

# Regular Board of Education Meeting

August 26, 2019 6:00 PM

Robert J. Smallridge School Administration Building

## **I. Call to Order**

## **II. Pledge of Allegiance and Program**

## **III. Approval of Agenda**

## **IV. Special Reports/Presentations**

A. Good News

B. 2020 Report

C. Maintenance and Operations Projects

## **V. Public Forum**

## **VI. Consent Agenda**

A. Board Minutes: 8/5/19

## **VII. Items for Action**

A. Submission of Application for Keys Fillauer to Serve as Vice  
President of the TSBA Board of Directors

B. Board Policy 5.106 Application and Employment - First Reading

C. Formal Approval of Electrical Work on Scoreboard at Blankenship  
Field

D. 2020 Safety Patrol Field Trip to Washington, D.C.

E. Purchase of Cafeteria Furniture at ORHS

F. FY20 IDEA Discretionary Supplemental Grant

G. RMS International Diversity Club

H. RMS Youth Ambassador Coalition Club

I. RMS 5th Grade Ram Readers Club

J. Preschool Access Control and CCTV Systems Installation

K. FY'20 Budget Transfer #1 - First Reading

L. Purchase of Preschool Building Technology Cabling

M. Purchase of Snap-On Tools Precision Measurement Instruments  
(PMI) Certification Kits

N. Board Policy 1.101 Role of the Board of Education - First Reading

O. Board Policy 1.2021 Boardsmanship Code of Conduct - First  
Reading

P. Board Policy 1.202 Duties of Board Members - First Reading

Q. Board Policy 2.403 Surplus Property Sales - Second Reading

R. Board Policy 2.601 Fundraising Activities - Second Reading

S. Board Policy 3.202 Emergency Preparedness Plan - Second Reading

T. Board Policy 4.605 Graduation Requirements - First Reading

U. Board Policy 4.700 Testing Programs - First Reading

V. Board Policy 5.605 Staff Gifts and Solicitations - Second Reading

W. Board Policy 6.308 Bus Safety and Conduct - Second Reading

## **VIII. Items for Information**

A. Financial Reports

B. Blankenship Field Locker Room Improvements

## **IX. Items for Discussion**

## **X. Old Business**

## **XI. New Business**

## **XII. Communications**

## **XIII. Adjournment**

# Oak Ridge Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Application and Employment</b>	Descriptor Code: <b>5.106</b>	Issued Date: <b>08/27/18</b>
		Rescinds: <b>5.106</b>	Issued: <b>09/28/15 01/26/15 12/01/09</b>

## 1 APPLICATION

2 An individual desiring a position with the Oak Ridge Schools shall make application to the system on  
3 forms developed by the district. To ensure the safety and welfare of students and staff, the district shall  
4 require criminal history background checks and fingerprinting of applicants for teaching positions and  
5 any other positions that require proximity to children.<sup>1</sup> If applying for a teaching position, the District  
6 shall also check the applicant's license status in the State Board of Education's database to determine if  
7 there is a hold on that applicant's license, and if so, the reasoning behind the hold.<sup>2</sup>

8 Knowingly falsifying information shall be sufficient grounds for termination of employment and shall  
9 also constitute a Class A misdemeanor which must be reported to the District Attorney General for  
10 prosecution.<sup>3</sup>

11 Any costs incurred to perform these background checks and fingerprinting shall be paid by the district.<sup>4</sup>

### 12 *Professional Employees*

13 The application must include degrees and credits earned at the colleges or universities attended along  
14 with references from persons such as previous employers, college professors, and supervisors of student  
15 teachers. Other information shall include whether such applicant has been dismissed for cause from a  
16 school system.<sup>5</sup> If previously employed by a local board of education, the applicant shall provide  
17 evidence of acceptable resignation.

18 No person shall be employed:

- 19 1. Who does not hold a valid license to teach from the State Board of Education;<sup>6</sup>
- 20 2. Who has been identified by the Department of Children's Services as a perpetrator of child  
21 abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate  
22 threat to the health, safety, or welfare of children;<sup>7</sup>
- 23 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department  
24 of Health;<sup>7</sup>
- 25 4. Who does not present a physician's certificate showing a satisfactory health record or has any  
26 contagious or communicable disease in such form that might endanger the health of school  
27 children;<sup>8</sup>
- 28 5. Who refuses to take and subscribe to an oath to support the Constitution of the State of  
29 Tennessee and of the United States of America;<sup>9</sup>
- 30 6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from  
31 employment for cause; or

1 7. Who does not receive a satisfactory background check.<sup>10</sup>

2

3 *Support Employees*

4 No person shall be employed:

- 5 1. Who has any contagious or communicable disease in such form that might endanger the health
- 6 of the children;<sup>8</sup>
- 7 2. Who has been identified by the Department of Children's Services as a perpetrator of child
- 8 abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate
- 9 threat to the health, safety, or welfare of children;<sup>7</sup>
- 10 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department
- 11 of Health;<sup>7</sup>
- 12 4. Who has not complied with the Immigration Reform and Control Act of 1986;<sup>11</sup>
- 13 5. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
- 14 employment for cause; or
- 15 6. Who does not receive a satisfactory background check.<sup>10</sup>

16 *Administrative Positions Requiring Oak Ridge Residency*

17 Because of the need for persons in administrative positions who have direct contact with students to be

18 thoroughly familiar with the community and to be available beyond the regular day, the following

19 administrative positions~~s~~ will require residency within the City of Oak Ridge:

- 20 ■ Superintendent
- 21 ■ Principals
- 22 ■ ~~Executive Director of School Leadership~~
- 23 ■ ~~Director of Pupil Services~~
- 24 ■ ~~Executive Director of Teaching and Learning~~
- 25 ■ ~~Principals~~
- 26 ■ ~~Assistant Principals~~

27 In addition, the following administrative positions will require residency within the City of Oak Ridge,

28 Anderson County, or any county that adjoins Anderson County; should they be relocating to our region

29 for the position they were hired for:

- 30 ● Principals
- 31 ● Executive Director of School Leadership
- 32 ● Executive Director of Teaching and Learning
- 33 ● Assistant Principals

34 Should a newly hired administrator have extenuating circumstances that prevent them from residing in

35 the City of Oak Ridge, an appeal to the Superintendent/School Board is permissible.

36 Any present employee who requests and receives a transfer to a full-time administrative position shall

37 be subject to this policy. The Superintendent may give a person hired under this policy up to one year

38 from the effective date of his/her contract to move into the city. Any further extension of the residency

1 requirement may be recommended by the superintendent to the Board of Education for approval. The  
 2 residency requirement will be included in all vacancy advertisements of required administrative  
 3 positions and included in the individual's employment contract.

4 All persons hired under this policy will be subject to adhere to all tuition regulations/policies.  
 5 Specifically, hired employees under this policy may register their children in Oak Ridge City Schools  
 6 with tuition waived with proof of housing contract. Tuition will be waived for a 60-day period from the  
 7 effective date of the employment contract in accordance with Board Policy.

## 8 **EMPLOYMENT**

### 9 *Licensed Employees*

10 After checking references and receiving written recommendations, the superintendent may hire and  
 11 assign qualified applicants.

### 12 *Initial Employment*

13 Upon initial employment, the superintendent shall notify such person, in writing, of the offer and  
 14 conditions of employment. Upon receipt of employment notification, such person shall have fourteen  
 15 (14) days to accept or reject, in writing, the offered employment.<sup>1</sup> From the date of the written  
 16 acceptance, such person is considered to be under employment with the Board and is subject to all rights,  
 17 privileges and duties.

### 18 *Support Employees*

19 After checking references and receiving written recommendations from principals and/or supervisors,  
 20 the superintendent may hire and assign qualified applicants.

1.

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#### Legal References

1. TCA 49-5-406
2. State Board of Education Policy 5.501
3. TCA 49-5-406 (a)(2)(A)
4. TCA 49-5-413(c)
5. Public Acts of 2018, Chapter No. 938
6. TCA 49-5-403; TCA 49-5-101
7. TCA 49-5-413(e)
8. TCA 49-5-404; TRR/MS 0520-01-03-.08(2)(f)
9. TCA 49-5-405
10. Public Acts of 2018, Chapter No. 1006
11. Immigration Reform and Control Act of 1986; Pub.  
L. No. 99-603, 100 Stat. 3359

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#### Cross References

- Orientation and Probation 5.107
- Compensation Guides & Contracts 5.110
- Background Investigations 5.118
- Recommendations and File Transfers 5.203
- Qualifications and Duties of the Director of Schools 5.802





**OFFICE OF MAINTENANCE AND OPERATIONS**

**DATE: August 9, 2019**

**TO: Bruce Lay, Executive Director of School Leadership**

**FROM: Allen Thacker, Supervisor of Maintenance and Operations**

**SUBJECT: Emergency Electric Work at Blankenship Field**

Mr. Lay,

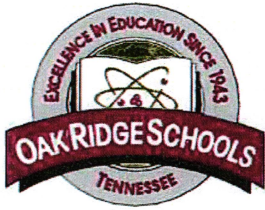
As part of the Blankenship revitalization project, new scoreboards were purchased for field through a contract with Digital Scoreboards LLC. The power requirements for the scoreboard on the North end of the field exceeded the power currently available on the site and a new service had to be brought in by the city electrical department. Unforeseen complications in routing the electric on the site shortened the available timeframe for coordinating the engineering and construction of the service prior to the start of the season. Electrical service into the area is required to be routed underground, and due to the length of the run, a primary will need to be pulled nearly 400ft to a pad mounted transformer to energize the 225 amp secondary panel that provides power to the new board. I am recommending the Board of Education approve the proposal from Massey Electric Company of Alcoa TN in the amount of \$32,090.00 for installation of underground electric and fiber optic communications for the new Blankenship scoreboard as an emergency due to the limited time available in order to be completed before the start of the season. Additional cost for a required performance bond will be added at a cost of \$482.00 for a project total of \$32,572.00. Work will begin next week and will take approximately 5 – 7 days to complete. Installation of the new board will begin by the scoreboard vendor on Monday. All work will have to be coordinated around current scheduled activities for safety. The electrical connection by the city has been scheduled to follow along with the trench work.

