature [Signature]

Date 8.27.24

Date Approved by the Board of Education _____

85

~~Kelly~~
Kelly A J wcd.09

8.5.54

[Faint, illegible text]

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

RECEIVED

AUG 13 2024

BY: KR

Date of Request 8/9/2024 School DBHS Trip Date 8/24/24 - 8/25/24

Estimated time of departure 6AM on 8/24 and return 1PM on 8/25 total time away 2 Days, 0 Instructional

Destination (include location) Tennessee State Fair in Lebanon, TN for TN State Charolais Show

Teacher Leann Turner Class FFA Beef Show Team Grade 10-12

Chaperones Ashley Clouse

Number of Students Involved 3

Lisa Barnette

Estimated Total Miles (both ways) of Trip 422

Bus Driver/Number n/a Bus Driver/ Number n/a

Will Chaperones have a list (roll) that they are responsible for? yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? yes

Will you have on file parental release forms signed by parents or legal guardians? yes

Explain the educational value of the trip: Students will be exhibiting 3 of the 4 heifers kept at Daniel Boone as part of their Supervised Agricultural Experience. These students will gain knowledge of the beef business while also learning to face adversity, building confidence, and gaining valuable industry experience.

Total Cost Estimate \$700

Plans for meeting the costs Mrs. Turner will cover fuel costs, while students and parents will pay for their own accomodations.

Transportation cost for educational trips shall be calculated in the following manner:
\$16.00 per hour for driver (2 hour minimum)
\$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
\$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of **\$.75** per mile.
*Refer to Board Policy 4.302

Stephanie J. [Signature]
Principal's Signature

8/9/24
Date

BY WC SUPERINTENDENT

[Signature]
Superintendent's Signature

8-13-24
Date

Date Approved by the Board of Education _____

Updated 07/01/2023

 **E-MAILED**
8-14-24
KR

Late Submitted
Trip occurring prior
to Sept 5, 2024 w/ [Signature]
meeting

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

AUG 13 2024

BY: KR

Date of Request 8/12/24 School DBHS Trip Date March 18-22, 25

Estimated time of departure 8 AM and return 11:00pm total time away 5 Days

Destination (include location) Dallas, TX

Teacher Melissa Powers Class Reflections Grade 10-12

Chaperones Ms. Brandenburg

Number of Students Involved 5

Estimated Total Miles (both ways) of Trip 1,880
miles

Bus Driver/Number flying from Knoxville School Van to Knoxville
Bus Driver/ Number _____

Will Chaperones have a list (roll) that they are responsible for? yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? yes

Will you have on file parental release forms signed by parents or legal guardians? yes

Explain the educational value of the trip: American Choral Directors' Association
National Honor Choir - Students will audition Sept. 26th, 2024
and will be notified if selected by Oct 30, 24. Rehearsals

Total Cost Estimate approx \$500 masterclasses with nationally recognized
conductors with a concert.

Plans for meeting the costs Students will be responsible for airfare
Fundraising to cover costs for registration, music, and fees.

Transportation cost for educational trips shall be calculated in the following manner:

- \$16.00 per hour for driver (2 hour minimum)
- \$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
- \$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of \$0.75 per mile.

*Refer to Board Policy 4.302

Stephanie G
Principal's Signature

8/12/24
Date

BY WC SUPERINTENDENT _____

Superintendent's Signature

8-13-24
Date

Date Approved by the Board of Education _____

Washington County Department of Education
School Educational OVERNIGHT Trip Authorization*

AUG 20 2024

BY: KR

Date of Request 8/14/24 School David Crockett Trip Date 11/14 - 11/17/24

Estimated time of departure 8:00am on 11/14 and return 8:00pm on 11/17 total time away 4 days

Destination (include location) North American International Livestock Exposition Sheep Show
Louisville, KY

Teacher Ford Class Ag Grade 9-12

Chaperones Jessica Ford

Number of Students Involved 7

Estimated Total Miles (both ways) of Trip 600

Bus Driver/Number N/A

Bus Driver/ Number N/A

Will Chaperones have a list (roll) that they are responsible for? Yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? Yes

Will you have on file parental release forms signed by parents or legal guardians? Yes

Explain the educational value of the trip: Students will be exhibiting sheep that they have worked with throughout the summer and school year. This National show will give the students the opportunity to meet with industry leading professionals in the Agriculture Industry.

Total Cost Estimate \$4,000

Plans for meeting the costs Fundraiser / Student cost

Transportation cost for educational trips shall be calculated in the following manner:

- \$16.00 per hour for driver (2 hour minimum)
- \$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
- \$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of \$0.75 per mile.

*Refer to Board Policy 4.302

Whaley
Principal's Signature

8.15.24
Date

BY WC SUPERINTENDENT [Signature]
Superintendent's Signature

8-20-24
Date

Date Approved by the Board of Education _____

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

RECEIVED

AUG 20 2024

BY: KP

Date of Request 8/14/24 School David Crockett Trip Date 10/23 - 10/26/24

Estimated time of departure 6:00 AM ^{on 10/23} and return 10:00 pm ^{on 10/26} total time away 4 days

Destination (include location) National FFA Convention - Indianapolis, IN

Teacher Jesse Ford Class Ag Grade 9-12

Josh Conger

Chaperones Amy Collette Number of Students Involved 14

Estimated Total Miles (both ways) of Trip 900

Bus Driver/Number N/A Bus Driver/ Number N/A

Will Chaperones have a list (roll) that they are responsible for? Yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? Yes

Will you have on file parental release forms signed by parents or legal guardians? Yes

Explain the educational value of the trip: Students will be participating in convention sessions and Agriculture related workshops. Students will meet with Industry professionals and colleges to aid in career planning.

Total Cost Estimate \$ 13,000

Plans for meeting the costs Fundraisers / Community support

Transportation cost for educational trips shall be calculated in the following manner:
\$16.00 per hour for driver (2 hour minimum)
\$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
\$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of **\$.75** per mile.
*Refer to Board Policy 4.302

Ashley Davis
Principal's Signature

8.15.24
Date

BY WC SUPERINTENDENT [Signature]
Superintendent's Signature

8-20-24
Date

Date Approved by the Board of Education _____

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

RECEIVED

AUG 20 2024

BY: KP

Date of Request 8/14/24 School David Crockett Trip Date 10/23 - 10/26/24

Estimated time of departure 6:00 AM ^{on 10/23} and return 10:00 pm ^{on 10/26} total time away 4 days

Destination (include location) National FFA Convention - Indianapolis, IN

Teacher Jesse Ford Class Ag Grade 9-12

Josh Conger

Chaperones Amy Collette Number of Students Involved 14

Estimated Total Miles (both ways) of Trip 900

Bus Driver/Number N/A Bus Driver/ Number N/A

Will Chaperones have a list (roll) that they are responsible for? Yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? Yes

Will you have on file parental release forms signed by parents or legal guardians? Yes

Explain the educational value of the trip: Students will be participating in convention sessions and Agriculture related workshops. Students will meet with Industry professionals and colleges to aid in career planning.

Total Cost Estimate \$ 13,000

Plans for meeting the costs Fundraisers / Community support

Transportation cost for educational trips shall be calculated in the following manner:
\$16.00 per hour for driver (2 hour minimum)
\$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
\$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of **\$.75** per mile.
*Refer to Board Policy 4.302

Ashley Davis
Principal's Signature

8.15.24
Date

BY WC SUPERINTENDENT [Signature]
Superintendent's Signature

8-20-24
Date

Date Approved by the Board of Education _____

Please see Jerry Day know when (if) approved

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

RECEIVED

AUG 01 2024

BY: KR

Date of Request July 23 School DCHS Trip Date Dec 19 22

Estimated time of departure 8:00am and return 10:00pm total time away 4 days

Destination (include location) Hilton Head South Carolina

Teacher _____ Class _____ Grade _____

Chaperones Thomas Gouge
Jerry Day
Makail Gouge

Number of Students Involved 12

Estimated Total Miles (both ways) of Trip _____

Bus Driver/Number We will rent vans Bus Driver/ Number _____

Will Chaperones have a list (roll) that they are responsible for? Yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? Yes

Will you have on file parental release forms signed by parents or legal guardians? Yes

Explain the educational value of the trip: Elite Basketball Tournament
For National Ranked Teams by invitation only

Total Cost Estimate \$ 3000.00

Plans for meeting the costs Funds already secured by school account
and booster club.

Transportation cost for educational trips shall be calculated in the following manner:
\$16.00 per hour for driver (2 hour minimum)
\$ 3.15 per hour to cover fixed charges (SS, retirement, etc.)
\$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of \$.75 per mile.
*Refer to Board Policy 4.302

[Signature]
Principal's Signature **APPROVED**

7/29/24
Date

BY WC SUPERINTENDENT [Signature]
Superintendent's Signature

08-01-24
Date

Date Approved by the Board of Education 8-8-2024 [Signature]

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

AUG 19 2024

BY: KR

Date of Request 8/14/24 School David Crockett Trip Date 9/6/24 - 9/8/24

Estimated time of departure 4:00 PM and return 4:00 PM total time away 2 nights/3 day

Destination (include location) SMOKY Mountain Cup - Gatlinburg, TN

Teacher Ariel Flannagan Class Girls Soccer Grade 9th - 12th

Steven Meisenzahl

Chaperones Tina Shaffer

Number of Students Involved 19

Heather Orren

Estimated Total Miles (both ways) of Trip 188

Angela Greenlee

Bus Driver/Number Van 90 - Steven Meisenzahl

Bus Driver/ Number Van 91 - Ariel Flannagan

Will Chaperones have a list (roll) that they are responsible for? YES

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? YES

Will you have on file parental release forms signed by parents or legal guardians? Yes

Explain the educational value of the trip: This will provide the girls an opportunity to play other teams not in our area.

Total Cost Estimate \$3,800

Plans for meeting the costs Fundraising / Parent's paying for a part of the trip. Any Additional costs will be paid via girls soccer account balance

Transportation cost for educational trips shall be calculated in the following manner:

- \$16.00 per hour for driver (2 hour minimum)
- \$ 3.15 per hour to cover fixed charges (SS, retirement, etc.)
- \$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of \$.75 per mile.

*Refer to Board Policy 4.302

[Signature]
Principal's Signature

8.16.24
Date

BY WC SUPERINTENDENT [Signature] 8-19-2024
Superintendent's Signature

8.19.2024
Date

Date Approved by the Board of Education _____

PURCHASING DEPARTMENT
WASHINGTON COUNTY BOARD OF EDUCATION

PURCHASE ORDER

Purchase Order **No 3483**
 Date Issued **08-20-24**
 Appropriation No. **726 20335**
 Dept. **mtice**
 School **DBHS, DCHS, FALL BRANCH**

TO
Finchum Sports Floors
Sevierville TN 37876

Deliver to **Washington County Schools**
 Address
 Via

NOTICE TO VENDOR

- 1. Purchase order MUST bear two signatures in order to be valid.**
- 2. Purchase order number MUST appear on all invoices submitted for payment.**
- 3. Mail TWO copies of your invoice promptly to:**
 Washington County Board of Education
 405 West College Street
 Jonesborough, TN 37659
 Telephone (423) 753-1105

Articles on this order must be charged to account of

ARTICLES OR SERVICES	CODE	QUANTITY & UNIT	UNIT PRICE	TOTAL
(Unless otherwise stated all prices F.O.B. Destination)				
Gymn Floor Maintenance				
* Price Quotes Attached *				
GRAND TOTAL - INCLUDING ALL ATTACHED PAGES			\$	15,324.00

SUBJECT TO THE FOLLOWING CONDITIONS

1. All packages, cartons or other containers must be plainly marked with the purchase order number.
 2. The right is reserved to purchase in the open market and to charge the difference to the Vendor in the event that deliveries are not made at the time specified in the bid and on this order.
 3. Whenever a delivery is rejected, the Vendor shall be notified and be given the reason for the rejection. All rejected deliveries shall be held at the Vendor's risk and he shall bear the expense of removal.
 4. Acceptance of this order includes acceptance of all terms, prices, delivery, instructions, specifications and conditions stated.
 5. The county is not liable for Federal excise tax or state sales tax.
 6. Each shipment and/or each purchase order should be covered by separate invoice.
- IMPORTANT: INVOICES AND PACKAGES MUST BEAR PURCHASE ORDER NUMBER**

VENDOR'S COPY	There is an otherwise unincumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase.	APPROVED:
	Authorized Signature	

Gym Floor Buff & Recoat

PRICE INQUIRY FORM
Washington County Schools

Vendor	Description of item for price comparison	Price Quoted
Firm Finchum Address 2812 Boyds Creek Hwy Jenisonville, TN 37876 Person Contacted Ritchie Stanley Date 8-7-24	Buff & Coat - Screen, Vacuum Apply 2 Coats of Oil finish 1. Daniel Boone Main Gym 2. Daniel Boone Aux Gym 3. David Crockett Main 4. Fall Branch Main	\$15,324.00
Firm Southern Flooring Address 16820 Augusta Rd Greenville, SC Person Contacted Patrick Cunningham Date 8-15-24	Southern Flooring * See Above Locations Buff & Coat Dry Screen, vacuum, tack mop + Apply 2 coats of oil base finish.	\$10,727.00
Firm Prater Address 8-12-24 Person Contacted Casey Date Wilson	No Quote - Company booked for time frame. * See E-mail Attached	0

Work to be performed
during Fall Break -
Oct 7-11

Michelle Stallard

Name of person obtaining inquiry



Michelle Stallard <stallardm@wcde.org>

Buff and Coat

2 messages

Michelle Stallard <stallardm@wcde.org>
To: Casey Wilson <casey@pratersflooring.com>

Fri, Aug 9, 2024 at 10:19 AM

Good Morning,
IS it possible to get a quote for a buff and recoat of a few of our Gym floors please? Please see the following locations and square footages:

Daniel Boone High School- Main Gym 8,268 sq ft Aux Gym 5,880 sq ft
David Crockett- Main 8,268 sq ft
Fall Branch Elem- 8, 232 sq ft

Spec to include Buff and recoat gym: Dry screen, vacuum, tack mop, and apply 2 coats of oil based gym floor finish to the entire surface.

Services to be performed October 7- 11, 2024

Thank you

Michelle Stallard
Washington County Schools
(423) 753-1129 Office
(423) 426-0774 Cell

Casey Wilson <casey@pratersflooring.com>
To: Michelle Stallard <stallardm@wcde.org>
Cc: Amy Daniel <amy@pratersflooring.com>

Mon, Aug 12, 2024 at 9:40 AM

Good Morning Michelle,
Unfortunately, we are booked for the week of October 7 - 11.
If you are open to other options for dates, let me know, and we can work on quotes for these floors. We currently have November 11th week available as well November 18th week open.

Thanks,
Casey



CASEY WILSON
Inside Sales Manager
c: 423-899-8676 ext. 3003 | pratersflooring.com



[Quoted text hidden]



SOUTHERN FLOORING INC.
6820 AUGUSTA ROAD, GREENVILLE, SC 29605
864-277-8238 * 864-299-8553
SALES@SOUTHERNFLOOR.COM

DATE: 8/15/2024

From: Patrick Counihan

PROJECT: Washington County Schools

To screen the court with 120 grit screens. Clean the floors thoroughly to remove all dust and contamination. Apply 1 even coat of MFMA approved oil based polyurethane to the floor. Allow to dry and apply a second coat of polyurethane. The work will take two days to complete and 3 additional days to cure.

Daniel Boone H.S. Main Gym- \$2,894.00
Daniel Boone H.S. Aux Gym- \$2,058.00
David Crockett Main Gym- \$2,894.00
Fall Branch E.S.- \$2,881.00

THANK YOU FOR ALLOWING SOUTHERN FLOORING TO QUOTE ON THIS PROJECT.

Southern Flooring, Inc.:

Accepted by:

Patrick Counihan

\$ 10,727.00

Flooring – Concrete slab must be level to 1/8" in a 10' radius and dry to 85 % per a relative humidity test (In-Situ Probe Test), with no sealer applied. All slab prep work and associated cost is by others. Moisture test results must be provided to Southern Flooring Inc prior to scheduling of crew to jobsite by others and at others expense. Exterior thresholds, reducers, base and removal/reinstallation of anything on the floor (example-bleacher or floor embedment) which may be required are excluded unless specifically included above. Lead time 2-3 weeks if material is in inventory. If not in inventory, lead time is 10-12 weeks. GC to provide flooring contractor with electrical service for floor sanders – 208 v./3 phase/100 amps. Hoisting of materials for non ground floor access not included. Leed certified material not included unless specifically included in the quote above.

2812 Boyds Creek Hwy
 Sevierville, TN 37876
 Office: (865) 453-3995
 Fax: (865) 429-2431

DATE July 25, 2024
Job Name Fall Branch E.S.
Job Location Fall Branch, TN

①

Quotation valid until: August 25, 2024
Prepared by: Ritchie Stanley

Submitted to:
 Fall Branch Elementary School
 1061 Tn-93
 Fall Branch, TN 37656

Michelle Stallard
 stallardm@wcde.org

Architect: n/a
Sq. Footage: 8,232

Start Date:
Type of Floor: wood

Job Phone: (423) 753-1129
After Hours Contact: (423) 426-0774

Line Item	AMOUNT
-----------	--------

To provide all labor, materials and services for the following:

Buff and Coat Gym: Dry Screen, vacuum, tack mop and apply 2 coats of modified oil based gym floor finish to entire surface.	\$4,116.00
---	------------

TOTAL \$4,116.00

Finchum Sports Flooring LLC

All material is guaranteed to be as specified. All work is to be complete in a substantial workmanlike manner according to specifications submitted per standard practices. Any alteration or deviation from above specifications involving material increase costs due to pandemic; extra costs will be executed only upon written orders and will become an extra charge over and above the contract. All agreements contingent upon circumstances such as strikes, accidents, pandemics or acts of God, or delays that are beyond our control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Ritchie Stanley

TOTAL
 \$15,324.00

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Finchum Sports Floors, LLC. Is authorized to complete the work as specified.

SIGNATURE: _____ **Date of Acceptance:** _____

2

2812 Boyds Creek Hwy
 Sevierville, TN 37876
 Office: (865)453-3995
 Fax: (865)429-2431

DATE August 7, 2024
Job Name David Crockett H.S.
Job Location Jonesborough, TN

Quotation valid until: September 7, 2024
Prepared by: Ritchie Stanley

Submitted to:
 Maintenance Dept.
 405 W College St.
 Jonesborough, TN 37659

Michelle Stallard
 Stallard M@WCDE.org

Architect: n/a
Sq. Footage: 8,268

Start Date:
Type of Floor: wood

Job Phone: (423) 426-0774
After Hours Contact:

Line Item	AMOUNT
-----------	--------

To provide all labor, materials and services for the following:

Buff and Coat Gym: Dry Screen, vacuum, tack mop and apply 2 coats of modified oil based gym floor finish to entire surface. \$4,134.00

Main Gym

Bleachers must be in closed position

Our men will maintain a clean work area, excluding bleachers, walls and ceiling

TOTAL \$4,134.00

Finchum Sports Flooring LLC

All material is guaranteed to be as specified. All work is to be complete in a substantial workmanlike manner according to specifications submitted per standard practices. Any alteration or deviation from above specifications involving material increase costs due to pandemic; extra costs will be executed only upon written orders and will become an extra charge over and above the contract. All agreements contingent upon circumstances such as strikes, accidents, pandemics or acts of God, or delays that are beyond our control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Ritchie Stanley

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Finchum Sports Floors, LLC. Is authorized to complete the work as specified.

SIGNATURE: _____ **Date of Acceptance:** _____



Proposal

3

2812 Boyds Creek Hwy
Sevierville, TN 37876
Office:(865)453-3995
Fax:(865)429-2431

DATE August 7, 2024
Job Name Daniel Boone H.S.
Job Location Gray, TN

Quotation valid until: September 7, 2024
Prepared by: Ritchie Stanley

Submitted to:
Maintenance Dept
405 W college St.
Jonesborough, TN 37659

Michelle Stallard
StallardM@WCDE.org

Architect: n/a
Sq. Footage: 5,880

Start Date:
Type of Floor: wood

Job Phone: (423) 426-0774
After Hours Contact:

Line Item	AMOUNT
-----------	--------

To provide all labor, materials and services for the following:

Buff and Coat Gym: Dry Screen, vacuum, tack mop and apply 2 coats of modified oil based gym floor finish to entire surface.	\$2,940.00
---	------------

Auxiliary Gym

Bleachers must be in closed position

Our men will maintain a clean work area, excluding bleachers, walls and ceiling

TOTAL \$2,940.00

Finchum Sports Flooring LLC

All material is guaranteed to be as specified. All work is to be complete in a substantial workmanlike manner according to specifications submitted per standard practices. Any alteration or deviation from above specifications involving material increase costs due to pandemic; extra costs will be executed only upon written orders and will become an extra charge over and above the contract. All agreements contingent upon circumstances such as strikes, accidents, pandemics or acts of God, or delays that are beyond our control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Ritchie Stanley

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Finchum Sports Floors, LLC. Is authorized to complete the work as specified.

SIGNATURE: _____ **Date of Acceptance:** _____



Proposal

4

2812 Boyds Creek Hwy
Sevierville, TN 37876
Office:(865)453-3995
Fax:(865)429-2431

DATE August 7, 2024
Job Name Daniel Boone H.S.
Job Location Gray, TN

Quotation valid until: September 7, 2024
Prepared by: Ritchie Stanley

Submitted to:
Maintenance Dept
405 W college St.
Jonesborough, TN 37659

Michelle Stallard
StallardM@WCDE.org

Architect: n/a
Sq. Footage: 8,268

Start Date:
Type of Floor: wood

Job Phone: (423) 426-0774
After Hours Contact:

Line Item	AMOUNT
<p>To provide all labor, materials and services for the following:</p> <p>Buff and Coat Gym: Dry Screen, vacuum, tack mop and apply 2 coats of modified oil based gym floor finish to entire surface.</p> <p>Main Gym</p> <p>Bleachers must be in closed position</p> <p>Our men will maintain a clean work area, excluding bleachers, walls and ceiling</p>	<p>\$4,134.00</p>
TOTAL	\$4,134.00

.....

Finchum Sports Flooring LLC

All material is guaranteed to be as specified. All work is to be complete in a substantial workmanlike manner according to specifications submitted per standard practices. Any alteration or deviation from above specifications involving material increase costs due to pandemic; extra costs will be executed only upon written orders and will become an extra charge over and above the contract. All agreements contingent upon circumstances such as strikes, accidents, pandemics or acts of God, or delays that are beyond our control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Ritchie Stanley

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Finchum Sports Floors, LLC. Is authorized to complete the work as specified.

SIGNATURE: _____ **Date of Acceptance:** _____

.....

**PURCHASING DEPARTMENT
WASHINGTON COUNTY BOARD OF EDUCATION**

PURCHASE ORDER

Purchase Order **Nº 2698**

Date Issued **08-15-24**

Appropriation No. ~~72210524~~ **71100**
-399

Dept. **INSTRUCTION**

School

TO
Frontline

Deliver to **WASHINGTON COUNTY BOARD OF EDUCATION**
405 WEST COLLEGE STREET
Address **JONESBOROUGH, TN 37659**
Via

NOTICE TO VENDOR

- 1. Purchase order MUST bear two signatures in order to be valid.**
- 2. Purchase order number MUST appear on all invoices submitted for payment.**
- 3. Mail TWO copies of your invoice promptly to:**

**Washington County Board of Education
405 West College Street
Jonesborough, TN 37659
Telephone (423) 753-1105**

Articles on this order must be charged to account of

ARTICLES OR SERVICES	CODE	QUANTITY & UNIT	UNIT PRICE	TOTAL
(Unless otherwise stated all prices F.O.B. Destination)				
Professional Learning Management 7-1-24 to 06-30-25 Renewal				
GRAND TOTAL - INCLUDING ALL ATTACHED PAGES				\$ 29,722.14

SUBJECT TO THE FOLLOWING CONDITIONS

1. All packages, cartons or other containers must be plainly marked with the purchase order number.
2. The right is reserved to purchase in the open market and to charge the difference to the Vendor in the event that deliveries are not made at the time specified in the bid and on this order.
3. Whenever a delivery is rejected, the Vendor shall be notified and be given the reason for the rejection. All rejected deliveries shall be held at the Vendor's risk and he shall bear the expense of removal.
4. Acceptance of this order includes acceptance of all terms, prices, delivery, instructions, specifications and conditions stated.
5. The county is not liable for Federal excise tax or state sales tax.
6. Each shipment and/or each purchase order should be covered by separate invoice.

