

**Jackson-Madison County School Work Session**  
May 4, 2020 5:30 PM  
Jackson-Madison County Board of Education

Attendance Taken at 5:30 PM.

Mr. Kevin Alexander:	Present
Mr. Wayne Arnold:	Present
Ms. Doris Black:	Present
Jim Campbell:	Present
Mrs. Janice Hampton:	Present
Mr. James Johnson:	Present
Mr. A. J. Massey:	Present
Mrs. Shannon Stewart:	Present
Carol Carter Estes McCright:	Absent
Carol Carter-Estes McCright was absent	

**1. CALL TO ORDER**

**Discussion:** James Johnson Board Chair began the May Work Session with a moment of silence and thanked those preparing and handing out the meals for students. Mr. Johnson thanked the Administration and Teachers for providing resources for students during this time.

A. MOMENT OF SILENCE

**2. JMCEA REPORT**

**Discussion:** Janice Carroll JMCEA President, began her report with recognizing Teachers during the Teacher's Appreciation Week May 4 to May 8. She understands that with the COVID-19, that the Teacher of the Year Luncheon will not take place but hopes that there will be a time to recognize these teachers. Mrs. Carroll would like for the Board to consider input from Teachers on how to move forward with the end of this school year and the beginning of school for next year. Mrs. Carroll congratulated the Tenure Teachers on this accomplishment.

**3. FINANCIAL REPORT**

A. JMCSS FISCAL SERVICES DIRECTOR-BUDGET AMENDMENTS, MONTHLY FINANCIAL STATEMENT, QUARTERLY EXPENDITURE ANALYSIS

**Discussion:** Holly Kellar presented the May Budget Amendments for the Board to approve on Thursday. Janice Hampton asked if there was away to show how many scholarships were given and to show expenditures on number 3 Maintenance and 4 School Board and Office of Superintendent. Mrs. Kellar stated that she would prepare a list of the expenditures for the Board. Jim Campbell asked how much would be left in the Educational funding. Holly Kellar stated that the Educational Fund Balance will be \$10,000.00. The General Purpose April Financial Statement will be available for the Board on Thursday at the Board meeting.

Superintendent Washington and Holly Kellar have been notified by Karen Bell that the current year local taxes are projected to come in at \$7,562,000 under budget due to a shortfall in local taxes. This shortfall represents 19% of the total budgeted local option sales tax and that the system could expect a transfer of at least \$1.5 million dollars from Local Purpose Tax Fund at year end. This would leave the system with a local tax revenue shortfall of approximately \$6 million dollars. This will put us with a fund balance of approximately \$7.5 to \$8 million dollars at year end, this is down from the previously projected \$13.5 million dollars.

Holly Kellar mentioned that the local tax funding projections of \$10.2 million dollar would be a reduction in total local taxes budgeted for next year. This will be an overall 21.77% reduction in local budgeted tax dollars as compared to the current fiscal year. The current maintenance of effort funding stature requires that the county legislative body comply with the necessary budget requirements set by the State's basic education program. They require the same level of local funding to be budgeted next year with an allowable exception to reduce funding based on declining ADMs. For JMCSS, this equates to about \$72,000 based on a decline in ADMs of 118 students for the system. On June 1st, the Legislatures will address the MOE funding requirements for the system.

The District must keep in mind for the FY21, they have requirements that must be met in order to continue to receive the full level of Federal funding. The System has to prove that we have complied with the special education maintenance of effort requirements of spending the same actual amount (per pupil or total overall dollars) as in the previous year. There are requirements with the Title 1 program which mandates that we have a documented supplement not supplant methodology. Some of our grants, such as the Priority Schools Grant and the ATSI Grant, are targeted to specific schools for supplemental services as approved by the State. The CARES Act funding that we will be receiving requires, to the greatest extent possible, that the system continues to pay employees and contractors during the period of any disruptions or closures due to the pandemic. With this funding, we have to provide equitable services for local private schools. The currently projected increase of \$711,000 in BEP funds, the system is required to spend at least \$489,000 toward an increase in instructional salaries and/or benefits. The District is charged annually, as allowable by law, for Trustees Commission at approximately \$700,000 and chard for the Finance Office Accounting Services of \$442,000. Mrs. Kellar has been told that the accounting services would be reduced to \$275,000 next year but that no other department in the County is asked to pay for accounting services.

Shannon Stewart requested from Holly Kellar her notes concerning all of these figures and percentages to better under what is being said at tonights meeting concerning the Budget. James Johnson mentioned that he has a Comptrollers report to send to the Board too in efforts to understand the position of the Board.

James Johnson will be scheduling a meeting with the Finance Budget Committee and the Board to better understand the funding for our system.

#### B. MADISON COUNTY FINANCE DIRECTOR-FINANCIAL UPDATES

**Discussion:** Karen Bell the Finance Director mentioned the following cuts projected to the budget: Sales Tax FY20-projected shortfalls for April, May and June by 50% decreases, Sales Tax FY21 - projected at 75% for all fo FY21 (25% decrease for entire fiscal year), Business Tax projected shortfall for FY20-30% (closures and not filing), Business Tax-projected shortfall for FY21-30% (additional closures and not filing business taxes), Gas Tax-FY20 - 15% decrease projected for April, May, June, Gas Tax-FY21-15% decrease projected, Hotel/Motel Tax - FY20 - 50% decrease for April, May, June and Hotel/Motel Tax - FY21 - 50% decrease for entire 12 months period. The system's Property Tax for FY21 decreased by \$472,262 due to decrease in ADM of 118 students. The projected shortfalls in sales tax for FY20, this lowers the estimated amount to be received to \$31,221,723.00 whereas budget was projected to be \$38,545,325.00 and this leaves a shortfall of \$7,323,602.00. Mrs. Bell reminds the Board that

these are projections and she hopes that the shortfalls will be better than what she has projected.

Karen Bell mentioned they are projecting no capital expenditures except for \$420,000.00 budgeted for a partial purchase of buses. This money would come from the allocation of Governor Lee allocation to counties. Mrs. Bell states that the County has committed \$1.1 million to other capital projects for other county departments that had existing leases or contracts (ie. Fire truck, building department vehicle, maintenance contract on Munis, grant match for Recreation). It is the intent that the County will issue no new debt during FY21 and the first payment for JMC lease is due in FY22 July 1, 2021. Also, all counties are being effected by the projected losses and that the legislators will be reviewing the MOE when they return to session in June.

Shannon Stewart requested from Karen Bell the figures and percentages be sent to the Board in effort to better understand the Budget.

#### 4. MAY AGENDA REVIEW

##### A. REVIEW AND ANY DISCUSSION CONCERNING THE MAY BOARD MEETING AGENDA

**Discussion:** There were no concerns concerning the May Board Meeting Agenda

#### 5. UPDATES/INFORMATION

##### A. RESOLUTION - EMERGENCY SUSPENSION OF BOARD POLICIES

**Discussion:** Dr. Vivian Williams informed the Board Members that TSBA was recommending a Resolution -Emergency Suspension of Board Policies due to the COVID-19. The Resolution states, that the Jackson-Madison County Board of Education hereby suspends the following policies or provisions of its policies for the remainder of the 2019-2020 school year, including but not limited to those identified below, to the extent that they conflict with Public Chapter 652 or State Board of Education policies or rules and regulations for the 2019-2020 school year: Policy 4.600 Grading Scales, Policy 4.605 Graduation Requirements, Policy 4.700 Testing Programs, Policy 5.109 Evaluation, Policy 5.802 Qualifications and Duties of the Director of Schools and Policy 6.200 Attendance.

The JMCSS Board will need to approve the Resolution at the Thursday, Board Meeting on May 7, 2020.

##### B. FY20 CONSOLIDATED APPLICATION APPROVAL FOR IDEA/ESEA SCHOOL YEAR 2020-21

**Discussion:** Ruth Carson presented to the Board the FY20 Consolidated Application Approval for IDEA/ESEA School Year 2020-21. This document will need to be approved by the JMCSS Board on Thursday, May 7, 2020 at the Board Meeting.

Title 1, 2, 3 and 4 and the IDEA Grants are the Special Education Grants that the system has had in the past years are included with this Application.

##### C. STUDENT ADVISORY COMMITTEE: SHERREDA PEGGS - JCM EARLY COLLEGE HIGH, HALLE WEBB - SOUTH SIDE HIGH, NATALIE WILLIAMS - MADISON ACADEMIC, AUTUMN MATHENEY - LIBERTY TECH

**Discussion:** James Johnson mentioned that the Student Advisory Committee was unable to meet with the Board for more input and hopefully, the committee will be formed earlier next year. The Student Advisory Committee will receive a certificate from the Board for their

participation with the Board this year. The following Students were selected as the 2019-2020 Student Advisory Committee: Sherreda Peggs-JCM Early College High, Halle Webb-South Side High, Natalie Williams-Madison Academic and Autumn Matheney-Liberty Technology High.

#### D. ACADEMIC REPORT

**Discussion:** Ray Washington presented the Academic Report from Jared Myracle the Chief Academic Officer. Jared Myracle is reporting for distance learning for students in JMCSS that Ms. Meyers and Ms. Day have complied and distributed common resources for Pre-K. The K-8 paper packets are from the curriculum Associates/iReady and are being distributed on a bi-weekly basis at schools between 9am-11am. Teachers have been using online resources with students that have internet access and teachers have been encouraged to go above and beyond using resources/materials from the adopted curriculum. Teachers have been encouraged to make contact with students twice a week. The 9-12 Grades there has been a team of Teachers organizing the development weekly packets in the following subjects: English 1,2,3 and 4, Algebra 1 and 2, Geometry, Precalculus, Bridge Math/Senior Math, Environmental Science, Biology, Chemistry, World History, US History, Economics and US Government. Teachers whose students have internet access are encouraged to utilize Apex and materials from the adopted curriculum. The High Schools have organized a process for students to pick up materials between 9am-11am at schools and Teachers are encouraged to make contact with students twice a week. The Academic resources are compiled on the website: <https://www.jmcss.org/Page/2564>.

Jared Myracle reports for the 2020-2021 school year, a plan for remediation/intervention will be needed. Mr. Myracle's recommendations are: A 3-4 week period of review and remediation in Grades 1-8 to close out unfinished learning from 2019-2020, Utilizing intervention during the first 9 weeks to provide additional review and remediation, High Schools will need to reschedule students who missed entire half-credit classes in Q4, High schools core classes (English, Math, Science, and Social Studies) may need to review certain standards from previous classes. This will have to occur on an individual basis based on teachers' assessment of their classes and how much review they need and All plans will be dependent on the new superintendent.

#### E. HUMAN CAPITAL REPORT

**Discussion:** Dr. Tiffany Green presented the Human Capital Report and the Board will approve the report on Thursday at the Board Meeting.

#### F. TENURE TEACHERS

**Discussion:** Dr. Tiffany Green presented the Tenure Teachers list and the Board will approve the list on Thursday's Board Meeting

#### G. TEACHER OF THE YEAR LUNCHEON

**Discussion:** The Teacher of the Year Luncheon will be scheduled at a later date due to the COVID-19.

#### H. TEACHER APPRECIATION WEEK MAY 4 TO MAY 8

**Discussion:** The Teacher Appreciation Week for May 4 to May 8 will be different this year due to the COVID-19. The JMCSS Communication Team has developed a list of ways to celebrate this week on social media. The Students are encouraged to write letters to their favorite teachers, dress up as their teacher and make videos for their teachers.

#### I. SUPERINTENDENT EVALUATION INFORMATION

**Discussion:** The JMCSS Board and the Superintendent will fill out a Superintendent Evaluation Survey and return the information into the Board Secretary by May 8.

J. SCHEDULED MEETINGS IN JUNE - COMBINED WORK SESSION AND BOARD

MEETING ON JUNE 15, 2020 AND EDUCATION VISION COMMITTEE ON JUNE 16, 2020

**Discussion:** The JMCSS Board had a consensus to move the Combined June 15 Work Session and Board meeting to Monday, June 8 for the Work Session and June 11 for the Board Meeting.

K. MADISON AND JCM PROJECT UPDATES

**Discussion:** Ray Washington presented the JCM and Madison School Construction Status Report from Chris Alexander and Chris Rice. The JCM and Madison projects have begun on May 1, 2020. At JCM, selective demolition (rebatement) began to expose previously encapsulated asbestos and in order to provide access to the asbestos by the abatement contractor. The building was divided into several zones so work could move forward in several areas simultaneously. Currently there is pre-abatement demolition work being done in front of the abatement contractor in 3 zones, asbestos abatement being done in one zone and post abatement demolition being done in three zones where abatement is complete. Temporary construction fencing has been installed and a construction office has been set up. At Madison, Surveyors have laid out the site, temporary construction fencing has been installed and the construction office has been set up. Site work has been advanced completing the building pad and removing foliage from the parking lot area.

L. JCM AND MADISON GROUND BREAKING CEREMONY

**Discussion:** A date for the JCM and Madison ground breaking has not been decided.

M. COVID-19 UPDATES: ACADEMIC REPORT, MEALS PROVIDED FOR STUDENTS, GRADUATION INFORMATION

**Discussion:** Ray Washington gave the COVID-19 update, Graduations will be held and details are being made. Approximately 100,000 meals have been provided for the students in the district along with other needs for our students.

N. CONSTRUCTION MANAGEMENT CONTRACT

**Discussion:** Dale Thomas presented the Construction Management Contract and the Resolution for the Board to approve and the Board Chair to sign the Resolution on Thursday, May 7, 2020 at the Board meeting. Janice Hampton was concerned that both the Superintendent and the Board Chair would not sign and that only one would sign. Mr. Thomas stated that Resolutions only need to have one signed by either the Superintendent or Board Chairman for this document. Shannon Stewart was concerned about the Board approving the Contract and the County Commission not funding the project. Dale Thomas mentioned that this is a document of terms to proceed and to have in place for the project to further process without delays when the County does agree to fund the project.

O. DR. MARLON KING CONTRACT

**Discussion:** The JMCSS Board reviewed and will approve Dr. Marlon King's Superintendent Contract on Thursday, May 7, 2020.

P. FY20-21 BUDGET

**Discussion:** The FY20 Budget has some delays due to the COVID-19 financial impact from the county. Holly Kellar, Ray Washington and the JMCSS Board will continue to work with the County for the FY20 Budget.

6. QUESTIONS

A. QUESTIONS UNRELATED TO BOARD AGENDA ITEMS FOR SUPERINTENDENT

**Discussion:** There were no other questions for the Superintendent at this time.

7. JUNE AGENDAS

A. SUGGESTED AGENDA ITEMS FOR THE MONTH OF JUNE , SUBMIT TO BOARD CHAIR, SUPERINTENDENT AND BOARD SECRETARY BY JUNE 1, 2020

8. INFORMATION ITEMS

A. ANNUAL AGENDA CALENDAR

B. TSBA SCHOOL BOARD ACADEMIES

C. BOARD EXPENSES

9. ADJOURNMENT

**Discussion:** The May Work Session adjourned at 6:29 pm

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Chairperson

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Superintendent

Jackson-Madison County School System  
May 2020  
Budget Amendments Summary

Fund #141 General Purpose Schools

1. \$10,234  
(new money) Insurance recovery- Funds received for wind damage to South Side High School.
2. \$10,000  
(new money) Contribution- This amendment adds a contribution from Southern Management Services, LLC to be used for student scholarships.
3. \$8,786 Maintenance- This amendment transfers funding from the software account to the materials and supplies account to be used towards general maintenance and repair work.
4. \$28,000 School Board and Office of Superintendent- This amendment transfers funds from the diesel fuel account to cover additional legal fees that may be incurred through year-end and for consulting services to be provided by the incoming superintendent.

Fund #177 Education Capital

- 5). \$3,614,000  
(new money) This amendment will appropriate fund balance to use toward the following projects: locker room additions at West Bemis MS and JCT, masonry repair at Lincoln Elementary, parking room improvements and additional parking at Nova Elementary, secure entrances at schools, additional classrooms and restrooms at Community Montessori, and additional parking at Lincoln Elementary. As remaining funds allow, they will be used toward the identified list of other potential projects.











# Finance Director's Monthly Report

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MARCH 2020

## Sales Taxes:

3-2019	\$4,183,524
3-2020	\$4,284,282

As you can see sales tax was up from 2019 numbers by \$100,758 but keep in mind that these are not actually March sales but rather January sales as state revenues stay two months behind.

## Trustee Trial Balance:

3-31-19	\$142,644,659
3-31-20	\$123,890,840

## Reconciled Balances:

3-31-19	\$137,141,686
3-31-20	\$122,294,137

## Summarized Revenue/Expenditures Summary:

Monthly expenditures for March were \$20,974,085.08 while revenues were \$17,880,230.72. This reflects 60.88% of expenditures has been expended or encumbered.

## Jail Project:

The jail project with a contract budget of \$51,488,257 has expended \$24,447,462.59 with the remaining available balance of \$27,040,794.41.

## Updates:

We now have three departments live in Executime and others have been put on hold due to COVID-19 and ability to train with them. Additionally, we have requested county departments to complete fixed asset inventory so that we can continue to try and move forward with WASP implementation by June 30 but much of this has been put on hold as well with the COVID-19 and many staff people working from home.

Many of you have been asking about revenue updates and at this time the best I can tell you is that we anticipate shortfalls with the following: sales tax, business tax, gas tax, hotel/motel tax, and perhaps delays with property tax due to the forbearance extensions with mortgage companies and their customers. I continue to be involved with the state serving on a task force and have weekly calls with the federal committees each Friday. We are doing our best to

# Finance Director's Monthly Report

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MARCH 2020

prepare what we hope to be a realistic budget. Working with the budget chairman, Commissioner Stephenson, we are only calculating sales tax at 75% for FY21; decreasing business taxes by 30%; decreasing hotel/motel tax by 50%. Again these are our best guess estimates from all of the information and guidance we have received.