The attached quote does not include the added charge for the required bond.

Regards,

Allen Thacker

Supervisor of Maintenance and Operations



# Oak Ridge Schools

OFFICE OF  
Finance Director

Telephone (865) 425-9004

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## MEMORANDUM

**To:** Dr. Bruce Borchers, Superintendent of Schools

**From:** Pat Smith, Finance Director *Pat*

**Subject:** Recommendation for Funding of Emergency Electrical Service for Blankenship Field Scoreboard

**Date:** August 9, 2019

The 32,571.35 cost to upgrade and install the electrical service at Blankenship Field to accommodate the new scoreboard can be funded through a budget transfer from the instructional contingency funds allocated in the FY20 Budget. With the Board of Education approval of the electrical services as quoted, the following budget transfer is proposed to allow for this emergency purchase.

Account	Description	Increase	Decrease
141-76100-707---437	Capital Outlay- Building Improvements	\$32,571.35	
141-71900-599---002	Instructional Contingency		(\$32,571.35)

Please let me know if you have questions or need additional information.

**MASSEY CONSTRUCTION INC.,** dba  
**Massey Electric Company**  
 3204 Regal Drive  
 ALCOA, TN 37701  
 Phone (865) 573-4200 Fax (865) 583-8168

BID DUE DATE: 8/8/19  
 TN LICENSE # 11931  
 EXPIRES 4/30/21  
 CLASSIFICATION: UNLIMITED; CE; BC  
 MU-A,C,D

**ELECTRICAL QUOTATION**

ATTN: ALLEN THACKER  
 COMPANY: OAK RIDGE SCHOOLS  
 FAX NO.: \_\_\_\_\_  
 FROM: GARY GREENE, CHUCK HEARN  
 RE: O.R.H.S. SCOREBOARD

DATE: 8/8/19 TIME: \_\_\_\_\_ PAGE 1 OF 1

**SCOPE OF WORK**

PER PLAN: DATED:	YES	BOND (ADD 1.50% IF REQUIRED)	NO
STATE/LOCAL TAXES	YES	UTILITY CO. CHARGES (IF ANY)	NO
PERMITS INCLUDED	YES	CUT/PATCH CONCRETE/ASPHALT	YES
DITCHING FOR ELECTRICAL WORK	YES	ROCK REMOVAL	NO
TEMPERATURE AND CONTROL WIRING	NA	HAND-HOLE for TRANSFORMER	YES
LIGHT FIXTURES (as specified)	NA	FIBER OPTIC CABLE	YES
FIRE ALARM	NA	TERMINATIONS FOR FIBER	YES
DATA / TTS/ CATV WIRING	YES	CONNECTIONS to SCOREBOARD	YES
RESEED AFFECTED AREAS	YES	METER BASE, POWER PANEL	YES
ADDENDA	NO		
TEMPORARY POWER	NO		
DEMOLITION - MAKE SAFE ONLY	NO	LIGHT POLE BASES TOTAL 0	NO
		LOCATION AND ELEVATION OF POLE BASES	NO

**POWER: \$ 22,480.00**

**COMMUNICATIONS: \$ 9,610.00**

**CLARIFICATIONS** UTILITY COMPANY CHARGES ARE NOT INCLUDED. VAULTS AND SADDLE RACKS FOR POWER  
 COMPANY TERMINATIONS ARE INCLUDED.

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## Permanent Structure of Facility Alteration Request Form

Date of Request: 8/7/19

Location/Building: VIDEOBOARD @ BLANKENSHIP FIELD

Name of person or group making request: MIKE MULLINS, ORHS ATHLETIC DIRECTOR

Description of proposed project: REPLACE THE EXISTING ELECTROMECH SCOREBOARD WITH A DIGITAL SCOREBOARD/VIDEOBOARD

Total Project Cost: \$ 234,000.00

District/School Cost: \$ 34,000. wiring cost

Donated Amount: \$ 200,000.00

Projected Operation/Maintenance Cost: \$ 34,000. wiring cost

Name of Group or Individual making the donation:

SIDE EFFECTS & DIGITAL SCOREBOARDS LLC

People/Group that will do the work: DIGITAL SCOREBOARDS

If contract labor will be used, please complete the following: *subcontracted by Digital Scoreboards LLC*

Name of Contractor: Heritage Sign Works

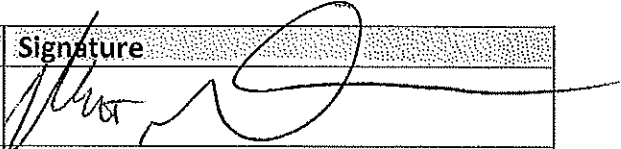
Address: 107 Autumn Branch Dr. Madison, AL

Phone: (205) 572.4879

Background check of contracted labor has been verified by: \_\_\_\_\_ Date: \_\_\_\_\_

Attach any pictures, diagrams or blueprints for the proposed project.

Approval Signatures:

Date	Title	Signature
	Principal or Building Administrator	
8/9/19	Supervisor of Maintenance and Operations	Allen Tucker
	Executive Director of Business and Operations	Pat Smith
8/2/19	Executive Director of School Leadership	Bruce Long
8.9.19	Superintendent of Schools	Bruce Bohm

**Project work may not begin prior to ORS Board of Education approval.**

Board Approval Date: \_\_\_\_\_



# Oak Ridge Schools

BUSINESS SERVICES


Telephone (865)425-9048  
Fax: (865)425-9060

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**DATE:** July 25, 2019

**TO:** Pat Smith, Finance Director

**cc:** Jennifer Van Dyke, Roger Ward

**FROM:** Julie Truett, Purchasing Specialist, Oak Ridge Schools 

**SUBJECT:** Recommendation of RFP 20-001 – Travel Services Washington DC Trip

I recommend that the Oak Ridge Board of Education accept the bid from Gerber Tours Inc., for the above mentioned bid. Their bid of \$89,400.00 ranked 100% on the ranking sheet and met all of the specifications. Bids ranged from \$89,400.00-\$130,350.00.

Roger Ward from Linden Elementary conducted evaluations on the submitted proposals. Bids were advertised in accordance with state guidelines and also available on the Oak Ridge Schools' website through Vendor Registry. Two companies responded with bids.

Attachment: Bid Minutes  
Ranking Sheets  
Gerber Tours Tour Proposal



# Oak Ridge Schools

OFFICE OF  
Business & Support Services

Telephone (865) 425-9005  
Fax: (865) 425-9060

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## Bid Minutes

07/23/19

RFP 20-001 –Travel Services for Washington DC Trip  
Business Services Conference Room  
Administration Building

Present for the bid opening were:

Julie Truett  
Jenifer Van Dyke

Purchasing Specialist  
Sr. Accountant

A Bid response was received from:

Gerber Tours  
100 Crossways Park Dr. W  
Suite 400  
Woodbury, NY 11797

Student Price Quad: \$596.00  
Adult Price Double: 15 Comp

**Total: \$89,400.00**

World Strides  
218 W. Water Street  
Charlottesville, VA 22902

Student Price Quad: \$869.00  
Adult Price Double: 15 Comp

Total: \$130,350.00

**Total price calculated for 150 students/15 chaperones**

Attachment: Ranking Information  
Gerber Tours Proposal

jt

**Proposal Ranking Sheet**

**SCORING RANGES**

	40 Pt. Questions	20 Pt. Questions
Outstanding	30-40	17-20
Exceeds Expectations	20-29	13-16
Satisfactory	10-19	09-12
Below Satisfaction	00-09	00-08

Evaluation Criteria Fees	Maximum Pts.	Score
<p><b>Fees</b></p> <p>The District will review and evaluate any/all proposals for the per person rate for services provided. Consider if the following conforms to the requirements of the RFP and the District.</p> <ul style="list-style-type: none"> <li>• Per person rate based on 4 person occupancy for 25 persons</li> <li>• Per person rate based on 4 person occupancy for 40 persons</li> <li>• Per person rate for optional Travel Insurance</li> </ul>	20	10
<p><b>References &amp; Experience</b></p> <p>The District will review and evaluate any/all proposals for the references and experience with similar sized school districts as indicated on the references form – Attachment F.</p> <ul style="list-style-type: none"> <li>• Reliability of the firm, based on references given</li> <li>• Experience with other similar sized schools/student travel groups to same destinations</li> <li>• Methods used are effective and have been proven elsewhere</li> <li>• Appropriately staffed to meet the District trip demands.</li> <li>• Member of the Student Youth Travel Association (SYTA)</li> </ul>	40	40
<p><b>Qualifications &amp; Certifications of Staff</b></p> <p>The District will evaluate any/all proposals for the qualifications and industry certifications of the staff provided by the firm.</p> <ul style="list-style-type: none"> <li>• Does firm have certified travel staff available to the District 24/7 during the trip?</li> <li>• How many years of experience are noted for the travel staff handling the district trips?</li> </ul>	40	40

