

**TRENTON SPECIAL SCHOOL DISTRICT**  
**Board of Education Regular Meeting**  
**Central Office - 6:00 PM**  
**June 17, 2025**

1. **INVOCATION:**
2. **CALL TO ORDER:**
3. **APPROVE AGENDA:**
  - 3.1. Approval of June 17, 2025 Agenda:
4. **APPROVE MINUTES:**
  - 4.1. Approval of May 6, 2025 Minutes:
5. **RECOGNITIONS:**
  - 5.1. McCurdy Sod Farm's - Sod in Front of Indoor Facility:
6. **CONSENT AGENDA:**
  - 6.1. Approval of Central Office Financial Report:
    - 6.1.1. April 2025:
    - 6.1.2. May 2025:
  - 6.2. Approval of Three Schools Financial Report:
    - 6.2.1. April 2025:
    - 6.2.2. May 2025:
  - 6.3. Approval of School Nutrition Budget Amendments:
  - 6.4. Approval of 21st Century Tutoring Budget Amendments:
  - 6.5. Approval of Title I Budget Amendments:
  - 6.6. Approval of Consolidated Admin Budget Amendments:
  - 6.7. Approval of State Special Education Pre-k Grant Budget Amendments:

- 6.8. Approval of IDEA 901 Budget Amendment:
- 6.9. Approval of IDEA Pre-School 911 Budget Amendment:
- 6.10. Approval of HQIM Budget Amendment:
- 6.11. Approval of Out of School Time Career Pathways Budget Amendments:
- 6.12. Approval of CTE Budget Amendments:
- 6.13. Approval of General Purpose Budget Amendments:
- 6.14. Approval of ISM Budget Amendments:
- 6.15. Approval of Pre-K Budget Amendments #1:
- 6.16. Approval of Pre-k Budget Amendments #2:
- 6.17. Approval of CSH Budget Amendments:
- 6.18. Approval of TRMS Cafeteria Surplus:
- 6.19. Approval of PHS Technology Surplus #1:
- 6.20. Approval of PHS Technology Surplus #2:
- 6.21. Approval of Central Office Surplus:

7. **PUBLIC COMMENT (must sign up prior to beginning of the meeting):**

8. **REGULAR AGENDA:**

- 8.1. Approval to Attend FFA Camp on July 7th to 11th at Camp Clements in Doyle, TN  
- 15 Students:
- 8.2. Approval for FFA Officers to Attend an Officer Retreat at Camp Clark Williamson  
in Three Way on July 25th and 26th for 8 Students  
:
- 8.3. Approval of First Reading of Section 1 Policies:
  - 8.3.1. Policy 1.407 School District Records:
  - 8.3.2. Policy 1.901 Charter School Applications:
- 8.4. Approval of First Reading of Policy 2.403 Surplus Property Sales:

8.5. Approval of First Reading of Section 3 Policies:

8.5.1. Policy 3.202 Emergency Preparedness Plan:

8.5.2. Policy 3.204 Threat Assessment Team:

8.6. Approval of First Reading of Section 4 Policies:

8.6.1. Policy 4.100 Instructional Goals:

8.6.2. Policy 4.212 Virtual Education Program:

8.6.3. Policy 4.301 Interscholastic Athletics:

8.6.4. Policy 4.403 Library Materials:

8.6.5. Policy 4.406 Electronic Device/Internet/Internet Safety Acceptable Use:

8.6.6. Policy 4.601 Reporting Student Progress:

8.7. Approval of First Reading of Section 5 Policies:

8.7.1. Policy 5.119 Employment of Retirees:

8.7.2. Policy 5.305 Family and Medical Leave:

8.7.3. Policy 5.500 Discrimination/Harassment of Employees:

8.7.4. Policy 5.701 Substitute Teachers:

8.8. Approval of First Reading of Section 6 Policies:

8.8.1. Policy 6.303 Interrogations and Searches:

8.8.2. Policy 6.304 Student Discrimination, Harassment, Bullying,  
Cyberbullying, and Intimidation:

8.8.3. Policy 6.312 Use of Personal Communication Devices and Electronic  
Devices:

8.8.4. Policy 6.411 Student Wellness:

8.8.5. Policy 6.600 Student Records:

8.9. Approval of School Year 2025-2026 Agreement to Administer the School Nutrition Program(s):

8.10. Approval of New General Purpose Budget Items:

8.11. Approval of FY26 Consolidated Application Approval for IDEA/ESEA School Year 2025-2026:

8.12. Approval of 2025-2026 Board Meeting Schedule:

8.13. Approval of Other Staff Bonus:

9. **DIRECTORS REPORT:**

9.1. PHS Resignations - Nick Cobb, Chemistry Teacher; Zach Epperson, Transition Case Manager:

9.2. TES Retirement - Rhonda Summers, Instructional Coach:

9.3. PHS New Hires - Noah Allen, Computer Science/Assistant Football Coach; Miyoshi Brooks, Attendance Clerk; Cassidy Temple, Transition Case Manager:

9.4. TRMS New Hires - Charles Dotson, ISS Teacher Assistant/Girls Basketball Coach; Sarah McAlexander, 7th Grade Science Teacher; Kim Johnston, 5th Grade Social Studies Teacher; Connor Ladd, TRMS/PHS ESL Teacher; Jillian Nunnery, 5th Grade Science Teacher; Caitlin Phillips, Special Education Teacher:

9.5. TES New Hires - Ashley Harrell, 2nd Grade Teacher and Tyler Johnson, PE Teacher:

10. **ADJOURNMENT:**

**TRENTON SPECIAL SCHOOL DISTRICT**  
**Board of Education Regular Meeting**  
**Central Office - 6:00 PM**  
**June 17, 2025**

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**2. CALL TO ORDER**

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**5. RECOGNITIONS**

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**6. CONSENT AGENDA**

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## **7. PUBLIC COMMENT (must sign up prior to beginning of the meeting)**

## **8. REGULAR AGENDA**

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- 8.2. Approval for FFA Officers to Attend an Officer Retreat on July 25th and 26th for 8 Students
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- 8.10. Approval of New General Purpose Budget Items
- 8.11. Approval of FY26 Consolidated Application Approval for IDEA/ESEA School Year 2025-2026
- 8.12. Approval of 2025-2026 Board Meeting Schedule

## **9. DIRECTORS REPORT**

- 9.1. PHS Resignations - Nick Cobb, Chemistry Teacher; Zach Epperson, Transition Case Manager
- 9.2. TES Retirement - Rhonda Summers, Instructional Coach

- 9.3. PHS New Hires - Noah Allen, Computer Science/Assistant Football Coach; Miyoshi Brooks, Attendance Clerk; Cassidy Temple, Transition Case Manager
- 9.4. TRMS New Hires - Charles Dotson, ISS Teacher Assistant/Girls Basketball Coach; Sarah McAlexander, 7th Grade Science Teacher; Kim Johnston, 5th Grade Social Studies Teacher; Connor Ladd, TRMS/PHS ESL Teacher; Jillian Nunnery, 5th Grade Science Teacher; Caitlin Phillips, Special Education Teacher
- 9.5. TES New Hires - Ashley Harrell, 2nd Grade Teacher and Tyler Johnson, PE Teacher

## **10. ADJOURNMENT**

**TRENTON SPECIAL SCHOOL DISTRICT**  
**Board of Trustees' Regular Meeting**  
**Central Office - 6 p.m.**  
**May 6, 2025**

**ROLL CALL:** The Trenton Special School District Board of Trustees met in regular meeting on Tuesday, May 6, 2025, at 6 p.m. In attendance were the following:

Justin Weaver, Chairman  
Lisa Andrews-Young  
Clint Hickerson

Tim Haney, Director of Schools  
Katie Dinwiddie  
Dee Ann McEwen  
Shannon Parra

**CALL TO ORDER:** Chairman Justin Weaver called the meeting to order.

**APPROVAL OF AGENDA:** Chairman Weaver presented the agenda for the May 6, 2025, Regular Meeting for approval. Clint Hickerson made a motion to approve the amended agenda with a second by Lisa Andrews-Young. The motion carried unanimously.

**APPROVAL OF MINUTES:** Chairman Weaver presented the minutes of the April 1, 2025, Regular Meeting for approval. With no additions or corrections, Katie Dinwiddie made a motion to approve with a second by Dee Ann McEwen. The motion carried unanimously.

**RECOGNITION:** Helen Branum, PHS English Teacher, recognized Jaxon Vredingburgh. Jaxon is a PHS Junior who was Gibson Electric's At-Large and Overall Winner of the "Cooperative Creative Writing Contest." He wrote his essay as part of a classroom assignment. His essay was selected as one of six PHS student essays entered into the contest. Jaxon will have the opportunity to tour Washington DC this summer. His essay will now advance to compete with essays from other Tennessee cooperatives for scholarship money.

**REPORTS:** Lisa Garland introduced Holland Brewer with Stockyard Market. Holland spoke to the Board about the loss of Local Foods for School Grant funding. The funding had allowed for the school cafeterias to purchase local meat, fruit, and vegetables. She explained that 50% of beef processed is ground beef which had been sold to the school cafeterias. She requested that the Board consider subsidizing the School Nutrition Program so that the schools could continue to support local businesses and farmers in the new school year by buying local meats and produce.

**CONSENT AGENDA:** The following items appeared on the "Consent Agenda":

1. Approval of Central Office Financial Reports
2. Approval of Three Schools Financial Reports
3. Approval of TES Surplus
4. Approval of PHS Surplus
5. Approval of TRMS Surplus
6. Approval of Second Reading of Policy 6.310 Dress Code

Clint Hickerson made the motion to approve with a second by Katie Dinwiddie. The motion carried unanimously.

**PUBLIC COMMENT:** There was no public comment.

**REGULAR AGENDA:** The following items appeared on the “Regular Agenda”:

**APPROVAL OF ADDITIONAL TITLE IIIA FUNDING:** Lisa Garland requested approval of \$3,950.50 to be added to the Title IIIA budget from carryover money. Funds would be added to 72130-499 Other Supplies & Materials for \$3,138.27 and 72130-524 In-Service/Staff Development for \$812.23. These funds would be used for ESL program. Katie Dinwiddie made a motion to approve with a second by Lisa Andrews-Young. The motion carried unanimously.

**APPROVAL OF NEW GENERAL PURPOSE BUDGET ITEMS:** Tammy Smith requested approval to add \$20,000 to revenue fund 44570-805 TISA On-Behalf Payment and \$20,000 to expenditure fund 71100-595 TISA On-Behalf Payment to the General Purpose Budget. Clint Hickerson made a motion to approve with a second by Lisa Andrews-Young. The motion carried unanimously.

Tammy requested approval to add \$170,000 to expenditure account 71100-722-710 Regular Instruction Equipment TRMS and move \$170,000 from reserve account 34790 Technology Reserve to purchase student Chromebooks for TRMS. Katie Dinwiddie made a motion to approve with a second by Dee Ann McEwen. The motion carried unanimously.

**APPROVAL TENURE:** Director Haney requested approval of tenure for the following teachers:

Laura Carter, 4<sup>th</sup> Grade Teacher – Dee Ann McEwen made a motion to approve with a second by Clint Hickerson. The motion carried unanimously.

Anna Leek, 2<sup>nd</sup> Grade Teacher – Katie Dinwiddie made a motion to approve with a second by Dee Ann McEwen. The motion carried unanimously.

Calyn McMinn, TES Music Teacher – Lisa Andrews-Young made a motion to approve with a second by Katie Dinwiddie. The motion carried unanimously.

Kayla Taggart, 1<sup>st</sup> Grade Teacher – Clint Hickerson made a motion to approve with a second by Katie Dinwiddie. The motion carried unanimously.

Ariel Wells, TES Special Education Teacher – Lisa Andrews-Young made a motion to approve with a second by Dee Ann McEwen. The motion carried unanimously.

Tim Allen, TRMS Alternative School Teacher – Clint Hickerson made a motion to approve with a second by Dee Ann McEwen. The motion carried unanimously.

Dan DeHaan, 7<sup>th</sup> Grade Social Studies Teacher – Lisa Andrews-Young made a motion to approve with a second by Katie Dinwiddie. The motion carried unanimously.

Anna Shelton, PHS STEM Teacher – Katie Dinwiddie made a motion to approve with a second by Dee Ann McEwen. The motion carried unanimously.

**APPROVAL OF K2 TOWERS LEASE EXTENSION:** Director Haney requested approval of an extension for the K2 Towers lease. The extension would give them more flexibility to get additional customers on the tower at PHS. The new extension would add 40 years as eight (8) five (5) year extensions to the existing lease. Clint Hickerson made a motion to approve with a second by Dee Ann McEwen. The motion carried unanimously.

**APPROVAL OF RESOLUTION OF INTENTION TO PARTICIPATE IN SECTION FOUR (4) OF THE “EDUCATION FREEDOM ACT OF 2025” RELATIVE TO BONUSES FOR TEACHERS:** Director Haney requested approval of the Resolution of Intention to Participate in Section Four (4) of the “Education Freedom

Act of 2025” relative to bonuses for teachers. Director Haney explained that the resolution was necessary to receive the State funds for the \$2,000 teacher bonus passed in the recent legislation and in no said that the district agreed with use of public tax dollars to fund private education. He also shared that to fund the bonus locally would limit our ability to do other projects in the district. After some discussion, Katie Dinwiddie made a motion to approve with a second by Lisa Andrews-Young. The motion carried unanimously.

**DIRECTORS REPORT:** The following items were shared by Director Haney:

CO Retirements - Jack Mays, Maintenance

TRMS Retirement - Franky Hodges, 5th Grade Social Studies Teacher

CO Resignations - Shane Jacobs, CTE Director and Head Football Coach

TES Resignations - Dana Beaver, PE Teacher

TRMS Resignation - Jacob Edwards, 7th Grade Math Teacher and Head Football Coach  
and Kathy Keys, Special Education Teacher

PHS Resignations - Jay Taylor, STEM Teacher and Football/Softball Coach

TRMS New Hires - Bayley Miller, 7th Grade Math Teacher and Eric Reyes, Special  
Education Teacher

PHS New Hires 2025-2026 - Donna Butler, Special Education Teacher

TRMS Transfer - Daniel Hodges, Head Football Coach

TSBA Leadership Conference and Annual Convention - Thursday, November 13 to Sunday, November 16th

School Activities:

May 5 - 9 Teacher Appreciation Week

May 7 Lifeline Blood Drive at TES 12:30 pm to 5:30 pm

May 8 TRMS Band in Strawberry Festival Jr Parade

May 9th PHS Band in Strawberry Festival Parade

May 13 PHS Senior Awards Program 8:30 am

May 14 Senior Parade Through TES and TRMS

May 15 Grades 9-11 Awards Program 8:30 am

TRMS Honors Banquet at First Presbyterian Church at 6 pm

May 21 Pre-K Graduation 9 am, PHS Gymnasium

May 16 PHS Graduation at Walter Kilzer Stadium 7 pm

May 22 8th Grade Graduation at 9 am

TRMS Awards Ceremony 5th-7th at 1 pm (parent invitation only)

May 27 Summer School Begins

Athletic Activities

May 9 Region 7AA Baseball Tournament

May 15 Sectional Baseball Tournament

May 20 Class AA State Baseball Tournament

State Tennis Tournament

**ADJOURNMENT:** With no further business, Clint Hickerson made the motion to adjourn. Katie Dinwiddie seconded the motion. The motion carried unanimously.

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Chairman of the Board

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Secretary to the Board



# Trenton Special School District

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201 West Tenth Street  
Trenton, Tennessee 38382

Phone 731-855-1191  
Fax 731-855-1414

[www.trentonssd.org](http://www.trentonssd.org)

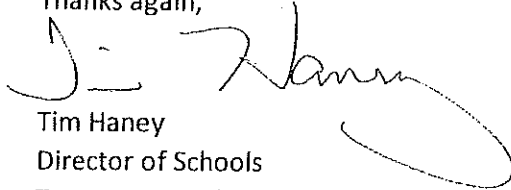
**Tim Haney**  
Director of Schools

Monday, May 19, 2025

Ben,

Coach Hudson told me of your offer to donate some sod for us to place in the front of the indoor facility. I wanted to take the opportunity to thank you formally for that. What a great gesture! We truly appreciate it- and I intend to mention it to Board during our June Board meeting.

Thanks again,



Tim Haney  
Director of Schools  
Trenton Special School District

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
40210	Local Option Sales Tax	1,300,000.00	(1,190,315.78)	91.56%	108,333.33	(123,397.04)	113.90%
40275	Mixed Drink Tax	0.00	(19.93)	0.00%	0.00	(0.16)	0.00%
40350	Interstate Telecommunications Tax	9,000.00	(6,925.08)	76.95%	750.00	(816.13)	108.82%
40610	Current Property Tax	2,816,689.00	(2,868,058.05)	101.82%	234,724.08	(98,442.42)	41.94%
40620	Prior Year's Property Tax	100,000.00	(115,956.09)	115.96%	8,333.33	(29,074.34)	348.89%
40630	Interest And Penalty	12,000.00	(9,541.11)	79.51%	1,000.00	(1,629.08)	162.91%
40650	Payments In Lieu Of Taxes	20,000.00	(24,389.35)	121.95%	1,666.67	0.00	0.00%
41110	Marriage Licenses	300.00	(293.68)	97.89%	25.00	(30.80)	123.20%
43531	Transportation - Other State Systems	6,500.00	(3,954.04)	60.83%	541.67	0.00	0.00%
43990	Other Charges For Services	20,000.00	(46,504.70)	232.52%	1,666.67	(6,455.24)	387.31%
44110	Investment Income	160,000.00	(295,109.40)	184.44%	13,333.33	(29,703.63)	222.78%
44120	Lease/Rentals/PPP	19,800.00	(17,400.00)	87.88%	1,650.00	(2,000.00)	121.21%
44170	Miscellaneous Refunds	0.00	(15.20)	0.00%	0.00	0.00	0.00%
44530	Sale Of Equipment	0.00	(3.00)	0.00%	0.00	0.00	0.00%
44570	Contributions & Gifts	8,067.00	(8,067.00)	100.00%	672.25	0.00	0.00%
44990	Other Local Revenues	3,000.00	(5,636.75)	187.89%	250.00	(564.00)	225.60%
46510	Tennessee Investment in Student	10,228,158.00	(9,320,664.73)	91.13%	852,346.50	(1,022,815.81)	120.00%
46515	Early Childhood Education	417,346.00	(304,947.77)	73.07%	34,778.83	(31,406.25)	90.30%
46550	Driver Education	0.00	(5,553.92)	0.00%	0.00	(5,553.92)	0.00%
46590	Other State Education Funds	96,829.00	(87,146.46)	90.00%	8,069.08	(5,632.66)	69.81%
46610	Career Ladder Program	10,000.00	(13,102.39)	131.02%	833.33	(8,030.47)	963.66%
46790	Other Vocational	524,045.00	(184,424.49)	35.19%	43,670.42	(33,545.63)	76.82%
46980	Other State Grants	65,993.00	(29,301.68)	44.40%	5,499.42	(8,100.56)	147.30%
49700	Insurance Recovery	4,838.00	(8,338.00)	172.34%	403.17	(3,500.00)	868.13%
49800	Transfers In	2,000.00	0.00	0.00%	166.67	0.00	0.00%
	<b>Total Revenues</b>	<b>15,824,565.00</b>	<b>(14,545,668.60)</b>	<b>91.92%</b>	<b>1,318,713.75</b>	<b>(1,410,698.14)</b>	<b>106.98%</b>
<b>Expenditures</b>							
71100	Regular Instruction Program	(6,213,492.00)	4,076,197.66	65.60%	(517,791.00)	548,222.58	105.88%
71150	Alternative Instruction Program	(438,531.00)	370,820.69	84.56%	(36,544.25)	43,656.87	119.46%
71200	Special Education Program	(672,111.00)	540,745.28	80.45%	(56,009.25)	62,447.13	111.49%
71300	Career and Technical Education	(999,183.23)	643,023.78	64.35%	(83,265.27)	54,030.19	64.89%
71400	Student Body Education Program	(42,284.00)	36,682.52	86.75%	(3,523.67)	3,642.52	103.37%
72110	Attendance	(168,849.00)	129,122.95	76.47%	(14,070.75)	14,029.18	99.70%
72120	Health Services	(170,482.00)	129,924.14	76.21%	(14,206.83)	14,476.90	101.90%
72130	Other Student Support	(487,890.77)	346,553.38	71.03%	(40,657.56)	34,233.96	84.20%
72210	Regular Instruction Program	(699,403.00)	467,895.57	66.90%	(58,283.58)	43,040.53	73.85%
72220	Special Education Program	(51,945.00)	66,525.50	128.07%	(4,328.75)	7,523.46	173.80%

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
72230	Career and Technical Education	(126,387.00)	100,062.33	79.17%	(10,532.25)	10,143.56	96.31%
72250	Instructional Technology	(578,242.00)	396,240.19	68.52%	(48,186.83)	23,730.39	49.25%
72310	Board Of Education	(243,474.00)	191,787.38	78.77%	(20,289.50)	6,544.69	32.26%
72320	Director Of Schools	(192,110.00)	153,482.82	79.89%	(16,009.17)	16,281.83	101.70%
72410	Office Of The Principal	(951,905.00)	681,441.57	71.59%	(79,325.42)	73,691.30	92.90%
72510	Fiscal Services	(113,021.00)	82,012.38	72.56%	(9,418.42)	7,981.96	84.75%
72520	Human Services/Personnel	(130,738.00)	107,448.51	82.19%	(10,894.83)	10,216.63	93.78%
72610	Operation Of Plant	(1,091,031.00)	895,998.58	82.12%	(90,919.25)	94,954.18	104.44%
72620	Maintenance Of Plant	(465,068.00)	420,520.66	90.42%	(38,755.67)	37,932.64	97.88%
72710	Transportation	(421,792.00)	284,408.02	67.43%	(35,149.33)	22,413.63	63.77%
72810	Central And Other	(39,000.00)	28,203.26	72.32%	(3,250.00)	667.87	20.55%
73100	Food Service	(5,000.00)	0.00	0.00%	(416.67)	0.00	0.00%
73300	Community Services	(1,450.00)	2,600.00	179.31%	(120.83)	0.00	0.00%
73400	Early Childhood Education	(417,346.00)	311,702.54	74.69%	(34,778.83)	32,796.29	94.30%
76100	Regular Capital Outlay	(529,636.00)	462,231.57	87.27%	(44,136.33)	18,275.31	41.41%
82130	Education	(700,000.00)	700,000.00	100.00%	(58,333.33)	700,000.00	1,200.00%
82230	Education	(542,419.00)	542,418.76	100.00%	(45,201.58)	271,209.38	600.00%
	<b>Total Expenditures</b>	<b>(16,492,790.00)</b>	<b>12,168,050.04</b>	<b>73.78%</b>	<b>(1,374,399.17)</b>	<b>2,152,142.98</b>	<b>156.59%</b>
<b>Total</b>	<b>141</b> General Purpose School	<b>(668,225.00)</b>	<b>(2,377,618.56)</b>	<b>-355.81%</b>	<b>(55,685.42)</b>	<b>741,444.84</b>	<b>1,331.</b>

142 School Federal Projects		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
44110	Investment Income	0.00	505.43	0.00%	0.00	52.68	0.00%
46980	Other State Grants	261,250.00	(132,114.17)	50.57%	21,770.83	(42,663.97)	195.97%
47131	Vocational Educ - Basic Grants To	76,511.35	(65,449.45)	85.54%	6,375.95	(21,953.11)	344.31%
47141	Title 1 Grants To Local Educ Agencies	699,863.04	(385,611.29)	55.10%	58,321.92	(81,681.82)	140.05%
47143	Special Education - Grants To States	386,223.71	(267,895.14)	69.36%	32,185.31	(57,417.29)	178.40%
47145	Special Education Preschool Grants	70,974.34	(12,031.90)	16.95%	5,914.53	(1,742.15)	29.46%
47146	English Language Acquisition Grants	8,511.16	0.00	0.00%	709.26	0.00	0.00%
47148	Rural Education	8,326.35	0.00	0.00%	693.86	0.00	0.00%
47309	COVID-19 Grant D	87,800.00	(41,746.61)	47.55%	7,316.67	(78.26)	1.07%
47310	COVID-19 Grant E	88,907.09	(2,887.58)	3.25%	7,408.92	0.00	0.00%
47401	American Rescue Plan Act Grant #1	315,968.32	(315,968.32)	100.00%	26,330.69	0.00	0.00%
47404	American Rescue Plan Act Grant #4	12,311.05	(12,311.05)	100.00%	1,025.92	0.00	0.00%
<b>Total</b>	<b>Revenues</b>	<b>2,016,646.41</b>	<b>(1,235,510.08)</b>	<b>61.27%</b>	<b>168,053.87</b>	<b>(205,483.92)</b>	<b>122.27%</b>
<b>Expenditures</b>							
71100	Regular Instruction Program	(559,760.31)	353,107.14	63.08%	(46,646.69)	16,197.70	34.72%
71200	Special Education Program	(400,308.00)	253,017.39	63.21%	(33,359.00)	24,733.67	74.14%
71300	Career and Technical Education	(151,830.63)	76,156.12	50.16%	(12,652.55)	8,501.84	67.19%
72120	Health Services	(11,487.18)	11,487.18	100.00%	(957.27)	0.00	0.00%
72130	Other Student Support	(115,951.37)	69,194.42	59.68%	(9,662.61)	6,680.17	69.13%
72210	Regular Instruction Program	(343,682.42)	225,802.39	65.70%	(28,640.20)	18,018.00	62.91%
72220	Special Education Program	(67,548.00)	39,897.90	59.07%	(5,629.00)	3,413.99	60.65%
72230	Career and Technical Education	(8,500.00)	3,115.39	36.65%	(708.33)	2,745.86	387.65%
72610	Operation Of Plant	(88,058.55)	88,058.55	100.00%	(7,338.21)	0.00	0.00%
73300	Community Services	(260,800.00)	148,700.05	57.02%	(21,733.33)	15,629.16	71.91%
99100	Transfers Out	(8,719.95)	0.00	0.00%	(726.66)	0.00	0.00%
<b>Total</b>	<b>Expenditures</b>	<b>(2,016,646.41)</b>	<b>1,268,536.53</b>	<b>62.90%</b>	<b>(168,053.87)</b>	<b>95,920.39</b>	<b>57.08%</b>
<b>Total</b>	<b>142 School Federal Projects</b>	<b>0.00</b>	<b>33,026.45</b>	<b>100.00%</b>	<b>0.00</b>	<b>(109,563.53)</b>	<b>0.00%</b>

143 Central Cafeteria		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
43521	Lunch Payments - Children	0.00	(10,438.48)	0.00%	0.00	(1,573.55)	0.00%
43522	Lunch Payments - Adults	10,000.00	(13,071.41)	130.71%	833.33	(1,078.25)	129.39%
43523	Income From Breakfast	4,644.26	(1,692.50)	36.44%	387.02	0.00	0.00%
44110	Investment Income	22,544.74	(990.34)	4.39%	1,878.73	(89.93)	4.79%
46520	School Food Service	8,000.00	(8,144.54)	101.81%	666.67	0.00	0.00%
46980	Other State Grants	120,000.00	0.00	0.00%	10,000.00	0.00	0.00%
47111	USDA School Lunch Program	700,000.00	(614,620.66)	87.80%	58,333.33	(75,159.70)	128.85%
47112	USDA Commodities	80,000.00	0.00	0.00%	6,666.67	0.00	0.00%
47113	Breakfast	700,000.00	(333,701.48)	47.67%	58,333.33	(43,008.96)	73.73%
47114	USDA - Other	300,000.00	(131,478.62)	43.83%	25,000.00	(9,365.69)	37.46%
	<b>Total Revenues</b>	<b>1,945,189.00</b>	<b>(1,114,138.03)</b>	<b>57.28%</b>	<b>162,099.08</b>	<b>(130,276.08)</b>	<b>80.37%</b>
<b>Expenditures</b>							
73100	Food Service	(2,010,189.00)	1,468,631.62	73.06%	(167,515.75)	(27,367.07)	-16.34%
	<b>Total Expenditures</b>	<b>(2,010,189.00)</b>	<b>1,468,631.62</b>	<b>73.06%</b>	<b>(167,515.75)</b>	<b>(27,367.07)</b>	<b>-16.34%</b>
<b>Total</b>	<b>143 Central Cafeteria</b>	<b>(65,000.00)</b>	<b>354,493.59</b>	<b>545.37%</b>	<b>(5,416.67)</b>	<b>(157,643.15)</b>	<b>-</b>

144 School Transportation		Year-To-Date			Month-To-Date		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Account	Description						
<b>Revenues</b>							
43531	Transportation - Other State Systems	537,548.00	(415,043.58)	77.21%	44,795.67	(37,266.61)	83.19%
	<b>Total Revenues</b>	<b>537,548.00</b>	<b>(415,043.58)</b>	<b>77.21%</b>	<b>44,795.67</b>	<b>(37,266.61)</b>	<b>83.19%</b>
<b>Expenditures</b>							
72710	Transportation	(537,548.00)	415,043.58	77.21%	(44,795.67)	37,266.61	83.19%
	<b>Total Expenditures</b>	<b>(537,548.00)</b>	<b>415,043.58</b>	<b>77.21%</b>	<b>(44,795.67)</b>	<b>37,266.61</b>	<b>83.19%</b>
<b>Total</b>	<b>144</b> School Transportation	<b>0.00</b>	<b>0.00</b>	<b>100.00%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142

Account Number: 000000090212

GL Account: 142-011-11130

Number	Date	Description	Check Type	Status	
34875	4/16/2025	American Cancer Society	Vendor	Reconciled	\$0.73
34879	4/16/2025	Gibson Co Imagination Library	Vendor	Reconciled	\$0.40
34882	4/16/2025	Superior Vision Services, Inc.	Vendor	Reconciled	\$13.82
34885	4/16/2025	TASC	Vendor	Reconciled	\$10.00
34889	4/16/2025	Trustmark Voluntary Benefit	Vendor	Reconciled	\$9.54
34893	4/16/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$119.63
34894	4/16/2025	TSSD Cell Phones	Vendor	Reconciled	\$5.00
34896	4/16/2025	TSSD Concord	Vendor	Reconciled	\$639.92
34903	4/16/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$3,583.89
34911	4/16/2025	TSSD General Purpose	Vendor	Reconciled	\$1,290.52
34914	4/16/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$1,206.08
34919	4/16/2025	Usable Life	Vendor	Reconciled	\$86.24
34922	4/16/2025	USABLE LIFE	Vendor	Reconciled	\$32.98

**Totals for Vendor**

<b>Number of Checks:</b>	13
<b>Total Checks:</b>	\$6,998.75
<b>Reconciled Checks:</b>	\$6,998.75
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-011-11130

Account Number: 000000090212

**Totals for 142-011-11130**

<b>Number of Checks:</b>	13
<b>Total Checks:</b>	\$6,998.75
<b>Reconciled Checks:</b>	\$6,998.75
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

**Run At:** 6/10/2025 4:46 PM  
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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-101-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34877	4/16/2025	Gibson Co Imagination Library	Vendor	Reconciled	\$5.48
34880	4/16/2025	Peabody High School	Vendor	Reconciled	\$3.86
34881	4/16/2025	Superior Vision Services, Inc.	Vendor	Reconciled	\$33.79
34887	4/16/2025	Tn Child Support	Vendor	Reconciled	\$386.05
34892	4/16/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$249.19
34900	4/16/2025	TSSD Concord	Vendor	Reconciled	\$2,534.91
34901	4/16/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$16,379.97
34912	4/16/2025	TSSD General Purpose	Vendor	Reconciled	\$5,111.79
34913	4/16/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$3,557.72
34920	4/16/2025	Usable Life	Vendor	Reconciled	\$100.45
34924	4/16/2025	USABLE LIFE	Vendor	Reconciled	\$99.23
34932	4/24/2025	TSSD General Purpose	Vendor	Reconciled	\$50,000.00

**Totals for Vendor**

<b>Number of Checks:</b>	12
<b>Total Checks:</b>	\$78,462.44
<b>Reconciled Checks:</b>	\$78,462.44
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-101-11130

Account Number: 000000090212

**Totals for 142-101-11130**

<b>Number of Checks:</b>	12
<b>Total Checks:</b>	\$78,462.44
<b>Reconciled Checks:</b>	\$78,462.44
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-170-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34865	4/1/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$151.96
34899	4/16/2025	TSSD Concord	Vendor	Reconciled	\$480.80
34902	4/16/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$3,333.96
34908	4/16/2025	TSSD General Purpose	Vendor	Reconciled	\$697.04

**Totals for Vendor**

<b>Number of Checks:</b>	4
<b>Total Checks:</b>	\$4,663.76
<b>Reconciled Checks:</b>	\$4,663.76
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-170-11130

Account Number: 000000090212

**Totals for 142-170-11130**

<b>Number of Checks:</b>	4
<b>Total Checks:</b>	\$4,663.76
<b>Reconciled Checks:</b>	\$4,663.76
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-430-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34864	4/1/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$740.77
34867	4/1/2025	Food Rite	Vendor	Reconciled	\$215.95
34872	4/15/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$536.64
34873	4/15/2025	Food Rite	Vendor	Outstanding	\$102.09
34898	4/16/2025	TSSD Concord	Vendor	Reconciled	\$1,615.45
34906	4/16/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$10,633.91
34907	4/16/2025	TSSD General Purpose	Vendor	Reconciled	\$2,741.07

**Totals for Vendor**

<b>Number of Checks:</b>	7
<b>Total Checks:</b>	\$16,585.88
<b>Reconciled Checks:</b>	\$16,483.79
<b>Outstanding Checks:</b>	\$102.09
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Run By: Shannon Parra  
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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-430-11130

Account Number: 000000090212

**Totals for 142-430-11130**

<b>Number of Checks:</b>	7
<b>Total Checks:</b>	\$16,585.88
<b>Reconciled Checks:</b>	\$16,483.79
<b>Outstanding Checks:</b>	\$102.09
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-801-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34928	4/23/2025	Michael Allen	Vendor	Reconciled	\$306.00
34929	4/23/2025	Arianne Stearns	Vendor	Outstanding	\$306.00
34930	4/23/2025	TSSD General Purpose	Vendor	Reconciled	\$432.48
<b>Totals for Vendor</b>					
				<b>Number of Checks:</b>	3
				<b>Total Checks:</b>	\$1,044.48
				<b>Reconciled Checks:</b>	\$738.48
				<b>Outstanding Checks:</b>	\$306.00
				<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-801-11130

Account Number: 000000090212

**Totals for 142-801-11130**

<b>Number of Checks:</b>	3
<b>Total Checks:</b>	\$1,044.48
<b>Reconciled Checks:</b>	\$738.48
<b>Outstanding Checks:</b>	\$306.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

**Run At:** 6/10/2025 4:46 PM  
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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-802-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34869	4/1/2025	Reletech	Vendor	Reconciled	\$22,933.00

**Totals for Vendor**

<b>Number of Checks:</b>	1
<b>Total Checks:</b>	\$22,933.00
<b>Reconciled Checks:</b>	\$22,933.00
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-802-11130

Account Number: 000000090212

**Totals for 142-802-11130**

<b>Number of Checks:</b>	1
<b>Total Checks:</b>	\$22,933.00
<b>Reconciled Checks:</b>	\$22,933.00
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-891-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34866	4/1/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$99.99
34871	4/1/2025	TSSD General Purpose	Vendor	Reconciled	\$184.00

**Totals for Vendor**

<b>Number of Checks:</b>	2
<b>Total Checks:</b>	\$283.99
<b>Reconciled Checks:</b>	\$283.99
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-891-11130

Account Number: 000000090212

**Totals for 142-891-11130**

<b>Number of Checks:</b>	2
<b>Total Checks:</b>	\$283.99
<b>Reconciled Checks:</b>	\$283.99
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

**Run At:** 6/10/2025 4:46 PM  
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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-901-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34868	4/1/2025	Ncs Pearson, Inc.	Vendor	Reconciled	\$175.00
34870	4/1/2025	Transition Curriculum Inc.	Vendor	Reconciled	\$3,000.00
34874	4/15/2025	TSSD General Purpose	Vendor	Reconciled	\$190.62
34876	4/16/2025	American Cancer Society	Vendor	Reconciled	\$0.78
34878	4/16/2025	Gibson Co Imagination Library	Vendor	Reconciled	\$5.21
34883	4/16/2025	Superior Vision Services, Inc.	Vendor	Reconciled	\$42.69
34886	4/16/2025	TASC	Vendor	Reconciled	\$20.50
34888	4/16/2025	Trustmark Voluntary Benefit	Vendor	Reconciled	\$18.41
34891	4/16/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$54.68
34897	4/16/2025	TSSD Concord	Vendor	Reconciled	\$2,556.22
34905	4/16/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$15,644.61
34910	4/16/2025	TSSD General Purpose	Vendor	Reconciled	\$4,427.18
34915	4/16/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$3,777.98
34917	4/16/2025	Usable Life	Vendor	Reconciled	\$72.67
34921	4/16/2025	USABLE LIFE	Vendor	Reconciled	\$161.59
34925	4/16/2025	Ymca Of Memphis And The MidSouth	Vendor	Reconciled	\$11.60

**Totals for Vendor**

<b>Number of Checks:</b>	16
<b>Total Checks:</b>	\$30,159.74
<b>Reconciled Checks:</b>	\$30,159.74
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-901-11130

Account Number: 000000090212

**Totals for 142-901-11130**

<b>Number of Checks:</b>	16
<b>Total Checks:</b>	\$30,159.74
<b>Reconciled Checks:</b>	\$30,159.74
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-911-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34884	4/16/2025	Superior Vision Services, Inc.	Vendor	Reconciled	\$1.17
34890	4/16/2025	Trustmark Voluntary Benefit	Vendor	Reconciled	\$13.86
34895	4/16/2025	TSSD Concord	Vendor	Reconciled	\$101.15
34904	4/16/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$432.53
34909	4/16/2025	TSSD General Purpose	Vendor	Reconciled	\$132.57
34916	4/16/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$117.18
34918	4/16/2025	Usable Life	Vendor	Reconciled	\$0.39
34923	4/16/2025	USABLE LIFE	Vendor	Reconciled	\$3.72
34926	4/16/2025	Ymca Of Memphis And The MidSouth	Vendor	Reconciled	\$7.05

**Totals for Vendor**

<b>Number of Checks:</b>	9
<b>Total Checks:</b>	\$809.62
<b>Reconciled Checks:</b>	\$809.62
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-911-11130

Account Number: 000000090212

**Totals for 142-911-11130**

<b>Number of Checks:</b>	9
<b>Total Checks:</b>	\$809.62
<b>Reconciled Checks:</b>	\$809.62
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

**Run At:** 6/10/2025 4:46 PM  
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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-954-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34927	4/23/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$6,501.84
34931	4/23/2025	TSSD General Purpose	Vendor	Reconciled	\$2,313.38

**Totals for Vendor**

<b>Number of Checks:</b>	2
<b>Total Checks:</b>	\$8,815.22
<b>Reconciled Checks:</b>	\$8,815.22
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Citizens City And County Bank Bus Garage 144  
GL Account: 142-954-11130

Account Number: 000190350001

**Totals for 142-954-11130**

<b>Number of Checks:</b>	2
<b>Total Checks:</b>	\$8,815.22
<b>Reconciled Checks:</b>	\$8,815.22
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Citizens City And County Bank Bus Garage 144

Account Number: 000190350001

GL Account: 144- -11130

Number	Date	Description	Check Type	Status	
16881	4/3/2025	Trenton Light & Water Depts.	Vendor	Reconciled	\$343.64
16882	4/11/2025	Tag Truck Center Of Jackson	Vendor	Reconciled	\$857.42
16883	4/16/2025	Gibson Connect	Vendor	Reconciled	\$143.54
16884	4/16/2025	O'reilly Auto Part	Vendor	Reconciled	\$319.34
16885	4/16/2025	AFLAC	Vendor	Reconciled	\$60.45
16886	4/16/2025	Superior Vision Services, Inc.	Vendor	Reconciled	\$12.66
16887	4/16/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$64.00
16888	4/16/2025	TSSD Concord	Vendor	Reconciled	\$1,401.99
16889	4/16/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$9,843.42
16890	4/16/2025	TSSD General Purpose	Vendor	Reconciled	\$2,317.99
16891	4/16/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$3,081.49
16892	4/16/2025	Usable Life	Vendor	Reconciled	\$23.85
16893	4/16/2025	USABLE LIFE	Vendor	Reconciled	\$112.17
16894	4/24/2025	Gibson Co Utility Dist	Vendor	Reconciled	\$103.24
16895	4/24/2025	Trenton Light & Water Depts.	Vendor	Reconciled	\$396.49
16896	4/30/2025	Ace Building Center	Vendor	Reconciled	\$78.52
16897	4/30/2025	Best One Tire Of Jackson	Vendor	Reconciled	\$3,583.20
16898	4/30/2025	Br Supply, Inc	Vendor	Reconciled	\$61.67
16899	4/30/2025	Central States Bus Sales, Inc.	Vendor	Reconciled	\$4,606.63
16900	4/30/2025	Hci Supply	Vendor	Reconciled	\$25.20
16901	4/30/2025	Hi-Line Inc.	Vendor	Outstanding	\$587.42
16902	4/30/2025	Hickerson Automotive Group, Inc	Vendor	Reconciled	\$82.14
16903	4/30/2025	Mid-South Bus Center, Inc.	Vendor	Reconciled	\$628.77
16904	4/30/2025	Motor Parts Co Of Milan	Vendor	Reconciled	\$1,087.21
16905	4/30/2025	O'reilly Auto Part	Vendor	Reconciled	\$21.76
16906	4/30/2025	Parman Energy Group LLC	Vendor	Reconciled	\$2,826.07
16907	4/30/2025	Rasberry Tire	Vendor	Reconciled	\$1,169.84

**Trenton Special School District**  
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Bank Account: Citizens City And County Bank Bus Garage 144  
GL Account: 144- -11130

Account Number: 000190350001

Number	Date	Description	Check Type	Status	
16908	4/30/2025	Tag Truck Center Of Jackson	Vendor	Reconciled	\$2,869.63
16909	4/30/2025	Temple Landscaping, LLC	Vendor	Reconciled	\$195.00
16910	4/30/2025	Trenton Industrial Laundry	Vendor	Reconciled	\$110.19
16911	4/30/2025	Trenton Light & Water Depts.	Vendor	Outstanding	\$45.91
16912	4/30/2025	Tri State Truck Center - JacksonTN	Vendor	Reconciled	\$597.60
16913	4/30/2025	TSSD General Purpose	Vendor	Reconciled	\$653.58
16914	4/30/2025	Hi-Line Inc.	Vendor	Reconciled	\$369.42
16915	4/30/2025	Trenton Industrial Laundry	Vendor	Reconciled	\$45.91

**Totals for Vendor**

<b>Number of Checks:</b>	35
<b>Total Checks:</b>	\$38,727.36
<b>Reconciled Checks:</b>	\$38,094.03
<b>Outstanding Checks:</b>	\$633.33
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Regions Bank Cafeteria 143  
GL Account: 144- -11130

Account Number: 0115084308

Totals for 144- -11130

Number of Checks: 35  
Total Checks: \$38,727.36  
Reconciled Checks: \$38,094.03  
Outstanding Checks: \$633.33  
Void Checks: \$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Regions Bank Cafeteria 143

Account Number: 0115084308

GL Account: 143- -11130

Number	Date	Description	Check Type	Status	
16480	4/1/2025	Br Supply, Inc	Vendor	Reconciled	\$75.00
16481	4/1/2025	Food Rite	Vendor	Reconciled	\$95.64
16482	4/1/2025	Hiland Dairy Foods Company LLC	Vendor	Reconciled	\$4,966.13
16483	4/1/2025	Mccartney Produce Company, Inc.	Vendor	Reconciled	\$3,603.34
16484	4/1/2025	Scratchworks C/O Wellness in the Schools	Vendor	Reconciled	\$350.00
16485	4/1/2025	Volco	Vendor	Reconciled	\$16,834.53
16486	4/15/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$79.39
16487	4/15/2025	Br Supply, Inc	Vendor	Reconciled	\$5.15
16488	4/15/2025	Hobart Corp.	Vendor	Reconciled	\$1,850.87
16489	4/15/2025	Hut American Group LLC	Vendor	Reconciled	\$2,032.50
16490	4/15/2025	Stockyard Market	Vendor	Reconciled	\$1,081.80
16491	4/15/2025	TSSD General Purpose	Vendor	Reconciled	\$332.92
16492	4/15/2025	Volco	Vendor	Reconciled	\$555.35
16493	4/16/2025	American Cancer Society	Vendor	Reconciled	\$2.99
16494	4/16/2025	Gibson Co Imagination Library	Vendor	Reconciled	\$13.77
16495	4/16/2025	Superior Vision Services, Inc.	Vendor	Reconciled	\$105.59
16496	4/16/2025	TASC	Vendor	Reconciled	\$30.50
16497	4/16/2025	Trustmark Voluntary Benefit	Vendor	Reconciled	\$22.15
16498	4/16/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$75.69
16499	4/16/2025	TSSD Concord	Vendor	Void	\$3,903.81
16500	4/16/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$22,959.64
16501	4/16/2025	TSSD General Purpose	Vendor	Reconciled	\$5,653.30
16502	4/16/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$9,233.37
16503	4/16/2025	Usable Life	Vendor	Reconciled	\$130.24
16504	4/16/2025	USABLE LIFE	Vendor	Reconciled	\$319.60
16505	4/16/2025	Ymca Of Memphis And The MidSouth	Vendor	Reconciled	\$59.20
16506	4/16/2025	TSSD Concord	Vendor	Reconciled	\$3,583.68

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 143- -11130

Account Number: 0100033708

**Number**                      **Date**    **Description**

**Check Type**                      **Status**

**Totals for Vendor**

**Number of Checks:**                      27  
**Total Checks:**                              \$77,956.15  
**Reconciled Checks:**                      \$74,052.34  
**Outstanding Checks:**                      \$0.00  
**Void Checks:**                                \$3,903.81

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 143- -11130

Account Number: 0100033708

Totals for 143- -11130

Number of Checks: 27  
Total Checks: \$77,956.15  
Reconciled Checks: \$74,052.34  
Outstanding Checks: \$0.00  
Void Checks: \$3,903.81

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Regions Bank Checking Gen Purpose 141

Account Number: 0100033708

GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
56108	4/1/2025	Ace Building Center	Vendor	Reconciled	\$208.98
56109	4/1/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$1,168.58
56110	4/1/2025	Br Supply, Inc	Vendor	Reconciled	\$107.46
56111	4/1/2025	Amy Van Buuren	Vendor	Reconciled	\$975.00
56112	4/1/2025	Cdw Government, Inc	Vendor	Reconciled	\$1,774.83
56113	4/1/2025	City Lumber Company	Vendor	Reconciled	\$50.60
56114	4/1/2025	Dyersburg Glass Co	Vendor	Reconciled	\$2,874.56
56115	4/1/2025	EAI Education	Vendor	Reconciled	\$799.00
56116	4/1/2025	Follett Content Solutions, LLC	Vendor	Reconciled	\$634.87
56117	4/1/2025	Food Rite	Vendor	Reconciled	\$16.99
56118	4/1/2025	Gibson Co Utility Dist	Vendor	Reconciled	\$19,122.45
56119	4/1/2025	Gibson Farmers Co-Op	Vendor	Reconciled	\$270.00
56120	4/1/2025	Greater Gibson Co. Chamber Com	Vendor	Reconciled	\$350.00
56121	4/1/2025	Ariel Hamilton	Vendor	Reconciled	\$385.00
56122	4/1/2025	Hickerson Automotive Group, Inc	Vendor	Reconciled	\$64.08
56123	4/1/2025	Invicta PCS LLC	Vendor	Reconciled	\$1,060.00
56124	4/1/2025	Jd Distributors	Vendor	Reconciled	\$1,509.52
56125	4/1/2025	Anna McCall	Vendor	Reconciled	\$342.58
56126	4/1/2025	Perma-Bound	Vendor	Reconciled	\$460.77
56127	4/1/2025	R J Young Company	Vendor	Reconciled	\$607.00
56128	4/1/2025	Regions Corporate Trust Operations; Attn: Cherie'	Vendor	Reconciled	\$971,209.38
56129	4/1/2025	Subway	Vendor	Void	\$60.92
56130	4/1/2025	Superior Vision Services, Inc.	Vendor	Reconciled	\$14.62
56131	4/1/2025	Temple Landscaping, LLC	Vendor	Reconciled	\$4,316.00
56132	4/1/2025	Trane Parts Center	Vendor	Reconciled	\$13,788.46
56133	4/1/2025	Trenton Gazette	Vendor	Reconciled	\$252.00
56134	4/1/2025	Trenton Industrial Laundry	Vendor	Reconciled	\$218.55