SALES TAX  
REVENUES  
GENERAL FUND

MONTH	2016-2017 F.Y. COLLECTED	2017-2018 F.Y. COLLECTED	ACTUAL		2018-2019		ACTUAL		CURRENT		ACTUAL	
			AMOUNT	PERCENT	AMOUNT	PERCENT	AMOUNT	PERCENT	Yr-To-Date	AMOUNT	PERCENT	AMOUNT
			OVER	OVER	COLLECTED	OVER	OVER	OVER	2019-2020	OVER	OVER	OVER
			(UNDER)	(UNDER)		(UNDER)	(UNDER)	(UNDER)		(UNDER)	(UNDER)	(UNDER)
AUGUST	\$95,874	\$73,043	(\$22,831)	-23.81%	\$107,921	(\$22,831)	-31.26%	\$133,809	\$25,888	23.99%	\$25,888	23.99%
SEPTEMBER	\$61,302	\$88,032	\$26,730	43.60%	\$85,296	\$26,730	30.36%	\$121,341	\$36,045	42.26%	\$36,045	42.26%
OCTOBER	\$78,057	\$83,385	\$5,328	6.83%	\$88,092	\$5,328	6.39%	\$105,153	\$17,061	19.37%	\$17,061	19.37%
NOVEMBER	\$88,343	\$100,525	\$12,182	13.79%	\$102,909	\$12,182	12.12%	\$114,088	\$11,179	10.86%	\$11,179	10.86%
DECEMBER	\$78,445	\$84,372	\$5,927	7.56%	\$82,010	\$5,927	7.02%	\$106,341	\$24,331	29.67%	\$24,331	29.67%
JANUARY	\$78,306	\$72,123	(\$6,183)	-7.90%	\$51,032	(\$6,183)	-8.57%	\$107,840	\$56,807	111.32%	\$56,807	111.32%
FEBUARY	\$84,543	\$123,614	\$39,071	46.21%	\$102,878	\$39,071	31.61%	\$141,086	\$38,207	37.14%	\$38,207	37.14%
MARCH	\$64,089	\$74,078	\$9,989	15.59%	\$56,352	\$9,989	13.48%	\$83,450	\$27,097	48.09%	\$27,097	48.09%
APRIL	\$51,925	\$77,262	\$25,337	48.80%	\$74,991	\$25,337	32.79%	\$87,240	\$12,249	16.33%	\$12,249	16.33%
MAY	\$78,532	\$105,712	\$27,180	34.61%	\$124,132	\$27,180	25.71%			0.00%		0.00%
JUNE	\$93,485	\$89,167	(\$4,318)	-4.62%	\$110,726	(\$4,318)	-4.84%			0.00%		0.00%
JULY	\$70,944	\$112,651	\$41,707	58.79%	\$98,283	\$41,707	37.02%			0.00%		0.00%
	\$923,846	\$1,083,965	\$160,118	17.33%	\$1,084,624	\$160,118	14.77%	\$1,000,347	\$248,865	33.12%	\$248,865	33.12%

LAST % CALCULATION FIGURED ON YTD NUMBERS

SALES TAX REVENUES  
CITY OF JACKSON ADDITIONAL AFTER AGREEMENT

SALES TAX REVENUES  
CITY OF JACKSON BEFORE AGREEMENT

MONTH	2016-2017 F.Y. 2017-2018 F.Y.		2018-2019		2019-2020		2020-2021		2021-2022		2022-2023	
	COLLECTED	ACTUAL AMOUNT OVER (UNDER)	COLLECTED	ACTUAL AMOUNT OVER (UNDER)	PERCENT OVER (UNDER)	CURRENT Yr-To-Date COLLECTED	ACTUAL AMOUNT OVER (UNDER)	PERCENT OVER (UNDER)	CURRENT Yr-To-Date COLLECTED	ACTUAL AMOUNT OVER (UNDER)	PERCENT OVER (UNDER)	CURRENT Yr-To-Date COLLECTED
AUGUST	\$1,194,087	\$1,262,819	\$68,732	5.76%	\$1,223,979	(\$38,840)	-3.08%	\$1,258,711	\$34,732	2.84%	\$509,900	\$574,462
SEPTEMBER	\$1,100,062	\$1,144,448	\$44,386	4.04%	\$1,171,413	\$28,985	2.36%	\$1,189,838	\$18,423	1.57%	\$488,988	\$1,670
OCTOBER	\$1,076,639	\$1,134,419	\$57,780	5.46%	\$1,180,372	\$45,953	4.05%	\$1,194,684	\$14,122	1.20%	\$491,824	\$2,986
NOVEMBER	\$1,127,987	\$1,161,177	\$34,080	3.02%	\$1,195,343	\$54,166	2.94%	\$1,139,654	(\$55,488)	-4.84%	\$471,176	\$25,986
DECEMBER	\$1,031,284	\$1,148,093	\$116,809	11.33%	\$1,195,166	\$47,063	4.10%	\$1,153,170	(\$41,988)	-3.51%	\$498,050	(\$17,494)
JANUARY	\$1,156,263	\$1,229,646	\$71,363	6.16%	\$1,248,608	\$18,962	1.54%	\$1,244,659	(\$3,949)	-0.32%	\$520,252	(\$1,646)
FEBRUARY	\$1,704,130	\$1,607,612	(\$96,518)	-5.66%	\$1,615,483	\$7,971	0.49%	\$1,678,501	\$63,018	3.90%	\$673,117	\$26,268
MARCH	\$1,007,212	\$1,024,184	\$16,982	1.69%	\$1,073,197	\$49,029	4.78%	\$1,071,998	(\$1,208)	-0.12%	\$447,165	(\$541)
APRIL	\$979,423	\$1,056,112	\$76,689	7.83%	\$1,136,441	\$80,329	7.61%	\$1,110,103	(\$26,338)	-2.32%	\$448,824	(\$10,974)
MAY	\$1,286,776	\$1,232,530	(\$54,245)	-4.22%	\$1,278,948	\$46,416	3.77%	\$1,110,103	(\$167,845)	-15.15%	\$552,893	(\$10,974)
JUNE	\$1,146,069	\$1,144,325	(\$1,744)	-0.15%	\$1,212,281	\$67,936	5.84%	\$1,110,103	(\$101,178)	-9.11%	\$505,108	(\$101,178)
JULY	\$1,187,534	\$1,230,624	\$33,090	2.76%	\$1,258,524	\$25,000	2.10%	\$1,110,103	(\$148,421)	-13.37%	\$523,551	(\$148,421)
	\$14,016,566	\$14,375,989	\$356,433	2.54%	\$14,787,722	\$411,722	2.78%	\$11,041,227	\$1,236	0.01%	\$6,161,539	\$516

LAST % CALCULATION FIGURED ON YTD NUMBERS

TOTAL YEARLY ESTIMATED COLLECTIONS  
LAST YEAR \* % INCREASE  
\$14,788,377

TOTAL YEARLY ESTIMATED COLLECTIONS  
TOTAL LAST YEAR COLLECTIONS \* % INCREASE  
\$6,162,226.18

**SALES TAX  
REVENUES  
TOTAL ALL OF MADISON COUNTY**

MONTH	2016-2017 F.Y. 2017-2018 F.Y.		2018-2019		ACTUAL		CURRENT		ACTUAL	
	COLLECTED	COLLECTED	ACTUAL	PERCENT	AMOUNT	OVER	Yr-To-Date	Yr-To-Date	AMOUNT	PERCENT
			PERCENT	OVER	(UNDER)	(UNDER)	2019-2020	COLLECTED	(UNDER)	(UNDER)
AUGUST	\$4,777,177	\$4,951,027	3.64%	\$4,943,657	(\$7,370)	\$5,183,917	\$240,260	4.86%		
SEPTEMBER	\$4,308,256	\$4,566,172	5.99%	\$4,652,657	\$86,485	\$4,824,872	\$172,216	3.70%		
OCTOBER	\$4,272,752	\$4,512,390	5.61%	\$4,704,817	\$192,427	\$4,821,246	\$116,429	2.47%		
NOVEMBER	\$4,498,134	\$4,670,898	3.84%	\$4,805,188	\$134,290	\$4,648,149	(\$157,039)	-3.27%		
DECEMBER	\$4,112,536	\$4,564,795	11.00%	\$4,737,593	\$172,797	\$4,673,698	(\$63,895)	-1.35%		
JANUARY	\$4,574,224	\$4,811,330	5.18%	\$4,811,811	\$481	\$5,003,136	\$191,325	3.98%		
FEBUARY	\$6,596,841	\$6,435,925	-2.44%	\$6,435,836	(\$89)	\$6,784,820	\$348,984	5.42%		
MARCH	\$3,965,096	\$4,062,621	2.46%	\$4,183,524	\$120,903	\$4,284,282	\$100,758	2.41%		
APRIL	\$3,814,357	\$4,187,237	9.78%	\$4,481,442	\$294,205	\$4,431,432	(\$50,011)	-1.12%		
MAY	\$5,094,726	\$4,948,214	-2.88%	\$5,191,706	\$243,492			0.00%		
JUNE	\$4,596,905	\$4,569,244	-0.60%	\$4,897,663	\$328,419			0.00%		
JULY	\$4,708,966	\$4,996,009	6.10%	\$5,016,379	\$20,370			0.00%		
	\$55,319,970	\$57,275,863	\$1,955,893	\$58,862,274	\$1,586,411	\$44,655,554	\$899,028	2.77%		2.05%

LAST % CALCULATION FIGURED ON YTD NUMBERS

**SALES TAX  
REVENUES  
SCHOOLS**

Schools get about 61.36%  
of total sales tax revenue

MONTH	2016-2017 F.Y. COLLECTED	2017-2018 COLLECTED USING NEW FORMULA	ACTUAL AMOUNT OVER (UNDER)	ACTUAL PERCENT OVER (UNDER)	2018-2019 COLLECTED USING NEW FORMULA	ACTUAL PERCENT OVER (UNDER)	2018-2019 COLLECTED USING NEW FORMULA	CURRENT Yr-To-Date 2019-2020 COLLECTED	ACTUAL AMOUNT OVER (UNDER)	ACTUAL PERCENT OVER (UNDER)
AUGUST	\$3,468,116	\$3,038,128	(\$429,987)	-12.40%	\$3,076,104	1.25%	\$3,076,104	\$3,238,165	\$162,061	5.27%
SEPTEMBER	\$3,127,248	\$2,801,967	(\$325,281)	-10.40%	\$2,890,089	3.14%	\$2,890,089	\$3,039,876	\$149,787	5.18%
OCTOBER	\$3,104,370	\$2,768,965	(\$335,405)	-10.80%	\$2,923,900	5.60%	\$2,923,900	\$3,003,209	\$79,310	2.71%
NOVEMBER	\$3,269,248	\$2,866,231	(\$403,016)	-12.33%	\$2,994,173	4.46%	\$2,994,173	\$2,901,054	(\$93,118)	-3.11%
DECEMBER	\$2,990,120	\$2,801,123	(\$188,997)	-6.32%	\$2,945,958	5.17%	\$2,945,958	\$2,917,616	(\$28,342)	-0.96%
JANUARY	\$3,326,019	\$2,952,405	(\$373,614)	-11.23%	\$2,978,816	0.89%	\$2,978,816	\$3,119,871	\$141,055	4.74%
FEBUARY	\$4,797,411	\$3,949,315	(\$848,096)	-17.68%	\$4,007,139	1.46%	\$4,007,139	\$4,234,987	\$227,848	5.69%
MARCH	\$2,883,359	\$2,492,970	(\$390,388)	-13.54%	\$2,594,646	4.08%	\$2,594,646	\$2,668,781	\$74,136	2.86%
APRIL	\$2,774,077	\$2,569,439	(\$204,638)	-7.38%	\$2,785,329	8.40%	\$2,785,329	\$2,760,311	(\$25,018)	-0.90%
MAY	\$3,702,271	\$3,036,402	(\$665,869)	-17.99%	\$3,240,344	6.72%	\$3,240,344			0.00%
JUNE	\$3,337,552	\$2,803,853	(\$533,699)	-15.99%	\$3,052,314	8.86%	\$3,052,314			0.00%
JULY	\$3,417,739	\$3,065,731	(\$352,008)	-10.30%	\$3,118,339	1.72%	\$3,118,339			0.00%
	\$40,197,529	\$35,146,531	#####	-12.57%	\$36,607,151	4.16%	\$36,607,151	\$27,883,871	\$687,716	2.53%

**LAST % CALCULATION FIGURED ON YTD NUMBERS**

**BUDGETED**  
\$38,545,325

**NEW FORMULA**  
LT YR \* 2.53%

**ESTIMATED DIFFERENCE**  
\$37,532,845 (\$1,012,480) %  
-2.63%

SALES TAX  
REVENUES  
OTHER ( MEDON, HUMBOLDT, THREE WAY, BALLPARK, SPORTSPLEX )

MONTH	2016-2017 F.Y. COLLECTED	2017-2018 F.Y. COLLECTED	ACTUAL 2018-2019		ACTUAL 2019-2020		CURRENT Yr-To-Date 2019-2020 COLLECTED	ACTUAL 2019-2020	
			AMOUNT OVER (UNDER)	PERCENT OVER (UNDER)	AMOUNT OVER (UNDER)	PERCENT OVER (UNDER)		AMOUNT OVER (UNDER)	PERCENT OVER (UNDER)
AUGUST	\$19,100	\$23,348	\$4,247	22.24%	\$2,315	9.92%	\$28,770	\$3,107	12.11%
SEPTEMBER	\$19,654	\$16,887	(\$2,767)	-14.08%	\$3,885	23.00%	\$26,791	\$6,020	28.98%
OCTOBER	\$14,685	\$18,945	\$4,260	29.01%	\$1,688	8.91%	\$20,685	\$52	0.25%
NOVEMBER	\$13,445	\$14,188	\$742	5.52%	\$518	3.65%	\$18,215	\$3,510	23.87%
DECEMBER	\$12,687	\$12,870	\$183	1.44%	\$3,618	28.11%	\$16,084	(\$403)	-2.44%
JANUARY	\$11,636	\$10,478	(\$1,158)	-9.95%	\$2,624	25.04%	\$12,160	(\$942)	-7.19%
FEBUARY	\$10,757	\$24,140	\$13,383	124.42%	\$13,078	54.18%	\$30,872	(\$6,347)	-17.05%
MARCH	\$10,437	\$11,451	\$1,014	9.72%	\$713	6.23%	\$13,528	\$1,364	11.21%
APRIL	\$8,932	\$9,294	\$362	4.05%	\$1,871	20.13%	\$11,236	\$71	0.64%
MAY	\$15,148	\$14,412	(\$736)	-4.86%	\$980	6.80%			0.00%
JUNE	\$19,890	\$15,387	(\$4,503)	-22.64%	\$1,868	12.14%			0.00%
JULY	\$22,749	\$32,808	\$10,059	44.22%	(\$13,126)	-40.01%			0.00%
	\$179,119	\$204,207	\$25,088	14.01%	\$20,032	9.81%	\$178,342	\$6,432	3.74%

LAST % CALCULATION FIGURED ON YTD NUMBERS

March 2020

Reconciled Cash Balances

	Beginning Balance	YTD Debits	YTD Credits	Ending Balance
101 General	8,762,106.46	44,163,003.08	35,475,441.61	17,449,667.93
113 Juvenile Services	324,273.14	2,031,273.52	1,467,708.33	887,838.33
116 Solid Waste/Sanitation	193,947.78	1,326,174.07	974,371.82	545,750.03
120 Local Purpose Tax	3,568,529.76	301,895.65	2,325,720.91	1,544,704.50
121 Special Purpose	773,323.92	3,915,036.75	3,953,367.21	734,993.46
122 Drug Control	142,253.93	20,914.72	13,734.34	149,434.31
128 Special Revenue	332,512.09	67,864.70	293,530.61	106,846.18
131 Highway/Public Works	11,548,540.54	5,514,182.51	3,855,387.71	13,207,335.34
141 General Purpose School	11,016,554.19	83,087,932.24	73,921,922.85	20,182,563.58
142 School Federal Projects	503,803.73	9,153,958.45	8,605,861.42	1,051,900.76
143 Central Cafeteria	2,631,408.53	6,246,423.26	6,613,254.93	2,264,576.86
151 General Debt Service	13,329,209.20	14,216,576.52	11,065,853.64	16,479,932.08
171 General Capital Projects	47,785,056.01	4,889,238.95	19,981,896.88	32,692,398.08
172 Community Development/Industrial Park	1,421,993.55	28,818.00	142,231.00	1,308,580.55
176 Highway Capital Projects	672,545.00	0.00	672,545.00	0.00
177 Education Capital Projects	16,274,698.83	3,139,748.88	9,553,471.72	9,860,975.99
265 Employee Insurance No. 2	1,181,247.48	5,032,451.41	4,486,332.26	1,727,366.63
266 Worker's Compensation/OJI	0.00	975,000.00	0.00	975,000.00
304 District Attorney General	5,916.30	7,398.41	7,173.34	6,141.37
331 Pension Trust	1,017,909.62	272,595.17	265,626.31	1,024,878.48
351 Cities - Sales Tax	55,009.09	1,574,637.92	1,569,793.67	50,164.84
352 City of Threeway	95,514.90	105,498.31	25,536.78	15,553.37
353 Watershed District	2,452.59	0.00	0.00	2,452.59
359 Community Development - Agency	27,504.58	27,757.96	25,335.74	25,082.36
360 Arbitrage Rebate	0.00	3,263.38	3,263.38	0.00
	<b>\$121,666,311.22</b>	<b>\$186,101,643.86</b>	<b>\$185,299,361.46</b>	<b>\$122,294,137.62</b>

## Summarized Revenue/Expenditure Report for March 2020

	YTD Amended Budget	Monthly Actual	YTD Actual	YTD Encumbrances	YTD Outstanding Encumbrances	Remaining Balance	% of Budget
101 General Fund Rev	\$42,559,723.53	\$3,965,342.00	\$36,656,551.02	\$1,074,340.17	\$5,903,172.51		69.81%
101 General Fund Exp	\$47,005,895.78	\$3,486,314.77	\$31,742,634.14	\$1,074,340.17	\$14,188,921.47		
	Variance	480,027.23	4,913,916.88				
113 Juvenile Services Rev	\$1,924,952.00	\$124,415.35	\$1,766,804.81		\$158,147.19		
113 Juvenile Services Exp	\$2,146,552.21	\$1,454,929.04	\$1,454,929.04	\$24,313.95	\$667,309.22		68.91%
	Variance	-29,337.67	311,875.77				
116 Solid Waste/Sanitation Rev	\$1,274,730.00	\$102,202.74	\$1,054,785.02		\$219,944.98		
116 Solid Waste/Sanitation Exp	\$1,391,212.10	\$81,436.17	\$956,411.58	\$108,547.46	\$326,253.06		76.55%
	Variance	20,766.57	98,373.44				
120 Local Purpose Tax Rev	\$1,000,000.00	\$37,977.22	\$278,933.98		\$721,066.02		
120 Local Purpose Tax Exp	\$10,000.00	\$379.77	\$2,789.96	\$0.00	\$7,210.04		27.90%
	Variance	37,597.45	276,144.02				
121 Special Purpose Rev	\$5,942,314.65	\$434,167.01	\$2,776,705.34		\$3,165,609.31		
121 Special Purpose Exp	\$6,043,204.18	\$396,838.33	\$3,533,075.45	\$127,545.55	\$2,382,583.18		60.57%
	Variance	37,328.68	-756,370.11				
122 Drug Control Rev	\$30,890.00	\$2,258.33	\$18,113.54		\$12,776.46		
122 Drug Control Exp	\$16,123.00	\$402.56	\$11,928.16	\$1,029.01	\$5,165.83		80.36%
	Variance	1,855.77	6,185.38				
128 Special Revenue Rev	\$21,300.00	\$4,477.05	\$57,445.46		\$56,145.46		
128 Special Revenue Exp	\$288,000.00	\$287,001.34	\$287,013.09	\$0.00	\$986.91		99.66%
	Variance	-\$282,524.29	-\$229,567.63				
131 Highway/Public Works Rev	\$6,975,812.03	\$480,575.61	\$4,911,910.98		\$2,063,901.05		
131 Highway/Public Works Exp	\$7,668,772.58	\$197,802.55	\$2,670,949.18	\$257,868.96	\$4,739,954.44		38.19%
	Variance	282,773.06	2,240,961.80				
141 General Purpose School Rev	\$103,435,472.00	\$8,752,202.68	\$76,686,995.11		\$26,748,476.89		
141 General Purpose School Exp	\$108,238,055.00	\$7,522,215.14	\$70,814,437.08	\$2,167,646.38	\$35,255,971.54		67.43%
	Variance	1,229,987.54	5,872,558.03				
142 Federal Projects Rev	\$13,313,616.00	\$1,285,568.77	\$8,113,881.82		\$5,199,734.18		
142 Federal Projects Exp	\$13,313,616.00	\$969,240.98	\$8,143,517.00	\$810,479.21	\$4,359,624.79		67.25%
	Variance	316,327.79	-29,630.18				
143 Central Cafeteria Rev	\$9,484,500.00	\$815,828.60	\$6,221,341.84		\$3,263,158.16		
143 Central Cafeteria Exp	\$9,484,500.00	\$743,106.52	\$6,391,576.72	\$676,902.30	\$2,416,020.98		74.53%
	Variance	72,722.08	-170,234.88				
151 General Debt Service Rev	\$14,386,213.00	\$1,065,441.92	\$13,779,768.63		\$606,444.37		
151 General Debt Service Exp	\$13,897,105.00	\$5,165,331.32	\$8,149,929.83	\$0.00	\$5,747,175.17		58.64%
	Variance	-4,099,889.40	5,629,838.80				
171 General Capital Projects Rev	\$7,145,983.42	\$373,779.14	\$4,269,153.70		\$2,876,829.72		
171 General Capital Projects Exp	\$53,231,102.24	\$1,630,158.63	\$18,653,884.62	\$512,571.40	\$4,064,646.22		36.01%
	Variance	-1,256,379.49	-14,384,730.92				
172 Industrial Park Rev	\$26,604.00	\$0.00	\$29,025.00		-\$2,421.00		
172 Industrial Park Exp	\$105,300.00	\$0.00	\$105,707.00	\$0.00	-\$407.00		100.39%
	Variance	0.00	-76,682.00				
177 Education Capital Projects Rev	\$3,555,514.00	\$434,994.30	\$3,043,448.73		\$512,065.27		
177 Education Capital Projects Exp	\$6,919,460.00	\$340,103.98	\$3,166,440.70	\$2,389,301.09	\$1,363,718.21		80.29%
	Variance	94,890.32	-122,991.97				
<b>Total Revenue for ALL FUNDS</b>	<b>211,077,624.63</b>	<b>17,880,230.72</b>	<b>159,664,864.98</b>		<b>51,412,759.65</b>		
<b>Total Expenditures for ALL FUNDS</b>	<b>269,758,898.09</b>	<b>20,974,085.08</b>	<b>156,085,218.55</b>	<b>8,150,545.48</b>	<b>105,523,134.06</b>		<b>60.88%</b>
	Variance	-3,093,854.36	3,579,646.43				