Total Pts.  
(100)

90

Ranked by: ROGER WARD

**Proposal Ranking Sheet**

**SCORING RANGES**

	40 Pt. Questions	20 Pt. Questions
Outstanding	30-40	17-20
Exceeds Expectations	20-29	13-16
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<p><b>References &amp; Experience</b></p> <p>The District will review and evaluate any/all proposals for the references and experience with similar sized school districts as indicated on the references form – Attachment F.</p> <ul style="list-style-type: none"> <li>• Reliability of the firm, based on references given</li> <li>• Experience with other similar sized schools/student travel groups to same destinations</li> <li>• Methods used are effective and have been proven elsewhere</li> <li>• Appropriately staffed to meet the District trip demands.</li> <li>• Member of the Student Youth Travel Association (SYTA)</li> </ul>	40	40
<p><b>Qualifications &amp; Certifications of Staff</b></p> <p>The District will evaluate any/all proposals for the qualifications and industry certifications of the staff provided by the firm.</p> <ul style="list-style-type: none"> <li>• Does firm have certified travel staff available to the District 24/7 during the trip?</li> <li>• How many years of experience are noted for the travel staff handling the district trips?</li> </ul>	40	40

Total Pts.  
(100)

100

Ranked by: ROGER WARD



**Business Services**  
Administration Building  
304 New York Ave, Oak Ridge, TN 37830  
Phone 865.425.9005 / Fax: 865.425.9060

## Request for Bid

The Oak Ridge Schools Board of Education intends, by this bid, to purchase "Travel Accommodations" for Oak Ridge Schools 4<sup>TH</sup> Grade Safety Patrol Trip to Washington DC. Trip date of departure will be March 16, 2020, leaving Oak Ridge High School at approximately 6:00 am and returning to school at approximately 6:00 pm on March 19, 2020, The vendor will be responsible for meeting all Department of Transportation requirements throughout the term of the contract.

Package to include the following:

- **Roundtrip Motorcoach Transportation via Charter Bus:**

If the bus company is not one of Oak Ridge Schools' approved transportation contractors (Attachment A), then the following is required.

1. A letter on bus company letterhead, signed and certified by the Company owner that all drivers dispatched have passed criminal history background checks (TBI/FBI) and fingerprint sampling.
  2. A copy of the current State Vehicle Inspection Report for those buses to be utilized in services.
  3. A Certificate of General Liability Insurance with Oak Ridge Schools named as an additional insured in the amount of \$1,000,000 and proof of Worker's Compensation coverage (as required by statute).
- Three (3) night hotel accommodations at Washington DC or close location with Continental breakfast and security on each floor.
  - Tour escorted by 3 Professional Tour Guides for 3 days (gratuity included).
  - All admissions, entrance fees, and taxes included.
  - Services of Tours Representative throughout the entire trip.
  - Tour Company is a Member of the Student Youth Travel Association (SYTA).
  - Group Insurance of at least \$1,000,000 coverage.
  - Medical Insurance for all participants. Primary Coverage for Accident (\$5,000), Illness (\$1,000) or Dental Injury (\$500)
  - Additional Hotel Security.
  - All applicable taxes and gratuities.

- Sample itinerary must be included with bid.
- All promotional material, flyers, and final documents be included.
- Direct Payment Plan Including Credit Card Payment Availability.
- If Requested a Trip Kick-Off or Final Documents Meeting by a Tour Group Representative.
- All motor coaches must include working electrical outlets and wifi.
- Must furnish all drivers and fuel for all trips. Bid must include driver's hotel room and any tolls or parking fees.
- Must ensure that drivers of charter buses have been convicted of any felony and is not listed on any Statewide or National Sex Offender Registry.
- Group Travel Video – memory-filled DVD keepsake for each student from pictures taken on tour using phone app or camera provided.
- Name Tags with Emergency Contact information for all participants.
- Tour should include 3-breakfasts, 4-lunches, and 3-dinners.

The quoted itinerary for this trip may include the following sites or other suggested locations. Please include specific details on quote:

- Visit to Manassas Battlefields
- Visit to Pentagon City Mall.
- Visit to Lincoln Memorial.
- Visit to Vietnam Veteran Korean Memorial.
- Visit to Air Force Memorial
- Visit to Mt. Vernon and entry into George Washington's Mansion.
- Tour of U.S. Capitol Building.
- Visit the National Archives.
- Visit to Jefferson Memorial.
- Visit to FDR Memorial.
- Visit to WWII Memorial.
- Visit to the Martin Luther King Jr. National Memorial.
- Drive along Embassy Row.
- Visit to the Washington's National Cathedral.
- Visit to the Smithsonian Institution.
- View an IMAX film at National Air and Space Museum.
- Visit to National Museum of American History
- Dinner at Hard Rock Café.
- Dinner at Duca Di Beppo
- Dinner at Chevy's Fresh Mex Restaurant.
- Dinner at Pentagon City Mall.
- Lunch at the National Air & Space Museum.

#### Qualification Requirements:

Proposals, bids, or responses will be accepted by the Oak Ridge Schools Business Department no later than **Tuesday, July 23, 2019, 2:00 pm EST**. Every document must be enclosed in a sealed envelope clearly marked as a bid document. **Two full copies** of the proposal must be submitted, each with original signatures on both Bid Forms (included in this packet).

Any response, bid, or proposal received after the above deadline shall be considered late, and will not be opened or considered. Facsimile or emailed responses will not be considered. Bid prices must be valid for no less than Sixty (60) days from the date of the bid.

**All documents shall be submitted to the following address:**

Julie Truett, Purchasing Specialist  
RE: Travel Services for Student Washington DC Trip – RFP 20-001  
School Administration Building  
304 New York Avenue  
Oak Ridge, TN 37830

**Ability:** Bidder must, upon request, furnish satisfactory evidence of its ability to furnish products or services in accordance with the terms and conditions of this solicitation. The District reserves the right to make the final determination as to the Bidder's ability to provide the services requested herein.

Provide information previous and current K-12 contracts and/or similar size contracts. Include the name of the organization(s), contact person, and phone number.

List a minimum of 3 references with contact information. At least 2 of these references preferably to be school districts.

**Evaluation Review:** Oak Ridge Schools reserves the right to use all pertinent information (also learned from sources other than disclosed in the bid process) that might affect the District's judgment as to the appropriateness of an award to the best evaluated bidder. This information may be appended to the bid evaluation process results. Information on a service provider from reliable sources, and not within the service provider's bid, may also be noted and made part of the evaluation file. ORS shall have sole responsibility for determining a reliable source. ORS reserves the right to conduct written and/or oral discussions/interviews after the bid opening. The purpose of such discussions/interviews is to provide clarification and/or additional information to make an award which is in the best interest of ORS.

**Award of Contract:** Oak Ridge Schools further reserves the right to reject any and all bids, to waive any and all informalities and to negotiate contract terms with the successful bidder, and the right to disregard all non-conforming, non-responsive, or conditional bids. Oak Ridge Schools may conduct such investigations as it deems necessary to assist in the evaluation of any bid to establish the responsibility, qualifications, and financial ability of the bidder, proposed sub-contractors and other persons and organizations to perform the service in accordance with the contract documents to the bidder who does not pass any such evaluation to the owner's satisfaction. The contract shall be awarded to the bidder, whose evaluation by the owner indicates to the owner that the award will be in the best interest of Oak Ridge Schools. It is also understood that the "apparent low bidder" will be announced at the bid opening; however, the "successful bidder," who may or may not be the lowest bidder, will not be announced until all issues, which include, but are not limited to quality, service, conformity to specifications, etc. have been resolved and until a period of review has been completed by the owner. Oak Ridge Schools does not enter into contracts that provide for mediation or arbitration. The owner (Oak Ridge Schools) further reserves the right to reject any and all bids, to waive any

and all informalities, and to negotiate contract terms with the successful bidder (e.g., product line-item deletions or adjustments), and the right to disregard all non-conforming, non-responsive, or conditional bids.

**Conflict of Interest:** All bidders must disclose with their bid the name of any officer, director, or agent who is also an employee of the State of Tennessee, or any of its agencies (which includes Oak Ridge Schools). Further, all bidders must disclose the name of any state or Oak Ridge School employee who owns, directly or indirectly, an interest in the bidder's firm or any of its branches. Bidding by Oak Ridge School employees is prohibited.

**Controlling Documents:** Compliance with Oak Ridge Schools' purchase order will be subject to all terms and conditions which comprise Oak Ridge Schools' General and Special Bid Conditions, if any, unless an exception is taken by the bidder to which Oak Ridge Schools has concurred in writing.