IMPORTANT: INVOICES AND PACKAGES MUST BEAR PURCHASE ORDER NUMBER

VENDOR'S COPY

There is an otherwise unincumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase.

Authorized Signature

APPROVED:

Purchasing Agent



INVOICE

Acct #: 9015061
#INVUS198771

Washington County School District (TN)
405 W COLLEGE ST
JONESBOROUGH TN 37659-1009

Start Date: 9/15/2022

Due Date: 7/31/2024

PAYMENT INFORMATION

Please send checks to:

Frontline Technologies Group LLC
PO Box 780577
Philadelphia, PA 19178-0577

To make payment via ACH/EFT:

Bank Name: Wells Fargo, N.A.
Account Name: Frontline Technologies Group LLC
ABA/Routing #: 121000248
Account #: 4121566533
Swift Code: WFBIUS6S

Please include the invoice number in the memo of your check or ACH payment to ensure timely processing.

Please send remittance advice to Billing@FrontlineEd.com.

You can find a copy of our W9 at <http://help.frontlinek12.com/WebNav/Docs/FrontlineEducationW9.pdf>.

Qty	Description	Start	End	End User	Rate	Amount
1	Professional Learning Management, unlimited usage for internal employees	7/1/2024	6/30/2025	9015061 Washington County School District (TN)	\$29,722.14	\$29,722.14

Your timely payment is important to maintain continuous subscription status and allow for delivery of services. Our billing system tracks by contract, not PO#. We are unable to address PO# inquiries. Please check with your internal departments for PO# information. Any PO copies and/or vouchers for signature can be emailed to billing@frontlineed.com.

SUBTOTAL \$29,722.14

TOTAL DUE by 7/31/2024 \$29,722.14

PURCHASING DEPARTMENT
WASHINGTON COUNTY BOARD OF EDUCATION
FEDERAL PROJECTS FUND
PURCHASE ORDER

Purchase Order **35517**
 Date Issued **8/22/24**
 Appropriation No. **71200-725(900)**
 Dept. **Student Support**
 School **AM mixed RV**

TO **NuMotion**
411 W. Oakland Ave.
Johnson City, TN 37604

Deliver to **Washington County Schools**
 Address **Ridge View Elementary**
252 Sam Jenkins Rd.
 Via **Gray, TN 37615**
Jennifer Fields

NOTICE TO VENDOR

1. Purchase order number **MUST** appear on all invoices submitted for payment.
2. Mail **TWO** copies of your invoice promptly to:
 Washington County Board of Education
 405 West College Street
 Jonesborough, Tennessee 37659
 Telephone (423) 753-1105

on or before

Articles on this order must be charged to account of

ITEM NO.	ARTICLES OR SERVICES	CODE	QUANTITY & UNIT	UNIT PRICE	TOTAL
	(Unless otherwise stated all prices F.O.B. Destination)				
•	please see attached quote for medium pacer		1		3,925.00
•	please see attached quote for Zing		1		6,611.00
	GRAND TOTAL - INCLUDING ALL ATTACHED PAGES				10,536

SUBJECT TO THE FOLLOWING CONDITIONS

1. All packages, cartons or other containers must be plainly marked with the purchase order number.
2. The right is reserved to purchase in the open market and to charge the difference to the Vendor in the event that deliveries are not made at the time specified in the bid and on this order.
3. Whenever a delivery is rejected, the Vendor shall be notified and be given the reason for the rejection. All rejected deliveries shall be held at the Vendor's risk and he shall bear the expense of removal.
4. No changes in or cancellations of this purchase order shall be recognized by the Vendor unless authorized by special form issued by the Purchasing Agent.
5. Acceptance of this order includes acceptance of all terms, prices, delivery, instructions, specifications and conditions stated.
6. The county is not liable for Federal excise tax or state sales tax.
7. Each shipment and/or each purchase order should be covered by separate invoice.

IMPORTANT: INVOICES AND PACKAGES MUST BEAR PURCHASE ORDER NUMBER

VENDOR'S COPY

There is an otherwise unincumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase.

Authorized Signature

APPROVED:

Purchasing Agent

PRICE INQUIRY FORM
Washington County Schools

Vendor	Description of item for price comparison	Price Quoted
Company Rifton	medium Pacer	3,925
Address		
Person Contacted		
Date		
Company Special needs	medium pacer	3,870
Address		
Person Contacted		
Date		
Company Numotion	* going w/this one * medium pacer • company is reliable, worked w/ before. Great quality	3,925
Address		
Person Contacted		
Date		

Name of person obtaining inquiry



Quote

Date: 8/19/2024
Re: TN Washington County Schools
Customer #: Order #:

TN Washington County Schools

Vendor	Description	Code	Qty	MSRP Total
Rifton Community Products	Gray Frame Color		1	\$0.00
Rifton Community Products	Standard Upper Frame Med Pacer	E8000	1	\$980.00
Rifton Community Products	Standard Base with Odometer	E1399	1	\$800.00
Rifton Community Products	Arm Platforms w/Handgrips	E1399	2	\$460.00
Rifton Community Products	Small Chest Prompt	E1399	1	\$590.00
Rifton Community Products	Medium Multi Position Saddle	E1399	1	\$1,010.00
Rifton Community Products	MPS Seat Cover Small/Medium	E1399	1	\$85.00
			Total:	\$3,925.00

This quote is an estimate and is subject to change based on changes to codes and/or equipment.

** going w/ this one **

Shopping Cart

Product	Unit Price	Quantity	Price
K630 Medium Pacer	\$3,925	◀ 1 ▶	\$3,925
Gray			
K632 Medium standard upper frame			
K633 Medium standard base with odometer			
K696 Arm platforms with handgrips (pair)			
K514 Small chest prompt			
K673 Medium multi-position saddle			
K627 Small MPS seat cover			

Marked For

[Reconfigure](#) [Remove](#)

Order Summary

Subtotal	\$3,925.00
Shipping	
Tax	
Total	\$3,925.00

Enter ZIP code to calculate tax and shipping:

[Create a quote](#)

[Continue Shopping](#)



- SHOP
- BRANDS
- WHAT'S NEW
- SENSORY ROOMS
- SALE

Start your search here...

Home / Medium Rifton Dynamic Pacer Gait Trainer

The product Medium Rifton Dynamic Pacer Gait Trainer has been added to comparison list.

\$3,870.00

Medium Rifton Dynamic Pacer Gait Trainer

SKU# RiftonMedPacer

★★★★★ 2 reviews

Give the freedom and confidence of better, more supportive mobility with the Medium Rifton Dynamic Pacer Gait Trainer. With new dynamic and support options, the Rifton Medium Dynamic Pacer Gait Trainer is ready to go wherever it's needed.

Extra 15% Off (Use code: 15RIFTON)

Availability: 1-2 weeks

Free Shipping*

Color *

- Blue
- Pink
- Gray
- Red
- Lime

Upper Frame *

- Standard Frame (F13292) +\$980.00
- Dynamic Frame (F13291) +\$1,670.00

Base *

- Standard Base without Odometer (F13294) +\$610.00
- Standard Base with Odometer (F13293) +\$800.00
- Utility Base without Odometer (F13296) +\$910.00
- Utility Base with Odometer (F13295) +\$1,100.00



MORE VIEWS



Treadmill/Stability Base (F13297)
+\$1,300.00

Wide Treadmill/Stability Base
(F13298) +\$1,455.00

Arm Prompts/Arm Platforms

None

Arm Platforms (F13306) +\$405.00

Arm Platforms with Handgrips
(F17052) +\$460.00

Small Arm Prompts (F01540)
+\$560.00

Large Arm Prompts (F01557)
+\$600.00

Handlebars

For users who need minimal support, the small handlebars are lightweight and easy to adjust.

None

Small Handlebars (E20950)
+\$215.00

Large Handlebars (E20951)
+\$225.00

Hand Loops

Chest Prompt

None

Small (F01542) +\$590.00

Medium (F01550) +\$635.00

Large (F01561) +\$680.00

Medium Chest Pad

None

Medium Chest Pad (E20953)
+\$345.00

Multi-Position Saddle

None



PRICE INQUIRY FORM
Washington County Schools

Vendor	Description of item for price comparison	Price Quoted
Company Numotion	Zing mps	6,611
Address		
Person Contacted		
Date		
Company Easy Stand	Zing msp	5,934
Address		
Person Contacted		
Date		
Company ZingStanders	Zing	10,132
Address		
Person Contacted		
Date		

 Name of person obtaining inquiry



Quote

Date: 8/19/2024
 Re: TN Washington County Schools
 Customer #: Order #:

TN Washington County Schools

Vendor	Description	Code	Qty	MSRP Total
Altimate Medical, Inc.	Std Zing MPS Base	E0641	1	\$1,412.00
Altimate Medical, Inc.	Zing White		1	\$0.00
Altimate Medical, Inc.	Mast w/Leg Abduction	E1399	1	\$914.00
Altimate Medical, Inc.	Multi Adj Ft Plt 7.75 x 3.25W	E1399	2	\$368.00
Altimate Medical, Inc.	Foot Straps-8"L	E1399	2	\$63.00
Altimate Medical, Inc.	Multi Adj Knee Pads 4"Hx4"W	E1399	2	\$405.00
Altimate Medical, Inc.	Multi Adj Calf Pads 3.5"	E1399	2	\$259.00
Altimate Medical, Inc.	Planar Pad 5 x 9"	E1399	1	\$226.00
Altimate Medical, Inc.	Hip Supports	E1399	2	\$422.00
Altimate Medical, Inc.	Positioning Belt	E1399	1	\$68.00
Altimate Medical, Inc.	Planar Pad 7 x 9"	E1399	1	\$247.00
Altimate Medical, Inc.	Lateral Supports - 7-11 Flat	E1399	2	\$422.00
Altimate Medical, Inc.	High Mount Chest Vest Bracket	E1399	1	\$88.00
Altimate Medical, Inc.	Chest Vest-9.5"Lx9"W	E1399	1	\$311.00
Altimate Medical, Inc.	Padded Positioning Strap	E1399	1	\$167.00
Altimate Medical, Inc.	Form to Fit Headrest Sm	E1399	1	\$437.00
Altimate Medical, Inc.	Multi Adj Blk Mid UES	E1399	1	\$802.00
			Total:	\$6,611.00

This quote is an estimate and is subject to change based on changes to codes and/or equipment.

Menu



Product Configurator

Please configure the stander with all necessary options for end-user needs and provide appropriate justification for applicable option selections.

Zing Size 1 Series

Product specifications are listed in the product name. Please select the one that best suits you.

Please Select a product

Zing MPS

Specs: Height: 44" Weight: 70 LBS

Zing MPS TT

Specs: Height 44" Weight: 70LBS

Zing Prone

Specs: Height: 44" Weight: 70LBS

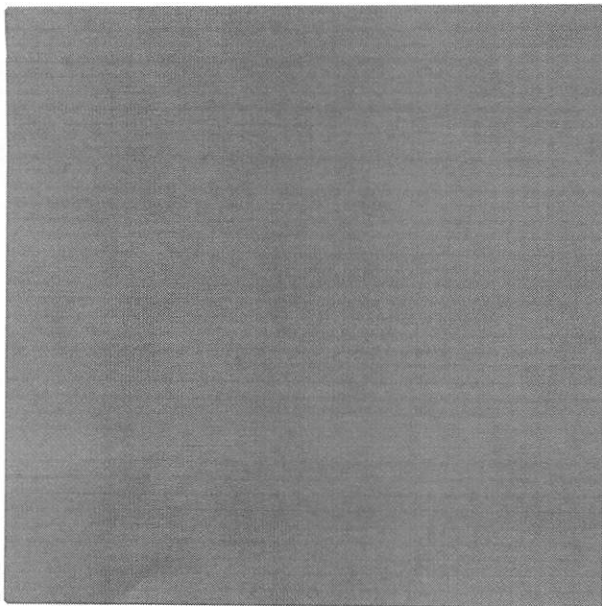
Price List Options

Itemized Price List

Package Price List

Check with your ATP/Supplier to find out which option is best for funding.

PA5520 Zing MPS Size 1 Base



Orange

Mast *

- PA5530 Mast
- PA5532 Mast with Leg Abduction**

Lift Mechanisms

- No Dual Control
- PA5612 Dual Control

Caster

- Standard Front Swivel Caster
- PA5608 Directional Locking Caster

Foot Plates *

- PA5624 Multi-Adjustable Foot Plate 6"Lx3"W
- PA5626 Multi-Adjustable Foot Plate 7.75"Lx3.25"W**
- PA5628 Multi-Adjustable Foot plate 9.75"Lx4"W

Foot Straps

- No Foot Straps
- PA5548 Foot Straps – 8"L**
- PT50080 Foot Straps – 10"L

- PA5546 Secure Ankle/Foot Straps – 8"L
- PT50082 Secure Ankle/Foot Straps – 10"L

Knee Support *

- PA5788 Multi-Adjustable Swing-Away Knee Pads-2.5" (pair, inside width)
- PA5790 Multi-Adjustable Swing-Away Knee Pads-3.25" (pair, inside width)
- PA5792 Multi-Adjustable Swing-Away Knee Pads-4.25" (pair, inside width)**
- PA5794 Multi-Adjustable Swing-Away Knee Pads-5" (pair, inside width)
- PA5556 Multi-Adjustable Knee Pad – 2.5"
- PA5558 Multi-Adjustable Knee Pad – 3.25"
- PA5729 Multi-Adjustable Knee Pads-4.25"
- PA5730 Multi-Adjustable Knee Pads-5"
- PA5734 Posterior Knee Pads-3.5"
- PA5736 Posterior Knee Pads-5"

Knee Support Accessories

- PA5560 Multi-Adjustable Calf Pad 3.5"**
- PA5678 Multi-Adjustable Calf Pad 4.5"

Pelvic Support Pads *

- PA5562 Planar Pad 5"H x 7"W
- PA5564 Planar Pad 5"H x 9"W**
- PA5566 Form to Fit Pad 5" H – extra small
- PA5570 Form to Fit Pad 5" H – small

Pelvic Support Pads *

- PA5562 Planar Pad 5"H x 7"W
- PA5564 Planar Pad 5"H x 9"W
- PA5566 Form to Fit Pad 5" H – extra small
- PA5570 Form to Fit Pad 5" H – small

Pelvic Pad Hygienic Cover

- No Hygienic Seat Cover
- PA3029 Hygienic Cover for PA5564

Pelvic Support Accessories

- No Positioning Strap
- PA3011 Positioning Belt
- PA5610 Padded Positioning Strap

Upper Body Support

- PA5562 Planar Pad 5"H x 7"W
- PA5564 Planar Pad 5"Hx9"W**
- PA5616 Planar Pad 7"Hx7"W
- PA5618 Planar Pad 7"H x 9"W
- PA5568 Form to Fit Pad 5" H – extra small
- PA5572 Form to Fit Pad 5" H – small
- PA5620 Form to Fit Pad 7" H – extra small
- PA5622 Form to Fit Pad 7" H – small

Hygienic Cover for Upper Body Support

- No Hygienic Cover
- PA3029 Hygienic Cover for PA5564

Upper Body Support Accessories

- No Lateral Support
- PA5576 Lateral Supports-7"-11"W Range Square Pads
- PA5743 Lateral Supports-7"-11"W Range Flat Pads**
- PA5744 Lateral Supports-7"-11"W Range Curved Pads
- PA5578 Lateral Supports with Elbow Stop-7"-11"W Range
- PA5580 Lateral Supports with Elbow Stop and Arm Rest-7"-11"W Range
- PA5630 Elbow Stop with Arm Rest-7"-11"W Range

Upper Body Support Accessories

- No High Mount Chest Vest Bracket
- PY5634 High Mount Chest Vest Bracket**

Hygienic Cover for Lateral Support

- No Hygienic Cover
- PB3049 Hygienic Cover for Lateral Supports

Upper Body Strap & Vests

- No Upper Body Strap or Vest
- PT50086 X-Style Chest Vest- extra small
- PT50088 X-Style Chest Vest – small
- PT50302 Non-Stretch X-Style Chest Vest-9.5"Lx9"W**
- PNG30318 Non-Stretch X-Style Chest Vest-11"Lx9.5"W
- No Padded Positioning Strap
- PA5610 Padded Positioning Strap**

Upper Body Strap

- No Positioning Strap
- PA5610 Padded Positioning Strap

Head Support *

- PY5626 Head Support – Extra Small (pad 5"H X 8"W)
- PY5628 Head Support – Small (pad 6"H X 10"W)
- PA5586 Form to Fit Headrest- small**

Head Support

- PA5706 Face Aperture for 5" Height Pads
- PA5708 Face Aperture for 7" Height Pads

Head Support Covers

- No Hygienic Cover
- PA3037 Hygienic Cover for Form to Fit

Tray

- No Tray
- PA5596 Black Molded Tray**
- PA5600 Angle Adjustable Swing-Away Black Molded Tray
- PA5602 Angle Adjustable Swing-Away Clear Acrylic Tray

Tray Accessories for Black Tray

- No Forearm Wings
- PA5604 Forearm Wings-Black Molded Tray

Padded Tray Cover

- No Hygienic Cover
- PA3038 Hygienic Padded Cover

Chest Pad *

- PA3123 Pivoting Chest Pad
- PT30046 Small Chest Pad

Clear Tray Accessories

- No Hand Grips
- PNG50042 Hand Grips

Additional Options

- P80809 Tool Pouch
- P80246 Angle Locator

Total

\$10,132.00

Request a quote?

- Yes, I know my account number.
- Yes, but I DON'T know my account number.

Tag For



Subtotal:
\$5,934.00

FINISH CUSTOMIZING TO ADD T

HOME | EASY



CHEST SUPPORT (SELECT ONE) ▲

*required

HEAD SUPPORT (SELECT ONE)

*required

SWING AWAY TRAY *required

Summary:

- Size: MPS Size 1 (+\$)
- Frame Color: White (+\$)
- Support Packages: PK403 Maximum Support Package (+\$645)
- Multi-Adjustable Foot Holders (select one, pair): 7.75 (+\$)
- Secure Foot Straps (select one, length over top of foot, two pair): 8 (+\$)
- Knee Pads (select one): Multi-Adjustable Knee Pads - 4.25 (+\$)
- Multi-Adjustable Calf Pads (select one, inside width, not available with posterior knee pads): 3.5 (+\$)
- Pelvic Support-Planar Pad (select one): 5 (+\$)
- Upper Body Support-Planar Pad (select one): 5 (+\$)
- Lateral Supports (select one): 7 (+\$)
- Chest Support (select one): X-Style Non-Stretch 9.5 (+\$)

Subtotal: \$5,934.00

FINISH CUSTOMIZING TO ADD TO CART

Other Options

USE MOBILITYFUNDER™

ADD TO QUOTE

EasyStand

WHEELCHAIR ACCESSORIES

INTERACTIVE TOOLS

EASYSTAND ZING MPS

\$5,934.00



TABS

PURCHASING DEPARTMENT
WASHINGTON COUNTY BOARD OF EDUCATION

PURCHASE ORDER

Purchase Order No **3594**

Date Issued **8/26/24**

Appropriation No. **72250399**

Dept. **Technology**

School **System-wide**

TO **Tyler Technologies Renewal**

Deliver to **WCDE-C. Fullbright**

Address

Via

Articles on this order must be charged to account of

NOTICE TO VENDOR

1. Purchase order **MUST** bear two signatures in order to be valid.
2. Purchase order number **MUST** appear on all invoices submitted for payment.
3. Mail **TWO** copies of your invoice promptly to:

Washington County Board of Education
 405 West College Street
 Jonesborough, TN 37659
 Telephone (423) 753-1105

ARTICLES OR SERVICES	CODE	QUANTITY & UNIT	UNIT PRICE	TOTAL
(Unless otherwise stated all prices F.O.B. Destination) Annual Maint. & Support Renewal - Start Date: 10/1/2024 10/1/2024 End Date: 9/30/2025 Please see Att. invoice.			\$	5,058.20
GRAND TOTAL - INCLUDING ALL ATTACHED PAGES				\$ 5,058.20

SUBJECT TO THE FOLLOWING CONDITIONS

1. All packages, cartons or other containers must be plainly marked with the purchase order number.
2. The right is reserved to purchase in the open market and to charge the difference to the Vendor in the event that deliveries are not made at the time specified in the bid and on this order.
3. Whenever a delivery is rejected, the Vendor shall be notified and be given the reason for the rejection. All rejected deliveries shall be held at the Vendor's risk and he shall bear the expense of removal.
4. Acceptance of this order includes acceptance of all terms, prices, delivery, instructions, specifications and conditions stated.
5. The county is not liable for Federal excise tax or state sales tax.
6. Each shipment and/or each purchase order should be covered by separate invoice.

IMPORTANT: INVOICES AND PACKAGES MUST BEAR PURCHASE ORDER NUMBER



VENDOR'S COPY	There is an otherwise unincumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase.	APPROVED:
	Authorized Signature	Purchasing Agent



Remittance:
 Tyler Technologies, Inc
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
045-480666	09/01/2024	1 of 1

Questions:
 Tyler Technologies- ERP & Schools
 Phone: 1-800-772-2260 Press 2, then 1
 Email: ar@tylertech.com



Bill To: WASHINGTON COUNTY BOE
 TECHNOLOGY DEPARTMENT
 405 WEST COLLEGE STREET
 JONESBOROUGH, TN 37659

Ship To: WASHINGTON COUNTY BOE
 TECHNOLOGY DEPARTMENT
 405 WEST COLLEGE STREET
 JONESBOROUGH, TN 37659

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
5889 - 9111 - 9111	214744		USD	NET30	10/01/2024

Contract Date	Description	Units	Rate	Extended Price
Contract No.: VersaTrans				
23/Aug/2013	Annual Maintenance & Support:T-Mo, GSM, US, All I/Os or use of telematics Cycle: Start: 01/Oct/2024, End: 30/Sep/2025	110	398.30	43,813.00
28/Apr/2015	Annual Maintenance & Support:T-Mo, GSM, US, All I/Os or use of telematics Cycle: Start: 01/Oct/2024, End: 30/Sep/2025	1	384.83	384.83
05/Aug/2015	Annual Maintenance & Support -GO7-Verizon-1 Solution, All I/Os and telematics Cycle: Start: 01/Oct/2024, End: 30/Sep/2025	2	384.83	769.66
07/Dec/2015	Annual Maintenance & Support -GO7-Verizon-1 Solution, All I/Os and telematics Cycle: Start: 01/Oct/2024, End: 30/Sep/2025	11	414.49	4,559.39
01/Jan/2017	Annual Maintenance & Support -GO7-Verizon-1 Solution, All I/Os and telematics Cycle: Start: 01/Oct/2024, End: 30/Sep/2025	1	394.75	394.75
20/Mar/2017	Annual Maintenance & Support -GO7-Verizon-1 Solution, All I/Os and telematics- Cycle: Start: 01/Oct/2024, End: 30/Sep/2025	2	400.47	800.94
31/Oct/2017	Annual Maintenance & Support -AT&T Solution, All I/Os and telematics Cycle: Start: 01/Oct/2024, End: 30/Sep/2025	1	335.63	335.63

PURCHASE CONTROL STAMP
 WASHINGTON COUNTY BOARD OF EDUCATION

Received By: *[Signature]* Date: *8/26/24*

Approved for Payment By: *[Signature]*

Date Approved: *8/26/24*

Fund Charged: _____

****ATTENTION****
 Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	51,058.20
Sales Tax	\$0.00
Invoice Total	51,058.20

PURCHASING DEPARTMENT
WASHINGTON COUNTY BOARD OF EDUCATION

Purchase Order **№ 3595**

Date Issued **8/26/24**

Appropriation No. **141E72250399**

Dept. **Academics**

School **CO**

PURCHASE ORDER

TO Pearson
 PO Box 599700
 San Antonio, TX 78259

NOTICE TO VENDOR

1. Purchase order **MUST** bear two signatures in order to be valid.
2. Purchase order number **MUST** appear on all invoices submitted for payment.
3. Mail **TWO** copies of your invoice promptly to:

Washington County Board of Education
 405 West College Street
 Jonesborough, TN 37659
 Telephone (423) 753-1105

Deliver to **Washington County Schools**
 Address **405 W College St.**
Jonesborough, TN 37659
 Via **Attn: Cindy Hayes**

Articles on this order must be charged to account of

ARTICLES OR SERVICES (Unless otherwise stated all prices F.O.B. Destination)	CODE	QUANTITY & UNIT	UNIT PRICE	TOTAL
AimWeb Renewal See quote # attached Grades 4-12 C Hayes				
GRAND TOTAL - INCLUDING ALL ATTACHED PAGES				\$24,850¹⁵

SUBJECT TO THE FOLLOWING CONDITIONS

1. All packages, cartons or other containers must be plainly marked with the purchase order number.
2. The right is reserved to purchase in the open market and to charge the difference to the Vendor in the event that deliveries are not made at the time specified in the bid and on this order.
3. Whenever a delivery is rejected, the Vendor shall be notified and be given the reason for the rejection. All rejected deliveries shall be held at the Vendor's risk and he shall bear the expense of removal.
4. Acceptance of this order includes acceptance of all terms, prices, delivery, instructions, specifications and conditions stated.
5. The county is not liable for Federal excise tax or state sales tax.
6. Each shipment and/or each purchase order should be covered by separate invoice.