**Trenton Special School District**  
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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Number	Date	Description	Check Type	Status	
56135	4/1/2025	Trenton Police Department	Vendor	Reconciled	\$1,000.00
56136	4/1/2025	Trenton Rotary Club	Vendor	Reconciled	\$133.00
56137	4/1/2025	Upper Edge Tech	Vendor	Reconciled	\$130.00
56138	4/1/2025	Karla Valle	Vendor	Reconciled	\$120.00
56139	4/1/2025	Verizon	Vendor	Reconciled	\$729.01
56140	4/1/2025	Wal-Mart Capital One	Vendor	Reconciled	\$142.06
56141	4/1/2025	Wells Fargo Financial Leasing, Inc.	Vendor	Reconciled	\$254.17
56142	4/1/2025	Words For Life Speech	Vendor	Reconciled	\$4,671.00
56143	4/1/2025	Edupoint Educational Systems	Vendor	Reconciled	\$1,639.16
56144	4/1/2025	LTC Language Solutions	Vendor	Reconciled	\$72.00
56145	4/1/2025	TSSD Gibson Co Bus Garage	Vendor	Reconciled	\$3,318.27
56146	4/1/2025	Verizon	Vendor	Reconciled	\$151.00
56147	4/3/2025	TSSD Federal Projects	Vendor	Reconciled	\$25,164.58
56148	4/3/2025	Amy Van Buuren	Vendor	Reconciled	\$975.00
56149	4/3/2025	Trenton Light & Water Depts.	Vendor	Reconciled	\$37,376.35
56150	4/3/2025	Zayo Education, LLC	Vendor	Reconciled	\$3,201.60
56151	4/9/2025	TSSD Cafeteria	Vendor	Reconciled	\$124,515.11
56152	4/9/2025	TSSD Federal Projects	Vendor	Reconciled	\$21,953.11
56153	4/10/2025	Ace Building Center	Vendor	Reconciled	\$10.30
56154	4/10/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$409.01
56155	4/10/2025	American Express	Vendor	Reconciled	\$90.00
56156	4/10/2025	Br Supply, Inc	Vendor	Reconciled	\$139.02
56157	4/10/2025	Cdw Government, Inc	Vendor	Reconciled	\$15,679.54
56158	4/10/2025	Cooks' Pest Control, Inc	Vendor	Reconciled	\$450.00
56159	4/10/2025	Direct Shred	Vendor	Reconciled	\$134.00
56160	4/10/2025	Food Rite	Vendor	Reconciled	\$42.61
56161	4/10/2025	Holly W Furnish	Vendor	Reconciled	\$139.95
56162	4/10/2025	Gibson Farmers Co-Op	Vendor	Reconciled	\$172.27

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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Number	Date	Description	Check Type	Status	
56163	4/10/2025	Ariel Hamilton	Vendor	Reconciled	\$550.00
56164	4/10/2025	Jd Distributors	Vendor	Reconciled	\$2,401.69
56165	4/10/2025	Lisa Bradford	Vendor	Reconciled	\$355.00
56166	4/10/2025	Lowe's Of Milan	Vendor	Reconciled	\$76.73
56167	4/10/2025	Majestic Steak House	Vendor	Reconciled	\$360.00
56168	4/10/2025	Nassp	Vendor	Reconciled	\$425.00
56169	4/10/2025	Presley Patterson	Vendor	Reconciled	\$37.15
56170	4/10/2025	Peabody High School	Vendor	Reconciled	\$9,416.70
56171	4/10/2025	Perma-Bound	Vendor	Reconciled	\$411.97
56172	4/10/2025	Telemetrics	Vendor	Reconciled	\$248.97
56173	4/10/2025	Tn Risk Management Trust	Vendor	Reconciled	\$2,422.00
56174	4/10/2025	Trenton Gazette	Vendor	Reconciled	\$656.00
56175	4/10/2025	TSSD Cafeteria	Vendor	Reconciled	\$3,369.24
56176	4/10/2025	Tyler's Locksmith	Vendor	Reconciled	\$280.00
56177	4/10/2025	Karla Valle	Vendor	Reconciled	\$120.00
56178	4/10/2025	Victory 93.7 Wtkb-Fm	Vendor	Reconciled	\$99.00
56179	4/10/2025	Words For Life Speech	Vendor	Reconciled	\$5,305.50
56180	4/10/2025	Anna McCall	Vendor	Reconciled	\$205.55
56181	4/14/2025	Ace Building Center	Vendor	Reconciled	\$1.18
56182	4/14/2025	Airgas USA, LLC	Vendor	Reconciled	\$31.00
56183	4/14/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$33.49
56184	4/14/2025	Amy Van Buuren	Vendor	Reconciled	\$975.00
56185	4/14/2025	Down Right Perfect, LLC	Vendor	Reconciled	\$516.00
56186	4/14/2025	Howard Ind., Inc.	Vendor	Reconciled	\$3,602.00
56187	4/14/2025	Johnson Controls	Vendor	Reconciled	\$11,699.00
56188	4/14/2025	Anna McCall	Vendor	Reconciled	\$274.06
56189	4/14/2025	Regions Bank, Corporate Trust Attn: C. Sasser	Vendor	Reconciled	\$500.00
56190	4/14/2025	School Nurse Supply, Inc	Vendor	Reconciled	\$96.30

**Trenton Special School District**  
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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Number	Date	Description	Check Type	Status	
56191	4/14/2025	Trenton Floor Center	Vendor	Reconciled	\$36,393.35
56192	4/14/2025	Karla Valle	Vendor	Reconciled	\$120.00
56193	4/16/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$105.39
56194	4/16/2025	Food Rite	Vendor	Reconciled	\$26.29
56195	4/16/2025	Gibson Connect	Vendor	Reconciled	\$717.40
56196	4/16/2025	Hickerson Automotive Group, Inc	Vendor	Reconciled	\$176.95
56197	4/16/2025	Jerry's Tree Service	Vendor	Reconciled	\$10,000.00
56198	4/16/2025	Trenton Light & Water Depts.	Vendor	Reconciled	\$813.10
56199	4/16/2025	AFLAC	Vendor	Reconciled	\$240.57
56200	4/16/2025	American Cancer Society	Vendor	Reconciled	\$10.50
56201	4/16/2025	Centennial Bank	Vendor	Reconciled	\$590,184.07
56202	4/16/2025	Gibson Co Imagination Library	Vendor	Reconciled	\$181.64
56203	4/16/2025	Peabody High School	Vendor	Reconciled	\$116.14
56204	4/16/2025	Superior Vision Services, Inc.	Vendor	Reconciled	\$1,079.07
56205	4/16/2025	TASC	Vendor	Reconciled	\$2,692.33
56206	4/16/2025	Tn Child Support	Vendor	Reconciled	\$1,950.95
56207	4/16/2025	Trustmark Voluntary Benefit	Vendor	Reconciled	\$891.54
56208	4/16/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$3,771.81
56209	4/16/2025	TSSD Cell Phones	Vendor	Reconciled	\$30.00
56210	4/16/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$121,161.63
56211	4/16/2025	Usable Life	Vendor	Reconciled	\$2,134.24
56212	4/16/2025	USABLE LIFE	Vendor	Reconciled	\$5,185.75
56213	4/16/2025	Ymca Of Memphis And The MidSouth	Vendor	Reconciled	\$760.35
56214	4/21/2025	Amy Van Buuren	Vendor	Reconciled	\$975.00
56215	4/21/2025	Anna McCall	Vendor	Reconciled	\$342.58
56216	4/23/2025	TSSD Federal Projects	Vendor	Reconciled	\$17,499.39
56217	4/24/2025	Ace Building Center	Vendor	Reconciled	\$60.14
56218	4/24/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$78.62

**Trenton Special School District**  
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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Number	Date	Description	Check Type	Status	
56219	4/24/2025	B & E Electronics, Inc.	Vendor	Reconciled	\$669.24
56220	4/24/2025	Br Supply, Inc	Vendor	Reconciled	\$271.16
56221	4/24/2025	Bsn Sports LLC	Vendor	Reconciled	\$9,899.98
56222	4/24/2025	Follett Content Solutions, LLC	Vendor	Reconciled	\$218.93
56223	4/24/2025	Gibson Co Utility Dist	Vendor	Reconciled	\$6,627.04
56224	4/24/2025	Gibson Farmers Co-Op	Vendor	Reconciled	\$118.20
56225	4/24/2025	Howard Ind., Inc.	Vendor	Reconciled	\$692.00
56226	4/24/2025	Jd Distributors	Vendor	Reconciled	\$5,653.69
56227	4/24/2025	Johnson Controls Fire Protection LP	Vendor	Reconciled	\$2,865.26
56228	4/24/2025	Anna McCall	Vendor	Reconciled	\$342.58
56229	4/24/2025	Premier Family Medicine	Vendor	Reconciled	\$125.00
56230	4/24/2025	Quill Corporation	Vendor	Reconciled	\$74.78
56231	4/24/2025	R J Young Company	Vendor	Reconciled	\$607.00
56232	4/24/2025	Shane Jacobs	Vendor	Reconciled	\$97.00
56233	4/24/2025	Tennessee Book Company LLC	Vendor	Reconciled	\$195.00
56234	4/24/2025	Trenton Light & Water Depts.	Vendor	Reconciled	\$2,964.56
56235	4/24/2025	Karla Valle	Vendor	Reconciled	\$120.00
56236	4/28/2025	TSSD Federal Projects	Vendor	Reconciled	\$71,217.30
56237	4/29/2025	Ace Building Center	Vendor	Reconciled	\$19.58
56238	4/29/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$35.89
56239	4/29/2025	Br Supply, Inc	Vendor	Reconciled	\$556.66
56240	4/29/2025	Amy Van Buuren	Vendor	Reconciled	\$975.00
56241	4/29/2025	Cdw Government, Inc	Vendor	Reconciled	\$174.14
56242	4/29/2025	Cumberland Securities	Vendor	Reconciled	\$500.00
56243	4/29/2025	Emma Hodges	Vendor	Reconciled	\$387.00
56244	4/29/2025	Tim Haney	Vendor	Reconciled	\$1,410.50
56245	4/29/2025	Jd Distributors	Vendor	Reconciled	\$995.54
56246	4/29/2025	Anna McCall	Vendor	Reconciled	\$274.06

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Number	Date	Description	Check Type	Status	
56247	4/29/2025	Perma-Bound	Vendor	Reconciled	\$18.94
56248	4/29/2025	Karla Valle	Vendor	Reconciled	\$120.00
56249	4/29/2025	Verizon	Vendor	Reconciled	\$881.49

**Totals for Vendor**

<b>Number of Checks:</b>	142
<b>Total Checks:</b>	\$2,216,729.17
<b>Reconciled Checks:</b>	\$2,216,668.25
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$60.92

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Totals for 141- -11130

Number of Checks: 142  
Total Checks: \$2,216,729.17  
Reconciled Checks: \$2,216,668.25  
Outstanding Checks: \$0.00  
Void Checks: \$60.92

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Regions Bank Checking Gen Purpose 141

Account Number: 0100033708

**Grand Totals**

**Number of Checks:** 273  
**Total Checks:** \$2,504,169.56  
**Reconciled Checks:** \$2,499,163.41  
**Outstanding Checks:** \$1,041.42  
**Void Checks:** \$3,964.73

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
40210	Local Option Sales Tax	1,300,000.00	(1,306,809.45)	100.52%	108,333.33	(116,493.67)	107.53%
40275	Mixed Drink Tax	0.00	(19.93)	0.00%	0.00	0.00	0.00%
40350	Interstate Telecommunications Tax	9,000.00	(7,715.16)	85.72%	750.00	(790.08)	105.34%
40610	Current Property Tax	2,816,689.00	(2,899,181.51)	102.93%	234,724.08	(31,123.46)	13.26%
40620	Prior Year's Property Tax	100,000.00	(122,286.25)	122.29%	8,333.33	(6,330.16)	75.96%
40630	Interest And Penalty	12,000.00	(10,397.39)	86.64%	1,000.00	(856.28)	85.63%
40650	Payments In Lieu Of Taxes	20,000.00	(24,389.35)	121.95%	1,666.67	0.00	0.00%
41110	Marriage Licenses	300.00	(326.79)	108.93%	25.00	(33.11)	132.44%
43531	Transportation - Other State Systems	6,500.00	(3,954.04)	60.83%	541.67	0.00	0.00%
43990	Other Charges For Services	20,000.00	(46,504.70)	232.52%	1,666.67	0.00	0.00%
44110	Investment Income	160,000.00	(325,289.72)	203.31%	13,333.33	(30,180.32)	226.35%
44120	Lease/Rentals/PPP	19,800.00	(17,900.00)	90.40%	1,650.00	(500.00)	30.30%
44170	Miscellaneous Refunds	0.00	(2,757.09)	0.00%	0.00	(2,741.89)	0.00%
44530	Sale Of Equipment	0.00	(3.00)	0.00%	0.00	0.00	0.00%
44570	Contributions & Gifts	8,067.00	(8,067.00)	100.00%	672.25	0.00	0.00%
44990	Other Local Revenues	3,000.00	(5,636.75)	187.89%	250.00	0.00	0.00%
46510	Tennessee Investment in Student	10,228,158.00	(9,320,664.73)	91.13%	852,346.50	0.00	0.00%
46513	TISA - On-behalf Payments	20,000.00	0.00	0.00%	1,666.67	0.00	0.00%
46515	Early Childhood Education	417,346.00	(331,011.83)	79.31%	34,778.83	(26,064.06)	74.94%
46550	Driver Education	0.00	(5,553.92)	0.00%	0.00	0.00	0.00%
46590	Other State Education Funds	219,449.95	(87,146.46)	39.71%	18,287.50	0.00	0.00%
46610	Career Ladder Program	10,000.00	(13,102.39)	131.02%	833.33	0.00	0.00%
46790	Other Vocational	524,045.00	(270,192.13)	51.56%	43,670.42	(85,767.64)	196.40%
46980	Other State Grants	65,993.00	(33,351.96)	50.54%	5,499.42	(4,050.28)	73.65%
46990	Other State Revenues	0.00	(15,584.56)	0.00%	0.00	(15,584.56)	0.00%
47143	Special Education - Grants To States	0.00	(3,101.91)	0.00%	0.00	(3,101.91)	0.00%
47590	Other Federal Through State	28,295.99	0.00	0.00%	2,358.00	0.00	0.00%
49700	Insurance Recovery	4,838.00	(8,338.00)	172.34%	403.17	0.00	0.00%
49800	Transfers In	2,000.00	0.00	0.00%	166.67	0.00	0.00%
	<b>Total Revenues</b>	<b>15,995,481.94</b>	<b>(14,869,286.02)</b>	<b>92.96%</b>	<b>1,332,956.83</b>	<b>(323,617.42)</b>	<b>24.28%</b>
<b>Expenditures</b>							
71100	Regular Instruction Program	(6,517,240.12)	4,702,248.23	72.15%	(543,103.34)	626,050.57	115.27%
71150	Alternative Instruction Program	(438,531.00)	414,083.82	94.43%	(36,544.25)	43,263.13	118.39%
71200	Special Education Program	(672,111.00)	608,144.62	90.48%	(56,009.25)	67,399.34	120.34%
71300	Career and Technical Education	(999,183.23)	695,691.76	69.63%	(83,265.27)	52,667.98	63.25%
71400	Student Body Education Program	(42,284.00)	41,179.44	97.39%	(3,523.67)	4,496.92	127.62%
72110	Attendance	(168,849.00)	142,975.07	84.68%	(14,070.75)	13,852.12	98.45%

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
72120	Health Services	(170,482.00)	142,446.87	83.56%	(14,206.83)	12,522.73	88.15%
72130	Other Student Support	(487,890.77)	378,979.49	77.68%	(40,657.56)	32,426.11	79.75%
72210	Regular Instruction Program	(713,401.00)	523,944.41	73.44%	(59,450.08)	56,048.84	94.28%
72220	Special Education Program	(51,945.00)	72,282.96	139.15%	(4,328.75)	5,757.46	133.01%
72230	Career and Technical Education	(126,387.00)	109,671.42	86.77%	(10,532.25)	9,609.09	91.23%
72250	Instructional Technology	(578,242.00)	448,489.75	77.56%	(48,186.83)	52,249.56	108.43%
72310	Board Of Education	(243,474.00)	197,034.28	80.93%	(20,289.50)	5,246.90	25.86%
72320	Director Of Schools	(192,110.00)	168,216.09	87.56%	(16,009.17)	14,733.27	92.03%
72410	Office Of The Principal	(951,905.00)	763,202.53	80.18%	(79,325.42)	81,760.96	103.07%
72510	Fiscal Services	(113,021.00)	94,038.38	83.20%	(9,418.42)	12,026.00	127.69%
72520	Human Services/Personnel	(130,738.00)	117,606.34	89.96%	(10,894.83)	10,157.83	93.24%
72610	Operation Of Plant	(1,091,031.00)	1,020,344.11	93.52%	(90,919.25)	124,345.53	136.76%
72620	Maintenance Of Plant	(465,068.00)	447,289.19	96.18%	(38,755.67)	26,768.53	69.07%
72710	Transportation	(444,961.82)	313,684.71	70.50%	(37,080.15)	29,276.69	78.96%
72810	Central And Other	(39,000.00)	28,707.73	73.61%	(3,250.00)	504.47	15.52%
73100	Food Service	(5,000.00)	0.00	0.00%	(416.67)	0.00	0.00%
73300	Community Services	(1,450.00)	2,700.00	186.21%	(120.83)	100.00	82.76%
73400	Early Childhood Education	(417,347.00)	345,113.64	82.69%	(34,778.92)	33,411.10	96.07%
76100	Regular Capital Outlay	(529,636.00)	562,978.12	106.30%	(44,136.33)	100,746.55	228.26%
82130	Education	(700,000.00)	700,000.00	100.00%	(58,333.33)	0.00	0.00%
82230	Education	(542,419.00)	542,418.76	100.00%	(45,201.58)	0.00	0.00%
	<b>Total Expenditures</b>	<b>(16,833,706.94)</b>	<b>13,583,471.72</b>	<b>80.69%</b>	<b>(1,402,808.91)</b>	<b>1,415,421.68</b>	<b>100.90%</b>
<b>Total</b>	<b>141</b> General Purpose School	<b>(838,225.00)</b>	<b>(1,285,814.30)</b>	<b>-153.40%</b>	<b>(69,852.08)</b>	<b>1,091,804.26</b>	<b>1,563.</b>

142 School Federal Projects		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
44110	Investment Income	0.00	505.43	0.00%	0.00	0.00	0.00%
46980	Other State Grants	261,250.00	(148,700.05)	56.92%	21,770.83	(16,585.88)	76.18%
47131	Vocational Educ - Basic Grants To	76,511.35	(66,521.65)	86.94%	6,375.95	(1,072.20)	16.82%
47141	Title 1 Grants To Local Educ Agencies	699,863.04	(424,073.28)	60.59%	58,321.92	(38,461.99)	65.95%
47143	Special Education - Grants To States	386,223.71	(295,243.79)	76.44%	32,185.31	(27,348.65)	84.97%
47145	Special Education Preschool Grants	70,974.34	(12,031.90)	16.95%	5,914.53	0.00	0.00%
47146	English Language Acquisition Grants	8,511.16	(1,262.21)	14.83%	709.26	(1,262.21)	177.96%
47148	Rural Education	8,326.35	(8,176.48)	98.20%	693.86	(8,176.48)	1,178.40%
47309	COVID-19 Grant D	87,800.00	(41,746.61)	47.55%	7,316.67	0.00	0.00%
47310	COVID-19 Grant E	88,907.09	(2,887.58)	3.25%	7,408.92	0.00	0.00%
47401	American Rescue Plan Act Grant #1	315,968.32	(315,968.32)	100.00%	26,330.69	0.00	0.00%
47404	American Rescue Plan Act Grant #4	12,311.05	(12,311.05)	100.00%	1,025.92	0.00	0.00%
<b>Total</b>	<b>Revenues</b>	<b>2,016,646.41</b>	<b>(1,328,417.49)</b>	<b>65.87%</b>	<b>168,053.87</b>	<b>(92,907.41)</b>	<b>55.28%</b>
<b>Expenditures</b>							
71100	Regular Instruction Program	(559,760.31)	371,259.30	66.32%	(46,646.69)	18,152.16	38.91%
71200	Special Education Program	(400,308.00)	277,742.63	69.38%	(33,359.00)	24,725.24	74.12%
71300	Career and Technical Education	(151,830.63)	131,144.19	86.38%	(12,652.55)	54,988.07	434.60%
72120	Health Services	(11,487.18)	11,487.18	100.00%	(957.27)	0.00	0.00%
72130	Other Student Support	(115,951.37)	85,622.22	73.84%	(9,662.61)	16,427.80	170.01%
72210	Regular Instruction Program	(343,682.42)	243,821.26	70.94%	(28,640.20)	18,018.87	62.91%
72220	Special Education Program	(67,548.00)	43,181.60	63.93%	(5,629.00)	3,283.70	58.34%
72230	Career and Technical Education	(8,500.00)	3,156.64	37.14%	(708.33)	41.25	5.82%
72610	Operation Of Plant	(88,058.55)	88,058.55	100.00%	(7,338.21)	0.00	0.00%
73300	Community Services	(260,800.00)	170,330.63	65.31%	(21,733.33)	21,630.58	99.53%
99100	Transfers Out	(8,719.95)	0.00	0.00%	(726.66)	0.00	0.00%
<b>Total</b>	<b>Expenditures</b>	<b>(2,016,646.41)</b>	<b>1,425,804.20</b>	<b>70.70%</b>	<b>(168,053.87)</b>	<b>157,267.67</b>	<b>93.58%</b>
<b>Total</b>	<b>142 School Federal Projects</b>	<b>0.00</b>	<b>97,386.71</b>	<b>100.00%</b>	<b>0.00</b>	<b>64,360.26</b>	<b>0.00%</b>

143 Central Cafeteria		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
43521	Lunch Payments - Children	0.00	(11,426.08)	0.00%	0.00	(987.60)	0.00%
43522	Lunch Payments - Adults	10,000.00	(13,940.91)	139.41%	833.33	(869.50)	104.34%
43523	Income From Breakfast	4,644.26	(1,692.50)	36.44%	387.02	0.00	0.00%
44110	Investment Income	22,544.74	(1,083.60)	4.81%	1,878.73	(93.26)	4.96%
46520	School Food Service	8,000.00	(8,144.54)	101.81%	666.67	0.00	0.00%
46980	Other State Grants	120,000.00	0.00	0.00%	10,000.00	0.00	0.00%
47111	USDA School Lunch Program	700,000.00	(668,787.40)	95.54%	58,333.33	(54,166.74)	92.86%
47112	USDA Commodities	80,000.00	0.00	0.00%	6,666.67	0.00	0.00%
47113	Breakfast	700,000.00	(366,395.56)	52.34%	58,333.33	(32,694.08)	56.05%
47114	USDA - Other	300,000.00	(140,512.86)	46.84%	25,000.00	(9,034.24)	36.14%
	<b>Total Revenues</b>	<b>1,945,189.00</b>	<b>(1,211,983.45)</b>	<b>62.31%</b>	<b>162,099.08</b>	<b>(97,845.42)</b>	<b>60.36%</b>
<b>Expenditures</b>							
73100	Food Service	(2,010,189.00)	1,774,666.65	88.28%	(167,515.75)	306,035.03	182.69%
	<b>Total Expenditures</b>	<b>(2,010,189.00)</b>	<b>1,774,666.65</b>	<b>88.28%</b>	<b>(167,515.75)</b>	<b>306,035.03</b>	<b>182.69%</b>
<b>Total</b>	<b>143 Central Cafeteria</b>	<b>(65,000.00)</b>	<b>562,683.20</b>	<b>865.67%</b>	<b>(5,416.67)</b>	<b>208,189.61</b>	<b>3,843.</b>

144 School Transportation		Year-To-Date			Month-To-Date		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
43531	Transportation - Other State Systems	537,548.00	(454,907.05)	84.63%	44,795.67	(39,863.47)	88.99%
	<b>Total Revenues</b>	<b>537,548.00</b>	<b>(454,907.05)</b>	<b>84.63%</b>	<b>44,795.67</b>	<b>(39,863.47)</b>	<b>88.99%</b>
<b>Expenditures</b>							
72710	Transportation	(537,548.00)	454,907.05	84.63%	(44,795.67)	39,863.47	88.99%
	<b>Total Expenditures</b>	<b>(537,548.00)</b>	<b>454,907.05</b>	<b>84.63%</b>	<b>(44,795.67)</b>	<b>39,863.47</b>	<b>88.99%</b>
<b>Total</b>	<b>144</b> School Transportation	<b>0.00</b>	<b>0.00</b>	<b>100.00%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142

Account Number: 000000090212

GL Account: 142-011-11130

Number	Date	Description	Check Type	Status	
34938	5/14/2025	American Cancer Society	Vendor	Outstanding	\$0.73
34940	5/14/2025	Gibson Co Imagination Library	Vendor	Outstanding	\$0.40
34945	5/14/2025	Superior Vision Services, Inc.	Vendor	Outstanding	\$13.82
34949	5/14/2025	TASC	Vendor	Reconciled	\$10.00
34953	5/14/2025	Trustmark Voluntary Benefit	Vendor	Outstanding	\$9.54
34956	5/14/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$119.63
34957	5/14/2025	TSSD Cell Phones	Vendor	Reconciled	\$5.00
34960	5/14/2025	TSSD Concord	Vendor	Outstanding	\$639.92
34968	5/14/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$3,583.90
34976	5/14/2025	TSSD General Purpose	Vendor	Reconciled	\$1,290.50
34981	5/14/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$1,206.08
34984	5/14/2025	Usable Life	Vendor	Reconciled	\$86.24
34990	5/14/2025	USABLE LIFE	Vendor	Reconciled	\$32.98

**Totals for Vendor**

<b>Number of Checks:</b>	13
<b>Total Checks:</b>	\$6,998.74
<b>Reconciled Checks:</b>	\$6,334.33
<b>Outstanding Checks:</b>	\$664.41
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-011-11130

Account Number: 000000090212

**Totals for 142-011-11130**

<b>Number of Checks:</b>	13
<b>Total Checks:</b>	\$6,998.74
<b>Reconciled Checks:</b>	\$6,334.33
<b>Outstanding Checks:</b>	\$664.41
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

**Run At:** 6/10/2025 4:46 PM  
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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-101-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34941	5/14/2025	Gibson Co Imagination Library	Vendor	Outstanding	\$5.48
34943	5/14/2025	Peabody High School	Vendor	Reconciled	\$3.86
34946	5/14/2025	Superior Vision Services, Inc.	Vendor	Outstanding	\$33.79
34950	5/14/2025	Tn Child Support	Vendor	Reconciled	\$386.05
34955	5/14/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$249.19
34963	5/14/2025	TSSD Concord	Vendor	Outstanding	\$2,534.91
34970	5/14/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$15,878.66
34971	5/14/2025	TSSD General Purpose	Vendor	Reconciled	\$5,057.04
34980	5/14/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$3,557.72
34983	5/14/2025	Usable Life	Vendor	Reconciled	\$100.45
34987	5/14/2025	USABLE LIFE	Vendor	Reconciled	\$99.23

**Totals for Vendor**

<b>Number of Checks:</b>	11
<b>Total Checks:</b>	\$27,906.38
<b>Reconciled Checks:</b>	\$25,332.20
<b>Outstanding Checks:</b>	\$2,574.18
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-101-11130

Account Number: 000000090212

**Totals for 142-101-11130**

<b>Number of Checks:</b>	11
<b>Total Checks:</b>	\$27,906.38
<b>Reconciled Checks:</b>	\$25,332.20
<b>Outstanding Checks:</b>	\$2,574.18
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-170-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34959	5/14/2025	TSSD Concord	Vendor	Outstanding	\$382.07
34965	5/14/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$2,635.24
34972	5/14/2025	TSSD General Purpose	Vendor	Reconciled	\$539.56

**Totals for Vendor**

<b>Number of Checks:</b>	3
<b>Total Checks:</b>	\$3,556.87
<b>Reconciled Checks:</b>	\$3,174.80
<b>Outstanding Checks:</b>	\$382.07
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-170-11130

Account Number: 000000090212

**Totals for 142-170-11130**

<b>Number of Checks:</b>	3
<b>Total Checks:</b>	\$3,556.87
<b>Reconciled Checks:</b>	\$3,174.80
<b>Outstanding Checks:</b>	\$382.07
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-430-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34964	5/14/2025	TSSD Concord	Vendor	Outstanding	\$2,165.90
34975	5/14/2025	TSSD General Purpose	Vendor	Reconciled	\$17,775.04
34994	5/20/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$558.92

**Totals for Vendor**

<b>Number of Checks:</b>	3
<b>Total Checks:</b>	\$20,499.86
<b>Reconciled Checks:</b>	\$18,333.96
<b>Outstanding Checks:</b>	\$2,165.90
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-430-11130

Account Number: 000000090212

**Totals for 142-430-11130**

<b>Number of Checks:</b>	3
<b>Total Checks:</b>	\$20,499.86
<b>Reconciled Checks:</b>	\$18,333.96
<b>Outstanding Checks:</b>	\$2,165.90
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-601-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34934	5/5/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$310.88
34993	5/20/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$7,865.60

**Totals for Vendor**

<b>Number of Checks:</b>	2
<b>Total Checks:</b>	\$8,176.48
<b>Reconciled Checks:</b>	\$8,176.48
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-601-11130

Account Number: 000000090212

**Totals for 142-601-11130**

<b>Number of Checks:</b>	2
<b>Total Checks:</b>	\$8,176.48
<b>Reconciled Checks:</b>	\$8,176.48
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-801-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34935	5/5/2025	Lowe's	Vendor	Outstanding	\$567.15
34996	5/20/2025	Peabody High School	Vendor	Reconciled	\$41.25

**Totals for Vendor**

<b>Number of Checks:</b>	2
<b>Total Checks:</b>	\$608.40
<b>Reconciled Checks:</b>	\$41.25
<b>Outstanding Checks:</b>	\$567.15
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-801-11130

Account Number: 000000090212

**Totals for 142-801-11130**

<b>Number of Checks:</b>	2
<b>Total Checks:</b>	\$608.40
<b>Reconciled Checks:</b>	\$41.25
<b>Outstanding Checks:</b>	\$567.15
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

**Run At:** 6/10/2025 4:46 PM  
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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-901-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34936	5/5/2025	Quill Corporation	Vendor	Reconciled	\$169.30
34937	5/5/2025	TSSD General Purpose	Vendor	Reconciled	\$244.33
34939	5/14/2025	American Cancer Society	Vendor	Outstanding	\$0.78
34942	5/14/2025	Gibson Co Imagination Library	Vendor	Outstanding	\$5.21
34947	5/14/2025	Superior Vision Services, Inc.	Vendor	Outstanding	\$42.69
34948	5/14/2025	TASC	Vendor	Reconciled	\$20.50
34952	5/14/2025	Trustmark Voluntary Benefit	Vendor	Outstanding	\$18.41
34954	5/14/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$54.68
34958	5/14/2025	TSSD Concord	Vendor	Outstanding	\$2,570.48
34967	5/14/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$15,733.17
34978	5/14/2025	TSSD General Purpose	Vendor	Reconciled	\$4,465.26
34979	5/14/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$3,777.98
34985	5/14/2025	Usable Life	Vendor	Reconciled	\$72.67
34989	5/14/2025	USABLE LIFE	Vendor	Reconciled	\$161.59
34992	5/14/2025	Ymca Of Memphis And The MidSouth	Vendor	Reconciled	\$11.60

**Totals for Vendor**

<b>Number of Checks:</b>	15
<b>Total Checks:</b>	\$27,348.65
<b>Reconciled Checks:</b>	\$24,711.08
<b>Outstanding Checks:</b>	\$2,637.57
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-901-11130

Account Number: 000000090212

**Totals for 142-901-11130**

<b>Number of Checks:</b>	15
<b>Total Checks:</b>	\$27,348.65
<b>Reconciled Checks:</b>	\$24,711.08
<b>Outstanding Checks:</b>	\$2,637.57
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-911-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34944	5/14/2025	Superior Vision Services, Inc.	Vendor	Outstanding	\$1.17
34951	5/14/2025	Trustmark Voluntary Benefit	Vendor	Outstanding	\$13.86
34961	5/14/2025	TSSD Concord	Vendor	Outstanding	\$101.15
34969	5/14/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$432.54
34974	5/14/2025	TSSD General Purpose	Vendor	Reconciled	\$132.55
34982	5/14/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$117.18
34986	5/14/2025	Usable Life	Vendor	Reconciled	\$0.39
34988	5/14/2025	USABLE LIFE	Vendor	Reconciled	\$3.72
34991	5/14/2025	Ymca Of Memphis And The MidSouth	Vendor	Reconciled	\$7.05
34995	5/20/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$19.98

**Totals for Vendor**

<b>Number of Checks:</b>	10
<b>Total Checks:</b>	\$829.59
<b>Reconciled Checks:</b>	\$713.41
<b>Outstanding Checks:</b>	\$116.18
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-911-11130

Account Number: 000000090212

**Totals for 142-911-11130**

<b>Number of Checks:</b>	10
<b>Total Checks:</b>	\$829.59
<b>Reconciled Checks:</b>	\$713.41
<b>Outstanding Checks:</b>	\$116.18
<b>Void Checks:</b>	\$0.00

**Trenton Special School District  
Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-952-11130

Account Number: 000000090212

<b>Number</b>	<b>Date</b>	<b>Description</b>	<b>Check Type</b>	<b>Status</b>	
34977	5/14/2025	TSSD General Purpose	Vendor	Reconciled	\$150.71

**Totals for Vendor**

<b>Number of Checks:</b>	1
<b>Total Checks:</b>	\$150.71
<b>Reconciled Checks:</b>	\$150.71
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-952-11130

Account Number: 000000090212

**Totals for 142-952-11130**

<b>Number of Checks:</b>	1
<b>Total Checks:</b>	\$150.71
<b>Reconciled Checks:</b>	\$150.71
<b>Outstanding Checks:</b>	\$0.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Cadence Checking - Fed Proj 142  
GL Account: 142-954-11130

Account Number: 000000090212

Number	Date	Description	Check Type	Status	
34933	5/5/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$17.99
34962	5/14/2025	TSSD Concord	Vendor	Outstanding	\$375.00
34966	5/14/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$1,836.58
34973	5/14/2025	TSSD General Purpose	Vendor	Reconciled	\$675.92
34997	5/20/2025	Rocket Drones	Vendor	Outstanding	\$21,995.00

**Totals for Vendor**

<b>Number of Checks:</b>	5
<b>Total Checks:</b>	\$24,900.49
<b>Reconciled Checks:</b>	\$2,530.49
<b>Outstanding Checks:</b>	\$22,370.00
<b>Void Checks:</b>	\$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Citizens City And County Bank Bus Garage 144  
GL Account: 142-954-11130

Account Number: 000190350001

**Totals for 142-954-11130**

<b>Number of Checks:</b>	5
<b>Total Checks:</b>	\$24,900.49
<b>Reconciled Checks:</b>	\$2,530.49
<b>Outstanding Checks:</b>	\$22,370.00
<b>Void Checks:</b>	\$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Citizens City And County Bank Bus Garage 144

Account Number: 000190350001

GL Account: 144- -11130

Number	Date	Description	Check Type	Status	
16916	5/14/2025	AFLAC	Vendor	Outstanding	\$60.45
16917	5/14/2025	Superior Vision Services, Inc.	Vendor	Outstanding	\$12.66
16918	5/14/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$64.00
16919	5/14/2025	TSSD Concord	Vendor	Outstanding	\$1,401.99
16920	5/14/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$10,203.59
16921	5/14/2025	TSSD General Purpose	Vendor	Reconciled	\$2,377.65
16922	5/14/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$3,081.49
16923	5/14/2025	Usable Life	Vendor	Reconciled	\$23.85
16924	5/14/2025	USABLE LIFE	Vendor	Reconciled	\$112.17
16925	5/21/2025	Gibson Connect	Vendor	Reconciled	\$143.54
16926	5/29/2025	Gibson Co Utility Dist	Vendor	Outstanding	\$41.80
16927	5/29/2025	Trenton Light & Water Depts.	Vendor	Outstanding	\$657.49
16928	5/31/2025	AAA Auto Glass	Vendor	Outstanding	\$150.00
16929	5/31/2025	Ace Building Center	Vendor	Outstanding	\$81.32
16930	5/31/2025	Best One Tire Of Jackson	Vendor	Outstanding	\$6,024.60
16931	5/31/2025	Br Supply, Inc	Vendor	Outstanding	\$105.38
16932	5/31/2025	Central States Bus Sales, Inc.	Vendor	Outstanding	\$6,181.84
16933	5/31/2025	Hi-Line Inc.	Vendor	Outstanding	\$674.63
16934	5/31/2025	Hickerson Automotive Group, Inc	Vendor	Outstanding	\$782.65
16935	5/31/2025	Kimball Midwest	Vendor	Outstanding	\$70.44
16936	5/31/2025	Motor Parts Co Of Milan	Vendor	Outstanding	\$90.99
16937	5/31/2025	O'reilly Auto Part	Vendor	Outstanding	\$2,033.88
16938	5/31/2025	Rasberry Tire	Vendor	Outstanding	\$899.04
16939	5/31/2025	Serra of Jackson	Vendor	Outstanding	\$90.73
16940	5/31/2025	Tag Truck Center Of Jackson	Vendor	Outstanding	\$4,100.28
16941	5/31/2025	Temple Landscaping, LLC	Vendor	Outstanding	\$195.00
16942	5/31/2025	Trenton Industrial Laundry	Vendor	Outstanding	\$202.01

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Regions Bank Cafeteria 143  
GL Account: 144- -11130

Account Number: 0115084308

**Number**                      **Date**    **Description**

**Check Type**                      **Status**

**Totals for Vendor**

**Number of Checks:**                      27  
**Total Checks:**                              \$39,863.47  
**Reconciled Checks:**                      \$16,006.29  
**Outstanding Checks:**                      \$23,857.18  
**Void Checks:**                                \$0.00

Trenton Special School District  
Bank Account Check Listing By Date

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Bank Account: Regions Bank Cafeteria 143  
GL Account: 144- -11130

Account Number: 0115084308

**Totals for 144- -11130**

**Number of Checks:** 27  
**Total Checks:** \$39,863.47  
**Reconciled Checks:** \$16,006.29  
**Outstanding Checks:** \$23,857.18  
**Void Checks:** \$0.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Regions Bank Cafeteria 143

Account Number: 0115084308

GL Account: 143- -11130

Number	Date	Description	Check Type	Status	
16507	5/5/2025	CaptiveAire Systems	Vendor	Void	\$651.10
16508	5/5/2025	Cybersoft Technologies, Inc.	Vendor	Reconciled	\$1,490.00
16509	5/5/2025	Food Rite	Vendor	Reconciled	\$48.28
16510	5/5/2025	Henry County School System	Vendor	Reconciled	\$600.00
16511	5/5/2025	Hiland Dairy Foods Company LLC	Vendor	Reconciled	\$5,652.42
16512	5/5/2025	Hut American Group LLC	Vendor	Reconciled	\$585.00
16513	5/5/2025	Mccartney Produce Company, Inc.	Vendor	Reconciled	\$8,556.87
16514	5/5/2025	Volco	Vendor	Reconciled	\$1,664.25
16515	5/5/2025	TSSD General Purpose	Vendor	Reconciled	\$651.10
16516	5/14/2025	American Cancer Society	Vendor	Outstanding	\$2.99
16517	5/14/2025	Gibson Co Imagination Library	Vendor	Outstanding	\$13.77
16518	5/14/2025	Superior Vision Services, Inc.	Vendor	Outstanding	\$105.59
16519	5/14/2025	TASC	Vendor	Reconciled	\$30.50
16520	5/14/2025	Trustmark Voluntary Benefit	Vendor	Outstanding	\$22.15
16521	5/14/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$75.69
16522	5/14/2025	TSSD Concord	Vendor	Outstanding	\$3,537.89
16523	5/14/2025	TSSD General Fund Payroll	Vendor	Reconciled	\$22,799.48
16524	5/14/2025	TSSD General Purpose	Vendor	Reconciled	\$5,661.71
16525	5/14/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$9,233.37
16526	5/14/2025	Usable Life	Vendor	Reconciled	\$130.24
16527	5/14/2025	USABLE LIFE	Vendor	Reconciled	\$319.60
16528	5/14/2025	Ymca Of Memphis And The MidSouth	Vendor	Reconciled	\$133.20
16529	5/20/2025	Auston Mealer's Restaurant Equipment Service	Vendor	Void	\$2,240.46
16530	5/20/2025	Chef Cales Catering	Vendor	Reconciled	\$1,500.00
16531	5/20/2025	Cowan Blackberry Farm	Vendor	Reconciled	\$800.00
16532	5/20/2025	Food Rite	Vendor	Reconciled	\$164.53
16533	5/20/2025	Hut American Group LLC	Vendor	Outstanding	\$2,100.00

Trenton Special School District  
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Bank Account: Regions Bank Cafeteria 143

Account Number: 0115084308

GL Account: 143- -11130

Number	Date	Description	Check Type	Status	
16534	5/20/2025	Joe Pettit LLC	Vendor	Outstanding	\$7,500.00
16535	5/20/2025	State Of Tn Dept Of Health	Vendor	Outstanding	\$240.00
16536	5/20/2025	TSSD Federal Projects	Vendor	Reconciled	\$1,262.21
16537	5/20/2025	TSSD General Purpose	Vendor	Reconciled	\$693.00
16538	5/20/2025	WebstaurantStore	Vendor	Reconciled	\$4,609.32
16539	5/20/2025	Auston Mealer's Restaurant Equipment Service	Vendor	Reconciled	\$2,240.46

**Totals for Vendor**

<b>Number of Checks:</b>	33
<b>Total Checks:</b>	\$85,315.18
<b>Reconciled Checks:</b>	\$68,901.23
<b>Outstanding Checks:</b>	\$13,522.39
<b>Void Checks:</b>	\$2,891.56

Trenton Special School District  
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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 143- -11130

Account Number: 0100033708

Totals for 143- -11130

Number of Checks: 33  
Total Checks: \$85,315.18  
Reconciled Checks: \$68,901.23  
Outstanding Checks: \$13,522.39  
Void Checks: \$2,891.56

**Trenton Special School District**  
**Bank Account Check Listing By Date**

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Bank Account: Regions Bank Checking Gen Purpose 141

Account Number: 0100033708

GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
56250	5/2/2025	TSSD Federal Projects	Vendor	Reconciled	\$16,585.88
56251	5/5/2025	TSSD Cafeteria	Vendor	Reconciled	\$93,264.14
56252	5/6/2025	Ace Building Center	Vendor	Reconciled	\$74.02
56253	5/6/2025	Amy Allen	Vendor	Reconciled	\$450.00
56254	5/6/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$53.61
56255	5/6/2025	American Express	Vendor	Reconciled	\$150.00
56256	5/6/2025	Anderson's Alphabet U	Vendor	Reconciled	\$894.21
56257	5/6/2025	Br Supply, Inc	Vendor	Reconciled	\$12.30
56258	5/6/2025	David Bruketta	Vendor	Reconciled	\$450.00
56259	5/6/2025	Amy Van Buuren	Vendor	Reconciled	\$975.00
56260	5/6/2025	Cdw Government, Inc	Vendor	Reconciled	\$348.28
56261	5/6/2025	Greater Gibson Co. Chamber Com	Vendor	Reconciled	\$1,250.00
56262	5/6/2025	Jd Distributors	Vendor	Reconciled	\$758.45
56263	5/6/2025	Jon Michael Lee	Vendor	Outstanding	\$450.00
56264	5/6/2025	Lisa Bradford	Vendor	Reconciled	\$450.00
56265	5/6/2025	Lowe's	Vendor	Outstanding	\$995.65
56266	5/6/2025	Mid-America Appliance/Jackson TN	Vendor	Reconciled	\$63.11
56267	5/6/2025	National Filter Solutions	Vendor	Reconciled	\$1,175.59
56268	5/6/2025	Peabody High School	Vendor	Reconciled	\$5,000.00
56269	5/6/2025	Austin Smith	Vendor	Reconciled	\$450.00
56270	5/6/2025	Stephanie Franks	Vendor	Reconciled	\$450.00
56271	5/6/2025	Temple Landscaping, LLC	Vendor	Reconciled	\$10,916.00
56272	5/6/2025	Trenton Light & Water Depts.	Vendor	Reconciled	\$33,490.95
56273	5/6/2025	Trenton Rosenwald Middle School	Vendor	Reconciled	\$9,930.00
56274	5/6/2025	TSSD Gibson Co Bus Garage	Vendor	Reconciled	\$6,413.07
56275	5/6/2025	Wells Fargo Financial Leasing, Inc.	Vendor	Reconciled	\$343.05
56276	5/6/2025	Words For Life Speech	Vendor	Reconciled	\$9,072.00

**Trenton Special School District**  
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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Number	Date	Description	Check Type	Status	
56277	5/6/2025	Zayo Education, LLC	Vendor	Reconciled	\$3,201.60
56278	5/8/2025	Ace Building Center	Vendor	Reconciled	\$12.98
56279	5/8/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$858.97
56280	5/8/2025	Br Supply, Inc	Vendor	Reconciled	\$595.99
56281	5/8/2025	Cdw Government, Inc	Vendor	Reconciled	\$796.00
56282	5/8/2025	Direct Shred	Vendor	Outstanding	\$191.00
56283	5/8/2025	Food Rite	Vendor	Reconciled	\$41.92
56284	5/8/2025	Hickerson Automotive Group, Inc	Vendor	Reconciled	\$54.37
56285	5/8/2025	Jd Distributors	Vendor	Reconciled	\$1,485.84
56286	5/8/2025	LTC Language Solutions	Vendor	Reconciled	\$71.25
56287	5/8/2025	Anna McCall	Vendor	Reconciled	\$342.58
56288	5/8/2025	Adrian Torres Morales	Vendor	Outstanding	\$3,000.00
56289	5/8/2025	Peabody High School	Vendor	Reconciled	\$10,943.20
56290	5/8/2025	Perry Professional Lawn, Llc	Vendor	Reconciled	\$2,135.00
56291	5/8/2025	Superior Vision Services, Inc.	Vendor	Reconciled	\$38.05
56292	5/8/2025	Trenton Gazette	Vendor	Reconciled	\$885.00
56293	5/8/2025	Trenton Industrial Laundry	Vendor	Reconciled	\$174.84
56294	5/8/2025	Karla Valle	Vendor	Reconciled	\$120.00
56295	5/8/2025	Jody Denton	Vendor	Reconciled	\$1,462.85
56296	5/14/2025	9 Square in the Air	Vendor	Reconciled	\$926.81
56297	5/14/2025	Airgas USA, LLC	Vendor	Reconciled	\$30.00
56298	5/14/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$253.59
56299	5/14/2025	Amy Van Buuren	Vendor	Reconciled	\$975.00
56300	5/14/2025	Cdw Government, Inc	Vendor	Reconciled	\$406.50
56301	5/14/2025	Jody Denton	Vendor	Reconciled	\$475.00
56302	5/14/2025	Ariel Hamilton	Vendor	Reconciled	\$400.00
56303	5/14/2025	Jerry Pate Turf & Irrigation	Vendor	Reconciled	\$76,203.98
56304	5/14/2025	Anna McCall	Vendor	Reconciled	\$342.58