**Criminal Background Compliance:** Bidders shall be required to complete the attached Criminal Background Compliance Affidavit form in compliance with the provisions of Tennessee Code Annotated § 49-5-413. (Attachment B)

**Default of Contractor:** In the event the Contractor defaults in performing this Contract, the Contractor agrees to pay Oak Ridge Schools all reasonable costs incurred in remedying such default, including a reasonable Attorney's fee.

**Drug Free Work Place Affidavit (Attachment C):** Bidders shall be required to complete the attached Drug Free Workplace Affidavit form in compliance with the provisions of Tennessee Code Annotated § 50-9-113.

**Facsimile or Electronic transmissions:** Electronic transmissions will not be accepted except when in the course of the bidding process addendums or other notifications of errors on behalf of the owner places an undue hardship upon prospective bidders. Written notification by the owner must precede the acceptance of Facsimile transmissions.

**Hold Harmless Agreement:** Bidders shall be required to complete the attached Hold Harmless Agreement. (Attachment D)

**Legal Issues:** Contracts with Oak Ridge Schools will be subject to the laws of Tennessee. Disputes will be tried in the State of Tennessee and in the Court of Anderson County. Bid will be denied if these provisions are not included in the contract.

**Legal Requirements:** The successful bidder shall be responsible for compliance with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the items covered herein. Lack of knowledge by the bidder will in no way be a cause for relief from responsibility for their bid.

**License:** A copy of your current professional/business license and a W-9 from should be attached to your proposal documents.

The successful bidder(s) shall have and maintain any/all necessary licenses, permits, etc. necessary to conduct business in Tennessee.

**Non-Collusion Affidavit:** Bidder shall be required to complete the attached Non-Collusion Affidavit. (Attachment E)

**Public Acts of 2006:** In compliance with the requirements of Chapter 878, Public Acts of 2006, the Contractor hereby attests that the Contractor shall

not knowingly utilize the services of an illegal immigrant in the performance of this contract and shall not knowingly utilize the services of any subcontractor who will utilize the services of an illegal immigrant in the performance of this contract.

**Purchase:** No purchase or contract is authorized or valid until the issuance of a Purchase Order from Oak Ridge Schools and the Board of Education approval of project in accordance with Oak Ridge Schools Policy. No employee is authorized to purchase equipment, supplies or services prior to the issuance of such Purchase Order and Board of Education approval.

**Taxes:** Oak Ridge Schools is exempt from federal excise taxes and from state sales taxes on purchases of tangible personal property. Copies of the appropriate exemption documentation will be provided upon request. Contractors are responsible for the payment of taxes on tangible personal property which they use in the completion of their contracts, for which sales taxes have not otherwise been paid, irrespective of who holds title to the property or for whom the work is done.

**Title VI of the Civil Rights Act of 1964:** All interested parties, without regard of race, color, or national origin, shall be afforded the opportunity to bid and shall receive equal consideration. Title VI states "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program activity receiving Federal financial assistance." Oak Ridge Schools strives to protect individuals' civil rights through active compliance with the requirements of Title VI.

**Vendor Indemnify:** Oak Ridge Schools will indemnify vendor to the extent Tennessee law allows.

## Proposal Ranking Sheet

### SCORING RANGES

	40 Pt. Questions	20 Pt. Questions
Outstanding	30-40	17-20
Exceeds Expectations	20-29	13-16
Satisfactory	10-19	09-12
Below Satisfaction	00-09	00-08

Evaluation Criteria Fees	Maximum Pts.	Score
<p><b>Fees</b></p> <p>The District will review and evaluate any/all proposals for the per person rate for services provided. Consider if the following conforms to the requirements of the RFP and the District.</p> <ul style="list-style-type: none"> <li>• Per person rate based on 4 person occupancy for 25 persons</li> <li>• Per person rate based on 4 person occupancy for 40 persons</li> <li>• Per person rate for optional Travel Insurance</li> </ul>	<b>20</b>	
<p><b>References &amp; Experience</b></p> <p>The District will review and evaluate any/all proposals for the references and experience with similar sized school districts as indicated on the references form – Attachment F.</p> <ul style="list-style-type: none"> <li>• Reliability of the firm, based on references given</li> <li>• Experience with other similar sized schools/student travel groups to same destinations</li> <li>• Methods used are effective and have been proven elsewhere</li> <li>• Appropriately staffed to meet the District trip demands.</li> <li>• Member of the Student Youth Travel Association (SYTA)</li> </ul>	<b>40</b>	
<p><b>Qualifications &amp; Certifications of Staff</b></p> <p>The District will evaluate any/all proposals for the qualifications and industry certifications of the staff provided by the firm.</p> <ul style="list-style-type: none"> <li>• Does firm have certified travel staff available to the District 24/7 during the trip?</li> <li>• How many years of experience are noted for the travel staff handling the district trips?</li> </ul>	<b>40</b>	

Total Pts.  
(100)

\_\_\_\_\_

Ranked by: \_\_\_\_\_

**TOUR PROPOSAL**

Tour ID:37086

**TOUR PRICING:**

	QUAD	TRIPLE	DOUBLE	SINGLE
<b>Student:</b>	<b>\$596</b>	<b>\$643</b>	<b>\$735</b>	<b>\$1013</b>
<b>Adult:</b>	\$602	\$648	\$741	\$1019

Ask about our



Cancellation Protection (CP) guarantees every participant trip payment protection in case they have to cancel their trip. Protect all your participants by including CP in your tour costs and receive a discount off the standard program price.

**TOUR FEATURES:**

- Participants:** Tour cost is based on 149 paying participants. A change in this number will affect the tour cost.
- Scholarships:** 1 free travel scholarship included!\*
- Tour Guide:** Tour escorted by 3 professional Tour Guides for 3 days. Gratuity for Tour Guide(s) included. Ask us for details.
- Chaperones:** 15 free chaperones roomed as follows:  
1 in single, 14 in double, 0 in triple, 0 in quad
- Hotel:** 3 nights; Embassy Suites Dulles North - Ashburn, VA
- Transportation:** 3 - 55 passenger coaches included  
Gratuity for Bus Driver(s) included.
- Meals:** 3 Breakfasts, 4 Lunches, 3 Dinners
- Hotel Security:** Nighttime security is included.
- Admissions:** Arlington Cemetery, Mt. Vernon, National Cathedral
- Tour Inclusions:** Gerber Tours baggage tags to help keep track of luggage.  
24 hr access to Gerber Tours in case you need us.  
"On-Tour" mobile app included for each participant! Access all your trip information in one place.  
Drawstring Backpack for every participant!  
Group Travel Video- memory-filled DVD keepsake for each student from pictures taken on tour using phone app or camera provided!  
Name Tags with Emergency Contact info for all participants!  
Medical Insurance for all participants! Primary coverage for Accident (\$5,000), Illness (\$1,000) or Dental Injury (\$500) - terms apply.  
All restaurant gratuities and hotel taxes are included.

\*Scholarships are based on quad room with a max of \$750 per scholarship.

Tour costs and itinerary items are accurate at this time and subject to availability and revision without notice, when owing to circumstances beyond the control of Gerber Tours, Inc.

Why Gerber Tours?

**Trip Planning Tools**

- \* Customized materials to promote your trip to students and parents.
- \* Online features to make managing your trip as easy as possible.
- \* A knowledgeable team that is dedicated to making your travel experience the best it can be!

**The Highest Standards**

As an accredited and charter member of The Student and Youth Travel Association and recognized members of these leading travel associations, we promise you that we adhere to a strict set of ethical, financial and professional standards; a promise that we keep in everything we do.



**Protection for Peace of Mind**

We maintain a \$5 Million Comprehensive Tour Operators Professional Liability Insurance Policy.

**Fundraising Ideas**

Students who raise funds for their own trip are rewarded with a sense of pride from earning their tour themselves! Visit <http://gerbertours.com> for some of our favorite ideas.

**TENTATIVE ITINERARY**

Tour ID:37086

**First Day**

**Monday March 16, 2020**

- 6:00 am Departure from Oak Ridge High School (1450 Oak Ridge Turnpike, Oak Ridge, TN 37830) (CT).  
Time for lunch en route (\$10 cash will be provided).
- 4:00 pm Arrival in Washington, DC. Join your tour guide at National Air & Space Museum / Steven F. Udvar-Hazy Center.  
Visit the National Air & Space Museum / Steven F. Udvar-Hazy Center.
- 6:30 pm Time for dinner at the Fair Oaks Mall (\$20 cash will be provided).
- 8:30 pm Check into your hotel:  
Embassy Suites Dulles North [44610 Waxpool Road, Ashburn, VA (703) 723-5300]  
\*Security Included - 10:00 PM-06:00 AM\*

**Second Day**

**Tuesday March 17, 2020**

- 7:00 am Breakfast at your hotel.
- 9:00 am Visit Mt. Vernon, the home of George Washington.
- 9:40 am Entry into George Washington's Mansion.  
Time for lunch (\$10 cash will be provided).
- 3:20 pm Tour of the Capitol Hill Area to include: U.S. Capitol Building (pending availability), U.S. Supreme Court and the Library of Congress.
- 6:30 pm Dinner at California Pizza Kitchen Pentagon Centre.  
Visit the Jefferson Memorial, FDR Memorial, WWII Memorial and the Martin Luther King Jr. National Memorial.