Cash Assets						
Account #	Name	Starting	Debits	Credits	Ending	
999-11120	CASH ON HAND	1,200.00	7,229,283.13	7,229,283.13	1,200.00	
999-11130-200	BANCORP SOUTH	25,266,670.23	38,065,605.98	44,260,083.99	19,072,192.22	
999-11130-300	BANCORPSOUTH BOND PROCEEDS	60,390,000.77	95,700.00	0.00	60,485,700.77	
999-11130-301	BANCORPSOUTH MM PLUS CHECKING	35,184,764.12	5,038,544.16	5,000,000.00	35,223,308.28	
999-11130-400	MULTI-BANK SECURITIES INC	7,341,000.00	1,985,850.00	248,000.00	9,078,850.00	
999-11130-600	LOCAL GOV. INVESTMENT POOL	3,857.99	0.00	0.00	3,857.99	
999-11130-601	LGIP-BOND PROCEEDS	15,369.51	0.00	0.00	15,369.51	
999-11410	ACCOUNTS RECEIVABLE	32,937.00	7,014.00	39,339.00	612.00	
999-14310	UNDISTRIBUTED WARRANTS	0.00	23,223,134.37	23,223,134.37	0.00	
		128,235,799.62	75,645,131.64	79,999,840.49	123,881,090.77	

Liabilities						
Account #	Name	Starting	Debits	Credits	Ending	
999-22200	OVERPAYMENTS/REFUNDS	166.00	723.00	557.00	0.00	
999-28310	UNDISTRIBUTED TAXES	0.00	1,178.00	1,178.00	0.00	
999-28311	TAXES PAID IN ADVANCE	2,145.00	0.00	0.00	2,145.00	
999-28650	OUTSTANDING WARRANTS	2,809,390.44	9,268,317.18	8,007,857.08	1,548,930.34	
999-29900	FEE/COMMISSION ACCOUNT	0.00	154,060.82	154,060.82	0.00	
101	GENERAL FUND	16,841,849.17	3,528,896.52	4,136,715.28	17,449,667.93	
113	JUVENILE SERVICES	921,309.16	158,066.89	124,596.06	887,838.33	
116	SOLID WASTE/SANITATION	545,077.90	101,633.96	102,306.09	545,750.03	
120	LOCAL PURPOSE TAX	1,507,107.05	379.77	37,977.22	1,544,704.50	
121	SPECIAL PURPOSE	701,442.67	802,520.06	836,070.85	734,993.46	
122	DRUG CONTROL	147,622.53	446.55	2,258.33	149,434.31	
128	CURRENT PROPERTY TAX	389,370.47	287,001.34	4,477.05	106,846.18	
131	HIGHWAY/PUBLIC WORKS	12,918,664.11	198,008.00	486,679.23	13,207,335.34	
141	GENERAL PURPOSE SCHOOL	18,951,542.17	7,571,887.85	8,802,435.34	20,182,089.66	
142	SCHOOL FEDERAL PROJECTS	732,023.43	974,895.03	1,288,277.42	1,045,405.82	
143	FOOD SERVICE	2,190,327.31	745,754.80	819,080.32	2,263,652.83	
151	GENERAL DEBT SERVICE	20,579,821.48	5,169,688.31	1,069,798.91	16,479,932.08	
171	GENERAL CAPITAL PROJECTS	33,956,709.72	1,638,433.70	374,122.06	32,692,398.08	
172	COMMUNITY DEV./INDUSTRIAL PARK	1,308,580.55	0.00	0.00	1,308,580.55	
177	EDUCATION CAPITAL PROJECTS	9,766,291.95	340,531.76	435,215.80	9,860,975.99	
265	SELF INSURANCE FUND	1,737,415.42	525,479.30	515,430.51	1,727,366.63	
266	OJI	975,000.00	0.00	0.00	975,000.00	
304	DISTRICT ATTORNEY GENERAL	5,132.23	10.20	1,019.34	6,141.37	
331	PENSION TRUST	1,024,559.00	27,968.34	28,287.82	1,024,878.48	
351	CITIES - SALES TAX	55,009.09	1,574,637.92	1,569,793.67	50,164.84	
352	CITY OF THREEWAY	95,514.90	105,498.31	25,536.78	15,553.37	
353	WATERSHED DISTRICT	55,973.29	0.00	0.00	55,973.29	

Liabilities						
Account #	Name	Starting	Debits	Credits	Ending	
359	COMMUNITY DEVELOPMENT - AGENCY	27,504.58	27,757.96	25,335.74	25,082.36	
360	ARBITRAGE REBATE	0.00	3,263.38	3,263.38	0.00	
999	TRUSTEE'S OFFICE	0.00	171,185.31	171,185.31	0.00	
		128,245,549.62	33,378,224.26	29,023,515.41	123,890,840.77	

## Modified Summary Financial Statement

March 2020

Account	Description	<u>Current Year To Date</u>		<u>Remaining Year To Date</u>		<u>Estimated Year End Expenditures</u>	
		Revised Budget	YTD Actuals	3 Year Average + 2% Inflation	3 Year Average	YTD Actuals + 3 Year Average w/ 2% Inflation	YTD Actuals + 3 Year Average
<b>Expenditures</b>							
71100	Regular Instruction Program	50,042,234.00	33,272,453.66	17,391,410.46	17,050,402.42	50,663,864.12	50,322,856.08
71200	Special Education Program	10,333,970.00	6,535,040.34	3,602,129.30	3,531,499.31	10,137,169.64	10,066,539.65
71300	Vocational Education Program	2,932,696.00	1,881,301.38	1,087,382.02	1,066,060.80	2,968,683.40	2,947,362.18
72110	Attendance	334,030.00	262,075.89	64,742.24	63,472.78	326,818.13	325,548.67
72120	Health Services	879,700.00	569,703.35	282,185.35	276,652.30	851,888.70	846,355.65
72130	Other Student Support	4,451,719.00	2,564,400.85	1,512,616.64	1,482,957.49	4,077,017.49	4,047,358.34
72210	Regular Instruction Program	4,083,557.00	2,647,927.11	1,225,298.42	1,201,272.96	3,873,225.53	3,849,200.07
72220	Special Education Program	1,099,330.00	679,806.41	245,019.35	240,215.05	924,825.76	920,021.46
72230	Vocational Education Program	108,765.00	35,578.69	28,664.64	28,102.59	64,243.33	63,681.28
72250	Information Technology	1,931,870.00	1,363,335.84	0.00	0.00	1,363,335.84	1,363,335.84
72310	Board Of Education	2,143,200.00	1,572,015.68	335,003.53	328,434.84	1,907,019.21	1,900,450.52
72320	Office Of The Superintendent	882,500.00	382,068.82	285,296.48	279,702.43	667,365.30	661,771.25
72410	Office Of The Principal	7,137,081.00	5,035,697.73	2,138,026.86	2,096,104.76	7,173,724.59	7,131,802.49
72510	Fiscal Services	984,500.00	315,113.04	556,984.46	546,063.19	872,097.50	861,176.23
72520	Human Services/Personnel	557,500.00	401,056.42	168,237.86	164,939.08	569,294.28	565,995.50
72610	Operation Of Plant	6,360,000.00	4,736,143.69	1,283,112.45	1,257,953.39	6,019,256.14	5,994,097.08
72620	Maintenance Of Plant	3,621,336.00	2,389,886.86	920,722.84	902,669.45	3,310,609.70	3,292,556.31
72710	Transportation	6,215,125.00	4,161,818.54	1,804,212.57	1,768,835.85	5,966,031.11	5,930,654.39
72810	Central And Other	0.00	0.00	121,673.51	119,287.75	121,673.51	119,287.75
73100	Food Service	0.00	0.00	0.00	0.00	0.00	0.00
73300	Community Services	563,765.00	378,947.38	127,559.32	125,058.16	506,506.70	504,005.54
73400	Early Childhood Education	2,573,990.00	1,630,065.40	615,051.94	602,992.10	2,245,117.34	2,233,057.50
76100	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
82330	Education	1,001,187.00	0.00	1,001,187.00	1,001,187.00	1,001,187.00	1,001,187.00
99100	Transfers	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total Expenditures</b>	<b>108,238,055.00</b>	<b>70,814,437.08</b>	<b>34,796,517.23</b>	<b>34,133,863.70</b>	<b>105,610,954.31</b>	<b>104,948,300.78</b>
<b>Total</b>	<b>141 General Purpose School</b>	<b>108,238,055.00</b>	<b>70,814,437.08</b>	<b>34,796,517.23</b>	<b>34,133,863.70</b>	<b>105,610,954.31</b>	<b>104,948,300.78</b>
<b>Total</b>	<b>141 General Purpose School</b>	<b>108,238,055.00</b>	<b>70,814,437.08</b>	<b>34,796,517.23</b>	<b>34,133,863.70</b>	<b>105,610,954.31</b>	<b>104,948,300.78</b>
						2.43%	3.04%
						(2,627,100.69)	(3,289,754.22)
	<b>Revenue</b>	<b>103,435,472.00</b>	<b>76,686,995.11</b>				
	<b>Difference</b>	<b>4,802,583.00</b>	<b>5,872,558.03</b>			(2,175,482.31)	(1,512,828.78)
	<b>Budgeted Revenue less Estimated Expenditures</b>					(2,175,482.31)	(1,512,828.78)



## **Resolution – Emergency Suspension of Board Policies**

**BOARD RESOLUTION No.** \_\_\_\_\_

**WHEREAS**, TCA 49-2-203 authorizes local boards of education to govern their respective districts, including adopting, revising, and suspending local board policies;

**WHEREAS**, on April 2, 2020, Governor Bill Lee signed Public Chapter 652 which removed the requirement for TCAP testing and allowed the State Board of Education to promulgate necessary rules to address issues created by COVID-19 in the 2019-2020 school year;

**WHEREAS**, on April 9, 2020, the State Board of Education revised several rules and policies in response to COVID-19 effective only for the 2019-2020 school year;

**WHEREAS**, changes made by the State Board of Education conflict with certain current local board policies;

**NOW, THEREFORE BE IT RESOLVED**, that the **Jackson Madison County** Board of Education hereby suspends the following policies or provisions of its policies for the remainder of the 2019-2020 school year, including but not limited to those identified below, to the extent that they conflict with Public Chapter 652 or State Board of Education policies or rules and regulations for the 2019-2020 school year:

- 1) Policy 4.600 – Grading System
  - a) Students taking courses for high school credit shall receive no grade lower than the grade they earned in the course as of March 20, 2020. Additionally, Students taking post-secondary courses are not required to participate in the associated exam in order to receive GPA weighting for Spring 2020.
  
- 2) Policy 4.605 – Graduation Requirements
  - a) For the class of 2020, graduation requirements are modified as follows:
  - b) Only 20 credits are required to graduate per State Board Education Rule 0520-01-03-.11;
  - c) The requirements for the following are waived:
    - i) ACT/SAT
    - ii) Civics exam
    - iii) EOC exams will not be taken for the semester, Spring 2020.
  - d) Students scheduled to receive an occupational diploma in the 2019-2020 or 2020-2021 school year shall only be required to demonstrate one year of work experience.

3) Policy 4.700 – Testing Program

- e) Students shall not be required to take TN Ready or TCAP exams for the spring 2020 semester.
  
- f) Policy 5.109 – Evaluation
  - a. Level of overall effectiveness scores shall not be generated for educators in the 2019-2020 school year.
  - b. Pre-kindergarten and kindergarten teachers shall not be evaluated using the growth portfolio model for the 2019-2020 school year.
  - c. Any observations required by State Board of Education Policy 5.201 that were not completed during the 2019-2020 school year as a result of COVID-19 are not required.
  - d. No student data from this year shall be allowed to negatively impact a teacher.
  
- g) Policy 5.802 – Qualifications and Duties of the Director of Schools
  - a. The Director of Schools may request an extension from the State Board of Education to report information that would impact educator licensure (e.g. alleged employee misconduct, discipline of employees for actions that violate the teacher code of ethics, etc.).
  
- h) Policy 6.200 – Attendance
  - a. Students may not be penalized for non-attendance of online courses.
  - b. Non-attendance of online courses shall not count as unexcused absences and shall not be recorded. Further, students shall not be counted truant for failure to attend online courses.

**BE IT FURTHER RESOLVED** that the Director of Schools shall consult with the Board as feasible and appropriate and shall timely report to the Board regarding implementation of board policies in alignment with Public Chapter 652 and updated State Board Policies and Rules and Regulations.

**BE IT FURTHER RESOLVED** that the Director of Schools will consult with the Board if he/she determines that additional policies or provisions of policies not contained in this resolution are found to conflict with current State Board rules or policies.

**BE IT FURTHER RESOLVED** that the Director of Schools may apply for any waiver or extension that ensures consistency with this resolution, board policies, and Public Chapter 652 or the State Board of Education policies or rules and regulations implemented to effectuate Public Chapter 652.

**BE IT FURTHER RESOLVED** that the Director of Schools shall inform the Board of any waiver or extension request made pursuant to this resolution.

**BE IT FURTHER RESOLVED** that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein.

Adopted and approved this \_\_\_\_\_ day of \_\_\_\_\_.

By: \_\_\_\_\_  
Board Chair

Attest: \_\_\_\_\_  
Director of Schools

## Janith L. Stack

---

**From:** Vivian C. Williams  
**Sent:** Tuesday, April 14, 2020 10:15 AM  
**To:** Janith L. Stack  
**Cc:** Ray Washington  
**Subject:** FW: 2020 TSBA Policy Department - Suspending Policies Due to COVID-19

Good morning,

Based on the recommendation from TSBA (email below), I will submit a resolution based on their model to temporarily suspend portions of some policies due to COVID-19. Once I revise the state's model resolution, I will send to Dale to review. This resolution will need to be on the agenda for approval for the next Board Meeting. Let me know if you have any questions. I also think we need to let Ms. Hampton know about this resolution.

Vivian

**From:** Jennifer White <jwhite@tsba.net>  
**Sent:** Tuesday, April 14, 2020 9:49 AM  
**To:** Vivian C. Williams <vcwilliams@jmcass.org>  
**Subject:** 2020 TSBA Policy Department - Suspending Policies Due to COVID-19

**CAUTION: \*\*\* This is an EXTERNAL email . Please exercise caution. DO NOT open attachments, click links from unknown senders or unexpected email, or respond to requests for information from unknown senders. \*\*\***

2020 TSBA Policy Department - Special Update

Email not displaying correctly?  
[View it in your browser.](#)



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## Memorandum

**TO:** TSBA Policy Subscribers

**FROM:** Jennifer White, Director of Policy Services/Staff Attorney

**SUBJECT:** Suspending Policies Due to COVID-19

**DATE:** April 14, 2020

## **Dear Policy Subscribers:**

The State Board of Education met on April 9th and passed policies and regulations in response to COVID-19 school closures. The changes impact attendance reporting, grades, graduation requirements, and testing, among other areas ([click here for agenda](#)). Many of these changes create conflicts between current state law and local board policies for the 2019-2020 school year. To address these short-term conflicts, we recommend voting to temporarily suspend portions of local policies. Below is model language for a resolution to suspend policies for the remainder of the school year that conflict with the new emergency rules and policy changes made by the State Board of Education. Also included is a list of policies and a brief explanation of State Board changes.

Additionally, I wanted to let you know that TSBA's legal team will cover this and answer questions during the webinar on Thursday ([click here](#)).

Thank you for your continued confidence in TSBA's Policy Department, and please let us know if you have any questions.

### **Model Resolution to Suspend Policies Due to COVID-19**

Below is a model resolution the Board may use to suspend policies for the 2019-2020 school year that conflict with new State Board of Education emergency rule and policy changes. We recommend modifying this language to fit your Board's needs (i.e. if you are a K-6 district, have unique policies that need to be addressed, etc.).

[Click here](#) for a Word version.

[Click here](#) for a PDF version.

### **List of Potential Policies Impacted**

See below for a list of policies impacted by the new State Board of Education rules and policies for the 2019-2020 school year. This is based off of our model policy language as well as provisions we typically see Boards add. As policies differ district to district, we recommend

including the catchall provision in the sample resolution above to ensure that all potential conflicts are covered.

- Policy 4.600 - Grading System
  - Changes to State Board Rule 0520-01-03-.11 prevent students from receiving a grade lower than they earned as of March 20, 2020.
  - Changes to State Board of Education Policy 3.301 remove the requirement that students taking post-secondary courses participate in the associated exam in order to receive additional GPA weighting for spring 2020.
    - This only impacts the Uniform Grading System. Locally approved grading systems may be calculated in line with board policy.
    - The Department of Education has stated they will release guidance on this by May 1st.
  
- Policy 4.605 - Graduation Requirements
  - Changes to State Board Rule 0520-01-03-.11 lower credit requirements for graduation from 22 to 20 for the class of 2020. This rule also removes the requirements for: (1) the ACT/SAT; (2) required civics exam; and (3) EOC exams.
  - Students scheduled to receive an occupational diploma in the 2019-2020 or 2020-2021 school year shall only be required to demonstrate one year of work experience.
  
- Policy 4.700 - Testing Programs
  - Changes to State Board Rule 0520-01-03-.11 prevent EOC exams scheduled for the spring from being included in a senior's final grade for a course.
  - Boards will also need to decide if they want to require students to take TCAP exams this year. EOC scores may only be included in grade calculations for non-senior students per the State Board rule.
  
- Policy 5.109 - Evaluation
  - Changes to State Board Rule 0520-02-01-.01 state that overall level of effectiveness scores will not be generated for the 2019-2020 school year.
  - Pre-kindergarten and kindergarten teachers shall not be evaluated using the growth portfolio model for the 2019-2020 school year.
  - No student data from this year will be allowed to negatively impact a teacher.
  
- Policy 5.802 - Qualifications and Duties of the Director of Schools

- Changes to State Board Rule 0520-02-03-.09 allow Directors to request an extension to file reports on educator licensure action. Previously, Directors had only thirty days to report alleged educator misconduct and/or associated disciplinary action.
- Policy 6.200 - Attendance
  - Changes to State Board Rule 0520-01-02-.17 allow attendance to be taken for online courses, however, students may not be penalized for non-attendance. This means absences may not be counted as unexcused and students may not be reported as truant for not attending these courses.

DISCLAIMER: TSBA provides legal information as a general service to TSBA policy subscribers. TSBA provides this listing for informational purposes only. TSBA makes no representation that this listing contains every federally required annual notice. This memo should not be used as a substitute for legal advice. School systems are encouraged to seek legal advice from a school attorney in order to determine all required annual notices by federal and laws or regulations.

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525 Brick Church Park Drive ♦ NASHVILLE, TN 37207 ♦ TELEPHONE (615) 815-3900 ♦ (800) 448-6465 ♦ FAX (615) 815-3911

[www.tsba.net](http://www.tsba.net)

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FY20 Consolidated Application Approval for IDEA/ESEA  
School Year 2020-21

LEA # 570 LEA Name (Legal Name of Agency): Jackson-Madison County Schools

LEA # <u>570</u>	LEA Name (Legal Name of Agency): <u>Jackson-Madison County Schools</u>
LEA Legal Making Address	
Street Address <u>310 North Parkway</u>	
City <u>Jackson</u>	State <u>TN</u> Zip <u>38305</u>

Consolidated Project begins 7/1/2020 and ends 6/30/2021

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

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

\_\_\_\_\_  
Board Meeting Date

\_\_\_\_\_  
Director of Schools (Signature)

\_\_\_\_\_  
Board of Education Official (Signature)

\_\_\_\_\_  
Director of Schools (Print Name)

\_\_\_\_\_  
Board of Education Official (Print Name)

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed

## Academic Report for May Board Meeting

### Distance Learning:

#### PreK

- Common resources have been compiled and distributed by Ms. Meyers and Ms. Day

#### K-8

- Paper packets from Curriculum Associates/iReady are distributed on a bi-weekly basis at schools between 9am-11am
- Online resources from Curriculum Associates/iReady are assigned by teachers to students with internet access
- Teachers are encouraged to go above and beyond this using resources/material from the adopted curriculum
- Teachers are encouraged to make contact with students twice a week

#### 9-12

- A team of teachers has been organized to develop weekly packets in the following subject areas:
  - English 1,2, 3, and 4
  - Algebra 1 and 2, Geometry, PreCalculus, Bridge Math/Senior Math
  - Environmental Science, Biology, Chemistry
  - World History, US History, Economics, US Government
- Teachers whose students have internet access are encouraged to utilize Apex and materials from the adopted curriculum
- High schools organize process for picking up between 9 and 11
- Teachers are encouraged to make contact with students twice a week

Academic resources are compiled on the website: <https://www.jmcass.org/Page/2564>

For the 2020-2021 school year, a plan for remediation/intervention will be needed.