**Trenton Special School District**  
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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Number	Date	Description	Check Type	Status	
56305	5/14/2025	National Filter Solutions	Vendor	Reconciled	\$2,414.33
56306	5/14/2025	Pitney Bowes Global Financial Services LLC	Vendor	Outstanding	\$196.98
56307	5/14/2025	Trafera, LLC	Vendor	Reconciled	\$14,620.50
56308	5/14/2025	Trenton Rosenwald Middle School	Vendor	Reconciled	\$1,329.40
56309	5/14/2025	Karla Valle	Vendor	Reconciled	\$120.00
56310	5/14/2025	Wal-Mart Capital One	Vendor	Outstanding	\$46.84
56311	5/14/2025	AFLAC	Vendor	Outstanding	\$240.57
56312	5/14/2025	American Cancer Society	Vendor	Outstanding	\$10.50
56313	5/14/2025	Centennial Bank	Vendor	Reconciled	\$599,952.78
56314	5/14/2025	Gibson Co Imagination Library	Vendor	Outstanding	\$181.64
56315	5/14/2025	Lisa Seiber Garland	Vendor	Reconciled	\$100.00
56316	5/14/2025	Peabody High School	Vendor	Reconciled	\$116.14
56317	5/14/2025	Superior Vision Services, Inc.	Vendor	Outstanding	\$1,079.07
56318	5/14/2025	TASC	Vendor	Reconciled	\$2,692.33
56319	5/14/2025	Tn Child Support	Vendor	Reconciled	\$1,950.95
56320	5/14/2025	Trustmark Voluntary Benefit	Vendor	Outstanding	\$891.54
56321	5/14/2025	TSA Consulting Group, Inc.	Vendor	Reconciled	\$3,821.81
56322	5/14/2025	TSSD Cell Phones	Vendor	Reconciled	\$30.00
56323	5/14/2025	TSSD Teacher Insurance System	Vendor	Reconciled	\$120,998.20
56324	5/14/2025	Usable Life	Vendor	Reconciled	\$2,134.24
56325	5/14/2025	USABLE LIFE	Vendor	Reconciled	\$5,186.53
56326	5/14/2025	Ymca Of Memphis And The MidSouth	Vendor	Reconciled	\$760.35
56327	5/20/2025	Ace Building Center	Vendor	Void	\$13.37
56328	5/20/2025	Ace Building Center	Vendor	Reconciled	\$13.37
56328	5/20/2025	Amazon Capital Services, Inc.	Vendor	Void	\$39.99
56329	5/20/2025	Br Supply, Inc	Vendor	Void	\$58.32
56329	5/20/2025	Amazon Capital Services, Inc.	Vendor	Reconciled	\$39.99
56330	5/20/2025	Amy Van Buuren	Vendor	Void	\$975.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

**Run At:** 6/10/2025 4:46 PM  
**Run By:** Shannon Parra  
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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Number	Date	Description	Check Type	Status	
56330	5/20/2025	Br Supply, Inc	Vendor	Reconciled	\$58.32
56331	5/20/2025	Cooks' Pest Control, Inc	Vendor	Void	\$450.00
56331	5/20/2025	Amy Van Buuren	Vendor	Reconciled	\$975.00
56332	5/20/2025	Gibson Connect	Vendor	Void	\$717.40
56332	5/20/2025	Cooks' Pest Control, Inc	Vendor	Reconciled	\$450.00
56333	5/20/2025	Gibson Connect	Vendor	Reconciled	\$717.40
56333	5/20/2025	Gibson County Sports Hall of Fame	Vendor	Void	\$250.00
56334	5/20/2025	Gibson County Sports Hall of Fame	Vendor	Reconciled	\$250.00
56334	5/20/2025	Greater Gibson Co. Chamber Com	Vendor	Void	\$100.00
56335	5/20/2025	Greater Gibson Co. Chamber Com	Vendor	Reconciled	\$100.00
56335	5/20/2025	Jd Distributors	Vendor	Void	\$1,687.38
56336	5/20/2025	John Carlton Decorators	Vendor	Void	\$4,890.00
56336	5/20/2025	Jd Distributors	Vendor	Reconciled	\$1,687.38
56337	5/20/2025	John Carlton Decorators	Vendor	Reconciled	\$4,890.00
56337	5/20/2025	Peabody High School	Vendor	Void	\$5,233.39
56338	5/20/2025	Randal Reynolds	Vendor	Void	\$100.00
56338	5/20/2025	Peabody High School	Vendor	Reconciled	\$5,233.39
56339	5/20/2025	Randal Reynolds	Vendor	Reconciled	\$100.00
56339	5/20/2025	TETA	Vendor	Void	\$675.00
56340	5/20/2025	TETA	Vendor	Reconciled	\$675.00
56340	5/20/2025	Tn Dept Of Labor/Workforce	Vendor	Void	\$60.00
56341	5/20/2025	Tn Dept Of Labor/Workforce	Vendor	Reconciled	\$60.00
56341	5/20/2025	Trafera, LLC	Vendor	Void	\$137,929.50
56342	5/20/2025	Trenton Light & Water Depts.	Vendor	Void	\$782.07
56342	5/20/2025	Trafera, LLC	Vendor	Reconciled	\$137,929.50
56343	5/20/2025	Tyler's Locksmith	Vendor	Void	\$1,547.00
56343	5/20/2025	Trenton Light & Water Depts.	Vendor	Reconciled	\$782.07
56344	5/20/2025	Karla Valle	Vendor	Void	\$120.00

**Trenton Special School District**  
**Bank Account Check Listing By Date**

**Run At:** 6/10/2025 4:46 PM  
**Run By:** Shannon Parra  
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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Number	Date	Description	Check Type	Status	
56344	5/20/2025	Tyler's Locksmith	Vendor	Reconciled	\$1,547.00
56345	5/20/2025	Karla Valle	Vendor	Outstanding	\$120.00
56346	5/20/2025	Cdw Government, Inc	Vendor	Reconciled	\$668.28
56347	5/20/2025	Jody Denton	Vendor	Reconciled	\$560.00
56348	5/20/2025	Gourmet Your Way Catering Company	Vendor	Reconciled	\$6,875.00
56349	5/20/2025	Quill Corporation	Vendor	Reconciled	\$296.74
56350	5/22/2025	TSSD Cafeteria	Vendor	Reconciled	\$2,280.92
56350	5/22/2025	TSSD Cafeteria	Vendor	Void	\$2,280.92
56351	5/27/2025	TSSD Federal Projects	Vendor	Reconciled	\$38,461.99
56351	5/27/2025	TSSD Federal Projects	Vendor	Void	\$38,461.99
56352	5/28/2025	TSSD Federal Projects	Vendor	Reconciled	\$36,597.33
56353	5/29/2025	Ace Building Center	Vendor	Outstanding	\$31.55
56354	5/29/2025	Amazon Capital Services, Inc.	Vendor	Outstanding	\$1,255.00
56355	5/29/2025	B & B Fire Protection	Vendor	Outstanding	\$481.25
56356	5/29/2025	Br Supply, Inc	Vendor	Outstanding	\$65.58
56357	5/29/2025	Cdw Government, Inc	Vendor	Outstanding	\$2,609.72
56358	5/29/2025	Food Rite	Vendor	Outstanding	\$11.47
56359	5/29/2025	Gibson Co Utility Dist	Vendor	Outstanding	\$3,086.18
56360	5/29/2025	Gibson Farmers Co-Op	Vendor	Outstanding	\$111.67
56361	5/29/2025	Greater Gibson Co. Chamber Com	Vendor	Outstanding	\$100.00
56362	5/29/2025	Jd Distributors	Vendor	Outstanding	\$5,887.67
56363	5/29/2025	Ladd's - A US Golf Car Company	Vendor	Outstanding	\$11,500.00
56364	5/29/2025	R J Young Company	Vendor	Outstanding	\$607.00
56365	5/29/2025	Tennessee Book Company LLC	Vendor	Outstanding	\$585.00
56366	5/29/2025	Toss	Vendor	Outstanding	\$1,925.00
56367	5/29/2025	Trane Parts Center	Vendor	Outstanding	\$3,428.00
56368	5/29/2025	Trenton Gazette	Vendor	Outstanding	\$310.00
56369	5/29/2025	Trenton Industrial Laundry	Vendor	Void	\$198.92

**Trenton Special School District**  
**Bank Account Check Listing By Date**

**Run At:** 6/10/2025 4:46 PM  
**Run By:** Shannon Parra  
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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Number	Date	Description	Check Type	Status	
56370	5/29/2025	Trenton Light & Water Depts.	Vendor	Outstanding	\$37,413.74
56371	5/29/2025	Trenton Rosenwald Middle School	Vendor	Outstanding	\$1,251.62
56372	5/29/2025	Words For Life Speech	Vendor	Outstanding	\$3,888.00
56373	5/29/2025	Ace Building Center	Vendor	Void	\$47.98
56374	5/29/2025	Bump Armor Mohawk, USA LLC	Vendor	Outstanding	\$15,266.86
56375	5/29/2025	Johnson Controls Fire Protection LP	Vendor	Outstanding	\$84.90
56376	5/29/2025	Trenton Light & Water Depts.	Vendor	Outstanding	\$198.92

**Totals for Vendor**

<b>Number of Checks:</b>	146
<b>Total Checks:</b>	\$1,587,850.95
<b>Reconciled Checks:</b>	\$1,293,729.80
<b>Outstanding Checks:</b>	\$97,502.92
<b>Void Checks:</b>	\$196,618.23

Trenton Special School District  
Bank Account Check Listing By Date

Run At: 6/10/2025 4:46 PM  
Run By: Shannon Parra  
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Bank Account: Regions Bank Checking Gen Purpose 141  
GL Account: 141- -11130

Account Number: 0100033708

Totals for 141- -11130

Number of Checks: 146  
Total Checks: \$1,587,850.95  
Reconciled Checks: \$1,293,729.80  
Outstanding Checks: \$97,502.92  
Void Checks: \$196,618.23

Trenton Special School District  
Bank Account Check Listing By Date

Run At: 6/10/2025 4:46 PM  
Run By: Shannon Parra  
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Bank Account: Regions Bank Checking Gen Purpose 141

Account Number: 0100033708

**Grand Totals**

<b>Number of Checks:</b>	271
<b>Total Checks:</b>	\$1,834,005.77
<b>Reconciled Checks:</b>	\$1,468,136.03
<b>Outstanding Checks:</b>	\$166,359.95
<b>Void Checks:</b>	\$199,509.79

**Trenton Elementary School**

Run Date: 5/5/2025 6:07:37PM

Balance Sheet Report  
Through 04/30/2025

Report Name: aaBalanceSheet.rpt

		General	Restricted	Food Service	Total
<b>Assets</b>					
11	Cash on hand	0.00	0.00	0.00	0.00
12	Cash in banks - checking	98,958.77	20,524.81	0.00	119,483.58
<b>Total Assets</b>		<b>\$98,958.77</b>	<b>\$20,524.81</b>	<b>\$0.00</b>	<b>\$119,483.58</b>
<b>Liabilities</b>					
91	General fund balance	-66,808.19	0.00	0.00	-66,808.19
<b>Total Liabilities</b>		<b>\$-66,808.19</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$-66,808.19</b>
<b>Revenues</b>					
304	Pictures	-3,259.22	0.00	0.00	-3,259.22
313	Instructional Supplies	-101.02	0.00	0.00	-101.02
320	Interest	-561.15	0.00	0.00	-561.15
321	Board Allocations	-8,001.35	0.00	0.00	-8,001.35
326	Snack Shack	-26,023.27	0.00	0.00	-26,023.27
327	Student Incentive	-65,712.20	0.00	0.00	-65,712.20
<b>Total Revenues</b>		<b>\$-103,658.21</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$-103,658.21</b>
<b>Expenditures</b>					
411	Folders	1,450.00	0.00	0.00	1,450.00
412	Office Supplies	1,943.29	0.00	0.00	1,943.29
418	General Supplies	1,101.10	0.00	0.00	1,101.10
421	Instructional Supplies	3,429.73	0.00	0.00	3,429.73
424	Student Incentive	38,077.78	0.00	0.00	38,077.78
429	Copy Machines	5,040.00	0.00	0.00	5,040.00
491	Do Right Store	10,562.55	0.00	0.00	10,562.55
492	Pictures	0.00	0.00	0.00	0.00
496	Fundraiser	0.00	0.00	0.00	0.00
498	Snack Shack	7,828.72	0.00	0.00	7,828.72
499	Miscellaneous	2,074.46	0.00	0.00	2,074.46
<b>Total Expenditures</b>		<b>\$71,507.63</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$71,507.63</b>
<b>Restricted Accounts</b>					
804	Library	0.00	-10,158.35	0.00	-10,158.35
810	Fourth Grade Field Trips	0.00	-21.01	0.00	-21.01
811	Fine Arts	0.00	-403.24	0.00	-403.24
814	Computer Lab	0.00	-2,102.54	0.00	-2,102.54
816	Physical Education	0.00	-1,408.03	0.00	-1,408.03
817	Guidance	0.00	-18.36	0.00	-18.36
818	K - 4 Families	0.00	0.00	0.00	0.00
819	Yearbook	0.00	-5,030.36	0.00	-5,030.36
822	Second Grade Field Trips	0.00	-209.50	0.00	-209.50
823	Third Grade Field Trips	0.00	-44.01	0.00	-44.01
825	Destination Imagination (DI)	0.00	0.00	0.00	0.00
826	Student Rewards	0.00	0.00	0.00	0.00
827	Basketball	0.00	-991.10	0.00	-991.10
829	Do Right	0.00	0.00	0.00	0.00
830	PreK SPED	0.00	-94.02	0.00	-94.02
831	Chrome Book Fees	0.00	-44.00	0.00	-44.00
835	STEM	0.00	-0.29	0.00	-0.29
<b>Total Restricted Accounts</b>		<b>\$0.00</b>	<b>\$-20,524.81</b>	<b>\$0.00</b>	<b>\$-20,524.81</b>
<b>Grand Totals :</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Trenton Rosenwald Middle School**

Balance Sheet Report  
Through 04/30/2025

		General	Restricted	Food Service	Total
<b>Assets</b>					
11	Cash on hand	0.00	0.00	0.00	0.00
12	Cash in banks - checking	11,832.07	54,491.75	0.00	66,323.82
21	CD#403819 - Security Bank	171.87	10,043.10	0.00	10,214.97
<b>Total Assets</b>		<b>\$12,003.94</b>	<b>\$64,534.85</b>	<b>\$0.00</b>	<b>\$76,538.79</b>
<b>Liabilities</b>					
91	General fund balance	-20,162.09	0.00	0.00	-20,162.09
<b>Total Liabilities</b>		<b>\$-20,162.09</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$-20,162.09</b>
<b>Revenues</b>					
298	Cookie Dough Fundraiser	-16,778.00	0.00	0.00	-16,778.00
300	House	-10.00	0.00	0.00	-10.00
304	Pictures	-656.95	0.00	0.00	-656.95
307	Start Up Money	-24,850.00	0.00	0.00	-24,850.00
318	Student Snacks	-8,445.27	0.00	0.00	-8,445.27
320	Interest	-445.22	0.00	0.00	-445.22
325	Board Allocations	-11,647.19	0.00	0.00	-11,647.19
327	Miscellaneous	-178.10	0.00	0.00	-178.10
557	Student Incentive	-1,149.28	0.00	0.00	-1,149.28
<b>Total Revenues</b>		<b>\$-64,160.01</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$-64,160.01</b>
<b>Expenditures</b>					
299	Cookie Dough Fundraiser	10,774.80	0.00	0.00	10,774.80
411	Start Up Money	24,850.00	0.00	0.00	24,850.00
412	Office Supplies	4,425.14	0.00	0.00	4,425.14
413	PBIS -ROAR STORE	4,091.91	0.00	0.00	4,091.91
414	Equipment & Repairs	6,280.95	0.00	0.00	6,280.95
419	Instructional Supplies	5,345.46	0.00	0.00	5,345.46
420	House	3,513.09	0.00	0.00	3,513.09
498	Student Snacks	5,348.82	0.00	0.00	5,348.82
500	Miscellaneous	3,502.10	0.00	0.00	3,502.10
556	Student Incentive	4,185.89	0.00	0.00	4,185.89
<b>Total Expenditures</b>		<b>\$72,318.16</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$72,318.16</b>
<b>Restricted Accounts</b>					
510	Student Council	0.00	-1,172.72	0.00	-1,172.72
511	Athletic Concessions	0.00	-0.02	0.00	-0.02
512	Book Damage Fees	0.00	-987.96	0.00	-987.96
514	Chromebook fees	0.00	-2,649.02	0.00	-2,649.02
555	FCA	0.00	-46.00	0.00	-46.00
558	Scholastic Reading Club	0.00	-8.25	0.00	-8.25
602	Cheerleader	0.00	-2,085.83	0.00	-2,085.83
610	Library	0.00	-806.22	0.00	-806.22
611	Accelerated Reader	0.00	-1,661.19	0.00	-1,661.19
613	All Athletics Interest	0.00	-198.82	0.00	-198.82
614	Baseball	0.00	-2,271.87	0.00	-2,271.87
615	Basketball	0.00	-2,140.79	0.00	-2,140.79
616	Football	0.00	-2,578.39	0.00	-2,578.39
617	Soccer	0.00	-11,598.24	0.00	-11,598.24
618	Softball	0.00	-8,305.18	0.00	-8,305.18
619	Volleyball	0.00	-8,512.80	0.00	-8,512.80
800	Coding Grant	0.00	-1,500.00	0.00	-1,500.00
801	Beta Club	0.00	-2,832.76	0.00	-2,832.76

### Trenton Rosenwald Middle School

Balance Sheet Report  
Through 04/30/2025

		<u>General</u>	<u>Restricted</u>	<u>Food Service</u>	<u>Total</u>
802	STEM	0.00	-42.40	0.00	-42.40
803	Special Population	0.00	-263.23	0.00	-263.23
904	Band	0.00	-8,539.20	0.00	-8,539.20
906	Annual	0.00	-1,113.76	0.00	-1,113.76
909	Leigh Boyce Scholarship Fund	0.00	-5,220.20	0.00	-5,220.20
	<b>Total Restricted Accounts</b>	<u>\$0.00</u>	<u>\$-64,534.85</u>	<u>\$0.00</u>	<u>\$-64,534.85</u>
	<b>Grand Totals :</b>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>

**Peabody High School**

Balance Sheet Report  
Through 04/30/2025

		General	Restricted	Food Service	Total
<b>Assets</b>					
11	Cash on hand	0.00	250.00	0.00	250.00
12	Cash in banks - checking	34,774.73	219,040.31	0.00	253,815.04
<b>Total Assets</b>		<b>\$34,774.73</b>	<b>\$219,290.31</b>	<b>\$0.00</b>	<b>\$254,065.04</b>
<b>Liabilities</b>					
91	General fund balance	-24,583.55	0.00	0.00	-24,583.55
<b>Total Liabilities</b>		<b>\$-24,583.55</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$-24,583.55</b>
<b>Revenues</b>					
300	Start-up Change	-118,350.00	0.00	0.00	-118,350.00
304.3	Pepsi Machine	-3,200.00	0.00	0.00	-3,200.00
304.4	Graham Snack Foods	-3,585.00	0.00	0.00	-3,585.00
307	Donations	-49.55	0.00	0.00	-49.55
321	Board Allocations	-38,936.47	0.00	0.00	-38,936.47
333	Safety & Security	-1,385.00	0.00	0.00	-1,385.00
355	Student Incentive	-7,155.00	0.00	0.00	-7,155.00
<b>Total Revenues</b>		<b>\$-172,661.02</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$-172,661.02</b>
<b>Expenditures</b>					
400	Start-up Change	119,550.00	0.00	0.00	119,550.00
411	Admin Supplies & Materials	1,451.40	0.00	0.00	1,451.40
420	Other Admin Expenditures	1,537.89	0.00	0.00	1,537.89
421	Instructional Supplies & Materials	3,487.06	0.00	0.00	3,487.06
426	Copy Machine	7,351.10	0.00	0.00	7,351.10
433	Safety & Security	373.92	0.00	0.00	373.92
452	Postage	741.26	0.00	0.00	741.26
455	Student Incentive	1,746.60	0.00	0.00	1,746.60
459	Other Expenditures	26,230.61	0.00	0.00	26,230.61
<b>Total Expenditures</b>		<b>\$162,469.84</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$162,469.84</b>
<b>Restricted Accounts</b>					
601	All Athletics	0.00	-35,135.07	0.00	-35,135.07
701	Class of 2025	0.00	-22,312.60	0.00	-22,312.60
704	Class of 2028	0.00	-36.83	0.00	-36.83
801	Beta Club	0.00	-4,006.73	0.00	-4,006.73
802	FFA Club	0.00	-10,517.96	0.00	-10,517.96
803	Speech & Debate Club	0.00	-1,322.61	0.00	-1,322.61
813	History Club	0.00	-785.76	0.00	-785.76
814	Pep Club	0.00	-159.35	0.00	-159.35
821	Junior Rotary	0.00	-744.17	0.00	-744.17
822	HOSA	0.00	-0.87	0.00	-0.87
825	Girls & Boys State	0.00	-30,473.74	0.00	-30,473.74
827	Peabody Pals	0.00	-618.64	0.00	-618.64
828	STEM Club	0.00	-2,045.06	0.00	-2,045.06
829	21 Plus Club	0.00	-1,101.05	0.00	-1,101.05
831	Peabody Rock Ensemble	0.00	-312.10	0.00	-312.10
832	AP - Advance Placement	0.00	-2,521.55	0.00	-2,521.55
833	SAT Exam	0.00	-15.00	0.00	-15.00
834	Peabody Perk	0.00	-6,537.26	0.00	-6,537.26
840	Prom	0.00	-7,204.99	0.00	-7,204.99
841	Graduation	0.00	-261.66	0.00	-261.66
842	Benevolence	0.00	0.00	0.00	0.00

**Peabody High School**

Balance Sheet Report  
Through 04/30/2025

		General	Restricted	Food Service	Total
850	Onraka House	0.00	-135.00	0.00	-135.00
901	Library	0.00	-24.24	0.00	-24.24
902	Cheerleaders	0.00	-6,089.64	0.00	-6,089.64
903	School Annuals	0.00	-3,559.97	0.00	-3,559.97
904	Band	0.00	-9,456.00	0.00	-9,456.00
906	Student Council	0.00	-1,410.09	0.00	-1,410.09
907	Art	0.00	-993.74	0.00	-993.74
908	Special Olympics	0.00	0.00	0.00	0.00
915	Project Inspire	0.00	-16.15	0.00	-16.15
916	Chromebook	0.00	-1,620.00	0.00	-1,620.00
932	Football Donations	0.00	-1,828.10	0.00	-1,828.10
933	Girls Basketball Donations	0.00	-12,075.91	0.00	-12,075.91
934	Boys Basketball Donations	0.00	-6,202.58	0.00	-6,202.58
935	Baseball Donations	0.00	-3,183.02	0.00	-3,183.02
936	Golf Donations	0.00	-408.90	0.00	-408.90
938	Soccer Donations	0.00	-1,326.47	0.00	-1,326.47
939	Softball Donations	0.00	-607.13	0.00	-607.13
940	Tennis Donations	0.00	-823.17	0.00	-823.17
941	Volleyball Donations	0.00	-3,353.49	0.00	-3,353.49
942	Track & Field	0.00	-1,196.34	0.00	-1,196.34
950	Football Donation / Quarterback	0.00	-2,897.05	0.00	-2,897.05
951	Band Pit Crew	0.00	-22,678.89	0.00	-22,678.89
989	Band Uniforms	0.00	-13,291.43	0.00	-13,291.43
	<b>Total Restricted Accounts</b>	<b>\$0.00</b>	<b>\$-219,290.31</b>	<b>\$0.00</b>	<b>\$-219,290.31</b>
	<b>Grand Totals :</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Trenton Elementary School**

Balance Sheet Report  
Through 05/31/2025

		General	Restricted	Food Service	Total
<b>Assets</b>					
11	Cash on hand	0.00	0.00	0.00	0.00
12	Cash in banks - checking	95,266.51	21,869.11	0.00	117,135.62
<b>Total Assets</b>		<b>\$95,266.51</b>	<b>\$21,869.11</b>	<b>\$0.00</b>	<b>\$117,135.62</b>
<b>Liabilities</b>					
91	General fund balance	-66,808.19	0.00	0.00	-66,808.19
<b>Total Liabilities</b>		<b>\$-66,808.19</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$-66,808.19</b>
<b>Revenues</b>					
304	Pictures	-5,511.61	0.00	0.00	-5,511.61
304.5	PreK Graduation Pictures	-423.69	0.00	0.00	-423.69
313	Instructional Supplies	-137.77	0.00	0.00	-137.77
320	Interest	-623.99	0.00	0.00	-623.99
321	Board Allocations	-8,001.35	0.00	0.00	-8,001.35
326	Snack Shack	-27,817.23	0.00	0.00	-27,817.23
327	Student Incentive	-67,041.80	0.00	0.00	-67,041.80
<b>Total Revenues</b>		<b>\$-109,557.44</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$-109,557.44</b>
<b>Expenditures</b>					
411	Folders	1,450.00	0.00	0.00	1,450.00
412	Office Supplies	1,943.29	0.00	0.00	1,943.29
418	General Supplies	1,161.04	0.00	0.00	1,161.04
421	Instructional Supplies	3,429.73	0.00	0.00	3,429.73
424	Student Incentive	44,354.93	0.00	0.00	44,354.93
429	Copy Machines	5,600.00	0.00	0.00	5,600.00
491	Do Right Store	12,469.56	0.00	0.00	12,469.56
492	Pictures	0.00	0.00	0.00	0.00
496	Fundraiser	0.00	0.00	0.00	0.00
498	Snack Shack	8,474.17	0.00	0.00	8,474.17
499	Miscellaneous	2,216.40	0.00	0.00	2,216.40
<b>Total Expenditures</b>		<b>\$81,099.12</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$81,099.12</b>
<b>Restricted Accounts</b>					
804	Library	0.00	-10,060.51	0.00	-10,060.51
810	Fourth Grade Field Trips	0.00	-21.01	0.00	-21.01
811	Fine Arts	0.00	-403.24	0.00	-403.24
814	Computer Lab	0.00	-2,102.54	0.00	-2,102.54
816	Physical Education	0.00	-1,528.03	0.00	-1,528.03
817	Guidance	0.00	-18.36	0.00	-18.36
818	K - 4 Families	0.00	0.00	0.00	0.00
819	Yearbook	0.00	-6,352.50	0.00	-6,352.50
822	Second Grade Field Trips	0.00	-209.50	0.00	-209.50
823	Third Grade Field Trips	0.00	-44.01	0.00	-44.01
825	Destination Imagination (DI)	0.00	0.00	0.00	0.00
826	Student Rewards	0.00	0.00	0.00	0.00
827	Basketball	0.00	-991.10	0.00	-991.10
829	Do Right	0.00	0.00	0.00	0.00
830	PreK SPED	0.00	-94.02	0.00	-94.02
831	Chrome Book Fees	0.00	-44.00	0.00	-44.00
835	STEM	0.00	-0.29	0.00	-0.29
<b>Total Restricted Accounts</b>		<b>\$0.00</b>	<b>\$-21,869.11</b>	<b>\$0.00</b>	<b>\$-21,869.11</b>

**Trenton Elementary School**

Balance Sheet Report  
Through 05/31/2025

	<u>General</u>	<u>Restricted</u>	<u>Food Service</u>	<u>Total</u>
<b>Grand Totals :</b>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>

## Trenton Rosenwald Middle School

Balance Sheet Report  
Through 05/31/2025

		General	Restricted	Food Service	Total
<b>Assets</b>					
11	Cash on hand	0.00	0.00	0.00	0.00
12	Cash in banks - checking	6,656.75	63,060.04	0.00	69,716.79
21	CD#403819 - Security Bank	171.87	10,043.10	0.00	10,214.97
<b>Total Assets</b>		<b>\$6,828.62</b>	<b>\$73,103.14</b>	<b>\$0.00</b>	<b>\$79,931.76</b>
<b>Liabilities</b>					
91	General fund balance	-20,162.09	0.00	0.00	-20,162.09
<b>Total Liabilities</b>		<b>\$-20,162.09</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$-20,162.09</b>
<b>Revenues</b>					
298	Cookie Dough Fundraiser	-16,778.00	0.00	0.00	-16,778.00
300	House	-10.00	0.00	0.00	-10.00
304	Pictures	-656.95	0.00	0.00	-656.95
307	Start Up Money	-24,850.00	0.00	0.00	-24,850.00
315	Student Incentive	-666.50	0.00	0.00	-666.50
318	Student Snacks	-10,029.27	0.00	0.00	-10,029.27
320	Interest	-484.29	0.00	0.00	-484.29
325	Board Allocations	-12,976.59	0.00	0.00	-12,976.59
327	Miscellaneous	-178.10	0.00	0.00	-178.10
557	Student Incentive	-1,340.28	0.00	0.00	-1,340.28
<b>Total Revenues</b>		<b>\$-67,969.98</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$-67,969.98</b>
<b>Expenditures</b>					
299	Cookie Dough Fundraiser	11,024.80	0.00	0.00	11,024.80
411	Start Up Money	24,850.00	0.00	0.00	24,850.00
412	Office Supplies	4,567.90	0.00	0.00	4,567.90
413	PBIS -ROAR STORE	7,280.84	0.00	0.00	7,280.84
414	Equipment & Repairs	6,296.43	0.00	0.00	6,296.43
419	Instructional Supplies	5,345.46	0.00	0.00	5,345.46
420	House	3,513.09	0.00	0.00	3,513.09
498	Student Snacks	6,100.56	0.00	0.00	6,100.56
500	Miscellaneous	4,528.40	0.00	0.00	4,528.40
556	Student Incentive	7,795.97	0.00	0.00	7,795.97
<b>Total Expenditures</b>		<b>\$81,303.45</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$81,303.45</b>
<b>Restricted Accounts</b>					
510	Student Council	0.00	-219.72	0.00	-219.72
511	Athletic Concessions	0.00	-0.02	0.00	-0.02
512	Book Damage Fees	0.00	-987.96	0.00	-987.96
514	Chromebook fees	0.00	-3,612.02	0.00	-3,612.02
555	FCA	0.00	-46.00	0.00	-46.00
558	Scholastic Reading Club	0.00	-8.25	0.00	-8.25
602	Cheerleader	0.00	-8,899.29	0.00	-8,899.29
610	Library	0.00	-840.22	0.00	-840.22
611	Accelerated Reader	0.00	-1,661.19	0.00	-1,661.19
613	All Athletics Interest	0.00	-198.82	0.00	-198.82
614	Baseball	0.00	-2,856.11	0.00	-2,856.11
615	Basketball	0.00	-3,930.79	0.00	-3,930.79
616	Football	0.00	-2,478.45	0.00	-2,478.45
617	Soccer	0.00	-13,378.05	0.00	-13,378.05
618	Softball	0.00	-9,835.18	0.00	-9,835.18
619	Volleyball	0.00	-8,995.76	0.00	-8,995.76
800	Coding Grant	0.00	-1,500.00	0.00	-1,500.00

**Trenton Rosenwald Middle School**

Run Date: 6/4/2025 7:51:49PM

Balance Sheet Report  
Through 05/31/2025

Report Name: aaBalanceSheet.rpt

		General	Restricted	Food Service	Total
801	Beta Club	0.00	-1,281.56	0.00	-1,281.56
802	STEM	0.00	-52.20	0.00	-52.20
803	Special Population	0.00	-263.23	0.00	-263.23
904	Band	0.00	-5,223.90	0.00	-5,223.90
906	Annual	0.00	-1,614.22	0.00	-1,614.22
909	Leigh Boyce Scholarship Fund	0.00	-5,220.20	0.00	-5,220.20
	<b>Total Restricted Accounts</b>	<b>\$0.00</b>	<b>\$-73,103.14</b>	<b>\$0.00</b>	<b>\$-73,103.14</b>
	<b>Grand Totals :</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Peabody High School**Balance Sheet Report  
Through 05/31/2025

		General	Restricted	Food Service	Total
<b>Assets</b>					
11	Cash on hand	0.00	400.00	0.00	400.00
12	Cash in banks - checking	42,485.98	226,442.32	0.00	268,928.30
<b>Total Assets</b>		<b>\$42,485.98</b>	<b>\$226,842.32</b>	<b>\$0.00</b>	<b>\$269,328.30</b>
<b>Liabilities</b>					
91	General fund balance	-24,583.55	0.00	0.00	-24,583.55
<b>Total Liabilities</b>		<b>-\$24,583.55</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$24,583.55</b>
<b>Revenues</b>					
300	Start-up Change	-119,850.00	0.00	0.00	-119,850.00
304.3	Pepsi Machine	-3,600.00	0.00	0.00	-3,600.00
304.4	Graham Snack Foods	-4,962.17	0.00	0.00	-4,962.17
307	Donations	-92.29	0.00	0.00	-92.29
321	Board Allocations	-43,944.19	0.00	0.00	-43,944.19
333	Safety & Security	-1,385.00	0.00	0.00	-1,385.00
355	Student Incentive	-9,494.97	0.00	0.00	-9,494.97
<b>Total Revenues</b>		<b>-\$183,328.62</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$183,328.62</b>
<b>Expenditures</b>					
400	Start-up Change	119,850.00	0.00	0.00	119,850.00
411	Admin Supplies & Materials	1,451.40	0.00	0.00	1,451.40
420	Other Admin Expenditures	1,537.89	0.00	0.00	1,537.89
421	Instructional Supplies & Materials	4,344.04	0.00	0.00	4,344.04
426	Copy Machine	8,077.46	0.00	0.00	8,077.46
433	Safety & Security	373.92	0.00	0.00	373.92
452	Postage	741.26	0.00	0.00	741.26
455	Student Incentive	2,270.38	0.00	0.00	2,270.38
459	Other Expenditures	26,779.84	0.00	0.00	26,779.84
<b>Total Expenditures</b>		<b>\$165,426.19</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$165,426.19</b>
<b>Restricted Accounts</b>					
601	All Athletics	0.00	-34,545.53	0.00	-34,545.53
701	Class of 2025	0.00	-20,912.60	0.00	-20,912.60
704	Class of 2028	0.00	-36.83	0.00	-36.83
801	Beta Club	0.00	-4,006.73	0.00	-4,006.73
802	FFA Club	0.00	-16,114.99	0.00	-16,114.99
803	Speech & Debate Club	0.00	-1,322.61	0.00	-1,322.61
813	History Club	0.00	-785.76	0.00	-785.76
814	Pep Club	0.00	-159.35	0.00	-159.35
821	Junior Rotary	0.00	-744.17	0.00	-744.17
822	HOSA	0.00	-0.87	0.00	-0.87
825	Girls & Boys State	0.00	-29,623.74	0.00	-29,623.74
827	Peabody Pals	0.00	-645.84	0.00	-645.84
828	STEM Club	0.00	-2,119.06	0.00	-2,119.06
829	21 Plus Club	0.00	-1,301.05	0.00	-1,301.05
831	Peabody Rock Ensemble	0.00	-147.80	0.00	-147.80
832	AP - Advance Placement	0.00	-2,976.55	0.00	-2,976.55
833	SAT Exam	0.00	-15.00	0.00	-15.00
834	Peabody Perk	0.00	-6,508.28	0.00	-6,508.28
840	Prom	0.00	-5,816.01	0.00	-5,816.01
841	Graduation	0.00	-1,518.37	0.00	-1,518.37
842	Benevolence	0.00	0.00	0.00	0.00

**Peabody High School**

Balance Sheet Report  
Through 05/31/2025

		General	Restricted	Food Service	Total
850	Onraka House	0.00	-135.00	0.00	-135.00
901	Library	0.00	-60.79	0.00	-60.79
902	Cheerleaders	0.00	-12,095.85	0.00	-12,095.85
903	School Annuals	0.00	-4,999.97	0.00	-4,999.97
904	Band	0.00	-5,366.16	0.00	-5,366.16
906	Student Council	0.00	-1,410.09	0.00	-1,410.09
907	Art	0.00	-993.74	0.00	-993.74
908	Special Olympics	0.00	0.00	0.00	0.00
915	Project Inspire	0.00	-16.15	0.00	-16.15
916	Chromebook	0.00	-2,048.00	0.00	-2,048.00
932	Football Donations	0.00	-3,920.69	0.00	-3,920.69
933	Girls Basketball Donations	0.00	-11,445.91	0.00	-11,445.91
934	Boys Basketball Donations	0.00	-5,217.58	0.00	-5,217.58
935	Baseball Donations	0.00	-3,129.23	0.00	-3,129.23
936	Golf Donations	0.00	-592.90	0.00	-592.90
938	Soccer Donations	0.00	-2,557.89	0.00	-2,557.89
939	Softball Donations	0.00	-3,594.43	0.00	-3,594.43
940	Tennis Donations	0.00	-720.91	0.00	-720.91
941	Volleyball Donations	0.00	-3,353.49	0.00	-3,353.49
942	Track & Field	0.00	-996.34	0.00	-996.34
950	Football Donation / Quarterback	0.00	-2,597.05	0.00	-2,597.05
951	Band Pit Crew	0.00	-18,620.58	0.00	-18,620.58
989	Band Uniforms	0.00	-13,668.43	0.00	-13,668.43
	<b>Total Restricted Accounts</b>	<b>\$0.00</b>	<b>\$-226,842.32</b>	<b>\$0.00</b>	<b>\$-226,842.32</b>
	<b>Grand Totals :</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

### School Nutrition Budget Amendment 24-25

<b>73100 Title</b>	<b>Original</b>	<b>Increase</b>	<b>Decrease</b>	<b>Amended</b>
105 Supervisor/Director	37,416.00			37,416.00
162 Clerical Personnel	3,956.00			3,956.00
165 Cafeteria Personnel	361,662.00		26,000.00	335,662.00
189 Other Salaries and Wages	5,000.00	19,912.00		24,912.00
201 Social Security	22,423.00	410.00		22,833.00
204 Retirement	24,231.00	1,725.00		25,956.00
207 Medical Insurance	86,974.00		11,000.00	75,974.00
212 Employer Medicare	5,244.00	100.00		5,344.00
299 Other Fringe Benefits	12,833.00		4,474.83	8,358.17
336 Maintenance & Repair Services-Equipment	17,000.00	3,600.00		20,600.00
355 Travel	3,250.00		2,500.00	750.00
399 Other Contracted Services	22,000.00	18,000.00		40,000.00
422 Food Supplies	800,000.00	75,000.00		875,000.00
451 Uniforms	4,200.00		1,581.14	2,618.86
452 Utilities	24,000.00	3,750.00		27,750.00
469 Commodities	80,000.00	16,000.00		96,000.00
499 Other Supplies and Materials	60,000.00			60,000.00
524 In Service/Staff Development	10,000.00	12,000.00		22,000.00
599 Other Charges	30,000.00		28,000.00	2,000.00
710 Food Service Equipment	400,000.00		76,941.03	323,058.97
	2,010,189.00	150,497.00	150,497.00	2,010,189.00
<b>Total</b>	<b>2,010,189.00</b>	<b>150,497.00</b>	<b>150,497.00</b>	<b>2,010,189.00</b>

Amendment: YTD expenditures.

6/24/2024

21st Century Grant #1

	<u>Original</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<b><u>73300-Community Services</u></b>				
105 Supervisor/Director	25,320.00	\$ 2,930.00		28,250.00
116 Teachers	165,034.00		\$16,796.00	148,238.00
163 Educational Assistants	16,866.00	2,950.00		19,816.00
189 Other Salaries and Wages		190.00		190.00
201 Social Security 6.2%	12,848.00			12,848.00
204 State Retirement	14,505.00			14,505.00
212 Medicare 1.45%	3,005.00			3,005.00
299 Other Fringe Benefits	974.00			974.00
355 Travel	938.00	162.00		1,100.00
399 Other Contracted Services	450.00		450.00	-
422 Food Supplies	2,800.00		1300.00	1,500.00
429 Inst. Materials and Supplies	11,542.00	6,300.00		17,842.00
499 Other Supplies and Materials	300.00			300.00
524 Inservice/Staff Development	4,000.00		1700.00	2,300.00
599 Other Charges	2,218.00		1790.00	428.00
Subtotal	260,800.00	12,532.00	22036.00	251,296.00
<b><u>99100 - Transfers Out</u></b>				
504 Transfers to other funds	450.00	9,504.00		9,954.00
Subtotal		9,504.00	-	9,954.00
				-
47590 Revenue Account				
Total	\$ 261,250.00	\$ 22,036.00	\$ 22,036.00	\$ 261,250.00

Justification: Amendment was made to reflect actual budget needs

6/12/2025

**#225-01**

	<u>Original</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<b><u>71100 - Regular Instruction</u></b>				
163 Educational Assistants	24,189.00			24,189.00
189 Other Salaries and Wages	96,802.20			96,802.20
195 Certified Substitute Teachers	1,500.00		\$1,385.00	115.00
198 Non-Cert. Substitute Teachers	1,500.00		\$1,150.00	350.00
201 Social Security 6.2%	5,277.37	332.88		5,610.25
204 State Retirement	5,495.82	944.07		6,439.89
207 Medical Insurance	9,778.02	839.78		10,617.80
212 Medicare 1.45%	1,754.38	145.52		1,899.90
299 Other Fringe Benefits .45%	568.66			568.66
429 Inst. Materials and Supplies	53,621.56		405.47	53,216.09
722 Equipment	66,108.66			66,108.66
Subtotal	266,595.67	2,262.25	2,940.47	265,917.45
<b><u>72130 - Other Student Support</u></b>				
189 Other Salaries and Wages	64,197.00			64,197.00
201 Social Security 6.2%	3,980.00			3,980.00
204 State Retirement 6.42%	5,778.00			5,778.00
207 Medical Insurance	5,177.00	678.22		5,855.22
212 Medicare 1.45%	931.00			931.00
299 Other Fringe Benefits .45%	302.00			302.00
499 Other Supplier and Materials	1,350.00			1,350.00
Subtotal	81,715.00	678.22	\$0.00	82,393.22
<b><u>72210 - Support Services</u></b>				
189 Other Salaries and Wages	104,842.50			104,842.50
201 Social Security 6.2%	6,500.07			6,500.07
204 State Retirement 6.42%	6,667.85			6,667.85
207 Medical Insurance	8,758.54			8,758.54
212 Medicare 1.45%	1,520.27			1,520.27
299 Other Fringe Benefits .45%	493.19			493.19
524 In-Service Staff Development	53,000.00			53,000.00
Subtotal	181,782.42	-	-	181,782.42
99100 590 Indirect Cost	6,269.95			6,269.95
47141 Revenue Account				-
<b>Total</b>	<b>\$ 536,363.04</b>	<b>\$ 2,940.47</b>	<b>\$ 2,940.47</b>	<b>\$ 536,363.04</b>

Justification: Amendment was made to match final salary expenditures.

\$

-

**Consolidated Admin #1**

6/12/2025

	<u>Original</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<b><u>72210 - Support Services</u></b>				
105 Supervisor/Director	46,976.50	\$ 1,836.95		48,813.45
161 Secretary	9,596.00		\$0.05	9,595.95
162 Clerical Personnel	9,042.20	0.03		9,042.23
201 Social Security 6.2%	4,068.11		294.32	3,773.79
204 State Retirement	4,236.46	116.86		4,353.32
207 Medical Insurance	7,846.00		21.83	7,824.17
212 Medicare 1.45%	951.30		68.44	882.86
299 Other Fringe Benefits .45%	304.00		304.00	-
355 Travel	2,079.73		765.20	1,314.53
499 Other Supplies and Materials	500.00		500.00	-
524 Staff Development	2,900.00			2,900.00
				-
 Total	 <b>\$ 88,500.30</b>	 <b>\$ 1,953.84</b>	 <b>\$1,953.84</b>	 <b>\$ 88,500.30</b>
 47141 Revenue Account			 \$ -	

Justification: Amendment was made to meet admin expenditures.

6/17/2025

**State SE Tutoring Grant PK**

		<u>Original</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
71200-429	Inst. Supplies and Materials	15,531.18	4,886.00		20,417.18
71200-725	SPED Equipment	10,000.00		4,070.00	5,930.00
		<u>25,531.18</u>	<u>4,886.00</u>	<u>4,070.00</u>	<u>26,347.18</u>
72220-310	Contracts with Public Agencies	1,000.00		816.00	184.00
72230-310	Contracts with Private Agencies	15,000.00			15,000.00
72220-524	Inservice/Staff Development	<u>5,000.00</u>			<u>5,000.00</u>
		<u>21,000.00</u>	-	<u>816.00</u>	<u>20,184.00</u>
Total		46,531.18	4,886.00	4,886.00	46,531.18
Revenue	47145				

Amendment made to reflect needed expenditures.

**IDEA 901 Budget Amendment #2**

6/12/2025

	<u>24-01</u>	<u>Increase</u>	<u>Decrease</u>	Amended
<b><u>71200 - Special Education Program</u></b>				
116 Teachers	\$ 108,650.00	\$ 6,024.90		\$ 114,674.90
163 Educational Assistants	115,770.00	\$ 7,728.30		\$ 123,498.30
201 Social Security 6.2%	13,973.00		216.02	\$ 13,756.98
204 State Retirement	17,598.00		1,105.07	\$ 16,492.93
207 Medical Insurance	30,743.00		6,895.44	\$ 23,847.56
212 Medicare 1.45%	3,268.00		50.58	\$ 3,217.42
299 Other Fringe Benefits .45%	2,158.00		2,018.80	\$ 139.20
499 Other Supplies and Materials	30,616.71		820.24	\$ 29,796.47
725 SPED Equipment	15,838.00			\$ 15,838.00
Subtotal	338,614.71	13,753.20	11,106.15	\$ 341,261.76
<b><u>72220 - Special Education Program Staff</u></b>				
105 Supervisor/Director	10,247.00	403.98		\$ 10,650.98
161 Secretary	9,116.00	0.19		\$ 9,116.19
189 Other Salaries & Wages	9,978.00		312.22	\$ 9,665.78
201 Social Security 6.2%	1,819.00			\$ 1,819.00
204 State Retirement	2,201.00			\$ 2,201.00
207 Medical Insurance	3,082.00			\$ 3,082.00
212 Medicare 1.45%	425.00			\$ 425.00
299 Other Fringe Benefits .45%	741.00		740.00	\$ 1.00
336 Maintenance & Repair Equipment	3,000.00			\$ 3,000.00
524-In Service/Staff Development	5,000.00			\$ 5,000.00
Subtotal	45,609.00	404.17	1,052.22	\$ 44,960.95
99100 504 Indirect Cost	2,000.00		1,999.00	\$ 1.00
47143 Revenue Account				
<b>Total</b>	<b>\$ 386,223.71</b>	<b>\$ 14,157.37</b>	<b>\$ 14,157.37</b>	<b>\$ 386,223.71</b>

Justification: Budget was amended to match final allocation.

**IDEA Pre-School 911 Budget Amendment #3**

6/12/2025

	<u>25-01</u>	<u>Increase</u>	<u>Decrease</u>	Amended
<b><u>71200 - Special Education Program</u></b>				
116 Teachers	7,541.00	\$ 46.26		\$ 7,587.26
201 Social Security	468.00			\$ 468.00
204 State Retirement	679.00	3.80		\$ 682.80
207 Medical Insurance	876.00			\$ 876.00
212 Medicare	109.00			\$ 109.00
299 Other Fringe Benefits	25.00			\$ 25.00
429 Inst. Materials and Supplies	<u>13,806.16</u>		<u>211.06</u>	<u>\$ 13,595.10</u>
Subtotal	23,504.16	50.06	211.06	\$ 23,343.16
	<b><u>72220</u></b>			
524-Staff Development	939.00	<u>161.00</u>		\$ 1,100.00
	<b>47145</b>			
	24,443.16	211.06	211.06	\$ 24,443.16

Justification: Amended to match salary expenditures.