**Third Day**

**Wednesday March 18, 2020**

- 6:00 am Breakfast at your hotel.
- 8:00 am Visit Arlington National Cemetery, including the JFK Gravesite and the Tomb of the Unknown Soldier.
- 10:30 am Drive along Embassy Row.
- 11:00 am Visit Washington's National Cathedral (pending availability).
- 12:30 pm Sightseeing at the Smithsonian Institution. Here you will have the opportunity to visit the many museums and galleries this complex has to offer.  
Time for lunch (\$10 cash will be provided).
- 6:00 pm Dinner at the Pentagon City Mall (meal coupon provided).
- 7:00 pm Visit the Lincoln, Vietnam Veterans and Korean Memorials.

**TENTATIVE ITINERARY**

**Fourth Day**

**Thursday March 19, 2020**

- |         |  |
|---------|--|
| 7:00 am | Breakfast at your hotel and check out.   |
| 8:00 am | Depart for home (ET).<br>Time for lunch en route (\$10 cash will be provided). |
| 6:00 pm | Approximate arrival back at school (CT).                                       |

This itinerary is designed to remain flexible to compensate for traffic, crowds and weather conditions.

## Bid Form

**Owner:** Oak Ridge Schools Board of Education  
Julie Truett Purchasing Specialist  
RE: Travel Services for 4<sup>th</sup> Grade Student Washington DC Trip  
RFP 20-001  
School Administration Building  
304 New York Ave  
Oak Ridge, TN 37830

**Project:** Travel Services for 4<sup>th</sup> Grade Student Washington DC Trip  
RFP 20-001

**Bid Opening:** **Tuesday, July 23, 2019 at 2:00 PM EST**  
Business Services Conference Room

**Company Name:** Gerber TOURS INC

**Address:** 100 CROSSWAYS PARK Drive West  
WOODBURY NY 11797

**Phone Number:** 1-800-645-9145 x 8920

**Email:** CBAKER@GERBERTOURS.COM

**Signature:** Chip Baker

**Title:** SR. Travel Account Executive

**Date:** 7/10/19

Cost should be based on 150 Students and 15 Chaperones traveling at no cost  
Complimentary chaperones roomed as follows:  
1 in Single, 14 in Double, 0 in Triple, 0 in Quad.

	Quad Rate	Triple Rate	Double Rate	Single Rate
Student Price:	\$596	\$643	\$735	\$1013
Adult Price:	\$602	\$648	\$741	\$1019

***This price is to be for the complete package, materials, licenses and labor to complete this project. Including all admissions, taxes, and gratuities.***

***Please attach detailed itinerary and quote specifications.***

**IRAN DIVESTMENT ACT REQUIREMENTS**

Pursuant to *Tennessee Code Annotated § 12-12-106* (as enacted by Chapter 817 of the Public Acts of 2016) the chief procurement officer for the State of Tennessee shall publish a list of persons determined to be engaging in investment activities in Iran. The list is posted on the website of the Tennessee General Services Department's Central Procurement Office\*. When competitive bidding is required, *Tennessee Code Annotated § 12-12-111* requires every bid or proposal submitted to a local government for goods or services to include the following statement, subscribed or affirmed by the bidder as true under the penalty of perjury:

**CERTIFICATION**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to *T.C.A. § 12-12-106*.

Cheryl Baker  
Signature

7/10/19  
Date

Cheryl Baker  
Printed Name

Account Exec  
Title

Gerberk TOURS, INC  
Name of Firm/Company

\*[https://tn.gov/assets/entities/generalservices/cpo/attachments/List of persons pursuant to Tenn. Code Ann. 12-12-106. Iran Divestment Act-July.pdf](https://tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn._Code_Ann._12-12-106_Iran_Divestment_Act-July.pdf)

**Attachment B**

**CRIMINAL BACKGROUND COMPLIANCE AFFIDAVIT**

STATE OF New York

COUNTY OF NASSAU

The undersigned, principal officer of Genben TOURS INC, an Employer contracting with the Oak Ridge School Board of Education to provide services having direct contact with children or access to grounds of an Oak Ridge public school while students are on grounds, hereby states under oath as follows:

1. The undersigned is a principal officer of Genben TOURS INC (hereafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 49-5-413 as amended effective September 1, 2007, for entities entering into contracts with a local board of education where the Company's employees will have direct contact with school children or access to the grounds of a school when children are present. It is the duty of the Company to require applicants supply a fingerprint sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the person to have contact with such children or enter school grounds and to take certain other actions based upon the results of the records check.
3. The Company is in compliance with the terms of T.C.A. § 49-5-413.

Further affiant saith naught.

Principal Officer: Cheryl Baker

STATE OF New York

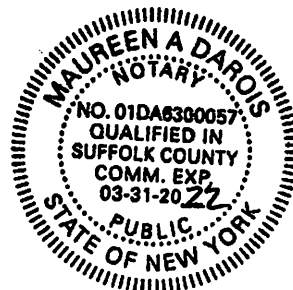
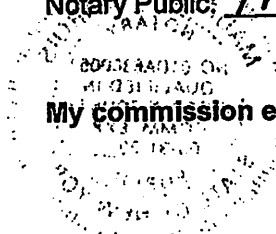
COUNTY OF NASSAU

Before me personally appeared Cheryl Baker with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she is the Account Executive of Genben TOURS INC and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 10 day of JULY, 2019.

Notary Public: Maureen A. Darois

My commission expires: 3/31/22



Attachment C

DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF New York

COUNTY OF Nassau

The undersigned, principal officer of Genben TOURS Inc, an employer of five (5) or more employees contracting with Oak Ridge School District to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of Genben TOURS Inc (hereafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113 which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the Tennessee Code Annotated.
3. The Company is in compliance with the terms of T.C.A. § 50-9-113.

Further affiant saith naught.

Principal Officer: Cheryl Baker

STATE OF New York

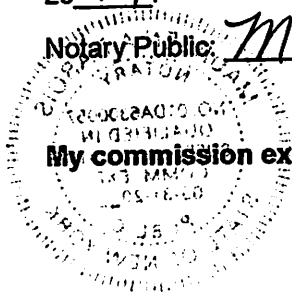
COUNTY OF Nassau

Before me personally appeared Cheryl Baker with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she is the Account Exec of Genben TOURS Inc and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 10 day of JULY, 2019.

Notary Public: Maureen A. DaRois

My commission expires: 3/31/22



**Attachment D**

**HOLD HARMLESS AGREEMENT**

This Hold Harmless Agreement is between Genber TOURS Inc  
Name of Contractor  
(hereinafter Contractor), and Oak Ridge Schools named in this bid.

Contractor agrees that as a condition precedent to "Contractor" being awarded a contract from Oak Ridge Schools, "Contractor" agrees to indemnify, protect, defend, and hold harmless Oak Ridge Schools, its Board Members, agents, and employees from all judgments, claims, demands for payment, suits or actions of every nature and description brought against Oak Ridge Schools, its Board Members, agents, and employees alleging injuries or damages sustained by any person arising out of or in the course of "Contractor's" providing goods or services to Oak Ridge Schools.

Name of Contractor: Genber TOURS Inc

By: Cheryl Baker

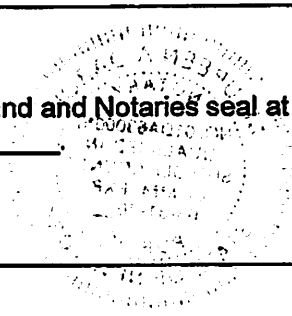
Title: Account Executive

**STATE OF TENNESSEE**  
County of Anderson

\_\_\_\_\_ personally appeared before me, the undersigned, with whom I am personally acquainted and who, upon oath, acknowledged that he/she/it executed the within instrument for the purposes therein contained, and who further acknowledge that he/she/it is authorized to execute this interment on behalf of \_\_\_\_\_.

\_\_\_\_\_  
Signature

Witness by hand and Notaries seal at office this \_\_\_\_\_ day of \_\_\_\_\_,  
year of \_\_\_\_\_.



\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

# Attachment E

## NON-COLLUSION AFFIDAVIT

NON-COLLUSION AFFIDAVIT TO BE EXECUTED  
BY DESIGN-BUILDER

State of New York

County of NASSAU

Cheryl Baker, being first duly sworn, deposes and says that he or she is of the party making the foregoing bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder neither possesses a business relationship with any employee of the District which may be involved in the award or administration of the project nor has received or solicited either directly or indirectly any inside information from an employee of the District which would give the bidder an advantage over any other bidder; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract or any interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price of any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Subscribed and sworn to (or affirmed) before me this 10 day

of JULY, ~~2018~~ 2019

Cheryl Baker

Signature of Officer

Cheryl Baker

Typed Name of Officer

Maureen C. Darais

Office

WARNING! PROPOSALS WILL NOT BE CONSIDERED UNLESS THIS AFFIDAVIT IS COMPLETED AND EXECUTED, INCLUDING THE AFFIDAVIT OF THE NOTARY AND THE NOTORIAL SEAL.



## Attachment F

### REFERENCES AND EXPERIENCE

A **MINIMUM of five (5) years** experience is required of the successful respondent, in similar services, as described in this RFP. Experience and references provided by respondent shall be verified and will be a significant factor in the evaluation process. Respondents are **REQUIRED** to provide the information below in **FULL DETAIL**.