### Recommendations:

- A 3-4 week period of review and remediation in Grades 1-8 to close out unfinished learning from 2019-2020.
- Utilizing intervention during the first 9 weeks to provide additional review and remediation.
- High schools will need to reschedule students who missed entire half-credit classes in Q4
- High school core classes (English, math, science, and social studies) may need to review certain standards from previous classes. This will have to occur on an individual basis based on teachers' assessment of their classes and how much review they need.
- All plans will be dependent on the new superintendent.

**JACKSON-MADISON COUNTY SCHOOL SYSTEM  
MONTHLY HUMAN CAPITAL REPORT**

**NEWLY HIRED EDUCATORS**

None

**EDUCATOR SEPARATIONS**

	<b>FIRST NAME</b>	<b>LAST NAME</b>	<b>LOCATION</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>	<b>RACE</b>	<b>GENDER</b>
1	ANGELA	POLLARD	NORTH SIDE	REG ED HS TEACHER SOC STUDIES	04/03/2020	B	F

**NEWLY HIRED NON-CERTIFIED**

None

**NON-CERTIFIED SEPARATIONS**

	<b>FIRST NAME</b>	<b>LAST NAME</b>	<b>LOCATION</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>	<b>RACE</b>	<b>GENDER</b>
1	DON	HODGE	TRANSPORTATION	BUS DRIVER-REGULAR ED	04/03/2020	W	M

**2019-2020 Tenure Candidates**  
**Effective 2020-2020 School Year**  
**May 2020 School Board Meeting**

First Name	Last Name	Location
BRITTANY	ALFORD	Alexander
KATHY	HITT	Andrew Jackson
GLADIS	FOSTER	Arlington
SABRINA	FREEMAN	Arlington
CATHERINE	AKRIDGE	Community Montessori
LESLEY	GUILARAN	Community Montessori
CAITLIN	MYRACLE	Community Montessori
RHEA	FULLER	Denmark
LISA	MCLEMORE	Denmark
MELISSA	HARDIN	Isaac Lane
CHARO	LOVINGS	Isaac Lane
ALYSIA	MARTIN	Isaac Lane
ALEXANDREA	MUDD	Isaac Lane
TIFFANY	NEWBILL	Isaac Lane
ANGELA	O'BRIEN	Isaac Lane
LORI	ULMER	Isaac Lane
RICHARD	WILLIS	Isaac Lane
CHARLOTTE	WILSON	Isaac Lane
KENYA	HILL	JCT
SARA	MCLEMORE	JCT
CHERIE	SMITH	JCT
TRINA	SMITH	JCT
DARRYL	WELLS	JCT
TERESA	SUTHERLAND	Liberty
SANDRA	LANIER	Liberty
LINDA	LANE	Madison
ELIZABETH	OLDHAM	Madison
MARGARET	SPIRES	Madison
JARED	NOBLES	North Side
AMY	TATE	North Side
DEBORAH	ANDERSON	Northeast
ALISON	CREASY	Northeast
CAMILLE	HAYES	Northeast
JUSTIN	RUSSELL	Northeast
STEPHEN	SANDERSON	Northeast

WENDY	WILLIAMS	Northeast
AUDREY	CARROLL	Nova
VANESA	DAWKINS	Nova
ANNA	KELLY	Nova
JEZEL	ROSS	Nova
KRISTEN	STAFFORD	Pope
JACQUELINE	GORDEN	South
LEEANA	CARGILE	South Side
RYAN	DIFEE	South Side
BRETT	HEINEMEYER	South Side
WALTER	PLEMONS	South Side
TABITHA	SHERROD	South Side
SAMANTHA	BREMER	Thelma Barker
ALLISON	LEWIS	Thelma Barker
KATY	HOLLAND	West Bemis

**JACKSON-MADISON COUNTY SCHOOLS  
DIRECTOR OF SCHOOLS' EVALUATION INSTRUMENT**

Evaluation Year 2019-2020 Evaluation Date \_\_\_\_\_ Board Member name \_\_\_\_\_

**Part I Board Relationship**

<b>Indicators</b>	<b>Rating</b>	<b>Comments</b>
1. Keeps all board members informed on issues, needs, and operation of the school system.	1 2 3 4 5	_____
2. Has a harmonious relationship with the board.	1 2 3 4 5	_____
3. Upon request, provides clear explanations of alternatives for recommendations.	1 2 3 4 5	_____
4. Advises the board on need for new or revised policies.	1 2 3 4 5	_____
5. Offers professional advice to the board on items requiring board action with appropriate recommendations based on thorough study and analysis.	1 2 3 4 5	_____
6. Keeps board informed of matters of employment, promotion, and dismissal of personnel.	1 2 3 4 5	_____

**Part II Community Relationships**

<b>Indicators</b>	<b>Ratings</b>	<b>Comments</b>
1. Is respected and supported by the community in conducting the operation of the schools.	1 2 3 4 5	<hr/>
2. Achieves status as a community leader in public education.	1 2 3 4 5	<hr/>
3. Establishes strong relationships with public and private agencies.	1 2 3 4 5	<hr/>

**Part III Staff and Personnel Relationships**

<b>Indicators</b>	<b>Ratings</b>	<b>Comments</b>
1. Treats all personnel fairly, without favoritism or discrimination, while insisting on performance of duties.	1 2 3 4 5	<hr/>
2. Represents the best interest of the board in working with teachers and their organizations.	1 2 3 4 5	<hr/>
3. Develops and empowers staff, resulting in an effective educational team.		
4. Ensures racial diversity among faculty and staff.	1 2 3 4 5	<hr/>
5. Has a vision and communicates a mission for the school system.	1 2 3 4 5	<hr/>

**Part IV Educational Leadership**

<b>Indicator</b>	<b>Ratings</b>	<b>Comments</b>
1. Participates with staff, board, and community in studying, problem solving, and developing curriculum and instructional improvements.	1 2 3 4 5	<hr/>
2. Models the highest professional standards to staff and community.	1 2 3 4 5	<hr/>
3. Creates an environment which encourages staff to constantly strive for improvement and to be innovative in problem-solving.	1 2 3 4 5	<hr/>

**Part V Business and Finance**

<b>Indicator</b>	<b>Ratings</b>	<b>Comments</b>
1. Supervises operations, insisting on competent and efficient performance.	1 2 3 4 5	<hr/>
2. Ensures that funds are spent wisely and adequate control and accounting are maintained.	1 2 3 4 5	<hr/>
3. Develops a responsible, timely and detailed budget that reflects the needs of the school system.	1 2 3 4 5	<hr/>

4. Administers and adheres to the adopted budget.	1 2 3 4 5	_____
5. Provides regular financial reporting that is well prepared and punctual.	1 2 3 4 5	_____
6. Oversees operation and control of facilities and equipment, ensures that they are safely maintained, and recommends needed improvements.	1 2 3 4 5	_____
7. Administers financial affairs of the school system consistent with state law and board policy.	1 2 3 4 5	_____

**Part VI Strategic Planning Skills**

<b>Indicator</b>	<b>Ratings</b>	<b>Comments</b>
1. Works effectively with board, staff, and community to develop both short and long-range strategic plans.	1 2 3 4 5	_____
2. Keeps board and community informed on progress toward short and long range plans.	1 2 3 4 5	_____
3. Develops and annually evaluates the five-year plan which includes strategies, goals, and projected student outcomes.	1 2 3 4 5	_____

**VII Student Achievement**

Data (from prior year) will be given by the Superintendent and central office personnel for the school board members to fully understand how to answer the following questions.

- |   |           |       |
|---|-----------|-------|
| 1. Develops, implements, promotes and monitors continuous improvement in student achievement. | 1 2 3 4 5 | _____ |
| 2. Data given for 3 <sup>rd</sup> – 8 <sup>th</sup> grade students                            | 1 2 3 4 5 | _____ |
| 3. Data given for High School students  | 1 2 3 4 5 | _____ |
| 4. Overall Students data  | 1 2 3 4 5 | _____ |

**VIII Personal Characteristics**

<b>Indicators</b>	<b>Ratings</b>	<b>Comments</b>
1. Maintains high standards of ethics in all matters.	1 2 3 4 5	_____

# **JCM and Madison School Construction Status Report**

**Date 5/4/2020**

**Prepared for  
JMCSS Board**

Prepared by

Chris Alexander  
Vice President  
Healthy Community, LLC  
Developer

Chris Rice  
Vice President/Project Manager  
Crocker Construction Company, Inc.  
Construction Manager

## Summary

### **Jackson Central Merry**

Construction got underway on the JCM project on 5/1/2020. Selective demolition (pre-abatement) began to expose previously encapsulated asbestos in order to provide access to the asbestos by the abatement contractor. The building was divided into several zones so work could move forward in several areas simultaneously. Currently there is pre-abatement demolition work being done in front of the abatement contractor in 3 zones, asbestos abatement being done in one zone and post abatement demolition being done in three zones where abatement is complete.

Temporary construction fencing has been installed and a construction office has been set up.

### **Madison Academic High School**

Construction got underway on the Madison project on 5/1/2020. Surveyors have laid out the site, temporary construction fencing has been installed and the construction office has been set up. Site work has been advanced completing the building pad and removing foliage from the parking lot area.

## **Developer Overview & Summary**

### **Healthy Community, LLC – Chris Alexander, Representative**

The Jackson Schools Project (Jackson Central Merry & Madison Academic) New Market Tax Credit funding was completed on March 26<sup>th</sup>, 2020. This journey began two years ago with Healthy Community, the Jackson Community Redevelopment Agency, Jackson-Madison County School System, City of Jackson, and Madison County who at that time had already logged in years of planning, discussion, consideration, and vision. This project is the culmination of dozens of local stakeholders, community members, organizations, governments, LRK architects, local participants, and financing partners focusing their efforts in creating a unique public/private partnership with a common goal to educate and support children and families while being a central catalyst in neighborhood revitalization and economic growth.

Truist (formerly SunTrust), River Gorge Capital, and CAHEC's commitment and New Market Tax Credit financial support for this high impact project provided approximately \$4.9 million dollars in net benefit to the project. In addition, we appreciate the University of Memphis providing multiple resources for this project.

Construction has started on the renovation of JCM, a new entry hall will signal historic Jackson-Central Merry (JCM) High's rebirth while highlighting the school's rich legacy. Shuttered since 2015, JCM is primed to receive major interior and exterior restoration. The JCM campus will also host a sleek new Fieldhouse and Community Amenity that will offer court space for sporting events, tournaments and all-school assembly with concessions, retractable bleachers and locker rooms. Construction has also begun for Madison High School, a new three-story school brick structure with a central core and broad communicating stair and atrium nestled into the surrounding Arts & Craftsman neighborhood and prominently situated at the entrance to U of M Lambuth Campus, will offer dual-enrollment and the opportunity to collaborate on the broader campus. Both school facilities will strive to promote learning and innovation, flooded with natural light and punctuated with bold floor finishes and wall graphics which echo the school spirit to greet scholars and guests alike.

Healthy Community, LLC continues to work in the communities surrounding both schools focused on removing blight, revitalizing the neighborhoods, and improving quality of life of residents. In addition, HC LLC, will provide the required quarterly and yearly reporting services to the various New Market Tax Credit providers on the community benefits the schools project are providing.

## Project Data

### **Owner**

Healthy Community Education Partners, Inc.

111 E. Main Street

Suite 201

Jackson. TN 38301

### **Developer**

Healthy Community, LLC.

65 Union Ave, 12ht Floor

Memphis, TN 38103

As “developer” under a Development Agreement with Healthy Community Education Partners, Inc. (“the QALICB”) and Jackson-Madison County School System (the “District”)

### **Owner’s Designated Representative**

Henry Turley Company, LLC

Suite 1200

65 Union Ave

Memphis TN 38103

### **Construction Manager**

Crocker Construction Company, Inc.

PO Box 3637

Jackson TN 38303

**Project(s)**

- 1 Jackson Central Merry School Renovation/Addition  
332 Lane Ave, Jackson TN 38301  
Jackson Central Merry Field House  
227 Railroad Street, Jackson TN 38301
- 2 Madison Academic High School  
575 Lambuth Blvd, Jackson TN 398301

**Design Team**

Architect: LRK

Suite 600

50 South BB King Blvd

Memphis, TN 38103

Civil and Structural: TLM Associates

117 East Lafayette Street

Jackson, TN 38301

MPE: Collier Engineering

720 Broadway Street

Suite 100

South Fulton, TN 38257

Notice to Proceed was issued on the afternoon of March 31, 2020. The substantial completion date is July 31, 2021.

## **Parties providing Reviews, Inspections and/or Documentation**

**LRK** – Providing Architectural and Engineering Project Management duties including site inspections, submittal reviews/approval, draw request reviews, confirmation of compliance with construction documents etc.

**TLM** – Structural and Civil, providing site inspections, submittal review and approval of all related submittals etc.

**Collier Engineering** – MPE Engineering, providing site inspections, submittal review and approval of all related submittals etc.

**Henry Turley Company, LLC.** – Henry Turley Company has a representative, Pete Evans, VP of Construction, performing weekly site inspections for progress, quality and design document compliance.

**Partner Engineering** – Partner Engineering is an independent engineering consulting firm hired by the lenders and the tax credits providers to review the design and cost estimates. They will do site inspections, review of change orders, ASI's and other construction documents as the projects progress. They also will review and approve the monthly draw requests prior to release of funds.

**Multivista** – Multivista is an independent construction documentation firm who has been engaged to document the construction site as the buildings are being built. They will provide monthly photos of the construction. After the completion JMCSS will have an electronic floor plan of the new buildings and by selecting on a given area they can view the wall before it was covered with drywall including all plumbing and electrical work inside the wall. Also, they can review conditions before concrete was poured. We believe this will be a valuable asset for future maintenance needs.

**Construction Materials Lab** – Construction Materials Lab has been engaged to provide soil testing, footing inspections, structural inspections and other miscellaneous inspections.

**Frost Environmental** – Frost Environmental has and will be making inspections related to environmental concerns including asbestos and lead.

**Tennessee Department of Commerce and Insurance (State Fire Marshal)** – The Fire Marshal has reviewed the plans for compliance and are and will be making site inspections for compliance with the approved construction documents and applicable construction codes and standards.

**Tennessee Department of Environment and Conservation – TDEC** has reviewed the plans and will be making or cause to be made bi-weekly inspections of the site for erosion control.

**City of Jackson Building and Housing Codes Department** – The City will be inspecting for compliance with zoning, building code, fire code, gas code, mechanical code, electrical code, ADA standards, and general design document compliance.

**Infinite Consulting** – Infinite Consulting is leading the DBE recruiting and documentation program as well as assisting the design team with historic data for both schools related to branding and/or wall art.

## General Items

### Safety

**General Safety** - Safety meetings are held on site every Monday morning. Each Sub-contractor will address any safety issues each morning. No lost time accidents/injuries on these projects to date

**COVID-19** We are genuinely concerned for the health and safety of all workers contributing to this project. We have implemented a COVID-19 policy which we believe meets or exceeds the CDC guidelines. A copy of the policy is attached to this report.

### Owner/Architect/Construction Progress Meetings

OAC formal meetings are held once a month to review progress, quality, pay applications, etc. They are held in the last week of each month. Due to the COVID-19 issue we are attempting to keep the number of attendees at 10 or less. Those attending are JMCSS representatives, Henry Turley Company, LLC representatives, LRK representatives, Crocker Construction Company, Inc. representatives, Consulting Engineers representatives (as the agenda warrants) and select sub-contractors (as the agenda warrants). Informal intermediate meetings are to be scheduled during the second week of each month. Those attending will be JMCSS representatives, Henry Turley Company representatives, Crocker Construction Company, Inc. representatives and others as needed/requested.

## Progress by Project

### JCM Renovation/Addition

#### Site

The construction site has been enclosed with a temporary construction fence. Trees and other plantings have been removed from around the building.

#### Demolition/Asbestos Abatement

The building has been divided into several zones in such a manner as to allow work to proceed simultaneously in several areas at one time. Demolition exposing (pre-abatement demo) has been completed in 5 areas. Asbestos has been abated in three areas and is currently being done in the fourth area. Post abatement demo is being done in three areas.

#### Concrete

No work to date

#### Masonry

No work to date

#### Metals

No work to date

## **Roofing**

Submittals approved, material to arrive on approximately May 20.

## **Doors & Windows**

Submittals in process

## **Finishes**

On April 29<sup>th</sup> during an OAC meeting JMCSS sent a representative group of educators to walk thru a JCM classroom to access the marker board locations and address keeping the existing boards or removing them and installing new boards. The group decided to remove the old boards and replace with new boards.

## **Millwork**

No work to date

## **Elevators**

No work to date

## **Plumbing**

Plumbing contractor is onsite isolating live lines and removing the existing plumbing system.

## **Fire Protection**

No work to date

## **HVAC**

HVAC contractor is onsite removing freon from the existing units so they can be removed.

## **Electrical**

Electrical contractor is on site isolating wiring so it can be safely removed and installing temporary lighting.

## **Low Voltage (JMCSS provided & installed)**

No work to date

## **Furnishings (JMCSS provided & installed)**

No work to date

## **JCM Field House**

### **Site**

The construction site has been enclosed with a temporary construction fence.

### **Demolition/Asbestos Abatement**

No work to date

### **Concrete**

No work to date

### **Masonry**

No work to date

### **Metals**

Structural submittals have been approved and must now go to Nashville to be approved by the State Fire Marshal.

### **Doors & Windows**

Submittals in process

### **Finishes**

No work to date

**Millwork**

No work to date

**Elevators**

No work to date

**Plumbing**

No work to date

**Fire Protection**

No work to date

**HVAC**

Submittals have been approved

**Electrical**

No work to date

**Low Voltage (JMCCS provided & installed)**

No work to date

**Furnishings (JMCCS provided & installed)**

No work to date

## **Madison Academic High School**

### **Site**

The construction site has been enclosed with a temporary construction fence. Trees and other plantings have been removed. The building pad is complete. The parking lot has been cleared of all foliage. Drainage submittals have been approved.

While building the pad some undercut had to be made due to an old foundation, discarded loose bricks and bad soil conditions. Material was removed at the direction of CML and backfilled with appropriate material. An additional area south of the drive off of Lambuth required additional undercut and back fill due to an old house basement which was still in place.

The parking site is wet and pumping. We are working with CML for solutions. This condition is largely due to moisture in the soil.

### **Concrete**

Rebar is expected this week. Concrete work will commence.

### **Masonry**

No work to date

### **Metals**

No work to date

### **Roofing**

No work to date.

## **Doors & Windows**

No work to date

## **Finishes**

No work to date

## **Millwork**

No work to date

## **Elevators**

No work to date

## **Plumbing**

No work to date

## **Fire Protection**

No work to date

## **HVAC**

Submittals have been approved

## **Electrical**

Electrical contractor is on site and is installing a temporary service.

## **Low Voltage (JMCSS provided & installed)**

No work to date

## **Furnishings (JMCSS provided & installed)**

No work to date

## Outstanding Issues

### Materials Stored

Partners Engineering, the engineering company engaged by the lenders and tax credit providers for oversight, has a rule which limits the dollar value of material stored on site to \$500,000.00. This represents somewhat of a just in time delivery system that normally would not be an issue. However, we are concerned about the impact of the COVID-19 issue and its potential to slow or stop those supply chains. An example is the Carrier plant shut down in Tennessee in late April. While we are not using Carrier equipment there is a potential for other manufacturing plants to have shutdowns that would impact the delivery of needed material and/or equipment. Due to this potential we are encouraging sub-contractors to order their material/equipment earlier than they normally would. This will result in the value of material being stored exceeding \$500,000.00. The CM is preparing estimates as to what those values will be and the Henry Turley Company will request the Lenders, tax credit providers, and Partners Engineering modify the \$500,000.00 limit. This is an effort to mitigate the potential impact of COVID-19 on these projects.