IMPORTANT: INVOICES AND PACKAGES MUST BEAR PURCHASE ORDER NUMBER

VENDOR'S COPY

There is an otherwise unincumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase.

Authorized Signature

APPROVED:

Purchasing Agent



Pearson

QUOTE / PROFORMA

Customer Bill-to:
WASHINGTON COUNTY BOE
405 W COLLEGE ST
JONESBOROUGH TN, 37659-1009
Attention:

Customer Ship-to:
WASHINGTON COUNTY BOE
2002 INDIAN RIDGE RD.
JOHNSON CITY TN, 37604
Attention:

NCS Pearson, Inc.
P.O. Box 599700,
San Antonio, TX 78259
Tel: 800-627-7271
Tax ID No:
41-0850527

Quote/Proforma Number : 284756
Date : 23-AUG-2024
Customer Account# : 3814202
Sales Order Number : 284756
Customer PO# :
Currency : USD
Shipment Terms : Paid
Customer Tax Number :
Number of Pages : Page 1 of 2

Prices will be honored for 60 days from price quote date.
This price quote does not guarantee stock availability and shipping amount is estimated, standard shipping charges apply.

Total Ordered Quantity (No. Of Items)	:	3550
Other Charges	:	USD \$0.00
Net Amount	:	USD \$24,850.00
Tax Total	:	USD \$0.00
Quote/Proforma Total	:	USD \$24,850.00
Amount Due	:	USD \$24,850.00

REMITTANCE INFORMATION	
Make Checks Payable to:	Bank Wire to:
13036 COLLECTION CENTER DRIVE CHICAGO 60693 NCS Pearson, Inc.	Bank of America N A 071000039 A/C No.: 8188105388 SWIFT : 071000039



Pearson

Quote/Proforma Number: 284756

Page 2 of 2

Item Number	Item Description	Quantity	Unit Price	Discount	Tax	Line Total
AIMPLSCSUB	AIMSWEBPLUS COMPLETE NEW QTY 1 (DIGITAL)	3550	7.00	NET	0.00	\$24,850.00

*** IMPORTANT CUSTOMER MESSAGES ***

REQUEST QUOTE ONLY
aimswEBPlus renewals S.Y 24-25

QUOTE/PROFORMA TOTALS		Subtotal	Total Other Charges	Total Tax	Total Due
	USD	\$24,850.00	USD \$0.00	USD \$0.00	USD \$24,850.00

By placing your order, you hereby agree to the Terms and Conditions which govern your purchase:

<https://www.pearsonassessments.com/footer/terms-of-sale---use.html>

For questions, please visit our support site at

<https://www.pearsonassessments.com/contact-us.html>

**PURCHASING DEPARTMENT
WASHINGTON COUNTY BOARD OF EDUCATION**

Purchase Order **No 3631**

Date Issued **8/27/24**

Appropriation No. **141-E-76100-399-002**

Dept. **ISM**

School **Lamar**

PURCHASE ORDER

TO Two squirrels cabinets & more
3547 Andrew Johnson Hwy
Winchester, TN 37681

L 423-972-1238

Deliver to **Lamar Elementary**

Address **3261 Hwy 81 S**

Via **Jonesborough, TN 37659**

NOTICE TO VENDOR

1. Purchase order **MUST** bear two signatures in order to be valid.
2. Purchase order number **MUST** appear on all invoices submitted for payment.
3. Mail **TWO** copies of your invoice promptly to:

**Washington County Board of Education
405 West College Street
Jonesborough, TN 37659
Telephone (423) 753-1105**

Articles on this order must be charged to account of

ARTICLES OR SERVICES	CODE	QUANTITY & UNIT	UNIT PRICE	TOTAL
(Unless otherwise stated all prices F.O.B. Destination)				
Cabinets				
GRAND TOTAL - INCLUDING ALL ATTACHED PAGES				\$3,865.00

SUBJECT TO THE FOLLOWING CONDITIONS

1. All packages, cartons or other containers must be plainly marked with the purchase order number.
2. The right is reserved to purchase in the open market and to charge the difference to the Vendor in the event that deliveries are not made at the time specified in the bid and on this order.
3. Whenever a delivery is rejected, the Vendor shall be notified and be given the reason for the rejection. All rejected deliveries shall be held at the Vendor's risk and he shall bear the expense of removal.
4. Acceptance of this order includes acceptance of all terms, prices, delivery, instructions, specifications and conditions stated.
5. The county is not liable for Federal excise tax or state sales tax.
6. Each shipment and/or each purchase order should be covered by separate invoice.

IMPORTANT: INVOICES AND PACKAGES MUST BEAR PURCHASE ORDER NUMBER

VENDOR'S COPY	There is an otherwise unincumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase.	APPROVED:
	Authorized Signature	Purchasing Agent

Two squirrels Cabinets and More

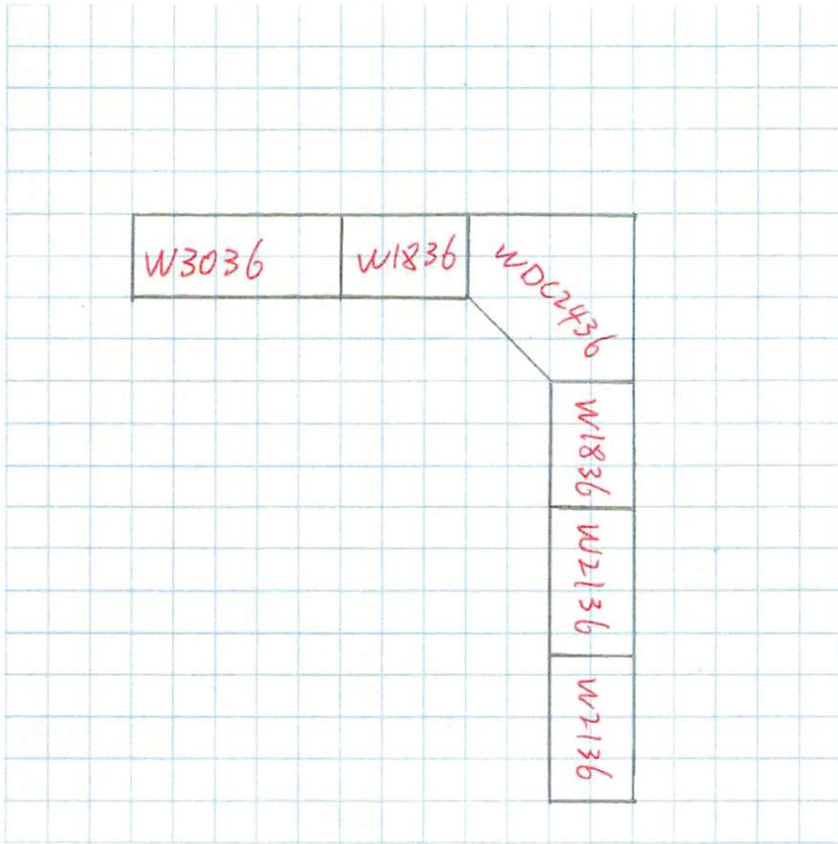
3547 Andrew Johnson Hwy

Limestone TN 37681

423 972 1238

Proposal for additional cabinets

The proposal is for additional cabinets for the CTE lab at lamar elementary school. This will be for the wall units on the outside wall. A drawing is included showing what cabinet sizes are to be included in the additional cabinets. The price of the additional cabinets and their installation will be \$3865.



Washington County
Memorandum of Understanding
~~2021~~ 2024 through 2024 2027

Date of Approval ~~September 2, 2021~~
September 5, 2024

Effective Date
October 1, 2024

Mr. Jerry S. Boyd, Superintendent

Washington County Department of Education

School Board Members

Jason Day – Chairman

Mike Masters - Vice Chairman

Annette Buchanan

~~Mary Beth Dellinger~~ **Eric Barnes**

Keith Ervin

Chad Fleenor

David Hammond

Mitch Meredith

Whitney Riddle

AGREEMENT

MEMORANDUM OF UNDERSTANDING

Pursuant to the PECCA, collaborative conferencing is the process by which the Chair of the Board of Education and the Board's Professional Employees, or representatives designated by either party, meet to confer, consult, discuss and exchange information, opinions and proposals on matters relating to terms and conditions of professional service.

If an agreement is not reached, there is no Memorandum of Understanding and the Board may address terms and conditions of employment through policy.

The presentation of this Memorandum of Understanding to the Board of Education for approval shall affirm unconditional agreement between both parties.

President – WCEA

Date

Chief Collaborator – WCEA

Date

Cindy Percell, Chief Collaborator – Board Committee

Date

Washington County Board of Education Approval Date

Jason Day, Chairman

PREAMBLE

The Board of Education has an obligation to the public to achieve the highest educational standards. This will require the establishment and maintenance of an educational climate and working environment for their Professional Employees which will attract and retain highly qualified Professional Employees and stimulate optimum performance.

Our goal is to accomplish this by protecting the rights of the employee and providing the best conditions of employment possible within the framework of the law. This framework will include: salaries and wages, insurance, fringe benefits, leaves, working conditions, payroll deductions and grievance procedures.

As we accomplish this, we will not infringe on the duties of the Building Administrators to supervise the operation and management of personnel and facilities of the school or reduce the authority of their instructional leadership. The authority of the Board of Education and the Superintendent will be upheld.

Board Management Collaborative Conferencing Committee

Annette Buchanan Dr. Jarrod Adams

Mary Beth Dellinger Dr. Josh Davis

Brad Hale

David Hammond Leslie Lyons

Brandon McKee Cindy Percell

Robin Street

Jerry Whitaker

WCEA Collaborative Conferencing Committee

Jan Allen

Chris Campbell

Ben Davenport Regina France

Doug Harris

Vicky Jones

Danielle Mitchell

Jason Moore

COLLABORATIVE CONFERENCING

Pursuant to the Professional Educators Collaborative Conferencing Act (PECCA), Collaborative Conferencing is the process by which representatives designated by the Board of Education and the Board's Professional Employees, meet to confer, consult, discuss and exchange information, opinions and proposals on matters relating to identified terms and conditions of professional service using the principles of interest-based collaborative problem-solving.

Collaborative Conferencing will include:

- salaries and wages
- insurance
- fringe benefits
- leave
- working conditions (narrowly defined)
- payroll deductions, and
- grievance procedures.

No other terms or conditions of employment shall be the subject of collaborative conferencing and the following items are explicitly prohibited:

- differentiated pay plans or incentive compensation programs
- expenditures of federal, state, local or private grants
- evaluations of Professional Employees
- staffing decisions and state Board of Education or local Board of Education policies relating to innovative educational programs, innovative high school programs, virtual educational programs, and other program for innovative schools or school districts that may be enacted.
- personnel decisions, such as transfers, assignments and filling vacancies, and none of these decisions may be based on seniority or length of service, and
- payroll deductions for political activities.

An MOU is required on the items agreed upon.

An MOU will last three (3) years.

Employee's Team

The Professional Employees shall be entitled to the same number of representatives as the number of management personnel selected by the Board of Education. The Professional Employee representatives shall be selected according to each organization's proportional share of the responses to the second question; (as determined by the anonymous poll of Professional Employee on the questions of: 1. Whether they want to engage in Collaborative Conferencing with the Board; and 2. If the answer is "yes", which organization they prefer to represent their interests) [this in no way excludes remaining steps involved in the process to initiate Collaborative Conferencing] provided, however, that only those Professional Employees' organizations receiving fifteen percent (15%) or more of the responses to the second question shall be entitled to representation. The category of "unaffiliated" as a response to the second question, but not the category of "none of the above", shall be considered a Professional Employees' organization for the purposes of this subdivision (b)(4).

"Grievance" shall mean a claim by an educator that there has been a violation, misrepresentation, or misapplication of the terms of this MOU that has resulted in harm, injury,

or loss to the grievant.

Grievant refers to a person who submits a grievance for resolution through a grievance procedure.

Management Team means those Professional Employees certified by the local Board of Education to represent the Board in the collaborative conferencing process; the Board appoints at least seven but no more than 11 persons to serve as “management personnel.”

Management personnel

These individuals are defined in the new law as employees who devote a majority of their time to system-wide areas of professional management, fiscal affairs or general management. Specifically, principals, assistant principals, Supervisors and others whose principal responsibilities are administration rather than teaching are included within the definition of management team employees.

Memorandum of Understanding

Memorandum of Understanding means the written document that memorializes and records the understanding reached by the Board of Education and its Professional Employees, or their respective representatives, if so designated, as to the terms and conditions of professional services set forth in this MOU.

Items that require funding are not effective until the local funding body has approved such funding in the budget. If the amount of funds appropriated is less than the amount required, the parties may continue to confer to reach agreement within the amount of funds appropriated.

An MOU becomes binding from the date of its approval by the local Board of Education or at a later effective date specified within the MOU.

Collaborative conferencing does not require an agreement on any terms nor does it require a MOU.

Failing to reach an agreement, the Board has the authority to address items through Board policy.

PECCA replaced the Education Professional Negotiation Act (EPNA) effective June 1, 2011. PECCA does not make collaborative conferencing mandatory, but if the process is initiated by the Professional Employees of a district the local Board of Education is legally obligated to engage in such conferencing, and both parties are bound to use the principles of collaborative problem solving.

Professional Employee means any person employed by any local Board of Education in a position that requires a license issued by the department of education for service in public elementary and secondary schools of this state, supported, in whole or in part, by local, state or federal funds, but shall not include any member of the management team, as defined in this part, or a retired teacher who is employed as a teacher.

Supervisor means any Professional Employee of a local Board of Education whose full-time job responsibilities consist of oversight of other Professional Employees or curriculum development or both.

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Appendices:

- A. Grievance Form
- B. Salary Schedule
- C. Compilation of Benefits
- D. Professional Organization Leave Request Form
- E. Insurance Schedule
- F. Intent to Retire

ARTICLE I: RECOGNITION

SECTION 1.

In accordance with The Professional Educators Collaborative Conferencing Act (PECCA) the Board recognizes all organizations and any unaffiliated representatives receiving 15% or more votes to conduct collaborative conferencing. The professional educator's team will represent all full-time or part-time Professional Employees employed by the Board, whether or not on leave of absence. This recognition is for the period of the Memorandum of Understanding only. (It will date forward three years from date of approval by the Washington County Board of Education.)

SECTION 2.

"Professional Employee" shall be defined as any person employed by the Board of Education in a position which requires a certificate issued by the State Department of Education for service in public schools supported, in whole or in part, by local, state or federal funds.

ARTICLE II: ASSOCIATION BENEFITS

SECTION 1.

Access to Members - The Professional Employee Organizations shall be permitted to transact official business on school property at any reasonable times, provided that this shall not interfere with, or, interrupt normal school operations. Representatives from the recognized organizations may contact Professional Employees on school property, provided that contact is not during instructional or student contact time, and with prior approval of the principal.

SECTION 2.

Release Time - At the beginning of each school year the Association shall be granted up to forty (40) days release time to be used by Professional Employees who are officers or agents of the Association. The Association agrees to notify the Board prior to the day release time is taken. The expense of the substitutes required shall be paid by the Association.

The WCEA president shall periodically confer with District Office Accounting staff in order to keep accurate records of release time used.

When any Professional Employee participates during normal school hours in grievance proceedings, he/she shall suffer no loss in pay or other benefits.

Should any Association member be elected to an office of the National Education Association or the Tennessee Education Association, leave will be granted through normal Leave of Absence methods. Special consideration shall be given for the length of the leave. (Refer to Article IV, Section 10 Leave of Absence.)

The administration shall grant release time for other organizations on a case by case basis.

Section 3.

The Board agenda for all regular meetings will contain an item where an Association Officer or representative may speak to the Board of Education. The Association must make this request five (5) business days prior to the monthly Board meeting to the Superintendent's Executive Assistant. The request should list the topic(s) to be presented. This arrangement only applies to the regular monthly meeting. It does not include called meetings, workshops, board retreats or any other assembly of the Board.

ARTICLE III: PROFESSIONAL EMPLOYEE WORK SCHEDULE

SECTION 1.

The work year for Professional Employees shall be no more than two hundred (200) paid days.

The two hundred day calendar shall include the following:

- 180 days for classroom instruction
- 10 days vacation with pay for a 200 day term
- 5 days for in-service education
- 1 day for teacher-parent conferences
- 4 days as designated by the local Board of Education upon recommendation of the Superintendent (Discretionary Days)

A. Vacation/holidays will consist of Thanksgiving (2), Christmas and New Years (8*), and Easter (1).

*1 Winter Break Discretionary Day

B. The following is a schedule of additional work days, hours, and vacation days for Professional Employees who work a 10.5, 11 or 12 month calendar:

1. The work year for 10.5 month employees shall be a teacher's work year plus ten (10) additional days of seven and one-half (7.5) hours each excluding allowable vacation time.
2. The work year for 11 month employees shall be a teacher's work year plus twenty (20) additional days of seven and one-half (7.5) hours each excluding allowable vacation time.
3. The work year for 12 month employees shall be a teacher's work year plus forty (40) additional days of seven and one-half (7.5) hours each excluding allowable vacation time.

C. Optional High School and Other Work Schedules

The need for work schedules to vary from the normal accepted school day is recognized. Such schedules shall not vary in total days (instructional, in-service, administrative/vacation, vacation holidays), or in the length of day (7 ½ hours).

SECTION 2.

The normal work day for Professional Employees shall be a minimum of seven and one-half (7.5) hours. This will include seven (7) hours of student contact time and one-half (1/2) hour total pre and post class preparation time. Principals shall establish specific arrival and departure times for teachers assigned to that school, but not to exceed the designated time frames herein.

Duties requiring time spent beyond the normal work day shall include bus duty, faculty meetings, and other required professional activities. Bus duty shall be assigned on a rotating basis among all faculty members.

Faculty meetings shall be called on a "need to" basis and be limited to a maximum of two (2) per month. Faculty meetings shall not be called on Fridays or any day immediately preceding a holiday or vacation day. Meetings shall begin as quickly as feasible after the student day is over.

On days preceding a holiday or vacation day, Professional Employees' work day shall end after the close of the student day except on such occasion(s) when the Professional Employee's responsibilities (bus duty, etc.) would require an extended work day.

SECTION 3.

Professional Employees shall have the opportunity to work at ball games. The employee may receive \$11.45 gross hourly wage for Professional Employees who work middle school ball games and \$13.00 gross hourly wage for Professional Employees who work high school ball games.

SECTION 4.

Professional Employees shall have one (1) class period each day for the purpose of planning for instruction. School site schedules shall ensure one full class period for elementary, middle and secondary schools. Per State law and WCBOE policy 5.602, "Teachers shall be allotted an individual duty-free planning period of two and one-half (2 ½) hours each week to provide time for planning, preparation for effective teaching, and attention to major program improvement."

SECTION 5.

Professional Employees shall have a duty-free lunch period as required by State law. The period shall be equal to a student lunch period for that school and shall be scheduled at reasonable times for lunch. Teachers shall not be assigned or allow this time to be used any other way during the day. This is exclusively a duty-free lunch.

ARTICLE IV: LEAVE OF ABSENCE

SECTION 1.

- A. Professional Employees shall be entitled to leave of absence for the purpose and under the condition as provided in the Article. All leaves of absence or extensions shall be applied for in writing on forms provided by the Superintendent and submitted as far in advance as possible. Any application for leave of absence exceeding twenty (20) working days shall be made at least sixty (60) calendar days prior to the leave except in case of personal illness, accident or other emergency, in which case such application shall be made within thirty(30) days of occurrence. Applications for leave must state the reason for the leave applied for, a statement of intent to return to the position from which the leave is granted and the length of leave from date certain to date certain.

- B. Leaves of absence may be granted for a maximum of one (1) year except as mandated by law T.C.A. 49-5-702 through 49-5-713. Leaves may be extended to a later specified date upon written request by the employee and approved by the Superintendent. This request for extension must be submitted prior to the end of the current leave.
- C. The Professional Employee on leave not exceeding one (1) year under this Article shall return to his/her previously assigned full-time position. If the previously assigned position does not exist, the Professional Employee shall be assigned to a comparable position for which the Professional Employee is certificated. All rights and privileges of this Article are contingent upon the employee's timely return to the system upon expiration of the leave.
- D. Professional Employees on an approved leave of absence shall have the option to remain in their choice of the group insurance programs (pending necessary approval by the carriers) by assuming the entire monthly premium. Payments of monthly premiums shall be made to the District Office on scheduled monthly dates. If the payment is more than fifteen (15) days overdue, that insurance will be terminated.

SECTION 2.

- A. Sick leave shall mean leave of absence because of illness of the Professional Employee from natural causes or accident, quarantine, or illness or death of a member of the immediate family of the Professional Employee including the Professional Employee's wife or husband, parents, grandparents, children, grand-children, brothers, sisters, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law, and sister-in-law.
- B. The time allowed for leave within the meaning of the Section for any Professional Employee shall be one (1) day for each month employed. Sick leave shall be cumulative for all earned days not used. The termination of sick leave days and the restoration of sick leave days shall be in accordance with T.C.A. 49-5-710.
- C. The Professional Employee shall be given a written accounting of accumulated sick leave days no later than sixty (60) school days after the official opening of each school year. The total accumulated sick leave shall mean the total number of sick days which have been earned but not yet used.
- D. A Sick Leave Bank shall remain operative and be governed by T.C.A. 49-5-801 through 49-5-810.
- E. A teacher in need of sick leave shall be allowed to use unearned sick leave up to the amount of days that the teacher may accumulate during the-remainder of the school year in which the teacher is employed.

SECTION 3.

- A. There shall be six (6) personal or professional leave days accumulation of which shall be covered by State Law. Substitutes for four (4) of these days shall be paid for by the Board.
Any State allocated personal days (first two personal or professional leave days) that are unused, shall convert into sick days for certified employees. For instance, if a Professional Employee uses zero (0) personal days, there will be a conversion of two sick days to be applied to the available sick leave balance at the end of the school year. If a Professional Employee uses personal day #1, personal day #2 (if unused) will convert to one day of sick time at the end of the school year. If a Professional Employee uses personal days #1 and #2, there is no conversion to sick days.
- B. A Professional Employee participating in an authorized school or classroom trip during which students are under his/her supervision will not be required to use their accumulated personal or professional leavedays.
- C. A Professional Employee requesting a person or professional leave day shall notify his/her

immediate Supervisor at least one (1) day in advance of the anticipated date of absence except in an emergency as determined by the immediate Supervisor.