How many years has your firm been in business?			Years:
List references showing agreements, held by your company, providing the same services for other Districts or private companies. Attach a separate sheet of paper, if needed.			
COMPANY NAME & ADDRESS:	CONTACT NAME & PHONE NUMBER:	DATE OF TRAVEL:	DESCRIBE IN DETAIL SERVICES YOUR COMPANY PROVIDED:
- SEE ATTACHED -			

Bidder's Initials \_\_\_\_\_

**July 9, 2019**

Oak Ridge Schools Board of Education  
Attn: Julie Truett  
School Administration Building  
304 New York Avenue  
Oak Ridge, TN 37830

Below please find a list of school groups that have traveled with Gerber Tours, Inc. I think you will find that our company has a reputation for quality and excellence. We are anxious to earn your business and look forward to working with you.

Mr. Marc McBride -13 Years of service planning a 3 Day Washington, DC tour  
Ballston Spa Middle School  
210 Ballston Ave  
Ballston Spa, NY 12020  
(518) 884-7200  
[mmcbride@bscsd.org](mailto:mmcbride@bscsd.org)

Ms. Shawn Mackinson – 11 Years of service planning a 3 Day Washington, DC Tour  
Lovett School  
4075 Paces Ferry Road  
Atlanta, GA 30327  
404.262.3032  
[shawn.mackinson@lovet.org](mailto:shawn.mackinson@lovet.org)

Ms. Amy Bozza – 13 Years of service planning a 2 Day Washington, DC tour  
Frelinghuysen Middle School  
200 West Hanover Ave  
Morristown, NJ 07960  
(973) 292-2200  
[Amy.Bozza@msdk12.net](mailto:Amy.Bozza@msdk12.net)



**Gerber Tours**  
*The Student Travel Experts*

100 Crossways Park Dr W, Ste 400  
Woodbury, New York 11797-2012

Ms. Michelle Hildebrandt – 31 Years of service planning a 4 Day Washington, DC tour  
Madison Plains Junior High School  
800 Linson Road SW  
London, OH 43140  
740.490.0610  
[mhildebrandt@mplsd.org](mailto:mhildebrandt@mplsd.org)

Please call if you have any questions.

Sincerely,

Cheryl Baker  
Senior Account Executive  
800.645.9145 x 8920  
[cbaker@gerbertours.com](mailto:cbaker@gerbertours.com)



**SERVICE INSURANCE AGENCY LLC**

6850 Catawba Lane • Richmond, VA 23226  
 Phone (804) 288-6993 • Fax (804) 288-7925

**CERTIFICATE OF LIABILITY INSURANCE**

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>INSURED</b>	Phone	<b>865-694-0304</b>
<b>PREMIER TRANSPORTATION LLC</b>		
<b>1500 BRED A DRIVE</b>		
<b>KNOXVILLE TN 37918</b>		

ISSUE DATE: 7-9-2019  
 PRODUCER: Service Insurance  
 ISSUED BY: Karen Walsh, Ext. 305  
 Insured Fed ID # 42-1582560  
 MC # 456863

**COVERAGES**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	COMPANY/POLICY # - EFFECTIVE & EXPIRATION DATES	LIMITS
<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> Any Auto <input type="checkbox"/> All Owned Autos <input checked="" type="checkbox"/> Scheduled Autos <input checked="" type="checkbox"/> Hired Autos <input checked="" type="checkbox"/> Non-owned Autos <input type="checkbox"/> Garage Liability <input type="checkbox"/> Other	<b>NATIONAL INTERSTATE INSURANCE COMPANY</b> POLICY NUMBER: <b>YPP6077480-00</b> POLICY PERIOD FROM: <b>1-1-2019</b> TO: <b>5-1-2020</b>	COMBINED SINGLE LIMIT <b>\$5,000,000</b> BODILY INJURY (Per Person) BODILY INJURY (Per Accident) PROPERTY DAMAGE
<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> Commercial General Liability <input type="checkbox"/> Claims Made <input checked="" type="checkbox"/> Occur <input type="checkbox"/> Owner's & Contractors Prot. <input type="checkbox"/>	<b>NATIONAL INTERSTATE INSURANCE COMPANY</b> POLICY NUMBER: <b>YPP6077480-00</b> POLICY PERIOD FROM: <b>1-1-2019</b> TO: <b>5-1-2020</b>	GENERAL AGGREGATE <b>\$5,000,000</b> PRODUCTS-COMP/OP AGG. <b>Included</b> PERSONAL & ADV. INJURY <b>\$5,000,000</b> EACH OCCURRENCE <b>\$5,000,000</b> FIRE DAMAGE (Any one fire) <b>\$100,000</b> MED. EXPENSE (Any one person) <b>\$5,000</b>

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS**

CERTIFICATE HOLDER IS ADDED AS ADDITIONAL INSURED BUT ONLY TO THE EXTENT THAT THE CERTIFICATE HOLDER IS LIABLE FOR THE CONDUCT OF THE NAMED INSURED

**CERTIFICATE HOLDER**

GERBER TOURS, INC.

100 CROSSWAYS PARK DR WEST SUITE 400  
 WESTBURY NY 11797

**Fax Number:**

516-826-5044

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

**AUTHORIZED REPRESENTATIVE**

*Timothy L. O'Bryan*

Oak Ridge Schools  
CAMPUS LEAVE REQUEST - Overnight Trip

School: LINDEN, Woodland, Willow Brook, GLENWOOD Date: 8/2/19

The following group requests permission to leave the school campus to participate in the educational activity indicated below. Parental permission to be obtained for each student.

Class/Group Requesting Permission: Safety Patrol

Educational Activity: TRIP TO WASHINGTON D.C.

Destination: Museums, memorials, U.S. CAPITOL, SMITHSONIAN

Purpose of Trip: Visit historical sites and reward for serving as a safety patrol.

Departure Date: 3/16/20 Departure Time: 6:00 AM

Return Date: 3/19/20 Return Time: 6:00 PM

Name of School Sponsor: ROGER WARD Cell #: (865) 809-5073

# of Students: 150 # of Adults: 15 Chaperone/Student Ratio: 1:10

Minimum required teacher to student ratio:

Pre-K - 3 year olds 1:4    K-2<sup>nd</sup> 1:6    3<sup>rd</sup>-4<sup>th</sup> 1:10    5<sup>th</sup>-8<sup>th</sup> 1:12    9<sup>th</sup>-12<sup>th</sup> 1:15  
4 year olds 1:6

Professional Staff Chaperone(s):

1. Name: ROGER WARD (L) Cell #: (865) 809-5073

2. Name: TRACY WALDROP (L) Cell #: (931) 624-6191

3. Name: JEN WESTON (L) Cell #: (865) 318-1373

4. Name: PETER BLAIR (WB) Cell #: (865) 806-2072

Other Chaperone(s): LATOYA PACK (WB) Cell #: (931) 629-7533  
JESSICA MARTIN (WB) Cell #: (865) 300-9595

1. Name: ANGIE ISRAEL (WD) Cell #: (865) 310-3734

2. Name: CLARK WARD (WB) Cell #: (865) 223-8794

3. Name: D.T. Hobby (WD) Cell #: (865) 790-7870

4. Name: REBECCA STINES (WD) Cell #: (865) 318-9453

5. Name: CATHERYN LONG (G) Cell #: (865) 201-9981

6. Name: SARAH DILL (G) Cell #: (865) 399-2938

MICHELLE WARD (RN) (865) 850-2921

# Oak Ridge Schools

## CAMPUS LEAVE REQUEST – Overnight Trip

Field Trips which exceed \$25,000 must be approved by the School Board, regardless of fund raising, Booster Club participation or other contributions. Please follow these guidelines when requesting approval of such trip:

1. Submit an "Item for Action" for the Board Agenda (Principals have directions on submitting Board Agenda Items).
2. Attach as documentation the following items:
  - Completed Campus Leave Request
  - Details of Trip/Itinerary
  - Justification/Explanation of Cost (per student/chaperone/total)
  - Financial Arrangements for students who cannot afford trip (if any)
  - Insurance Details
  - Out of country travel requires a release for each student participant.

**Financial Arrangements:** (please indicate method)

No Cost     Paid by Students     Paid by School     Paid by School System

Substitute Required    Acct to be charged for Substitute \_\_\_\_\_

\$ 650 Per Student    TOTAL TRIP AMOUNT: \$ 97,500

Provisions for those students unable to pay: Students will have fundraising opportunities and some scholarship money is available.