# COVID-19 SAFETY ALERT



# COVID-19 SAFETY ALERT

## The Basic Workplace Rules

### 1. Keep Your Distance

Respect the personal space of your fellow workers

### 2. Wash/Sanitize Your Hands

Wash or sanitize your hands frequently. Wipe down tools and equipment that you share with others

### 3. Cover Your Nose and Mouth

When coughing or sneezing cover your mouth with your elbow, handkerchief, of tissue. Wear a mask when instructed to do so.

### 4. Stay Home When Sick

If you don't feel well, have a fever or cough, or are exhibiting any symptoms – **STAY HOME!** Call your family physician if your symptoms are severe.

CCC00312020

## The Details

We at Crocker Construction are cognizant and empathetic of growing concerns about the impact that coronavirus (COVID-19) may be having on our employees, sub-contractors, suppliers and our business. In an effort to reduce the impact of the outbreak, all employees and sub-contractors are expected to comply immediately with the following practices until further notice. Additional measures may be taken as recommendations are made by authorities.

1. If you are sick, stay home. This especially applies to anyone experiencing fever and/or shortness of breath.
2. Exercise frequent and thorough hand washing. Hand sanitization site will be provided on all construction sites.
3. Exercise respiratory etiquette, including covering coughs and sneezes.
4. Refrain from using other workers' phones, desks, computers or other work equipment.
5. Gloves will be made available and should be worn when using community items including the copier/scanner and kitchen appliances and/or wash/sanitize hands after use.
6. A daily office housekeeping schedule will be posted, and all employees will participate on a rotating basis.
7. All construction sites with 10 or more workers will be provided a break area that will allow employees to stay 6 feet or more apart. This may require the alternating of break times. On sites with less than 10 employees each employee shall maintain 6 foot clear during break time.
8. On all construction sites with 10 or more persons working at any given time, during the morning safety meeting the temperature shall be taken for each employee and recorded along with the attendance record. Any employee with a temperature 100 or over will not be allowed access to the job site. On sites with less than 10 employees each employee shall self-monitor and not report to work if they have a temperature above normal.
9. Any employee coming into contact with an individual known to have tested positive for COVID-19 is to notify HR immediately and begin practicing self-quarantine for 14 days before returning to work.
10. Any employee returning from a high-risk area is to notify HR and practice social-distancing (maintain 6-foot distance) from other employees for 14 days.
11. Car-pooling is discouraged. When possible only one person per vehicle is advised.
12. Other visitors to the site shall follow the 6 feet distance guideline established by the CDC as well as OSHA requirements.

While the practices will not prevent the spread of the virus, it should slow the spread down and lessen the impact on our nation's health care system and our business. Please know that during this high alert time we will be lenient regarding absenteeism as related to Covid-19 symptoms. It is our desire to provide a safe workplace free from recognized hazards likely to cause physical harm. If anyone has individual issues that need to be addressed, please advise and a resolution will be determined. These practices are subject to change and additional guidance may be needed as COVID -19 outbreak conditions change and new information about the virus becomes available.

## CONTRACT OF EMPLOYMENT

Between  
Marlon King  
and  
Jackson-Madison County Board of Education

**WHEREAS**, the Jackson-Madison County Board of Education (hereinafter “Board”) desires to provide Marlon King (hereinafter “Superintendent”) with a written Contract of Employment (hereinafter “Contract”) in order to enhance the administrative stability and continuity within the school system, and,

**WHEREAS**, the Board and the Superintendent agree to the written Contract of Employment as necessary to describe specifically the relationship between the parties and to allow effective communication between the parties as they fulfill their governing and administrative functions in the operation of the educational program of the school system,

**THEREFORE**, this Contract of Employment is entered into this \_\_\_ day of May, 2020, by and between the Jackson-Madison County Board of Education and Superintendent. The Board and the Superintendent, for the consideration herein specified, agree as follows:

- 1. TERM OF AGREEMENT:** In accordance with the action of the Board on April 9, 2020, and found in the minutes thereof, the Board appointed Marlon King as Superintendent. And, in accordance with the action of the Board on May 7, 2020, and found in the minutes thereof, the Board approved this Contract of Employment commencing July 1, 2020 and ending June 30, 2024.
- 2. ACCEPTANCE:** The Superintendent hereby accepts employment as Superintendent and the Board and Superintendent mutually agree that during the term of this Agreement the Superintendent shall be and will perform the duties of Superintendent in and for the public schools of Jackson-Madison County, Tennessee, as prescribed by the laws of the State of Tennessee and by the rules and regulations of the State Board of Education and of the Board and those duties described in the job description adopted by the Board as the same may be amended from time to time.
- 3. PROFESSIONAL CERTIFICATION:** The Superintendent shall maintain any certification required by law of the State of Tennessee.
- 4. DUTIES:** The superintendent shall faithfully perform the duties of the Superintendent and serve as Chief Executive Officer to the Board and the administrative head of the School District. The Superintendent shall have the authority to organize and arrange the administrative and supervisory staff and shall have the authority to organize and arrange the instructional and business affairs of the School District in a manner which, in his judgment, best serves the needs of the School District, subject to the laws of the State of Tennessee and of the rules and regulations of the State Board of Education and of the Board. The

responsibilities for the selection, placement and transfer of personnel shall be vested in the Superintendent to the extent permitted by state law and Board policy. The Superintendent shall perform the duties specified in Tennessee Code Annotated, including but not limited to Tenn. Code Ann. § 49-2-301, as well as those listed in the job description for Superintendent and listed in Policy 5.802 as adopted by the Board or as may be amended from time to time during the term of this Agreement. Such job description and board policy, as so amended, is hereby incorporated in this Agreement by reference as if fully stated herein. A copy of the current job description is attached as Exhibit A to this Contract, and a copy of the current Board Policy 5.802 is attached as Exhibit B to this Contract. The Superintendent shall devote such time and energies as are necessary to perform the duties specified in the job description. These duties will generally be performed during normal business hours, but it is expressly agreed that the duties of this position will require the Superintendent to work during times other than normal business hours.

**5. PERFORMANCE:** Within ninety (90) days of the initial start date, and each year of this Contract thereafter, the Superintendent and Board shall develop a mutually agreed upon set of performance goals for the Superintendent. In addition to the mutually agreed upon performance goals, the Superintendent shall annually establish meaningful, measurable goals and objectives for the District and shall provide a written report regarding his recommendations to the Board on or before the first Board meeting in March of each year during the term of this Contract. All discretionary goals and objectives will be subject to the approval of the Board, and should be approved by the Board by no later than July 1 each year of the contract.

**6. COMPENSATION:** For the period of time from July 1, 2020, to June 30, 2024, the Board agrees to pay the Superintendent an annual base salary of One Hundred Eighty-Five Thousand and 00/100 Dollars (\$185,000.00). The annual compensation shall be paid in equal installments in accordance with Board policy. During the term of this Contract, the Superintendent shall receive salary increases at least equivalent to increases given to teachers. In no event shall the salary of the Superintendent be reduced during the term of this Contract except as provided by law.

**7. MEMBERSHIPS:** The Board shall further pay all dues for the Superintendent to be a member of professional including but not limited to AASA and TOSS. The Board shall further reimburse the Superintendent for expenses in attending related functions and conferences. The Board desires and expects the Superintendent to be actively engaged in the community and shall pay his membership and related fees to participate in civic, business and service organizations, up to three (3) such organizations including but not limited to the local Chamber of Commerce.

**8. FRINGE BENEFITS:** During the term of the Contract, the Superintendent shall be entitled to receive all fringe benefits that full-time certified employees receive. In addition, the Superintendent shall receive the following fringe benefits.

- a. Health Insurance. The Board shall provide the Superintendent and his eligible

dependents health insurance benefits, including medical, and dental insurance coverage under the District's group health insurance program. The Board shall pay the same portion of the premium for said insurance as the Board pays for certified employees. Such coverage shall begin on August 1, 2020. In addition, the Board agrees to reimburse the Superintendent the difference between his COBRA amount and his usual health insurance premium contribution for the month worked prior to August 1, 2020 if necessary. Should the Superintendent elect no coverage under the District's health insurance plan, no other benefit or salary shall be paid in lieu thereof.

- b. Retirement Benefits. The Superintendent shall be entitled to any retirement benefits for which he qualifies under state law. The Board pays the Superintendent's retirement contributions provided to certified employees.
- c. Long Term Disability Insurance. The Board shall provide the Superintendent with an own occupation long-term disability insurance policy with a waiting period of six (6) months and five (5) year duration period and in an amount equal to sixty percent (60%) of his annual salary provided that he can obtain such coverage.
- d. Life Insurance. The Board shall provide the Superintendent a term life insurance policy on his life while employed by the School System in an amount equal to his annual base salary payable to the Superintendent's beneficiaries.
- e. Technology. The Board shall provide the Superintendent with the technology necessary for the Superintendent to carry out his duties pursuant to this Contract, including a smartphone and related service, laptop computer, iPad, and printer/fax/scanner at his home which equipment shall remain the property of the Board.
- f. Automobile. The Superintendent shall receive an automobile allowance of Seven Hundred and 00/100 Dollars (\$700.00) per month for use of his personal vehicle. In addition to this monthly automobile allowance, he will be reimbursed mileage expenses for business-related travel outside of Madison County required to carry out his official duties for which he will be reimbursed at a rate of twenty cents (\$0.20) per mile.
- g. Leave. With the exception that the Superintendent shall immediately receive five (5) bonus vacation days annually, the Superintendent shall be entitled to the sick leave, personal and professional leave, and vacation and holiday leave benefits as provided for the certified personnel of the Jackson-Madison County School System in accordance with the Board's adopted policy and procedures or as may be amended, which are incorporated herein by reference.
- h. Moving Expenses. There is an expectation that during the term of this Agreement that the Superintendent reside in Madison County. Because of this expectation, the Board shall reimburse Superintendent for customary expenses related to the move of

the Superintendent and his household possessions from his current residence to Madison County, Tennessee. The Superintendent shall obtain three bids for relocation, and the Board will reimburse the Superintendent the amount of the lowest bid. In the event the lowest bid exceeds \$10,000.00, the Board will accept bids on the contract to move his household possessions in compliance with state law.

- i. Temporary Housing. The Board will pay expenses, including but not limited to his mileage, lodging and meals, for the Superintendent to visit Madison County for the purpose of securing a place to reside, to attend to other details of the move, and during the actual moving of his household possessions. If necessary, the Board will reimburse the Superintendent an amount not to exceed One Thousand Five Hundred Dollars (\$1,500.00) per month for up to two (2) months for temporary housing while the Superintendent secures access to permanent housing.

**9. OPEN ENROLLMENT:** The Board agrees that Superintendent's child may attend any middle school in the District and waives the requirement that his child submit an application or be selected for a particular placement by random lottery as required by Board Policy 6.206. The Superintendent is responsible for transportation to any school his child attends that is not his zoned school.

**10. PROFESSIONAL LIABILITY:** The Board agrees that it shall defend, hold harmless, and indemnify the Superintendent, to the fullest extent allowed by law, from any and all demands, claims, suits, actions and legal proceedings brought against the Superintendent in his official capacity as agent and employee of the School System, provided the demands, claims, suits, actions, or legal proceedings arose while the Superintendent was acting within the scope of his employment or under the direction of the Board unless the claims, suits, actions, or legal proceedings arise out of alleged criminal conduct by the Superintendent. Except that, in no case, will individual board members be considered personally liable for indemnifying the Superintendent against such demands, claims, suits, actions and legal proceedings.

**11. EXPENSES:** The Board shall reimburse the Superintendent for all actual and necessary travel and other expenses required in the performance of the official duties during employment under this Contract subject to such limitations as provided by law and by Board policy.

**12. BOARD/SUPERINTENDENT COMMUNICATIONS.** Board members, individually and collectively, shall promptly refer to the Superintendent all criticisms, complaints and suggestions called to their attention relative to the Superintendent or the School System for the study, recommendation, and appropriate action of the Superintendent prior to such issue being brought to the attention of the full Board. In addition, individual Board members will not direct the Superintendent regarding the management of the School System unless acting on behalf of the Board. Not later than July 31, 2020, and periodically thereafter, the Board and Superintendent shall meet to discuss and develop or review procedures for communication between the Board and the Superintendent.

**13. LOYALTY:** The Superintendent shall devote full time, attention, knowledge and skills solely and exclusively to the business and interests of the Board and the Jackson-Madison County School System. The Superintendent may, however, undertake consulting work, speaking engagements, writing, lecturing or other activities, with or without honorarium, that do not interfere with the discharge of the duties and responsibilities of the Superintendent hereunder. The determination of the Board as to whether such other work interferes with the discharge of the duties and responsibilities of the Superintendent hereunder shall be conclusive, and the Board shall notify the Superintendent in writing if the Board makes this determination.

**14. FORFEITURE OF TENURE RIGHTS.** The Superintendent hereby forfeits any rights to tenure in the Jackson-Madison County School System and agrees that upon the termination of his duties as Superintendent his employment in the school system will terminate.

**15. MEDICAL EXAMINATION:** The Superintendent agrees to undergo a comprehensive medical examination by a licensed medical doctor selected by the Superintendent prior to commencing employment unless he has undergone a similar examination during the past ten (10) months. He agrees to furnish to the Board a statement from the physician certifying his physical competency to fulfill the essential functions of the job of Superintendent no later than July 1, 2020. The Board agrees that the certification by the physician shall be treated as confidential data by the Board to the extent required by law. The Board is obligated to pay for the cost of the medical examination.

**16. CRIMINAL BACKGROUND CHECK:** In accordance with Tenn. Code Ann. § 49-5-406, the Superintendent agrees to complete an employment application providing the information requested in TCA § 49-5-403 and agrees to the release of all investigative records to the Board for the purpose of verifying the accuracy of the information provided by the Superintendent. Further, in accordance with Tenn. Code Ann. § 49-5-413, the Superintendent agrees to supply a fingerprint sample and submit to a criminal history record check to be conducted by the Tennessee Bureau of Investigation. The costs incurred for this investigation shall be paid by the Board.

**17. EVALUATION:** The Board shall evaluate and assess in writing the performance of the Superintendent on or before July 1 of each calendar year during the term of this Contract and any renewal thereof. Prior to the Board conducting its evaluation, the Superintendent shall provide the Board with a written self-evaluation. For the initial year, an additional evaluation will be done at three (3) months and at six (6) months to allow for frequent feedback during the onboarding period.

In conducting its evaluation, the Board shall use the evaluation instrument and process agreed to by the Board and Superintendent. This annual evaluation instrument and process shall be agreed to by the Board and Superintendent at or before the regular meeting of the Board in September 2020. The annual written evaluation of the Superintendent's performance will be based upon the Superintendent's self-evaluation, the mutually agreed upon performance goals

pursuant to Section 5 of this Contract, the Superintendent's job description as set forth herein and in Board Policy, the execution of the powers and duties of the Superintendent as described by state law, and the Superintendent's performance of the expectations as outlined in this Contract.

Should any rating below satisfactory or acceptable level of performance be entered on the Superintendent's evaluation form by the Board, notice must be given, in writing, to the Superintendent specifically detailing the nature of the deficiency to be addressed. Notice of deficiency must include specific expectations relative to remediation of the deficiency to provide the Superintendent sufficient information to address the Board's concern and to improve his rating in that area. Within thirty (30) days of the completion of the annual evaluation and workshop discussion in which the Board has identified any deficiencies, the Superintendent shall submit to the Board an Annual Improvement Plan which shall include a professional growth plan.

**18. TERMINATION:** This Contract may be terminated by one of the reasons specified below.

- a. This Contract may be terminated by mutual agreement of the parties.
- b. This Contract may be terminated by the retirement or the death of the Superintendent.
- c. This Contract may be terminated by disability pursuant to Section 19 of this Contract.
- d. This Contract may be terminated by the Board for cause in accordance with the laws of the State of Tennessee, including but not limited to Tenn. Code Ann. §§ 49-2-203(a)(14)(A), 49-5-511(a)(2), and 49-5-501(3) through (8). In the event of termination by the Board for cause, notice of termination shall be given to the Superintendent in writing. If the Superintendent is terminated for cause, the Superintendent shall be entitled to a hearing before the Board provided that the Superintendent requests a hearing in writing within ten (10) days of receipt of notice of termination. The hearing shall be held within thirty (30) days of the Board's receipt of the Superintendent's written request for a hearing. Within ten (10) days of the hearing, the Board shall provide its written decision to the Superintendent.
- e. This Contract shall terminate if the State Board of Education removes the Superintendent from office in accordance with the laws of the State of Tennessee including but not limited to Tenn. Code Ann. § 49-1-602.
- f. The Contract may be terminated by the Superintendent for any reason during the term of the Contract provided the Superintendent give written notice to the Board of such intent at least sixty (60) days prior to the effective date of such voluntary termination. In the event of such termination, the Superintendent shall have no right or entitlement to any severance pay. The Superintendent shall be entitled to the

salary, benefits, and expenses unpaid through the effective date of termination

- g. The Board may, at any time, terminate this contract without cause by giving the Superintendent written notice of at least sixty (60) days prior to the effective date of termination. Upon such termination, the Superintendent shall be entitled to the present value of any remaining salary and benefits that remain unpaid under the contract.

**19. DISABILITY:** “Disability” is defined as an inability to perform the essential functions of the job with or without reasonable accommodation as set forth in the Americans with Disability Act. Should the Superintendent become “disabled” as defined herein, and the period of disability extends beyond when all applicable leave benefits have been exhausted, during the period before the long term disability benefits begin as defined in Section 9 herein, the Board may, at its sole discretion, make the following deductions from the compensation stipulated above. For the first month following exhausted leave time, the Superintendent shall receive his entire monthly compensation; for the second month following exhaustion of such leave, the Superintendent shall receive two-thirds (2/3) of his regular compensation; and, for the third month of disability following exhaustion of accumulated leave time, the Superintendent shall receive one-third (1/3) of his regular compensation. However, payments from the Board will cease on the day the Superintendent is eligible to receive payment under the provisions of the long-term disability policy referenced above and in Section 8c of this Contract. Should the Superintendent remain disabled following his third month after exhaustion of leave, the Board may, in its sole discretion, terminate all subsequent pay under this Contract for as long as such disability exists. If such disability as defined herein continues for more than six continuous months, the Board, in its sole discretion, may terminate this Contract immediately. In such event, the respective duties, rights, and obligations of each party shall terminate except for the benefits detailed within this section. In the event of a work-related disability, payments made under this provision will be offset by temporary and permanent disability benefits paid under the Tennessee Workers’ Compensation Act.

**20. SEVERABILITY:** If any provision or item of this Agreement or the application thereof is held invalid or found to be in violation of state or federal constitutional or statutory law, such invalidity shall not affect other provisions, items, or applications of this Agreement that can be given effect without the invalid provision, items, or applications, and to this end, the provisions of this Agreement are hereby declared severable.

**21. ENFORCEMENT OF AGREEMENT:** In the event it should become necessary for either party to enforce the terms and conditions of this Agreement, the costs of such enforcement proceedings, including reasonable attorney fees, shall be paid to the prevailing party by the losing party.

**22. MODIFICATION/EXTENSION OF AGREEMENT:** By specific action of the Board, the terms and length of this Agreement may be modified with the consent of the Superintendent. However, unless the Board acts on or before six (6) months before the

expiration date of the Contract to extend or renew the contract, such failure to act shall serve as notice to the Superintendent that the Board does not intend to extend or renew the contract. No extension of this Contract shall occur absent the notice required pursuant to Tenn. Code Ann. § 49-2-203(14)(C).