- D. The approval of the Superintendent/designee to take a personal or professional day is required under the following conditions
 1. If more than ten percent (10%) of the employees in any given school request its use on the same day. In making this calculation any major fraction shall be considered as one (1); and in a school of five (5) employees or less, one (1) teacher may take personal or professional leave;
 2. If personal or professional leave is requested during any prior established examination period;
 3. If personal or professional leave is requested on the day immediately preceding or following a holiday or vacation period; or
 4. If personal or professional leave is requested on any scheduled in-service day.
- E. Professional or personal leave shall be used at the discretion of the Professional Employee.

SECTION 4.

All Professional Employees shall be eligible for parental leave subject to local, state and federal law and the following conditions:

- A. The Professional Employee shall notify the Superintendent at least sixty (60) days in advance of the time he/she foresees any necessity to alter employment commitments as a result of parental leave other than for adoption.
- B. A Professional Employee shall notify the Superintendent as soon as he/she knows when he/she will be taking parental leave for adoption.
- C. Sick leave may be used by a Professional Employee in cases of physical disability due to pregnancy, miscarriage, childbirth, and recovery there from.
- D. **A Professional Employee may be qualified for up to 6 work weeks of paid leave under the Paid Parental Leave Law. Professional Employees may inquire if they are eligible for this benefit by calling the Human Resources Department.**

SECTION 5.

Professional Employees shall be excused from employment for the day or days required for the Professional Employee to serve as a juror or-to appear as a result of a summons or school-related incident at any judicial or administrative proceeding. The Professional Employee shall be entitled to his usual compensation less the amount of the fee or compensation received for serving as juror. The Professional Employee shall furnish to his immediate Supervisor a statement showing jury service rendered and the compensation received for such service.

SECTION 6.

Leave of absence shall be granted for any length of active military service date to date certain except in cases of declared war or national emergency. Upon completion of such military service, the employee shall be entitled to resume the position formerly held or a comparable position. Employees restored to employment shall be afforded all rights and privileges of employment as provided under Military Selective Services Act.

SECTION 7.

Professional Employees shall be entitled to up to three (3) days leave due to the death of a member of the employee's immediate family as defined in Section 2(A) of this Article. This leave is in addition to any sick leave taken by the employee. This leave must be taken within thirty (30) days of the death. Extenuating circumstances may be considered by the Superintendent.

Professional Employees shall be granted one (1) day leave in the event of the death of a friend or relative outside the Professional Employee's immediate family as defined in Section 2 of this Article. This leave should coincide with the arrangements for the deceased.

SECTION 8.

Professional Employees shall be entitled to a leave of absence without pay not exceeding one (1) year to further their education on a full-time basis provided such academic work entails a minimum of at least twelve (12) hours per semester or twelve (12) hours per quarter.

SECTION 9.

The Principal or Administrator to whom the Professional Employee is directly responsible may excuse a Professional Employee for a minor fraction of the school day where a substitute is not required in circumstances involving medical appointments or emergencies. The medical appointments must be certified upon return of the Professional Employee to his/her job.

SECTION 10.

Priority consideration shall be given for special long-term leave of absence to any Professional Employee elected to any office of their professional organization that requires a long term leave of absence. When approved, he/she shall be granted release time to fill that position for a period as specified by the rules governing that position.

ARTICLE V: PERSONNEL FILES

SECTION 1.

A Professional Employee's personnel file is defined as the personnel records maintained in the District Office. The personnel file shall include, but is not limited to the following: letters of commendation, employment records, transcripts, certificates, contracts, evaluation data prior to the TEAM evaluation model, requests for leaves of absence, and reprimands.

SECTION 2.

A Professional Employee shall be notified whenever new items are placed into the personnel file. In the event adverse items are placed into the file the employee shall be given the opportunity to respond in writing, and that response will become part of the documentation. A Professional Employee shall have the right to review the material compiled in his/her personnel

file, except for confidential references and reports as designated by law. A photocopy of non-confidential materials will be provided upon request.

The Superintendent shall keep a log indicating the persons who have examined the personnel file, or any parts thereof, and the dates such examinations were made.

No anonymous material shall be placed in a Professional Employee's personnel file.

ARTICLE VI: REPRIMAND PROCEDURE

SECTION 1.

Disciplinary action exclusive of suspension and dismissal under T.C.A. 49- 5-50 I through T.C.A. 49-5-511 shall be for just cause and may include:

- A. oral reprimand shall be defined as a private verbal admonishment
- B. written reprimand shall be defined as an admonishment put in writing
- C. if the situation is serious enough the oral reprimand may be bypassed and a written reprimand may be given immediately
- D. the reprimand, oral or written, will be presented professionally and will include specific evidence to support the allegation

SECTION 2.

For the purpose of this Article just cause shall include the following steps:

Step 1

Oral reprimand - An Administrator shall meet with the Professional Employee to discuss the problem, permit the Professional Employee to explain his point of view and state the corrective action to be taken, if any. The Administrator and Professional Employee shall jointly sign a form indicating that such a meeting occurred, the date of the meeting and subject. The form will be on system-wide or school letterhead and will be kept by the Administrator and a copy given to the Professional Employee.

Step 2

Written reprimand - An Administrator shall meet with the Professional Employee within a timely manner and state in writing (1) the problem, (2) the corrective action to be taken and (3) the consequences of further violations. The Administrator and employee shall sign and date the written reprimand. The signature does not mean agreement with contents of written reprimand, only that the document has been read by both parties.

Step 3

A copy of the written reprimand shall be placed in the Professional Employee's personnel file at the District Office. The Professional Employee shall have the right to submit a written answer to the reprimand and this answer shall be attached to all copies of the reprimand.

Step 4

Reprimand documents may be removed from the Professional Employee's personnel file upon the

request of the Professional Employee to the Superintendent after one year considering that the reason for the reprimand has been corrected and no further incidents have occurred. Reprimands concerning matters of insubordination, misconduct, harassment, and financial misconduct will remain in the personnel file for a term not less than four (4) years. At the end of the four-year period, the employee may request of the Superintendent that the reprimand be removed from the files. If the employee has had no further problems, the documentation may be removed by the Superintendent.

Step 5

Both the Administrator and Professional Employee shall be entitled to have a representative present at the oral reprimand and/or written reprimand meetings.

ARTICLE VII: COMMITTEE ACTIVITIES

SECTION 1.

During the term of this agreement, the Chairman of the Board agrees to establish the following committees:

- A. In-service Committee - To review, evaluate, and plan in-service programs for mandatory and optional requirements. Mandatory means the total in-service hours required by the State. Optional means alternative in-service activities approved by the State and left to the teacher to schedule and accomplish.
- B. Calendar Committee - To review, evaluate, and develop a minimum of two (2) calendar proposals by March of each year; allow teacher selection of the calendar that will be presented to the Board of Education as the calendar recommendation for the following school year. The calendar proposals shall include specific conditions set forth in this agreement.
- C. Student Discipline Committee - To review, evaluate, and recommend discipline procedures to maintain a good classroom environment for learning and for teaching.
- D. Curriculum Committee - To review, evaluate, plan, and recommend course offerings to meet the needs of the students and promote county-wide consistency in the curriculum.

SECTION 2.

These committees shall contain fifty percent (50%) Professional Employees of which a minimum of two (2) shall be association members. The Professional Employees shall be chosen by the Superintendent and the Chairman of the Board. The Chairman of the Board shall select the chairperson. The committees shall meet as often as necessary.

Programs/recommendations designated by these committees shall be presented to the Superintendent for consideration.

ARTICLE VIII: STUDENT DISCIPLINE PROCEDURES

SECTION 1.

The Board is responsible for setting policy related to student discipline procedures. Recommendations from the Student Discipline Committee will be evaluated and acted upon in a timely manner. Teachers and Administrators are responsible for implementing these procedures.

SECTION 2.

It is the responsibility of the teacher to maintain discipline and a climate for good instruction in the classroom through effective teaching and leadership techniques and through application of appropriate classroom management procedures in accordance with current policies and regulations.

The teacher is the Board's representative in the classroom for maintaining order so that a proper educational atmosphere may be maintained.

The principal is the agent of the Superintendent whose responsibility is to implement student discipline procedures and to support reasonable disciplinary acts performed by teachers in accordance with Board policies.

SECTION 3.

The Board recognizes its responsibility to support and to assist Professional Employees with respect to the maintenance of control and discipline in the classroom. Whenever it appears that a particular student requires the attention of special services. Screening shall occur upon the recommendation of a Professional Employee and the approval of the building principal. If the building principal does not approve the recommendation, the Professional Employee may take the recommendation to the supervisor of the program.

SECTION 4.

A copy of the School Board Policy Manual containing policies related to student discipline shall be available online at www.wcde.org.

SECTION 5.

Board policies governing disciplinary procedures including corporal punishment, suspension and expulsion as they are structured by each individual school shall be publicized to all Professional Employees prior to the first student day of school each year.

SECTION 6.

A Professional Employee may use such force as is reasonable and necessary to protect himself or herself or a student from attack or injury. Any such assault shall be reported to the principal immediately. The Board will provide legal counsel to advise any assaulted employee of his/her rights and obligations and shall promptly render assistance to the Professional Employee in connection with handling of the incident by law enforcement and judicial authorities. If criminal charges are placed the Professional Employee shall be responsible for obtaining his/her own legal counsel.

SECTION 7.

Time lost by a Professional Employee in connection with any incident mentioned in this Article shall not be charged against the Professional Employee and the Professional Employee shall not suffer any loss of pay or benefits as the result.

SECTION 8.

Copies of the Student Disciplinary Code shall be available online at www.wcde.org.

ARTICLE IX: GRIEVANCE PROCEDURE

SECTION 1.

A "grievance" is defined as an alleged violation of a specific provision of this agreement that has resulted in harm, injury or loss to the grievant.

SECTION 2.

The word "grievant" shall refer to any Professional Employee, person, or representative as defined by 49-5-602 having a grievance. Whenever the phrase "Professional Employee" is used in this Memorandum of Understanding, it includes any person employed by the Board of Education in a position which requires a license issued by the State Department of Education for service in public elementary and secondary schools of Tennessee. Management employees are not included in the phrase "Professional Employee."

SECTION 3.

In establishing time limits for the Article, a "working day" is defined as any day, Monday through Friday, on which the schools are open during the normal school year. The first working day to be counted shall begin at 8:00 a.m., the working day following the day on which the time limits are based. After the last day of the normal school year, a working day shall be defined as Monday through Friday when the District Offices of the Superintendent are open.

SECTION 4.

The following are the supervisors or Administrators referred to in Steps 1 and 2 of this Article:

Step 1: Principal or immediate supervisor.

Step 2: Superintendent or designee.

SECTION 5.

The parties hereto acknowledge that it is usually most desirable for a Professional Employee and his immediate supervisor to resolve problems through free and informal communications. When requested by the grievant another Professional Employee or representative of a professional organization may accompany the grievant to assist the informal resolution of the grievance. If however, the informal process fails to satisfy the grievant, a formal grievance may be processed on a pre-numbered Statement of Grievance.

(Standardized Grievance Form copy attached to this Agreement-Appendix A) obtained from the school secretary or immediate supervisor and shall include the date the alleged violation took place, the date filed, the name and number of provision/article violated, and shall indicate the specific relief sought.

Step 1: Within ten (10) working days after the knowledge of the occurrence, the grievance will be presented, in writing, in accordance with Section 5 of this Article by the grievant to the principal or immediate supervisor. The appropriate supervisor at this step, within ten (10) working days of the receipt of the grievance, shall meet with the grievant and a representative of the WCEA in an effort to resolve the grievance. If an adjustment is not made at this meeting, the appropriate supervisor at this step will respond to the grievance, in writing, within ten (10) working days after the said grievance meeting.

Step 2: If the grievance is not resolved at Step 1, the grievance may be presented by the grievant to the Superintendent/designee within ten (10) working days from the date of response of the appropriate supervisor at Step 1. The Superintendent/designee within ten (10) working days of the receipt of the grievance at Step 2 shall meet with the grievant and a representative of the WCEA in an effort to resolve the grievance. If an adjustment is not made at this meeting, the Superintendent/designee shall respond to the grievance, in writing, within ten (10) days after the date of said grievance meeting.

SECTION 6.

- A. Time limits provided in this Article may be extended by mutual agreement when signed by the parties to this agreement.
- B. Failure of the appropriate supervisor or Administrator at any step of the grievance procedure to communicate the decision on a grievance within the specified time limit shall permit the grievant to present the grievance at the next step of the grievance procedure.
- C. Any grievance which is not advanced from one (1) step to the next within the time limit provided for that step shall result in the grievance being considered to have been withdrawn, or settled as outlined in the previous step.
- D. Grievance involving one (1) or more Professional Employees or one (1) or more supervisors, and grievances involving an Administrator above the building level may be initially filed by the grievant at Step 2.

SECTION 7.

The only actions or events grievable under this process are items contained in this Memorandum of Understanding. The decision of the Director/Designee shall be the final step in the grievance process.

SECTION 8.

All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel file of the participants and shall not be forwarded to any prospective employer of the grievant, nor shall such documents be revealed or the grievance(s) be alluded to in any communication between the administration and prospective employer.

ARTICLE X: PROVISIONS FOR INNOVATIVE PROGRAMMING

The Board and the Association agree that programs which provide increased opportunities for student learning and development should be seriously considered for implementation.

Teacher involvement in developing such programs and the implementation thereof is set forth in true site-based decision making concepts. It is a cooperative effort involving Administrators, teachers, students, parents, and including partners in education.

SECTION 1.

A proposal for a site-based decision making program at a particular school may be submitted to the Superintendent by the principal and must be accompanied by evidence demonstrating that the proposal has been developed and approved by at least two-thirds (2/3) of the Professional Employees at that school.

SECTION 2.

Under the Education Improvement Act, allowances are permitted by the State, with approval, that could waive certain obstacles in order for new ideas to be tried in search for improved education. In the event that any aspect of the proposed site-based decision making program is contrary to the terms of this agreement, a waiver may be sought. The Superintendent, a Board member, and the Chief Collaborator for the Board and the Association shall meet to review the proposal to determine specific areas which require modification. A waiver will be approved only when all parties are in agreement. If a waiver is approved, the specific area of the contract agreement will be waived or modified only to the extent necessary to implement the proposal. If the waiver is not approved, then the idea cannot be implemented.

ARTICLE XI: INSURANCE

Insurance shall be discussed and changes attached annually within thirty (30) days following adopted changes.

SECTION 1.

The Washington County Board of Education will participate in the group medical insurance plan for Professional Employees who have elected to participate in the group insurance plan. A copy of the Insurance schedule shall be found in Appendix E. This schedule will be updated annually following Board approval.

SECTION 2.

The Board will fund the group medical insurance premium for retiring personnel at the rate of one thousand nine hundred thirty-one dollars (\$1,931.00) for an individual plan, not to exceed four thousand thirty dollars (\$4,030.00) for a family plan, not to exceed two thousand five hundred thirty-nine dollars (\$2,539.00) for an employee and child, and not to exceed three thousand twenty-three dollars (\$3,023.00) for an employee and spouse.

Eligibility shall be determined by participation in the group insurance plan of the Washington County Board of Education for the preceding five (5) years and employment by the Washington County Board of Education for the preceding ten (10) years. The Board shall fund this cost until said individual reaches age sixty-five (65) or becomes eligible for Medicare benefits.

SECTION 3.

The Board and the Association will establish a Disability Insurance Plan for all Professional Employees. The Disability Plan will provide for up to ninety dollars (\$90.00) per week for a maximum of twenty-six (26) weeks, while under doctor's care, ~~with a maximum of a ten (10) day-elimination period~~ after the elimination period as set by the insurance company has been met.

The Board will fund this Disability Program at a rate not to exceed sixty dollars (\$60.00) per year per employee. Any additional expense will be borne by the Professional Employee.

SECTION 4.

The Board and the Association will establish a Life Insurance Plan for all Professional Employees. The Life Insurance Plan will provide a twenty-five thousand dollars (\$25,000.00) term policy on each Professional Employee as long as this plan is in effect.

The Board will fund the Life Insurance Plan at a rate not to exceed forty dollars (\$40.00) per Professional Employee per year. Any additional expense will be borne by the Professional Employee.

SECTION 5.

The Board and the Association will establish an Optical Insurance Plan for all professional employees. The Optical Plan will be funded by the Board. Each employee shall be eligible for one hundred thirty-five dollars (\$135.00) per 2-year period. Any additional expense will be borne by the Professional Employee. The details of the Optical Insurance Plan will be provided to each Professional Employee during "In-service" at the beginning of each school year or whenever he/she is hired by the Board.

SECTION 6.

The Cafeteria Plan established by the Board for all Professional Employees shall include implementation of flexible benefits plan for allowable exempt expenses for payroll deductions.

ARTICLE XII: SALARIES AND WAGES

Salaries and wages shall be discussed and changes attached annually within thirty (30) days following adopted changes.

SECTION 1.

A copy of the salary schedule shall be found in Appendix B.

SECTION 2.

The criteria and method of calculation experience and academic training will be the same as used by the State Department of Education.

SECTION 3.

Verification of creditable teaching experience, degree(s) earned, and/or military service will be filed with the Human Resources Department in the office of the Superintendent on or before September 1st of the school year in which credit is claimed with salary adjustments retroactive to the beginning of the school year. Any verification of creditable hours and/or degrees filed after September 1st but before December 31st will become effective on March 1st of the next calendar year.

SECTION 4.

The determination of credit for work experience of Career Technical teachers for Placement on the salary schedule shall be upon the recommendation of the Superintendent.

SECTION 5.

Teachers shall have the option of being paid under one (1) of the following two (2) plans as outlined in A and B below. Once a teacher selects a plan, no change in election may be made until August 1st of the next year. Notification of changes for subsequent years shall be made by notifying the Finance Department in writing no later than August 20th.

- A. Equal gross monthly paychecks shall be paid on the 12th of the month. If the 12th day occurs on a weekend, payment will be made on the Friday preceding the 12th day. There will be ten (10) paychecks for ten (10) month teachers and twelve (12) for twelve (12) month teachers.
- B. Ten (10) month teachers may receive their paychecks over twelve (12) equal installments on the 12th day of each month. If the 12th day occurs on a weekend, payment will be made on the Friday preceding the 12th day.

SECTION 6.

The Board will provide a monetary incentive for Professional Employees having completed twenty-five (25) years of experience and made known their intention to retire on the Washington County Board of Education Retirement Notification form. This form may be found under Appendix F.

SECTION 7.

~~A Professional Employee having completed a total of twenty-five (25) years of experience with a minimum of ten (10) years in the Washington County School System and finalized the retirement procedures with the State and local administration will be given a one-time monetary sum up to seven thousand dollars (\$7,000.00) with restrictions as follows:~~

Years	Amount
25 through 30	\$7000.00
31	\$5,500.00

32	\$3,500.00
33 and above	\$1,000.00

Notification restrictions are as follows:

Notification	Percentage
Prior to April 1 st of calendar year preceding retirement	100%
April 1 st to June 30 th of calendar year preceding retirement	90%
July 1 st to December 31 st of calendar year preceding retirement	75%
After December 31 st of calendar year preceding retirement	50%

~~Grandfather clause: Any Professional Employee currently enrolled in any of the previous options must retire under that specific option.~~

~~The Board may waive these requirements due to extenuating circumstances.~~

A Professional Employee having completed a total of twenty-five (25) years of experience with a minimum of ten (10) years in the Washington County School system and finalized the retirement procedures with the State and local administration will be given a monetary sum up to ten thousand dollars (\$10,000.00) with restrictions as follows:

Years	Amount
25 through 29	\$3,000 + one-time payment equal to \$20/day up to 100 sick days
30	\$5,000 + one-time payment equal to \$30/day up to 100 sick days
31	\$5,000 + one-time payment equal to \$35/day up to 100 sick days
32	\$5,000 + one-time payment equal to \$40/day up to 100 sick days
33 and above	\$5,000 + one-time payment equal to \$50/day up to 100 sick days

Employees who have available unused sick time on the date of retirement will receive the above stated payout up to a maximum of one hundred (100) sick days. Sick days paid out will also be submitted to TCRS for consideration of additional service credit.

Notification restrictions are as follows:

Notification	Percentage
Prior to April 1 st of calendar year preceding retirement	100%
April 1 st to June 30 th of calendar year preceding retirement	90%
July 1 st to December 31 st of calendar year preceding retirement	75%
After December 31 st of calendar year preceding retirement	50%

The Board may waive these requirements due to extenuating circumstances.

APPENDICES

WASHINGTON COUNTY BOARD OF EDUCATION
MEMORANDUM OF UNDERSTANDING
GRIEVANCE FORM

Appendix A
File# _____

Grievant's Name: _____
Location: _____
Assignment: _____

Grade(s) and Subject(s)

STEP 1

Date of Violation: _____
Specific provision(s) violated: _____

Signature of Grievant

DISPOSITION BY IMMEDIATE SUPERVISOR

Date received: _____ Date meeting set: _____
Response: _____

Copy to Director of Schools or Designee

Signature

Date

Grievance resolved: Yes ___ No ___

Appealed to Step 2: Yes ___ No ___

Signature of Grievant

Date

STEP 2
DISPOSITION BY DIRECTOR OF SCHOOLS/DESIGNEE

Date received _____ Meeting Set on _____ For _____
Response _____

Copy to Immediate Supervisor

Signature

Date

DRAFT

Approved FY25 Certified Pay Scale

Years	B.S.	M.A.	MA+30	EDS	ED D
0	45,810	49,689	52,103	52,336	56,728
1	46,885	50,764	53,178	53,411	57,803
2	47,960	51,839	54,253	54,486	58,878
3	49,035	52,914	55,328	55,561	59,953
4	50,110	53,989	56,403	56,636	61,028
5	51,185	55,064	57,478	57,711	62,103
6	52,260	56,139	58,553	58,786	63,178
7	53,335	57,214	59,628	59,861	64,253
8	54,410	58,289	60,703	60,936	65,328
9	55,485	59,364	61,778	62,011	66,403
10	56,560	60,439	62,853	63,086	67,478
11	57,635	61,514	63,928	64,161	68,553
12	58,710	62,589	65,003	65,236	69,628
13	59,785	63,664	66,078	66,311	70,703
14	60,860	64,739	67,153	67,386	71,778
15	61,935	65,814	68,228	68,461	72,853
16	62,535	66,414	68,828	69,061	73,453
17	63,135	67,014	69,428	69,661	74,053
18	63,735	67,614	70,028	70,261	74,653
19	64,335	68,214	70,628	70,861	75,253
20	64,935	68,814	71,228	71,461	75,853
21	65,535	69,414	71,828	72,061	76,453
22	66,135	70,014	72,428	72,661	77,053
23	66,735	70,614	73,028	73,261	77,653
24	67,335	71,214	73,628	73,861	78,253
25	67,935	71,814	74,228	74,461	78,853

A Compilation of Benefits
Cited in the Memorandum of Understanding

Article II, Section 2	Release time for Officers or Agents of Professional Employee Organizations
Article II, Section 2	Grievance time not docked from the files
Article IV, Section 2, Step 4	Language concerning the removal of a reprimand
Article IV, Section 3	Extra Personal Day
Article IV, Section 7	Increased bereavement days
Article IV, Section 7	Bereavement for friend
Article IV, Section 9	Half day medical emergencies
Article IV, Section 10	Leaves granted for National Education Association Office Holders or State Office Holder
Article VII, Section 2	Management wanted to remove requirement that the Association provide all representatives on all committees. At the request of the Professional Employees it was decided that representatives on committees would be at least two members of the Association. (Before all teacher representatives were Association members, it left out non-members from possibly serving on committees)
Article IX, Section 5	Representation during informal meetings
Article IX, Section 8	Language restricting a grievance
Article X	Provision for Innovative Programming
Article XI, Section 1 & 2	The amount funded on the group insurance plan
Article XI, Section 3	A disability insurance plan
Article XI, Section 4	A life insurance plan
Article XI, Section 5	An optical insurance plan
Article XII, Section 7	Prior Notice of Retirement

Also included are many statements and allowances requested by the Association. These statements are numerous and scattered through the Memorandum of Understanding.