Other information, comments, and special arrangements: (foreseeable hazards must be identified)

Mode of Transportation: (circle below)

First Student

Transportation Contractor

School System Van

Air Travel

**Note: Only ORS employees are authorized to drive school system vans.**

School System Van – Name of Driver \_\_\_\_\_

Valid Driver's License Verified? Yes No    Verified by: \_\_\_\_\_

Attach copy/copies of driver's license

Transportation Contractor: PREMEIR    Phone #: (865) 694-0304  
(Only approved transportation companies may be used, see ORS website for a list of approved companies)

Air Travel Flight #'s: \_\_\_\_\_

**Oak Ridge Schools**  
**CAMPUS LEAVE REQUEST – Overnight Trip**

*Accommodations: Overnight lodging for students must be appropriately selected with student safety, quality of accommodations, cost and location to events as central considerations. Students should be appropriately assigned to rooms and an overnight adult supervision and contact plan should be established and communicated to students.*

Hotel/Motel Name: Embassy Suites

Address: 44610 WAXPOOL ROAD

City: ASHBURN State: VA Zip: 20147

Phone: (703) 723-5300 Contact Person: HOTEL DESK

Number of Nights: 3 Hotel Rating: 3 STAR

School Sponsor Signature: [Signature]

Date: 8/2/19

**This Section for Athletic Trip Only**

*At the high school level up to three events and/or tournaments per season can involve an overnight trip. However, no more than one day of school may be missed for these trips. (Under certain conditions, the Superintendent of Schools or designee may approve additional events.) These trips must be paid entirely from funds outside the Oak Ridge High School Athletic Department. TSSAA Tournament games would be an exception to this policy. (All overnight trips involving middle school athletics require Superintendent or designee approval.)*

Number of overnight trips (including this request) requested during the current school year: \_\_\_\_\_

Athletic Director Signature: \_\_\_\_\_

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

Principal's Action: Approved:  Disapproved:

Principal's Signature: [Signature] Date: 8/2/19

Superintendent or Designee's Action: Approved:  Disapproved:

Superintendent or Designee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Board Approval Date (if required): \_\_\_\_\_



# Oak Ridge Schools

OFFICE OF  
Finance Director

Telephone (865) 425-9004

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## MEMORANDUM

**To:** Dr. Bruce Borchers, Superintendent of Schools  
**From:** Pat Smith, Finance Director *Pat*  
**Subject:** Replacement Cafeteria Furniture at ORHS  
**Date:** August 14, 2019

I recommend the Oak Ridge Schools Board of Education approve the purchase of replacement furniture for the seating area at Oak Ridge High School Cafeteria from VIRCO at a total cost of \$38,768.24. This purchase will be made using budgeted cafeteria funds in the Food Service Fund account code 143-73100-354.

As outlined in the attached information, quotes were obtained from three Co-Operative Purchasing Programs to assure due diligence and confirm that this is the most cost-effective vendor to provide the furniture. The lowest quote provided under the US Communities Contract #R-TC-1800 with VIRCO is recommended for this purchase.

Please let me know if you have questions or need additional information.



# Oak Ridge Schools

OFFICE OF  
Business Services

Telephone (865) 425-9005  
Fax: (865) 425-9060

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**DATE:** February 27, 2019

**TO:** Pat Smith, Finance Director

**cc:** Jen Taylor, Food Service Director

**FROM:** Julie Truett, Purchasing Specialist, Oak Ridge Schools 

**SUBJECT:** Purchase/Vendor Recommendation for Replacement Cafeteria Furniture

With regards to the replacement cafeteria furniture bid request from the Food Service Department, the furniture specifications provided are available under three Cooperative Purchasing Programs. In order to confirm the lowest and most cost-effective vendor, quotes were requested from those three cooperative program contract vendors.

Quotes were received from vendors with contracts under three Co-Operative Programs and the lowest quote provided was from Virco. Prices ranged from \$38,768.24 - \$46,742.18. (Please see the attached quote comparison.)

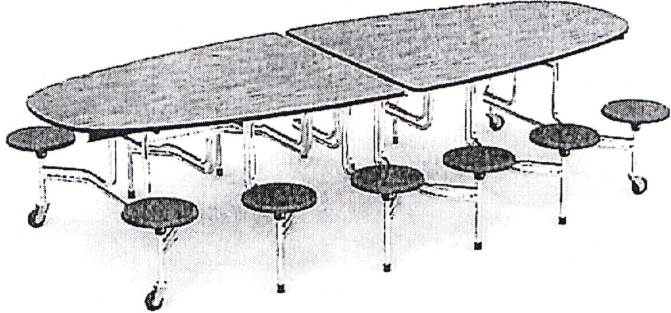
The recommendation for is for the Oak Ridge School Board of Education to accept the quote from Virco in the amount of \$38,768.24 for the replacement cafeteria furniture provided under the US Communities-Contract #R-TC-1800.

Because this purchase is based on an existing Cooperative Contract, and additional due diligence and evaluation was performed by our Department to confirm that this is the most cost-effective vendor to provide the furniture, this eliminates the bid requirements for a purchase exceeding \$25,000.

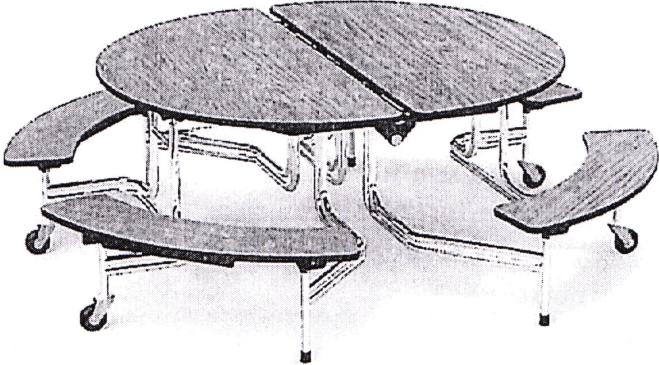
Attachment: Cafeteria Furniture Replacement Comparison



OAK RIDGE HIGH SCHOOL

Product Data:	Product Image (For Reference Only)
Manufacturer: Virco Inc	 <p data-bbox="857 1002 1511 1044">Image Does Not Reflect Actual Color Bid</p>
Model #: MTSE17291012AE	
Category: Table -> Table	
Features and Description: Mobile Table, Stool Table Series, 17 High Stools, 29 H X 119 1/2 X 45 Eclipse, 12 Stools, High Pressure Laminated Top With Sure Edge, Up- And Down-Lock Mechanisms, Torsion Bars For Smooth Operation, Opening And Closing Safety Device	
Finish: Soft Plastic->Wine RED50 Laminate-> Cloud Nebula BLU092 Sure Edge->Eclipse GRY11 Frame->Chrome CHRM	
<p data-bbox="873 1093 1390 1129">Warranty: Ten Year Limited Warranty</p>	
<p data-bbox="873 1198 1414 1234">Testing and Environmental Information:</p>	

## OAK RIDGE HIGH SCHOOL

Product Data:	Product Image (For Reference Only)
Manufacturer: Virco Inc	
Model #: MTBO17295AEB	
Category: Table -> Mobile Folding	
Features and Description: Mobile Table, Bench Table Series, 17 H X 29 H X 60 X 54 Oval Table, High-Pressure Laminate Top With Sure Edge On Both Top And Benches, Up- And Down-Lock Mechanisms, Torsion Bars For Smooth Operation, Opening And Closing Safety Device.	
Finish: Laminate->Cloud Nebula BLU092 Sure Edge->Eclipse GRY11 Frame->Chrome CHRM	
Image Does Not Reflect Actual Color Bid	
Warranty: Ten Year Limited Warranty	
Testing and Environmental Information:	

## Budget Detail

Oak Ridge (012) Public District - FY 2020 - IDEA Discretionary Supplemental Funds - Rev 0 - IDEA Discretionary Supplemental Funds

[Return](#)

72220 - Support Services/Special Education Program - \$9,577.55 ▾

Account Number	Line Item Number	Optional Program Code	Quantity	Cost	Line Item Total
72220 - Support Services/Special Education Program	499 - Other Supplies and Materials ▾		1	\$3,577.55	\$3,577.55
<b>Narrative Description</b>					
For use of Aimsweb + for students with disabilities.					
Account Number	Line Item Number	Optional Program Code	Quantity	Cost	Line Item Total
72220 - Support Services/Special Education Program	524 - In-Service / Staff Development ▾		1	\$6,000.00	\$6,000.00
<b>Narrative Description</b>					
Staff development associated with autism, learning disabilities, and behavior strategies to better serve students with disabilities.					
<b>Total for 72220 - Support Services/Special Education Program</b>					\$9,577.55
<b>Total for all other Account Numbers</b>					\$0.00
<b>Total for all Account Numbers</b>					\$9,577.55
<b>Adjusted Allocation</b>					\$0.00
<b>Remaining</b>					(\$9,577.55)



OAK RIDGE SCHOOLS  
304 NEW YORK AVENUE  
P.O. BOX 6588  
OAK RIDGE, TN 37831-6588

Telephone: (865) 425-9027  
Fax: (865) 425-9061

Dr. Myles J. Hebrard  
Supervisor  
Special Education  
E-mail: mjhebrard@ortn.edu

August 13, 2019

Re: Additional information for IDEA Supplemental Discretionary Grant

The FY'20 IDEA Supplemental Discretionary Grant was submitted to TDOE on July 18, 2019. In the proposal, ORS requested to receive grant funding from the State to continue our progress monitoring tool, AimsWeb+. The State requests all districts to identify whether they will participate in receiving the funds. Only school systems who use EasyCBM, AimsWeb+, or Dibels, as the progress monitoring tool, are eligible.

The other amount requested is for professional development associated with students with disabilities. The amount granted was \$6,000. This is consistent with what has been granted and expended the past three years.

If I can answer any additional questions, please let me know.

Thank You,

Myles Hebrard

Name of club: International Diversity (ID) Club

Sponsors: Leandra Gardner and Lauren Mayes

Club membership: Open to RMS students in grades 6-8

Selection of officers: TBD

Purpose: To celebrate the diversity in our world and in the RamFam.

Club activity: Present, learn about, and celebrate facets of different cultures. Educate student body about different cultures.