HQIM 24-2

	<u>Original</u>	<u>Decrease</u>	<u>Increase</u>	<u>Amended Amount</u>
<b><u>71100 Regular Instruction</u></b>				
195 Certified Sub Teachers	500.00		125.00	625.00
198 Non-certified Teachers	500.00	460.00		40.00
201 Social Security	62.00	35.34		26.66
212 Medicare	15.00	5.34		9.66
429 Instructional Supplies	<u>13,323.00</u>		<u>975.68</u>	<u>14,298.68</u>
Total	<u>14400.00</u>	<u>500.68</u>	<u>1100.68</u>	<u>15000.00</u>
<b><u>72210 - Support Services</u></b>				
399 Other Contracted Services	72,800.00			72800.00
524 Staff Development	<u>600.00</u>	<u>600.00</u>		<u>0.00</u>
Total	<u>73,400.00</u>	<u>600.00</u>	<u>0.00</u>	<u>72800.00</u>
<b><u>Total</u></b>	<u>87,800.00</u>	<u>1,100.68</u>	<u>1,100.68</u>	<u>87,800.00</u>

Amendment made for carryover amount.

47309 Revenue Account

6/17/2025

Out of School Time Career Pathways Grant (TEC) #2

	<u>Original</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<b><u>71300</u></b>				
189 Other Salaries and Wages	6,001.00			6,001.00
201 Social Security	372.00			372.00
204 State Retirement	540.00			540.00
212 Employee Medicare	87.00			87.00
429 Supplies and Materials	40,000.00		\$ 610.00	39,390.00
599 Other Charges	10,000.00			10,000.00
730 Vocational Instruction Equipment	<u>26,907.09</u>	<u>5,610.00</u>		<u>32,517.09</u>
	83,907.09	5,610.00	610.00	88,907.09
<b><u>72230</u></b>				
524 In-Service Staff Development	<u>5,000.00</u>		\$ 5,000.00	<u>-</u>
	5,000.00	-	5,000.00	-
Total	88,907.09	5,610.00	5,610.00	88,907.09
Revenue Code 47310				

Justification: Amended to match needed expenditures.

6/12/2025

CTE Amendment #2

	<u>Original</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<b><u>71300</u></b>				
429 Instructional Supplies	-	4,331.59		4,331.59
499 Other Supplies and Materials	6,567.67			6,567.67
730 Vocational Instruction Equipment	11,355.87	2,487.74		13,843.61
Subtotal	<u>17,923.54</u>	<u>6,819.33</u>	<u>-</u>	<u>24,742.87</u>
<b><u>72130</u></b>				
524 In-Service/Staff Development	5,087.81		4,774.59	313.22
599 Other Charges		612.00		612.00
	<u>5,087.81</u>	<u>612.00</u>	<u>4,774.59</u>	<u>925.22</u>
<b><u>72230</u></b>				-
524 In-Service/Staff Development	3,500.00		2,656.74	843.26
	<u>3,500.00</u>	<u>-</u>	<u>2,656.74</u>	<u>843.26</u>
Revenue Code 47131				
	26,511.35	7,431.33	7,431.33	26,511.35

Justification: Amended due to carryover funds and needed equipment.

Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

Expenditures		Credit	Debit
		Increase	Decrease
<b>Regular Instruction Program</b>			
141-71100-117	Career Ladder	2300	
141-71100-195	Certified Substitute Teachers	21000	
141-71100-299	Other Fringe Benefits	500	
141-71100-722	Regular Instruction Equipment	21000	
		44800	
141-71100-128	Homebound		2300
141-71100-198	Non-Certified Substitute Teachers		21000
141-71100-429	Instructional Supplies		21500
			44800
<b>Alternative Instruction Program</b>			
71150-116	Teachers	50000	
71150-163	Educational Assistants	20000	
71150-207	Medical Insurance	6000	
71150-212	Employer Medicare	600	
		76600	
<b>Regular Instruction Program</b>			
71100-204	State Retirement		76600
			76600
<b>Special Education Program</b>			
71200-163	Educational Assistants	60000	
71200-189	Other Salaries & Wages	100	
71200-207	Medical Insurance	3500	
71200-217	Retirement - Hybrid Stabilization	2500	
71200-312	Contracts with Private Agencies	43000	
		109100	
71100-116	Teachers		109100
			109100

Recorder \_\_\_\_\_

Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

<b>Career and Technical Education Program</b>						
71300-116	Teachers	51000				
71300-189	Other Salaries & Wages	100				
71300-201	Social Security	1000				
71300-207	Medical Insurance	2000				
71300-212	Employee Medicare	300				
71300-217	Retirement - Hybrid Stabilization	400				
		54800				
71100-201	Social Security			54800		
				54800		
<b>Student Body Education Program</b>						
71400-189	Other Salaries & Wages	15000				
71400-201	Social Security	400				
71400-204	State Retirement	200				
71400-212	Employer Medicare	200				
		15800				
141-72410-599-005	Other Charges			15800		
				15800		
<b>Attendance</b>						
72110-105	Supervisor/Director	6000				
72110-162	Clerical Personnel	1				
		6001				
71100-116	Teachers			6001		
				6001		

Recorder \_\_\_\_\_

Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

<b>Health Services</b>							
72120-207	Medical Insurance	100					
		100					
71100-449	Bound Textbooks			100			
				100			
<b>Other Student Support</b>							
72130-123	Guidance Personnel	1					
72130-130	Social Worker	1					
72130-189	Other Salaries & Wages	4000					
72130-217	Hybrid Stabilization	2500					
72130-309	Contracts With Other Governments	1400					
		7902					
72130-322	Evaluation and Testing			7902			
				7902			
<b>Regular Instruction Program</b>							
72210-129	Librarians	1					
72210-172	Instructional Coaches	500					
72210-189	Other Salaries & Wages	500					
		1001					
72210-204	State Retirement			1001			
				1001			
<b>Special Education Program</b>							
72220-105	Supervisor/Director	4000					
72220-201	Social Security	100					
72220-207	Medical Insurance	300					

Recorder \_\_\_\_\_

Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

72220-212	Employer Medicare	20				
72220-310	Contracts With Other Public Agencies	25000				
72220-399	Other Contracted Services	3100				
		32520				
71100-204	State Retirement			32520		
				32520		
<b>Career and Technical Education Program</b>						
72230-105	Supervisor/Director	200				
		200				
72230-204	State Retirement			200		
				200		
<b>Instructional Technology</b>						
72250-204	State Retirement	600				
72250-207	Medical Insurance	5000				
72250-355	Travel	2000				
72250-599	Other Charges	7000				
72250-790	Other Equipment	5000				
		19600				
72250-471	Software			19600		
				19600		
<b>Board of Education</b>						
72310-506	Liability Insurance	450				
72310-508	Premiums On Corporate Surety Bonds	50				
72310-513	Workman's Compensation Insurance	4000				
72310-533	Criminal Investigation of Applicants TBI	1200				
		5700				

Recorder \_\_\_\_\_

Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

72310-499	Other Supplies & Materials		5700		
			5700		
<b>Director of Schools</b>					
72320-189	Other Salaries & Wages	1000			
		1000			
72320-117	Career Ladder		1000		
			1000		
<b>Office of Principals</b>					
72410-139	Assistant Principals	7000			
72410-207	Medical Insurance	5000			
		12000			
72410-204	State Retirement		10000		
72410-524	In Service/Staff Development		2000		
			12000		
<b>Fiscal Services</b>					
72510-119	Accountants/Bookkeepers	1			
72510-162	Clerical Personnel	1			
72510-355	Travel	900			
72510-701	Administration Equipment	1400			
		2302			
72510-302	Advertising		2302		
			2302		

Recorder \_\_\_\_\_

Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

<b>Human Services/Personnel</b>					
72520-162	Clerical Personnel	1			
72520-204	State Retirement	80			
72520-207	Medical Insurance	6600			
		6681			
72520-307	Communication		6500		
72520-599	Other Charges		181		
			6681		
<b>Operation of Plant</b>					
72610-166	Custodial Personnel	15000			
72610-201	Social Security	500			
72610-204	State Retirement	13000			
72610-207	Medical Insurance	6000			
72610-212	Employer Medicare	100			
72610-359	Disposal Fees	16000			
72610-415	Electricity	25000			
72610-434	Natural Gas	3200			
72610-454	Water & Sewer	15000			
72610-599	Other Charges	5000			
		98800			
71100-204	State Retirement		38800		
72250-471	Software		60000		
			98800		
<b>Maintenance of Plant</b>					
72620-167	Maintenance Personel	3500			
72620-204	State Retirement	300			
72620-399	Other Contracted Services	20000			

Recorder \_\_\_\_\_

Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

72620-599	Other Charges	600					
		24400					
72620-335	Maintenance and Repair Services - Bldgs			3000			
72620-336	Maintenance and Repair Services - Eqt			2800			
72620-338	Maintenance and Repair Services - Vehls			600			
72620-418	Equipment and Parts			3000			
72620-499	Other Supplies and Materials			15000			
				24400			
<b>Transportation</b>							
72710-142	Mechanics	200					
72710-204	State Retirement	600					
72710-207	Medical Insurance	400					
72710-329	Laudry Services	300					
72710-499	Other Supplies And Materials	400					
72710-511	Vehicle and Equipment Insurance	20					
72710-599	Other Charges	2500					
72710-729	Transportation Equipment	65					
		4485					
72710-412	Diesel Fuel			4485			
				4485			
<b>Community Services</b>							
73300-499	Other Supplies and Materials	1250					
		1250					
71100-212	Employer Medicare			1250			
				1250			

Recorder \_\_\_\_\_



Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

<b>Regular Instruction Program</b>						
71100-204	State Retirement	40000				
		40000				
71100-116	Teachers		40000			
			40000			
<b>Instructional Technology</b>						
72250-350	Internet Connectivity	2000				
		2000				
72250-470	Cabling		2000			
			2000			
<b>Board of Education</b>						
72310-510	Trustee's Commission	6000				
		6000				
72310-355	Travel		6000			
			6000			
<b>Transportation</b>						
72710-189	Other Salaries & Wages	1000				
		1000				
72710-412	Diesel Fuel		1000			
			1000			
<b>BA #2</b>	<b>Total</b>	<b>49000</b>	<b>49000</b>			

Recorder \_\_\_\_\_















Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

Revision		Increase	Decrease
<b>Innovative School Models Grant (955)</b>		Credit	Debit
<b>Career and Technical Educational Program</b>			
Additional funds needed for Teachers, Other Salaries & Wages			
71300-116-955-005	Teachers	500	
71300-116-955-010	Teachers	35	
71300-189-955-005	Others Salaries & Wages	100	
		635	
71300-599-955-005	Other Charges		600
71300-599-955-010	Other charges		35
			635

Recorder \_\_\_\_\_

Budget Amendments

June 17, 2025

		Increase	Decrease
		Credit	Debit
Early Childhood Education - PreK			
Additional funds needed for Payroll			
141-73400-105 Supervisor/Director	9684		
141-73400-195 Certified Subs	3000		
141-73400-198 Non-Certified Subs	3000		
	15684		
141-71100-116 Teachers			1
141-73400-116 Teachers			2683
141-73400-207 Medical Insurance			13,000
			15684

Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

		Increase	Decrease
<b>Early Childhood Education - PreK</b>		<b>Credit</b>	<b>Debit</b>
Additional funds needed for PreK			
73400-162	Clerical Personnel	1	
73400-217	Retirement-Hybrid Stabilization	460	
73400-299	Other Fringe Benefits	1593	
73400-336	Maintenance and Repair Services - Eqt	800	
73400-355	Travel	1050	
73400-429	Instructional Supplies	10011	
		13915	
73400-105	Supervisor/Director		800
73400-116	Teachers		3850
73400-163	Educational Assistants		1960
73400-195	Certified Substitute Teachers		270
73400-198	Non-Certified Substituturt Teachers		265
73400-201	Social Security		300
73400-204	State Retirement		5400
73400-207	Medical Insurance		1000
73400-212	Employer Medicare		70
			13915

Recorder \_\_\_\_\_

Date: \_\_\_\_\_

June Budget Amendments  
Year End 2024-2025

Journal Entry: \_\_\_\_\_

<b>CSH</b>			
Additional Funds needed for Other Supplies & Materials		Increase	Decrease
		Credit	Debit
141-72120-131-300	Medical Personnel	2020	
141-72120-189-300	Other Salaries & Wages	800	
141-72120-207-300	Medical Insurance	300	
141-72120-217-300	Retirement - Hybrid Stabilization	700	
141-72120-355-300	Travel	1100	
141-72120-499-300	Other Supplies & Materials	50	
		4970	
141-72120-201-300	Social Security		500
141-72120-204-300	Retirement		500
141-72120-307-300	Communication		800
141-72120-399-300	Other Contracted Services		700
141-71100-449	Bound Textbooks		2470
			4970

Recorder \_\_\_\_\_



Parra, Shannon <shannon.parra@trentonssd.org>

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## Surplus

1 message

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**Seiber-Garland, Lisa** <lisa.seiber@trentonssd.org>  
To: Shannon Parra <shannon.parra@trentonssd.org>

Tue, May 27, 2025 at 10:24 AM

Please surplus the passthrough warmer A9611V407 and cooler A08532 at TRMS.  
Also, the washer and dryer /Serial # G08LA44899 at TES  
Thanks

Lisa  
Lisa Seiber-Garland  
School Nutrition/Federal Finance Director  
Trenton Special School District  
201 West 10th Street  
Trenton, TN 38382  
731-855-1191  
731-855-1414 (fax)  
lisa.seiber@trentonssd.org

*Surplus in May*







# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in July</b>	Descriptor Term: <b>School District Records</b>	Descriptor Code: <b>1.407</b>	Issued Date: <b>10/10/17</b>
		Rescinds: <b>1.407</b>	Issued: <b>10/04/16</b>

1 The director of schools, or a designee, shall maintain all school district records required by law,  
2 regulation and board policy. Any citizen of Tennessee shall be permitted during business hours to inspect  
3 public records maintained by the school district unless otherwise prohibited by law. Any citizen of  
4 Tennessee may request in writing and receive copies of open public records subject to the payment of  
5 reasonable cost.<sup>1,2,3,4</sup>

6 No records pertaining to individual students will be released for inspection by the public or any  
7 unauthorized persons. In addition, information, records, and plans related to security and safety will not  
8 be released for public inspection.<sup>11</sup>

9 All requests to inspect or receive copies of records shall be submitted to the district's public records  
10 request coordinator, the Director of Schools.<sup>12</sup> The public records request coordinator shall forward  
11 requests for inspection or copies of records to the appropriate records custodian, the School Board  
12 Secretary.<sup>12</sup>

13 Prior to producing any record, the records custodian shall ensure confidential information is redacted.  
14 Original documents remain intact and confidential information in copies produced for a requestor shall  
15 be redacted. The director of schools shall develop a procedure to redact confidential information.

## 16 **REQUESTS FOR INSPECTION<sup>2</sup>**

17 Citizens requesting to inspect public records shall submit their request and a government issued photo  
18 identification card with the citizen's address to the district's public records request coordinator during  
19 normal business hours. Requests may be made in person or by telephone, fax, mail, or email. The  
20 coordinator shall submit  
21 the information to the appropriate records custodian. The records custodian will contact the citizen and  
22 indicate when the records will be available to inspect.

22 If the records cannot be made available within seven (7) business days, the records custodian shall  
23 provide a records production letter indicating the time needed to complete the request.

24 If the request to inspect is denied, the records custodian shall provide the citizen with a records request  
25 denial letter indicating the basis for the denial.

## 26 **REQUESTS FOR COPIES<sup>2</sup>**

27 Citizens requesting copies of public records shall complete and submit the Records Request Form and  
28 a government issued photo identification card with the citizen's address to the district's public records  
29 request coordinator during normal business hours. The coordinator shall submit the Records Request  
30 Form to the appropriate records custodian.

1 The records custodian shall provide an estimate of the reasonable costs to produce the requested  
2 records. The Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of  
3 Reasonable Charges found at <https://www.comptroller.tn.gov/openrecords/forms.asp> shall be used to  
4 determine the reasonable cost. The records custodian will provide the citizen with an invoice detailing  
5 the charges. The citizen shall pay the estimated reasonable costs by cash, check, or money order prior  
6 to the district producing the copies.

7 If the records cannot be made available within seven (7) business days, the records custodian shall  
8 provide a records production letter indicating the time needed to complete the request.

9 If the request for copies is denied, the records custodian shall provide the citizen with a records request  
10 denial letter detailing the basis for the denial.

### 11 **FREQUENT AND MULTIPLE REQUESTS**

12 When the total number of requests for copies made by a requestor within a calendar month exceeds  
13 four (4), the requestor may be charged a fee for any and all labor that is reasonably necessary to  
14 produce copies of the requested records. Prior to charging a reasonable fee, the requestor shall be  
15 notified of this policy and provided with a Notice of Aggregation of Multiple Requestors form. The  
16 Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of Reasonable  
17 Charges found at <https://www.comptroller.tn.gov/openrecords/forms.asp> shall be used to determine the  
18 reasonable cost. Further, the names of persons inspecting records and the date of inspection shall be  
19 recorded.

### 20 **RECORDS RETENTION**

21 The director of schools and/or his designee(s) shall retain and dispose of school district records in  
22 accordance with the following guidelines:<sup>2,4</sup>

- 23 1. The director of schools and/or his/her designee(s) will determine if a particular record is of  
24 permanent or temporary value in accordance with regulations promulgated by County Public  
25 Records Commission and the Tennessee Institute for Public Services records manual;<sup>5,6</sup>
- 26 2. Temporary value records which have been kept beyond the required time may be recommended  
27 to the Public Records Commission for destruction;<sup>7,8</sup>
- 28 3. The records that the State Librarian and Archivist desire to preserve in their facilities will be  
29 transferred to the State Library and Archives. The temporary value records rejected by the State  
30 Library and Archives may be transferred to another institution or destroyed;<sup>7,8,9</sup>
- 31 4. Permanent records will be kept in some usable form (digital, printed, microfilm, etc.). If the  
32 director of schools desires to destroy the original permanent record, these records must be  
33 reproduced by microfilming or some other permanent reproduction method. Permission to  
34 destroy any original permanent record after microfilming follows the same procedure noted  
35 above for temporary records;<sup>6,8</sup> and
- 36 5. The director of schools shall establish procedures to safeguard against the unlawful destruction,  
37 removal or loss of records.<sup>10</sup>

**1 DISTRICT PUBLIC RECORDS REQUEST COORDINATOR:<sup>13</sup>**

2

3 Title: Director of Schools

4 Trenton Special School District

5 201 West 10<sup>th</sup> Street

6 Trenton, TN 38382

7 (731) 855-1191

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**Legal References**

1. TCA 49-2-301(b)(1)(CC)
2. TCA 10-7-503; Public Acts of 2017, Chapter No. 233
3. TCA 10-7-506(a)
4. TCA 49-2-104
5. TCA 10-7-401
6. TCA 10-7-406
7. TCA 10-7-404
8. TCA 10-7-413
9. TCA 10-7-414
10. TCA 39-16-504
11. TCA 10-7-504(p)
12. *Policy Related to Reasonable Charges a Records Custodian May Charge for Frequent and Multiple Requests for Public Records*, Tennessee Comptroller of the Treasury, available at <https://www.comptroller.tn.gov/openrecords/forms.asp>.
13. TCA 10-7-503(g)(4)

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**Cross References**

Financial Reports and Records 2.701  
Personnel Records 5.114  
Student Records 6.600

# Trenton Special Board of Education

Monitoring:  <b>Review: Annually, in July</b>	Descriptor Term:  <h2 style="text-align: center;">School District Records</h2>	Descriptor Code: <h3 style="text-align: center;">1.407</h3>	Issued Date: <h3 style="text-align: center;">10/10/17</h3>
		Rescinds: <h3 style="text-align: center;">1.407</h3>	Issued: <h3 style="text-align: center;">10/04/16</h3>

1. The director of schools, or a designee, shall maintain all school district records required by law,
2. regulation and board policy. Any citizen of Tennessee shall be permitted during business hours to inspect
3. public records maintained by the school district unless otherwise prohibited by law. Any citizen of
4. Tennessee may request in writing and receive copies of open public records subject to the payment of
5. reasonable cost.
  
6. No records pertaining to individual students will be released for inspection by the public or any
7. unauthorized persons. In addition, information, records, and plans related to security and safety will not
8. be released for public inspection.
  
9. All requests to inspect or receive copies of records shall be submitted to the district's public records
10. request coordinator, the Director of Schools. The public records request coordinator shall forward
11. requests for inspection or copies of records to the appropriate records custodian, the School Board
12. Secretary.
  
13. Prior to producing any record, the records custodian shall ensure confidential information is redacted.
14. Original documents remain intact and confidential information in copies produced for a requestor shall
15. be redacted. The director of schools shall develop a procedure to redact confidential information.
  
16. **REQUESTS FOR INSPECTION<sup>2</sup>**
  
17. Citizens requesting to inspect public records shall submit their request and a government issued photo
18. identification card with the citizen's address to the district's public records request coordinator during
19. normal business hours. Requests may be made in person, by telephone, **electronic transmission**, or mail. The
- coordinator shall submit the information to the appropriate records custodian. The records custodian will
- contact the citizen and indicate when the records will be available to inspect.
  
20. If the records cannot be made available within seven (7) business days, the records custodian shall
21. provide a records production letter indicating the time needed to complete the request.
  
22. If the request to inspect is denied, the records custodian shall provide the citizen with a records request
23. denial letter indicating the basis for the denial.
  
24. **REQUESTS FOR COPIES<sup>2</sup>**
  
25. Citizens requesting copies of public records shall complete and submit the Records Request Form and
26. a government issued photo identification card with the citizen's address to the district's public records
27. request coordinator during normal business hours. The coordinator shall submit the Records Request
28. Form to the appropriate records custodian.

1. The records custodian shall provide an estimate of the reasonable costs to produce the requested
2. records. The Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of
3. Reasonable Charges shall be used to determine the reasonable cost. The records custodian will provide the citizen with an invoice detailing the charges. The citizen shall pay the estimated reasonable costs by cash, check, or money order prior to the district producing the copies.
4. If the records cannot be made available within seven (7) business days, the records custodian shall
5. provide a records production letter indicating the time needed to complete the request.
6. If the request for copies is denied, the records custodian shall provide the citizen with a records request
7. denial letter detailing the basis for the denial.
8. **FREQUENT AND MULTIPLE REQUESTS**
9. When the total number of requests for copies made by a requestor within a calendar month exceeds
10. four (4), the requestor may be charged a fee for any and all labor that is reasonably necessary to
11. produce copies of the requested records. Prior to charging a reasonable fee, the requestor shall be
12. notified of this policy and provided with a Notice of Aggregation of Multiple **Requests/Requestors** form.
13. The Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of Reasonable Charges shall be used to determine the reasonable cost. Further, the names of persons inspecting records and the date of inspection shall be recorded.

### **DENYING REQUESTS FOR NONCOMPLIANCE<sup>7</sup>**

#### *Requests to Inspect a Public Record*

The district shall deny a request to inspect a public record from any citizen that has:

- a. Made two (2) or more requests to view a public record within a six-month period; and
- b. For each request failed to view the record within fifteen (15) business days of receiving notification that the record was available.

Requests from this citizen shall be denied for up to six (6) months from the date of the second records request. The district's public records request coordinator may waive this denial if he/she determines that failure to view the record was for good cause.

#### *Requests for Copies of Public Records*

The district shall deny a request for copies of a public record from any citizen that has:

- a. Been provided with an estimate of the reasonable cost to produce the requested records;
- b. Agrees to pay such estimated reasonable cost prior to production of the records; and
- c. Fails to pay the actual cost after the records have been produced.

Additional requests from this citizen shall be denied until the original cost is paid.

#### 4. RECORDS RETENTION

5. The director of schools and/or his designee(s) shall retain and dispose of school district records in  
6. accordance with the following guidelines:
7. 1. The Director of Schools and/or his/her designee(s) will determine if a particular record is of  
8. permanent or temporary value in accordance with state law;<sup>9,10</sup>
  9. 2. Temporary value records which have been kept beyond the required time may be recommended  
10. to the Public Records Commission for destruction;<sup>11,12</sup>
  11. 3. The records that the State Librarian and Archivist desire to preserve in their facilities will be  
12. transferred to the State Library and Archives. The temporary value records rejected by the State  
13. Library and Archives may be transferred to another institution or destroyed;<sup>11,12,13</sup>
  14. 4. Permanent records will be kept in some usable form (digital, printed, microfilm, etc.). If the  
15. director of schools desires to destroy the original permanent record, these records must be  
16. reproduced by microfilming or some other permanent reproduction method. Permission to  
17. destroy any original permanent record after microfilming follows the same procedure noted  
18. above for temporary records;<sup>10,11</sup> and
  19. 5. The director of schools shall<sup>14</sup> establish procedures to safeguard against the unlawful destruction,  
20. removal or loss of records.

1 **DISTRICT PUBLIC RECORDS REQUEST COORDINATOR:**<sup>13</sup>

2

3. Title: Director of Schools

4. Trenton Special School District

5. 201 West 10<sup>th</sup> Street

6. Trenton, TN 38382

7. (731) 855-1191

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Legal References

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Cross References

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1. [TCA 49-2-301\(b\)\(1\)\(Z\)](#) Financial Reports and Records 2.701  
Personnel Records 5.114
  2. [TCA 10-7-503; Public Acts of 2025, Chapter No. 94](#) Student Records 6.600
  3. [TCA 10-7-506\(a\)](#)
  4. [TCA 49-2-104](#)
  5. [TCA 10-7-504\(p\)](#)
  6. *Policy Related to Reasonable Charges a Records Custodian May Charge for Frequent and Multiple Requests for Public Records*, Tennessee Comptroller of the Treasury, available at <https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-guidelines/ScheduleofReasonableCharges.pdf>; [TCA 10-7-503\(a\)\(1\)\(B\), \(C\)](#)
  7. [TCA 10-7-503\(a\)\(7\)\(A\)\(vii\)](#)
  8. [TCA 10-7-503\(h\)\(6\)](#)
  9. [TCA 10-7-401](#)
  10. [TCA 10-7-406; TCA 10-7-301\(5\),\(13\)](#)
  11. [TCA 10-7-404](#)
  12. [TCA 10-7-413](#)
  13. [TCA 10-7-414](#)
  14. [TCA 39-16-504](#)
  15. [TCA 10-7-503\(g\)\(1\)\(D\)](#)

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in August</b>	Descriptor Term: <b>Charter School Applications</b>	Descriptor Code: <b>1.901</b>	Issued Date: <b>11/07/17</b>
		Rescinds:	Issued:

## 1 SCOPE

2 This policy shall apply to sponsors and potential sponsors of newly created public charter schools. It  
3 shall not apply to public charter schools converted from existing public schools pursuant to TCA 49-  
4 13-106 (b) (2).

## 5 DEFINITION

6 A charter school shall be a public, nonsectarian, non-religious, non-home based school which operates  
7 within a public school district. It shall be subject to all state and federal laws and constitutional  
8 provisions prohibiting discrimination on the basis of disability, race, creed, color, gender, national  
9 origin, religion, ancestry or need for special education services.<sup>1</sup>

10 The purposes of charter schools are to:<sup>2</sup>

- 11 1) Improve learning for all students and close the achievement gap between high and low  
12 students;
- 13 2) Provide options for parents to meet educational needs of students in high priority schools;
- 14 3) Encourage the use of different and innovative teaching methods, and provide greater decision-  
15 making authority to schools and teachers in exchange for greater responsibility for student  
16 performance;
- 17 4) Measure performance of pupils and faculty, and ensure that children have the opportunity to  
18 reach proficiency on state academic assessments;
- 19 5) Create new professional opportunities for teachers; and
- 20 6) Afford parents substantial meaningful opportunities to participate in the education of their  
21 children.

## 27 APPLICATION PROCESS<sup>3</sup>

28 A prospective charter school sponsor shall send the director of schools notice of its intent sixty (60)  
29 days prior to April 1 of the year preceding the year in which the proposed charter school plans to begin  
30 operation as a public charter school.

31 A sponsor seeking board approval of an initial charter school application must complete the forms  
32 provided by the Tennessee Department of Education. The application must provide all the information  
33 required by law. The sponsor must demonstrate that the proposed charter school meets the purpose

1 prescribed by law for the formation of a charter school and the proposed charter school will be able to  
2 implement a viable program of quality education for its students.

3 Applications must be submitted to board on or before 4:30 p.m. on April 1 of the year preceding the  
4 year in which the proposed charter school plans to begin operation as a public charter school.  
5 Applications will be accepted only between March 1 and April 1. If the 1st of April falls on a Saturday,  
6 Sunday, or holiday on which the school district offices are closed, applications will be accepted on the  
7 next business day on or before 4:30 p.m. Late applications will not be accepted, without exception.  
8 The sponsor shall pay an application fee of \$2,500.00.<sup>3</sup>

## 9 **REVIEW TEAM**

10 If necessary, the board shall appoint a review team to assist in reviewing and evaluating charter school  
11 applications. The team shall be composed of: members of the administrative staff for the district;  
12 community members; and a member of the board. At the board meeting in February each year, the  
13 Director of Schools shall make a recommendation to the board of which members of his administrative  
14 staff should be appointed to the team. The board shall name the members of the team at its meeting in  
15 March of each year. The board shall designate a chairman of the review team as the contact person for  
16 answering questions about the application process and receiving applications.

17 The board shall require a procedure for receiving, reviewing and ruling on applications for the  
18 establishment of charter schools. The procedure must include a timeline for the application and review  
19 process. A copy of the procedure, including the review criteria, shall be available to any interested  
20 party upon request.

21 The review team shall:

- 22 1) Evaluate all charter school applications based on the review criteria adopted by the board;  
23
- 24 2) Recommend one of the following options to the board for each application: approve, reject, or  
25 reject with stipulations for reconsideration; and  
26
- 27 3) Make recommendations for revocation, renewal or non-renewal of charter contracts.

## 28 **APPROVAL, DENIAL OF APPLICATION<sup>4</sup>**

29 The board shall rule by resolution on the approval or denial of a charter application within ninety (90)  
30 days of receipt of the completed application or the application shall be deemed approved by law. The  
31 director of schools shall report the action taken by the board to the department of education.

### 32 **Approval**

33 The sponsor of a public charter school that is approved by the board shall enter into a written  
34 agreement with the board, which shall be binding on the charter school's governing body. This  
35 agreement, known as the charter agreement, shall be in writing signed by the sponsor and the board. In  
36 the application, the sponsor must demonstrate that the proposed charter school meets the purpose  
37 prescribed by law for the formation of a charter school and the proposed charter school will be and  
38 shall include all aspects of the sponsor's approved application as well as any reporting requirements  
39 prescribed under state or federal laws.<sup>5</sup>

1 Starting in the 2018-2019 school year, the board will receive an annual authorizer fee of three percent  
2 (3%) of the annual per student state and local allocations or thirty-five thousand dollars (\$35,000),  
3 whichever is less.<sup>7</sup>

4 Charter schools approved by the board of education are expected to implement the application as  
5 submitted and approved. Material variations in operations from the approved application require  
6 amendment pursuant to statute and the charter school agreement.

7 The board should not be expected to provide services to charter schools that are not requested during  
8 the application process except for those services that are required under state or federal laws. Services  
9 agreed to be provided to the charter schools by the board shall be provided at board actual cost. The  
10 board and charter school shall execute a service contact for any additional services.

11 New public charter school agreements are approved for a ten-year period.<sup>6</sup> The board may revoke or  
12 deny renewal of a public charter school agreement for any of the reasons enumerated in TCA 49-13-  
13 122.

#### 14 **Denial**

15 Upon receipt of the grounds for denial, the sponsor shall have thirty (30) days within which to submit  
16 an amended application to correct the deficiencies. The board shall have thirty (30) days either to deny  
17 or to approve the amended application or the application shall be deemed approved by law.<sup>4</sup>

18 A denial of an application by the board may be appealed by the sponsor, within ten (10) days of the  
19 final decision to deny to the State Board of Education.

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#### Legal References

1. TCA 49-13-105; TCA 49-13-111(a)-(c)
2. TCA 49-13-102
3. TCA 49-13-107, 108; TCA 1-3-102; TCA 49-13-108(a)(5)
4. TCA 49-13-108; TRR/MS 0520-14-1-.01 & .02
5. TCA 49-13-110
6. TCA 49-13-121
7. TCA 49-13-143

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#### Cross References

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in August</b>	Descriptor Term: <b>Charter School Applications</b>	Descriptor Code: <b>1.901</b>	Issued Date: <b>11/07/17</b>
		Rescinds:	Issued:

## SCOPE

This policy shall apply to sponsors and potential sponsors of charter schools. It shall not apply to charter schools converting from existing public schools. Proposals from existing charter school operators or replicators and applicants proposing to contract with educational service providers shall be in accordance with state law.<sup>1</sup>

## DEFINITION

A charter school shall be a public, nonsectarian, non-religious, non-home based school which operates within a public school district. It shall be subject to all state and federal laws and constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color, gender, national origin, religion, ancestry or need for special education services.<sup>1</sup>

The purposes of charter schools are to:<sup>2</sup>

- 1) Improve learning for all students and close the achievement gap between high and low students;
- 2) Provide options for parents to meet educational needs of students in high priority schools;
- 3) Encourage the use of different and innovative teaching methods, and provide greater decision-making authority to schools and teachers in exchange for greater responsibility for student performance;
- 4) Measure performance of pupils and faculty, and ensure that children have the opportunity to reach proficiency on state academic assessments;
- 5) Create new professional opportunities for teachers; and
- 6) Afford parents substantial meaningful opportunities to participate in the education of their children.

### APPLICATION PROCESS<sup>3</sup>

A prospective charter school sponsor shall send notice to the Director of Schools/designee of its intent sixty (60) calendar days prior to February 1<sup>st</sup> of the year preceding the year in which the proposed charter school plans to begin operation as a charter school. The Director of Schools/designee shall determine whether the sponsor has selected the correct application category within ten (10) business days of receiving the letter of intent and notify the sponsor within five (5) business days of a determination that the incorrect application category has been selected.<sup>2</sup>

A sponsor seeking board approval of an initial charter school application must complete the forms provided by the State Board of Education in coordination with the Tennessee Public Charter School Commission (“the Commission”). The application shall provide all the information required by state law. The sponsor shall demonstrate that the proposed charter school meets the purpose prescribed by state law for the formation of a charter school, and the proposed charter school will be able to implement a viable program of quality education for its students.

Electronic copies of applications shall be submitted to the Board and the Commission on or before 11:59 p.m. Central Time on February 1<sup>st</sup> of the year preceding the year in which the proposed charter school plans to begin operation as a charter school. If the 1<sup>st</sup> of February falls on a Saturday, Sunday, or holiday on which the school district offices are closed, applications will be accepted on the next business day on or before 11:59 p.m. Late applications will not be accepted, without exception. The sponsor shall pay an application fee of \$2,500.00. The Director of Schools/designee shall report each application received to the Commission no later than ten (10) days after receipt.<sup>2</sup>

The Board shall determine whether an application is complete within ten (10) business days of receiving the application and shall notify the sponsor within five (5) business days of the determination if the application is determined to be incomplete.<sup>3</sup>

### REVIEW TEAM

If necessary, the board shall appoint a review team to assist in reviewing and evaluating charter school applications. The team shall be comprised of members of the administrative staff for the district and community members with relevant educational, organizational, financial, and legal experience. At the board meeting in December each year, the Director of Schools shall make a recommendation to the board of which members of his administrative staff should be appointed to the team. The board shall name the members of the team at its meeting in January of each year. The board shall designate a Chair of the review team as the contact person for answering questions about the application process and receiving applications. The Director of Schools/designee shall develop an orientation for the team to ensure consistent evaluation standards and the elimination of real or perceived conflicts of interest.

The board shall require a procedure for receiving, reviewing and ruling on applications for the establishment of charter schools. The procedure must include a timeline for the application and review process. A copy of the procedure, including the review criteria, shall be available on the district's website.

The review team shall:

- 1) Evaluate all charter school applications based on the review criteria adopted by the board;
- 2) Recommend one of the following options to the board for each application: approve, reject, or reject with stipulations for reconsideration; and

#### **APPROVAL, DENIAL OF APPLICATION<sup>4</sup>**

The Board shall rule by resolution on the approval or denial of an initial charter school application within ninety (90) calendar days of receipt of the completed application, or the application shall be deemed approved by state law. The Director of Schools/designee shall report the action taken by the Board to the Department of Education and the Commission.

#### **APPROVAL/DENIAL OF APPLICATION<sup>5</sup>**

The Board shall rule by resolution on the approval or denial of an initial charter school application within ninety (90) calendar days of receipt of the completed application, or the application shall be deemed approved by state law. The Director of Schools/designee shall report the action taken by the Board to the Department of Education and the Commission.

The sponsor of a public charter school that is approved by the board shall enter into a written agreement with the board, which shall be binding on the charter school's governing body. This agreement, known as the charter agreement, shall be in writing signed by the sponsor and the board.

The Board will receive an annual authorizer fee of three percent (3%) of the annual per student state and local allocations or thirty-five thousand dollars (\$35,000), whichever is less.<sup>6</sup>

Charter schools approved by the board of education are expected to implement the application as submitted and approved. Material variations in operations from the approved application require amendment pursuant to statute and the charter school agreement.

The board should not be expected to provide services to charter schools that are not requested during the application process except for those services that are required under state or federal laws. Services agreed to be provided to the charter schools by the board shall be provided at board actual cost. The board and charter school shall execute a service contract for any additional services.

New public charter school agreements are approved for a ten-year period.<sup>8</sup> The board may revoke or deny renewal of a public charter school agreement for any of the reasons enumerated in state law.<sup>9</sup>

### *Denial*

If the initial charter school application is denied, the Board shall notify the sponsor in writing within ten (10) calendar days, specifying the objective reasons for the denial and the deadline by which the sponsor may submit an amended application. Upon written receipt of the grounds for denial, the sponsor shall have thirty (30) calendar days within which to submit an amended application to correct the deficiencies. The Board shall have sixty (60) calendar days either to deny or to approve the amended application, or the application shall be deemed approved by state law.<sup>5</sup>

If the amended charter school application is denied, the Board shall notify the sponsor in writing within five (5) calendar days, specifying the objective reasons for denial and the sponsor's right to an appeal. Within ten (10) calendar days of final denial, an appeal may be filed with the Tennessee Public Charter School Commission.<sup>10</sup>

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#### Legal References

1. [TCA 49-13-106; State Board of Education Policy 6.111](#)
2. [TCA 49-13-107; Public Acts of 2025, Chapter No. 275; TCA 1-3-102; TCA 49-13-108; TRR/MS 0520-14-01-.01\(1\)\(b\),\(e\)](#)
3. [TRR/MS 0520-14-01-.01\(1\)\(i\)](#)
4. [TRR/MS 0520-14-01](#)
5. [TCA 49-13-108; Public Acts of 2025, Chapter No. 275; TRR/MSS 0520-14-01](#)
6. [TCA 49-13-128](#)
7. [TCA 49-13-110\(d\)-\(e\); TRR/MSS 0520-14-01](#)
8. [TCA 49-13-110\(c\)](#)
9. [TCA 49-13-122](#)
10. [TCA 49-13-108\(b\)\(5\)](#)

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#### Cross References



# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Surplus Property Sales</b>	Descriptor Code: <b>2.403</b>	Issued Date: <b>07/23/24</b>
		Rescinds: <b>2.403</b>	Issued: <b>10/02/19</b>

1 The Director of Schools shall prepare a list of unusable items for board approval.<sup>1</sup> The list shall contain  
2 the following information: name of item, date of purchase, and reason for disposal.

3 All unusable items shall be sold to the highest bidder after advertising in a newspaper of general  
4 circulation at least seven (7) days prior to the sale.<sup>2</sup> Notice shall also be published on a news and  
5 information website in accordance with state law.<sup>3</sup>

6 Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be  
7 disposed of without the necessity of bids. In order for such disposal without bids, the Director of Schools  
8 and the Board Chair shall agree in written form that the property is of no value or is of less value than  
9 five hundred dollars (\$500).<sup>4</sup>

10 If reasonable attempts to dispose of surplus properties fail to produce monetary return to the district, the  
11 Board shall approve other methods of disposal.<sup>5</sup>

12 Surplus equipment will be auctioned off by the district at the end of the school year. The Board shall  
13 approve all surplus equipment prior to the materials being disposed of at the end of the school year.

## 14 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS<sup>6</sup>**

15 When equipment that was purchased with federal dollars is no longer needed for the original project or  
16 program or for other activities currently or previously supported by a federal agency, disposition of the  
17 equipment shall be made as follows:

- 18 1. Items of equipment with a current per-unit fair market value of \$5,000 or less may be retained,  
19 sold, or otherwise disposed of with no further obligation to the awarding agency; or  
20
- 21 2. Items of equipment with a current per unit fair market value in excess of \$5,000 may be retained  
22 or sold, and the awarding agency shall have a right to an amount calculated by multiplying the  
23 current market value or proceeds from sale by the awarding agency's share of the equipment.

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### Legal References

1. [TCA 49-6-2006\(b\)\(3\); TCA 49-6-2208](#)
2. [TCA 49-6-2007\(b\)](#)
3. [Public Acts of 2024, Chapter No. 793](#)
4. [TCA 49-6-2007\(d\)](#)
5. [TCA 12-2-403\(a\)](#)
6. [2 CFR § 200.313\(e\)](#)

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### Cross References

- Duties of Officers 1.201  
Inventories 2.702  
Textbooks and Instructional Materials 4.400



<b>Trenton Special Board of Education</b>			
Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Surplus Property Sales</b>	Descriptor Code: <b>2.403</b>	Issued Date: <b>07/23/24</b>
		Rescinds: <b>2.403</b>	Issued: <b>10/02/19</b>

The Director of Schools shall prepare a list of unusable items for board approval.<sup>1</sup> The list shall contain the following information: name of item, date of purchase, and reason for disposal.

All unusable items shall be sold to the highest bidder after advertising in a newspaper of general circulation at least seven (7) days prior to the sale.<sup>2</sup> Notice shall also be published on a news and information website in accordance with state law.<sup>3</sup>

Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be disposed of without the necessity of bids. In order for such disposal without bids, the Director of Schools and the Board Chair shall agree in written form that the property is of no value or is of less value than five hundred dollars (\$500).<sup>4</sup>

If reasonable attempts to dispose of surplus properties fail to produce monetary return to the district, the Board shall approve other methods of disposal.<sup>5</sup>

Surplus equipment will be auctioned off by the district at the end of the school year. The Board shall approve all surplus equipment prior to the materials being disposed of at the end of the school year.

**DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS<sup>6</sup>**

When equipment that was purchased with federal dollars is no longer needed for the original project or program or for other activities currently or previously supported by a federal agency, disposition of the equipment shall be made as follows:

1. Items of equipment with a current per-unit fair market value of **\$10,000** or less may be retained, sold, or otherwise disposed of with no further obligation to the awarding agency; or
2. Items of equipment with a current per unit fair market value in excess of **\$10,000** may be retained or sold, and the awarding agency shall have a right to an amount calculated by multiplying the current market value or proceeds from sale by the awarding agency's share of the equipment.

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Legal References

1. [TCA 49-6-2006\(b\)\(3\); TCA 49-6-2208](#)
2. [TCA 49-6-2007\(b\)](#)
3. [Public Acts of 2024, Chapter No. 793](#)
4. [TCA 49-6-2007\(d\)](#)
5. [TCA 12-2-403\(a\)](#)
6. [2 CFR § 200.313\(e\)](#)

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Cross References

- Duties of Officers 1.201
- Inventories 2.702
- Textbooks and Instructional Materials 4.400



# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Emergency Preparedness Plan</b>	Descriptor Code: <b>3.202</b>	Issued Date: <b>07/23/24</b>
		Rescinds: <b>3.202</b>	Issued: <b>07/25/23</b>

## 1 *General*

2 The Director of Schools shall be responsible for developing, maintaining, and acquiring board  
3 approval of the district Emergency Preparedness Plan<sup>1</sup> which shall include procedures for bomb  
4 threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, and  
5 medical emergencies.

6 The principal of each school shall develop and implement emergency preparedness drills which shall  
7 be approved by the Director of Schools. When appropriate, such drills shall be held in conjunction with  
8 emergency response agencies.

## 9 **FIRE AND SAFETY DRILLS**

10 The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30)  
11 school days, with two (2) fire drills occurring during the first thirty (30) full days of the school year.  
12 Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted  
13 throughout the year.<sup>2</sup>

14 The principal shall ensure that three (3) additional safety drills are given during the school year.<sup>3</sup> These  
15 drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not  
16 require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in  
17 each school's office.<sup>3</sup>

18 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and  
19 shall give all school personnel instructions on how to properly use fire extinguishers.

20 The district shall work with local law enforcement and the local fire department to develop a procedure  
21 for identifying the cause of fire alarm activation. This procedure must be in place by January 1, 2025  
22 and shall be reviewed and updated annually thereafter.<sup>4</sup>

## 23 **ANNUAL DRILLS**<sup>5</sup>

24 The principal shall ensure that the school safety team conducts each of the following type of drills  
25 annually:

- 26 1. An armed intruder drill in coordination with local law enforcement;
- 27
- 28 2. An incident command drill; and
- 29
- 30 3. An emergency safety bus drill.

1 **AED DRILLS<sup>6</sup>**

2 All schools shall conduct a CPR and AED drill to ensure awareness of the steps that shall be taken in  
3 the event of a medical emergency. The principal shall ensure that the drill occurs.

4 The Director of Schools shall develop the necessary administrative procedures on AED and CPR  
5 training, planning, notification, and maintenance to comply with state law.

6 **MEDICAL EMERGENCIES/PANDEMIC FLU<sup>7</sup>**

7 In the event of medical emergencies such as a pandemic flu outbreak, school officials shall cooperate  
8 and consult with the local and state health departments and other local emergency or healthcare  
9 providers in protecting students and the community from further infection. The Director of Schools  
10 shall develop procedures for health emergencies in accordance with state law.

11 **REMOTE LEARNING DRILLS<sup>8</sup>**

12 At least once each school year, a remote learning drill shall be conducted. The drill shall accurately  
13 reflect how students will transition to remote learning in the event of a disruption to school operations.  
14 Students shall not be asked or required to transition to remote learning at any time during the drill.

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Legal References

1. [TRR/MS 0520-01-02-.30\(2\)](#); [TCA 49-6-804](#); [TCA 49-6-805\(8\)](#)
2. [TCA 68-102-137\(b\)](#)
3. [TCA 68-102-137\(f\)](#)
4. [Public Acts of 2024, Chapter No. 563](#)
5. [TCA 49-6-807](#)
6. [TCA 49-2-122](#); [TCA 49-6-1208](#); [Public Acts of 2024, Chapter No. 625](#)
7. [TCA 49-6-3004\(a\), \(e\)](#); [TCA 49-5-404](#)
8. [TCA 49-2-139](#)

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Cross References

Emergency Closings 1.8011  
Safety 3.201  
Community Use of School Facilities 3.206

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Emergency Preparedness Plan</b>	Descriptor Code: <b>3.202</b>	Issued Date: <b>07/23/24</b>
		Rescinds: <b>3.202</b>	Issued: <b>07/25/23</b>

## General

The Director of Schools shall be responsible for developing, maintaining, and acquiring board approval of the district Emergency Preparedness Plan<sup>1</sup> which shall include procedures for bomb threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, and medical emergencies.

The principal of each school shall develop and implement emergency preparedness drills which shall be approved by the Director of Schools. When appropriate, such drills shall be held in conjunction with emergency response agencies.

## FIRE AND SAFETY DRILLS

The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30) school days, **with no more than two (2)** fire drills occurring during the first thirty (30) full days of the school year. Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted throughout the year.<sup>2</sup>

The principal shall ensure that three (3) additional safety drills are given during the school year.<sup>3</sup> These drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in each school's office.<sup>3</sup>

The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and shall give all school personnel instructions on how to properly use fire extinguishers.