WASHINGTON COUNTY BOARD OF EDUCATION PROFESSIONAL LEAVE REQUEST FORM

This form should be completed prior to an individual attending the requested meeting and kept by the Finance Department.

NAME OF INDIVIDUAL MAKING THE REQUEST:

Name _____

Date _____

POSITION _____

SCHOOL _____

DATES REQUESTED _____

MEETING TO ATTEND: _____

APPROVAL:

Organization President _____

Date _____

Principal of School _____

Date _____

Representative of Organization _____

Date _____

Director of Finance _____

Date _____

Per the Washington County Memorandum of Understanding 2015/2016 - 2017/2018:

Release Time – At the beginning of each school year the Organization shall be granted up to forty (40) days release time to be used by professional employees who are officers or agents of the Organization. The Organization agrees to notify the Board prior to the day release time is taken.

The expense of the substitutes required shall be paid by the Association. The Organization president shall periodically confer with Central Office Bookkeeping staff in order to keep accurate records of release time used.

2024 Insurance Premium Breakdown

Appendix E

Premier PPO

(Network S or

CIGNA LocalPlus)

	<u>Employee</u>	<u>Emp+Child(ren)</u>	<u>Emp+Spouse</u>	<u>Emp+Spouse+Children</u>
Total Cost	8,556.00	14,100.00	19,248.00	22,224.00
Board	6,552.00	10,800.00	14,736.00	17,028.00
Employee Cost	2,004.00	3,300.00	4,512.00	5,196.00
# of Months	10	10	10	10
Per month	200.40	330.00	451.20	519.60

Standard PPO

(Network S or

CIGNA LocalPlus)

	<u>Employee</u>	<u>Emp+Child(ren)</u>	<u>Emp+Spouse</u>	<u>Emp+Spouse+Children</u>
Total Cost	7,944.00	13,104.00	17,880.00	20,652.00
Board	6,552.00	10,800.00	14,736.00	17,028.00
Employee Cost	1,392.00	2,304.00	3,144.00	3,624.00
# of Months	10	10	10	10
Per month	139.20	230.40	314.40	362.40

Limited PPO

(Network S or

CIGNA LocalPlus)

	<u>Employee</u>	<u>Emp+Child(ren)</u>	<u>Emp+Spouse</u>	<u>Emp+Spouse+Children</u>
Total Cost	7,500.00	12,372.00	16,884.00	19,500.00
Board	6,552.00	10,800.00	14,736.00	17,028.00
Employee Cost	948.00	1,572.00	2,148.00	2,472.00
# of Months	10	10	10	10
Per month	94.80	157.20	214.80	247.20

CDHP with HSA

(Network S or

CIGNA LocalPlus)

	<u>Employee</u>	<u>Emp+Child(ren)</u>	<u>Emp+Spouse</u>	<u>Emp+Spouse+Children</u>
Total Cost	6,552.00	10,800.00	14,736.00	17,028.00
Board	6,552.00	10,800.00	14,736.00	17,028.00
Employee Cost	0.00	0.00	0.00	0.00
# of Months	10	10	10	10
Per Month	0.00	0.00	0.00	0.00

WCDE Board

Contribution to HSA

	<u>Employee</u>	<u>Emp+Child(ren)</u>	<u>Emp+Spouse</u>	<u>Emp+Spouse+Children</u>
Board	1,000.00	2,000.00	1,500.00	2,500.00
# of Months	10	10	10	10
Per Month	100.00	200.00	150.00	250.00

If one of the following networks are chosen, the associated upcharge will be added to the employee's monthly premium:

CIGNA Open Access	90.00	102.00	180.00	180.00
BCBS Network P	90.00	102.00	180.00	180.00

WASHINGTON COUNTY
DEPARTMENT OF EDUCATION

NOTIFICATION OF INTENT TO RETIRE

Date submitted _____

Name _____

School _____

Intended Retirement Date _____

Estimated Years of Experience _____

Please Note: All retirement forms are available in the Washington County Department of Education Accounting Department. Retirement plans are not considered to be final until you have completed all paperwork with the Tennessee Consolidated Retirement System.

Employee Signature _____

Received by _____

Date _____

Director of Schools _____

Signature

Date

If you do not receive confirmation of this notice within ten (10) working days, please notify the Director of Schools.

Recommended changes for the 2024 renewal of the MOU

- Article III Section 3 (page 3): Change from “\$11.45 per hour for professional employees” to “\$11.45 per hour for teachers who work middle school ballgames and \$13.00 per hour for teachers who work high school ball games.”
- Article III Section 4 (page 3): Changes made in red: Professional Employees shall have one (1) class period each day for the purpose of planning for instruction. School site schedules shall ensure one full class period for elementary, middle and secondary schools. Per State law and WCBOE policy 5.602, “Teachers shall be allotted an individual duty-free planning period of two and one-half (2 ½) hours each week to provide time for planning, preparation for effective teaching, and attention to major program improvement.”
- Article IV Section 3(A) (page 4): Change to the following and add clarification: Any State allocated personal days (first two personal or professional leave days) that are unused, shall convert into sick days for certified employees. For instance, if a professional employee uses zero (0) personal days, there will be a conversion of two sick days to be applied to the available sick leave balance at the end of the school year. If a professional employee uses personal day #1, personal day #2 (if unused) will convert to one day of sick time at the end of the school year. If a professional employee uses personal days #1 and #2, there is no conversion to sick days.
- Article IV Section 4 (page 5): Add letter “D” - A professional employee may be qualified for up to 6 work weeks of paid leave under the Paid Parental Leave Law. Professional employees may inquire if they are eligible for this benefit by calling the Human Resources Department.
- Article XI Section 3 (page 13):
 - Add “up to” before ninety dollars (\$90.00) per week...
 - Remove “...with a maximum of a ten (10) day elimination period” and replace with “...after the elimination period as set by the insurance company has been met.”
- Article XII Section 7 (page 14): Change to: A professional employee having completed a total of twenty-five (25) years of experience with a minimum of ten (10) years in the Washington County School system and finalized the retirement procedures with the State and local administration will be given a monetary sum up to ten thousand dollars (\$10,000.00) with restrictions as follows:

Years	Amount
25 through 29	\$3,000 + one-time payment equal to \$20/day up to 100 sick days
30	\$5,000 + one-time payment equal to \$30/day up to 100 sick days
31	\$5,000 + one-time payment equal to \$35/day up to 100 sick days
32	\$5,000 + one-time payment equal to \$40/day up to 100 sick days
33 and above	\$5,000 + one-time payment equal to \$50/day up to 100 sick days

Employees who have available unused sick time on the date of retirement will receive the above stated payout up to a maximum of one hundred (100) sick days. Sick days paid out will also be submitted to TCRS for consideration of additional service credit.

Notification restrictions are as follows:

Recommended changes for the 2024 renewal of the MOU

Notification	Percentage
Prior to April 1 st of calendar year preceding retirement	100%
April 1 st to June 30 th of calendar year preceding retirement	90%
July 1 st to December 31 st of calendar year preceding retirement	75%
After December 31 st of calendar year preceding retirement	50%

The Board may waive these requirements due to extenuating circumstances.

Proposed Changes Discussed in Collaborative Conference 08192024

Article XII.

Section 7

A professional employee having completed a total of twenty-five (25) years of experience with a minimum of ten (10) years in the Washington County School system and finalized the retirement procedures with the State and local administration will be given a monetary sum up to ten thousand dollars (\$10,000.00) with restrictions as follows:

Years	Amount
25 through 29	\$3,000 + one-time payment equal to \$20/day up to 100 sick days
30	\$5,000 + one-time payment equal to \$30/day up to 100 sick days
31	\$5,000 + one-time payment equal to \$35/day up to 100 sick days
32	\$5,000 + one-time payment equal to \$40/day up to 100 sick days
33 and above	\$5,000 + one-time payment equal to \$50/day up to 100 sick days

Employees who have available unused sick time on the date of retirement will receive the above stated payout up to a maximum of one hundred (100) sick days. Sick days paid out will also be submitted to TCRS for consideration of additional service credit.

Notification restrictions are as follows:

Notification	Percentage
Prior to April 1 st of calendar year preceding retirement	100%
April 1 st to June 30 th of calendar year preceding retirement	90%
July 1 st to December 31 st of calendar year preceding retirement	75%
After December 31 st of calendar year preceding retirement	50%

The Board may waive these requirements due to extenuating circumstances.

Article IV.

Section 3

- A. There shall be six (6) personal or professional leave days accumulation of which shall be covered by State law. Substitutes for four (4) of these days shall be paid for by the Board. ~~Certified employees who are currently on years 16-20 shall have their fifth (5th) personal day paid for by the Board. Certified employees who are currently on years 21 or above shall have their fifth and sixth (5th & 6th) personal days paid for by the Board. Any state allocated personal days (first two personal or professional leave days) that are unused, shall convert into sick days for a certified employee.~~

Proposed Changes Discussed in Collaborative Conference 08192024

Any State allocated personal days (first two personal or professional leave days) that are unused, shall convert into sick days for certified employees. For instance, if a professional employee uses zero (0) personal days, there will be a conversion of two sick days to be applied to the available sick leave balance at the end of the school year. If a professional employee uses personal day #1, personal day #2 (if unused) will convert to one day of sick time at the end of the school year. If a professional employee uses personal days #1 and #2, there is no conversion to sick days.

Article III.

Section 4

Professional employees shall have one (1) class period each day for the purpose of planning for instruction. ~~Per state law, two and a half (2.5) hours of uninterrupted planning time is the minimum amount a certified employee must have on a weekly basis. School site schedules shall ensure one full class period for elementary, middle, and secondary schools.~~ Per State law and WCBOE policy 5.602, "Teachers shall be allotted an individual duty-free planning period of two and one-half (2 ½) hours each week to provide time for planning, preparation for effective teaching, and attention to major program improvement."



2024 August 19

Mr. Brad Hale, Chief Financial Officer
Washington County Schools
405 W College Street
Jonesborough, TN 37659

RE: Washington County Schools (WCS) Athletic Upgrades - Phase 1
Daniel Boone High School + David Crockett High School
Gray, TN Jonesborough, TN
LGA # 22043

Application and Certificate for Payment No. 08

Dear Mrs. Hale:

Please find attached one (1) digital copy of **APPLICATION AND CERTIFICATE FOR PAYMENT NO. 08** for the above referenced project. We have reviewed the application and to the best of our knowledge, information, and belief find that the amount requested appears to be reasonable and appropriate to the Work accomplished. Therefore, we recommend payment in the amount of **\$968,823.32**. Please make payment directly to the Construction Manager and enclose a copy of the application with their payment.

We have not made an independent examination of the Contractor's records nor verified whether subcontractors, persons, suppliers, vendors, or other entities with whom the Contractor may have agreements relative to this project have been paid and our recommendation does not constitute a representation that such accounts have, in fact, been paid. We have not inventoried any stored materials for which payment has been requested. We have relied entirely on the Contractor's representations made in the attached Application and Certificate for Payment and our observations of the Work as the basis for our recommendation.

Please do not hesitate to contact our office if you have any questions.

Sincerely,

A handwritten signature in black ink that reads 'Ginger Azpurua'.

Ginger Azpurua

Cc: Jarrod Adams, WCS Chief Operations Office
Jerry S. Boyd, WCS Superintendent
Todd Morris, BurWil Construction Co
Paul M. McCall, LGA

Invoice No. 13667

Application and Certificate for Payment

TO OWNER:	PROJECT:	APPLICATION NO:	Distribution to:
Washington Co. Board of Education 405 W. College Street Jonesborough, TN 37659	Washington Co Athletic Upergrade	8	OWNER <input type="checkbox"/>
FROM CONTRACTOR:	VIA ARCHITECT:	PERIOD TO:	ARCHITECT <input type="checkbox"/>
BurWil Construction Company, Inc. P. O. Box 637 Bristol, TN 37621		7/31/2024	CONTRACTOR <input type="checkbox"/>
		CONTRACT DATE:	FIELD <input type="checkbox"/>
		PROJECT NOS:	OTHER <input type="checkbox"/>
		352-203-05 /	

CONTRACTOR'S APPLICATION FOR PAYMENT

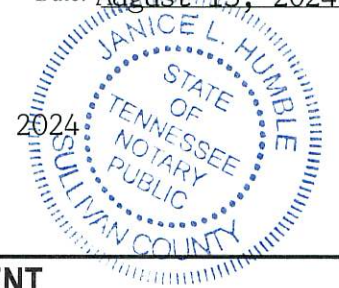
Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 8,287,000.00
2. NET CHANGE BY CHANGE ORDERS	\$ 186,721.98
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 8,473,721.98
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 7,098,369.13
5. RETAINAGE:	
a. <u>5.00</u> % of Completed Work (Columns D + E on G703)	\$ 354,918.45
b. _____ % of Stored Material (Column F on G703)	\$ _____
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 354,918.45
6. TOTAL EARNED LESS RETAINAGE	\$ 6,743,450.68
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 5,774,627.36
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 968,823.32
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 1,730,271.30
(Line 3 minus Line 6)	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$
Total approved this month	\$	\$
TOTAL	\$	\$
NET CHANGES by Change Order	\$	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: BurWil Construction Company, Inc.
 By: Will Spencer, CEO Date: August 13, 2024
 State of: Tennessee
 County of: Sullivan
 Subscribed and sworn to before me this Thirteenth day of August, 2024
 Notary Public: Janice L. Humble
 My commission expires: 10/25/2026



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 968,823.32
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:
 By: Angela Spina Date: 08/19/2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Continuation Sheet

AIA Document G702™–1992, Application and Certificate for Payment, or G732™–2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor’s signed certification is attached.
 In tabulations below, amounts are in US dollars.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 8
APPLICATION DATE: 7/31/2024
PERIOD TO: 7/31/2024
ARCHITECT’S PROJECT NO: 352-203-05

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Not in D or E)	G		H BALANCE TO FINISH (C – G)	I RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
01-00	GENERAL REQUIREMENTS								
01-01	General Conditions	614,908.73	310,000.00	100,000.00		410,000.00	66.68	204,908.73	20,500.00
01-02	Building Permit	4,000.00	4,000.00			4,000.00	100.00		200.00
01-03	Payment & Performance Bond	56,650.00	56,650.00			56,650.00	100.00		2,832.50
01-04	Daniel Boone Testing Allowance	10,000.00	9,561.40			9,561.40	95.61	438.60	478.07
01-05	David Crockett Testing Allowance	10,000.00	10,000.00			10,000.00	100.00		500.00
01-06	Daniel Boone Contingency								
01-07	David Crockett Contingency								
02-00	DANIEL BOONE								
02-01	DB Selective Demolition	62,000.00	62,000.00			62,000.00	100.00		3,100.00
02-02	DB Site Grading/Site Utilities	319,183.50	252,234.00	25,000.00		277,234.00	86.86	41,949.50	13,861.70
02-03	DB Paving, Striping & Parking Signage	45,323.40						45,323.40	
02-04	DB Concrete Sidewalks/Steps	217,843.25		25,000.00		25,000.00	11.48	192,843.25	1,250.00
02-05	DB Fencing	34,000.00		8,000.00		8,000.00	23.53	26,000.00	400.00
02-06	DB Concrete	385,694.60	387,766.88	-2,072.28		385,694.60	100.00		19,284.73
02-07	DB Masonry	294,227.27	310,000.00	-15,772.73		294,227.27	100.00		14,711.36
02-08	DB Misc Steel	72,458.28	30,000.00			30,000.00	41.40	42,458.28	1,500.00
02-09	DB Steel Allowance	10,000.00						10,000.00	
02-10	DB Rough Carpentry	21,576.04	13,000.00	8,576.04		21,576.04	100.00		1,078.80
02-11	DB Millwork	21,000.00						21,000.00	
02-12	DB Roofing	46,998.00	10,000.00	20,000.00		30,000.00	63.83	16,998.00	1,500.00
02-13	DB Sealants & Caulking	12,400.00		4,000.00		4,000.00	32.26	8,400.00	200.00
02-14	DB Doors, Frames & Hardware	43,328.00	21,000.00	8,000.00		29,000.00	66.93	14,328.00	1,450.00
02-15	DB Coiling Counter Doors	10,000.00						10,000.00	
	GRAND TOTAL								

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Continuation Sheet

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			FROM PREVIOUS APPLICATION <i>(D + E)</i>	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE <i>(D+E+F)</i>	% <i>(G ÷ C)</i>		
02-16	DB Metal Studs/Drywall	1,234.00	1,234.00			1,234.00	100.00		61.70
02-17	DB Flooring	4,000.00		1,000.00		1,000.00	25.00	3,000.00	50.00
02-18	DB Painting	117,186.00	60,000.00	25,000.00		85,000.00	72.53	32,186.00	4,250.00
02-19	DB Toilet Partitn,Accs&Fire Ex	42,567.80		20,000.00		20,000.00	46.98	22,567.80	1,000.00
02-20	DB Signage	46,000.00	23,000.00	10,000.00		33,000.00	71.74	13,000.00	1,650.00
02-21	DB Grandstands	1,216,520.00	1,216,520.00			1,216,520.00	100.00		60,826.00
02-22	DB Plumbing	240,000.00	170,000.00	20,000.00		190,000.00	79.17	50,000.00	9,500.00
02-23	DB HVAC	105,000.00	65,000.00	10,000.00		75,000.00	71.43	30,000.00	3,750.00
02-24	DB Electrical	679,345.05	539,000.00	60,000.00		599,000.00	88.17	80,345.05	29,950.00
03-00	DAVID CROCKETT								
03-01	DC Selective Demolition	50,500.00	50,500.00			50,500.00	100.00		2,525.00
03-02	DC Site Grading/Site Utilites	289,275.00	240,000.00	15,000.00		255,000.00	88.15	34,275.00	12,750.00
03-03	DC Pvng, Stripe&Prkng Signage	64,857.81						64,857.81	
03-04	DC Concrete Sidewalks/Steps	38,930.00		7,500.00		7,500.00	19.27	31,430.00	375.00
03-05	DC Fencing	48,000.00		15,000.00		15,000.00	31.25	33,000.00	750.00
03-06	DC Concrete	249,193.50	255,547.83	-6,354.33		249,193.50	100.00		12,459.67
03-07	DC Masonry	249,813.00	250,000.00	-187.00		249,813.00	100.00		12,490.65
03-08	DC Misc Steel	29,190.00	10,000.00			10,000.00	34.26	19,190.00	500.00
03-09	DC Steel Allowance	10,000.00						10,000.00	
03-10	DC Rough Carpentry	33,634.32	9,000.00	24,634.32		33,634.32	100.00		1,681.72
03-11	DC Millwork	18,125.00						18,125.00	
03-12	DC Roofing	48,286.00	35,000.00			35,000.00	72.48	13,286.00	1,750.00
03-13	DC Sealants & Caulking	12,600.00						12,600.00	
03-14	DC Doors,Frames, &Hardware	44,188.50	22,500.00	10,000.00		32,500.00	73.55	11,688.50	1,625.00
	GRAND TOTAL								

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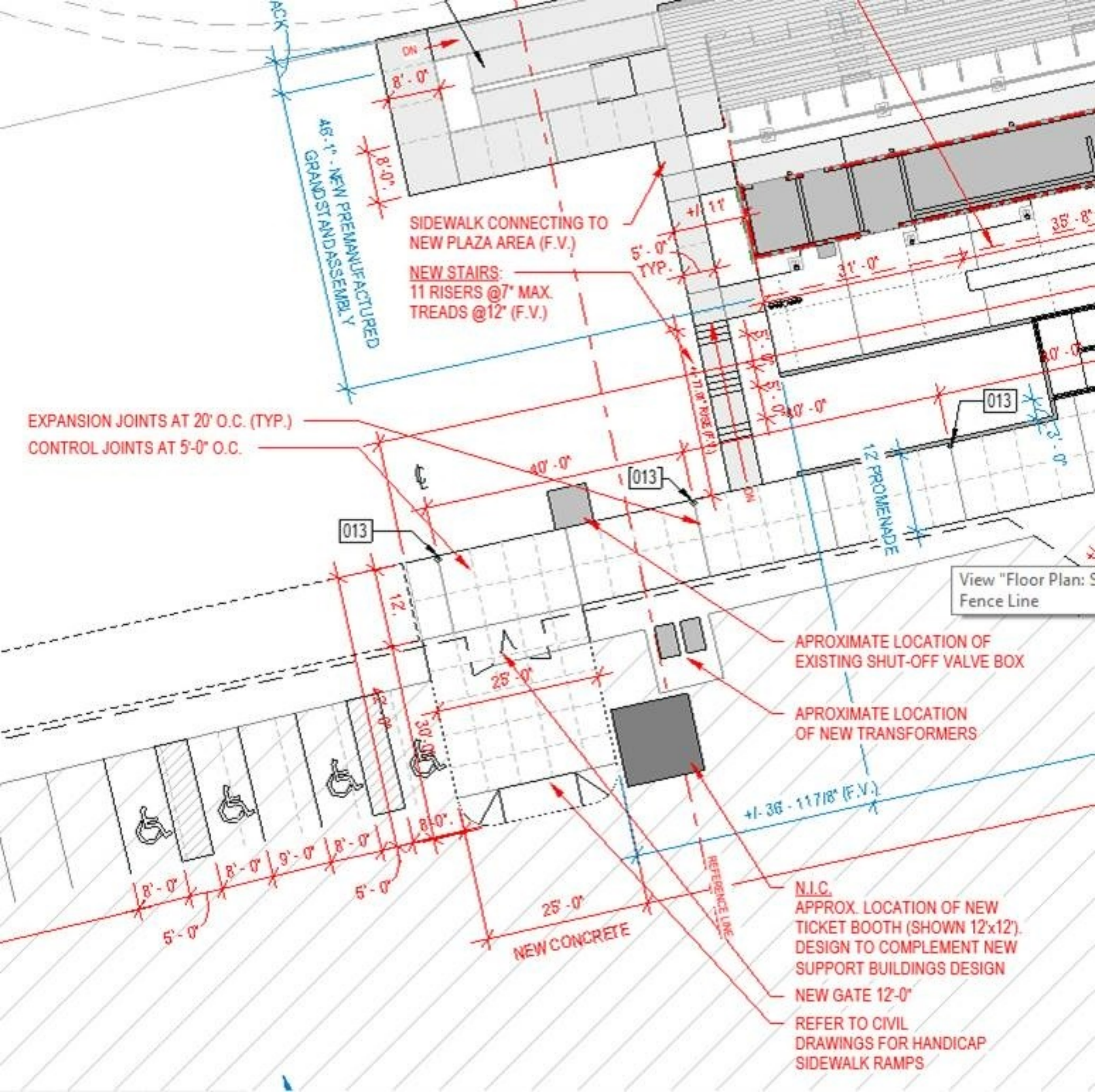
Continuation Sheet

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ARCHITECT'S PROJECT NO: 352-203-05

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			FROM PREVIOUS APPLICATION <i>(D + E)</i>	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE <i>(D+E+F)</i>	% <i>(G ÷ C)</i>		
03-15	DC Coiling Counter Doors	10,000.00						10,000.00	
03-16	DC Metal Studs/Drywall	2,041.00	2,041.00			2,041.00	100.00		102.05
03-17	DC Flooring	4,000.00		1,500.00		1,500.00	37.50	2,500.00	75.00
03-18	DC Painting	120,458.00	65,000.00	40,000.00		105,000.00	87.17	15,458.00	5,250.00
03-19	DC Toilet Partitn,Accs&Fire Ex	42,814.93		15,000.00		15,000.00	35.03	27,814.93	750.00
03-20	DC Signage	43,000.00	23,000.00	10,000.00		33,000.00	76.74	10,000.00	1,650.00
03-21	DC Grandstands	1,215,990.00	800,000.00	415,990.00		1,215,990.00	100.00		60,799.50
03-22	DC Plumbing	250,000.00	150,000.00	50,000.00		200,000.00	80.00	50,000.00	10,000.00
03-23	DC HVAC	105,000.00	65,000.00	20,000.00		85,000.00	80.95	20,000.00	4,250.00
03-24	DC Electrical	750,381.00	550,000.00	75,000.00		625,000.00	83.29	125,381.00	31,250.00
GRAND TOTAL		8,473,721.98	6,078,555.11	1,019,814.02		7,098,369.13	83.77	1,375,352.85	354,918.45

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46'-1" NEW PREMANUFACTURED GRANDSTAND ASSEMBLY

SIDEWALK CONNECTING TO NEW PLAZA AREA (F.V.)