**23. ENTIRE AGREEMENT AND EXECUTION AND DELIVERY BY FACSIMILE TRANSMISSION:** This Agreement embodies the entire understanding and agreement of the undersigned parties, whether oral or written. This Agreement may be executed by the Board and delivered to the Superintendent by e-mail or facsimile transmission. This Agreement shall be deemed effective and executed by both parties upon the receipt by the Board of a copy of the facsimile transmission of the Agreement executed by the Superintendent.

**24. GOVERNING LAW:** The laws of the State of Tennessee shall govern the interpretation and actions arising from this Contract.

\_\_\_\_\_  
Marlon King

Jackson-Madison County Board of  
Education

By: \_\_\_\_\_  
James "Pete" Johnson  
Board Chairman

## Job Description

**Job Title:** Superintendent

### Qualifications/Job Requirements:

- Bachelor's Degree required
- Master's Degree preferred
- Valid teacher's license with appropriate endorsement preferred
- Administrative or supervisory experience preferred

**Job Goal:** To provide leadership in developing and maintaining the best possible educational programs and services.

### Responsibilities and Essential Functions:

1. Acts for the Board in seeing that all laws relating to the schools are faithfully executed.
2. Attends all meetings of the Board and serves as a member of the Executive committee without additional compensation.
3. Keeps a complete and accurate record of the proceedings of all meetings of the Board and of its official acts.
4. Keeps a detailed and accurate account of all receipts and disbursements of the public school funds.
5. Issues all warrants authorized by the Board for expenditures.
6. Make such recommendations to the Board as he/she deems for the best interest of the public schools, but in no case shall he/she have a vote.
7. Supervises all schools, visits the schools from time to time, and advises members of the Board as to their condition and means for improvement.
8. Requires the use of the state course of study and the system of promoting students in accordance with the Commissioner of Education.
9. Signs all certificates and diplomas of students who complete the courses of study.
10. To hire, transfer, suspend, non-renew, and dismiss all personnel, with the exception of placing teachers on tenure and dismissing tenured teachers;
11. Requires all teachers to submit their certificates to teach, and keeps a complete record of same.
12. Files all contracts entered into with all employees of the Board.
13. Makes quarterly a written report for the Board detailing all receipts and expenditures of the public school funds and submits it to the local funding body.
14. Reports to the local funding body and the commissioner of Education whenever it appears that any portion of the school fund has been, or is in danger of being, misappropriated or illegally disposed of or not collected.
15. Makes reports to the Commissioner of Education when requested by him; and makes a full and complete report on forms furnished by the Commissioner of Education on or before the fifteenth (15<sup>th</sup>) day of July, annually for the year ending the thirtieth (30<sup>th</sup>) day of June proceeding.
16. Prepares, annually, with the chairman of the Board, a budget for the schools in the system, to submit the same to the Board for its approval; and presents it to the local funding body for adoption.



Revised: 05/09/19

17. Gives full time and attention to the duties of the position of superintendent.
18. Delivers to his/her successor all records and official papers belonging to said position.
19. Files with the Commissioner of Education a copy of the budget adopted by the local funding body within ten (10) days after its adoption.
20. Establishes a procedure whereby an updated copy of the Rules, Regulation, and Minimum Standards of the State Board of Education are kept on file in each school library during normal school hours.
21. Implements all rules pertaining to the supervision and administration of student body activity and other internal funds in schools.
22. Furnishes each principal with a copy of the manual for internal accounting and the necessary training and assistance to adequately use it.
23. Ensures that each principal carries out all recommendations of the annual audit.
24. Ensures an orderly transfer of a school's financial records between an outgoing and an incoming principal.
25. Receives, reviews, and permanently files all internal accounting reports submitted by the principals and reports any irregularities to the Board.
26. Takes action to encourage the prompt submission of all reports herein described.
27. Stays familiar with and ensures appropriate implementation of Board policies.
28. Performs such other duties as may be prescribed by law.

**FLSA Status:** Exempt

**Terms of Employment:** 260 Day Calendar. Salary to be established by the Board.

**Evaluation:** Performance of this job will be evaluated annually in accordance with provisions of the Board's policy.

*The Jackson-Madison County School System (JMCSS) provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.*

<b>Jackson-Madison County Board of Education</b>			
Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Qualifications and Duties of the Director of Schools</b>	Descriptor Code: <b>5.802</b>	Issued Date: <b>12/12/19</b>
		Rescinds: <b>5.802</b>	Issued: <b>05/10/01</b>

1 **QUALIFICATIONS**

- 2 1. A Baccalaureate Degree  
3 2. Such other qualifications as the Board deems desirable

4 **REPORTS TO:** The Board of Education

5 **SUPERVISES:** All administrative and supervisory personnel in the district

6 **JOB GOAL:** To provide leadership in developing and maintaining the best possible educational  
7 programs and services

8 **SCOPE OF RESPONSIBILITY:** The management responsibilities of the Director of Schools shall  
9 extend to all activities of the district, to all phases of the educational program, to all aspects of the  
10 financial operation, to all facility management, and to the conduct of such other duties as may be assigned  
11 by the Board. The Director of Schools may delegate these duties together with appropriate authority but  
12 may neither delegate nor relinquish ultimate responsibility for results or any portion of accountability.

13 **ESSENTIAL FUNCTIONS**

14 *General Administrative*

- 15 1. Provides leadership in identification of priorities and assures that all activities reflect those  
16 board-established priorities.
- 17 2. Prepares and recommends short and long-range plans for Board approval and implements those  
18 plans when approved.
- 19 3. Prepares, in conjunction with the Chair, agenda recommendations relative to all matters  
20 requiring board action, including all facts, information, options, and reports needed to assure  
21 informed decisions. Provides advice and counsel to the Board on matters before it.
- 22 4. Attends all regular and special meetings of the Board and keeps a complete and accurate record  
23 of the proceedings of all meetings of the Board and of its official acts.
- 24 5. Recommends drafts of new policies or changes to the Board. Anticipates potential problems.  
25 Recommends policies or courses of staff action.

- 1 6. Develops administrative procedures to implement board policy or for the items deemed  
2 necessary for the efficient operation of the schools and disseminates these procedures to  
3 appropriate staff.
- 4 7. Keeps the Board informed regarding development in other districts or at state and national levels  
5 that would be helpful to the district.
- 6 8. Ensures that all local, state, and federal standards for the health and safety of the students and  
7 staff are maintained and that required reports are maintained.
- 8 9. Fulfills all statutory obligations and implements the education law of the State of Tennessee and  
9 the rules and regulations of the State Board of Education.<sup>1</sup>

#### 10 *Financial Management*

- 11 1. Provides direction to and supervision of school business functions. Encourages development and  
12 implementation of sound business practices. Continually assesses business practices to achieve  
13 efficiency.
- 14 2. Prepares, annually, a budget and submits it to the Board for approval. Presents approved budget  
15 to the appropriate local funding body for adoption.
- 16 3. Makes appropriate written reports for the Board, detailing all receipts and expenditures of the  
17 public school funds, and submits them to the local funding body.
- 18 4. Ensures that funds are spent prudently by providing adequate control and accounting of the  
19 district's financial and physical resources.

#### 20 *Personnel Administration*

- 21 1. Establishes lines of authority which shall be approved by the Board and shown on the system  
22 organization chart. Lines of authority shall not restrict the practical working relationships of all  
23 staff members at all levels.
- 24 2. Employs such personnel as may be necessary within the limits of budgetary provisions and  
25 recommends to the Board teachers who are eligible for tenure.
- 26 3. Develops recruitment procedures to assure well-qualified applicants for professional and non-  
27 professional positions.
- 28 4. Assigns and transfers employees as the interest of the district may dictate and reports such action  
29 to the Board for information and record.
- 30 5. Holds meetings of teachers and other employees as necessary for the discussion of matters  
31 concerning the welfare and improvement of the schools.
- 32 6. Communicates directly, or through delegation, all actions of the Board relating to personnel  
33 matters to all and receives employees' communications to be made to the Board.

- 1       7. Evaluates principals annually.
- 2       8. Informs the Office of Educator Licensing of licensed educators who have been suspended or
- 3       dismissed, who have resigned, following allegations of conduct, including sexual misconduct,
- 4       which, if substantiated, would warrant consideration for license suspension or revocation, or
- 5       who have been convicted of a felony. The report shall be submitted within thirty (30) days of
- 6       the suspension, dismissal, or resignation or of receiving knowledge of the felony conviction.<sup>2</sup>

7       *Instructional Leadership*

- 8       1. Serves as the chief school executive. Ensures the development and maintenance of a positive
- 9       educational program designed to meet the needs of the community and to carry out the policies
- 10       of the Board. Ensures that a system of thorough and efficient education, as defined by state law,
- 11       is available to all students.
- 12       2. Recommends to the Board for its adoption all courses of study, curriculum guides, and major
- 13       changes in tests and time schedules to be used in the schools.
- 14       3. Oversees the timely revisions of all curriculum guides and courses of study.
- 15       4. Develops guidelines and direction for monitoring the effectiveness of existing and new
- 16       programs.
- 17       5. Conducts a periodic audit of the total school program and advises the Board of recommendations
- 18       for the educational advancement of the schools.
- 19       6. Seeks out available sources for grant funding to support programs and projects.
- 20       7. Ensures that the goals of the school district are adequately reflected in its educational program
- 21       and operations.

22       *Community/Public Relations*

- 23       1. Promotes community support of the schools. Interprets district programs and services, reports,
- 24       plans, events, and activities of interest and solicits community opinions regarding school and
- 25       educational issues.
- 26       2. Identifies available community resources and links to social service agencies that support
- 27       education and healthy child development.
- 28       3. Develops strategies to promote parental involvement in their student's education and provides
- 29       opportunities for parent-teacher interaction.
- 30       4. Maintains contact and good relations with local media. Acts as the Board's spokesperson.
- 31       5. Ensures that the district interests will be represented in meetings and activities of municipal and
- 32       other governmental agencies.

1           6. Represents the school district and its interests in community organizations, activities, and  
2           projects.

3   **TERMS OF EMPLOYMENT:** Serves in accordance with the terms of the contract between the Board  
4   and the Director of Schools. Salary to be determined by the Board.

5   **EVALUATION:** Performance of this job will be evaluated in accordance with provisions of state law  
6   and the Board's policy on evaluation of the Director of Schools.

7   **GENERAL REQUIREMENTS:** The above statements are intended to describe the general nature and  
8   level of work being performed by the person assigned to this position. They are not intended to be a  
9   complete list of responsibilities, duties, and skills required of personnel so assigned.

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Legal References

1. TCA 49-2-301
2. TRR/MS 0520-02-03-.09(2); TCA 49-5-417(c)

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Cross References

- Executive Committee 1.301
- Administrative Procedures 1.601
- Administrative Committees 1.602
- Administrative Reports 1.603
- School District Planning 1.701
- Job Descriptions 5.103
- Application and Employment 5.106
- Evaluation of the Director of Schools 5.803

## SCHOOL BOARD ANNUAL AGENDA 2019-2020

### JANUARY

1. APPROVAL OF TSBA DISTRICT POLICY MANUAL UPDATING SERVICE AGREEMENT (**RENEWAL YEAR**) This is a **3-year agreement, after the Board approves the agreement must send to Finance Department County director for approval**
2. SCOPE CONFERENCE (ALWAYS HELD IN MARCH)
3. REVIEW BOARD POLICIES – SECTION 2 FISCAL MANAGEMENT
4. APPROVAL OF HEARING OFFICERS – **DECEMBER was approved**
5. BOARD BUDGET PRIORITY **APPROVAL** (this is not an approval by the Board, a summary is provided by JMCSS Finance Department from Board Budget requested made by the Board)

### FEBRUARY

1. REVIEW BOARD POLICIES – SECTION 5 – PERSONNEL (THROUGH POLICY 5.310)
2. REGISTER FOR STUDENTS AND CHAPERONES FOR SCOPE

### MARCH

1. POLICY 4.401-TEXTBOOK EXAMINATION (CENTRAL OFFICE)
2. REVIEW BOARD POLICIES – SECTION 5 – PERSONNEL (BEGINNING WITH POLICY 5.400)
3. TSBA SCHOOL VOLUNTEER AWARD AND STUDENT RECOGNITION AWARD -**send to Principals**
4. SCOPE PRESENTATION OF CERTIFICATES AFTER CONFERENCE

### APRIL

1. APPROVAL OF SUMMER SCHOOL LOCATIONS, TUITION, DATES (CENTRAL OFFICE)
2. TEXTBOOK ADOPTION (CENTRAL OFFICE)
3. APPROVAL OF FEES FOR BEFORE AND AFTER SCHOOL DAY PROGRAMS (CENTRAL OFFICE)
4. REVIEW BOARD POLICIES – SECTION 6 (THROUGH POLICY 6.319)
5. TSBA SCHOOL VOLUNTEER AWARD AND STUDENT RECOGNITION AWARD APPROVAL BY BOARD – DEADLINE IS MAY 1<sup>ST</sup>

### MAY

1. APPROVAL OF AND AUTHORIZATION FOR THE SUPERINTENDENT TO HANDLE THE CONSOLIDATED FEDERAL APPLICATION FOR THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) AND THE INDIVIDUAL WITH DISABILITIES ACT (IDEA)-ACTION INCLUDES FILING NECESSARY BUDGET REVISIONS, ADDENDUMS OR TRANSFER REQUEST (TITLE 1 PROGRAM)
2. PRESENTATION OF CERTIFICATES TO STUDENT ADVISORY
3. REVIEW BOARD POLICIES – SECTION 6 – STUDENTS (BEGINNING WITH POLICY 6.400)
4. BUDGET APPROVAL
5. TEACHER OF YEAR LUNCHEON (NOTIFY BOARD MEMBERS IN ADVANCE)
6. TEACHER APPRECIATION WEEK (BOARD DELIVERY TO SCHOOLS)
7. HIGH SCHOOL GRADUATIONS (NOTIFY BOARD MEMBERS IN ADVANCE)
8. SUPERINTENDENT EVALUATION –SEND EVALUATION TO BOARD MEMBERS
9. TEACHERS GOING ON TENURE AND INFORMATION TO BE REVIEW BY BOARD

## JUNE

1. APPROVAL OF AND AUTHORIZATION FOR SUPERINTENDENT TO HANDLE CONSOLIDATED APPLICATION FOR NO CHILD LEFT BEHIND ACT
2. TSBA BOARD OF DIRECTORS APPLICATION
3. SUPERINTENDENT CONTRACT (YEARLY TO EXTENT CONTRACT AND DIFFERENT DURING AN ELECTION YEAR)
4. REPORT ON SUPERINTENDENTS'S EVALUATION

**\*\*\*START the process of beginning a new year: dates for monthly meetings**

## JULY (YEAR STARTS OVER)

1. TSBA FALL DISTRICT MEETING (ALWAYS HELD IN SEPTEMBER)
2. TSBA AWARD FOR EXCELLENCE IN EDUCATION PROGRAM APPLICATION DUE
3. APPROVAL OF SCHOOL BOARD CONFERNECES, WORKSHOPS AND CONVENTIONS – POLICY 1.204

**\*\*\*OPEN Purchase Orders begins**

## AUGUST

1. TSBA LEADERSHIP CONFERNECE AND CONVENTION (ALWAYS HELD IN NOVEMBER)
2. TSBA LEVEL V – MASTER SCHOOL BOARD MEMBER APPLICATION DEADLINE
3. TSBA SCHOOL BOARD (JMCSS) OF THE YEAR
4. TSBA ALL TENN SCHOOL BOARD (INDIVIDUALS)
5. TSBA SCHOOL OF THE YEAR FOR EXCELLENCE
6. TSBA BOARD OF DIRECTORS OFFICER DEADLINE
7. DISTRICT BOARD ELECTIONS EVERY TWO YEARS
8. NEW SCHOOL BOARD ORIENTATION EVERY TWO YEARS
9. STUDENT ADVISORY COMMITTEE TO BE SELECTED

## SEPTEMBER

1. PUBLIC HEARING NOTICE ON FAMILY LIFE EDUCATION PROGRAM (STAFF)
2. APPROVAL OF EXTENDED CONTRACT PLAN (STAFF)
3. ELECTION OF SCHOOL BOARD OFFICES (Chairman, Vice-Chairman, Parliamentarian, TLN Representative)
4. COMMITTEE APPOINTMENTS –BOARD CHAIRMAN (Long Range, Insurance, Budget, Education Vision, Policy, Technology, Sick Leave Bank, Code of Ethics)
5. REVIEW BOARD POLICIES – SECTION 1 – SCHOOL BOARD OPERATIONS
6. NSBA ANNUAL CONFERENCE
7. ELECTION OF NEW SCHOOL BOARD MEMBERS EVERY TWO YEARS

## OCTOBER

1. TEXTBOOK COMPLIANCE – TCA 49-3-310 (4) (a) –**REMOVE FROM ANNUAL CALENDAR**
2. REVIEW BOARD POLICES – SECTION 3 – SUPPORT SERVICES

3. BOARD RETREAT
4. BOARD TO START SETTING UP DATES TO MEET WITH LEGISLATORS IN NOVEMBER OR DECEMBER
5. WINSTON TRUETT – FISCAL SERVICES

### **NOVEMBER**

1. REVIEW OF BOARD VISION AND MISSION
2. APPROVAL OF COMPLIANCE REPORT
3. APPROVAL OF TEXTBOOK ADOPTION (CTE DEPT) – YEARS WHEN TO APPROVE
4. REVIEW BOARD POLICIES – SECTION 4 – INSTRUCTIONAL SERVICES
5. REVISE STRATEGIC PLAN

### **DECEMBER**

APPROVAL OF SCHOOL CALENDAR (FROM CENTAL OFFICE)

# Tennessee Department of Education School Board Academy



## Catalog of Events July 1, 2019 - June 30, 2020

*A collaborative effort between*

Tennessee School Boards Association  
Dr. Tammy Grissom, *Executive Director*

Tennessee Department of Education

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# At a Glance: Organization of School Board Academy Modules

## *Basic Core Modules*

- Advocating the Board's Vision
- Board Policy and Operations
- Board/Superintendent Relations
- School Law
- Board's Role in School Finance

*It is strongly recommended that the core modules are taken first.*

## *Elective Module*

### **A Deep Dive Into Boardsmanship**

*This session is designed for seasoned board members who have completed Orientation and a majority of the core modules.*

## *Online Modules*

- eBoardsmanship
- Legal Issues Impacting School

*Online modules may be taken to fulfill state training requirements; however, it is strongly recommended that the basic core modules are taken first.*

## *Joint Academy Modules*

- **Teaming and the School Board: Working Together to Improve Student Achievement** (*one-day event*)
- **Planning: A Joint Venture Part I and Part II** (*one or two-day event*)

*Board members attend the joint academy modules as a team along with their superintendent. Joint Academy modules may be taken to fulfill state training requirements.*

## *Optional Credit Modules*

- TSBA Summer Law Institute
- TSBA/TETA Technology Safety Symposium
- TSBA Board Chairman Workshop
- TSBA Leadership Conference
- TETA Administrator's Technology Academy

*Optional credit modules may be taken to fulfill state requirements. Registration fees are associated with some Optional Credit Modules.*

# 2019-2020 School Board Academies By Date

2019		
Topic	Location	Date
TSBA Summer Law Institute	Gatlinburg	July 19-20 (Fri-Sat)
TSBA/TETA Technology Safety Symposium	TSBA	August 23 (Fri)
TSBA Board Chairman Workshop	TSBA	October 4 (Fri)
TSBA Leadership Conference	Nashville	November 14-15 (Thu-Fri)
2020		
New Board Member Orientation	TSBA	January 9-10 (Thu-Fri)
Board's Role in School Finance	TSBA	January 16 (Thu)
Administrator's Technology Academy	Henderson	January 21 (Tue)
Board's Role in School Finance	Johnson City	January 23 (Thu)
Board's Role in School Finance	Jackson	January 30 (Thu)
A Deep Dive into Boardsmanship Distance Learning Sites - McMinn County - Lauderdale County	TSBA	February 4 (Tue)
Administrator's Technology Academy	Knoxville	February 25 (Tue)
Board/Superintendent Relations	Knoxville	March 5 (Thu)
Administrator's Technology Academy	Murfreesboro	March 11 (Wed)
Board/Superintendent Relations	Jackson	March 12 (Thu)
Board/Superintendent Relations Distance Learning Sites - McMinn County - Lauderdale County	TSBA	March 26 (Thu)
School Law	Jackson	April 3 (Fri)
School Law	TSBA	April 13 (Mon)
School Law	Knoxville	April 21 (Tue)
Board Policy and Operations	Knoxville	May 5 (Tue)
Board Policy and Operations Distance Learning Sites - McMinn County - Lauderdale County	TSBA	May 8 (Fri)
Board Policy and Operations	Jackson	May 12 (Tue)
Advocating the Board's Vision	Johnson City	June 2 (Tue)
Advocating the Board's Vision	TSBA	June 5 (Fri)
Advocating the Board's Vision	Jackson	June 10 (Wed)
TSBA Summer Law Institute	Jackson	June 26 (Fri)
Other		
Planning: A Joint Venture	Scheduled by request with majority of board & superintendent in attendance Teaming and the School Board Scheduled by request with majority of board & superintendent in attendance	
Teaming and the School Board	Scheduled by request with majority of board & superintendent in attendance Teaming and the School Board Scheduled by request with majority of board & superintendent in attendance	
eBoardsmanship (online)	Individually scheduled by request	
Legal Issues Impacting School Boards (online)	Individually scheduled by request	

# State Laws and Regulations

## **Tenn. Code Ann. 49-2-202(a)(6)**

All board members shall be properly trained during their service on the board of education. The minimum requirements for this training shall be established by the state board of education and shall include an annual session for all board members.