The district shall work with local law enforcement and the local fire department to develop a procedure for identifying the cause of fire alarm activation. This procedure must be in place by January 1, 2025 and shall be reviewed and updated annually thereafter.<sup>4</sup>

## ANNUAL DRILLS<sup>5</sup>

The principal shall ensure that the school safety team conducts each of the following type of drills annually:

1. An armed intruder drill in coordination with local law enforcement;

2. An incident command drill; and
3. An emergency safety bus drill.

### **AED DRILLS<sup>6</sup>**

All schools shall conduct a CPR and AED drill to ensure awareness of the steps that shall be taken in the event of a medical emergency. The principal shall ensure that the drill occurs.

The Director of Schools shall develop the necessary administrative procedures on AED and CPR training, planning, notification, and maintenance to comply with state law.

### **MEDICAL EMERGENCIES/PANDEMIC FLU<sup>7</sup>**

In the event of medical emergencies such as a pandemic flu outbreak, school officials shall cooperate and consult with the local and state health departments and other local emergency or healthcare providers in protecting students and the community from further infection. The Director of Schools shall develop procedures for health emergencies in accordance with state law.

### **REMOTE LEARNING DRILLS<sup>8</sup>**

At least once each school year, a remote learning drill shall be conducted. The drill shall accurately reflect how students will transition to remote learning in the event of a disruption to school operations. Students shall not be asked or required to transition to remote learning at any time during the drill.

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Legal References

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Cross References

1. [TRR/MS.0520-01-02-.30\(2\)](#); [TCA 49-6-804](#); [TCA 49-6-805\(8\)](#)      Emergency Closings 1.8011  
Safety 3.201
2. [TCA 68-102-137\(b\)](#)      Community Use of School Facilities 3.206
3. [TCA 68-102-137\(f\)](#)
4. [Public Acts of 2024, Chapter No. 563](#)
5. [TCA 49-6-807](#)
6. [TCA 49-2-122](#); [TCA 49-6-1208](#); [Public Acts of 2024, Chapter No. 625](#)
7. [TCA 49-6-3004\(a\), \(e\)](#); [TCA 49-5-404](#)
8. [TCA 49-2-139](#)

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Threat Assessment Team</b>	Descriptor Code: <b>3.204</b>	Issued Date: <b>07/25/23</b>
		Rescinds: <b>3.204</b>	Issued: <b>07/13/99</b>

1 *General<sup>1</sup>*

2 A threat assessment team shall be created within the school district to develop intervention-based  
 3 approaches to prevent violence, manage reports of potential threats, and create a system that fosters a  
 4 safe, supportive, and effective school environment. The Director of Schools shall appoint the members  
 5 of the threat assessment team.

6 The Director of Schools shall develop administrative procedures regarding the training and operations  
 7 of the team to comply with state law and State Board of Education rules and regulations.

8 **TEAM MEETINGS**

9 All threat assessment team meetings shall be closed to the public.<sup>2</sup>

10 **RECORDKEEPING<sup>3</sup>**

11 The team shall document all behaviors and incidents deemed to pose a risk to school safety or that  
 12 resulted in intervention and shall provide the information to the Director of Schools.

13 A report of the activities of the threat assessment team will be compiled and shared with the Board  
 14 before each regular meeting.

15 Documents produced or obtained regarding these assessment activities will not be open for public  
 16 inspection.

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Legal References

1. TCA 49-6-2701 *et seq.*; Public Chapter 2023, Chapter No. 367
2. TCA 49-6-2701(f)
3. TCA 49-6-2702

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Cross References

- School District Records 1.407
- Safety 3.201
- Security 3.205
- Student Records 6.600

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Threat Assessment Team</b>	Descriptor Code: <b>3.204</b>	Issued Date: <b>07/25/23</b>
		Rescinds: <b>3.204</b>	Issued: <b>07/13/99</b>

## *General*<sup>1</sup>

A threat assessment team shall be created within the school district to develop intervention-based approaches to prevent violence, manage reports of potential threats, and create a system that fosters a safe, supportive, and effective school environment. The Director of Schools shall appoint the members of the threat assessment team.

The Director of Schools shall develop administrative procedures regarding the training and operations of the team to comply with state law and State Board of Education rules and regulations.

## **TEAM MEETINGS**

All threat assessment team meetings shall be closed to the public.<sup>2</sup>

## **RECORDKEEPING**<sup>3</sup>

The team shall document all behaviors and incidents deemed to pose a risk to school safety or that resulted in intervention and shall provide the information to the Director of Schools.

A report of the activities of the threat assessment team will be compiled and shared with the Board before each regular meeting.

Documents produced or obtained regarding these assessment activities will not be open for public inspection.

## **REPORTING**<sup>4</sup>

The Director of Schools shall develop a process for providing parent(s)/guardian(s) information on credible threats of violence or significantly disruptive behavior directed toward or occurring on the grounds of the school their student attends. Such reports shall include incidents that are reported to a state or local law enforcement agency. These reports must be made within forty-eight (48) hours of the district's report to law enforcement.

At least once per quarter, the Director of Schools shall provide the Board with a report listing the total number of incidents reported to state and local law enforcement agency requiring notice to parent(s)/guardian(s) for the respective quarter as well as total for the year to date.

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Legal References

1. [TCA 49-6-2701](#)
2. [TCA 49-6-2701\(f\)](#)
3. [TCA 49-6-2702](#)
4. [Public Acts of 2025, Chapter No. 215](#)

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Cross References

School District Records 1.407  
Safety 3.201  
Security 3.205  
Student Records 6.600

# Trenton Special Board of Education

Monitoring: <b>Review: Annually,                  in November</b>	Descriptor Term: <h2 style="text-align: center;">Instructional Goals</h2>	Descriptor Code: <b>4.100</b>	Issued Date: <b>07/13/99</b>
		Rescinds:	Issued:

1 The Board approves the following broad-based instructional goals for students:

- 2 • To acquire the knowledge and attitude necessary to achieve and maintain good physical and
- 3 mental health;
- 4
- 5 • To develop the skills necessary to function as a self-directed person;
- 6
- 7 • To develop the capacity to cope with change through an understanding of the arts, humanities and
- 8 scientific processes;
- 9
- 10 • To know the principles involved in making moral and ethical choices.
- 11
- 12 • To develop the basic skills of reading, writing, computation, spelling, speaking and problem
- 13 solving;
- 14
- 15 • To develop a positive attitude toward learning as a lifelong endeavor;
- 16
- 17 • To learn to identify personal talents and interests, make appropriate career choices, and develop
- 18 career skills;
- 19
- 20 • To acquire knowledge and to develop skills in the management of personal and public resources
- 21 necessary for meeting obligations to self, family and society;
- 22
- 23 • To learn to act in a responsible manner;
- 24
- 25 • To learn of the rights and responsibilities of citizens of the community, state, nation and world;
- 26
- 27 • To learn to understand, respect and interact with people of different cultures, generations and
- 28 races.

\_\_\_\_\_  
 Cross Reference:

School District Goals 1.700

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Instructional Goals</b>	Descriptor Code: <b>4.100</b>	Issued Date: <b>07/13/99</b>
		Rescinds:	Issued:

## *General*

The Board shall not discriminate on the basis of race, color, religion, sex, national origin, or disability in its instructional program or activities.<sup>1</sup> Discrimination shall include antisemitism, defined as a certain perception of Jews, which may be expressed as hatred toward Jews including, but not limited to, rhetorical and physical manifestations of antisemitism directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.<sup>2</sup>

The Board approves the following broad-based instructional goals for students:

- To acquire the knowledge and attitude necessary to achieve and maintain good physical and mental health;
- To develop the skills necessary to function as a self-directed person;
- To develop the capacity to cope with change through an understanding of the arts, humanities and scientific processes;
- To know the principles involved in making moral and ethical choices.
- To develop the basic skills of reading, writing, computation, spelling, speaking and problem solving;
- To develop a positive attitude toward learning as a lifelong endeavor;
- To learn to identify personal talents and interests, make appropriate career choices, and develop career skills;
- To acquire knowledge and to develop skills in the management of personal and public resources necessary for meeting obligations to self, family and society;
- To learn to act in a responsible manner;

- To learn of the rights and responsibilities of citizens of the community, state, nation and world;
- To learn to understand, respect and interact with people of different cultures, generations and races.

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Legal References

1. [42 USCA § 2000d et seq.](#)
2. [Public Acts of 2025, Chapter No. 293](#)

Cross References

School District Goals 1.700  
Student Goals 6.100  
Student Concerns 6.305

# Trenton Special Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <b>Virtual Education Program</b>	Descriptor Code: <b>4.212</b>	Issued Date: <b>04/04/23</b>
		Rescinds:	Issued:

## 1 *General*

2 The Trenton Special School District virtual education program is a course or series of courses offered  
3 by a school district to provide students a broader range of educational opportunities through the use of  
4 technology. Utilizing this program is temporary and shall not replace a student's regular instructional  
5 program.<sup>1</sup>

6 Class size ratios for the virtual education program shall comply with the requirements as outlined in  
7 state law.<sup>2</sup>

8 Virtual education programs<sup>3</sup> shall be made available to students for the following purposes:

- 9 1. Academic remediation, enrichment, or providing students access to a wider range of courses;
- 10 2. Continuity of educational service for students who are homebound;<sup>4</sup>
- 11 3. Continuity of educational service for students who are quarantining;<sup>5</sup>
- 12 4. Continuity of educational service for students enrolled in an alternative school;<sup>6</sup> or
- 13 5. Continuity of educational service when the district utilizes remote instruction due to dangerous  
14 or extreme weather conditions, a serious outbreak of illness affecting or endangering students  
15 or staff, or during the administration of end of course examinations or other examinations as  
16 allowed per state law.<sup>7</sup>

## 21 **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

22 Students shall be eligible to utilize a virtual education program if participating in one of the above  
23 educational opportunities. The following factors shall also be taken into consideration when  
24 determining eligibility:

- 25 1. Attendance;
- 26 2. Grades; and
- 27 3. Technology survey.

## 32 **ATTENDANCE**

1 Student attendance in the virtual education program shall adhere to the general requirements of board  
2 policy 6.200 and any relevant administrative procedures.

3 Methods of confirming student attendance shall include two or more of the following:

4 1. Students participating in a phone call with a teacher, with parent/guardian support as  
5 appropriate for the age of the student;

6  
7 2. Students participating in synchronous virtual instruction;

8  
9 3. Students completing work in a learning management system; or

10  
11 4. Students submitting work via hard-copy or virtual formats.  
12

### 13 **REMOVAL FROM VIRTUAL EDUCATION PROGRAM**

14 A student may be removed from the virtual education program or denied future enrollment in a virtual  
15 education program based on disciplinary issues, attendance issues, or poor academic performance.

16 Before a student is removed based on poor academic performance, the following interventions shall  
17 occur:

18 1. Notification of parent/guardian; and

19  
20 2. One-on-one assessment conducted by the principal/designee regarding any learning needs and  
21 academic performance.  
22

### 23 **ENROLLMENT AGREEMENT**

24 The Director of Schools shall work with the Board's attorney to draft an enrollment agreement for  
25 students from other school districts that want access to virtual education program courses.

- |  |                             |
|--|-----------------------------|
| 1. TRR/MS 0520-01-03-.05(2)                                    | Emergency Closings 1.8011   |
| 2. TCA 49-1-104(h); State Board of Education Policy 3.206      | Homebound Instruction 4.206 |
| 3. TCA 49-16-101; TRR/MS 0520-01-03-.05(2)(a)                  | Credit Recovery 4.210       |
| 4. TRR/MS 0520-01-02-.10; TRR/MS 0520-01-09-.07                | Alternative Education 6.319 |
| 5. TRR/MS 0520-01-13-.01(1)(d)(1)                              |                             |
| 6. TRR/MS 0520-01-02-.09; Public Acts of 2022, Chapter No. 960 |                             |
| 7. Public Acts of 2022, Chapter No. 897                        |                             |

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Virtual Education Program</b>	Descriptor Code: <b>4.212</b>	Issued Date: <b>04/04/23</b>
		Rescinds:	Issued:

## *General*

The Trenton Special School District virtual education program is a course or series of courses offered by the school district to provide students a broader range of educational opportunities through the use of technology. Utilizing this program is temporary and shall not replace a student's regular instructional program.<sup>1</sup>

Class size ratios for the virtual education program shall comply with the requirements as outlined in state law.<sup>2</sup>

Virtual education programs<sup>3</sup> shall be made available to students for the following purposes:

1. Academic remediation, enrichment, or providing students access to a wider range of courses;
2. Continuity of educational service for students who are homebound;<sup>4</sup>
3. Continuity of educational service for students who are quarantining;<sup>5</sup>
4. Continuity of educational service for students enrolled in an alternative school;<sup>6</sup> or
5. Continuity of educational service when the district utilizes remote instruction due to dangerous or extreme weather conditions, a serious outbreak of illness affecting or endangering students or staff, or during the administration of end of course examinations or other examinations as allowed per state law.<sup>7</sup>
6. Continuity of educational service when the district utilizes hybrid instruction due to dangerous or extreme weather conditions, or an emergency, as determined by the Director of Schools.<sup>8</sup>

## **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

Students shall be eligible to utilize a virtual education program if participating in one of the above educational opportunities. The following factors shall also be taken into consideration when determining eligibility:

1. Attendance;
2. Grades; and
3. Technology survey.

## **ATTENDANCE**

Student attendance in the virtual education program shall adhere to the general requirements of board policy 6.200 and any relevant administrative procedures.

Methods of confirming student attendance shall include two or more of the following:

1. Students participating in a phone call with a teacher, with parent/guardian support as appropriate for the age of the student;
2. Students participating in synchronous virtual instruction;
3. Students completing work in a learning management system; or
4. Students submitting work via hard-copy or virtual formats.

## **REMOVAL FROM VIRTUAL EDUCATION PROGRAM**

A student may be removed from the virtual education program or denied future enrollment in a virtual education program based on disciplinary issues, attendance issues, or poor academic performance.

Before a student is removed based on poor academic performance, the following interventions shall occur:

1. Notification of parent/guardian; and
2. One-on-one assessment conducted by the principal/designee regarding any learning needs and academic performance.

## ENROLLMENT AGREEMENT

The Director of Schools shall work with the Board's attorney to draft an enrollment agreement for students from other school districts that want access to virtual education program courses.

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### Legal References

1. [TRR/MS 0520-01-03-.05\(2\)](#)
2. [TCA 49-1-104\(h\)](#); [State Board of Education Policy 3.206](#)
3. [TCA 49-16-101](#); [TRR/MS 0520-01-03-.05\(2\)\(a\)](#)
4. [TRR/MS 0520-01-02-.10](#); [TRR/MS 0520-01-09-.07](#)
5. [TRR/MS 0520-01-13-.01\(1\)\(c\)](#)
6. [TRR/MS 0520-01-02-.09](#); [TCA 49-6-3402\(i\)](#)
7. [TCA 49-6-3004\(i\)](#)
8. [Public Acts of 2025, Chapter No. 484](#)

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### Cross References

Emergency Closings 1.8011  
Homebound Instruction 4.206  
Credit Recovery 4.210  
Alternative Education 6.319

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Interscholastic Athletics</b>	Descriptor Code: <b>4.301</b>	Issued Date: <b>07/23/24</b>
		Rescinds: <b>4.301</b>	Issued: <b>04/04/23</b>

## 1 *General*

2 No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be  
3 treated differently from another person, or otherwise be discriminated against in any athletic program of  
4 the school. Equal athletic opportunities shall be provided for members of both sexes.<sup>1</sup> Student athletes  
5 shall only be allowed to participate in athletic activities or events that align with the student's sex  
6 indicated on his/her original birth certificate.<sup>2</sup> The Director of Schools/designee shall require the  
7 parent/guardian to provide the student's original birth certificate prior to participation in any  
8 interscholastic athletics. If the original birth certificate is not available or does not indicate the student's  
9 sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of  
10 the student's sex at birth.

11 Interscholastic athletics shall be administered as a part of the regular school program and shall be the  
12 principal's responsibility. Principals shall ensure that school regulations regarding participation in a sport  
13 are reasonable. Athletic schedules shall be filed in each principal's office. The principal/designee shall  
14 accompany an athletic team on trips. Transportation of teams to athletic games is approved by the Board,  
15 provided the team's school reimburses the Board for mileage.

16 Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and control  
17 of athletics.<sup>3</sup> The Director of Schools shall develop a code of conduct for all coaches to follow in order  
18 to ensure the health and safety of athletes.<sup>4</sup>

## 19 **INSURANCE & PHYSICAL EXAMINATIONS**

20 In the event that the school's insurance provider does not extend coverage to an athlete, the athlete shall  
21 provide proof of independently secured catastrophic coverage and liability coverage, with the school  
22 district as a named insured, of not less than the limits set forth in state law.<sup>5</sup> It shall be the responsibility  
23 of the parent(s)/guardian(s) to provide health and hospitalization insurance for all students participating  
24 in interscholastic athletics.

25 Prior to participation in interscholastic athletics, every student shall complete an annual physical  
26 examination.<sup>6</sup> The parent(s)/guardian(s) of each student shall be responsible for covering the cost of the  
27 examination, and these records shall be on file in the principal's office.

## 28 **SCHEDULING CONFLICTS**

29 No principal or teacher shall dismiss his/her school or any group of students for the purpose of attending  
30 the practice of any interscholastic sport during the school day without written permission from the  
31 Board.<sup>7</sup> This does not prevent regular physical training lessons in the daily school program.

1 Students shall not be required to attend a school athletic event, or event related to participation on a  
2 school athletic team, if the event is on an official school holiday, observed day of worship, or religious  
3 holiday. The student's parent/guardian shall notify the coach in writing three (3) full school days prior  
4 to the event.<sup>8</sup>

#### 5 **SEVERE WEATHER**<sup>4</sup>

6 Severe weather is any type of weather that could impede the safety of any athlete by compromising the  
7 playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder,  
8 lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be  
9 discussed with all players, coaches, and officials, if applicable.

10 All coaches who oversee or participate in outdoor training, practice, or competition shall annually  
11 complete a heat illness prevention course approved by the Tennessee Department of Health as well as  
12 receive training on activity modifications based on environmental conditions.

#### 13 **PROHIBITION AGAINST HAZING**

14 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone, or  
15 tolerate hazing activities.<sup>9</sup>

#### 16 **HOME SCHOOL STUDENT PARTICIPATION**<sup>10</sup>

17 Home school students shall be permitted to participate in accordance with TSSAA or TMSAA  
18 guidelines. If a school is not a member with these organizations, home school students that are zoned  
19 for the school shall be permitted to participate in interscholastic athletics to the same extent as other  
20 students.

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#### Legal References

1. [34 CFR § 106.41; 20 USCA § 1681 et seq.](#)
2. [TCA 49-6-310\(a\)](#)
3. [TRR/MS 0520-01-02-.08\(1\)](#)
4. [TCA 49-6-3601](#)
5. [TCA 29-20-403](#)
6. [20 USCA § 1232h\(c\); TRR/MS 0520-01-13-.01\(1\)\(a\)](#)
7. [TCA 49-6-1002\(a\)](#)
8. [TCA 49-6-1002\(c\)](#)
9. [TCA 49-2-120](#)
10. [Public Acts of 2024, Chapter No. 639](#)

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#### Cross References

Special Use of School Vehicles 3.402  
Student Insurance Program 3.601  
Extracurricular Activities 4.300  
Attendance 6.200

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Interscholastic Athletics</b>	Descriptor Code: <b>4.301</b>	Issued Date: <b>07/23/24</b>
		Rescinds: <b>4.301</b>	Issued: <b>04/04/23</b>

## *General*

No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be treated differently from another person, or otherwise be discriminated against in any athletic program of the school. Equal athletic opportunities shall be provided for members of both sexes.<sup>1</sup> Student athletes shall only be allowed to participate in athletic activities or events that align with the student's sex indicated on his/her original birth certificate.<sup>2</sup> The Director of Schools/designee shall require the parent/guardian to provide the student's original birth certificate prior to participation in any interscholastic athletics. If the original birth certificate is not available or does not indicate the student's sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of the student's sex at birth.

Interscholastic athletics shall be administered as a part of the regular school program and shall be the principal's responsibility. Principals shall ensure that school regulations regarding participation in a sport are reasonable. Athletic schedules shall be filed in each principal's office. The principal/designee shall accompany an athletic team on trips. Transportation of teams to athletic games is approved by the Board, provided the team's school reimburses the Board for mileage.

Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and control of athletics.<sup>3</sup> The Director of Schools shall develop a code of conduct for all coaches to follow in order to ensure the health and safety of athletes.<sup>4</sup>

## **INSURANCE & PHYSICAL EXAMINATIONS**

In the event that the school's insurance provider does not extend coverage to an athlete, the athlete shall provide proof of independently secured catastrophic coverage and liability coverage, with the school district as a named insured, of not less than the limits set forth in state law.<sup>5</sup> It shall be the responsibility of the parent(s)/guardian(s) to provide health and hospitalization insurance for all students participating in interscholastic athletics.

Prior to participation in interscholastic athletics, every student shall complete an annual physical examination.<sup>6</sup> The parent(s)/guardian(s) of each student shall be responsible for covering the cost of the examination, and these records shall be on file in the principal's office.

## **SCHEDULING CONFLICTS**

No principal or teacher shall dismiss his/her school or any group of students for the purpose of attending the practice of any interscholastic sport during the school day without written permission from the Board.<sup>7</sup> This does not prevent regular physical training lessons in the daily school program.

Students shall not be required to attend a school athletic event, or event related to participation on a school athletic team, if the event is on an official school holiday, observed day of worship, or religious holiday. The student's parent/guardian shall notify the coach in writing three (3) full school days prior to the event.<sup>8</sup>

#### **SEVERE WEATHER<sup>4</sup>**

Severe weather is any type of weather that could impede the safety of any athlete by compromising the playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder, lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be discussed with all players, coaches, and officials, if applicable.

All coaches who oversee or participate in outdoor training, practice, or competition shall annually complete a heat illness prevention course approved by the Tennessee Department of Health as well as receive training on activity modifications based on environmental conditions.

#### **PROHIBITION AGAINST HAZING**

Coaches, employees, and volunteers of the school district shall not encourage, permit, condone, or tolerate hazing activities.<sup>9</sup>

#### **HOME SCHOOL STUDENT PARTICIPATION<sup>10</sup>**

Home school students shall be permitted to participate in accordance with TSSAA or TMSAA guidelines. If a school is not a member with these organizations, home school students that are zoned for the school shall be permitted to participate in interscholastic athletics to the same extent as other students.

#### **VIRTUAL SCHOOL STUDENT PARTICIPATION<sup>11</sup>**

Virtual school students shall be permitted to participate in accordance with TSSAA or TMSAA guidelines. If a school is not a member with these organizations, virtual school students that are zoned for the school shall be permitted to participate in interscholastic athletics to the same extent as other students.

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Legal References

1. [34 CFR § 106.41; 20 USCA § 1681 et seq.](#)
2. [TCA 49-6-310\(a\)](#)
3. [TRR/MS 0520-01-02-.08\(1\)](#)
4. [TCA 49-6-3601](#)
5. [TCA 29-20-403](#)
6. [20 USCA § 1232h\(c\); TRR/MS 0520-01-13-.01\(1\)\(a\)](#)
7. [TCA 49-6-1002\(a\)](#)
8. [TCA 49-6-1002\(c\)](#)
9. [TCA 49-2-120](#)
10. [TCA 49-6-3050\(e\)\(1\)\(B\)](#)
11. [Public Acts of 2025, Chapter No. 173](#)

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Cross References

Special Use of School Vehicles 3.402  
Student Insurance Program 3.601  
Extracurricular Activities 4.300  
Attendance 6.200

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term:  <b>Library Materials</b>	Descriptor Code: <b>4.403</b>	Issued Date: <b>07/23/24</b>
		Rescinds: <b>4.403</b>	Issued: <b>07/25/23</b>

## 1 *General*

2 The librarian shall be responsible for library collection development. He/she shall post the list of library  
3 materials online. Library materials shall be reviewed to ensure the content aligns with state law. Prior to  
4 the purchase of new materials, librarians shall review the age and maturity level along with the reading  
5 level of the selected items for suitability. <sup>1</sup> A list of new materials shall be reviewed by the librarian.

6 The librarian shall be responsible for periodically reviewing the district's library collection in line with  
7 the standards established below. Any materials found to be out of alignment with the standards shall be  
8 removed, and this action shall be documented in writing and presented to the Director of Schools and  
9 the Board.

## 10 **STANDARDS<sup>2</sup>**

11 The library collection shall adhere to the following criteria:

- 12 1. Materials shall be suitable for and consistent with the educational mission of the school;
- 13
- 14 2. Materials shall be appropriate for the age and maturity levels of the students who may access  
15 them. The determining factor will be based on an assessment of any mature themes or content  
16 (i.e., violence, sexual content, vulgar language, substance abuse);
- 17
- 18 3. Materials shall contain literary, historical, scientific, and/or artistic value and merit; and
- 19
- 20 4. The collection as a whole shall offer a variety of viewpoints.

21 Any materials that meet the following criteria shall be removed and excluded from the district's library  
22 collection:

- 23 1. Contains nudity, descriptions or depictions of sexual excitement, sexual conduct, excess  
24 violence, or sadomasochistic abuse as defined in state law<sup>3</sup>;
- 25
- 26 2. Are patently offensive as defined in state law; or
- 27
- 28 3. Appeal to the prurient interest as defined in state law.

29 The Board shall be notified when any library materials are challenged or removed pursuant to this policy.

## 30 **COMPLAINTS<sup>4</sup>**

1 If a complaint is made by an employee, student, or parent/guardian, the person receiving the complaint  
2 shall:

- 3 1. Inform the complainant of the selection procedures and make no commitments.
- 4
- 5 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
- 6
- 7 3. Inform the principal (and other appropriate personnel).
- 8
- 9 4. Keep challenged materials available for use during the reconsideration process.

10 Upon receipt of the completed form, the principal may notify the Director of Schools. The principal  
11 may request review of the challenged materials by an ad hoc materials review committee within thirty  
12 (30) days. If the principal appoints a review committee, it should include certified library media  
13 personnel, representatives from classroom teachers, and one or more parents.

14 After receiving the challenged materials, the following steps should occur:

- 15 1. Read, view, or listen to the contested material in its entirety;
- 16
- 17 2. Check general acceptance of the material by reading recognized and evaluative reviews;
- 18
- 19 3. Determine the extent to which the material is appropriate for the age and maturity levels of the  
20 students who have access to the materials and whether the material is suitable for, and  
21 consistent with, the educational mission of the school; and
- 22
- 23 4. Complete the appropriate Checklist for Reconsideration of Library Materials, judging the  
24 material for its strength and value.

25 The principal shall present a recommendation to the Director of Schools. The Director of Schools shall  
26 assess the findings along with the recommendation of the principal and present a recommendation to  
27 the Board.

28 The Board shall evaluate the recommendations of the principal and the Director of Schools along with  
29 the material to determine whether it is appropriate for the age and maturity levels of the students who  
30 have access to the materials and whether the material is suitable for, and consistent with, the  
31 educational mission of the school. The Board shall review the findings and affirm, overturn, or modify  
32 the decision within sixty (60) days from which the feedback was received.

### 33 **REMOVAL OF LIBRARY MATERIALS**

34 If it is determined that the material is not appropriate for the age and maturity levels of the students  
35 who have access to them or is not suitable for, and consistent with, the educational mission of the  
36 school, the material shall be removed from the library collection.

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Legal References

1. [\*Board of Education, Island Trees Union Free School District No. 26 v. Pico\*, 457 U.S. 853, 102 S. Ct. 2799 \(1982\); TCA 49-6-3803](#)
2. [Public Acts of 2024, Chapter No. 782](#)
3. [TCA 39-17-901](#)
4. [TCA 49-6-3803](#)

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Cross References

Textbooks and Instructional Materials 4.400  
School and System Websites 4.407  
Controversial Materials 4.801

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Library Materials</b>	Descriptor Code: <b>4.403</b>	Issued Date: <b>07/23/24</b>
		Rescinds: <b>4.403</b>	Issued: <b>07/25/23</b>

## *General*

The librarian shall be responsible for library collection development. He/she shall post the list of library materials online. Library materials shall be reviewed to ensure the content aligns with state law. Prior to the purchase of new materials, librarians shall review the age and maturity level along with the reading level of the selected items for suitability. <sup>1</sup> A list of new materials shall be reviewed by the librarian.

The librarian shall be responsible for periodically reviewing the district's library collection in line with the standards established below. Any materials found to be out of alignment with the standards shall be removed, and this action shall be documented in writing and presented to the Director of Schools and the Board.

## **STANDARDS<sup>2</sup>**

The library collection shall adhere to the following criteria:

1. Materials shall be suitable for and consistent with the educational mission of the school;
2. Materials shall be appropriate for the age and maturity levels of the students who may access them. The determining factor will be based on an assessment of any mature themes or content (i.e., violence, sexual content, vulgar language, substance abuse);
3. Materials shall contain literary, historical, scientific, and/or artistic value and merit; and
4. The collection as a whole shall offer a variety of viewpoints.
5. **Materials shall not be removed on the sole grounds that the item is religious.**

Any materials that meet the following criteria shall be removed and excluded from the district's library collection:

1. Contains nudity, descriptions or depictions of sexual excitement, sexual conduct, excess violence, or sadomasochistic abuse as defined in state law<sup>3</sup>;
2. Are patently offensive as defined in state law; or
3. Appeal to the prurient interest as defined in state law.

The Board shall be notified when any library materials are challenged or removed pursuant to this policy.

#### **COMPLAINTS<sup>4</sup>**

If a complaint is made by an employee, student, or parent/guardian, the person receiving the complaint shall:

1. Inform the complainant of the selection procedures and make no commitments.
2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
3. Inform the principal (and other appropriate personnel).
4. Keep challenged materials available for use during the reconsideration process.

Upon receipt of the completed form, the principal may notify the Director of Schools. The principal may request review of the challenged materials by an ad hoc materials review committee within thirty (30) days. If the principal appoints a review committee, it should include certified library media personnel, representatives from classroom teachers, and one or more parents.

After receiving the challenged materials, the following steps should occur:

1. Read, view, or listen to the contested material in its entirety;
2. Check general acceptance of the material by reading recognized and evaluative reviews;
3. Determine the extent to which the material is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school; and

4. Complete the appropriate Checklist for Reconsideration of Library Materials, judging the material for its strength and value.

The principal shall present a recommendation to the Director of Schools. The Director of Schools shall assess the findings along with the recommendation of the principal and present a recommendation to the Board.

The Board shall evaluate the recommendations of the principal and the Director of Schools along with the material to determine whether it is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school. The Board shall review the findings and affirm, overturn, or modify the decision within sixty (60) days from which the feedback was received.

### **REMOVAL OF LIBRARY MATERIALS**

If it is determined that the material is not appropriate for the age and maturity levels of the students who have access to them or is not suitable for, and consistent with, the educational mission of the school, the material shall be removed from the library collection.

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Legal References

1. [\*Board of Education, Island Trees Union Free School District No. 26 v. Pico\*, 457 U.S. 853, 102 S. Ct. 2799 \(1982\); TCA 49-6-3803](#)
2. [TCA 49-6-3803\(a\),\(b\); Public Acts of 2025, Chapter No. 270](#)
3. [TCA 39-17-901](#)
4. [TCA 49-6-3803\(e\), \(f\)](#)

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Cross References

Textbooks and Instructional Materials 4.400  
School and System Websites 4.407  
Controversial Materials 4.801

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Electronic Device / Internet / Internet Safety Acceptable Use</b>	Descriptor Code: <b>4.406</b>	Issued Date: <b>03/05/19</b>
		Rescinds: <b>4.406</b>	Issued: <b>05/03/16</b>

1 The Board supports the right of the staff and students to have reasonable access to various information  
2 formats and believes it incumbent upon staff and students to use this privilege in an appropriate and  
3 reasonable manner.

## 4 **PURPOSE**

5 The Trenton Special School District (TSSD) provides students and employee access to the Internet as  
6 a means to increase learning and productivity toward achieving 21st century literacy. The purpose of  
7 this contract is to as- sure that users recognize the procedures which the school imposes on their use  
8 of Internet, and electronic media resources. In addition, this contract requires that users agree to abide  
9 by the Trenton Special School District Board of Education policies, and stipulations of the Children's  
10 Online Protection Act 47 USC Section 231 (COPPA), the Family Education Rights and Privacy Act  
11 (FERPA), and the Children's Internet Protection Act (CIPA) as well as Laws pertaining to stalking and  
12 harassment. The policy is promulgated so as to be in compliance with the public records laws of the  
13 State of Tennessee.

## 14 **THE CONTRACT**

15 The Trenton Special School District has outlined the following guidelines as required for all  
16 technology users. The district's instructional program includes up to date content addressing Internet  
17 responsible use and safety, and parents are encouraged to discuss the same at home. The district  
18 uses the statewide ENA Blue Coat internet filter in conjunction with district managed Fortigate  
19 firewalls designed to protect students and adults from pornographic and obscene information, restrict  
20 access to materials that advocate violence or may be potentially harmful to minors, and restrict non-  
21 educational sites that consume too much bandwidth. However, it is impossible for the Trenton Special  
22 School District to completely prevent students from finding ways to access controversial materials and  
23 will not be held responsible for materials acquired on the network. Failure to follow all or part of these  
24 guidelines, or any action that may expose the Trenton Special School District to risks of unauthorized  
25 access to data, disclosure of information, legal liability, potential system failure, or compromise the  
26 safety of users is prohibited and may result in disciplinary action up to and including loss of network  
27 privileges, confiscation of computer equipment, suspension, termination of employment and/or  
28 criminal prosecution. In order to modify or rescind the agreement, the student's parent/guardian (or  
29 the student who is at least 18 years old) must provide the Director of Schools/designee with a written  
30 request.

## 31 ***Employee Compliance***

32 Before any employee is allowed use of the district's Internet or intranet access, the employee shall sign  
33 a written agreement, developed by the director/designee that sets out the terms and conditions of such  
34 use. Any employee who accesses the district's computer system for any purpose agrees to be bound  
35 by the terms of that agreement, even if no signed written agreement is on file.

1 The director of schools shall develop and implement procedures for appropriate Internet use which  
2 shall address the following:<sup>1</sup>

- 3
- 4 1. Development of the Network and Internet Use Agreement
- 5 2. General rules and ethics of Internet Access
- 6 3. Guidelines regarding appropriate instruction and oversight of student internet use.
- 7 4. Prohibited and illegal activities, which are included but not limited to the list in Section 3 of  
8 this Policy.

9 All employees must comply with the TSSD Board of Education Use of the Internet policy and these  
10 Guidelines. Every user has a responsibility to maintain and enhance the District's public image and to  
11 use District e-mail and access to the Internet in a productive and professional manner. Employees that  
12 have a school-based website must also keep all passwords secure and may not publish any  
13 inappropriate material on their website. Maintenance of teacher websites will be the sole responsibility  
14 of the individual teacher. Teacher passwords to the district network, state data sites (student  
15 management system, RANDA, etc.), or any other site where confidential information is located must  
16 never be given to any other person (students or other teachers) for any reason with the exception of the  
17 technology team when receiving assistance. Furthermore, no teacher or administrator may allow any  
18 student, any non-employee of the TSSD, nor any other unauthorized person access to the network or  
19 other educational system where student data is available. THE DISTRIBUTION OF PERSONAL  
20 STUDENT OR EMPLOYEE DATA TO UNAUTHORIZED PERSONS (WHERE STATE LAW,  
21 FEDERAL LAW, OR BOARD POLICY IS VIOLATED) IS STRICTLY PROHIBITED.

22 Teachers that allow students to use technology devices in the classroom must monitor student activity.

### 23 ***Student Compliance***

24 The Director of Schools or designee shall develop and implement procedures for appropriate internet  
25 use by students. Procedures shall address the following:<sup>1</sup>

- 26 1. General rules of internet use.
- 27 2. Prohibited and illegal activities, which are included but not limited to the list in Section 3 of  
28 this Policy.

29  
30 Users shall not attempt to make use of material or attempt to locate material which would not be  
31 acceptable in a school setting. Students will be supervised by faculty during use of online resources.  
32 All students must comply with the Trenton Special School District's Use of the Internet Policy and  
33 Acceptable Use and Internet Safety Policy and these Guidelines.

34 Students shall report to school personnel any electronically transmitted attacks in any form made by  
35 others over the Internet or local network using any Trenton Special School District technology.  
36 Students shall understand information obtained via the Internet may or may not be correct. Students  
37 may not access email at school unless they are issued an email address by the TSSD.

38 Students may only use computers or other technology devices under the supervision of TSSD teachers,  
39 teacher assistants, or administrators.

### 40 ***Prohibited Behavior (for all users of the TSSD Network)***

1 The following behaviors are not permitted on District workstations, networks, emails or internet  
2 access:

- 3 1. Sending or displaying offensive messages or pictures;
- 4 2. Organizing political campaigns;
- 5 3. Using obscene language;
- 6 4. Pornography;
- 7 5. Harassing, insulting, defaming, or attacking others;
- 8 6. Any practices that threaten the network (e.g. loading files that may introduce a virus, sending  
9 Email, Chain letters, etc.);
- 10 7. Violating copyright laws;
- 11 8. Using others' passwords or other identifier (impersonation);
- 12 9. Trespassing in others' folders, documents, or files;
- 13 10. Intentionally wasting limited resources (streaming non educational video, gaming, etc.);
- 14 11. Employing the network for commercial purposes;
- 15 12. Violating regulations prescribed by the Technology Staff/Administration;
- 16 13. Accessing social networking sites (Facebook, My Space, Twitter, etc.) UNLESS it is approved  
17 for Official School/District Use
- 18 14. Access personal email accounts, such as Hotmail accounts (Students only)
- 19 15. Accessing chat rooms unless provided by instructors of the TSSD (Students only)
- 20 16. Download any software, music, videos, games, or any other non educational material on district  
21 computers or the district network without permission from technology staff
- 22 17. Use of proxy servers or secure sites to bypass internet filters and/or firewalls
- 23 18. No one, other than the IT Department, may add a wireless access point or any other device to  
24 the network. Unauthorized devices connected to the network may be confiscated and disposed  
25 of by the IT Department.
- 26 19. Excessive printing of documents (including class sets of papers) or printing non educational  
27 materials on TSSD printers
- 28 20. Damaging computers, computer systems, or computer networks
- 29 21. Hacking or attempting unauthorized access to any computer
- 30 22. Buying or selling on the Internet may not be used for personal gain or in any illegal or unethical  
31 manner.
- 32 23. Moving technology equipment from its assigned room without the permission of the IT  
33 Department
- 34 24. Attaching any device to the domain, a switch, a computer, or any other device that can transmit  
35 a signal, disrupt the network, "hack" the network, or breach the security of TSSD's network

### 36 ***Network Security<sup>2</sup>***

37 Only users with valid TSSD network accounts are authorized to use the TSSD's network and computer  
38 equipment. Employees and students must only use their assigned network account (elementary school  
39 students will be assigned a general login). Users are prohibited from giving anyone their network  
40 password, network account information, website passwords, or email passwords other than to  
41 authorized personnel. Do not allow anyone to use a computer while you are logged in.

42 For the protection and security of Trenton Special School District data, all computers attached to the  
43 Trenton Special School District physical network (a computer located at a Trenton Special School  
44 District facility either wired or wireless), must be the property of Trenton Special School District. It is  
45 prohibited to attach a computer that is not property of the Trenton Special School District to the TSSD

1 network without first receiving approval from IT Department management. Outside electronic devices  
2 may be used for internet access without accessing the TSSD internal network.

3 Use of software designed to gain passwords or access beyond the rights assigned to a user or computer  
4 is strictly prohibited. Use of such programs risk the security of the network and is considered  
5 "hacking". The intent to control unauthorized access is a violation of State and Federal law. Violators  
6 will be prosecuted. Should you inadvertently discover passwords or any other measure used to control  
7 unauthorized access, report to supervisory personnel in the room (in the case of students) or IT  
8 personnel (in the case of staff). No student shall encrypt files or folders or attempt to hide fi les or  
9 folders stored on a network server or local workstation. Any encrypted or hidden files will be deleted.

10 All network users may be monitored at any time by authorized personnel for the purpose and  
11 inspection of compliance to these guidelines.

12 Employees of the TSSD MAY NOT give their personal wireless access code to individuals. Anyone  
13 wanting to have access to the wireless guest network must submit a request to the Technology  
14 Department.

#### 15 ***District Owned Workstation/Computer Use***

16 All employees and students are prohibited from installing/downloading any software, screensavers,  
17 toolbars, search tools, PC cleanup/optimizer tools, and virus/adware/spyware prevention tools on any  
18 computer unless authorized by a member of the IT Department. Illegal downloads or use of  
19 copyrighted software, music, videos, pictures or other files is strictly prohibited. Any desktop  
20 applications designed to limit access to students or staff, other than those used by the IT Department  
21 for network security purposes, is prohibited. Changing or tampering with any computer's system  
22 configuration is strictly prohibited.

23 All employees and students are prohibited from using any computer for illegal or commercial activity.  
24 Network administrators may review fi les and communications to maintain system integrity and to  
25 ensure that staff members are using the system responsibly. Users should not expect that fi les stored  
26 on workstations or district servers will be private.

27 No technology equipment shall be moved by anyone other than IT Department personnel unless  
28 approved by a member of the IT Department. Equipment moves must be reported to the school's office  
29 for inventory purposes.

30 Any district owned computer or other technology device is the property of the TSSD. Thus, ALL  
31 programs and any records that are transmitted or stored on said device are subject to public record.  
32 Any employee or student that has a computer or other technology device issued to them is financially  
33 responsible for said device if it is stolen or damaged due to negligence or abuse. Financial  
34 responsibility may be waived at the discretion of the Technology Coordinator or the Director of  
35 Schools.

#### 36 ***Personal Computers/Technology Devices at School***

1 Each principal will have the right to allow students to bring personal computers or other devices to  
2 school. Students may access the TSSD network and use the wireless network with personal electronic  
3 devices upon approval of the principal.

4 If access is granted, then the student MAY NOT share his/her password with any other individual. If  
5 passwords are shared, then the student may lose their right to the wireless network.

6 Employees that wish to bring personal technology devices to school and need internet access may  
7 request a password from the Technology Coordinator. Employees MAY NOT give this password to  
8 anyone else. If the password is given to others, then they may lose the privilege of the guest access to  
9 the internet.

#### 10 ***Software Purchases for Workstations/Servers***

11 Only authorized IT Department personnel will install software to the server. No one should purchase  
12 software or any other program without getting permission from the IT department in order to check for  
13 compatibility and/or requirements. The TSSD IT Department will not support any program or other  
14 software that is purchased without their permission.

#### 15 ***Viruses and Virus Protection***

16 TSSD's IT Department will provide all virus protection and related software for all workstations and  
17 servers connected to its domain as needed. Virus protection and related software will be installed by  
18 authorized IT personnel unless otherwise approved by the IT Department. Firewalls may be used in  
19 lieu of virus software in some cases.

20 The intentional spreading of messages or files containing damaging or destructive programs or data is  
21 against federal law. Violators will be prosecuted. If you feel your computer may contain a virus, please  
22 contact the IT Department immediately.

23 There are many virus hoaxes. Never delete system files from a computer in order to remove a  
24 potential virus without first checking with the IT Department to make sure the virus is valid and not a  
25 hoax. NEVER send anyone your personal passwords or other personal information.

#### 26 ***Copyright Policy***

27 All students and employees will comply with all applicable copyright laws in the use of all media and  
28 materials. All employees will model legal and ethical practice related to technology use as established  
29 in Trenton  
30 Special School District's Board of Education Internet Acceptable Use Policy.

#### 31 ***E-mail***

32 The Trenton Special School District e-mail system has been provided for the internal and external  
33 communication of employees. Responsible and ethical use of the e-mail system is required. The e-mail  
34 system may not be used for personal gain or political or in any illegal, offensive or unethical manner.  
35 The e-mail system is intended only for valid and legitimate Trenton Special School District related  
36 communication and may not disclose any confidential or proprietary District information. No e-mail or

1 other electronic communications may be sent which hides the identity of the sender or represents the  
2 sender as someone else or someone from another district.

3 All messages communicated on the District's e-mail/Internet system should contain the user's name.  
4 Students may not use District resources to establish or continue e-mail accounts through third party  
5 providers (such as Yahoo! or Hotmail) or any other nonstandard electronic mail system unless assigned  
6 by TSSD's IT Department. Trenton Special School District does reserve the right to access any e-mail  
7 for any purpose, and also for inspection for disciplinary or legal actions. All email is subject to public  
8 record. Confidential information (e.g. student data) SHOULD NOT be sent over regular email. Secure  
9 email needs to be used for confidential information.

10 Trenton Special School District reserves the right to modify these guidelines as deemed necessary in  
11 order to provide a safe and secure environment for the technological needs of employees, students, and  
12 board members. We appreciate your cooperation in following these guidelines.

13 Only members of the TSSD Technology Staff or Central Office Administration may create email  
14 accounts associated with the Trenton Special School District.

15 TSSD, at a minimum, will rely on its email provider to archive district email as the vendor's policy  
16 includes for its standard service.

### 17 ***Development and Implementation of the Internet Safety Program***

18 Each faculty member and student should be notified when changes are made to the plan. Plans will be  
19 available on the District Web Site. Teachers using technology labs or allowing students to access  
20 computers in their classrooms are responsible for monitoring student compliance. When investigations  
21 need to be completed, a request needs to be made to the Technology Director.

### 22 ***Internet Safety Instruction and Curriculum<sup>4</sup>***

23 The teachers in the TSSD that use computers in their classroom or use technology labs will instruct  
24 students concerning internet safety procedures annually and periodically remind students of proper  
25 safety procedures when using technology.

26 A safety curriculum will also be implemented in each school. The iSafe program or similar program  
27 will be provided, although not necessarily fully implemented. At a minimum, each school will teach  
28 the standards to enable the district to remain eligible for Erate funding. The curriculum will be  
29 reviewed at least annually.

30 The District will provide each school with Internet Safety Curriculum each year. It will be the  
31 responsibility of each building principal to incorporate this safety into their curriculum each year for  
32 all students.

### 33 ***Outreach Programs***

34 The TSSD will post the Internet Safety Plan and tips for staying safe when using technology on the  
35 District and School Web Sites. Copies of the Safety Plan will be sent home to parents annually.

1 Additional outreach programs that may be used are, but not limited to: newspaper ads, email campaign,  
2 and telephone calling systems.

### 3 ***Professional Development***

4 The Technology Department and the Supervisor of Instruction will search for Professional  
5 Development (PD)  
6 opportunities for faculty and staff members. Opportunities will be passed along to staff members. Staff  
7 members  
8 will also have PD in internet and technology safety in inservice training before school begins annually.

### 9 ***Internet Safety Measures<sup>2</sup>***

10 Internet safety measures shall be implemented that effectively address the following:

- 11 • Controlling access by students to inappropriate matter on the Internet and World Wide Web;
- 12 • Safety and security of students when they are using electronic mail, chat rooms, and other  
13 forms of direct electronic communications;
- 14 • Preventing unauthorized access, including "hacking" and other unlawful activities on-line;
- 15 • Unauthorized disclosure, use and dissemination of personal information regarding students;
- 16 • Restricting students' access to materials harmful to them;
- 17 • The director of schools/designee shall establish a process to ensure the district's education  
18 technology is not used for purposes prohibited by law or for accessing sexually explicit  
19 materials. The process shall include, but not be limited to:
  - 20 ○ Utilizing technology that blocks or filters Internet access (for both students and adults)  
21 to material that is obscene, child pornography or harmful to students; and
  - 22 ○ Monitoring on-line activities of students.

23 The Board shall provide reasonable public notice of, and at least one (1) public hearing or meeting to  
24 address and communicate, its Internet safety measures.