NEW STAIRS:
11 RISERS @ 7" MAX. TREADS @ 12" (F.V.)

EXPANSION JOINTS AT 20' O.C. (TYP.)
CONTROL JOINTS AT 5'-0" O.C.

View "Floor Plan: S Fence Line"

APPROXIMATE LOCATION OF EXISTING SHUT-OFF VALVE BOX

APPROXIMATE LOCATION OF NEW TRANSFORMERS

N.I.C. APPROX. LOCATION OF NEW TICKET BOOTH (SHOWN 12'x12'). DESIGN TO COMPLEMENT NEW SUPPORT BUILDINGS DESIGN

NEW GATE 12'-0"

REFER TO CIVIL DRAWINGS FOR HANDICAP SIDEWALK RAMPS

NEW CONCRETE

REFERENCE LINE

+1.36 - 11718" (F.V.)

1/2 PROMENADE

013

013

013





Proposal for the Purchase of Magma Math Technology Tool

Rationale:

In the evolving educational technology landscape, particularly in K-12 mathematics instruction, there is an increasing need for solutions that transcend traditional teaching methods. Such solutions should foster deep understanding, meaningful engagement, and improved student outcomes. Magma Math, developed by Radish Education Inc., is a cutting-edge platform designed to meet these demands through innovative features that distinguish it from other products in the marketplace.

Magma Math emphasizes mathematical reasoning and provides a unique feedback mechanism that promotes a deeper grasp of mathematical concepts. By shifting the focus from simply identifying right or wrong answers to understanding the thought process behind each solution, Magma Math supports productive discussions about students' problem-solving approaches. Research indicates that this method leads to increased conceptual understanding and improved overall math performance.

Holistic Integration and Adaptability:

Magma Math is designed to seamlessly integrate with existing curricula and align with state standards. Unlike other platforms that serve as supplementary resources, Magma Math is a tool that enhances the use of the core curriculum by aligning directly with our district's specific scope and sequence. This alignment ensures that students receive consistent instruction tailored to their learning needs while making it easier for teachers to incorporate the platform into their established instructional routines.

Emphasis on Mathematical Process and Thought Methodology:

One of the standout features of Magma Math is its focus on requiring students to show their work and explain their reasoning. This approach transforms assessments into opportunities for meaningful conversations about how students think about mathematical problems. By focusing on the reasoning behind answers rather than solely the accuracy, Magma Math helps students develop critical thinking skills that are essential for long-term success in mathematics.

Process of Integration into the District:

To evaluate the effectiveness of Magma Math in our district, we propose piloting the program with our current 3rd, 6th, 7th, and Algebra 1 students. This decision is driven by concerns over last year's performance data, which indicated a significant percentage of students were not demonstrating grade-level proficiency in mathematics. The pilot will allow us to assess the platform's impact on these critical areas.

Timeline:

- **Late December 2024:** Introduce the platform to teachers and provide initial training.
- **January 2025:** Begin a slow rollout of the platform, focusing on integrating it into daily instruction for the selected grades.
 - Support will be provided to teachers throughout the integration period to ensure a smooth and effective implementation. This support will include ongoing professional development, access to instructional resources, and opportunities for collaborative planning. Dedicated coaching and technical assistance will be available to help teachers seamlessly integrate the platform into their instructional routines and address any challenges that may arise. Regular check-ins and feedback loops will also be established to ensure teachers feel confident using Magma Math to enhance student learning.
- **March 2025:** Conduct a mid-pilot review to gather early feedback and address any challenges.
- **End of Academic Year 2025:** Collect and analyze data from various sources.

Data Collection and Analysis:

Throughout the pilot, we will gather qualitative and quantitative data, including but not limited to:

- Teacher anecdotal notes and observations.
- Student anecdotal feedback on their experiences with the platform.
- Benchmark assessment data.
- End-of-year TCAP and EOC scores.

These data points will provide insight into the platform's impact on student performance, engagement, and conceptual understanding.

Next Steps:

Upon completion of the pilot, we will analyze the results and gather feedback from participating teachers. This analysis will determine whether Magma Math should be included in the district's budget for widespread implementation in the following academic year.

By introducing Magma Math, we aim to bridge gaps in student understanding, enhance engagement, and ultimately improve math achievement across the district.



magma

Washington County Schools - New Deal - TN - 1YR 2500 Students

Quote created: August 7, 2024 Reference: 20240807-190945363

TN-SD WASHINGTON COUNTY

405 W College ST
Jonesborough, TN 37659
US

Jerry Boyd

Superintendent
boydj@wcde.org
+19312606091

Comments

Access to Magma - Unlimited Teachers and Admin
Grades 3, 7, Algebra 1 - 2500 Students

Products & Services

Item & Description	SKU	Quantity	Unit Price	Total
Magma Math District Subscription Student License		2,500	\$15.00 / year	\$37,500.00 / year for 1 year

Annual subtotal \$37,500.00

Total \$37,500.00

Signature

Signature

Date

Printed name

This quote expires on August 10, 2024

Subscription period, price, termination & renewal

If neither party terminates the Subscription by e-mail 30 days ahead of the subscription end date, the Subscription is renewed one annual period at a time. The Price for the renewed period is determined by the student enrollment for the Customer at the time of renewal and the price per student is adjusted in accordance with inflation since the Effective Date, based on the price per student per year of this Agreement.

The subscription start date is August 12, 2024.

The subscription end date is August 11, 2025.

Payment terms

Please issue all Purchase Orders to Radish Education Inc.

We accept payment via ACH or check. Detailed payment information is provided on the invoice. Net 30 days from Invoice Date.

Additional Agreements and documents

Our W-9 form can be found [here](#).

By signing this quote, you are, on behalf of your organization, agreeing to our [Privacy Policy](#) and [Terms of Use](#).

Questions? Contact me



Chad Shilstone

Education Executive

chad@maggmamath.com

Radish Education Inc

470 RAMONA STREET

Palo Alto CA 94301

United States



Mr. Jerry S. Boyd
Superintendent

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

September 6, 2024

INVITATION TO BID
TIRES

Sealed bids are being secured toward purchase of **tires** by the Washington County Department of Education for its bus fleet as further detailed below. Proposals will be accepted until 2:00 PM EST, Tuesday September 17, 2024, at which time bids will be publicly opened and read aloud at the above Central Office address. Bidders/Representatives are welcome to attend the opening. Any bid received later will be returned to the bidder unopened.

The Washington County Board of Education reserves the right to reject any bids, all bids or parts thereof, award on what is determined as best dollar value for intended educational use which may not be that of low bid, award by individual group as identified by item number and make additional purchases or decrease quantity so to stay within budgeted allocation. WCBE also reserves the right to terminate the contract on 30 days prior written notice due to breach of contract or unsatisfactory service. The decision reached and any action of the Board will remain final. Bidder may quote on any or all items of the dealership that meets the specifications in this invitation.

Price quoted must be full and complete to include items of bid, pre-disposal fee on new tires, shipping, handling, and delivery on an **"AS NEEDED"** basis to the School Bus Garage, 307 Forest Drive, Jonesborough, TN 37659. No demounting or mounting is required of the bidding firm. All complete bids on any item will receive consideration toward award. Give full detail of any exceptions to specifications on the attached sheet.

Successful bidding firm(s), if any, will receive notification by our issue of a Washington County Board of Education purchase order following Board action of award. Payment will be made in full within fifteen days of delivery and receipt of invoice but not prior to September 18, 2024. The Board of Education is tax exempt and form can be provided.

No dealership is favored or intended as specifications, details of description and any referenced herein are given solely to express the standard of quality being sought. The determination of equality of substitute bids as an equal or similar product to that specified will be made by the Board of Education and its decision will be conclusive.

Should any questions arise regarding these specifications, you may contact Tony Roberts at 423-753-1172. However, any changes in specifications will be made by addendum directed to all prospective bidders and posted on our website, www.wcde.org/bids.

Board of Directors

Annette Buchanan
Mary Beth Dellinger
Keith Ervin

Chad Fleenor
David Hammond
Gregg Huddleston

Mike Masters
Whitney Riddle
Vince Walters



Mr. Jerry S. Boyd
Superintendent

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

Page 2

SPECIFICATIONS

School bus and/or mini-bus tires quoted on attached sheet must meet the following standards of quality:

NEW TIRES

- A. Standard equal to or better than Goodyear or Michelin. (Any brand)
- B. Radial tires (11 R 22.5, 16 ply) shall be standard or equal to the above named manufacturers, have steel belt and ply fabric; be of premium quality construction and tread design; and have minimum 22/32 front tread. No low-profile tires will be considered.
- C. A sample of the tread design being bid is needed to be delivered prior to or on bid opening date to be considered for award.

NOTE: Bidder will not be involved in demounting of old tires or mounting of new tires as all will be done by Bus Garage mechanics. No tires are offered for trade-in on this bid.

end of specifications

Continue to Bid Quotation Sheet, complete all blanks without alterations and return BID QUOTATION SHEET, and any pertinent items in a SEALED envelope by mail or bring to Dr. Jarrod Adams, Washington County Department of Education, 405 West College Street, Jonesborough, Tennessee, 37659, so to arrive no later than the date and time given of the scheduled public opening.

For Bid Identity, clearly mark "TIRES" on outside of envelope.

Board of Directors

Annette Buchanan
Mary Beth Dellinger
Keith Ervin

Chad Fleenor
David Hammond
Gregg Huddleston

Mike Masters
Whitney Riddle
Vince Walters



Mr. Jerry S. Boyd
Superintendent

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

Page 3

BID QUOTATION SHEET

Tires

Bid to be opened Tuesday September 17, 2024 2:00 PM EST

Bidder has read Invitation to Bid with specifications, understands, and by submitting this proposal hereby agrees, upon receiving a Washington County Board of Education purchase order as notification of award, to furnish all new tires as specified, described or reasonably implied including pre-disposal fee, shipping and delivery "AS NEEDED" to

Washington County School Bus Garage
307 Forest Drive
Jonesborough, Tennessee 37659

per following detail of BID with any EXCEPTIONS to specifications listed on the following page:

No. Needed	Brand & Tread Design	Each	Total Bid
(1) 100	22.5 x 75 x 16 E, all season	\$ _____	\$ _____
(2) 150	11R 22.5, 16 ply, steer tires	\$ _____	\$ _____

WARRANTY: New Tires: _____

Sample provided: Yes _____ No _____

By submitting this proposal bidder hereby agrees, as attested by signature below, that quoted product(s) and services, if awarded, meets specifications set forth herein and will remain in accordance with such requirements and standards of the Washington County Board of Education for the duration of the contract period beginning September 18, 2024, and continuing through June 30, 2024.

_____	_____
Printed name of bidder	company name
_____	_____
Bidder's signature	mailing address
_____ / _____ / _____	_____
Telephone # / cell # / fax #	city/state/zip code
_____	_____
Email address	date

Annette Buchanan
Mary Beth Dellinger
Keith Ervin

Board of Directors
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Superintendent

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

Page 4

State EXCEPTIONS in detail below, if necessary. If none, state 'no conditions and/or exceptions'.

Annette Buchanan
Mary Beth Dellinger
Keith Ervin

Board of Directors

Chad Fleenor
David Hammond
Gregg Huddleston

Mike Masters
Whitney Riddle
Vince Walters

PURCHASING DEPARTMENT
WASHINGTON COUNTY BOARD OF EDUCATION

Purchase Order **№ 3648**

Date Issued **8/28/24**

Appropriation No. **72710-729**

Dept. **Transportation**

School

PURCHASE ORDER

TO
Ford of Murfreesboro
1550 NW Broad St
Murfreesboro, TN 37129
WCDE - Bus Garage
305 1/2 Forest Drive
Jonesborough, TN 37659

Deliver to

Address

Via

Articles on this order must be charged to account of

NOTICE TO VENDOR

1. Purchase order **MUST** bear two signatures in order to be valid.
2. Purchase order number **MUST** appear on all invoices submitted for payment.
3. Mail **TWO** copies of your invoice promptly to:

Washington County Board of Education
405 West College Street
Jonesborough, TN 37659
Telephone (423) 753-1105

ARTICLES OR SERVICES	CODE	QUANTITY & UNIT	UNIT PRICE	TOTAL
(Unless otherwise stated all prices F.O.B. Destination)				
2023 Transit 350				47,899 ⁰⁰
Options				2,120 ⁰⁰
*State Contract # 80356				
GRAND TOTAL - INCLUDING ALL ATTACHED PAGES				\$50,019⁰⁰

SUBJECT TO THE FOLLOWING CONDITIONS

1. All packages, cartons or other containers must be plainly marked with the purchase order number.
2. The right is reserved to purchase in the open market and to charge the difference to the Vendor in the event that deliveries are not made at the time specified in the bid and on this order.
3. Whenever a delivery is rejected, the Vendor shall be notified and be given the reason for the rejection. All rejected deliveries shall be held at the Vendor's risk and he shall bear the expense of removal.
4. Acceptance of this order includes acceptance of all terms, prices, delivery, instructions, specifications and conditions stated.
5. The county is not liable for Federal excise tax or state sales tax.
6. Each shipment and/or each purchase order should be covered by separate invoice.

IMPORTANT: INVOICES AND PACKAGES MUST BEAR PURCHASE ORDER NUMBER

VENDOR'S COPY

There is an otherwise unincumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase.

Authorized Signature

APPROVED:

Purchasing Agent

Ford of Murfreesboro

John Hamby
1550 NW Broad St.
Murfreesboro, TN 37129

SALES QUOTATION

STATE CONTRACT- 000080356

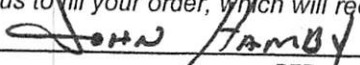
TO:	(Pricing valid for 2024 models only.)
	MDL W3X-101A
	WASHINGTON COUNTY
	2023 TRANSIT 350 HIGH ROOF RWD CARGO
	WHITE

F.O.B.
TERMS
DELIVERY
NUMBER

Thank you for your inquiry dated: August 28, 2024
We are pleased to quote you the following:

ITEM	QUANTITY		UNIT PRICE	TBD
1	1	2023 TRANSIT 350 HIGH ROOF RWD CARGO	\$47,899.00	
2		3.5 LITER V-6 GAS. 10 SPEED TRANSMISSION		
3		EXTERIOR --WHITE		
4		INTERIOR -- GRAY VINYL		
5		OPTIONS LISTED ON WINDOW STICKER		
6		OPTIONS	<u>\$2,120.00</u>	
7				
8				
9				
10				
11				
12				
		TOTAL X 1	\$50,019.00	

We will be happy to supply any further information you may need and trust that you call on us to fill your order, which will receive our prompt and careful attention.


PER

August 28, 2024
DATE

KAN-001440 TN

9-NORMAL, NB, 201440, PM012

1155

120231211 5474

ULC CERT CERT CERT TRD RAMP BUMP CAMP BOOK EXFL ROTA

018530 354/1290

1FTBW3X83

PKC13611 NB



ford.com

VEHICLE DESCRIPTION

TRANSIT

2023 350 HR CARGO RWD
148" WHEELBASE
3.5L PFDI V6 (GAS)
10-SPEED TRANSMISSION

PK C13611

EXTERIOR OXFORD WHITE
INTERIOR DARK PALAZZO GRAY VINYL

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- AUXILIARY FUEL PORT
- BODY SIDE MOLDINGS - BLACK
- BUMPERS - CARBON BLACK
- FULL SIZE SPARE TIRE/WHEEL
- HEADLAMP COURTESY DELAY
- WIPERS - RAIN-SENSING

INTERIOR

- AIR CONDITIONING
- ASSIST HANDLES - A-PILLAR
- CENTER CONSOLE
- INTERIOR LIGHTING - LED
- LOCKING GLOVE BOX
- POWERPOINT - 12V (FRONT)
- STEERING - TILT/TELESCOPIC
- TACHOMETER

FUNCTIONAL

- AUTO HIGH-BEAM HEADLAMPS
- ELECTRONIC PWR ASST STEER
- FORWARD COLLISION STEERING
- HILL START ASSIST
- LANE-KEEPING SYSTEM
- POST-COLLISION BRAKING
- PRE-COLLISION ASSIST W/AEB
- REAR VIEW CAMERA W/ TRAILER HITCH ASSIST
- SELECTABLE DRIVE MODES
- SIDE-WIND STABILIZATION

SAFETY/SECURITY

- 3 POINT SAFETY BELTS
- ADVANCETRAC™ WITH RSC®
- AIRBAGS @ FRONT, SIDE AND SAFETY CANOPY® SYSTEM
- BRAKES - 4WHEEL DISC W/ABS
- SECURILOCK® ANTI-THEFT SYS
- SOS POST-CRASH ALERT SYS™
- TIRE PRESSURE MONIT SYS

WARRANTY

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST

INCLUDED ON THIS VEHICLE

(MSRP)

OPTIONAL EQUIPMENT/OTHER

1017-901P06/01/22TN	
PREFERRED EQUIPMENT PKG.101A	
4.10 LIMITED SLIP AXLE	NO CHARGE
FRONT LICENSE PLATE BRACKET	NO CHARGE
AUTO START STOP REMOVAL	50.00
WIFI 4G LTE HOTSPOT DELETE	20.00
9500# GVWR PACKAGE	NO CHARGE
50 STATE EMISSIONS	NO CHARGE
HD TRAILER TOW PACKAGE	485.00
FRONT/REAR AIR CONDITIONING	860.00
CRUISE CONTROL	325.00
FRONT OVERHEAD SHELF	75.00
TRAILER BRAKE CONTROLLER	405.00
LARGE CENTER CONSOLE	NO CHARGE
POWERPOINT (12V)	15.00
6 SPEAKERS (4 FRONT/2 REAR)	25.00
E-85 FLEX FUEL CAPABLE	NO CHARGE

PRICE INFORMATION

BASE PRICE	549,625.00
TOTAL OPTIONS/OTHER	2,120.00
TOTAL VEHICLE & OPTIONS/OTHER	51,745.00
DESTINATION & DELIVERY	1,795.00

(MSRP)

RAMP ONE	CS15
RAMP TWO	CONVOY
ITEM #:	23-J636 O/T 5B

TOTAL MSRP \$53,540.00

Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit www.ford.com/finance.

SPECIAL ORDER
PM012 N RB 2X 315 001440 12 01 23

This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.

California Air Resources Board

Flexible-Fuel Vehicle Gasoline-Ethanol (E85)

Environmental Performance

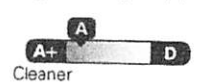
These ratings are not directly comparable to the U.S. EPA/DOT light-duty vehicle label ratings. For information on how to compare, please see www.arb.ca.gov/ep_label.

Protect the environment. Choose vehicles with **higher ratings**:

Greenhouse Gas Rating (tailpipe only)



Smog Rating (tailpipe only)



Using alternative fuels may change scores.

Vehicle emissions are a primary contributor to climate change and smog. Ratings are determined by the California Air Resources Board based on this vehicle's measured emissions.



GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score Not Rated

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash	Driver	★★★★
	Passenger	★★

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash	Front seat	Not Rated
	Rear seat	Not Rated

Based on the risk of injury in a side impact.

Rollover Not Rated

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest.

Source: National Highway Traffic Safety Administration (NHTSA).

www.safercar.gov or 1-888-327-4236

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Download the FordPass™ app* and you can:

- Access Vehicle Control Features
- Remotely start, lock and unlock your vehicle.
- Locate your vehicle and check approximate fuel range.
- Receive vehicle health alerts.

Activate 4G LTE Wi-Fi Hotspot

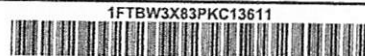
- New vehicles include a 3-month or 3GB data (whichever comes first) Wi-Fi trial.
- Connect up to ten Wi-Fi-equipped devices.

*Connectivity requires smartphone (Android, Apple iOS) and internet access. Service provided by FordPass Connect™. Service requires data plan. See dealer for details. ©2023 Ford Motor Company. All rights reserved. FordPass Connect™ is a registered trademark of Ford Motor Company. FordPass Connect™ is a service mark of Ford Motor Company. FordPass Connect™ is a service mark of Ford Motor Company. FordPass Connect™ is a service mark of Ford Motor Company.

The FordPass Connect™ modem is active and sending vehicle data (e.g. diagnostics) to Ford. See in-vehicle Settings for connectivity options.



Insist on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.FordOwner.com.



WARNING: Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

SCAN OR TEXT 1PKC13611 TO 48028



www.ford.com/help/privacy-terms/

2023 TRANSIT NA

TRANSIT NA

101A

\$53,540 MSRP

VIN: 1FTBW3X83PKC13611

Stock ID:



Exterior Color
OXFORD WHITE



Interior Color
DARK PALAZZO GRAY



0 City / 0 Hwy
EPA Estimated MPG

Window Sticker

Invoice

Power & Handling

3.5L PFDI V6 (GAS)
10-SPEED TRANSMISSION

Exterior Features

- AUXILIARY FUEL PORT
- BODY SIDE MOLDINGS - BLACK
- BUMPERS - CARBON BLACK
- FULL SIZE SPARE TIRE/WHEEL
- HEADLAMP COURTESY DELAY
- WIPERS - RAIN-SENSING

Interior Features

- AIR CONDITIONING
- ASSIST HANDLES - A-PILLAR
- CENTER CONSOLE
- INTERIOR LIGHTING - LED
- LOCKING GLOVE BOX
- POWERPOINT - 12V (FRONT)
- STEERING - TILT/TELESCOPIC
- TACHOMETER

Functional

- AUTO HIGH-BEAM HEADLAMPS
- ELECTRONIC PWR ASST STEER
- FORWARD COLLISION WARNING
- HILL START ASSIST
- LANE-KEEPING SYSTEM
- POST-COLLISION BRAKING
- PRE-COLLISION ASSIST W/AEB
- REAR VIEW CAMERA
- W/ TRAILER HITCH ASSIST
- SELECTABLE DRIVE MODES

• SIDE-WIND STABILIZATION

Safety/Security

- 3 POINT SAFETY BELTS
- ADVANCETRAC WITH RSC®
- AIRBAGS – FRONT, SIDE AND
- SAFETY CANOPY® SYSTEM
- BRAKES - 4WHEEL DISC W/ABS
- SECURILOCK® ANTI-THEFT SYS
- SOS POST-CRASH ALERT SYS
- TIRE PRESSURE MONIT SYS

Warranty

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST

Options

- 148" WHEELBASE
- 2023 MODEL YEAR
- OXFORD WHITE
- DARK PALAZZO GRAY VINYL
- PREFERRED EQUIPMENT PKG.101A
- XL TRIM
- 3.5L PFDI V6 (GAS)
- 10-SPEED TRANSMISSION
- 235/65R16C BSW ALL-SEASON
- 4.10 LIMITED SLIP AXLE
- JOB #1 ORDER
- FORD FLEET SPECIAL ADJUSTMENT
- FRONT LICENSE PLATE BRACKET
- AUTO START STOP REMOVAL
- WIFI 4G LTE HOTSPOT DELETE
- 9500# GVWR PACKAGE
- 50 STATE EMISSIONS
- HD TRAILER TOW PACKAGE
- MANUAL AIR CONDITIONER
- FRONT/REAR AIR CONDITIONING
- CRUISE CONTROL
- FRONT OVERHEAD SHELF
- TRAILER BRAKE CONTROLLER
- LARGE CENTER CONSOLE
- POWERPOINT (12V)
- 6 SPEAKERS (4 FRONT/2 REAR)
- E-85 FLEX FUEL CAPABLE
- Z-TRAIL PRICE CONCESSIONS
- WMI GVW CLASS B
- PREFERRED EQP PACKAGE 101A
- NET INVOICE FLEET OPTION (B4A)
- VINYL FRONT FLOOR COVERING
- ROOF MARKER LAMP DELETE
- 2WAY DRV/PASS PALAZZO VINYL
- SPARE TIRE AND WHEEL
- SHORT-ARM PWR MIRRORS
- RADIO - 4" SCN
- SRW - STEEL W/ BLACK HUBCAP

Dealer Add-ons

PURCHASING DEPARTMENT
WASHINGTON COUNTY BOARD OF EDUCATION

Purchase Order **№ 2668**

Date Issued **7/26/24**

Appropriation No. **141-E-76100-707-002**

Dept. **ISM**

School **DBHS**

PURCHASE ORDER

TO Preston Woodworking
 720 Rolling Hills Dr.
 Johnson City, TN 37604

L 423-928-9331

Deliver to **Daniel Boone High School 1**

Address **1440 Suncrest Dr.**
Gray, TN 37615

Via **Kelli Hauldren**

Articles on this order must be charged to account of

NOTICE TO VENDOR

1. Purchase order **MUST** bear two signatures in order to be valid.
2. Purchase order number **MUST** appear on all invoices submitted for payment.
3. Mail **TWO** copies of your invoice promptly to:

Washington County Board of Education
 405 West College Street
 Jonesborough, TN 37659
 Telephone (423) 753-1105

ARTICLES OR SERVICES	CODE	QUANTITY & UNIT	UNIT PRICE	TOTAL
(Unless otherwise stated all prices F.O.B. Destination)				
New Cafe Backwall - plastic laminate cabinets & countertops Front counters - plastic laminate cabinets & countertops Rewrite from FY24-PO2433 * price inquiry attached				\$11,726 \$1,207.00
GRAND TOTAL - INCLUDING ALL ATTACHED PAGES				

SUBJECT TO THE FOLLOWING CONDITIONS

1. All packages, cartons or other containers must be plainly marked with the purchase order number.
2. The right is reserved to purchase in the open market and to charge the difference to the Vendor in the event that deliveries are not made at the time specified in the bid and on this order.
3. Whenever a delivery is rejected, the Vendor shall be notified and be given the reason for the rejection. All rejected deliveries shall be held at the Vendor's risk and he shall bear the expense of removal.
4. Acceptance of this order includes acceptance of all terms, prices, delivery, instructions, specifications and conditions stated.
5. The county is not liable for Federal excise tax or state sales tax.
6. Each shipment and/or each purchase order should be covered by separate invoice.