## **STATE BOARD OF EDUCATION RULES AND REGULATIONS, 0520-1-2-.11**

- (1) Every member of a local board of education shall participate annually in seven hours of training provided by the School Board Academy. In addition, all newly-elected members of a local board of education shall attend a fourteen hour orientation during their first year in office.
- (2) The School Board Academy shall be administered by the State Department of Education.
- (3) The annual program of the School Board Academy will consist of modules approved by the State Board of Education. The Tennessee School Boards Association (TSBA) shall develop and conduct the majority of the approved modules.
- (4) A School Board Academy Advisory Committee shall be established by the State Board of Education. The Advisory Committee will be responsible for evaluating academy programs. The Advisory Committee will also be responsible for recommending an annual program plan for the academy prior to the beginning of each school year for approval by the State Board of Education. The Advisory Committee will include the Executive Director and the President of the Tennessee School Boards Association, a member of the State Board of Education, the President of the Tennessee Organization of School Superintendents, and the Commissioner of Education or his designee. It will also include others appointed by the State Board of Education for terms designated by the State Board of Education.

## Attendance Requirements

### **EXPERIENCED BOARD MEMBERS**

**Before January 1, 2019**

- Must complete one module before June 30, 2020.
- Must attend the entire module in order to receive credit.

### **NEW BOARD MEMBERS**

**After January 1, 2019**

- Must attend a two-day Orientation by June 30, 2020.
- Must attend one Module by June 30, 2020.
- It is recommended that board members complete the basic core modules first.
- Must attend the entire module in order to receive credit.

## EXCEPTIONS

Exceptions are granted only when extraordinary circumstances prevent a board member from attending a regularly scheduled School Board Academy. The request for an exception must be submitted to Grace Jones at the Tennessee Department of Education Division of Teachers and Leaders at [grace.jones@tn.gov](mailto:grace.jones@tn.gov) or mailed to the below address:

12th Floor Andrew Johnson Tower  
710 James Robertson Parkway  
Nashville, TN 37243

The request submitted by the superintendent or his/her designee must be accompanied by:

- A certified statement from a physician, if applicable.
- A record of action on the request for an exception by the local board of education at a public meeting.

# How to Register

## GENERAL INFORMATION

- A limited number of space is available for each School Board Academy.
- In-person sessions with fewer than ten registrants may be cancelled.
- Distance learning sites with fewer than five registrants may be cancelled.

## REGISTRATION PROCEDURES

- Review requirements for school board member attendance for the 2019-2020 training cycle.
- Examine the module descriptions you are considering.
- The basic content of the core modules does not change; therefore, board members should only take the core modules once.
- Select the module you wish to attend.
- Complete the applicable registration form found in this catalog or register online at [www.tsba.net](http://www.tsba.net), scroll over the tab "School Board Academies" or "TSBA Meetings", and click on the drop-down for the meeting you are interested in attending.
- Forward forms to:  
TSBA  
ATTN: Registrar  
525 Brick Church Park Drive  
Nashville, TN 37207  
Phone: 800-448-6465  
Fax: 615- 815-3911  
[registrar@tsba.net](mailto:registrar@tsba.net)

## INFORMATION ABOUT DATES, LOCATION AND DIRECTIONS

If you need to confirm the date and location of an Academy session or need directions, call the Tennessee School Boards Association at 615/815-3908. Information may also be obtained through the TSBA Website at [www.tsba.net](http://www.tsba.net).

# Stipend

## **New Board Members**

Orientation = \$150.00 Stipend (*attendance at both days is required to receive the \$150.00 stipend*)

One 7 hour Module = \$75.00 Stipend

## **Experienced Board Members**

One 7 hour Module = \$75.00 Stipend OR

Planning: A Joint Venture (one-day) = \$75.00 Stipend OR

Planning: A Joint Venture (two-day) = \$150.00 Stipend

While the state provides a stipend for attendance at School Board Academies, meals are not included. However, they do provide for morning and afternoon breaks.

# Orientation

## LOCATION/DATES

TSBA            January 9-10, 2020 (Thu-Fri)

### **Objective:**

To provide an overview of the roles, responsibilities and legal duties of school board members.

### **Special Consideration:**

Board members who assumed office after January 1, 2019, are required to attend the Orientation session before June 30, 2020.

### **Description:**

This session is designed to meet the needs of new board members. Through active participation in this session, you learn the do's and don'ts of effective boardsmanship.

Major topics covered during the session include:

- Education's Governance Structure
- Basics of Boardsmanship
- Finance
- Promotion of the School System
- Board Policies
- Planning
- School Law
- Board/Superintendent Relations
- Board/Staff Relations
- Board/Student Relations
- Hot Topics Facing School Boards

# Basic Core Modules

**Board's Role in School Finance  
Board/Superintendent Relations  
School Law  
Board Policy and Operations  
Advocating the Board's Vision**

*The basic content of the core modules does not change; therefore, board members should only take the core modules once.*

# Board's Role in School Finance

## LOCATIONS/DATES

TSBA	January 16, 2020 (Thu)
Johnson City	January 23, 2020 (Thu)
Jackson	January 30, 2020 (Thu)

### **Objective:**

To provide an overview of the board's role in developing the school system budget.

### **Description:**

In this session, board members will learn their role in the budget process and how it relates to the board's mission and vision for the school system.

Major topics covered during the session include:

- History of School Finance
- Overview of the BEP
- Local Revenue and Federal Funds
- Budget Process
- How to Read a Budget Document
- Factors Affecting a Budget
- Building Support for the Budget

# Board/Superintendent Relations

## LOCATIONS/DATES

Knoxville	March 5, 2020 (Thu)
Jackson	March 12, 2020 (Thu)
TSBA	March 26, 2020 (Thu)

### **Objective:**

To provide an overview of the roles and responsibilities of the school board and the superintendent.

### **Description:**

This session focuses on ways to select a superintendent, build the board/superintendent team, and evaluate the performance of the superintendent. During the course of the session, you will have the opportunity to look closely at both roles and learn more about interrelationships and independence – two essential elements for successful and productive relations. Participants will also review the elements of a superintendent contract.

Major topics covered during the session include:

- Job Descriptions of Board Members/Superintendents
- Roles and Expectations of Superintendent/Board
- Superintendent Selection
- Employment Contract
- Team Development
- Superintendent Performance Evaluations
- Code of Ethics

# School Law

## LOCATIONS/DATES

Jackson      April 3, 2020 (Fri)  
TSBA          April 13, 2020 (Mon)  
Knoxville    April 21, 2020 (Tue)

### **Objective:**

To determine the legalities that govern the school board.

### **Description:**

School board members must be familiar with the legal issues that affect policy. In this session, participants review the legal duties of the school board and the Tennessee Sunshine Law.

Major topics covered during the session include:

- Duties and Powers of the Board, Superintendent, and Local Legislative Body
- Open Meetings and Open Records
- Ethics
- Students' Rights
- Employee Rights

# Board Policy and Operations

## LOCATIONS/DATES

Knoxville	May 5, 2020 (Tue)
TSBA	May 8, 2020 (Fri)
Lauderdale County - <i>Distant Learning Site</i>	May 8, 2020 (Fri)
McMinn County - <i>Distant Learning Site</i>	May 8, 2020 (Fri)
Jackson	May 12, 2020 (Tue)

### **Objective:**

To provide an overview of the responsibilities of the board and superintendent in board operations and policy development, implementation, monitoring, and evaluation.

### **Description:**

This session focuses on the importance of school board policy and school board operations. Board Members will discuss policy development, parliamentary procedure, and board meeting procedures.

Major topics covered during the session include:

- Structure of Policy
- Policy Development
- Policy Review, Revision, and Oversight
- Administrative Procedures
- Board Operations
- Parliamentary Procedure
- The Board and Employees

# Advocating the Board's Vision

## LOCATIONS/DATES

Johnson City	June 2, 2020 (Tue)
TSBA	June 5, 2020 (Fri)
Jackson	June 10, 2020 (Wed)

### **Objective:**

To explore the board's role in creating a vision for excellence for all students and in building public support to achieve the vision.

### **Special Consideration:**

Board Members must bring a laptop, iPad, or tablet to this session, along with a copy of their board's strategic plan.

### **Description:**

In this session, participants engage in discussion to learn what vision is, how it is created and the critical components it must include. Board members discover how to build public support from all stakeholders for their school district vision, mission and goals. During this session, participants will see the connection between standards of excellence in all areas of the school operation and the vision that they set as a school board. They will also learn how to use data to assess needs, set goals and determine priorities for the school system.

Major topics covered during the session include:

- Exercising Board Leadership Through the Visioning Process
- Why Boards Need to Have a Vision
- What Vision Is-What Vision Does-What Kills Vision
- Role of the Board and Superintendent in the Vision and Planning Process
- Vision of Students Today
- Translating Vision into Action
- Using Data to Assess Needs and Setting Goals
- Building Stakeholder Support for the Vision
- Working with the Media
- Board's Role as a Creator of Public Opinion

# Elective Module

## **A Deep Dive Into Boardsmanship**

*Elective modules may be taken to fulfill state training requirements; however, it is strongly recommended that the basic core modules are taken first.*

# A Deep Dive Into Boardsmanship

## LOCATIONS/DATES

TSBA	February 4, 2020 (Tue)
Lauderdale County - <i>Distant Learning Site</i>	February 4, 2020 (Tue)
McMinn County - <i>Distant Learning Site</i>	February 4, 2020 (Tue)

### **Objective:**

To provide a deep dive for seasoned board members into the most important aspects of boardsmanship.

### **Special Consideration:**

This session is designed for seasoned board members who have completed Orientation and a majority of the core modules.

### **Description:**

This session will explore, in depth, answers to the many questions that have arisen since the new board member took office and first attended the Orientation module.

Major topics covered during the session include:

- The Evolution of Boardsmanship
- Promotion of the School System
- School Law
- Board/Superintendent Relations
- Board Relationships with Staff/Students
- Hot Topics Facing School boards

# Online Modules

## **eBoardsmanship Legal Issues Impacting School Boards**

*Online modules may be taken to fulfill state training requirements; however, it is strongly recommended that the basic core modules are taken first.*

# eBoardsmanship (*online course*)

**Individually scheduled by request. This module can only be taken once.**

## **Objectives:**

1. To provide a Boardsmanship Profile to board members.
2. To offer recommendations to increase knowledge and skills in key areas.
3. To determine the effectiveness of the School Board Academy Modules.

## **Special Considerations:**

- Board members must have access to a computer with internet connectivity.

## **Description:**

This assessment module is a way for board members, the Tennessee Department of Education and TSBA to work hand in hand to determine if the modules are taught in a way that is helpful and memorable to you. This tool identifies your areas of expertise and provides suggestions for obtaining additional information in areas that can help you, as a board member, to grow professionally.

TSBA will provide a web-based “eBoardsmanship” module and you will work through the four sections of the module:

- 1) Board Game
- 2) Mini-Scenarios
- 3) Structured Situational Analysis
- 4) Video Clips

Once you have completed the four sections online, your responses will be tabulated and the results provided to you online in a Boardsmanship Profile that identifies your expertise in each of the Modules. The profile includes an explanation of scores as well as suggestions and ideas to help you further develop your knowledge and skills. Verifications of completion will be sent to TSBA.

# Legal Issues Impacting School Boards

## *(online course)*

**Individually scheduled by request. This module can only be taken once.**

### **Objective:**

To provide board members with a basic understanding of key school law issues and keep board members up to date on the most current developments in school law so they will have the information they need to make sound reasonable decisions.

### **Special Considerations:**

- Board members must have access to a computer with internet connectivity.

### **Description:**

This online module consists of seven separate modules each covering a different school law issue. The modules may be completed as a group or may be done on an individual basis however to receive school board academy credit, all modules must be completed during the 2019-2020 fiscal year.

The modules include:

- Open Meetings and Open Records
- Parliamentary Procedure
- Employee Rights and Relations
- Ethical Guidelines for School Board Members
- Legislative Advocacy and the School Board
- The Bill of Rights and its Impact on School Districts
- The Board-Superintendent Relationship

# Joint Academy Modules

**Teaming and the School Board: Working Together to  
Improve Student Achievement**

**Planning: A Joint Venture Part I and Part II**

*The superintendent and the board must attend these sessions as a team.  
No partial credit will be granted.*

# Teaming and the School Board

## Scheduled by Request

### **Objective:**

To increase collaboration and productivity in a school governance team and support high achievement for all children.

### **Special Consideration:**

The superintendent and majority of the school board must attend.

### **Description:**

Managing a school system is “big business” that educates the majority of tomorrow’s citizens and the success of a school governance team is directly related to the future of our nation.

Major topics covered during the session include:

- Understanding Groups and Teams
- Behavior of School Board Members in Board Situations
- Effective Communication Among the Board Team
- Effective Governance Team
- Trust Building Behaviors
- Build an Effective Board/Superintendent Relationship

# Planning: A Joint Venture Part I & II

## Scheduled by Request

### Objectives:

1. To develop practical skills and increase knowledge in the planning process.
2. To provide superintendents and board members with methods to develop a common vision and mission statement.
3. To develop strategies for setting system goals.
4. To monitor/evaluate results to bring about systematic change.
5. To provide follow-up and support in Part II for boards who have previously attended a Joint Venture Session.

### Special Considerations:

- The superintendent and majority of the school board must attend.
- Superintendents and school board members meet in large group, presentation, and discussion sessions with other systems as well as with team members in small group settings throughout the two-day workshop experience. The casual meeting site facilities provide a relaxed atmosphere and open communication.

### Description:

#### *Planning: A Joint Venture I*

The importance of planning for a school system's future is the major focus of this institute. The Tennessee Department of Education and the Tennessee School Boards Association present the steps for establishing a school system's mission and vision. Also included are strategies to help you plan for school improvement through goal setting, and definitions of strategies, as well as methods to monitor and evaluate results to help you modify plans over time. Participants discuss how to incorporate the State Department of Education's Strategic Plan and the State Board of Education's Performance Standards/Master Plan into a school system's plan.

#### *Planning: A Joint Venture II*

For those boards that have attended Planning: A Joint Venture I, Planning: A Joint Venture II is available. In this session boards review their beliefs and mission statements and report the progress they have made toward their goals. Prior to the sessions, board members are asked to complete a board self-evaluation instrument and send it back to TSBA to tabulate and analyze. During the session, the facilitator shares the results with the board and leads members through a process to discover ways to improve. Each board has the opportunity to further develop its strategic plan, including in-depth exploration of a board project, or the board may focus exclusively on plans for board improvement.

# Optional Credit Modules

**TSBA Summer Law Institute**  
**TSBA/TETA Technology Safety Symposium**  
**TSBA Board Chairman Workshop**  
**TSBA Leadership Conference**  
**TETA Administrator's Technology Academy**

*Optional Credit Modules fulfill annual training requirements.  
Registration fees are associated with some Optional Credit Modules.*

# TSBA Summer Law Institute

## LOCATIONS/DATES

Gatlinburg July 19-20, 2019 (Fri-Sa)  
Jackson June 26, 2020 (Fri)

### Objectives:

1. To review current legal and legislative issues and to develop understanding of these issues.
2. To discover implications for board members and school systems.

### Description:

Are you interested in the most up-to-date decisions regarding school cases in Tennessee as well as the rest of the nation? Do you want to know what laws were passed by the General Assembly in the last session? Then this training is for you! During this meeting participants are provided with a review of Tennessee and national school cases, the Attorney General Opinions, and new laws passed by the General Assembly.

**A registration fee is associated with this institute. To register contact TSBA.**

# TSBA/TETA Technology Safety Symposium

## LOCATION/DATE

TSBA August 23, 2019 (Fri)

### Objective:

To provide critical information to board members on how to keep their students safe from online predators and their school district up-to-date on the latest technology.

### Description:

During this symposium, attendees will be given an overview of social and emotional learning with the use of technology; data privacy with vendors; appropriate behavior of employees on social media; digital citizenship with students and the uses of eRate funds. The U.S. Department of Homeland Security will give a presentation on how to keep children safe from online predators through education and awareness; how to stay safe online and how to report abuse and suspicious activity.

**A registration fee is associated with this workshop. To register contact TSBA.**

# TSBA Board Chairman Workshop

## LOCATION/DATE

TSBA October 4, 2019 (Fri)

### Objective:

To provide board chairmen with critical information about the duties and responsibilities of their leadership role.

### Description:

As the board chairman, your role on the board takes on a new dimension. This workshop was developed to help you meet the requirements of your position and provide tools to assist you to build a better school board.

Effective meeting management is a major focus of this session. You are also introduced to parliamentary procedure, legal requirements of board meetings, and staff relations. Participants are engaged in activities that develop critical skills to deal more effectively with media and the public.

**A registration fee is associated with this workshop. To register contact TSBA.**

## TSBA Leadership Conference

### LOCATION/DATES

Nashville      November 14-15, 2019 (Thu-Fri)

### Objective:

To provide local board chairmen with the necessary tools to work effectively with the superintendent, other members of the board, the local funding agency and the public to improve student achievement.

### Description:

In this workshop you have the opportunity to network with other experienced board chairmen. This interaction enables you to examine leadership styles, team building techniques and to learn the traits of effective leaders.

**A registration fee is associated with this conference. To register contact TSBA.**

## TETA Administrator's Technology Academy

### LOCATIONS/DATES

Henderson	January 21, 2020 (Tue)
Knoxville	February 25, 2020 (Tue)
Murfreesboro	March 11, 2020 (Wed)

The Tennessee Educational Technology Association (TETA) Administrator's Technology Academy is held every year at three regional locations. The goal of the academies is to provide new and innovative ways to implement technology with the goal of improving student learning.

**To register, contact TETA Executive Director, Joan Gray at [Joan.Gray@teta.org](mailto:Joan.Gray@teta.org).**

# School Board Academy Local Option Credit

The School Board Academy program offers Local Option Credit. Individual boards of education can submit a training workshop that they are conducting in their system for possible local option credit by submitting a request form to the Tennessee Department of Education Office of Deputy Commissioner/Chief Academic Officer and Division of Teachers and Leaders before the training occurs. The request form and guidelines for Local Option Credit may be obtained from TSBA's website at *www.tsba.net*, then click on the tab titled, "School Board Academies", and then select the link on the right-hand column titled, "Local Option Credit Form". Email the completed form and supporting material to *grace.jones@tn.gov*.

The form must include the title and description of the workshop along with the total number of hours. The goals of the Local Option training must reflect the School Board Competencies identified in the School Board Academy Program. If approved, school board members can use this local training event to fulfill their mandatory school board training requirement. Registration, cost and other expenses to attend are the responsibility of the individual board member.

# Tennessee Department of Education

## 2019-2020 School Board Academy

### NEW BOARD MEMBER (After January 1, 2019) Registration Form

Name of School System: \_\_\_\_\_

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone with Area Code: (\_\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

School board members elected/appointed after January 1, 2019, are required to attend a two-day **Orientation Module** and **one Academy Module** before June 30, 2020.