25 A written parental consent shall be required prior to the student being granted access to electronic  
26 media involving district technological resources. The required permission/agreement form, which shall  
27 specify acceptable uses, rules of on-line behavior, access privileges and penalties for policy/procedural  
28 violations, must be signed by the parent/legal guardian of minor students (those under 18 years of age)  
29 and also by the student. This document shall be executed each year and shall be valid only in the  
30 school year in which it was signed unless parent(s) provide written notice that consent is withdrawn. In  
31 order to rescind the agreement, the student's parent/guardian or the student who is at least 18 years old)  
32 must provide the director of schools with a written request.

### 33 **SOCIAL NETWORKING**

- 34 1. District staff who have a presence on social networking websites are prohibited from posting  
35 data, documents, photographs, or inappropriate information that is likely to create a material and  
36 substantial disruption of classroom activity.
- 37 2. District staff are prohibited from accessing personal social networking sites on school computers  
38 or during school hours except for legitimate instructional purposes.

- 1 3. The Board discourages district staff from socializing with students on social networking
- 2 websites. The same relationship, exchange, interaction, information, or behavior that would be
- 3 unacceptable in a non-technological medium is unacceptable when done through the use of
- 4 technology.

---

Legal References

1. TCA 39-14-602
2. Children's Internet Protection Act (Public Law 106-554)
3. TCA 10-7-512
4. TCA 49-1-221

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Cross References

- Use of Electronic Mail (e-mail) 1.805  
School and System Websites 4.407  
Controversial Materials 4.801  
Student Publications 6.704

## Click here to choose a school board.

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Use of the Internet</b>	Descriptor Code: <b>4.406</b>	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

The Board supports the right of staff and students to have reasonable access to various information formats and believes that it is incumbent upon staff and students to use this privilege in an appropriate and responsible manner.

### **EMPLOYEES**

Before any employee is allowed use of the district's internet or intranet access, the employee shall sign a written agreement, developed by the Director of Schools/designee that sets out the terms and conditions of such use. Any employee who accesses the district's computer system for any purpose agrees to be bound by the terms of that agreement, even if no signed written agreement is on file.

The Director of Schools shall develop and implement procedures for appropriate internet use which shall address the following:

1. Development of the Network and Internet Use Agreement;
2. General rules and ethics of internet access;
3. Guidelines regarding appropriate instruction and oversight of student internet use;
4. A uniform signature block for use by all district employees; and
5. Prohibited and illegal activities including, but not limited to, the following:<sup>1</sup>
  - Sending or displaying offensive messages or pictures;
  - Using obscene language;
  - Harassing, insulting, defaming, or attacking others;
  - Damaging computers, computer systems, or computer networks;
  - Hacking or attempting unauthorized access to any computer;

- Violation of copyright laws;
- Trespassing in another's folders, work, or files;
- Intentional misuse of resources;
- Using another's password or other identifier (impersonation);
- Using the network for commercial purposes; and
- Buying or selling on the internet.

## **STUDENTS**

The Director of Schools shall develop and implement procedures for appropriate internet use by students. Procedures shall address the following:

1. General rules and ethics of internet use; and
2. Prohibited or illegal activities including, but not limited to:<sup>1</sup>
  - Sending or displaying offensive messages or pictures;
  - Using obscene language;
  - Harassing, insulting, defaming, or attacking others;
  - Damaging computers, computer systems, or computer networks;
  - Hacking or attempting unauthorized access;
  - Violation of copyright laws;
  - Trespassing in another's folders, work, or files;
  - Intentional misuse of resources;
  - Using another's password or other identifier (impersonation);
  - Using the network for commercial purposes; and
  - Buying or selling on the internet.

## INTERNET SAFETY MEASURES<sup>2</sup>

Internet safety measures shall be implemented that effectively address the following:

1. Limiting the content accessible by students using the internet access provided by the district to content that is age-appropriate;
2. Protecting the safety and security of students when they are using electronic mail, chat rooms, and other forms of direct electronic communications using internet access provided by the district;
3. Preventing unauthorized access, including "hacking" and other unlawful activities by students online;
4. Restricting students' access to materials harmful to them; and
5. Preventing students from using internet access provided by the district to access websites, web applications, or software that does not protect students against the disclosure, use, or dissemination of their personal information.

The Director of Schools/designee shall establish a process to ensure the district's education technology is not used for purposes prohibited by law or for accessing sexually explicit materials. The process shall include, but not be limited to:

1. Utilizing technology that filters, blocks, or otherwise prevents internet access (for both students and adults) to material that is obscene or pornographic;<sup>3</sup>
2. Prohibiting and preventing a user from sending, receiving, viewing, or downloading materials that are deemed to be harmful to minors;<sup>4</sup>
3. Maintaining and securing a usage log; and
4. Monitoring online activities of students.<sup>2</sup>

The Board shall provide reasonable public notice of and at least one (1) public hearing or meeting to address and communicate its internet safety measures.<sup>2</sup>

A written parental consent shall be required prior to the student being granted access to electronic media involving district technological resources. The required permission/agreement form, which shall specify acceptable uses, rules of online behavior, access privileges, and penalties for policy/procedural violations, must be signed by the parent/guardian of minor students (those under 18 years of age) and also by the student. This document shall be executed each year and shall be valid only in the school year in which it was signed unless parent(s)/guardian(s) provide written notice that consent is withdrawn. In order to rescind the agreement, the student's parent/guardian (or the student who is at least 18 years old) must provide the Director of Schools with a written request.

## **EMAIL**

Users with network access shall not utilize district resources to establish electronic mail accounts through third-party providers or any other nonstandard electronic mail system. All data including email communications stored or transmitted on school district computers shall be monitored. Employees/students have no expectation of privacy with regard to such data. Email correspondence may be a public record under the public records law and may be subject to public inspection.<sup>5</sup>

## **INTERNET SAFETY INSTRUCTION<sup>6</sup>**

Students will be given appropriate instruction in internet safety as a part of any instruction utilizing computer resources. The Director of Schools shall provide adequate in-service instruction on internet safety. Parent(s)/guardian(s) and students will be provided with material to raise awareness of the dangers posed by the internet and ways in which the internet may be used safely.

## **SOCIAL NETWORKING**

1. Students are prohibited from accessing social media platforms using district internet except when expressly authorized by a teacher for educational purposes.<sup>7</sup>
2. District staff who have a presence on social networking websites are prohibited from posting data, documents, photographs, or inappropriate information that is likely to create a material and substantial disruption of classroom activity.
3. District staff are prohibited from accessing personal social networking sites on school computers or during school hours except for legitimate instructional purposes.
4. The Board discourages district staff from socializing with students on social networking websites. The same relationship, exchange, interaction, information, or behavior that would be unacceptable in a non-technological medium is unacceptable when done through the use of technology.

## **VIOLATIONS**

Violations of this policy or a corresponding administrative procedure shall be handled in accordance with the existing disciplinary procedures of the district.

## VENDOR CONTRACTS<sup>8</sup>

Prior to entering into any contract for the provision of digital or online materials created or marketed for kindergarten through grade twelve (K-12), the district shall obtain an assurance that the vendor shall adhere to state law. This determination includes ensuring that the vendor filters, blocks, or otherwise prevents access to pornography or obscenity and verifying that the technology prevents a user from sending, receiving, viewing, or downloading materials that are harmful to minors.

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### Legal References

1. [TCA 39-14-602](#)
1. [47 USCA § 254 \(h\)\(5\)\(A\) – \(C\), 254\(l\); 47 CFR § 54.520\(c\)\(1\)\(i\); 20 USCA § 7131; Public Acts of 2025, Chapter No. 195](#)
1. [TCA 49-1-221\(a\)\(1\)\(C\)\(i\)](#)
1. [TCA 39-17-901; TCA 49-1-221\(a\)\(1\)\(C\)\(ii\)](#)
1. [TCA 10-7-512](#)
1. [TCA 49-1-221\(a\)\(1\)\(E\)](#)
1. [Public Acts of 2025, Chapter No. 195](#)
1. [TCA 49-1-221\(c\)](#)

### Cross References

- Use of Email 1.805
- Use of Artificial Intelligence Programs 4.214
- School and System Websites 4.407
- Controversial Materials 4.801
- Student Publications 6.704

## Trenton Special Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Reporting Student Progress</b>	Descriptor Code: <b>4.601</b>	Issued Date: <b>05/03/16</b>
		Rescinds: <b>4.601</b>	Issued: <b>07/13/99</b>

### 1 **REPORT CARDS**

2 Student progress reports shall be provided at least once every six weeks during the school year. The  
3 reporting procedure shall be in writing and shall be uniform for all reporting periods during each school  
4 year.<sup>1</sup> Each report shall be signed by the parents and returned promptly to the school.

5 Student progress reports shall indicate the students' conduct and include information on attendance,  
6 academic progress and other information necessary to communicate effectively with the parents.

7 In addition to the regular progress reports, principals and teachers are encouraged to confer with parents  
8 on the educational progress of their children. Teachers shall consult with parents of students who are  
9 working at an unsatisfactory level or whose performance shows a sudden deterioration. Parents shall be  
10 notified by the teacher as early in the school year as possible if the retention of a student is being  
11 considered.

### 12 **DRIVER'S LICENSE REVOCATION<sup>4</sup>**

13 The director of schools/attendance director shall be responsible for complying with state laws and  
14 regulations relating to the reporting of "satisfactory academic progress", defined as making a passing  
15 grade in at least (3) full unit subjects or their equivalency at the conclusion of any grading period and  
16 "withdrawals", defined as more than (10) consecutive or (15) days total unexcused absences during  
17 single semester. The director of schools is authorized to develop procedures to ensure compliance.<sup>4</sup>

18  
19 A copy of the notice sent to the Department of Safety by the attendance director or the director of schools  
20 shall also be mailed to the student's parent or guardian.<sup>4</sup>

### 21 **PARENT CONFERENCES**

22 At least two (2) times during the school year, conferences shall be scheduled in which parents and  
23 teachers may discuss any pertinent problems or other matters of concern regarding the development and  
24 education of each student. These scheduled conferences shall not use any portion of the 180 days of  
25 classroom instruction.<sup>2</sup> The director of schools shall be responsible for scheduling and coordinating  
26 system-wide conferences.

27 Conferences shall be physically accessible to all students, parents and/or guardians.<sup>3</sup>

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Legal References

1. TRR/MS 0520-01-03-.05(3)(a); TCA 49-6-901
2. TCA 49-6-7002
3. 28 CFR § 36.201-2
4. TCA 49-6-3017

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Cross References

School Calendar 1.800  
Section 504 & ADA Grievance Procedures 1.802  
Grading System 4.600  
Staff Time Schedules 5.602  
Attendance 6.200

## **Trenton Special Board of Education**

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Reporting Student Progress</b>	Descriptor Code: <b>4.601</b>	Issued Date: <b>05/03/16</b>
		Rescinds: <b>4.601</b>	Issued: <b>07/13/99</b>

### **REPORT CARDS**

Student progress reports shall be provided at least once every six weeks during the school year. The reporting procedure shall be in writing and shall be uniform for all reporting periods during each school year.<sup>1</sup> Each report shall be signed by the parents and returned promptly to the school.

Student progress reports shall indicate the students' conduct and include information on attendance, academic progress and other information necessary to communicate effectively with the parents. For students in grades kindergarten through eight (K-8), the student's score on the most recently administered universal reading screener shall also be included along with the results of a dyslexia screener, if applicable.<sup>2</sup>

In addition to the regular progress reports, principals and teachers are encouraged to confer with parents on the educational progress of their children. Teachers shall consult with parents of students who are working at an unsatisfactory level or whose performance shows a sudden deterioration. Parents shall be notified by the teacher as early in the school year as possible if the retention of a student is being considered.

### **DRIVER'S LICENSE REVOCATION<sup>4</sup>**

The director of schools/attendance director shall be responsible for complying with state laws and regulations relating to the reporting of "satisfactory academic progress", defined as making a passing grade in at least (3) full unit subjects or their equivalency at the conclusion of any grading period and "withdrawals", defined as more than (10) consecutive or (15) days total unexcused absences during single semester. The director of schools is authorized to develop procedures to ensure compliance.<sup>4</sup>

A copy of the notice sent to the Department of Safety by the attendance director or the director of schools shall also be mailed to the student's parent or guardian.<sup>4</sup>

### **PARENT CONFERENCES**

At least two (2) times during the school year, conferences shall be scheduled in which parents and teachers may discuss any pertinent problems or other matters of concern regarding the development and education of each student. These scheduled conferences shall not use any portion of the 180 days

of classroom instruction.<sup>3</sup> The director of schools shall be responsible for scheduling and coordinating system-wide conferences.

Conferences shall be physically accessible to all students, parents and/or guardians.<sup>4</sup>

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Legal References

1. [TRR/MS 0520-01-03-.03\(5\); TCA 49-6-901](#)
2. [Public Acts of 2025, Chapter No. 330](#)
3. [TCA 49-6-7002](#)
4. [28 CFR § 36.201](#)

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Cross References

School Calendar 1.800  
Section 504 & ADA Grievance Procedures 1.802  
Grading System 4.600  
Staff Time Schedules 5.602  
Attendance 6.200

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term:  <b>Employment of Retirees</b>	Descriptor Code: <b>5.119</b>	Issued Date: <b>07/25/23</b>
		Rescinds: <b>5.119</b>	Issued: <b>09/06/22</b>

1 *General*

2 The Director of Schools may hire a retired individual if certain conditions are met as provided for in  
3 state law.

4 **EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS**

5 Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed  
6 for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers  
7 may substitute teach for additional days.

8 **GENERAL EMPLOYMENT CONTRACTS**

9 The Director of Schools may employ retired teachers. Retirement benefits will not be lost or suspended  
10 under certain conditions which include, but are not limited to, the following:<sup>2</sup>  
11

- 12 1. The retired teacher shall hold a valid license and shall not be entitled to tenure status;  
13  
14 2. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or  
15 receive medical insurance coverage; and  
16  
17 3. The salary paid to the retired teacher shall not be less than the rate of compensation set by the  
18 Board for teachers with no experience filling similar positions or more than eighty-five percent  
19 (85%) of the rate of compensation set by the Board for teachers with comparable training and  
20 years of experience filling similar positions.

21 **ADDITIONAL EMPLOYMENT OPTION FOR RETIREES<sup>3</sup>**

22 Retired members of TCRS or a similar system may be offered reemployment for up to one (1) year as  
23 a kindergarten through twelfth (K-12) grade teacher, substitute teacher, or bus driver under the  
24 following conditions:

- 1 1. The retired member has been retired for at least sixty (60) calendar days;
- 2
- 3 2. The retirement benefit payable to the retired member is reduced to seventy percent (70%) of the
- 4 retirement allowance;
- 5
- 6 3. The retired member is not drawing disability retirement benefits; and
- 7
- 8 4. The retired member can't accrue additional retirement benefits.

9 The Director of Schools shall notify TCRS of the member's reemployment and certify in writing that  
10 the retired member has the required experience and training for the position and that no other qualified  
11 persons are available to fill the position.

12 Once the retired member is hired by the district, the district shall pay TCRS as prescribed by state law.  
13 The school district shall pay to TCRS during the period of reemployment the greater of (1) a payment  
14 equal to the amount the school district would have contributed to TCRS; or (2) an amount equal to five  
15 percent (5%) of the retired member's pay rate.  
16

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Legal References

1. TCA 8-36-805
2. TCA 8-36-821
3. Public Acts of 2022, Chapter No. 821

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Cross References

Application and Employment 5.106  
Substitute Teachers 5.701

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term:  <b>Employment of Retirees</b>	Descriptor Code: <b>5.119</b>	Issued Date: <b>07/25/23</b>
		Rescinds: <b>5.119</b>	Issued: <b>09/06/22</b>

## *General*

The Director of Schools may hire a retired individual if certain conditions are met as provided for in state law. Prior to commencement of reemployment, the Director of Schools shall provide the required employment information to the Tennessee Consolidated Retirement System (TCRS). In order to be eligible for employment after retirement, a TCRS member must comply with the following:

1. The retired member must have a bona fide separation of service which includes a separation of at least sixty (60) calendar days and no previous agreement to return to work after retirement; and
2. The retired member may not accrue additional retirement benefits as a result of the member's reemployment and may not draw disability retirement benefits.

## **EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS**

Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers may substitute teach for additional days.

## **GENERAL EMPLOYMENT CONTRACTS**

The Director of Schools may employ retired teachers. Retirement benefits will not be lost or suspended under certain conditions which include, but are not limited to, the following:<sup>2</sup>

1. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
2. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or receive medical insurance coverage; and

3. The salary paid to the retired teacher shall not be less than the rate of compensation set by the Board for teachers with no experience filling similar positions or more than eighty-five percent (85%) of the rate of compensation set by the Board for teachers with comparable training and years of experience filling similar positions.

### **ADDITIONAL EMPLOYMENT OPTION FOR RETIREES<sup>3</sup>**

Retired members of TCRS or a similar system may be offered reemployment for up to one (1) year as a kindergarten through twelfth (K-12) grade teacher, substitute teacher, or bus driver under the following conditions:

1. The retired member has been retired for at least sixty (60) calendar days;
2. The retirement benefit payable to the retired member is reduced to seventy percent (70%) of the retirement allowance;
3. The retired member is not drawing disability retirement benefits; and
4. The retired member can't accrue additional retirement benefits.

The Director of Schools shall notify TCRS of the member's reemployment and certify in writing that the retired member has the required experience and training for the position and that no other qualified persons are available to fill the position.

Once the retired member is hired by the district, the district shall pay TCRS as prescribed by state law. The school district shall pay to TCRS during the period of reemployment the greater of (1) a payment equal to the amount the school district would have contributed to TCRS; or (2) an amount equal to five percent (5%) of the retired member's pay rate.

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Legal References

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Cross References

1. TCA 8-36-805 Application and Employment 5.106  
Substitute Teachers 5.701
2. TCA 8-36-821
3. Public Acts of 2022, Chapter No. 821

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Family and Medical Leave</b>	Descriptor Code: <b>5.305</b>	Issued Date: <b>07/25/23</b>
		Rescinds: <b>5.305</b>	Issued: <b>10/02/19</b>

## 1 ELIGIBILITY

2 Anyone who has been employed for at least twelve (12) months by the school district and anyone who  
3 has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for  
4 service for purposes of FMLA eligibility<sup>1</sup>) during the previous twelve (12) month period shall be eligible  
5 to use FMLA leave.<sup>2</sup>

## 6 GENERAL PRINCIPLES

7 An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a fixed  
8 calendar year for the following reasons:

- 9 1. The birth of a child;
- 10
- 11 2. The placement of a child with the employee for adoption or foster care;
- 12
- 13 3. A serious health condition of the employee that makes the employee unable to perform the  
14 essential functions of his/her job position;
- 15
- 16 4. The care of a spouse, child, or parent of the employee who has a serious health condition; and  
17
- 18 5. Any qualifying circumstances arising out of the fact that a spouse, child, or parent of the  
19 employee is on covered active duty or has been notified of an impending call or order to  
20 covered active duty in the Armed Forces.

21 An employee may substitute accrued paid leave for unpaid time. Use of accrued paid leave shall run  
22 concurrently with and be counted toward the employee's total period of FMLA leave.

## 23 MATERNITY/PATERNITY LEAVE

- 24 1. *Relationship between FMLA leave and Tennessee Maternity Leave Act* – FMLA leave shall run  
25 concurrently with leave provided under the Tennessee Maternity Act, which affords eligible  
26 employees leave for a period not to exceed four (4) months for the adoption, pregnancy,  
27 childbirth, and nursing of a newborn child.<sup>3</sup>  
28
- 29 2. *Teachers' Leave* – In accordance with state law, any teacher who goes on maternity or paternity  
30 leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave for  
31 maternity leave purposes. In order to be eligible to use sick leave, written request of the teacher  
32 accompanied by a statement from the teacher's physician verifying pregnancy shall be submitted.  
33 Upon verification by a written statement from an adoption agency or other entity handling an  
34 adoption, a teacher may also be allowed to use accumulated leave for adoption of a child. If both

1 adoptive parents are teachers employed by the district, however, only one (1) parent is entitled  
2 to use such leave.<sup>4</sup>

- 3  
4 3. Spouses who are both eligible employees of the school district are limited to a combined total of  
5 twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is taken  
6 for the birth and care of a newborn child, for the placement of a child for adoption or foster care,  
7 or to care for a parent who has a serious health condition. Under certain circumstances, spouses  
8 who share leave for the birth or adoption of a child may be eligible for limited amounts of  
9 additional leave for other qualifying FMLA reasons.<sup>5</sup>

- 10  
11 4. *Paid Parental Leave* – Under state law, an additional six (6) work weeks of paid leave is available  
12 to eligible employees after a birth, stillbirth, or adoption of a newly placed minor child. An  
13 eligible employee taking leave under this provision shall not be required to utilize any other type  
14 of accrued leave during this period. Eligible employees include teachers, principals, supervisors,  
15 or other individuals required by law to hold a valid license of qualification for employment who  
16 have been employed with a school district full time for at least twelve (12) consecutive months.

17  
18 Employees shall provide notice to the school district thirty (30) days prior to the intended use of  
19 the leave. If the employee learns about the need for leave less than thirty (30) days in advance,  
20 the employee shall give notice as soon as reasonably possible in order to be eligible for the paid  
21 leave. This paid leave does not need to be taken consecutively; however, the paid leave shall be  
22 used within twelve (12) months of the qualifying event. The leave shall run concurrently with  
23 FMLA leave.<sup>6</sup>

## 24 LEAVE FOR A SERIOUS HEALTH CONDITION<sup>7</sup>

25 Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when he/she  
26 is unable to work because of a serious health condition or to care for an immediate family member with  
27 a serious health condition. Employees shall contact Human Resources to determine if the reason for  
28 leave qualifies as FMLA leave. If the leave is foreseeable, the employee shall give thirty (30) days'  
29 notice. If the leave is not foreseeable, the employee shall notify Human Resources as soon as practicable,  
30 generally, either the same or next business day.

## 31 LEAVE FOR MILITARY FAMILY MEMBERS

- 32 1. *Qualifying Exigency Leave*<sup>8</sup> - Eligible employees are entitled to up to twelve (12) workweeks  
33 of leave because of any qualifying exigency arising out of the fact that the spouse, son,  
34 daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has been  
35 notified of an impending call to active duty, or has been notified of an impended call to active  
36 duty status in the Armed Forces. Qualifying exigencies may include:

- 37  
38 a. Issues arising from the service member's short notice deployment;  
39 b. Military events and related activities (e.g., official ceremonies, support programs);  
40 c. Making or updating financial and legal arrangements;  
41 d. Attending counseling;  
42 e. Taking up to fifteen (15) days leave to spend time with a covered service member who  
43 is on short-term rest and recuperation leave during deployment; or

1 f. Attending post-deployment activities.

- 2
- 3 2. *Military Caregiver Leave*<sup>9</sup> - An eligible employee who is the spouse, son, daughter, parent, or  
4 next of kin of a covered service member or covered veteran with a serious injury or illness is  
5 entitled to up to twenty-six (26) workweeks of leave in a single twelve (12) month period. A  
6 covered service member is a current member of the Armed Forces, including a member of the  
7 National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is  
8 otherwise in out-patient status, or is otherwise on the temporary disability retired list for a serious  
9 injury or illness.

10

11 A covered veteran is an individual who was a member of the Armed Forces at any time during  
12 the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy  
13 that has a serious injury or illness who is currently receiving medical treatment, recuperation, or  
14 therapy.

15

16 The single twelve (12) month period for military caregiver leave begins on the first day the  
17 employee takes leave for this reason and ends twelve (12) months later. An eligible employee is  
18 limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered  
19 service member. The maximum of twenty-six (26) workweeks may include no more than twelve  
20 (12) workweeks of leave that is taken for the birth and care of a newborn child, for the placement  
21 of a child for adoption or foster care, for care of a parent who has a serious health condition, or  
22 for the employee's own serious health condition.

## 23 **INTERMITTENT LEAVE**<sup>10</sup>

24 Eligible employees may take FMLA leave intermittently when medically necessary to care for a  
25 seriously ill family member, because of the employee's own serious health condition, or for the care for  
26 a newborn, a newly adopted child, or a newly placed foster care child. When an employee requests  
27 foreseeable leave for planned medical treatment and the employee would be on leave for greater than  
28 twenty percent (20%) of the total number of working days in the period during which the leave would  
29 extend, the school district may require that such employee elect either to take the leave for periods of a  
30 particular duration, not to exceed the duration of the planned medical treatment, or to transfer temporarily  
31 to an available alternative position offered by the school district for which the employee is qualified and  
32 that has equivalent pay and benefits and better accommodates recurring periods of leave.

## 33 **RESTRICTIONS**

### 34 1. Notice Requirements

- 35
- 36 a. *Employee Notice*<sup>11</sup>- For foreseeable leave, the employee shall provide the Director of  
37 Schools with at least thirty (30) days written notice before the beginning of the anticipated  
38 leave.
- 39
- 40 b. *District Notice* - Once it has been established that the leave requested qualifies for  
41 FMLA, the Director of Schools/designee shall notify the employee within three (3)  
42 business days (absent extenuating circumstances) that any leave taken pursuant to state  
43 leave statutes (paid vacation leave, personal leave, sick leave, or workers'  
44 compensation) shall run concurrently with FMLA leave.<sup>12</sup> The notice may be given

1 orally or in writing. If the notice is oral, it shall be confirmed in writing, no later than  
2 the following pay day.<sup>13</sup>

3  
4 2. Certification Requirement<sup>14</sup>

- 5  
6 a. The Director of Schools may require that a request for leave be supported by  
7 certification issued by a health care provider with the following information:  
8  
9 i. The date on which the serious health condition commenced;  
10 ii. The probable duration of the condition;  
11 iii. The appropriate medical facts within the knowledge of the health care provider  
12 regarding the condition; and  
13 iv. A statement that the eligible employee is needed to care for the son, daughter,  
14 spouse, or parent and an estimate of the amount of time that such employee is  
15 needed.  
16  
17 b. If there is any reason to doubt the validity of the certification provided, the Director of  
18 Schools may require, at the expense of the school district, an opinion of a second health  
19 care provider.  
20

21 3. Period Near the End of an Academic Term (Professional Employees)<sup>15</sup>

- 22  
23 a. If leave is taken more than five (5) weeks prior to the end of the term, the Director of  
24 Schools may require the employee to continue taking leave until the end of the term if  
25 the leave is at least three (3) weeks of duration and the return of employment would  
26 occur during the three (3) week period before the end of the term.  
27  
28 b. If the leave is taken five (5) weeks prior to the end of the term, the Director of Schools  
29 may require the employee to continue taking leave until the end of the term if the leave  
30 is greater than two (2) weeks duration and the return to employment would occur during  
31 the two (2) week period before the end of the term.

32 **REQUIREMENTS OF THE BOARD**<sup>16</sup>

- 33 1. The employee shall be restored to the same position of employment or an equivalent position  
34 with no loss of benefits, pay, or other terms of employment.  
35  
36 2. The employee shall be kept under any group health plan for the duration of the leave.  
37  
38 3. The Board may recover the premium paid under the following conditions:  
39  
40 a. The employee fails to return from leave after the period of leave has expired; and  
41  
42 b. The employee fails to return to work for a reason other than the continuation,  
recurrence, or onset of a serious health condition or other circumstances beyond the  
control of the employee.

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Legal References

1. *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at \*1—10 (6th Cir. Oct. 17, 2000)
2. 29 USCA § 2601, 2611—2619
3. TCA 49-5-702; TCA 4-21-408
4. TCA 49-5-710(a)(2); TCA 8-50-802(a)(4)
5. 29 CFR § 825.120(a)(3)
6. Public Acts of 2023, Chapter No. 399
7. 29 CFR § 825.113
8. 29 CFR § 825.126
9. 29 CFR § 825.124; 29 CFR § 825.127
10. 29 CFR § 825.202
11. 29 CFR § 825.302-825.304
12. 29 CFR § 825.207
13. OP Tenn. Atty Gen 94-006 (Jan 13, 1994); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)
14. 29 CFR § 825.305-825.313
15. 29 CFR § 825.602
16. 29 USCA § 2614

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Cross References

- Sick Leave 5.302  
Long-Term Leaves of Absence 5.304

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Family and Medical Leave</b>	Descriptor Code: <b>5.305</b>	Issued Date: <b>07/25/23</b>
		Rescinds: <b>5.305</b>	Issued: <b>10/02/19</b>

## ELIGIBILITY

Anyone who has been employed for at least twelve (12) months by the school district and anyone who has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for service for purposes of FMLA eligibility<sup>1</sup>) during the previous twelve (12) month period shall be eligible to use FMLA leave.<sup>2</sup>

## GENERAL PRINCIPLES

An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a fixed calendar year for the following reasons:

1. The birth of a child;
2. The placement of a child with the employee for adoption or foster care;
3. A serious health condition of the employee that makes the employee unable to perform the essential functions of his/her job position;
4. The care of a spouse, child, or parent of the employee who has a serious health condition; and
5. Any qualifying circumstances arising out of the fact that a spouse, child, or parent of the employee is on covered active duty or has been notified of an impending call or order to covered active duty in the Armed Forces.

An employee may substitute accrued paid leave for unpaid time. Use of accrued paid leave shall run concurrently with and be counted toward the employee's total period of FMLA leave.

## MATERNITY/PATERNITY LEAVE

1. *Relationship between FMLA leave and Tennessee Maternity Leave Act* – FMLA leave shall run concurrently with leave provided under the Tennessee Maternity Act, which affords eligible employees leave for a period not to exceed four (4) months for the adoption, pregnancy,

childbirth, and nursing of a newborn child.<sup>3</sup>

2. *Teachers' Leave* – In accordance with state law, any teacher who goes on maternity or paternity leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave for maternity leave purposes. In order to be eligible to use sick leave, written request of the teacher accompanied by a statement from the teacher's physician verifying pregnancy shall be submitted. Upon verification by a written statement from an adoption agency or other entity handling an adoption, a teacher may also be allowed to use accumulated leave for adoption of a child. If both adoptive parents are teachers employed by the district, however, only one (1) parent is entitled to use such leave.<sup>4</sup>
  
3. Spouses who are both eligible employees of the school district are limited to a combined total of twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is taken for the birth and care of a newborn child, for the placement of a child for adoption or foster care, or to care for a parent who has a serious health condition. Under certain circumstances, spouses who share leave for the birth or adoption of a child may be eligible for limited amounts of additional leave for other qualifying FMLA reasons.<sup>5</sup>
  
4. *Paid Parental Leave* – Under state law, an additional six (6) work weeks of paid leave is available to eligible employees after a birth, stillbirth, or adoption of a newly placed minor child. An eligible employee taking leave under this provision shall not be required to utilize any other type of accrued leave during this period. Eligible employees include teachers, principals, supervisors, or other individuals required by law to hold a valid license of qualification for employment and who meet the following requirements:
  - a. Possess a valid license or an emergency credential issued by the Department of Education per TCA 49-5-106, required for the position the employee holds;
  - b. Have been employed with the district full time for at least twelve (12) consecutive months in a position for which the employee is required by law to hold the license or an emergency credential referenced above at the time of the qualifying event; and
  - c. Have held a valid license or an emergency credential issued by the Department of Education per TCA 49-5-106 for the entire twelve consecutive months of fulltime employment.

Employees shall provide notice to the school district thirty (30) days prior to the intended use of the leave. If the employee learns about the need for leave less than thirty (30) days in advance, the employee shall give notice as soon as reasonably possible in order to be eligible for the paid leave. This paid leave does not need to be taken consecutively; however, the paid leave shall be used within twelve (12) months of the qualifying event. The leave shall run concurrently with FMLA leave.<sup>6</sup>

### **LEAVE FOR A SERIOUS HEALTH CONDITION<sup>7</sup>**

Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when he/she is unable to work because of a serious health condition or to care for an immediate family member with a serious health condition. Employees shall contact Human Resources to determine if the reason for leave qualifies as FMLA leave. If the leave is foreseeable, the employee shall give thirty (30) days' notice. If the leave is not foreseeable, the employee shall notify Human Resources as soon as practicable, generally, either the same or next business day.

### **LEAVE FOR MILITARY FAMILY MEMBERS**

1. *Qualifying Exigency Leave<sup>8</sup>* - Eligible employees are entitled to up to twelve (12) workweeks of leave because of any qualifying exigency arising out of the fact that the spouse, son, daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has been notified of an impending call to active duty, or has been notified of an impended call to active duty status in the Armed Forces. Qualifying exigencies may include:
  - a. Issues arising from the service member's short notice deployment;
  - b. Military events and related activities (e.g., official ceremonies, support programs);
  - c. Making or updating financial and legal arrangements;
  - d. Attending counseling;
  - e. Taking up to fifteen (15) days leave to spend time with a covered service member who is on short-term rest and recuperation leave during deployment; or
  - f. Attending post-deployment activities.
  
2. *Military Caregiver Leave<sup>9</sup>* - An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member or covered veteran with a serious injury or illness is entitled to up to twenty-six (26) workweeks of leave in a single twelve (12) month period. A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is

otherwise in out-patient status, or is otherwise on the temporary disability retired list for a serious injury or illness.

A covered veteran is an individual who was a member of the Armed Forces at any time during the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy that has a serious injury or illness who is currently receiving medical treatment, recuperation, or therapy.

The single twelve (12) month period for military caregiver leave begins on the first day the employee takes leave for this reason and ends twelve (12) months later. An eligible employee is limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered service member. The maximum of twenty-six (26) workweeks may include no more than twelve (12) workweeks of leave that is taken for the birth and care of a newborn child, for the placement of a child for adoption or foster care, for care of a parent who has a serious health condition, or for the employee's own serious health condition.

## **INTERMITTENT LEAVE<sup>10</sup>**

Eligible employees may take FMLA leave intermittently when medically necessary to care for a seriously ill family member, because of the employee's own serious health condition, or for the care for a newborn, a newly adopted child, or a newly placed foster care child. When an employee requests foreseeable leave for planned medical treatment and the employee would be on leave for greater than twenty percent (20%) of the total number of working days in the period during which the leave would extend, the school district may require that such employee elect either to take the leave for periods of a particular duration, not to exceed the duration of the planned medical treatment, or to transfer temporarily to an available alternative position offered by the school district for which the employee is qualified and that has equivalent pay and benefits and better accommodates recurring periods of leave.

## **RESTRICTIONS**

### **1. Notice Requirements**

- a. *Employee Notice*<sup>11</sup>- For foreseeable leave, the employee shall provide the Director of Schools with at least thirty (30) days written notice before the beginning of the anticipated leave.
- b. *District Notice* - Once it has been established that the leave requested qualifies for FMLA, the Director of Schools/designee shall notify the employee within three (3) business days (absent extenuating circumstances) that any leave taken pursuant to state

leave statutes (paid vacation leave, personal leave, sick leave, or workers' compensation) shall run concurrently with FMLA leave.<sup>12</sup> The notice may be given orally or in writing. If the notice is oral, it shall be confirmed in writing, no later than the following pay day.<sup>13</sup>

## 2. Certification Requirement<sup>14</sup>

- a. The Director of Schools may require that a request for leave be supported by certification issued by a health care provider with the following information:
  - i. The date on which the serious health condition commenced;
  - ii. The probable duration of the condition;
  - iii. The appropriate medical facts within the knowledge of the health care provider regarding the condition; and
  - iv. A statement that the eligible employee is needed to care for the son, daughter, spouse, or parent and an estimate of the amount of time that such employee is needed.
- b. If there is any reason to doubt the validity of the certification provided, the Director of Schools may require, at the expense of the school district, an opinion of a second health care provider.

## 3. Period Near the End of an Academic Term (Professional Employees)<sup>15</sup>

- a. If leave is taken more than five (5) weeks prior to the end of the term, the Director of Schools may require the employee to continue taking leave until the end of the term if the leave is at least three (3) weeks of duration and the return of employment would occur during the three (3) week period before the end of the term.
- b. If the leave is taken five (5) weeks prior to the end of the term, the Director of Schools may require the employee to continue taking leave until the end of the term if the leave is greater than two (2) weeks duration and the return to employment would occur during the two (2) week period before the end of the term.

**REQUIREMENTS OF THE BOARD<sup>16</sup>**

1. The employee shall be restored to the same position of employment or an equivalent position with no loss of benefits, pay, or other terms of employment.
2. The employee shall be kept under any group health plan for the duration of the leave.
3. The Board may recover the premium paid under the following conditions:
  - a. The employee fails to return from leave after the period of leave has expired; and
  - b. The employee fails to return to work for a reason other than the continuation, recurrence, or onset of a serious health condition or other circumstances beyond the control of the employee.

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Legal References

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Cross References

1. *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at \*1—10 (6th Cir. Oct. 17, 2000) Sick Leave 5.302  
Long-Term Leaves of Absence 5.304
2. 29 USCA § 2601, 2611—2619
3. TCA 49-5-702; TCA 4-21-408
4. TCA 49-5-710(a)(2); TCA 8-50-802(a)(4)
5. 29 CFR § 825.120(a)(3)
6. Public Acts of 2023, Chapter No. 399
7. 29 CFR § 825.113
8. 29 CFR § 825.126
9. 29 CFR § 825.124; 29 CFR § 825.127
10. 29 CFR § 825.202
11. 29 CFR § 825.302-825.304
12. 29 CFR § 825.207
13. OP Tenn. Atty Gen 94-006 (Jan 13, 1994); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)
14. 29 CFR § 825.305-825.313
15. 29 CFR § 825.602
16. 29 USCA § 2614

## Trenton Special Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Discrimination / Harassment of Employees (Sexual, Racial, Ethnic, Religious)</b>	Descriptor Code: <b>5.500</b>	Issued Date: <b>04/07/16</b>
		Rescinds: <b>5.500</b>	Issued: <b>07/13/99</b>

1 Employees shall be provided a work environment free from sexual, racial, ethnic and religious  
 2 discrimination/ harassment. It shall be a violation of this policy for any employee or any student to  
 3 discriminate against or harass an employee through disparaging conduct or communication that is  
 4 sexual, racial, ethnic or religious in nature. The following guidelines are set forth to protect  
 5 employees from discrimination/ harassment.

6 Employee discrimination/harassment will not be tolerated.<sup>1</sup> Discrimination/harassment is defined as  
 7 conduct, advances, gestures or words either written or spoken of a sexual, racial, ethnic or religious  
 8 nature which:

- 9 1. Unreasonably interfere with the individual's work or performance; or
- 10 2. Create an intimidating, hostile or offensive work environment; or
- 11 3. Imply that submission to such conduct is made an explicit or implicit term of employment;
- 12 4. Imply that submission to or rejection of such conduct will be used as a basis for an employment  
 13 decision affecting the harassed employee.

14  
 15 Alleged victims of sexual, racial, ethnic and religious discrimination/harassment shall report these  
 16 incidents immediately.<sup>2</sup> This report should be made to the immediate supervisor except when the  
 17 immediate supervisor is the offending party. If the immediate supervisor is the offending party, the report  
 18 may be made to the Federal Rights Coordinator or the district investigators. Allegations of  
 19 discrimination/ harassment shall be fully investigated (as set forth in *Complaints and Grievances 5.500*).  
 20 An oral complaint may be submitted, however, such complaint must be reduced to writing to  
 21 ensure a more complete investigation. The complaint should include the following information:

- 22 1. Identity of the alleged victim and person accused;
- 23 2. Location, date, time and circumstances surrounding the alleged incident;
- 24 3. Description of what happened;
- 25 4. Identity of witnesses; and
- 26 5. Any other evidence available.

27  
 28 The privacy and anonymity of all parties and witnesses to complaints will be respected. However,  
 29 because an individual's need for confidentiality must be balanced with obligations to cooperate  
 30 with police investigations or legal proceedings, to provide due process to the accused, to conduct a  
 31 thorough investigation or to take necessary action to resolve a complaint, the identity of parties and  
 32 witnesses may be disclosed in appropriate circumstances to individuals with a need to know.

33 A substantiated charge against an employee shall result in disciplinary action up to and including  
 34 termination. A substantiated charge against a student may result in corrective or disciplinary action up  
 35 to and including suspension.

1 There will be no retaliation against any person who reports discrimination/harassment or participates  
2 in an investigation. However, any employee who refuses to cooperate or gives false information  
3 during the course of any investigation may be subject to disciplinary action. The willful filing of a  
4 false report will itself be considered harassment and will be treated as such.

5 An employee disciplined for violation of this policy may appeal the decision by contacting the  
6 Federal Rights Coordinator or the district investigators.

7

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Legal References

1. 29 CFR §1604.11
2. 20 USCS § 1681

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Cross References

Appeals To & Appearances Before the Board 1.404  
Complaints and Grievances 5.501  
Sexual Harassment Complaint –  
Notes to the Investigator 5.500.1  
(AP)  
Investigative Report 5.500.2 (AP)

3.

## Trenton Special Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Discrimination / Harassment of Employees (Sexual, Racial, Ethnic, Religious)</b>	Descriptor Code: <b>5.500</b>	Issued Date: <b>04/07/16</b>
		Rescinds: <b>5.500</b>	Issued: <b>07/13/99</b>

Employees shall be provided a work environment free from sexual, racial, ethnic and religious discrimination/ harassment (including the definition of antisemitism found in policy 4.100). It shall be a violation of this policy for any employee or any student to discriminate against or harass an employee through disparaging conduct or communication that is sexual, racial, ethnic or religious in nature.

Employee discrimination/harassment will not be tolerated.<sup>1</sup> Discrimination/harassment is defined as conduct, advances, gestures or words either written or spoken of a sexual, racial, ethnic or religious nature which:

1. Unreasonably interfere with the individual's work or performance; or
2. Create an intimidating, hostile or offensive work environment; or
3. Imply that submission to such conduct is made an explicit or implicit term of employment;
4. Imply that submission to or rejection of such conduct will be used as a basis for an employment decision affecting the harassed employee.

Alleged victims of sexual, racial, ethnic and religious discrimination/harassment shall report these incidents immediately.<sup>2</sup> This report should be made to the immediate supervisor except when the immediate supervisor is the offending party. If the immediate supervisor is the offending party, the report may be made to the Federal Rights Coordinator or the district investigators. Allegations of discrimination/ harassment shall be fully investigated. An oral complaint may be submitted, however, such complaint must be reduced to writing to ensure a more complete investigation. The complaint should include the following information:

1. Identity of the alleged victim and person accused;
2. Location, date, time and circumstances surrounding the alleged incident;
3. Description of what happened;
4. Identity of witnesses; and
5. Any other evidence available.

The privacy and anonymity of all parties and witnesses to complaints will be respected. However, because an individual's need for confidentiality must be balanced with obligations to cooperate

with police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough investigation or to take necessary action to resolve a complaint, the identity of parties and witnesses may be disclosed in appropriate circumstances to individuals with a need to know.

A substantiated charge against an employee shall result in disciplinary action up to and including termination. A substantiated charge against a student may result in corrective or disciplinary action up to and including suspension.

There will be no retaliation against any person who reports discrimination/harassment or participates in an investigation. However, any employee who refuses to cooperate or gives false information during the course of any investigation may be subject to disciplinary action. The willful filing of a false report will itself be considered harassment and will be treated as such.

An employee disciplined for violation of this policy may appeal the decision by contacting the Federal Rights Coordinator or the district investigators.

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Legal References

1. 29 CFR §1604.11
2. 20 USCS § 1681

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Cross References

Appeals To & Appearances Before the Board 1.404  
Complaints and Grievances 5.501  
Sexual Harassment Complaint –  
Notes to the Investigator 5.500.1  
(AP)  
Investigative Report 5.500.2 (AP)

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Substitute Teachers</b>	Descriptor Code: <b>5.701</b>	Issued Date: <b>07/23/24</b>
		Rescinds: <b>5.701</b>	Issued: <b>09/06/22</b>

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies  
2 until a licensed teacher is available.<sup>1,2</sup> Substitute teachers may be employed and paid directly by the  
3 Board or by a third-party employer through an agreement between such third-party employer and the  
4 Board.

5 Substitute teachers employed by third party entities shall be subject to the same unemployment benefit  
6 eligibility conditions as substitute teachers employed directly by the Board.<sup>2</sup>

## 7 APPLICATION/QUALIFICATIONS

8 Criminal history record checks and fingerprinting of applicants for substitute teaching are required.<sup>3</sup>

9 Applicants with revoked or suspended licenses or certificates according to the State Board of Education  
10 shall not be hired.<sup>4</sup>

11 Qualifications for substitute teachers shall be determined by the Director of Schools in compliance with  
12 board policy, state laws, and State Board of Education rules and regulations.

13 A list of substitute teacher(s) will be prepared by the Instructional Supervisor who will maintain file(s)  
14 which may include transcripts, credentials, recommendations, and other pertinent information.

## 15 COMPENSATION

16 If employed directly by the district, the compensation of substitute teachers shall be determined annually  
17 by the Board.

18 Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same  
19 as a retired substitute teacher with an active teaching license. This only applies to teachers who retired  
20 after July 1, 2011 through July 1, 2016.<sup>5</sup>

## 21 CERTIFICATION

22 When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a  
23 substitute teacher shall possess a teaching certificate with endorsement in the discipline(s) to be taught  
24 or shall be a retired teacher that held the appropriate endorsement.<sup>6</sup> When substituting for a teacher  
25 without sick leave, the substitute shall be certified and paid according to the state salary schedule.<sup>1</sup>

## 26 EMERGENCY NEEDS

1 All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency situations.  
2 Emergency use shall be defined as less than a full day due to the regular or substitute teacher being  
3 unable to arrive on time or remain for the full day.

4 Said substitutes shall receive the proportionate equivalent salary regular substitute teachers would  
5 receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay  
6 for both positions at the same time.

## 7 **TRAINING AND ORIENTATION**

8 The Director of Schools shall be responsible for ensuring that there are appropriate training and  
9 development programs for substitute teachers that includes the annual school safety training required by  
10 state law.<sup>7</sup>

## 11 **RESPONSIBILITIES**

12 Substitute teachers shall assume the same responsibilities as the regular teacher, including but not limited  
13 to, bus duty and playground supervision.

## 14 **RE-EMPLOYMENT/TERMINATION**

15 On an annual basis, the Director of Schools, with input from the principals, shall determine which  
16 substitute teachers performed at an acceptable level. Substitute teachers who performed below an  
17 acceptable level shall not be re-employed.

18 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying  
19 the principal and/or third-party employer if they wish to terminate their service as substitutes.

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### Legal References

1. [TRR/MS 0520-01-02-.04\(5\)](#)
2. [TCA 49-5-709](#)
3. [TCA 49-5-413\(a\)\(2\)](#)
4. [TCA 49-2-203\(a\)\(14\)\(C\)](#)
5. [TCA 49-3-312\(b\)](#)
6. [TCA 49-3-312\(a\); TRR/MS 0520-01-02-.04\(5\)\(b\)](#)
7. [Public Acts of 2024, Chapter No. 735; TCA 49-6-805\(7\)](#)

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### Cross References

- Background Investigations 5.118  
Employment of Retirees 5.119

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Substitute Teachers</b>	Descriptor Code: <b>5.701</b>	Issued Date: <b>07/23/24</b>
		Rescinds: <b>5.701</b>	Issued: <b>09/06/22</b>

Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies until a licensed teacher is available.<sup>1,2</sup> Substitute teachers may be employed and paid directly by the Board or by a third-party employer through an agreement between such third-party employer and the Board.

Substitute teachers employed by third party entities shall be subject to the same unemployment benefit eligibility conditions as substitute teachers employed directly by the Board.<sup>2</sup>

## APPLICATION/QUALIFICATIONS

Criminal history record checks and fingerprinting of applicants for substitute teaching are required.<sup>3</sup>

Applicants with revoked or suspended licenses or certificates according to the State Board of Education shall not be hired.<sup>4</sup>

Qualifications for substitute teachers shall be determined by the Director of Schools in compliance with board policy, state laws, and State Board of Education rules and regulations.

A list of substitute teacher(s) will be prepared by the Instructional Supervisor who will maintain file(s) which may include transcripts, credentials, recommendations, and other pertinent information.