IMPORTANT: INVOICES AND PACKAGES MUST BEAR PURCHASE ORDER NUMBER

VENDOR'S COPY

There is an otherwise unincumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase.

[Signature]
 Authorized Signature

APPROVED:

[Signature]
 Purchasing Agent

PURCHASING DEPARTMENT

WASHINGTON COUNTY BOARD OF EDUCATION

PURCHASE ORDER

Purchase Order No 2668

Date Issued 7/26/24

Appropriation No. 141 E-76100-707 002

Dept. 1501

School DBHS

TO Prosten Woodworking
720 Rolling Hills Dr
JONESBORO, TN 37604

423-420-9231

Deliver to Daniel Boone High School

Address 1440 SHERWOOD LN
GRAPEY TN 37616

Via Kelly Hamilton

Articles on this order must be charged to account of

NOTICE TO VENDOR

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Washington County Board of Education
405 West College Street
Jonesborough, TN 37659
Telephone (423) 753-1105

ARTICLES OR SERVICES	CODE	QUANTITY & UNIT	UNIT PRICE	TOTAL
(Unless otherwise stated all prices F.O.B. Destination)				
New cat Backwall-plastic laminate cabinets & countertops Front counters-plastic laminate cabinets & countertops Retailer Home Depot 102423 * Price inquiry attached				
GRAND TOTAL - INCLUDING ALL ATTACHED PAGES				

SUBJECT TO THE FOLLOWING CONDITIONS

1. All packages, cartons or other containers must be plainly marked with the purchase order number.
2. The right is reserved to purchase in the open market and to charge the difference to the Vendor in the event that deliveries are not made at the time specified in the bid and on this order.
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6. Each shipment and/or each purchase order should be covered by separate invoice.

IMPORTANT: INVOICES AND PACKAGES MUST BEAR PURCHASE ORDER NUMBER

SCHOOL'S COPY

There is an otherwise unincumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase.

Authorized Signature

APPROVED:

Purchasing Agent



PRESTON

WOODWORKING

720 Rolling Hills Drive, Johnson City, TN 37604 Phone (423) 928-9331 Fax (423) 928-3958

Date: June 6, 2024
To: Daniel Boone High School
Attn: Kelli Hauldren
From: Mike Banner
Re: Café Casework
Includes: Quote

New Cafe

Back Wall – 13' (+/-) Plastic laminate cabinets and countertops.
Front Counter – 14' (+/-) Plastic laminate cabinets and countertops.
Installation

\$8,756

Option For Solid Surface Tops – Designer White

Add: \$2,970

\$11,726

Notes:

- Layout based on provided drawings and pictures.
- Demolition of existing casework is not included in this quote.
- Solid surface pricing based on Wilsonart Designer White.
- Sinks to be provided and installed by others.
- Shop drawings to be provided with approved quote.
- Please call with any questions.



WASHINGTON
COUNTY SCHOOLS
INSPIRE ☆ STRIVE ☆ THRIVE

PRICE INQUIRY FORM

VENDOR	DESCRIPTION OF ITEM FOR PRICE COMPARISON	PRICE QUOTED
Firm - <u>Preston Woodworking</u> Address- <u>720 Rolling Hills Dr.</u> <u>Johnson City, TN 37604</u> Person - <u>Greg Smith</u> Date - <u>5/30/24</u>	Cabinets & Countertops	Total: \$11,726.00
Firm: <u>Cabinets Direct</u> Address: 125 E Jackson Blvd. Jonesborough, TN 37659 Person- <u>Brian Brown</u> Date - <u>5/30/24</u>	Cabinets and Countertops	Total; \$19,465.00
Firm - <u>Appalachian Cabinets, LLC</u> Address - Johnson City, TN Person- <u>Jacob & Shelly</u> Date - <u>5/30/24</u>	Cabinets & Countertops	Total: company refused to provide quote due to WCS not paying upfront

Name of person obtaining inquiry - Kelli Hauldren

Cabinets Direct, LLC
 125 E. Jackson Blvd. STE6
 Jonesborough, TN 37659
 423-791-3851
 brownbbass@hotmail.com

Estimate



ADDRESS

Washington Co. Dept. of Education
 405 West College Street
 Jonesborough, TN 37659

SHIP TO

Washington Co. Dept. of Education
 Daniel Boon High School

ESTIMATE #	DATE	EXPIRATION DATE
	05/30/2024	07/01/2024

	DESCRIPTION	AMOUNT
Commercial Cabinets	DBHS Café Renovations, Melamine Cabinets With Laminate Finish North Sea Grain (YO315-60), 3 Mill Edge Band All Doors And Drawers, Laminated Countertops Designer White (D354-60)	17,541.00
Commercial Cabinets	Laminate Collaborative Table	784.00
Hardware	Stock Knobs	80.00
Installation	Installation and Delivery	1,060.00
	TOTAL	\$19,465.00

Accepted By

Accepted Date



Kelli Hauldren <hauldrenk@wcde.org>

Quote

3 messages

Kelli Hauldren <hauldrenk@wcde.org>
To: appalachiancabinets@gmail.com

Wed, May 8, 2024 at 10:10 AM

Jacob and Shelly,

Thanks for getting back to us quickly about cabinets for Daniel Boone High School. I have spoken with our Chief Operations Officer and Washington County Schools is not able to pay until a job is complete. I understand this does not work with your company policy. I appreciate your responsiveness to our request. Thanks so much for your time. I hope you all have a great week!

Thanks,

--

**Kelli Hauldren, M.Ed.**
CTE Supervisor, Washington County Schools423-753-1100 | www.wcde.org | hauldrenk@wcde.org
405 W College Street Jonesborough, TN 37659

Create your WiseStamp email signature

Appalachian Cabinets, LLC <appalachiancabinets@gmail.com>
To: Kelli Hauldren <hauldrenk@wcde.org>

Wed, May 8, 2024 at 10:11 AM

Thank you for letting us know.

[Quoted text hidden]

Kelli Hauldren <hauldrenk@wcde.org>
To: Jarrod ADAMS <adamsj@wcde.org>

Wed, Jun 5, 2024 at 5:42 AM

**Kelli Hauldren, M.Ed.**
CTE Supervisor, Washington County Schools423-753-1100 | www.wcde.org | hauldrenk@wcde.org
405 W College Street Jonesborough, TN 37659

Create your WiseStamp email signature

[Quoted text hidden]

JB

PURCHASING DEPARTMENT
WASHINGTON COUNTY BOARD OF EDUCATION

Purchase Order **No 2433**

Date Issued **5/31/24**

Appropriation No. **141-E-76100-707-002**

Dept. **LSM**

School **DBHS**

PURCHASE ORDER

TO **Preston Woodworking**
720 Rolling Hills Dr.
Johnson City, TN 37604

L **423-928-9331**

Deliver to **Daniel Boone High School**

Address **1440 Suncrest Dr.**
Gray, TN 37615

Via **Kelli Hauldren**

Articles on this order must be charged to account of

NOTICE TO VENDOR

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3. Mail **TWO** copies of your invoice promptly to:

Washington County Board of Education
405 West College Street
Jonesborough, TN 37659
Telephone (423) 753-1105

ARTICLES OR SERVICES	CODE	QUANTITY & UNIT	UNIT PRICE	TOTAL
(Unless otherwise stated all prices F.O.B. Destination)				
New cafe Back wall- Plastic Laminate Cabinets & counter tops Front counters - Plastic Laminate Cabinets & counter tops				
* price inquiry attached				
GRAND TOTAL - INCLUDING ALL ATTACHED PAGES				\$7,207.00

SUBJECT TO THE FOLLOWING CONDITIONS

kt

1. All packages, cartons or other containers must be plainly marked with the purchase order number.
2. The right is reserved to purchase in the open market and to charge the difference to the Vendor in the event that deliveries are not made at the time specified in the bid and on this order.
3. Whenever a delivery is rejected, the Vendor shall be notified and be given the reason for the rejection. All rejected deliveries shall be held at the Vendor's risk and he shall bear the expense of removal.
4. Acceptance of this order includes acceptance of all terms, prices, delivery, instructions, specifications and conditions stated.
5. The county is not liable for Federal excise tax or state sales tax.
6. Each shipment and/or each purchase order should be covered by separate invoice.

IMPORTANT: INVOICES AND PACKAGES MUST BEAR PURCHASE ORDER NUMBER

VENDOR'S COPY

There is an otherwise unincumbered balance to the credit of the proper appropriation, allotment or fund to meet the expenditure covered by this purchase.

[Signature]
Authorized Signature

APPROVED:

[Signature]
Purchasing Agent



PRESTON

WOODWORKING

720 Rolling Hills Drive, Johnson City, TN 37604 Phone (423) 928-9331 Fax (423) 928-3958

Date: February 29, 2024
To: Inspire Business Interiors
Attn: Isabelle Tisor
From: Greg Smith
Re: Daniel Boone - Cafe
Includes: Quote

New Cafe
Back Wall - Plastic Laminate Cabinets and Countertops
Front Counters – Plastic Laminate Cabinets and Countertops
(Layout based on provided drawing and pictures)
Installation

\$ 7,207

Note:

- Please call with any questions.
- Shop drawings to be provided with approved quote.
- Demolition of existing casework is not included in quote.
- Sinks to be provided by others.

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

RECEIVED

AUG 29 2024

BY: KR

Date of Request 8/27/24 School Daniel Boone High Trip Date 9/6-9/7

Estimated time of departure 1:00pm 9/6 and return 7:00pm 9/7 total time away 30ish hours

Destination (include location) Wilderness at the Smokies - Volleyball Tournament

Teacher Chelsea Baker Class Volleyball Grade 9-12th

Chaperones Sara Humphrey

Number of Students Involved 10

Estimated Total Miles (both ways) of Trip 170miles

Van
Bus Driver/Number _____

Van
Bus Driver/ Number _____

Will Chaperones have a list (roll) that they are responsible for? yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? yes

Will you have on file parental release forms signed by parents or legal guardians? yes

Explain the educational value of the trip: Each season we participate in one overnight tournament. This helps the culture of our program and helps build relationships among the players.

Total Cost Estimate \$2000

Plans for meeting the costs Previously fundraised

Transportation cost for educational trips shall be calculated in the following manner:

\$16.00 per hour for driver (2 hour minimum)

\$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)

\$**19.15** total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of **\$.75** per mile.

*Refer to Board Policy 4.302

[Signature]
Principal's Signature

8/28/24
Date

BY WC SUPERINTENDENT [Signature]
Superintendent's Signature

8.29.24
Date

Date Approved by the Board of Education _____

AUG 30 2024

KR

Washington County Department of Education
School Educational OVERNIGHT Trip Authorization* BY: _____

Date of Request 8-30-24 School Boones Creek Trip Date May 13 - May 16, 2025

Estimated time of departure May 13th 6:00 am and return May 16th 11:00 pm total time away 4 days, 3 nights

Destination (include location) Washington DC

Teacher K. Arnold Class _____ Grade 8

K. Hancock _____ 8

Chaperones L. Hubbard Number of Students Involved 71

G. Sanders Estimated Total Miles (both ways) of Trip 800mi

Bus Driver/Number Charter bus Bus Driver/ Number Charter bus

Will Chaperones have a list (roll) that they are responsible for? Yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? Yes

Will you have on file parental release forms signed by parents or legal guardians? Yes

Explain the educational value of the trip: Students will explore and gain perspective on the History of America and our nation's capitol.

Total Cost Estimate \$1499 per student

Plans for meeting the costs fundraising and parent responsibility for difference of cost

Transportation cost for educational trips shall be calculated in the following manner:
\$16.00 per hour for driver (2 hour minimum)
\$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
\$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of **\$.75** per mile.
*Refer to Board Policy 4.302

[Signature]
Principal's Signature

8-30-24
Date

APPROVED
[Signature]
BY WC SUPERINTENDENT
Superintendent's Signature

8-30-24
Date

Date Approved by the Board of Education _____

2022, 11/10/22 - 11/10/22
John E. ...

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11/10/22

11/10/22

WASHINGTON COUNTY DEPARTMENT OF EDUCATION



PRICE INQUIRY FORM

Vendor	Description of item for price comparison	Price Quoted
Firm <u>WorldStrides</u> Address _____ <u>amberw@worldstrides.com</u> Person Contacted <u>Amber Willis</u> Date <u>8.22.24</u>	<u>Student cost for DC field trip</u>	<u>\$1499</u>
Firm <u>EF tours</u> Address _____ <u>evie.hoff@ef.com</u> Person Contacted <u>Evie Hoff</u> Date <u>8.22.24</u>	<u>Student cost for DC field trip</u>	<u>\$1849</u>
Firm <u>School tours of America</u> Address _____ <u>colinharvey@schooltours ofamerica.com</u> Person Contacted <u>Colin Harvey</u> Date <u>8.22.24</u>	<u>Student cost for DC field trip</u>	<u>\$1559</u>

Name of person obtaining inquiry Kelly Arnold Kelly Arnold

Tour Price Quote

Washington, D.C.: The Capital Tour

Prepared For
Katy Hancock at Boones Creek Elementary School

Prepared On
August 27, 2024

Tour Page
www.efexploreamerica.com/DCB

All-inclusive Price

Based on a private tour with 35 - 40 paying travelers
Price valid for travelers enrolled August 29, 2024 - August 31, 2024

Student
\$1,849

or \$220 / 8 mos

Adult
\$2,159

or \$258 / 8 mos

Price Breakdown

Program Fee	\$1,859
Lunch included: \$20 per day	\$88
US Holocaust Memorial Museum	\$2
Early Enrollment Discount	-\$100

Number of paying travelers	Price per student	Price per adult
20 - 24	\$2,219	\$2,529
25 - 29	\$2,039	\$2,349
30 - 34	\$1,929	\$2,239
35 - 40	\$1,849	\$2,159
41 - 47	\$1,849	\$2,159

Protect your travelers with the Travel Protection Plus Plan for \$309. Ask your Tour Consultant for details.

For every 10 paying travelers, 1 chaperone travels FREE

Unless explicitly stated, lunches are not included.
Adult supplement required for travelers age 20 and older at the time of travel.

An additional \$200 Under 10 Supplement will be applied to all traveler accounts if the group size falls under 10 paying travelers. This will be applied to paying traveler accounts no later than 140 days before departure. Applicable airline baggage fees are not included and can be found at EFExploreAmerica.com/Baggage. All prices subject to verification by an EA tour consultant. To view EA's Booking Conditions, visit EFExploreAmerica.com/BC. Breakfast excluded on day of arrival; dinner excluded on day of departure (Unless otherwise noted).



Your travel details

Total Length
4 days

Departing From
Tri Cities (TN)

Requested Travel Dates
Tuesday, May 13, 2025 - Friday, May 16, 2025

Your Departure Date Range

Earliest Sun. May. 11
 Requested Tue. May. 13
 Latest Thu. May. 15

Your experience includes

Round-trip Transportation

Hotel Accommodations

Overnight Security

Meals

All Gratuities

Guided Tours and Activities

Full-time Tour Director

Your Tour Director stays with your group 24/7, providing local insight and knowledge, while handling every on-tour detail.

Training and Support

We prepare new Group Leaders on a free Training Tour and provide personal support every step of the way.

Traveler Resources

We offer travelers flexible payment options as well as a dedicated support team to manage finances and answer tour questions.

24-hour Emergency Service

Travelers and their families can count on EF's dedicated emergency service team while on tour.

Expert Tour Planning

Your dedicated EF team provides expertise every step of the way—from recruiting and enrolling travelers to planning and managing your tour.

Personalized Learning Support

Our personalized learning experience engages students before, during and after tour, with the option to create a final, reflective project for academic credit.

Illness and Accident Coverage

Rest easier knowing your travelers are covered on tour with EF's comprehensive coverage plan.

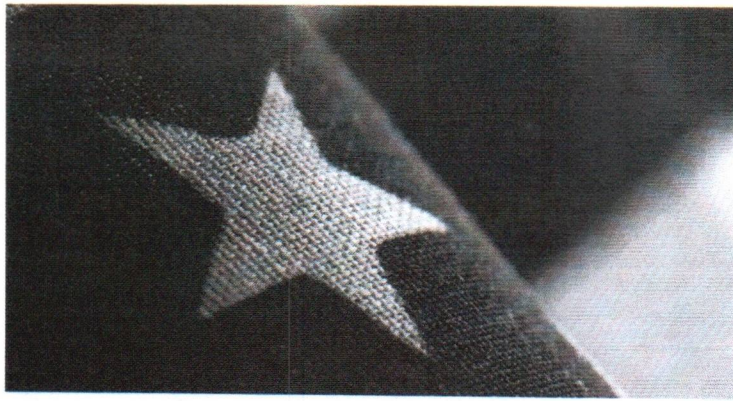
\$50 Million Liability Policy

Group Leaders and schools are protected while on tour.

Your tour consultant



Evie Hoff
1-800-503-2323
evie.hoff@ef.com



THE FLAG IS STILL THERE

The actual American flag that inspired Francis Scott Key to write "The Star Spangled Banner" is on display at the Smithsonian's National Museum of American History. During the War of 1812, Key was on a British ship trying to negotiate the release of some hostages. When he looked out and saw the American flag still flying over Fort McHenry, he was so inspired that he wrote a poem called "The Star Spangled Banner." The rest is national anthem history.

Day 3: Washington, D.C. • Return home

- Tour the U.S. Capitol and Visitor Center (subject to availability)
- Take a photo stop at the U.S. Supreme Court and the Library of Congress
- Enjoy free time for lunch
- Explore the Tidal Basin: FDR Memorial; Martin Luther King, Jr. National Memorial; Jefferson Memorial
- Depart for home

4-DAY TOUR

Day 3: Washington, D.C.

- U.S. Capitol and Visitor Center Tour (subject to availability)
- Take a photo stop at the U.S. Supreme Court and the Library of Congress
- Enjoy free time for lunch
- Explore the Tidal Basin: FDR Memorial; Martin Luther King, Jr. National Memorial; Jefferson Memorial
- Visit the National Archives (time permitting)
- Potomac River Cruise (seasonal)

Day 4: Washington, D.C. • Return home

- Stop at the Pentagon Memorial
- Photo stop at Ford's Theatre
- Discover the significance of local Black history at the National Museum of African American History and Culture, the Anacostia Museum, or the Frederick Douglass House
- Depart for home

5-DAY TOUR

Day 3: Washington, D.C.

- U.S. Capitol and Visitor Center Tour (subject to availability)
- Take a photo stop at the U.S. Supreme Court and the Library of Congress
- Enjoy free time for lunch
- Explore the Tidal Basin: FDR Memorial; Martin Luther King, Jr. National Memorial; Jefferson Memorial
- Visit the National Archives (time permitting)
- Visit the Smithsonian museums (time permitting)
- Potomac River Cruise (seasonal)

Day 4: Washington, D.C.

- Take a photo stop at the Pentagon Memorial
- Photo stop at Ford's Theatre
- Discover the significance of local Black history at the National Museum of African American History and Culture, the Anacostia Museum, or the Frederick Douglass House
- Explore the U.S. Holocaust Memorial Museum: *Daniel's Story* exhibit
- Visit the Kennedy Center and the permanent *Art and Ideals* exhibit
- Theater performance

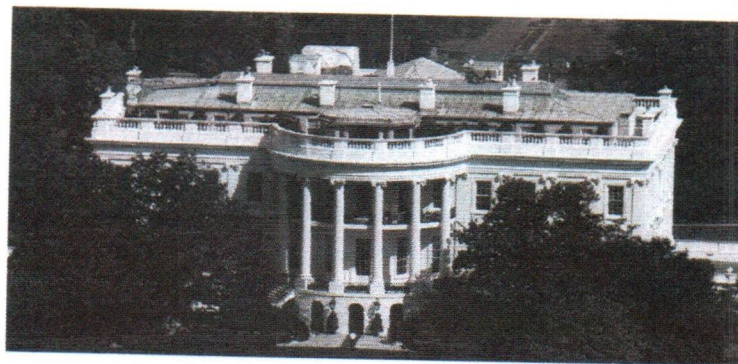
Day 5: Washington, D.C. • Return home

- Visit the International Spy Museum
- Depart for home

Itinerary subject to change. For complete financial and registration details, please refer to the Booking Conditions.

THE PEOPLE'S HOUSE

Since it was first built, the White House has remained open to the people. These days, of course, not just anybody can walk through the front door, but in centuries past it was quite a different story. President Jackson used to leave a block of cheese out for people to come by and grab a bite if they were in the neighborhood, and during the Civil War, Abraham Lincoln housed Union soldiers on the ground floor.



Your experience includes

- Round-trip and on-tour transportation
- Full-time licensed Tour Director
- 2 nights hotel accommodations (3 or 4 nights on 4- or 5-day tours)
- Breakfast and dinner daily
- Comprehensive sightseeing tours

- Visits to special attractions
- Overnight security at your hotel
- Illness and Accident Coverage
- Travel ID badges and backpacks
- All gratuities

Options

- Downtown hotel (private groups only)
- Extended stay
- Lunches
- Earned credit for Group Leaders and students

School Tours Of America Tour Program For Boones Creek Elementary



Colin Harvey
Tour Coordinator
713.580.0345
colin@STA-Mail.com

Dear Katy Hancock,

Thank you for your interest in School Tours of America and for the opportunity to present this custom tour program. Please contact me with any questions.