A.  I will be attending the Orientation Module on January 9-10, 2020 at the TSBA Headquarters in Nashville, Tennessee.

B.  **Academy Module:** Please list the title, location and date of the annual academy module you would like to attend.

Academy Module: \_\_\_\_\_  
Title Location Date

#### Submit Form to TSBA via:

Email: registrar@tsba.net

Fax: (615) 815-3911

*For registration information or assistance call the Tennessee School Boards Association at 800-448-6465, ext. 3908 or (615) 815-3908.*

# Tennessee Department of Education

## 2019-2020 School Board Academy

### EXPERIENCED BOARD MEMBER (Before January 1, 2019) Registration Form

Name of School System: \_\_\_\_\_

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone with Area Code: (\_\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

**Experienced board members must attend ONE Academy Module before June 30, 2020.**

Please list the title, location and date of the annual academy module you would like to attend.

Academy Module: \_\_\_\_\_  
Title Location Date

**Submit Form to TSBA via:**

Email: registrar@tsba.net

Fax: (615) 815-3911

*For registration information or assistance call the Tennessee School Boards Association at  
800-448-6465, ext. 3908 or (615) 815-3908.*

**Tennessee School Boards Association**

525 Brick Church Park Drive

Nashville, TN 37207

[www.tsba.net](http://www.tsba.net)

Date Requested	Requisition #	PO#	Vendor	OBJECT	PO Amount
					<b>\$ 277,332.00</b>
7/8/2019	20000556	2000397	Rainey/Kizer	533100	175000.00
4/13/2020	20009815	2009066	Rainey/Kizer	533100	50000.00
7/8/2019	20000349	2000220	Park Vista-Gatlinburg	552400	300.00
7/15/2019	20001017	2000884	TSBA BOEconnect	547100	2000.00
7/9/2019	20000725	2000574	Leadership Registrtation	552400	4000.00
7/9/2019	20000726	2000575	Leadership Gaylord	552400	5000.00
7/9/2019	20001192	2001064	TSBA Fall District	552400	660.00
			refund Kevin	60.00	
7/15/2019	20001016	2000883	TSBA Membership	532000	8347.00
7/9/2019	20000775	2000709	Sam's	549900	1000.00
7/17/2019	20001119	2000989	Wal-mart	549900	200.00
7/18/2019	20001193	2001065	TSBA Board Chairman	552400	375.00
7/19/2019	20001190	2001063	TSBA/TETA Conference	552400	625.00
7/30/2019	20001495	2001354	Lexis Nexis Books	549900	450.00
8/13/2019	20002225	2001996	Heavenly Ham	549900	250.00
9/12/2019	20003214	2002911	Kent Freeman	549900	200.00
			POCO #2002911		200.00
9/23/2019	20003600	2003280	Hobby Lobby	549900	150.00
8/7/2019	20002001	2001790	Liberty Culinary	549900	150.00
10/18/2019	20004508	2004108	NSBA registration	552400	3500.00
11/8/2019	20005252	2004780	NSBA Hyatt hotel	552400	4000.00
3/11/2020	20008962	2008245	Marriott Marquis Chicag	552400	2500.00
2/25/2020	20008326	2007675	NSBA flight	552400	1500.00
10/28/2019	20004779	2004332	Panera Bread	549900	100.00
10/28/2019	20004778	2004330	Chick-fil-A	549900	100.00
10/29/2019	20004771	2004374	Tacos 4 Life	549900	300.00
12/8/2019	20005993	2005543	Heavenly Ham	549900	200.00
12/4/2019	20005951	2005430	The Blacksmith	549900	250.00
12/27/2019	20006570	2005961	TSBA Policy Agreement	532000	5500.00
1/15/2020	20007058	2006467	SCOPE Registration	552400	700.00

1/28/2020	20007438	2006820	Board of Dist Plaque	549900	125.00
1/28/2020	20007439	2006821	Board Secretary Conf	552400	125.00
1/30/2020	20007570	2006935	Old Country Bd of Dist	549900	100.00
2/3/2020	20007654	2007000	Legs/Legal registration	552400	300.00
2/3/2020	20007656	2007125	Double Tree Legs/Legal	552400	500.00
2/15/2020	20008055	2007398	Double Tree Interviews	559900	400.00
3/9/2020	20008854	2008106	Doubel Tr 2nd Interview	559900	200.00
2/18/2020	20008057	2007407	Liberty Culinary Intervi	559900	400.00
3/9/2020	20008857	2008102	Liberty Culinary Intervi	559900	300.00
3/2/2020	20008594	2007908	Superintendent Search	539900	5000.00
3/3/2020	20008635	2007932	Walmart	549900	200.00
3/2/2020	20008592	2007907	Enterprise (visits)	559900	500.00
2/24/2020	20008299	2007613	Enterprise SCOPE	552400	300.00
3/9/2020	20008861	2008103	Summer Law Jackson	552400	375.00
3/18/2020	20009138	2008435	Summer Law Gatlinburg	552400	350.00
4/23/2020	20010079	2009267	Leadership Conference	552400	600.00
					<b>\$ 277,332.00</b>
					<b>PO Amount</b>

Vendor	PO #	INVOICE #	OBJECT	Submitted for +A1:I183FINANCE Paymer		
				Date Paid	BATCH	AMOUNT
						\$ 231,010.94
Rainey/Kizer	2000397		533100			
		July retainer			2030	4,500.00
		August retainer			2236	4,500.00
		Madison/East Jackson			2340	3,822.50
		General Files			2340	19,376.35
		Deloach/Johnson			2340	314.25
		September Retainer			2526	4,500.00
		October Retainer			2732	4,500.00
		November Retainer			3033	4,500.00
		December Retainer			3223	4,500.00
		January Retainer				4,500.00
		February Retainer			3895	4,500.00
		March Retainer			3895	4,500.00
		April Retainer			4121	4,500.00
		May Retainer				
		June Retainer				
		General Files			2789	19,987.90
		Hilton			2789	76.00
		Hilton Dismissal			4188	1,265.10
		Public Private			2789	8,610.15
		Deloach/Johnson			2789	9,905.85
		Collaborative Conferen			3231	4,516.30
		Public Private			3231	20,029.90
		Civil Rights			3231	494.00
		Deloach/Johnson			3231	4,969.43
		General Files			3231	99.75
		Collaborative Conferen			3757	76.00
		Public Private			3757	20,921.09
		Hilton			3757	114.00
		Ashport Property			3757	2,405.00

		Ashport Property			<b>4188</b>	<b>4,151.20</b>
		General Files			<b>3757</b>	<b>128.85</b>
		General Files			<b>4188</b>	<b>27.65</b>
<b>Rainey/Kizer</b>	2009066	Public/Private			<b>4221</b>	<b>25,612.55</b>
<b>Rainey/Kizer</b>	1911543	B. Ross	533100		<b>2453</b>	<b>139.20</b>
<b>Park Vista - Gatlinburg</b>	2000220	did not attend	552400			
<b>TSBA BOEconnect</b>	2000884	inv 32577	547100		<b>3757</b>	<b>2,000.00</b>
<b>TSBA Leadership registration</b>	2000574		552400		<b>PCARD</b>	<b>3,475.00</b>
<b>Gaylord Leadership</b>	2000575		552400		<b>PCARD</b>	<b>4,815.72</b>
<b>TSBA membership</b>	2000883.00		53200			
		31141			<b>2092</b>	<b>8,347.00</b>
<b>Sam's</b>	2000709		549900			
		8/16/2019			<b>PCARD</b>	<b>135.13</b>
		10/22/2019			<b>PCARD</b>	<b>144.29</b>
		12/3/2019			<b>PCARD</b>	<b>257.48</b>
		2/8/2020			<b>PCARD</b>	<b>154.54</b>
		3/3/2020			<b>PCARD</b>	<b>60.34</b>
<b>Wal-mart</b>	2000989		549900			
		7/18/2019			<b>PCARD</b>	<b>13.48</b>
		8/16/2019			<b>PCARD</b>	<b>54.28</b>
		11/1/2019			<b>PCARD</b>	<b>58.01</b>
		11/11/2019			<b>PCARD</b>	<b>16.17</b>
		12/9/2019			<b>PCARD</b>	<b>19.07</b>
<b>Wal-mart</b>	2007932		549900			
		3/3/2020			<b>PCARD</b>	<b>56.66</b>
<b>Lexis Nexis Books</b>	2001354		549900			

		10/29/2019			<b>2982</b>	<b>452.61</b>
<b>Heavenly Ham</b>	2001996		549900			
		8/15/2019			<b>PCARD</b>	<b>172.30</b>
	2005543	12/9/2019			<b>PCARD</b>	<b>91.45</b>
<b>Liberty Tech Culinary</b>	2001790	103921	549900		<b>2526</b>	<b>150.00</b>
	2007407	Feb 19 & 20 Interviews	559900		<b>3920</b>	<b>300.00</b>
<b>TSBA/TETA Conference</b>	2001063	31900	549900		<b>2322</b>	<b>375.00</b>
<b>TSBA Fall District</b>	2001064		552400			<b>660.00</b>
		31922			<b>2322</b>	<b>660.00</b>
		refund for Kevin 60.00				
<b>TSBA Board Chairman</b>	2001065		552400			
		31903 Janice			<b>2322</b>	<b>125.00</b>
		32180 James			<b>2688</b>	<b>125.00</b>
		James reimbursement			<b>2789</b>	<b>124.08</b>
<b>Kent Freeman</b>	2002911		549900			
		T. Person funeral			<b>PCARD</b>	<b>15.75</b>
		D. Braswell funeral			<b>4252</b>	<b>77.50</b>
		Charles Dodd funeral				
		Mary Cobb Hill funeral			<b>4252</b>	<b>55.00</b>
<b>Hobby Lobby</b>	2003280		549900			
		9/24/2019			<b>PCARD</b>	<b>49.01</b>
		1/28/2020			<b>PCARD</b>	<b>14.09</b>
<b>Chick fil-A</b>	2004330		549900			
		11/2/2019			<b>PCARD</b>	<b>72.90</b>
<b>Panera</b>	2004332		549900			
		11/4/2019			<b>PCARD</b>	<b>59.98</b>
<b>Tacos 4 Life</b>	2004374		549900			
		11/2/2019			<b>PCARD</b>	<b>239.75</b>
<b>Heavenly Ham</b>	2005543		549900			
		12/9/2019			<b>PCARD</b>	<b>91.45</b>
<b>The Blacksmith</b>	200543	12/4/2019	549900			
		12/5/2019 Board & TSBA			<b>PCARD</b>	<b>164.53</b>

NSBA Conference Chicgao	2004780	Hotel-Hyatt Regency	552400		
<b>CANCELLED-no payment out</b>		James Jonson			
		Doris Black			
NSBA Registration	2004108		552400		
3/3/2020		James Johnson		<b>3910</b>	<b>1,025.00</b>
<b>CANCELLED-reimbursed</b>		James travel			
		Doris Black		<b>3910</b>	<b>1,025.00</b>
		Doris travel			
TSBA Policy	2005961		532000	<b>3853</b>	5,500.00
Board of Distinction plaque	2006820		549900	<b>3853</b>	125.00
Old Country Bd of Distinction	2006935		549900	<b>pcard</b>	50.00
Board Secretary Workshop	2006821	<b>CANCELLED-REIMBURSED</b>	552400	<b>3853</b>	125.00
Legis/Legal Conference	2007000		552400		
		Janice registration		<b>3895</b>	<b>150.00</b>
		Janice travel		<b>3895</b>	<b>252.36</b>
Legis/ Legal Double tree	2007015	Janice Hampton	552400	<b>pcard</b>	266.42
TSBA SCOPE	2006467	registration	552400	<b>3853</b>	664.00
Enterprise	2007613	SCOPE	552400	<b>4121</b>	<b>252.50</b>
	2007907	van for district visits	559900	<b>4121</b>	<b>117.52</b>
Superint endent Search	2007908	inv 32588	559900	<b>3910</b>	5,000.00
Double Tree Hotel	2007398	1st interview Sharon	559900		
		1st interview Ron		<b>PCARD</b>	166.75
	2008106	2nd interview Ron		<b>PCARD</b>	100.80
Liberty Culinary	2007407		559900		
		first interviews reception		<b>3920</b>	300.00
	2008102	2nd interview reception		<b>4025</b>	165.00
Summer Law Jackson	2008103	Doris Registration	552400		
Summer Law Gatlinburg	2008435	Janice Registration	552400		
		travel			

Summer Law Hotel						
						\$ 231,010.94
				Date Paid	BATCH	Amount Paid



# LEGAL FEES

<b>G2310000/533100</b>		50,000.00
<b>Budget Amount</b>	<b>225,000.00</b>	

REMAINING BALANCES			\$50,000.00	\$33,095.28
Date	P.O. #	Vendor/ Name	P.O. Amount	Invoice Amt
3/12/2019	1908894	Brenda McCommon	\$ 3,000.00	
4/48/2019		B. Ross		\$ 550.00
5/9/2019		B. Ross		\$ 1,878.00
3/22/2019	1909256	Arlington Community Board of Ed	\$ 10,000.00	
6/17/2019		B. Ross		\$ 8,150.60
5/17/2019	1911139	Brenda McCommon B. Ross	\$ 1,500.00	
6/4/2019	1911543	Chuck Cagel-B. Ross	\$ 10,000.00	
7/16/2019		B. Ross		\$ 2,475.00
8/23/2019		B. Ross		\$139.74
3/22/2019	1909262	Brenda McCommon L. Conner	\$ 3,000.00	
3/22/2019	1909253	Dewsner & Kennedy	\$ 10,000.00	
5/10/209		L. Conner		\$ 805.00
7/9/2018	1900547	Rainey/Kizer PO carried over to FY20		
		Madison Academic and East Jackson	\$1,045.00	
		Taylor Passmore Lane property	\$ 762.85	
		B. Ross	\$ 635.70	
		A. Taylor	\$ 513.00	
		H. Hilton	\$ 266.00	
7/8/2019	<b>2000397</b>	Rainey/Kizer	\$ 175,000.00	
7/1/2019		Retainer for July		\$ 4,500.00
7/29/2019		Retainer for August		\$ 4,500.00
		Retainer for September		\$ 4,500.00
		Retainer for October		\$ 4,500.00
		Retainer for November		\$ 4,500.00
		Retainer for December		\$ 4,500.00
		Retainer for January		\$ 4,500.00
		Retainer for February		\$ 4,500.00
		Retainer for March		\$ 4,500.00
		Retainer for April		\$ 4,500.00
		Retainer for May		
		Retainer for June		
8/13/2019		Madison Academic and East Jackson		\$3,822.50
		General Files		\$19,376.35
		Deloach and Johnson		\$314.25
10/4/2019		General Files		\$19,987.90

		Hilton		\$76.00
		Public Private		\$8,610.15
		Deloach and Johnson		\$9,905.85
12/3/2019		Collaborative Conferencing		\$4,516.30
		Public Private		\$20,029.90
		Civil Rights		\$494.00
		Deloach and Johnson		\$4,969.43
		General Files		\$99.75
2/10/2020		Collaborative Conferencing		\$76.00
		Public Private		\$20,921.09
		Hilton Dismissal		\$114.00
		Ashport Property School		\$2,405.90
		General Files		\$128.85
4/13/2020		Hilton Dismissal		\$1,265.10
		Ashport Property School		\$4,151.20
		General Files		\$27.65
4/15/2020	<b>2009066</b>	Madison Academic and East Jackson		\$25,612.55
<b>TOTAL</b>			<b>\$175,000.00</b>	<b>\$191,904.72</b>



# MISC, ITEMS FOR BOARD/SUPPLIES

<b>G2310000/549900</b>	
<b>Budget Amount</b>	<b>4,000.00</b>

<b>REMAINING BALANCES</b>			<b>\$250.00</b>	<b>\$1,398.91</b>
<b>Date</b>	<b>P.O. #</b>	<b>Vendor/ Name</b>	<b>P.O. Amount</b>	<b>Invoice Amt</b>
7/11/2019	2000709	<b>SAM'S</b>	\$ 1,000.00	
		8/16/2019		\$ 135.13
		10/22/2019		\$ 144.29
		12/3/2019		\$ 257.48
		2/8/2020		\$ 154.54
		3/3/2020		\$ 60.34
		4/27/2020		\$100.70
7/30/2019	2001354	<b>Lexis Nexis Books</b>	\$ 450.00	
		Purchase Order Change Order		
		invoice 14146827 = \$2.61		\$ 452.61
8/13/2019	2001996	<b>Heavenly Ham</b>	\$ 250.00	
		8/15/2019		\$ 172.30
12/8/2019	2005543	<b>Heavenly Ham Board &amp; Stud Adv</b>	\$ 200.00	
		12/9/2019		\$ 91.45
8/22/2019	2001790	Reconciliation Dinner	\$ 150.00	
		<b>Liberty Culinary Arts</b>		\$ 150.00
9/12/2019	2002911	<b>Kent Freeman</b>	\$ 200.00	
		POCO	\$ 200.00	
		Averitt Family (TE at Pope) paid		\$ -
		Collier (Student at Lincoln) paid		\$ -
		T. Person (café worker)		\$ 15.75
		Donnie Braswell -LaDonna Dad		\$ 77.50
		Charles Bond - Pete Brother		
		Mary Ann Cobb Hill - Janice Aunt		\$55.00
9/23/2019	2003280	<b>Hobby Lobby</b>	\$ 150.00	
	9/24/2019	Powell and Stitts Family (Isaac Lane)		\$ 49.01
	1/28/2020	have items on hand from Board		\$ 14.09
7/17/2019	2000989	<b>Wal-Mart</b>	\$ 200.00	
		11/1/2019		\$ 58.01
		12/9/2019		\$ 19.07
3/3/2020	2007932	<b>Wal-Mart</b>	\$ 200.00	
		3/3/2020		\$ 56.66
10/28/19	2004332	<b>Panera Bread</b>	\$ 100.00	

		11/4/2019		\$ 59.98
10/28/19	2004330	<b>Chick-fil-A</b>	\$ 100.00	
		11/2/2019		\$ 72.90
10/29/19	2004374	Tacos 4 Life	\$ 300.00	
		11/2/2019		\$ 239.75
12/4/19	2005430	<b>The Blacksmith</b>	\$ 250.00	
		12/8/2019		\$ 164.53
<b>TOTAL</b>			<b>\$3,750.00</b>	<b>\$2,601.09</b>









# PD for Secretary

<b>G2310000/552400</b>	
<b>Budget Amount</b>	<b>1,000.00</b>

<b>REMAINING BALANCES</b>			<b>\$875.00</b>	<b>\$715.20</b>
<b>Date</b>	<b>P.O. #</b>	<b>Vendor/ Name</b>	<b>P.O. Amount</b>	<b>Invoice Amt</b>
6/13/2019	no PO	<b>BOEconnect training Board Secretary</b>		
		Janith Stack travel		\$ 28.20
		BOEconnect training = 28.20		
11/16/2019	no PO	<b>TSBA Conference registration</b>		\$ -
		TSBA Conference travel		\$131.60
2/24/2020	2006821	<b>Board Secretary Work Shop</b>	\$ 125.00	
		invoice 32682		\$ 125.00
		CANCELLED and reimbursement		



# OTHER CHARGES

<b>G2310000/559900</b>	
<b>Budget Amount</b>	<b>5,000.00</b>

<b>REMAINING BALANCES</b>			<b>\$3,200.00</b>	<b>\$3,975.23</b>
<b>Date</b>	<b>P.O. #</b>	<b>Vendor/ Name</b>	<b>P.O. Amount</b>	<b>Invoice Amt</b>
2/18/2020	2007407	<b>Liberty Culinary Arts - Interview recp</b>	\$ 400.00	
		Feb 19 and 20		\$ 300.00
3/9/2020	2008102	<b>Liberty Culinary Arts - Interview recp</b>	\$ 300.00	
		March		\$ 165.00
3/2/2020	2007907	<b>Enterprise - visit Districts</b>	\$ 500.00	
		March 24 and March 26		\$ 117.52
2/15/2020	2007398	<b>Double Tree 1st Interview</b>	\$ 400.00	
		Sharon Williams		\$ 182.45
		Ron Woodard		\$ 159.00
3/9/2020	2008106	<b>Double Tree 2nd Interview</b>	\$ 200.00	
		Ron Woodard		\$ 100.80