## COMPENSATION

If employed directly by the district, the compensation of substitute teachers shall be determined annually by the Board.

Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same as a retired substitute teacher with an active teaching license. This only applies to teachers who retired after July 1, 2011 through July 1, 2016.<sup>5</sup>

## CERTIFICATION

When substituting for a regular teacher who has been absent for **thirty (30)** consecutive days, a substitute teacher shall possess a teaching certificate with endorsement in the discipline(s) to be taught or shall be a retired teacher that held the appropriate endorsement.<sup>6</sup> When substituting for a teacher without sick leave, the substitute shall be certified and paid according to the state salary schedule.<sup>1</sup>

## **EMERGENCY NEEDS**

All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency situations. Emergency use shall be defined as less than a full day due to the regular or substitute teacher being unable to arrive on time or remain for the full day.

Said substitutes shall receive the proportionate equivalent salary regular substitute teachers would receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay for both positions at the same time.

## **TRAINING AND ORIENTATION**

The Director of Schools shall be responsible for ensuring that there are appropriate training and development programs for substitute teachers that includes the annual school safety training required by state law.<sup>7</sup>

## **RESPONSIBILITIES**

Substitute teachers shall assume the same responsibilities as the regular teacher, including but not limited to, bus duty and playground supervision.

## **RE-EMPLOYMENT/TERMINATION**

On an annual basis, the Director of Schools, with input from the principals, shall determine which substitute teachers performed at an acceptable level. Substitute teachers who performed below an acceptable level shall not be re-employed.

All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying the principal and/or third-party employer if they wish to terminate their service as substitutes.

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Legal References

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Cross References

- 1. [TRR/MS 0520-01-02-.04\(5\)](#) Background Investigations 5.118
- 1. [TCA 49-5-709](#) Employment of Retirees 5.119
- 1. [TCA 49-5-413\(a\)\(2\)](#)
- 1. [TCA 49-2-203\(a\)\(14\)\(C\)](#)
- 1. [TCA 49-3-312\(b\)](#)
- 1. [TCA 49-3-312\(a\); TRR/MS 0520-01-02-.04\(5\)\(b\)](#)
- 1. [Public Acts of 2024, Chapter No. 735; TCA 49-6-805\(7\)](#)

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Interrogations and Searches</b>	Descriptor Code: <b>6.303</b>	Issued Date: <b>02/09/21</b>
		Rescinds: <b>6.303</b>	Issued: <b>10/02/07</b>

## 1 INTERROGATIONS BY SCHOOL PERSONNEL

2 Students may be questioned by teachers or principals about any matter pertaining to the operation of a  
3 school and/or the enforcement of its rules. Questioning shall be conducted discreetly and under  
4 circumstances which will avoid unnecessary embarrassment to the student. Any student answering  
5 falsely or evasively or refusing to answer a question may be subject to disciplinary action, including  
6 suspension.

7 If a student is suspected or accused of misconduct or infraction of the student code of conduct, the  
8 principal may interrogate the student without the presence of parent(s)/guardian(s).

## 9 INTERROGATIONS BY POLICE (AT ADMINISTRATOR'S REQUEST)

10 If the principal has requested assistance by law enforcement to investigate a crime involving his/her  
11 school, the police may interrogate a student suspect in school during school hours. The principal shall  
12 first attempt to notify the parent(s)/guardian(s) of the student unless circumstances require otherwise.  
13 However, the interrogation may proceed without attendance of the parent(s)/guardian(s), but the  
14 principal/designee shall be present during the interrogation.<sup>1</sup>

## 15 POLICE-INITIATED INTERROGATIONS

16 If the police deem circumstances of sufficient urgency to interrogate students at school for unrelated  
17 crimes committed outside of school hours, the police department should first contact the principal  
18 regarding the planned interrogation and inform him/her of the probable cause to investigate. The  
19 principal shall make reasonable efforts to notify the parent(s)/guardian(s) of the interrogation unless  
20 circumstances require otherwise. The interrogation may proceed without attendance of the  
21 parent(s)/guardian(s), but the principal/designee shall be present during the interrogation.

## 22 SEARCHES BY SCHOOL PERSONNEL

23 In order to ensure a safe and secure learning environment, the Director of Schools shall develop  
24 procedures regarding the searching of students, lockers, vehicles, and containers which are consistent  
25 with state law. The Director of Schools shall develop additional procedures to ensure compliance with  
26 all of the provisions of the School Security Act of 1981.<sup>1,2</sup>

Legal References

1. TCA 49-6-4203(b)
2. TCA 49-6-4201 *et seq.*; 2014 Tenn. Op. Att’y Gen. 14-21

Cross References

Traffic and Parking Controls 3.403  
Procedural Due Process 6.302  
Reporting Child Abuse 6.409

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Questioning Students and Searches</b>	Descriptor Code: <b>6.303</b>	Issued Date: <b>02/09/21</b>
		Rescinds: <b>6.303</b>	Issued: <b>10/02/07</b>

## INTERROGATIONS BY SCHOOL PERSONNEL

Students may be questioned by teachers or principals about any matter pertaining to the operation of a school and/or the enforcement of its rules. Questioning shall be conducted discreetly and under circumstances which will avoid unnecessary embarrassment to the student. Any student answering falsely or evasively or refusing to answer a question may be subject to disciplinary action, including suspension.

If a student is suspected or accused of misconduct or infraction of the student code of conduct, the principal may interrogate the student without the presence of parent(s)/guardian(s).

## INTERROGATIONS BY POLICE (AT ADMINISTRATOR'S REQUEST)

If the principal has requested assistance by law enforcement to investigate a crime involving his/her school, the police may interrogate a student suspect in school during school hours. The principal shall first attempt to notify the parent(s)/guardian(s) of the student unless circumstances require otherwise. However, the interrogation may proceed without attendance of the parent(s)/guardian(s), but the principal/designee shall be present during the interrogation.<sup>1</sup>

## POLICE-INITIATED INTERROGATIONS

If the police deem circumstances of sufficient urgency to interrogate students at school for unrelated crimes committed outside of school hours, the police department should first contact the principal regarding the planned interrogation and inform him/her of the probable cause to investigate. The principal shall make reasonable efforts to notify the parent(s)/guardian(s) of the interrogation unless circumstances require otherwise. The interrogation may proceed without attendance of the parent(s)/guardian(s), but the principal/designee shall be present during the interrogation.

## SEARCHES BY SCHOOL PERSONNEL

The school principal shall authorize all searches at the outset per state law.<sup>2</sup> All principal initiated searches shall be conducted by a school security officer or a school administrator who has completed the state required training.<sup>3</sup> The following conditions shall apply to principal initiated searches:

1. All the following standards of reasonableness must be met:
  - a. A particular student has violated school policy;

- b. The search will yield evidence of the violation of school policy or will lead to finding dangerous weapons, drugs, or drug paraphernalia;
  - c. The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision, and education;
  - d. The search is not conducted for the sole purpose of discovering evidence to be used in criminal prosecution; and
  - e. The search shall be reasonably related to the objectives of the search and not excessively intrusive considering the age and sex of the student as well as the nature of the alleged infraction;<sup>4</sup>
2. A school administrator shall be on-site at any principal-initiated search;
  3. A school administrator shall oversee the search and may end the search at any time; and
  4. If a student is under the age of eighteen (18), the principal must notify the student's parent or guardian within a reasonable time of the search<sup>3</sup>

If a school resource officer searches a student, based on having probable cause, the principal shall notify the Director of Schools/designee.<sup>5</sup>

In order to ensure a safe and secure learning environment, the Director of Schools shall develop procedures regarding the searching of students, lockers, vehicles, and containers which are consistent with state law. The Director of Schools shall develop additional procedures to ensure compliance with all of the provisions of the School Security Act of 1981.<sup>6</sup>

1. [TCA 49-6-4203\(b\)](#)
  2. [TCA 49-6-4204\(a\)](#); [TCA 49-6-4205\(a\)](#)
  3. [Public Acts of 2025, Chapter No. 244](#)
  4. [TCA 49-6-4205\(b\)](#)
  5. [State v. R.D.S., No. M200801724COAR3JV, 2009 WL 2136324, at \\*1 \(Tenn. Ct. App. July 16, 2009\)](#)
  6. [TCA 49-6-4201](#); [Tenn. Op. Att’y Gen. No. 14-21 \(February 24, 2014\)](#)
- Traffic and Parking Controls 3.403  
Procedural Due Process 6.302  
Reporting Child Abuse 6.409

# Trenton Special Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: <b>Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation</b>	Descriptor Code: <b>6.304</b>	Issued Date: <b>07/28/20</b>
		Rescinds: <b>6.304</b>	Issued: <b>10/04/16</b>

1 In order to maintain a safe, civil, and supportive environment in school for students to learn and achieve  
2 high academic standards, acts of bullying, cyber-bullying, discrimination, harassment, intimidation,  
3 hazing, or any other victimization of students, based on any actual or perceived traits or characteristics,  
4 are prohibited.<sup>1</sup>

5 This policy shall be disseminated annually to all school staff, students, and parent(s)/guardian(s).<sup>2</sup> This  
6 policy shall cover employees, employees' behaviors, students, and students' behaviors while on school  
7 property, at any school-sponsored activity, on school-provided equipment or transportation, or at any  
8 official school bus stop. If the act takes place off of school property or outside of a school-sponsored  
9 activity, this policy is in effect if the conduct is directed specifically at a student and has the effect of  
10 creating a hostile educational environment or otherwise creating a substantial disruption to the education  
11 environment or learning process.

12 The principal/designee is responsible for educating and training respective staff and students as to the  
13 definition and recognition of discrimination/harassment.<sup>3</sup>

14 The Director of Schools shall develop forms and procedures to ensure compliance with the  
15 requirements of this policy and state law.

## 16 **DEFINITIONS<sup>4</sup>**

17 “Bullying/Intimidation/Harassment” is an act that substantially interferes with a student’s educational  
18 benefits, opportunities, or performance, and the act has the effect of:

- 19 1. Physically harming a student or damaging a student’s property;  
20
- 21 2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to  
22 the student’s property;  
23
- 24 3. Causing emotional distress to a student; or  
25
- 26 4. Creating a hostile educational environment.

27 Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class  
28 (race, nationality, origin, color, sex, age, disability, religion) that is severe, pervasive, or persistent and  
29 creates a hostile environment.

30 “Cyber-bullying” is a form of bullying undertaken through the use of electronic devices. Electronic  
31 devices include, but are not limited to, telephones, cellular phones or other wireless telecommunication

1 devices, text messaging, emails, social networking sites, instant messaging, videos, web sites, or fake  
2 profiles.

3 “Hazing” is an intentional or reckless act by a student or group of students that is directed against any  
4 other student(s) that endangers the mental or physical health or safety of the student(s) or that induces  
5 or coerces a student to endanger his/her mental or physical health or safety. Coaches and other employees  
6 of the school district shall not encourage, permit, condone, or tolerate hazing activities.<sup>5</sup>

7 Hazing does not include customary athletic events or similar contests or competitions and is limited to  
8 those actions taken and situations created in connection with initiation into or affiliation with any  
9 organization.

## 10 COMPLAINTS AND INVESTIGATIONS

11 Any individual who has knowledge of behaviors that may constitute a violation of this policy shall  
12 promptly report such information to the principal/designee.<sup>6</sup>

13 While reports may be made anonymously, an individual's need for confidentiality shall be balanced with  
14 obligations to cooperate with police investigations or legal proceedings, to provide due process to the  
15 accused, to conduct a thorough investigation, or to take necessary actions to resolve a complaint. The  
16 identity of parties and witnesses may be disclosed in appropriate circumstances to individuals with a  
17 need to know.

18 The principal/designee at each school shall be responsible for investigating and resolving complaints.  
19 Once a report is received, the principal/designee shall initiate an investigation within forty-eight (48)  
20 hours of receipt of the report. If an investigation is not initiated within forty-eight (48) hours, the  
21 principal/designee shall provide the Director of Schools with appropriate documentation detailing the  
22 reasons why the investigation was not initiated within the required timeframe.<sup>7</sup> The principal/designee  
23 shall immediately notify the parent(s)/guardian(s) when a student is involved in an act of discrimination,  
24 harassment, intimidation, bullying, or cyber-bullying. The principal/designee shall provide information  
25 on district counseling and support services. Students involved in an act of discrimination, harassment,  
26 intimidation, bullying, or cyber-bullying shall be referred to the appropriate school counselor by the  
27 principal/designee when deemed necessary.<sup>8</sup>

28 The principal/designee is responsible for determining whether an alleged act constitutes a violation of  
29 this policy, and such act shall be held to violate this policy when it meets one of the following conditions:

- 30 1. It places the student in reasonable fear or harm for the student’s person or property;  
31
- 32 2. It has a substantially detrimental effect on the student’s physical or mental health;  
33
- 34 3. It has the effect of substantially interfering with the student’s academic performance; or  
35
- 36 4. It has the effect of substantially interfering with the student’s ability to participate in or benefit  
37 from the services, activities, or privileges provided by a school.

38 Upon the determination of a violation, the principal/designee shall conduct a prompt, thorough, and  
39 complete investigation of each alleged incident. All investigations shall be completed and appropriate  
40 intervention taken within twenty (20) calendar days from the receipt of the initial report.<sup>7</sup> If the

1 investigation is not complete or intervention has not taken place within twenty (20) calendar days, the  
2 principal/designee shall provide the Director of Schools with appropriate documentation detailing the  
3 reasons why the investigation has not been completed or the appropriate intervention has not taken  
4 place.<sup>7</sup> Within the parameters of the federal Family Educational Rights and Privacy Act,<sup>9</sup> a written report  
5 on the investigation will be delivered to all involved parties and the Director of Schools.

## 6 **RESPONSE AND PREVENTION**<sup>10</sup>

7 The principal/designee shall consider the nature and circumstances of the incident, the age of the  
8 individual, the degree of harm, previous incidences or patterns of behavior, or any other factors, as  
9 appropriate, to properly respond to each situation.

10 A substantiated charge against an employee shall result in disciplinary action up to and including  
11 termination. The employee may appeal this decision by contacting the Federal Rights Coordinator.

12 A substantiated charge against a student may result in corrective or disciplinary action up to and  
13 including suspension. The student may appeal this decision in accordance with disciplinary policies and  
14 procedures.

## 15 **REPORTS**

16 When a complaint is filed alleging a violation of this policy where there is physical harm or the threat of  
17 physical harm to a student or a student's property, the principal/designee of each middle school, junior  
18 high school, or high school shall report the findings and any disciplinary actions taken to the Director of  
19 Schools and the Chair of the Board.<sup>11</sup>

20 By July 1st of each year, the Director of Schools/designee shall prepare a report of all of the bullying  
21 cases brought to the attention of school officials during the prior academic year. The report shall also  
22 indicate how the cases were resolved and/or the reasons they are still pending. This report shall be  
23 presented to the Board at its regular July meeting, and it shall be submitted to the state department of  
24 education by August 1st.<sup>12</sup>

## 25 **RETALIATION AND FALSE ACCUSATIONS**

26 Retaliation against any person who reports or assists in any investigation of an act alleged in this policy  
27 is prohibited. The consequences and appropriate remedial action for a person who engages in retaliation  
28 shall be determined by the principal/designee after consideration of the nature, severity, and  
29 circumstances of the act.<sup>13</sup>

30 False accusations accusing another person of having committed an act prohibited under this policy are  
31 prohibited. The consequences and appropriate remedial action for a person found to have falsely  
32 accused another may range from positive behavioral interventions up to and including expulsion.<sup>14</sup>

## Legal References

1. TCA 49-6-4503(a), (b)(3); 20 USCA §§ 1681 to 1686
2. TCA 49-6-4503(b)(11)
3. TCA 49-6-4503(b)(12)
4. TCA 49-6-4503
5. TCA 49-2-120
6. TCA 49-6-4503(b)(5)
7. TCA 49-6-4503(b)(6)
8. TCA 49-6-4503(b)(14)
9. 20 USCA § 1232g
10. TCA 49-6-4503(b)(4), (7)-(8)
11. TCA 49-6-4503(d)(3)
12. TCA 49-6-4503(c)(2)(B)
13. TCA 49-6-4503(b)(9)
14. TCA 49-6-4503(b)(10)

## Cross References

Appeals to and Appearances Before the Board 1.404  
Section 504 and ADA Grievance Procedures 1.802  
Staff-Student Relations 5.610  
Student Goals 6.100  
Title IX & Sexual Harassment 6.3041  
Code of Conduct 6.300  
Student Concerns 6.305  
Child Abuse and Neglect 6.409  
Student Suicide Prevention 6.415

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation</b>	Descriptor Code: <b>6.304</b>	Issued Date: <b>07/28/20</b>
		Rescinds: <b>6.304</b>	Issued: <b>10/04/16</b>

In order to maintain a safe, civil, and supportive environment in school for students to learn and achieve high academic standards, acts of bullying, cyber-bullying, discrimination (**including the definition of antisemitism found in policy 4.100**), harassment, intimidation, hazing, or any other victimization of students, based on any actual or perceived traits or characteristics, are prohibited.<sup>1</sup>

This policy shall be disseminated annually to all school staff, students, and parent(s)/guardian(s).<sup>2</sup> This policy shall cover employees, employees' behaviors, students, and students' behaviors while on school property, at any school-sponsored activity, on school-provided equipment or transportation, or at any official school bus stop. If the act takes place off of school property or outside of a school-sponsored activity, this policy is in effect if the conduct is directed specifically at a student and has the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the education environment or learning process.

The principal/designee is responsible for educating and training respective staff and students as to the definition and recognition of discrimination/harassment.<sup>3</sup>

The Director of Schools shall develop forms and procedures to ensure compliance with the requirements of this policy and state law.

## DEFINITIONS<sup>4</sup>

“Bullying/Intimidation/Harassment” is an act that substantially interferes with a student’s educational benefits, opportunities, or performance, and the act has the effect of:

1. Physically harming a student or damaging a student’s property;
2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student’s property;
3. Causing emotional distress to a student; or
4. Creating a hostile educational environment.

Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class (race, nationality, origin, color, sex, age, disability, religion) that is severe, pervasive, or persistent and creates a hostile environment.

“Cyber-bullying” is a form of bullying undertaken through the use of electronic devices. Electronic devices include, but are not limited to, telephones, cellular phones or other wireless telecommunication devices, text messaging, emails, social networking sites, instant messaging, videos, web sites, or fake profiles.

“Hazing” is an intentional or reckless act by a student or group of students that is directed against any other student(s) that endangers the mental or physical health or safety of the student(s) or that induces or coerces a student to endanger his/her mental or physical health or safety. Coaches and other employees of the school district shall not encourage, permit, condone, or tolerate hazing activities.<sup>5</sup>

Hazing does not include customary athletic events or similar contests or competitions and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.

## **COMPLAINTS AND INVESTIGATIONS**

Any individual who has knowledge of behaviors that may constitute a violation of this policy shall promptly report such information to the principal/designee.<sup>6</sup>

While reports may be made anonymously, an individual's need for confidentiality shall be balanced with obligations to cooperate with police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough investigation, or to take necessary actions to resolve a complaint. The identity of parties and witnesses may be disclosed in appropriate circumstances to individuals with a need to know.

The principal/designee at each school shall be responsible for investigating and resolving complaints. Once a report is received, the principal/designee shall initiate an investigation within forty-eight (48) hours of receipt of the report. If an investigation is not initiated within forty-eight (48) hours, the principal/designee shall provide the Director of Schools with appropriate documentation detailing the reasons why the investigation was not initiated within the required timeframe.<sup>7</sup> The principal/designee shall immediately notify the parent(s)/guardian(s) when a student is involved in an act of discrimination, harassment, intimidation, bullying, or cyber-bullying. The principal/designee shall provide information on district counseling and support services. Students involved in an act of discrimination, harassment, intimidation, bullying, or cyber-bullying shall be referred to the appropriate school counselor by the principal/designee when deemed necessary.<sup>8</sup>

The principal/designee is responsible for determining whether an alleged act constitutes a violation of this policy, and such act shall be held to violate this policy when it meets one of the following conditions:

1. It places the student in reasonable fear or harm for the student's person or property;
2. It has a substantially detrimental effect on the student's physical or mental health;
3. It has the effect of substantially interfering with the student's academic performance; or
4. It has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

Upon the determination of a violation, the principal/designee shall conduct a prompt, thorough, and complete investigation of each alleged incident. All investigations shall be completed and appropriate intervention taken within twenty (20) calendar days from the receipt of the initial report.<sup>7</sup> If the investigation is not complete or intervention has not taken place within twenty (20) calendar days, the principal/designee shall provide the Director of Schools with appropriate documentation detailing the reasons why the investigation has not been completed or the appropriate intervention has not taken place.<sup>7</sup> Within the parameters of the federal Family Educational Rights and Privacy Act,<sup>9</sup> a written report on the investigation will be delivered to all involved parties and the Director of Schools.

#### **RESPONSE AND PREVENTION<sup>10</sup>**

The principal/designee shall consider the nature and circumstances of the incident, the age of the individual, the degree of harm, previous incidences or patterns of behavior, or any other factors, as appropriate, to properly respond to each situation.

A substantiated charge against an employee shall result in disciplinary action up to and including termination. The employee may appeal this decision by contacting the Federal Rights Coordinator.

A substantiated charge against a student may result in corrective or disciplinary action up to and including suspension. The student may appeal this decision in accordance with disciplinary policies and procedures.

#### **REPORTS**

When a complaint is filed alleging a violation of this policy where there is physical harm or the threat of physical harm to a student or a student's property, the principal/designee of each middle school, junior high school, or high school shall report the findings and any disciplinary actions taken to the Director of Schools and the Chair of the Board.<sup>11</sup>

By July 1st of each year, the Director of Schools/designee shall prepare a report of all of the bullying cases brought to the attention of school officials during the prior academic year. The report shall also indicate how the cases were resolved and/or the reasons they are still pending. This report shall be

presented to the Board at its regular July meeting, and it shall be submitted to the state department of education by August 1st.<sup>12</sup>

## RETALIATION AND FALSE ACCUSATIONS

Retaliation against any person who reports or assists in any investigation of an act alleged in this policy is prohibited. The consequences and appropriate remedial action for a person who engages in retaliation shall be determined by the principal/designee after consideration of the nature, severity, and circumstances of the act.<sup>13</sup>

False accusations accusing another person of having committed an act prohibited under this policy are prohibited. The consequences and appropriate remedial action for a person found to have falsely accused another may range from positive behavioral interventions up to and including expulsion.<sup>14</sup>

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### Legal References

1. TCA 49-6-4503(a), (b)(3); 20 USCA §§ 1681 to 1686
2. TCA 49-6-4503(b)(11)
3. TCA 49-6-4503(b)(12)
4. TCA 49-6-4503
5. TCA 49-2-120
6. TCA 49-6-4503(b)(5)
7. TCA 49-6-4503(b)(6)
8. TCA 49-6-4503(b)(14)
9. 20 USCA § 1232g
10. TCA 49-6-4503(b)(4), (7)-(8)
11. TCA 49-6-4503(d)(3)
12. TCA 49-6-4503(c)(2)(B)
13. TCA 49-6-4503(b)(9)
14. TCA 49-6-4503(b)(10)

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### Cross References

Appeals to and Appearances Before the Board 1.404  
 Section 504 and ADA Grievance Procedures 1.802  
 Staff-Student Relations 5.610  
 Student Goals 6.100  
 Title IX & Sexual Harassment 6.3041  
 Code of Conduct 6.300  
 Student Concerns 6.305  
 Child Abuse and Neglect 6.409  
 Student Suicide Prevention 6.415

# Trenton Special Board of Education

Monitoring:  <b>Review: Annually, in April</b>	Descriptor Term:  <b>Use of Personal Communication Devices and Electronic Devices</b>	Descriptor Code:	Issued Date:
		<b>6.312</b>	<b>12/06/22</b>
		Rescinds:	Issued:
		<b>6.312</b>	<b>07/27/21</b>

1    **CELL PHONES AND OTHER ELECTRONIC DEVICES**

2    The Attorney general of Tennessee states that “a school has the authority to confiscate a cell phone  
3    when the cell phone has been determined to be an unauthorized item in the school rules. The  
4    disciplinary action is cumulative so that repeat or persistent violations of the policy result in enhanced  
5    disciplinary action. Further, a student’s due process rights are ensured with notification of the cell  
6    phone policy.”

7    **Trenton Elementary School and Trenton Rosenwald Middle School**

8    Elementary and Middle school students’ cell phones and other electronic devices are to be turned off  
9    and not visible upon a student’s arrival to school (upon entering the school building) until the end of  
10   the student’s school day. Devices include, but are not limited to cellular phones, Blackberries, iPhones,  
11   smart watches, etc. Students are required to store their cell phone and other electronic devices in their  
12   backpack, purse, or similar personal carry-all in the off mode unless under the direct supervision of  
13   school personnel. Cell phone use is not permitted anytime during the school day. For emergency  
14   purposes, land-line telephones are available in the administrative offices of the school. Should parents  
15   wish to contact their student during the school day, they are advised to contact the school or email their  
16   student.

17   Use of cameras on personal communication devices is strictly prohibited on school property or at  
18   school functions, including restrooms or locker rooms. A student in violation of this policy is subject to  
19   disciplinary action.

20   Cell phones and/or electronic devices may be confiscated if this rule is violated. See Confiscation of  
21   Items below. Refusal to immediately surrender the entire cell phone or electronic device (including  
22   battery, SIM card, etc.) will result in disciplinary action and possible referral to law enforcement  
23   officials.

24   **Peabody High School**

25   We believe cell phones can be powerful learning tools in the classroom when used appropriately.  
26   However, we also know that cell phones and other electronic devices can serve as a serious disruption  
27   when used for non-academic reasons. High school students are not permitted to use cell phones during  
28   or between classes unless it is for academic purposes, they are given permission, and are under direct  
29   supervision of a classroom teacher.

1 Unless given explicit consent from a teacher or administration, use of cameras, audio recorders, or  
2 video recorders on personal communication devices is strictly prohibited on school property including  
3 restrooms and locker rooms. A student in violation of this policy is subject to more severe disciplinary  
4 action. Unauthorized use of video and/or camera functions of electronic devices could result in  
5 placement in alternative school.

6 Failure to comply with this rule will result in confiscation of the cell phone. See “Confiscation of  
7 Items” below. Refusal to immediately surrender the entire electronic device (including battery, SIM  
8 card, etc.) will result in disciplinary action and possible referral to law enforcement officials.

### 9 **Confiscation of Items**

10 Items which are prohibited by school policy or are used in violation of school rules will be confiscated  
11 by school officials. Refusal to relinquish a cell phone or any item or device will be treated as an act of  
12 insubordination as defined in the student handbook. If a cell phone is used for illegal or immoral acts  
13 it will be kept for police/school evidence. Upon reasonable suspicion specific portions of a cell phone  
14 may be searched if those portions could contain evidence of a violation of school rules or policy.  
15

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Use of Wireless Communication Devices</b>	Descriptor Code: <b>6.312</b>	Issued Date: <b>12/06/22</b>
		Rescinds: <b>6.312</b>	Issued: <b>07/27/21</b>

## CELL PHONES AND OTHER ELECTRONIC DEVICES

The Attorney general of Tennessee states that “a school has the authority to confiscate a cell phone when the cell phone has been determined to be an unauthorized item in the school rules. The disciplinary action is cumulative so that repeat or persistent violations of the policy result in enhanced disciplinary action. Further, a student’s due process rights are ensured with notification of the cell phone policy.”

### Trenton Elementary School and Trenton Rosenwald Middle School

Elementary and Middle school students’ cell phones and other electronic devices are to be turned off and not visible upon a student’s arrival to school (upon entering the school building) until the end of the student’s school day. Devices include, but are not limited to cellular phones, Blackberries, iPhones, smart watches, etc. Students are required to store their cell phone and other electronic devices in their backpack, purse, or similar personal carry-all in the off mode unless under the direct supervision of school personnel. Cell phone use is not permitted anytime during the school day. For emergency purposes, land-line telephones are available in the administrative offices of the school. Should parents wish to contact their student during the school day, they are advised to contact the school or email their student.

Use of cameras on personal communication devices is strictly prohibited on school property or at school functions, including restrooms or locker rooms. A student in violation of this policy is subject to disciplinary action.

Cell phones and/or electronic devices may be confiscated if this rule is violated. See Confiscation of Items below. Refusal to immediately surrender the entire cell phone or electronic device (including battery, SIM card, etc.) will result in disciplinary action and possible referral to law enforcement officials.

### Peabody High School

We believe cell phones can be powerful learning tools in the classroom when used appropriately. However, we also know that cell phones and other electronic devices can serve as a serious disruption when used for non-academic reasons. High school students are not permitted to use cell phones during or between classes unless it is for academic purposes, they are given permission, and are under direct supervision of a classroom teacher.

Unless given explicit consent from a teacher or administration, use of cameras, audio recorders, or video recorders on personal communication devices is strictly prohibited on school property including restrooms and locker rooms. A student in violation of this policy is subject to more severe disciplinary action. Unauthorized use of video and/or camera functions of electronic devices could result in placement in alternative school.

Failure to comply with this rule will result in confiscation of the cell phone. See “Confiscation of Items” below. Refusal to immediately surrender the entire electronic device (including battery, SIM card, etc.) will result in disciplinary action and possible referral to law enforcement officials.

### **Confiscation of Items**

Items which are prohibited by school policy or are used in violation of school rules will be confiscated by school officials. Refusal to relinquish a cell phone or any item or device will be treated as an act of insubordination as defined in the student handbook. If a cell phone is used for illegal or immoral acts it will be kept for police/school evidence. Upon reasonable suspicion specific portions of a cell phone may be searched if those portions could contain evidence of a violation of school rules or policy.

### **EMERGENCY COMMUNICATION PLAN**

In the event of an emergency or possible emergency occurring at school, parent(s)/guardian(s) shall be alerted by phone tree.<sup>1</sup>

1. [Public Acts of 2025, Chapter No. 103](#)

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Student Wellness</b>	Descriptor Code: <b>6.411</b>	Issued Date: <b>12/03/19</b>
		Rescinds: <b>6.411</b>	Issued: <b>06/06/17</b>

1 The Board recognizes the value of proper nutrition, physical activity, and other health conscious  
2 practices and the impact that such practices have on student academic achievement, health, and well-  
3 being. In order to provide an environment conducive to overall student wellness, this policy shall be  
4 followed by all schools in the district.<sup>1</sup>

## 5 **COMMITMENT TO COORDINATED SCHOOL HEALTH**

6 All schools shall implement the CDC's Coordinated School Health approach to managing new and  
7 existing wellness related programs and services in schools and the surrounding community based on  
8 state law and State Board of Education CSH standards and guidelines. The district's Coordinated  
9 School Health Coordinator shall be responsible for overseeing compliance with State Board of  
10 Education CSH standards and guidelines in the school district.

## 11 **SCHOOL HEALTH ADVISORY COUNCIL<sup>2, 3</sup>**

12 A school district health advisory council shall be established to serve as a resource to school sites for  
13 implementing policies and programs and develop an active working relationship with the county health  
14 council. The council shall consist of individuals representing the school and community, including  
15 parents, students, teachers, school administrators, health professionals, school food service  
16 representatives, and members of the public. The primary responsibilities of the council include but are  
17 not limited to:

- 18 1. Developing, implementing, monitoring, reviewing, and as necessary, making recommendations  
19 as to physical activity and nutrition policies;
- 20 2. Ensuring all schools within the district create and implement an action plan related to all  
21 School Health Index modules;
- 22 3. Ensuring that the results of the action plan are annually reported to the council; and
- 23 24 3. Ensuring that the results of the action plan are annually reported to the council; and  
25
- 26 4. Ensuring that school level results include measures of progress on each indicator of the School  
27 Health Index.

28 The State Board of Education's Coordinated School Health and Physical Activity policies shall be used  
29 as guidance by the council to make recommendations. The Board will consider recommendations of  
30 the council in making policy changes or revisions.

31 Additionally, each school will have a Healthy School Team consisting of teachers, students, parents,  
32 community members, and administrators.<sup>2</sup> The Team will hold Healthy School Team meetings during  
33 the school year to assess needs and oversee planning and implementation of school health efforts. The

1 Director of Schools/designee will ensure compliance with the school wellness policy, to include an  
2 assessment of the implementation of the wellness policy and the progress made in attaining the policy  
3 goals. The assessment will be made available to the public.

#### 4 **COMMITMENT TO NUTRITION**

5 All schools within the district shall participate in the USDA child nutrition programs, which may  
6 include but not be limited to, the National School Lunch Program, the School Breakfast Program, the  
7 Summer Food Service Program, and the After School Snack Program.<sup>4,5,6</sup>

8 Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given adequate  
9 time to enjoy healthy meals and relax in a pleasant environment. Good nutritional habits shall be  
10 encouraged. All food including vending machines, fundraising items, and concessions must meet  
11 guidelines set forth by the Healthy, Hunger-free Kids Act, 2010, Smart Snacks in Schools.<sup>4,5,6</sup> The  
12 school principal/designee shall be responsible for overseeing the school district's compliance with the  
13 State Board of Education rules and regulations for sale of food items in the school district.<sup>2,5,6</sup>

#### 14 **DISTRICT GOALS**

15 The district will promote healthy nutrition through various activities, including nutrition related  
16 newsletters, informational links on the district website, healthy eating posters and bulletin boards in  
17 dining areas, and informational booths at various community functions. Nutrition education will be  
18 offered as part of a standards based program designed to provide students with the knowledge and  
19 skills needed to promote and protect their health as outlined in the State Board of Education  
20 Health Education and Lifetime Wellness Standards. Nutrition education will discourage teachers  
21 from using high fat, sugar, and sodium foods as rewards and encourage students to start each day with  
22 a healthy breakfast.

#### 23 **COMMITMENT TO PHYSICAL ACTIVITY AND PHYSICAL EDUCATION<sup>7</sup>**

24 The Board recognizes that physical activity is extremely important to the overall health of a child.  
25 Schools shall support and promote physical activity. Physical activity may be integrated into any areas  
26 of the school program.

27 Physical education classes shall be offered as part of a standards based program designed to provide  
28 developmentally appropriate moderate to vigorous physical activity as an integral part of the class. All  
29 physical education classes shall comply with the State Board of Education's Physical Education  
30 Standards. In addition to the district's physical education program, non-structured physical activity  
31 periods shall be offered as required by law.

32 Schools shall continue to offer after school sports and activities. Physical activity shall not be  
33 employed as a form of discipline or punishment.

#### 34 **COMMITMENT TO CURRICULUM<sup>3</sup>**

35 All applicable courses of study should be based on State-approved curriculum standards.

#### 36 **SCHOOL HEALTH INDEX<sup>3</sup>**

- 1 All schools within the district shall annually administer a baseline assessment on each of the
- 2 recommended School Health Index modules. Results shall be submitted to the School Health Advisory
- 3 Council and reported to the State Department of Education.

#### 4 **RECORD KEEPING COMPLIANCE**

- 5 The district's Coordinated School Health Coordinator shall ensure that records demonstrating
- 6 compliance with community involvement requirements are maintained. The Coordinated School
- 7 Health Coordinator shall additionally document that the school wellness policy and triennial
- 8 assessments are made available to the public.<sup>8</sup>

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#### Legal References

1. TCA 49-1-1002
2. State Board of Education Policy 4.204
3. State Board of Education Policy 4.206
4. 42 USCA § 1758b (Section 204 of the Healthy, Hunger-Free Kids Act of 2010 (Public Law 111-296))
5. TRR/MS 0520-01-06
6. 7 C.F.R. § 210 and 220
7. TCA 49-6-1021
8. 7 C.F.R. § 210.31(f)

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#### Cross References

Student Suicide Prevention 6.415

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Student Wellness</b>	Descriptor Code: <b>6.411</b>	Issued Date: <b>12/03/19</b>
		Rescinds: <b>6.411</b>	Issued: <b>06/06/17</b>

The Board recognizes the value of proper nutrition, physical activity, and other health conscious practices and the impact that such practices have on student academic achievement, health, and well being. In order to provide an environment conducive to overall student wellness, this policy shall be followed by all schools in the district.<sup>1</sup>

## **COMMITMENT TO COORDINATED SCHOOL HEALTH**

All schools shall implement the CDC's Coordinated School Health approach to managing new and existing wellness related programs and services in schools and the surrounding community based on state law and State Board of Education CSH standards and guidelines. The district's Coordinated School Health Coordinator shall be responsible for overseeing compliance with State Board of Education CSH standards and guidelines in the school district.

## **SCHOOL HEALTH ADVISORY COUNCIL<sup>2, 3</sup>**

A school district health advisory council shall be established to serve as a resource to school sites for implementing policies and programs and develop an active working relationship with the county health council. The council shall consist of individuals representing the school and community, including parents, students, teachers, school administrators, health professionals, school food service representatives, and members of the public. The primary responsibilities of the council include but are not limited to:

1. Developing, implementing, monitoring, reviewing, and as necessary, making recommendations as to physical activity and nutrition policies;
2. Ensuring all schools within the district create and implement an action plan related to all School Health Index modules;
3. Ensuring that the results of the action plan are annually reported to the council; and
4. Ensuring that school level results include measures of progress on each indicator of the School Health Index.

The State Board of Education's Coordinated School Health and Physical Activity policies shall be used as guidance by the council to make recommendations. The Board will consider recommendations of the council in making policy changes or revisions.

Additionally, each school will have a Healthy School Team consisting of teachers, students, parents, community members, and administrators.<sup>2</sup> The Team will hold Healthy School Team meetings during the school year to assess needs and oversee planning and implementation of school health efforts. The Director of Schools/designee will ensure compliance with the school wellness policy, to include an assessment of the implementation of the wellness policy and the progress made in attaining the policy goals. The assessment will be made available to the public.

### **COMMITMENT TO NUTRITION**

All schools within the district shall participate in the USDA child nutrition programs, which may include but not be limited to, the National School Lunch Program, the School Breakfast Program, the Summer Food Service Program, and the After School Snack Program.<sup>4,5,6</sup>

Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given adequate time to enjoy healthy meals and relax in a pleasant environment. Good nutritional habits shall be encouraged. All food including vending machines, fundraising items, and concessions must meet guidelines set forth by the Healthy, Hunger-free Kids Act, 2010, Smart Snacks in Schools.<sup>4,5,6</sup> The school principal/designee shall be responsible for overseeing the school district's compliance with the State Board of Education rules and regulations for sale of food items in the school district.<sup>2,5,6</sup>

### **DISTRICT GOALS**

The district will promote healthy nutrition through various activities, including nutrition related newsletters, informational links on the district website, healthy eating posters and bulletin boards in dining areas, and informational booths at various community functions. Nutrition education will be offered as part of a standards based program designed to provide students with the knowledge and skills needed to promote and protect their health as outlined in the State Board of Education Health Education and Lifetime Wellness Standards. Nutrition education will discourage teachers from using high fat, sugar, and sodium foods as rewards and encourage students to start each day with a healthy breakfast.

### **COMMITMENT TO PHYSICAL ACTIVITY AND PHYSICAL EDUCATION<sup>7</sup>**

The Board recognizes that physical activity is extremely important to the overall health of a child. Schools shall support and promote physical activity. Physical activity may be integrated into any areas of the school program.

Physical education classes shall be offered as part of a standards based program designed to provide developmentally appropriate moderate to vigorous physical activity as an integral part of the class. All physical education classes shall comply with the State Board of Education's Physical Education Standards.

Unstructured physical activity periods shall be offered in addition to the school district's physical education program. Elementary school students shall receive a minimum of forty (40) minutes of physical activity each full school day. Middle and high school students shall receive a minimum of ninety (90) minutes of physical activity each full school week.

Physical activity will be conducted outside if weather permits. The following activities shall not be considered physical activity: walking to and from class, time spent on an electronic device, and time spent in a physical education class.

Schools shall continue to offer after school sports and activities. Physical activity shall not be employed as a form of discipline. Physical activity shall not be withheld from a student as a form of punishment.

### **COMMITMENT TO CURRICULUM<sup>3</sup>**

All applicable courses of study should be based on State-approved curriculum standards.

### **SCHOOL HEALTH INDEX<sup>3</sup>**

All schools within the district shall annually administer a baseline assessment on each of the recommended School Health Index modules. Results shall be submitted to the School Health Advisory Council and reported to the State Department of Education.

### **RECORD KEEPING COMPLIANCE**

The district's Coordinated School Health Coordinator shall ensure that records demonstrating compliance with community involvement requirements are maintained. The Coordinated School Health Coordinator shall additionally document that the school wellness policy and triennial assessments are made available to the public.<sup>8</sup>

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Legal References

1. [TCA 49-6-1022](#)
2. [State Board of Education Policy 4.204](#)
3. [State Board of Education Policy 4.206](#)
4. [42 USCA § 1758b; TRR/MS.0520-01-06-.04](#)
5. [TRR/MS 0520-01-06](#)
6. [7 CFR § 210; 7 CFR § 220](#)
7. [7 CFR 210.31\(c\)\(3\)\(iii\)](#)
8. [TCA 49-6-1021; Public Acts of 2025, Chapter No. 306](#)
9. [7 CFR § 210.31\(f\)](#)

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Cross References

Student Suicide Prevention 6.415

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Student Records</b>	Descriptor Code: <b>6.600</b>	Issued Date: <b>03/05/19</b>
		Rescinds: <b>6.600</b>	Issued: <b>09/02/14</b>

1 A cumulative record shall be kept for each student enrolled in school. The folder shall contain a health  
2 record, attendance record, and scholarship record; shall be kept current; and shall accompany the student  
3 through his/her school career.<sup>1</sup>

4 The name used on the record of the student entering the school system must be the same as that shown  
5 on the birth certificate unless evidence is presented that such name has been legally changed. If the parent  
6 does not have or cannot obtain a birth certificate, then the name used on the records of such student shall  
7 be as shown on documents which are acceptable as proof of date of birth.

8 The name used on the records of a student entering the system from another school must be the same as  
9 that shown on records from the school previously attended unless evidence is presented that such name  
10 has been legally changed as prescribed by law.

11 When a student transfers to another school within the system or to a school outside of the system, copies  
12 of the student's records, including the student's disciplinary records, shall be sent to the transfer school.<sup>2</sup>

13 All records shall be remitted in accordance with the Family Education Rights and Privacy Act (FERPA).<sup>3</sup>

## 14 ACCESS TO STUDENT RECORDS

15 Student records shall be confidential. Authorized school officials shall have access to and permit access  
16 to student education records for legitimate educational purposes.<sup>4</sup> A "legitimate educational interest" is  
17 the official's need to know information in order to:

- 18 1. Perform required administrative tasks;
- 19 2. Perform a supervisory or instructional task directly related to the student's education; and
- 20 3. Perform a service or benefit for the student or the student's family such as health care, counseling,  
21 student job placement, or student financial aid.

22 Authorized school officials may release information from or permit access to a student's education record  
23 without the parent(s)/guardian(s) or eligible student's\* prior written consent in the following instances:

- 24 1. To comply with a judicial order or lawfully issued subpoena. The school district will make a  
25 reasonable effort to notify the student's parent(s)/guardian(s) or the eligible student before  
26 making a disclosure;<sup>5</sup>  
27
- 28 2. If the disclosure is an item of directory information;<sup>6</sup>  
29

3. To comply with the requirements of child abuse reports to the extent known by the school officials including the name, address, and age of the student; the name and address of the person responsible for the care of the student; and the facts requiring the report;<sup>7</sup>
4. When certain federal and state officials need information in order to audit or enforce legal conditions related to federally-supported education programs in the school district;<sup>8</sup>
5. When the school district has entered into a contract or written agreement for an organization to conduct scientific research on the system's behalf to develop tests or improve instruction, provided that the studies are conducted in a manner which will not permit the personal identification of students and their parent(s)/guardian(s) by individuals other than representatives of the organization, and the information will be destroyed when no longer needed for the purpose for which the study was conducted;<sup>9</sup>
6. To appropriate officials if the parent(s)/guardian(s) claim the student as a dependent as defined by the Internal Revenue Code;<sup>10</sup>
7. To accrediting organizations to carry out their accrediting functions;<sup>11</sup>
8. When a student seeks or intends to enroll in another school district or a post-secondary school. Parent(s)/guardian(s) of students or eligible students have a right to obtain copies of records transferred under this provision;<sup>12</sup>
9. To financial institutions or government agencies that provide or may provide financial aid to a student in order to establish eligibility, to determine the amount of financial aid, to establish conditions for the receipt of financial aid, and to enforce financial aid agreements;<sup>13</sup>
10. To make the needed disclosure in a health or safety emergency when warranted by the seriousness of the threat to the student or other persons, when the information is necessary and needed to meet the emergency, when time is an important and limiting factor, and when the persons to whom the information is to be disclosed are qualified and in a position to deal with the emergency;<sup>14</sup>
11. To the Attorney General/designee for official purposes related to the investigation or prosecution of an act of domestic or international terrorism. An educational agency that, in good faith, produces education records in accordance with an order shall not be liable to any person for that production;<sup>15</sup>
12. To any agency caseworker or other representative of a state or local child welfare agency or tribal organization authorized to access the student's educational records when such agencies or organizations are legally responsible for the care and protection of the student.<sup>16</sup>

Authorized school officials may release information from a student's education record if the student's parent(s)/guardian(s) or the eligible student gives written consent for the disclosure. The written consent must include:<sup>17</sup>

1. A specification of the records to be released;

- 1        2. The reasons for the disclosure;
- 2
- 3        3. The person, organization, or class of persons or organizations to whom the disclosure is to be
- 4            made;
- 5
- 6        4. The signature of the parent(s)/guardian(s) or eligible student; and
- 7
- 8        5. The date of the consent, and if appropriate, a date when the consent is to be terminated.

9        The student's parent(s)/guardian(s) or the eligible student may obtain a copy of any records disclosed  
10        under this provision.

11        The school district will maintain an accurate record of all requests to disclose information from or to  
12        permit access to a student's education records. The district will maintain an accurate record of  
13        information it discloses and access it permits. The district will maintain this record as long as it maintains  
14        the student's education record.<sup>18</sup>

15        The record will include at least:<sup>18</sup>

- 16            1. The name of the person or agency that makes the request;
- 17
- 18            2. The interest the person or agency has in the information;
- 19
- 20            3. The date the person or agency makes the request; and
- 21
- 22            4. Whether the request is granted, and if it is, the date access is permitted, or the disclosure is made.

23        \* *The student becomes an "eligible student" when he/she reaches age eighteen (18) or enrolls in a post-*  
24        *secondary school, at which time all of the above rights become the student's right.*

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Legal References

1. 20 USCA § 1232g; TCA 10-7-503, 504; TRR/MS 0520-01-03-.03(11)
2. TCA 49-6-3001(c)(1)
3. TCA 49-1-701, et seq.
4. TCA 10-7-504(a)(4); 20 USCA § 1232g
5. 20 USCA § 1232g(b)(2)(B)
6. 20 USCA § 1232g(b)(2); TCA 10-7-504(a)(4)(A)
7. TCA 37-1-403
8. 20 USCA § 1232g(b)(3)
9. 20 USCA § 1232g(b)(1)(F)
10. 20 USCA § 1232g(b)(1)(H)
11. 20 USCA § 1232g(b)(1)(G)
12. TRR/MS 0520-01-03-.03(9)
13. 20 USCA § 1232g(b)(1)(D)
14. 20 USCA § 1232g(b)(1)(I)
15. 20 USCA § 1232g(j); USA Patriot Act of 2001 § 507
16. 20 USCA § 1232g
17. 34 CFR § 99.30
18. 34 CFR § 99.32(a)

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Cross References

School District Records 1.407  
Promotion and Retention 4.603  
Testing Programs 4.700  
Attendance 6.200  
Withdrawals 6.207  
Child Custody/Parental Access 6.209  
Bus Safety and Conduct 6.308  
Corporal Punishment 6.314  
Disciplinary Hearing Authority 6.317  
Admission of Suspended/Expelled Students 6.318  
AIDS 6.404

# Trenton Special Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term:  <b>Student Records</b>	Descriptor Code: <b>6.600</b>	Issued Date: <b>03/05/19</b>
		Rescinds: <b>6.600</b>	Issued: <b>09/02/14</b>

A cumulative record shall be kept for each student enrolled in school. The folder shall contain a health record, attendance record, and scholarship record; shall be kept current; and shall accompany the student through his/her school career.<sup>1</sup>

The name used on the record of the student entering the school system must be the same as that shown on the birth certificate unless evidence is presented that such name has been legally changed. If the parent does not have or cannot obtain a birth certificate, then the name used on the records of such student shall be as shown on documents which are acceptable as proof of date of birth.