4 DAYS & 3 NIGHTS IN WASHINGTON, DC

Travel Dates: May 13-16, 2025
This discounted price is based on 35 full-paying travelers (4/room)
Registration deposit: \$99 which is applied to the trip price

Student (4 per room)	Adult (2 per room)
\$1,559	\$1,829

1 Chaperone travels FREE for every 15 full-paying participants

Bus Transportation	INCLUDED
Meals: All meals except en-route	INCLUDED
Hotel: 3 nights at Full-service property	INCLUDED
All-admission fees and sightseeing	INCLUDED
Optional Payment Protection Program	\$229

STA EXCLUSIVES:

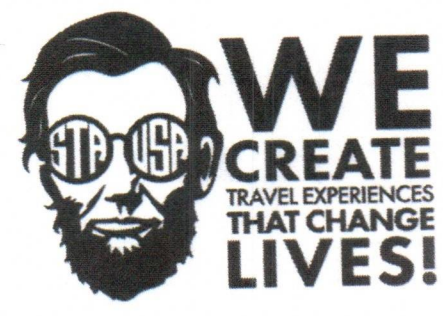
- TripCARE**- a travel solution to keep participants safe, healthy, and ready to tour!
- Referral Rewards**- It's simple, Refer a friend and get rewarded!
- Payment Protection Program**- Travelers can cancel & get a FULL refund (Minus PPP cost)
- MyTourFund.com**- FREE fundraising tool provided to all travelers
- MyTour Portal**- Intuitive, online dashboard to manage your trip
- Travel Bucks**- Redeemable credits for personal travel, scholarships & more
- Personal Tour Coordinator**- Experienced insider who crafts your perfect trip
- On-site Tour Staff**- STA representatives at your hotel, on-call 24 hours a day for you
- Flexible Accounting**- Convenient payment plans and NO LATE FEES!

YOUR CUSTOM FEATURES:

Jefferson Memorial	Holocaust Museum
Smithsonian Complex	Lincoln Memorial
Ford's Theatre	Vietnam Memorial
White House Picture Stop	Washington Monument
Capitol Hill	Ford's Theatre Performance
Library of Congress	MLK Memorial
Arlington National Cemetery	Group Photo

WHAT'S INCLUDED:

- Close-in hotels
- Trip Concierge
- Transportation
- Licensed guides
- MyTourFund.com
- Admissions
- Insurance
- Private security
- Drawstring bag



WASHINGTON, D.C. Traditional

\$1499

YOUR DAY-BY-DAY ADVENTURE

DAY 1

Arrive in Washington, D.C.

Meet your WorldStrides representative

Smithsonian Institution The world's largest museum complex: National Museum of American History, Smithsonian American Art Museum / National Portrait Gallery, National Museum of African American History and Culture (by appointment)

Dinner

Lincoln Memorial In remembrance of former President Abraham Lincoln and the great nation he fought to preserve during the Civil War

Vietnam Veterans Memorial Dedicated to the more than 58,000 men and women killed or missing in Vietnam

Korean War Veterans Memorial Tribute to the men and women who defended South Korea in the Korean War

Hotel check-in

DAY 2

Breakfast

Arlington National Cemetery America's most famous military cemetery: Changing of the Guard, Tomb of the Unknown Soldier, Kennedy Gravesites, Space Shuttle Challenger Memorial

US Marine Corp War Memorial A tribute to all U.S. Marines based on the famous WWII photo by Joe Rosenthal

9/11 Pentagon Memorial Honors the 184 victims of the 9/11 attack at the Pentagon

Lunch

Capitol Hill Grounds Tour (by appointment) Capitol Visitor Center, Supreme Court, Library of Congress

Dinner

World War II Memorial Honors the 16 million who served — and 400,000 who died — in the U.S. Armed Forces during WWII, and all who supported the war effort from home

DAY 3

Breakfast

White House (picture stop) Home of the U.S. president

Ford's Theatre and Petersen House (by appointment) Where President Lincoln was shot and later died on that fateful day

Lunch

Alexandria One of America's oldest and most historic cities

Mount Vernon George Washington's home, plantation, and Education Center, which showcases life during colonial times, 18th-century treasures, and our first president as a farmer and businessman

Dinner

FDR Memorial In remembrance of former President Franklin Delano Roosevelt

MLK Memorial Honors the famous civil rights activist, Martin Luther King, Jr.

Jefferson Memorial Dedicated to our third president and author of the Declaration of Independence

DAY 4

Breakfast and hotel check-out

National Air and Space Museum Explore the planets, the moon, and the sky, the invention of the aerial age and the airplane, the evolution of air travel, and how satellites and other tools have increased human connection across the globe

National Museum of Natural History From bones to butterflies! Discover the civilizations, mammals, insects, and fish on the earth's surface to the fossils, minerals, and gems below

National Archives (by appointment) Home of the original Constitution, Bill of Rights, and Declaration of Independence

Lunch

Tour of the National Cathedral (by appointment)

Depart Washington, D.C. for home

Dinner en route included

Holocaust Museum? Mount Vernon?

AN ALL-INCLUSIVE EXPERIENCE



ROUND TRIP TRANSPORTATION



ADMISSIONS & FEES FOR SCHEDULED ACTIVITIES



HOTEL ACCOMMODATIONS



EXPERTLY TRAINED COURSE LEADERS



THREE MEALS DAY (UNLESS OTHERWISE STATED)



24-HOUR EMERGENCY SUPPORT



TRANSPORTATION TO / FROM ALL ACTIVITIES



ACADEMIC CREDIT

correction....RE: Pricing and Itineraries for you! 😊

2 messages

Amber Willis <amberw@worldstrides.com>

Fri, Aug 23, 2024 at 6:53 PM

To: Katy Hancock <hancockk@wcde.org>

I re-read this and realized I put the wrong discount amount on the traditional program (same price showing though). It should say \$50 (not \$100), which gives the \$1449 price. Sorry, \$100 is for air groups. My head is swimming with the different incentives for air, bus, value, 2025 and 2026. Lol. 😊 I DID include the hotel though! 😊

Amber Willis, Group Travel and Experiences

434-951-5052 (call) 434-960-4754 (text)

worldstrides.com

Financial Assistance and our Gift of Education fundraising tools make these amazing experiences possible for every student!



Celebrating 55 Years of Life-Changing Moments

From: Amber Willis
Sent: Thursday, August 22, 2024 5:43 PM
To: Katy Hancock <hancockk@wcde.org>
Subject: Pricing and Itineraries for you! 😊

Hi, Katy!

Thanks again for giving your students a chance to have these experiences! I look forward to making it incredible and easy for you.

Once you pick a trip, I can send you your invitations, posters, and an electronic invitation to share with your students.

The two itineraries are below. The actual events will be arranged around your appointments and preferences.

4 Day Washington DC Traditional itinerarywill be \$1499 if they register now, and they will get an extra \$100 off if they register right after the parent meeting, (**\$1449**) . \$115 down and \$125/mo. on the Advantage Payment Plan if they register before 10/1 (video link / brochure link)

4 Day Washington DC Value itinerarywill be \$1164, and they will get an extra \$35 off if they register right after the parent meeting, (**\$1129**) . \$115 down and \$125/mo. on the Advantage Payment Plan if registered by 10/1

Compare to see which is right for you...

*The **traditional program** is based on 35 full-paying participants, the hotels are Doubletree/Sheraton, Marriot Garden level with full American style buffet breakfasts in a private room, and a fully customizable itinerary with no black-out dates.

*If you are able to travel over Thurs-Sunday, the **value program** may be a good option for you. It is based on 45 full-paying participants, the hotels are a little further out and Best Western/Holiday Inn level with Continental Breakfasts, and the itinerary limits timed/ticketed appointments, but the Course Leaders still deliver our top quality program, filled with hands-on LEAP activities, and it comes with all the support and resources that WorldStrides is famous for!

Students are able to get help from our **\$2.5M financial aid fund** based on household income, and they can use our **Gift of Education tools**, which link to their accounts, to fundraise over the year leading up to the trip.

It is all inclusive

- Round trip deluxe motorcoach ✓
- All meals shown ✓
- In-town dedicated motorcoach ✓
- Hotels ✓
- All activities ✓
- Course leader and driver gratuities ✓
- Accident, dental, health insurance ✓
- Free high school credit if they complete the online portion when they return (or college credit for high school students) ✓

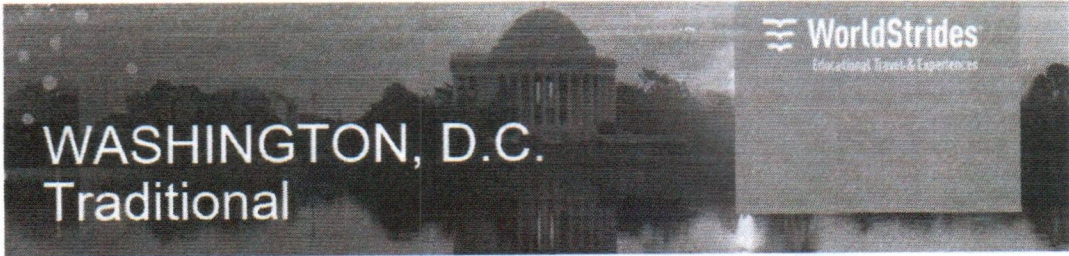
For teachers (teacher rewards can be traded for extra scholarship at your discretion)

- **\$1000 scholarship** for having your parent meeting in September!
- 1 free adult per 15 paying travelers (let me know if you need something else and I'll adjust) ✓
- \$250 in Amazon cards when you follow our Recipe for Success
- \$50 per full-paying traveler as a cash stipend for you (example: 40 students/parents X \$50 = \$2000)
- Free behind the scenes orientation trip when 25 register (Meet the team and experience the trip without students!)
- Family discounts for free chaperones
- Free professional development for teachers
- \$50 Million liability insurance
- Reward points program Earn educators escapes, gift cards, and more!
- **Me!** I create your invitations, reminder flyers, emails, parent video, trip website, follow up with parents who attend the meeting, remind them about deadlines, answer their questions, and make sure that your time and focus can remain on teaching! I've done this for nearly 15 years, I and will be an excellent resource for you.

On tour

- 24 hour office, fully staffed office to make sure everything runs seamlessly.
- Doctors on Call Program, Mental Health Experts
- Full time Course leader all day, Dedicated motorcoach and driver
- Night chaperones to watch the hall, Hotel coordinator to pre-check and inspect all your rooms before you arrive.

Here are the sample itineraries. Let me know which you prefer or if you need to make changes! 😊



YOUR DAY-BY-DAY ADVENTURE

DAY 1

Arrive in Washington, D.C.
 Meet your WorldStrides representative
Smithsonian Institution The world's largest museum complex: National Museum of American History, Smithsonian American Art Museum / National Portrait Gallery, National Museum of African American History and Culture (by appointment)
 Dinner
Lincoln Memorial In remembrance of former President Abraham Lincoln and the great nation he fought to preserve during the Civil War
Vietnam Veterans Memorial Dedicated to the more than 58,000 men and women killed or missing in Vietnam
Korean War Veterans Memorial Tribute to the men and women who defended South Korea in the Korean War
 Hotel check-in

DAY 2

Breakfast
Arlington National Cemetery America's most famous military cemetery: Changing of the Guard, Tomb of the Unknown Soldier, Kennedy Gravesites, Space Shuttle Challenger Memorial
US Marine Corp War Memorial A tribute to all U.S. Marines based on the famous WWII photo by Joe Rosenthal
9/11 Pentagon Memorial Honors the 184 victims of the 9/11 attack at the Pentagon
 Lunch
Capitol Hill Grounds Tour (by appointment) Capitol Visitor Center, Supreme Court, Library of Congress
 Dinner
World War II Memorial Honors the 16 million who served — and 400,000 who died — in the U.S. Armed Forces during WWII, and all who supported the war effort from home

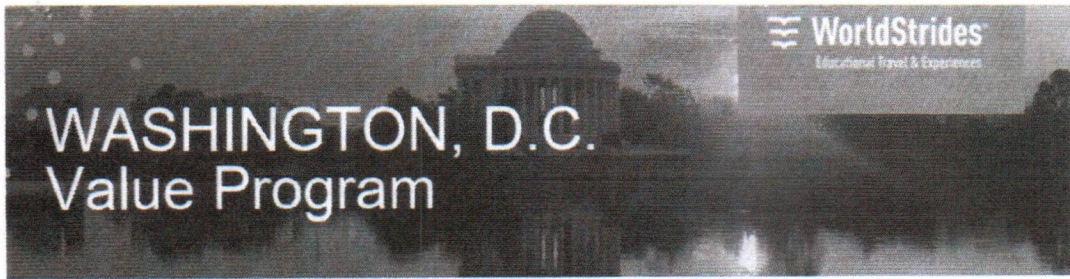
DAY 3

Breakfast
White House (picture stop) Home of the U.S. president
Ford's Theatre and Petersen House (by appointment) Where President Lincoln was shot and later died on that fateful day
 Lunch
Alexandria One of America's oldest and most historic cities
Mount Vernon George Washington's home, plantation, and Education Center, which showcases life during colonial times, 18th-century treasures, and our first president as a farmer and businessman
 Dinner
FDR Memorial In remembrance of former President Franklin Delano Roosevelt
MLK Memorial Honors the famous civil rights activist, Martin Luther King, Jr.
Jefferson Memorial Dedicated to our third president and author of the Declaration of Independence

DAY 4

Breakfast and hotel check-out
National Air and Space Museum Explore the planets, the moon, and the sky, the invention of the aerial age and the airplane, the evolution of air travel, and how satellites and other tools have increased human connection across the globe
National Museum of Natural History From bones to butterflies! Discover the civilizations, mammals, insects, and fish on the earth's surface to the fossils, minerals, and gems below
National Archives (by appointment) Home of the original Constitution, Bill of Rights, and Declaration of Independence
 Lunch
 Tour of the National Cathedral (by appointment)
 Depart Washington, D.C. for home
 Dinner en route included

AN ALL-INCLUSIVE EXPERIENCE	ROUND TRIP TRANSPORTATION	ADMISSIONS & FEES FOR SCHEDULED ACTIVITIES	HOTEL ACCOMMODATIONS	EXPERTLY TRAINED COURSE LEADERS
	THREE MEALS DAY (UNLESS OTHERWISE STATED)	24-HOUR EMERGENCY SUPPORT	TRANSPORTATION TO / FROM ALL ACTIVITIES	ACADEMIC CREDIT



WASHINGTON, D.C. Value Program

WorldStrides
Educational Travel & Experiences

YOUR DAY-BY-DAY ADVENTURE

DAY 1

Depart via chartered motorcoach

Meals along the way (on own)

Arrive in Washington, D.C. Meet your WorldStrides representative in our nation's capital!

Arlington National Cemetery America's most famous military cemetery: Changing of the Guard, Tomb of the Unknown Soldier, Kennedy Gravesites, Space Shuttle Challenger Memorial

US Marine Corp War Memorial A tribute to all U.S. Marines based on the famous WWII photo by Joe Rosenthal

9/11 Pentagon Memorial Honors the 184 victims of the 9/11 attack at the Pentagon

Dinner and hotel check-in

DAY 2

Breakfast

White House (picture stop) Home of the U.S. president

Washington Monument (picture stop) The world's tallest stone monument, which honors our nation's first president

World War II Memorial Honors the 16 million who served — and 400,000 who died — in the U.S. Armed Forces during WWII, and all who supported the war effort from home

Lunch

Smithsonian Institution The world's largest museum complex: National Museum of American History, Smithsonian American Art Museum / National Portrait Gallery, National Museum of African American History and Culture (by appointment)

Dinner

Jefferson Memorial Dedicated to our third president and author of the Declaration of Independence.

MLK Memorial Honors the famous civil rights activist, Martin Luther King, Jr.

FDR Memorial In remembrance of former President Franklin Delano Roosevelt

DAY 3

Breakfast

Capitol Hill Grounds Tour: Capitol Visitor Center (by appointment), Supreme Court, Library of Congress

Lunch

Embassy Row Houses more than 170 foreign embassies

National Zoo Meet a Pygmy slow loris, a Rock hyrax, a Rhinoceros snake, a Scarlet ibis, a Siamang, a short-billed dowitcher... and other favorites like sloths, cheetahs, and gorillas

Dinner

Vietnam Veterans Memorial Dedicated to the more than 58,000 men and women killed or missing in Vietnam

Korean War Veterans Memorial Tribute to the men and women who defended South Korea in the Korean War

Lincoln Memorial In remembrance of former President Abraham Lincoln and the great nation he fought to preserve during the Civil War

DAY 4

Breakfast and hotel check-out

National Air and Space Museum Explore the planets, the moon, and the sky, the invention of the aerial age and the airplane, the evolution of air travel, and how satellites and other tools have increased human connection across the globe

National Museum of Natural History From bones to butterflies! Discover the civilizations, mammals, insects, and fish on the earth's surface to the fossils, minerals, and gems below

Lunch

Depart Washington, D.C., for home

Dinner en route included

The above represents a sample itinerary. Changes or substitutions may be made depending on your travel dates, arrival and departure times, national holidays, and events beyond WorldStrides' control at the discretion of WorldStrides as it deems necessary or desirable.

Amber Willis, Group Travel and Experiences

434-951-5052 (call) 434-960-4754 (text)

worldstrides.com

Financial Assistance and our Gift of Education fundraising tools make these amazing experiences possible for every student!

WorldStrides
Educational Travel & Experiences

Celebrating 55 Years of Life-Changing Moments

To: Amber Willis <amberw@worldstrides.com>

Thanks for this! We are waiting on one more quote, and then we send everything to our school board. I'll keep you posted!

[Quoted text hidden]

--

Katy Hancock

8th Grade English Language Arts
Boones Creek Elementary School

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

SEP 03 2024

BY: KR

Date of Request 8/22/24 School DCHS Trip Date Nov 21-23, 2024

Estimated time of departure 4th TUE, Nov 21 10pm and return SAT, NOV 23, 2024 10pm total time away _____

Destination (include location) All East Honor Choir - Cleveland, TN (Lea Univ.)

Teacher K. Davenport Class Duo Grade 9-12

Chaperones K. Davenport
D. Harris

Number of Students Involved max 25
Estimated Total Miles (both ways) of Trip _____

Bus Driver/Number school vans are planned unless audition results > 14.
*will know by end of Sept on total #!

Will Chaperones have a list (roll) that they are responsible for? yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? yes

Will you have on file parental release forms signed by parents or legal guardians? yes

Explain the educational value of the trip: Students audition for an opportunity to spend the weekend rehearsing for a mass choir performance with other students across EAST TN (Bristol -> Chattanooga). This is prepped for All State (mark of distinction).

Total Cost Estimate < 180 per student

Plans for meeting the costs Students pay. Department will cover hotel costs. Boosters help supplement additional costs.

Transportation cost for educational trips shall be calculated in the following manner:

- \$16.00 per hour for driver (2 hour minimum)
- \$ 3.15 per hour to cover fixed charges (SS, retirement, etc.)
- \$19.15 total to be remitted to the central office per hour

Handwritten signature: Hank - [unclear]

Reimbursement for the bus and fuel shall be made at the rate of \$.75 per mile.

*Refer to Board Policy 4.302

Aubrey Davis
Principal's Signature

8.30.24
Date

BY WC SUPERINTENDENT
[Signature]
Superintendent's Signature

09.03.24
Date

Date Approved by the Board of Education _____

SEP 08 2024

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

BY: KD

Date of Request 8/22/24 School DOHS Trip Date Apr 8-12, 2025

Estimated time of departure Tue 4/8 am and return Sat 4/12, 10 pm total time away 4 nights, 5 days.

Destination (include location) Opryland, Nashville. All State Honor Choirs Event

Teacher K. Davenport Class DUO Grade 10-12

Chaperones K. Davenport Number of Students Involved max 20. unknown until auditions.

Estimated Total Miles (both ways) of Trip _____

Bus Driver/Number KD will drive van Bus Driver/ Number _____

Will Chaperones have a list (roll) that they are responsible for? yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? yes

Will you have on file parental release forms signed by parents or legal guardians? yes

Explain the educational value of the trip: This is the culmination of the All East regional choir & auditions. Students rehearse all week with a final concert with top performers across state of TN. earns rank of distinction.

Total Cost Estimate \$1000-800

Plans for meeting the costs Students gather sponsorships (fundraiser forms submitted) and pay difference. Booster club to supplement for food/awards.

Transportation cost for educational trips shall be calculated in the following manner:

- \$16.00 per hour for driver (2 hour minimum)
- \$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
- \$19.15 total to be remitted to the central office per hour

Thanks - Davenport

Reimbursement for the bus and fuel shall be made at the rate of \$.75 per mile.

Principal's Signature A. Lee

Date 9.30.24

BY WC SUPERINTENDENT [Signature]
Superintendent's Signature

Date 09.03.24

Date Approved by the Board of Education _____

Washington County Department of Education
School Educational **OVERNIGHT** Trip Authorization*

RECEIVED

SEP 03 2024

BY:

KP

Date of Request 8/29/24 School DCHS Trip Date 10/26/24

Estimated time of departure 8:00 A.M. and return 8/27/24 total time away 2 days

Destination (include location) Masonry Institute

Teacher Mark Good Class SkillsUSA Grade 9-12

Chaperones _____ Number of Students Involved 7

Estimated Total Miles (both ways) of Trip 500 miles

Bus Driver/Number Mark Good / VAN Bus Driver/ Number _____

Will Chaperones have a list (roll) that they are responsible for? Yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? Yes

Will you have on file parental release forms signed by parents or legal guardians? Yes

Explain the educational value of the trip: Masonry Institute of Tennessee will be hosting a Masonry contest for high schools as well as a Career day

Total Cost Estimate \$1200

Plans for meeting the costs Fundraising

Transportation cost for educational trips shall be calculated in the following manner:
\$16.00 per hour for driver (2 hour minimum)
\$ 3.15 per hour to cover fixed charges (SS, retirement, etc.)
\$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of **\$.75** per mile.
*Refer to Board Policy 4.302

Ashley [Signature]
Principal's Signature

9.3.24
Date

APPROVED
BY WC SUPERINTENDENT
Superintendent's Signature [Signature]

9.3.24
Date

Date Approved by the Board of Education _____



SPEC MIX Bricklayer 500 & Tennessee Masonry Education Day

October 26, 2024

Alley-Cassetty Brick

1325 Quarles Dr, Lebanon, TN 37087

Registration Form:

School Name: _____

Number of Students Attending: _____

Instructor: _____

Jr. Bricklayer- Mason- _____ Shirt Size _____

Tender- _____ Shirt Size _____

We encourage Principals, Guidance Counselors, and Assistant Principals to attend.

* List names if attending. _____



Washington County Department of Education
School Educational OVERNIGHT Trip Authorization*

RECEIVED

SEP 04 2024

BY:

KR

Date of Request Sept 4, 2024 School David Crockett Trip Date November 6th and 7th

Estimated time of departure November 6 8:30 AM and return November 7 5:00 PM total time away Approximately 36 hours

Destination (include location) Hendersonville TN

Teacher Mark Jennings Class David Crockett XC Grade 9-12

~~Arturo Jaquez~~ Assistant Coach

Chaperones Laura Jennings

Number of Students Involved To be determined at Region meet
Approximately

Courtney Shaw

Estimated Total Miles (both ways) of Trip 500

Kevin Moore

Bus Driver/Number Jason Bellamy Bus Driver/ Number 49

Will Chaperones have a list (roll) that they are responsible for? yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? yes

Will you have on file parental release forms signed by parents or legal guardians? yes

Explain the educational value of the trip: TSSAA State XC meet

Total Cost Estimate To be determined by number of student that qualify

Plans for meeting the costs Athletic and Cross Country funds

Transportation cost for educational trips shall be calculated in the following manner:
\$16.00 per hour for driver (2 hour minimum)
\$ 3.15 per hour to cover fixed charges (SS, retirement. etc.)
\$19.15 total to be remitted to the central office per hour

Reimbursement for the bus and fuel shall be made at the rate of \$.75 per mile.
*Refer to Board Policy 4.302

Arlene Davis
Principal's Signature

9.4.24
Date

APPROVED

BY WC SUPERINTENDENT
Superintendent's Signature

Date

Date Approved by the Board of Education _____