The name used on the records of a student entering the system from another school must be the same as that shown on records from the school previously attended unless evidence is presented that such name has been legally changed as prescribed by law.

When a student transfers to another school within the system or to a school outside of the system, copies of the student's records, including the student's disciplinary records, shall be sent to the transfer school **within five (5) business days of the date on which the student's records request was received by the school.**<sup>2</sup>

All records shall be remitted in accordance with the Family Education Rights and Privacy Act (FERPA).<sup>3</sup>

## ACCESS TO STUDENT RECORDS

Student records shall be confidential. Authorized school officials shall have access to and permit access to student education records for legitimate educational purposes.<sup>4</sup> A "legitimate educational interest" is the official's need to know information in order to:

1. Perform required administrative tasks;
2. Perform a supervisory or instructional task directly related to the student's education; and
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

Authorized school officials may release information from or permit access to a student's education record without the parent(s)/guardian(s) or eligible student's\* prior written consent in the following instances:

1. To comply with a judicial order or lawfully issued subpoena. The school district will make a reasonable effort to notify the student's parent(s)/guardian(s) or the eligible student before making a disclosure;<sup>5</sup>
2. If the disclosure is an item of directory information;<sup>6</sup>
3. To comply with the requirements of child abuse reports to the extent known by the school officials including the name, address, and age of the student; the name and address of the person responsible for the care of the student; and the facts requiring the report;<sup>7</sup>
4. When certain federal and state officials need information in order to audit or enforce legal conditions related to federally-supported education programs in the school district;<sup>8</sup>
5. When the school district has entered into a contract or written agreement for an organization to conduct scientific research on the system's behalf to develop tests or improve instruction, provided that the studies are conducted in a manner which will not permit the personal identification of students and their parent(s)/guardian(s) by individuals other than representatives of the organization, and the information will be destroyed when no longer needed for the purpose for which the study was conducted;<sup>9</sup>
6. To appropriate officials if the parent(s)/guardian(s) claim the student as a dependent as defined by the Internal Revenue Code;<sup>10</sup>
7. To accrediting organizations to carry out their accrediting functions;<sup>11</sup>
8. When a student seeks or intends to enroll in another school district or a post-secondary school. Parent(s)/guardian(s) of students or eligible students have a right to obtain copies of records transferred under this provision;<sup>12</sup>
9. To financial institutions or government agencies that provide or may provide financial aid to a student in order to establish eligibility, to determine the amount of financial aid, to establish conditions for the receipt of financial aid, and to enforce financial aid agreements;<sup>13</sup>
10. To make the needed disclosure in a health or safety emergency when warranted by the seriousness of the threat to the student or other persons, when the information is necessary and needed to meet the emergency, when time is an important and limiting factor, and when the persons to whom the information is to be disclosed are qualified and in a position to deal with

the emergency;<sup>14</sup>

11. To the Attorney General/designee for official purposes related to the investigation or prosecution of an act of domestic or international terrorism. An educational agency that, in good faith, produces education records in accordance with an order shall not be liable to any person for that production;<sup>15</sup>
12. To any agency caseworker or other representative of a state or local child welfare agency or tribal organization authorized to access the student's educational records when such agencies or organizations are legally responsible for the care and protection of the student.<sup>16</sup>

Authorized school officials may release information from a student's education record if the student's parent(s)/guardian(s) or the eligible student gives written consent for the disclosure. The written consent must include:<sup>17</sup>

1. A specification of the records to be released;
2. The reasons for the disclosure;
3. The person, organization, or class of persons or organizations to whom the disclosure is to be made;
4. The signature of the parent(s)/guardian(s) or eligible student; and
5. The date of the consent, and if appropriate, a date when the consent is to be terminated.

The student's parent(s)/guardian(s) or the eligible student may obtain a copy of any records disclosed under this provision.

The school district will maintain an accurate record of all requests to disclose information from or to permit access to a student's education records. The district will maintain an accurate record of information it discloses and access it permits. The district will maintain this record as long as it maintains the student's education record.<sup>18</sup>

The record will include at least:<sup>18</sup>

1. The name of the person or agency that makes the request;

2. The interest the person or agency has in the information;
3. The date the person or agency makes the request; and
4. Whether the request is granted, and if it is, the date access is permitted, or the disclosure is made.

*\* The student becomes an "eligible student" when he/she reaches age eighteen (18) or enrolls in a post-secondary school, at which time all of the above rights become the student's right.*

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Legal References

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Cross References

1. 20 USCA § 1232g; TCA 10-7-503, 504; TRR/MS 0520-01-03-.03(11)
  2. TCA 49-6-3001(c)(1)
  3. TCA 49-1-701, et seq.
  4. TCA 10-7-504(a)(4); 20 USCA § 1232g
  5. 20 USCA § 1232g(b)(2)(B)
  6. 20 USCA § 1232g(b)(2); TCA 10-7-504(a)(4)(A)
  7. TCA 37-1-403
  8. 20 USCA § 1232g(b)(3)
  9. 20 USCA § 1232g(b)(1)(F)
  10. 20 USCA § 1232g(b)(1)(H)
  11. 20 USCA § 1232g(b)(1)(G)
  12. TRR/MS 0520-01-03-.03(9)
  13. 20 USCA § 1232g(b)(1)(D)
  14. 20 USCA § 1232g(b)(1)(I)
  15. 20 USCA § 1232g(j); USA Patriot Act of 2001 § 507
  16. 20 USCA § 1232g
  17. 34 CFR § 99.30
  18. 34 CFR § 99.32(a)
- School District Records 1.407  
Promotion and Retention 4.603  
Testing Programs 4.700  
Attendance 6.200  
Withdrawals 6.207  
Child Custody/Parental Access 6.209  
Bus Safety and Conduct 6.308  
Corporal Punishment 6.314  
Disciplinary Hearing Authority 6.317  
Admission of Suspended/Expelled Students 6.318  
AIDS 6.404

## School Year 2025-26 Agreement to Administer the School Nutrition Program(s)

School Breakfast Program- Child Nutrition Grant (CFDA 10.553)  
National School Lunch Program- Child Nutrition Grant (CFDA 10.555)  
Seamless Summer Option- Child Nutrition Grant (CFDA 10.555)  
Afterschool Snack Program- Child Nutrition Grant (CFDA 10.555)  
Special Milk Program- Child Nutrition Grant (CFDA 10.556)

This Agreement (“Agreement”) exists to achieve the purposes of: (1) the Richard B. Russell National School Lunch Act, as amended (42 U.S.C. §§ 1751-1760) and regulations governing the National School Lunch Program (7 C.F.R. Parts 210 and 245) and (2) the Child Nutrition Act of 1966, as amended (7 U.S.C. §§ 1771–1985), and regulations governing the School Breakfast Program (7 C.F.R. Parts 220 and 245) and (3) the Special Milk Program for Children (7 C.F.R. Part 215); (4) Public Law 105–336 authorizing reimbursement for snacks, (5) Public Law 85-478, as amended authorizing the Seamless Summer Option (formerly known as the Seamless Summer Food Service Program); (6) Public Law 108-265 to amend the National School Lunch Act and Child Nutrition Act of 1966 to provide children with increased access to food and nutrition assistance, to simplify program operations and improve program management; (7) Public Law 111-296 the Healthy, Hunger Free Kids Act of 2010; (8) 2 C.F.R. Part 225 (formerly Office of Management and Budget (OMB) Circular A-87) which stipulates allowable and unallowable expenses in the non-profit School Nutrition Program; (9) Tennessee Code Annotated (T.C.A.) Title 49, Chapter 6, Part 23 governing the operation of the School Nutrition Programs within the state of Tennessee; and (10) State Board of Education rules, regulations, and minimum standards for the operation of the public school system, Chapter 0520-01-06 governing the operation of the School Nutrition Programs within the State of Tennessee.

The Tennessee Department of Education, hereinafter referred to as the "State Agency (SA)," and the School Food Authority (SFA), listed below, hereinafter referred to as the “SFA” agree to comply with the conditions of this Agreement which are based on public laws, regulations, statutes, policies, procedures and best practices that govern the School Nutrition Programs to be operated by the SFA.

### **The State Agency (SA)**

- a. Agrees that to the extent of funds available, it shall reimburse the SFA in connection with meals, snacks and milk served to children in the indicated program(s) in schools, institutions or sites included in the Agreement and/or amended Agreement during the effective period of this Agreement; agrees that during any fiscal year, the amount of reimbursement paid to the SFA for meals and snacks served to children in each school, institution or site shall not exceed the amount equal to the number of meals or snacks by types (free, reduced, paid), served to children, multiplied by the assigned rates;
- b. Agrees that it will supply, in writing or electronically, to the SFA's School Nutrition Program Administrator, all changes, additions, and deletions to federal and state regulations and policies of the Tennessee Department of Education and State Board of Education that govern the operation of the programs;
- c. Will operate in accordance with U.S. Department of Agriculture policy, which prohibits discrimination on the basis of race, color, national origin, sex, age, or disability;
- d. Reserves the right to disallow any claim for reimbursement, to withhold School Nutrition funds and/or to recover any School Nutrition funds which are used in a manner that is not in accordance with federal and state laws and regulations or the terms of this Agreement; and
- e. Shall execute this Agreement.

### **The School Food Authority (SFA)**

- a. Application. An official of an SFA shall make a written application to the State Agency (SA) for any school in which it desires to operate the Program. Applications shall provide the State Agency (SA) with sufficient information to determine eligibility. The SFA shall also submit for approval a Free and Reduced-Price Policy Statement in accordance with 7 C.F.R. Part 245.
- b. Agreement. The Parties establish this Agreement, as each SFA approved to participate in the program is required under 7 C.F.R. § 210.9 to enter into a written agreement with the State Agency (SA) that may be amended as necessary. Nothing in the preceding sentence shall be construed to limit the ability of the State Agency (SA) to suspend or terminate this Agreement in accordance with 7 C.F.R. § 210.25. The SFA and participating schools under its jurisdiction shall comply with all provisions of 7 C.F.R. Parts 210, 215, 220, and 245. This Agreement shall provide that each SFA shall, with respect to participating schools under its jurisdiction:
  1. Maintain a nonprofit school nutrition program and observe the requirements for and limitations on the use of nonprofit school nutrition program revenues set forth in 7 C.F.R. § 210.14 and limitations on any competitive school food service as set forth in 7 C.F.R. § 210.11 and Tenn. Code Ann. § 49-6-2307;
  2. Limit its net cash resources in the School Nutrition Program to an amount that does not exceed three (3) months average expenditures for its nonprofit School Nutrition Program or

such other amount as may be approved by the SA in accordance with 7 C.F.R. § 210.19 (a); agrees that indirect costs may be recovered from the School Nutrition Program only from a reserve fund that exceeds three (3) months' operating expenses as outlined in Tenn. Code Ann. § 49-6-2305 Reserve Fund;

3. Maintain a system of financial accounting as prescribed under 7 C.F.R. §§ 210.14, 220.13 and 225;
4. Comply with uniform administrative requirements, cost principles, and audit requirements of federal awards in 2 C.F.R. Part 2200 as applicable;
5. Serve meals, during meal periods, which meet the requirements for food components and dietary standards as prescribed in 7 C.F.R. §§ 210.10 and 220.8;
6. Price meals as a unit;
7. Serve meals free or at a reduced price to all children who are determined by the local educational agency to be eligible for such meals under 7 C.F.R. Part 245;
8. Comply with the requirements of Provision 2, the Community Eligibility Provision, and reimbursement alternatives if applicable;
9. Claim reimbursement at the assigned rates only for reimbursable free, reduced price, and paid meals served to eligible children in accordance with 7 C.F.R. Parts 210 and 220. Agree that the SFA official who electronically signs the claim shall be responsible for reviewing and analyzing meal counts to ensure accuracy as specified in 7 C.F.R. §§ 210.8 and 220.9 governing claims for reimbursement. Acknowledge that failure to submit accurate claims will result in the withholding of payments, suspension, or termination of the program as specified in 7 C.F.R. regulations. Acknowledge that if failure to submit accurate claims reflects embezzlement, willful misapplication of funds, theft, or fraudulent activity the penalty specified in 7 C.F.R. §§ 210.26 and 220.19 shall apply;
10. Count the number of free, reduced-priced, and paid reimbursable meals served to eligible children at the point of service, or through another counting system if approved by the State Agency (SA);
11. Submit claims for reimbursement in accordance with 7 C.F.R. §§ 210.8 and 220.11;
12. Comply with the requirements of the United States Department of Agriculture regulations regarding nondiscrimination (7 C.F.R. Parts 15, 15a, 15b);
13. Not discriminate against any child because of his or her eligibility for free or reduced-price meals in accordance with the approved Free and Reduced-Price Policy Statement;

The program applicant hereby agrees that it will comply with:

- i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d, et seq.);

- ii. Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681, et seq.);
- iii. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794);
- iv. Age Discrimination Act of 1975 (42 U.S.C. §§ 6101, et seq.);
- v. Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. §§ 12131-12189);
- vi. Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency. (August 11, 2000);
- vii. All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 C.F.R. Part 15 et seq.);
- viii. Department of Justice Enforcement Guidelines (28 C.F.R. Parts 35, 42, and 50.3);
- ix. Food and Nutrition Services (FNS) directives and guidelines, to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement; and
- x. The USDA non-discrimination statement that in accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

By accepting this assurance, the Program applicant agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Program applicant, its successors, transferees, and assignees as long as it receives assistance or retains possession of any assistance from USDA. The person or persons whose signatures appear below are authorized to sign this assurance on the behalf of the

Program applicant.

14. Enter into an agreement with the United States Department of Agriculture to receive donated foods as required by 7 C.F.R. Part 250;
15. Maintain, in the storage, preparation, and service of food, proper sanitation and health standards in conformance with all applicable state and local laws and regulations, and comply with the food safety requirements of 7 C.F.R. §§ 210.13 and 220.13;
16. Accept and use, in as large quantities as may be efficiently utilized in its nonprofit school food service, such foods as may be offered as a donation by the United States Department of Agriculture;
17. Maintain necessary facilities for storing, preparing, and serving food;
18. Upon request, make all accounts and records pertaining to its school food service available to the State Agency (SA) and to FNS, for audit or review, at a reasonable time and place. Such records shall be retained for a period of three years after the date of the final Claim for Reimbursement for the fiscal year to which they pertain, except that if audit findings have not been resolved, the records shall be retained beyond the three-year period as long as required for resolution of the issues raised by the audit;
19. Maintain files of currently approved and denied free and reduced-price applications, which must be readily retrievable by school;
20. Maintain files of the names of children currently approved for free meals through direct certification with the supporting documentation, as specified in 7 C.F.R. § 245.6(b)(5), which must be readily retrievable by school. Documentation for direct certification must include information obtained directly from the appropriate state or local agency, or other appropriate individual, as specified by FNS, that:
  - i. A child in the Family, as defined in 7 C.F.R § 245.2, is receiving benefits from SNAP, FDPIR, or TANF, as defined in § 245.2 of this chapter; if one child is receiving such benefits, all children in that family are considered to be directly certified;
  - ii. The child is a homeless child as defined in 7 C.F.R § 245.2;
  - iii. The child is a runaway child as defined in 7 C.F.R § 245.2;
  - iv. The child is a migrant child as defined in 7 C.F.R § 245.2; or
  - v. The child is a Head Start child as defined in 7 C.F.R § 245.2.

21. Retain the individual applications for free and reduced-price meals and meal supplements submitted by families for a period of three (3) years after the end of the fiscal year to which they pertain or as otherwise specified under paragraph (b)(17) of 7 C.F.R. § 210.9; and
  22. No later than December 31 of each year, provide the State Agency (SA) with a list of all elementary schools under its jurisdiction in which 50 percent or more of enrolled children have been determined eligible for free or reduced-price meals as of the last operating day the preceding October. In addition, each SFA shall provide, when available for the schools under its jurisdiction, and upon the request of a sponsoring organization of day care homes of the Child and Adult Care Food Program, information on the boundaries of the attendance areas for the elementary schools identified as having 50 percent or more of enrolled children certified eligible for free or reduced-price meals.
- c. Afterschool care requirements. Those SFAs with eligible schools (as defined in 7 C.F.R. § 210.10(o)(1)) that elect to serve meal supplements during afterschool care programs, shall agree to:
1. Serve meal supplements that meet the minimum requirements prescribed in 7 C.F.R. § 210.10;
  2. Price the meal supplement as a unit;
  3. Serve meal supplements free or at a reduced price to all children who are determined by the SFA to be eligible for free or reduced-price school meals under 7 C.F.R. Part 245;
  4. If charging for meals, the charge for a reduced-price meal supplement shall not exceed 15 cents;
  5. Claim reimbursement at the assigned rates only for meal supplements served in accordance with this Agreement;
  6. Claim reimbursement for no more than one meal supplement per child per day;
  7. Review each afterschool care program two times a year; the first review shall be made during the first four weeks that the school is in operation each school year, except that an afterschool care program operating year-round shall be reviewed during the first four weeks of its initial year of operation, once more during its first year of operation, and twice each school year thereafter;
  8. Agree to provide organized, regularly scheduled activities in a structured and supervised environment, including an educational or enrichment activity; and
  9. Comply with all requirements of 7 C.F.R. Part 210, except that claims for reimbursement need not be based on "point of service" meal supplement counts (as required by 7 C.F.R. § 210.9(b)(9)).
- d. Seamless Summer Option (SSO). Those SFAs with eligible schools that elect to serve meals and

meal supplements with the seamless summer option, shall agree to:

1. Feed children in low-income areas during the summer months (or during extended breaks of a year-round school schedule). The National School Lunch Act at 42 USC § 1761(a)(8) allows public and non-profit School Food Authorities/Local Educational Agency (SFA/LEA) participating in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) to operate the Seamless Summer Option. The SFA/LEA will follow requirements, where applicable, in the NSLP and SBP regulations at 7 C.F.R. Parts 210, 220, and 225 for this option;
2. Apply with the location and description of the option site, percentage of Free/Reduced-price meals, type of site, and method of advertisement;
3. Adhere to the special provisions of the Seamless Summer Option, which are described in the following sections (4-23);
4. Demonstrate financial and administrative capability for Program operations and accept final financial and administrative responsibility for total Program operations at all sites;
5. Follow SSO policy (established in the body of regulations, instructions, handbooks, and other written guidance) to choose SSO sites;
6. Restricted Open Site is an open site initially (open to all children through age 18 in the community), but later restricted by the district for security, safety or control reasons;
7. Closed enrolled a site of which is open to only enrolled children, as opposed to the community at large, which at least 50 percent of enrolled children at the site are eligible for free or reduced-price school meals under National School Lunch Program and School Breakfast Program, as determined by approval of application in accordance with [7 C.F.R. 225.15\(f\)](#), or on the basis of documentation the site meets the definition of "Areas in which poor economic conditions exist, referred to as area eligible;"
8. The SFA will not claim any meals under the seamless option at any site without receiving prior approval from the State Agency (SA);
9. All persons meeting the definition of Children in the Summer Food Service Program (SFSP) federal regulations at 7 C.F.R. § 225.2 are eligible to participate. This includes all persons in the community who are 18 years of age and under and (as defined at 7 C.F.R. § 225.2) those persons over age 18 who meet the State Agency (SA) definition of mentally or physically disabled persons;
10. The SFA/LEA will follow NSLP meal service requirements for lunch or snacks (7 C.F.R. § 210.10) and SBP meal service requirements (7 C.F.R. § 220.8) for breakfast. With State Agency (SA) approval, the SFA/LEA may serve a supper meal, using applicable NSLP meal service requirements for lunches;
11. Meals will be counted at the point of service;

12. Second meals are not reimbursable and may not be claimed;
  13. Production and menu records will be maintained that show compliance with meal requirements;
  14. The designated lunch period will be between the hours of 10 a.m. and 2 p.m., unless otherwise exempted by FNS (such as supper service that would not occur during these hours);
  15. The SFA/LEA may allow “offer versus serve” meals at SSO sites;
  16. Off-site consumption of meals shall not be allowed, except as part of an authorized scheduled event, such as a planned field trip, or if the site is approved to operate non-congregate operating in rural areas;
  17. The number and types of meals will comply with SFSP requirements at 7 C.F.R. § 225.16(b), as described below in sections # 18-23;
  18. All sites except camps or migrant sites: With State Agency (SA) approval, the SFA/LEA may serve up to two meals at all sites. Meal service may include breakfast, lunch, snack, or supper. The SFA/LEA may not claim both lunch and supper meals at the same site on the same day;
  19. There will be no charge for meals served to eligible participants;
  20. Meals at all approved SSO sites, except camps, will be served free to all children in accordance with 7 C.F.R. § 225.6(e)(4) of the SFSP regulations;
  21. The SFA/LEA may claim meals at the “free” rates prescribed by USDA for the NSLP (including snacks) and the SBP. Supper meals, if permitted by the State Agency (SA), may be claimed at the free rate for NSLP lunches. All lunches and suppers served under this amendment will receive the standard commodity support rate available for the NSLP. SSO sites that qualify for the severe needed breakfast rate will continue to receive this differential;
  22. On the monthly claim filed with the State Agency (SA), the SFA/LEA must identify meals served at SSO sites separately from other NSLP or SBP meals served at other sites; and
  23. The SFA/LEA will review the meal counting, claiming, and meal pattern compliance within the three (3) weeks of starting operations for all sites that are newly approved to operate the Seamless Summer Feeding Option or that are operated by non-SFA/LEA personnel.
- e. The Fresh Fruit and Vegetable Program (FFVP) allows selected schools to receive reimbursement for the cost of making free fresh fruits and vegetables available to students during the school day. The following conditions must be met:
1. These fresh fruits and vegetables must be provided separately from the lunch or breakfast meal, in one or more areas of the school during the official school day;
  2. All schools that participate in the FFVP are required to widely publicize within the school the availability of free fresh fruits and vegetables;

3. Schools with the highest free and reduced-price enrollment will be selected;
4. Yearly training with any updates shall be available to all FFVP schools;
5. Selected schools must meet the following criteria: be an elementary school, represent the highest percentage of students certified for free and reduced-price benefits, participate in the NSLP, complete an annual application and/or update for the FFVP;
6. A per-student allocation of \$50-\$75 per year will be made;
7. Provide a serving of fruit or vegetable only to teachers who are directly responsible for serving the fruit or vegetable;
8. Submit a monthly claim for reimbursement;
9. May use no more than ten (10) percent of your school's total grant for administrative costs; and
10. Receive reimbursement for the costs of purchasing, preparing, and serving fresh fruits and vegetables to children in your schools.

**The SA and the SFA mutually agree that:**

- a. Schools or sites may be added or deleted by amending this Agreement as the need arises and references herein to schools or sites within the SFA shall be deemed to include all schools or sites as added through the Site Application.
- b. Both shall cooperate with USDA officials and contractors conducting evaluations and research in the School Nutrition Programs.
- c. For the purpose of this Agreement, the following terms will mean respectively:
  1. *Adult*: means a person who is (1) a staff member or employee of a school, including all faculty, supervisory and other personnel and (2) not under twenty-one (21) chronological years of age in non-profit Residential Child Care Institutions (RCCIs) and (3) not a student of high school grade or under as determined by the state education agency in schools as defined in 7 C.F.R. § 210.2;
  2. *Child*: means (a) a student of high school grade or under as determined by the state education agency, who is enrolled in an educational unit of high school grade or under as described in paragraph (a) and (b) of the definition *school* including students who are mentally or physically disabled as defined by the state and who are participating in a school program established for the mentally or physically disabled; or (b) a person under twenty-one (21) chronological years of age who is enrolled in an institution or center as described in paragraph (c) of the definition of school or (c) for purposes of reimbursement for meal supplements served in after school care programs, an individual enrolled in an after school care program operated by an eligible school who is twelve (12) years of age or under or in the case of migrant workers and children with disabilities, not more than eighteen (18) years of age or under;

3. *Meals*: means food served at a school under the indicated programs that meets the applicable nutritional requirements set forth in the regulations and policies; *Meals* include breakfast, lunch, or snack;
  4. *Non-profit School Nutrition Program*: means meal service operated by the SFA for the benefit of children, all the income from which is used solely for the operation or improvement of such meal service and for no other purpose;
  5. *School*: (a) an educational unit of high school grade or under, recognized as part of the educational system in the state and operating under public or non-profit private ownership in a single building or complex of buildings; (b) any public or non-profit private classes of pre-primary grade when they are conducted in the aforementioned schools; or (c) any public or non-profit, private residential child care institution, or distinct part of such institution, which operates principally for the care of children, and, if private, is licensed to provide residential child care services under the appropriate licensing code by the state or a subordinate level of the government, with the exception of residential summer camps, which participate in the Summer Food Service Program for Children, Job-corps Centers funded by the Department of Labor, and private foster homes; the term "Residential Child Care Institution" includes, but is not limited to: homes for the mentally, emotionally, or physically impaired, and unmarried mothers and their infants; group homes; half-way houses; orphanages; temporary shelters for abused children and for runaway children; long term care facilities for chronically ill children; and juvenile detention centers; a long term care facility is a hospital, skilled nursing facility, intermediate care facility, or distinct part thereof, which is intended for the care of children confined for thirty (30) days or more; and
  6. *School food authority* means the governing body responsible for the administration of one or more schools, institutions, or sites, and that has the legal authority to operate the NSLP, the SBP, the SMP, the SSO and/or the ASSP therein.
- d. This Agreement is effective for the programs as approved in the electronic application for the period commencing July 1 and ending the following June 30; the Agreement will be permanent for each school year thereafter unless legislation changes and new requirements are added and/or deleted. This must be signed by the Director of Schools and maintained at the SFA level. Approval in the Tennessee: Meals, Accounting, and Claiming (TMAC) system will be made as soon as SFAs submit the appropriate information through the TMAC system.
- e. The SFA/LEA shall comply with all requirements of 7 C.F.R. § 245.6(f) when disclosing students' free and reduced-price eligibility status without parental consent. This includes the requirement that SFAs/LEAs may only disclose such information to persons determined to be "directly connected" with the administration or enforcement of a federal education program, state education program, state health program, or a means-tested nutrition program, as well as to persons directly connected with the Comptroller General Office or law enforcement for an authorized activity. Eligibility information shall not be made generally available to all school officials. Only individuals with a legitimate "need to know" to provide a service or carry out an authorized activity may access or use eligibility information. Teachers, guidance counselors, principals, or other school officials who are not helping under the appropriate statutory or regulatory requirements

cannot have access to eligibility information. The SFA/LEA is responsible for determining whether it is legally permissible and appropriate for an individual to have access to and/or disclose students' free and reduced-price eligibility information.

- f. State agencies, SFAs/LEAs, and schools must also ensure data systems, records, and other means of accessing a student's eligibility status are limited to officials directly connected with administration or enforcement of federal or state program or activity. Online data systems shall have a masking or de-identification capability to prevent unauthorized access to free and reduced-price eligibility status.
- g. The State Agency (SA) may withhold Federal School Nutrition funds from the SFA when there is evidence of material non-compliance with the terms and conditions of this Agreement; the State Agency (SA) may also withhold Federal School Nutrition funds for failure of the SFA to take corrective action within sixty (60) days of notification of non-compliance as a result of a USDA mandated review, an Additional Administrative Review (AAR) or Technical Assistance (TA) Review; the State Agency (SA) may terminate this Agreement with the SFA immediately upon receipt of evidence that the terms and conditions of this Agreement or any of the regulations specified herein have not been fully complied with the SFA; any termination of the Agreement by the State Agency (SA) shall be in accordance with applicable laws and regulations.
- h. The terms of this Agreement shall not be modified or changed in any way other than by written amendment, agreed to in writing by both parties hereto.

# Policy Statement for Providing Free and Reduced Price Meals to Students

**This document is part of the Agreement between the SFA and the SA to administer the School Nutrition Programs.**

The SFA accepts responsibility for providing **free and reduced-price meals and/or free milk and afterschool snacks** to eligible children in the schools under its jurisdiction.

The SFA assures the Tennessee Department of Education that the school district will uniformly implement the following policies to administer the program(s) in schools under its jurisdiction. In fulfilling these responsibilities, the SFA agrees to the following provisions:

- A. Serve meals free to children from households whose income is at or below the free meal eligibility scale listed in the current income eligibility guidelines, or whose participation in SNAP (formerly Food Stamp Program) or Families First also called Temporary Assistance for Needy Families (TANF) or the Food Distribution Program on Indian Reservations (FDPIR) qualifies them for direct certification for free meals, or whose migrant, homeless, runaway or foster child status or other federally-approved status as described in a policy memorandum issued by the United States Department of Agriculture, entitles them for categorical eligibility for free meals;
- B. Serve meals at a reduced price to children from households whose income is at or below the reduced-price meal eligibility scale listed in the current income eligibility guidelines and/or use other available resources for the student co-pay for reduced price breakfast meals (\$ .30 per meal) or paid meals to serve breakfast meals at no charge to students who are eligible for reduced price meals or paid meals;
- C. Set reduced price charges for lunch and breakfast at or below the maximum reduced price allowed by regulations and below the full price of the lunch or breakfast. Reduced price charges for lunch shall be set at \$ .40 or less, reduced price breakfast shall be served free of charge to qualifying students using the state allocation provided under Session Law 21-345 or at \$ .30 or less and reduced-price snacks shall be served at \$ .15 or less;
- D. Ensure food is not used as a means of rewarding or punishing students for any purpose;
- E. Ensure no physical segregation of, nor any other discrimination against, any child because of his/her inability to pay the full price. The names of children eligible to receive free or reduced-price meals shall not be distributed, published, posted, or announced in any manner, and there shall be no overt identification of any such children by use of special tokens, tickets, identification numbers or any other means. Further assurance is given that children eligible for free or reduced-price meals shall not be required to:
  - 1. Work for their meals;

2. Use separate dining room areas;
  3. Go through a separate serving line;
  4. Enter the dining room through a separate entrance;
  5. Eat meals at a different time; or
  6. Eat a meal different from the one sold to children paying the full price.
- F. Operate the School Nutrition Programs so that no child shall be discriminated against on the basis of race, color, national origin, sex, age, or disability.
- G. Authorize the School Nutrition Administrator/Designee to serve as the Determining Official for the LEA; the Determining Official shall determine student's meal eligibility status based on the current school year NSLP income eligibility guidelines, which are updated annually. This official agrees that information on the application will be used to determine the child's eligibility for only those benefits designated by the parent/guardian. The determining official is also authorized to make decisions about extending school meal benefits to students residing in households where other students are directly certified for free meals and who are subsequently eligible to receive them based USDA guidance. (Note: The Determining Official may not serve as the Hearing Official. See Item K.)
- H. Develop and make available to each child's parent or guardian, a letter as outlined herein, including a household application for free or reduced-price meals, at the beginning of each school year. The school system must develop a procedure and keep it on file for disseminating applications (school packets, email, website, or combination, etc.). This procedure must define if applications will be paper or electronic and how they will be returned. Parents will be responsible for completing a household application and returning it to the school or Board of Education for review. Such applications and documentation of action taken will be maintained for three (3) years after the end of the school year to which they pertain. Applications are effective for one year. Any parent enrolling a child in a school for the first time, at any time during the year, shall be provided with an application for meal benefits. If a child transfers from one school to another under the jurisdiction of the LEA, his eligibility for free or reduced-price meals will be transferred to, and honored by, the receiving school. Parents or guardians will be notified within ten (10) working days of the acceptance or denial of their applications. Children will be served meals immediately upon the submission of a complete application; children whose applications are approved for free meal benefits shall not incur charges during the application processing period.

Use data from the State Agency's Direct Certification Technology System to issue meal benefits to students who are directly certified for free meals and to notify the students' households of free meal benefits and allow the household the opportunity to decline free meal benefits should they choose to do so.

Public Law 111-296 allows certification of a foster child for free meals, without application, if the local educational agency or other child nutrition program institution obtains documentation from an

appropriate state or local agency indicating the status of the child as a foster child whose care and placement is the responsibility of the state or that the foster child has been placed with a caretaker household by a court. The foster child is categorically eligible and may be certified without an application. Households with foster and non-foster children may choose to include the foster child as a household member, as well as any personal income earned by the foster child, on the same household application that includes their non-foster children. This will streamline the application process and may help the foster family's non-foster children qualify for free or reduced-price meals based on household size and income.

In processing the application, the LEA would certify the foster child for free meals and then make an eligibility determination for the remainder of the household based on the household's income (including personal income earned by the foster child) or other categorical eligibility information reported on the application. Foster payments received by the family from the placing agency are not considered income and do not need to be reported. The presence of a foster child in the household does not convey eligibility for free meals to all children in the household in the same manner as FNS, Temporary Assistance for Needy Families (TANF), Food Distribution Program.

When an application is denied, parents or guardians will be provided written notification in a language that parents and guardians can understand, to the extent practicable, which shall include the following:

1. Reason for the denial of benefits, (for example: income in excess of allowable limits or incomplete application).
  2. Notification of the right to appeal the denial of benefits.
  3. Specific instructions on how to appeal.
  4. Statement reminding parents that they may reapply for free and reduced-price benefits at any time during the school year. (Note: The reasons for ineligibility shall be properly documented and retained on file at the LEA level.)
- I. Select and verify by November 15 the eligibility of a sample of the approved free and reduced-price applications on file as of October 1. The SFA further agrees to maintain the following records relative to verification for a period of three (3) years:
1. Total number of applications on file as of October 1st.
  2. Documentation of the sample selection.
  3. Summary of all verification activities and outcomes.
- J. Conduct a second-party review of applications to ensure the applications are complete and benefits are accurately issued if a computerized system is not used.
- K. Identify individuals within the district who are authorized to serve as liaisons in the following areas:

- Migrant
- Homeless/Runaway
- HeadStart
- EvenStart
- FosterChild

These liaisons will be authorized to provide official, accurate information to the SFA's determining official for the purpose of determining categorical eligibility for students who meet pre-established criteria.

- L. Designate a Hearing Official to establish and use a fair hearing procedure under which:
1. A household can appeal against a decision made on the original application.
  2. A household can appeal an adverse action made because of verification of an application.
  3. The SFA can challenge the continued eligibility of any child. During the appeal and hearing, the child who was determined to be eligible based on the application submitted will continue to receive free or reduced-price meals or free milk.

The Hearing Official must be someone not involved in the original eligibility determination. It is suggested that the Hearing Official hold a position at a higher administrative level than that of the Determining Official.

### **Hearing Procedure**

Prior to initiating the hearing procedure, the school official, the parent(s) or the guardian may request a conference to provide an opportunity for the parent(s)/guardian(s) and school official(s) to discuss the situation, present information, obtain an explanation of data submitted in the application and the decisions rendered. Such a conference shall not in any way prejudice nor diminish the right to a fair hearing.

The designated hearing official shall ensure that the hearing procedure provides the following for both the household and the LEA:

1. A publicly-announced, simple method for making an oral or written request for a hearing;
2. An opportunity to be assisted or represented by an attorney or other person;
3. An opportunity to examine, prior to and during the hearing, the documents, and records presented to support the decision under appeal;
4. Reasonable promptness and convenience in scheduling a hearing and adequate notice as to its time and place;

5. An opportunity to present oral or documentary evidence and arguments supporting a position without undue interference;
  6. An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witness(s);
  7. That the hearing will be conducted, and the decision will be made by an official who did not participate in the decision under appeal (or any previous conference);
  8. That the decision of the hearing official will be based on the oral and documentary evidence presented at the hearing and entered into the hearing record;
  9. That the parties concerned, and any designated representative thereof be notified in writing of the decision;
  10. That for each hearing, a written record be prepared, including the decision under appeal, any documentary evidence and a summary of any oral testimony presented at the hearing, the decision of the hearing official and the reasons therefore, and a copy of the notification to the parties concerned of the hearing official's decision; and
  11. That such written record must be retained for a period of three (3) years after the close of the school year to which it pertains; these records must be made available for examination by the parties concerned or their designees at any reasonable time and place during such period.
- M. Submit a public/press release annually to notify the public of the process for applying for free and reduced-price meal benefits or maintain a copy of the press release from the state, which is issued statewide. At such time during the course of the year the LEA is informed of major employers contemplating or experiencing large layoffs, or other conditions that would result in loss of income to households, the LEA will provide specific information about applying for free or reduced-price school meal benefits to employees whose children may be enrolled in the LEA. In addition, the LEA agrees to provide such a public release whenever there is a change in eligibility criteria, unless specifically exempted from doing so.
- N. Establish a written procedure to collect money from children who pay for their meals and milk and to account for the number of free, reduced-price, and full-price and alternate meals served. The procedure described will be used so that no other child in the school will be aware of such a procedure or the identity of the children receiving free or reduced-price meals or free milk.
- O. Submit to the Tennessee Department of Education, School Nutrition Program, Andrew Johnson Tower, 710 James Robertson Parkway, Nashville, TN 37243-0389, or email to [School.Nutrition@tn.gov](mailto:School.Nutrition@tn.gov) any revisions to the administrative procedures outlined in this policy statement before implementation. Such changes will be effective only upon approval by the department. All changes in eligibility criteria must be publicly announced in the same manner used at the beginning of the school year.

# Agreement to Administer the School Nutrition Program(s) for Local Education Agencies/ SFAs School Year 2025-26

My signature below indicates that I understand and agree to all the terms and conditions contained in the 2025-26 Agreement and Free and Reduced-Price Policy Statement to operate the School Nutrition Program(s) and will ensure all school personnel abide by the provisions set forth in the Agreement and Policy Statement.

\_\_\_\_\_  
[Name of SFA]

\_\_\_\_\_  
[SFA Agr #]

System UEI Number: \_\_\_\_\_

Indirect Cost Rate: \_\_\_\_\_

**On behalf of the School Food Authority:**

Director of Schools:

\_\_\_\_\_  
[Print]

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Date]

School Nutrition Program Administrator:

\_\_\_\_\_  
[Print]

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Date]

**On behalf of the Tennessee Department of Education:**

State Director, School Nutrition Program:

Joshua Nunnally \_\_\_\_\_

[Print]

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Date]

**NOTE: This signature page must be provided in conjunction with the electronic renewal of the agreement between the SFA and the Tennessee Department of Education, to administer the School Nutrition Program(s). After completing the automated Agreement renewal process, reviewing the Agreement and the Policy Statement, please sign in blue ink or utilize an electronic signature and upload to the application packet in the Tennessee: Meals, Accounting, and Claiming (TMAC) system.**

# Local Agriculture Products Compliance Plan School Year 2025-26

T.C.A § 49-6-2303-6

\_\_\_\_\_  
[Name of SFA]

\_\_\_\_\_  
[SFA Agr #]

I/we certify to the Tennessee Commissioner of Education that the School Nutrition Program was implemented according to this plan for compliance and that we will make efforts to:

\_\_\_\_\_ Make available to our school nutrition program local agriculture products, freshness, and transportation cost to be considered

\_\_\_\_\_ Allow flexible bidding process to assist farmers to bid competitively on portions of a given bid, rather than the entire bid

\_\_\_\_\_ Require that all food provided for public school use meet or exceed food safety standards for commercial food operations

Each local school board shall submit this plan for compliance 60 days prior to the beginning of the school year. In the subsequent school year, each local school board shall submit modifications to this plan 60 days prior to the beginning of the school year.

## On behalf of the School Food Authority:

Director of Schools:

\_\_\_\_\_  
[Print]

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Date]

School Board Chairperson:

\_\_\_\_\_  
[Print]

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Date]

**NOTE: This signature page must be provided in conjunction with the electronic renewal of the agreement between the SFA and the Tennessee Department of Education, to administer the School Nutrition Program(s). After reviewing the Local Agriculture Products Compliance Plan, please sign in blue ink or utilize an electronic signature and upload to the application packet in the Tennessee: Meals, Accounting, and Claiming (TMAC) system.**

## Debarment Certification and SFA Agreement School Year 2025-26

**This document is part of the SFA and SA Agreement to administer the School Nutrition Programs. Complete the USDA certification below to verify that the subrecipient is not excluded or disqualified in accordance with [2 C.F.R. § 180.300](#).**

**Please complete the attached USDA certification form as part of the agreement package.**



## Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

*The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 C.F.R. §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.*

*According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal or*

***(Read instructions on page two before completing certification.)***

- A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME	PR/AWARD NUMBER OR PROJECT NAME
NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S)	
SIGNATURE	DATE

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.

### **Instructions for Certification**

- (1) By signing and submitting this form, the prospective lower-tier participant is providing the certification set out on page 1 in accordance with these instructions.
- (2) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
- (3) The prospective lower tier participant must provide immediate written notice to the person(s) to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (4) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549, at 2 C.F.R. Parts 180 and 417. You may contact the Department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
- (5) The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it may not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department or agency with which this transaction originated.
- (6) The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- (7) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the General Services Administration's System for Award Management Exclusions database.
- (8) Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- (9) Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

June 17, 2025  
New Budget Items

<b>Summer Learning Camps</b>			
<b>Revenue</b>		<b>Debit</b>	<b>Credit</b>
141-46590-934	State Funds	\$99,451.13	
141-47590-934	Federal Funds	\$28,295.99	
		<b>\$127,747.12</b>	
<b>Expenditures</b>			
141-71100-116-934	Teachers (TES-Learning Camp)		\$91,200.00
141-71100-163-934	Educational Assistants		\$3,200.00
141-71100-201-934	Social Security		\$5,852.80
141-71100-204-934	State Retirement		\$8,368.80
141-71100-212-934	Employer Medicare		\$1,368.80
141-71100-429-934	Instructional Supplies		\$3,758.72
141-72210-105-934	Other Salaries & Wages		\$12,000.00
141-72210-201-934	Social Security		\$744.00
141-72210-204-934	State Retirement		\$1,080.00
141-72210-212-934	Medicare		\$174.00
			<b>\$127,747.12</b>
<b>Summer Learning Camps Transportation</b>			
<b>Revenue</b>		<b>Debit</b>	<b>Credit</b>
141-46590-936	State Funds	\$23,169.82	
		<b>\$23,169.82</b>	
<b>Expenditures</b>			
141-72710-105-936	Supervisor		\$1,200.00
141-72710-146-936	Bus Drivers		\$9,120.00
141-72710-189-936	Other Salaries & Wages		\$4,800.00
141-72710-201-936	Social Security		\$863.04
141-72710-204-936	State Retirement		\$932.64
141-72710-212-936	Employer Medicare		\$219.24
141-72710-338-936	Maintenance & Repairs		\$1,500.00
141-72710-412-936	Diesel Fuel		\$4,534.90
			<b>\$23,169.82</b>

# FY 26 Consolidated Application Approval for IDEA/ESEA School Year 20 25 - 26

273

Trenton Special School  
District

LEA #

201 W 10th Street

LEA Name (Legal Name of Agency):

LEA Legal Mailing Address

201 W 10th Street

Street Address

201 W 10th Street  
Trenton

TN

38382

City

State

Zip

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

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

The Board of Education has reviewed and approved this project year application for filing.

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

6/17/2025

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

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

Tim Haney

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

Justin Weaver

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

6/17/25

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

6/17/25

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

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

## 2025-26 Consolidated Funding Application

### **Consolidated Administration**

Allocation - \$92,450.07

- Total from Title I - \$83,727.07
- Total from Title V - \$9,723.00
- Provides funding for 50% of the Federal Director, 15% of the Federal Finance Director, and 20% of the Administrative Assistant to oversee all Title budgets.

### **Title I A (Michele)**

Allocation - \$370,698.43– (\$83,727.07 to Consolidated Admin)

Title II A - \$58,265.23 moved to Title I

Title IV - \$25,784.62 moved to Title I

Title I provides funding for

- 1 Educational Assistant for TES
- 60% Instructional/Behavioral Support person for PHS
- 50% salary of an Instructional Coach for PreK/2 for TES
- 1 Instructional Facilitator for TRMS
- 1 full time and 1 part time Interventionist for TES
- Instructional supplies, homeless supplies, equipment, and professional development opportunities

### **Title II A (Michele)**

Allocation - \$58,265.23 moved to Title I

### **Title III A (Amy)**

Allocation - \$4,560.66

The grant provides supplementary supplies for ELA students and professional development opportunities for ELA instructors and Directors.

### **Title IV**

Allocation - \$25,784.62 moved to Title I

### **Title V (formally Title VI) (Michele)**

Allocation – \$38,896.00 - \$9,723.00 moved to Consolidated Admin

- 40% Instructional/Behavioral Support person for PHS

**IDEA, Part B (Amy)**

Allocation - \$314,127

Provides funding for

- 2 SPED Teachers
- 5 SPED educational assistants
- 11% of salary of Special Populations Director
- 16% of salary for Bookkeeper
- 19% of salary for Administrative Assistant
- Instructional supplies, copier needs, and professional development opportunities

**IDEA Pre-K (Amy)**

Allocation - \$11,169

Provides funding for

- 15% of salary for a SPED Pre-K classroom teacher (85% funded through GP SPED budget)

**2025-2026**  
**Trenton Special School District**  
**Proposed Regular School Board Meetings**

**July 22, 2025**

**August – No Meeting**

**September 2, 2025**

**October 14, 2025**

**November 4, 2025**

**December 2, 2025**

**January 6, 2026 – If needed**

**February 3, 2026**

**March 3, 2026**

**April 7, 2026**

**May 5, 2026**

**June 16, 2026**

**Public Comment Period – There shall be a public comment period for each meeting with actionable items on the agenda, with the exception of teacher disciplinary hearings. Comments shall be limited to topics listed on the agenda. The total public comment period shall be for no more than ten (10) minutes. If an individual wishes to address the Board, he/she shall sign up on the form provided before the beginning of the board meeting to request time to speak. Each speaker shall be given no more than two (2) minutes. Delegations shall select only one (1) individual to speak on their behalf unless otherwise determined by the Board.**

8.13. Approval of Other Staff Bonus

**Projections of State Funded Teacher Bonus and TSSD Funded Other Staff Bonus**

**Projection for State funded Teacher Bonus**

Legacy	51	2,000	102,000
Hybrid	39	2,000	78,000
	<u>90</u>		<u>180,000</u>
Social Security 6.2%			11,160
Medicare 1.45%			2,610
Legacy Retirement 5.77%			5,885
Hybrid Retirement 9%			7,020
<b>Total State Funded</b>			<b><u>206,675</u></b>

**Certified funded by TSSD at \$2,000**

Legacy FT	15	2,000	30,000
Hybrid FT	4	2,000	8,000
120 Days	5	2,000	10,000
	<u>24</u>		<u>48,000</u>
Social Security 6.2%			2,356
Medicare 1.45%			696
Legacy Retirement 5.77%			1,731
Hybrid Retirement 9%			720
<b>Total Certified Funded</b>			<b><u>53,503</u></b>

**Classified Staff funded by TSSD at \$2,000**

Full-time	76	2,000	152,000
Part-time	8	2,000	16,000
	<u>84</u>		<u>168,000</u>
Social Security 6.2%			10,416
Medicare 1.45%			2,436
Retirement 7.5%			11,400
<b>Total Classified Funded</b>			<b><u>192,252</u></b>

**Total TSSD Funded Certified & Classified \$2k**

**245,755**

8.13. Approval of Other Staff Bonus

**Projections of State Funded Teacher Bonus and TSSD Funded Other Staff Bonus**

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Medicare 1.45%			2,436
Retirement 7.5%			11,400
<b>Total Classified Funded</b>			<b><u>192,252</u></b>

**Total TSSD Funded Certified & Classified \$2k**

**245,755**