Club meeting: Mondays, RMS room 209, 2:50-3:30

Club funding: none required

Rules and regulations: Respect and value every person, regardless of differences.

Other pertinent information: TBD

Student representative: TBD

**Name of Club:** YAC (Youth Ambassador Coalition for middle school)

**Sponsor:** Julie Kinder-McMillan; this club is sponsored by ASAP of Anderson County

**Club Membership:** Students who demonstrate a commitment to remain substance-free and who desire to develop leadership skills necessary to be a positive influence on their peers are invited to apply for membership; open to grades 5-8

**Officers:** TBA

**Purpose:** YAC, the ASAP Middle School Ambassadors Program, promotes a positive atmosphere for students and helps them make healthy lifestyle choices by avoiding drugs (including alcohol and tobacco) and harmful relationships.

**Club Activity:** Members will interact with guest speakers and create/conduct community service projects. The club offers a fantastic opportunity for students to develop leadership skills and impact their school and city in a constructive way. The club will develop a social media presence (controlled by the teacher sponsor) to disseminate positive messages to their peers through multiple platforms.

**Club Meetings:** Once a month, TBA – day of the week and time (either before school or after school) will be voted upon by members

**Club Funding:** none required, but we may request from PTSA soon

**Any rules and regulations:** none at this time

**Student representative:** A few have expressed interest, but the club has not yet formed.

Name: 5<sup>th</sup> Grade RAM Readers

Sponsors: Jackie Laney and Kathy Douglas

Club Membership: Open only to 5<sup>th</sup> graders; Membership limited to the first 20 students to sign up (due to book availability). \*\*May be able to expand in the future

Selection of Officers: N/A

Purpose: To encourage students to become life-long readers; to share favorite books

Club Activity: Reading great books and having discussions about author's craft

Club Meeting: Mondays 2:45-3:45 p.m.

Club Funding: \*requesting funds from PTSA for book sets

Any Rules and Regulations: Students must participate in reading with the group and discussions in a respectful manner.

Other pertinent information: Students may bring an after-school snack to enjoy at the meeting; Must have transportation arranged and confirmed prior to attending meetings.



**OFFICE OF MAINTENANCE AND OPERATIONS**

**DATE: August 12, 2019**

**TO: Bruce Lay, Executive Director of School Leadership**

**FROM: Allen Thacker, Supervisor of Maintenance and Operations**

**SUBJECT: Access Control and CCTV Systems for New Preschool**

Mr. Lay,

I recommend the Oak Ridge Schools Board of Education approve a contract with Systems Integrations, Inc. of Lebanon, TN in the amount of \$93,837.20 for the installation and programming of the access control and CCTV systems for the new Preschool building. Work will need to be coordinated with the construction contractor for hardware and wiring installation at key points in the construction schedule. The contract price is based on a "piggy back" contract with Bedford County Schools allowable under T.C.A. 12-3-1009.

Funds are allocated for this project in Regular Capital Outlay 76100 707 Building Improvements.

Regards,

Allen Thacker

A handwritten signature in cursive script that reads "Allen Thacker".

Supervisor of Maintenance and Operations

# IP CCTV Security Solution



System: High Definition Analytics CCTV  
 Customer: Oak Ridge City Schools  
 Address: Oak Ridge, TN  
 Contact: Alan Thacker

Contract Discount: 21% Avigilon  
 Client Rep: Trey Dickson  
 Make PO payable to: System Integrations, Inc.  
 233 Legend Drive, Suite 100  
 Lebanon, TN 37087  
 615-449-2944

Project: New Preschool  
 Contract #: BCS 17-29

Qty.	Vendor	Vendor Part #	Description	MSRP	Cost	Extension
<b>H.264 Megapixels H4 &amp; H3 with Adaptive Video Analytics</b>						
6	Avigilon	3.0C-H4A-DC1-B	3.0 Megapixel WDR, LightCatcher, Day/Night, In-Ceiling Dome, 3-9mm f/1.3 P-Iris lens, Self-Learning Video Analytics	\$885.00	\$699.15	\$4,194.90
2	Avigilon	5.0L-H4A-BO1-IR-B	5.0 Megapixel, LightCatcher, 4.3-8mm f/1.8 P-Iris lens, Integrated IR, Self-Learning Video Analytics	\$1,155.00	\$912.45	\$1,824.90
<b>H.264 Megapixels with Adaptive Video Analytics Accessories</b>						
2	Avigilon	H4-BO-JBOX1	Junction box for the H4A-BO-IR HD Bullet Cameras	\$90.00	\$71.10	\$142.20
<b>HD Multi-Sensor Cameras</b>						
3	Avigilon	15C-H4A-3MH-270	3x 5 MP. WDR, Lightcatcher, 2.8mm, camera only	\$1,800.00	\$1,422.00	\$4,266.00
8	Avigilon	15C-H4A-3MH-180	3x 5 MP. WDR, Lightcatcher, 4mm, camera only	\$1,800.00	\$1,422.00	\$11,376.00
	Avigilon	20C-H4A-4MH-360	4x 5 MP. WDR, Lightcatcher, 2.8mm, camera only	\$2,100.00	\$1,659.00	\$0.00
<b>H4 Multisensor Accessories Pendant Wall (pole and corner)</b>						
8	Avigilon	H4AMH-AD-PEND1	Outdoor pendant mount adapter, must order one of the IRPTZ-MNT-WALL1	\$200.00	\$158.00	\$1,264.00
8	Avigilon	H4AMH-DO-COVER1	Dome bubble and cover for outdoor surface mount or pendant mount clear	\$120.00	\$94.80	\$758.40
8	Avigilon	IRPTZ-MNT-WALL1	Mount, Pend wall, IR PTZ	\$95.00	\$75.05	\$600.40
3	Avigilon	H4-MT-CRNR1	Corner Mount Adapter for use with MH4A-MNT-WALL1, H4-BO-BOX1, H4SL, H4F, and H4 PTZ cameras	\$90.00	\$71.10	\$213.30
<b>H4 Multisensor Accessories Drop Ceiling Mount</b>						
3	Avigilon	H4MH-AD-CEIL1	In-ceiling adapter, must order wither a H4AMH-DC-COVER1 or H4AMH-DC-COVER1-SMOKE.	\$150.00	\$118.50	\$355.50
3	Avigilon	H4AMH-DC-COVER1	Dome bubble and cover for in-ceiling mount, clear	\$70.00	\$55.30	\$165.90
<b>Avigilon Video Intercom Products</b>						
1	Avigilon	3.0C-H4VI-RO1-IR	3.0 MP, H4 Video Intercom, WDR, LightCatcher, Day/Night, 1.83mm f/2.4, Integrated IR, Recessed Mount	\$1,150.00	\$908.50	\$908.50
1	Avigilon	H4VI-MT-SURF1	Surface mount adapter for H4 Video Intercom	\$225.00	\$177.75	\$177.75
<b>Head End/Monitoring &amp; Recording Equipment</b>						
<b>Avigilon ACC 6 Enterprise</b>						
4	Avigilon	1C-ACC6-ENT	ACC 6 Enterprise license for up to 1 camera channels	\$335.00	\$264.65	\$1,058.60
1	Avigilon	16C-ACC6-ENT	ACC 6 Enterprise license for up to 16 camera channels	\$4,495.00	\$3,551.05	\$3,551.05
<b>NVR Equipment (Server and Workstation)</b>						
<b>Avigilon HD NVR4 Educational Servers</b>						
1	Avigilon	HD-XXX-PRM-64TB-NA	HD NVR4 PRM 64TB 2U Rack Mnt, No OS, IDRAC, Analytics GPU	\$16,700.00	\$13,193.00	\$13,193.00
<b>Professional Services</b>						
<b>Certified Installation Services</b>						
4	SI	SI-ECI-WT	Camera Install - Exterior Camera Installation -		\$201.30	\$805.20
5	SI	SI-ECI-WOT	Camera Install - Exterior Camera Installation		\$165.00	\$825.00
4	SI	SI-ICI-WT	Camera Install - Interior Camera installation -		\$118.80	\$475.20
7	SI	SI-ICI-WOT	Camera Install - Interior Camera installation		\$82.50	\$577.50
20	SI	SI-CAT6	Cable installation - CAT6 Data cable		\$220.00	\$4,400.00
8	SI	CDT	Conduit for cameras-Install conduit from camera location to Raceway in Hallways (per camera)		\$50.00	\$400.00
2	SI	SRL	Scissor Lift - (daily rate) for interior or exterior installations per Customer scope of work requirements beyond safely utilizing heights beyond 16ft		\$150.00	\$300.00
12	SI	SI-HEI	Head-End equipment configuration (hourly)		\$125.00	\$1,500.00
6	SI	SI-SR-PM	Project Management		\$65.00	\$390.00
4	SI	SI-Tech	Onsite Training		\$85.00	\$340.00
1	SI		Shipping and handling		\$125.00	\$125.00

Total Camera Count

20

This is an Estimate.

Total Camera Count w/ Multi Sensors

42

Avigilon MSRP Price \$51,510.00  
 Avigilon Contract Savings -\$7,459.60

Avigilon Contract Price \$44,050.40

Professional Services \$10,137.90

Total Contract Cost \$54,188.30

# Access Control System

System: Door Access System  
 Customer: Oak Ridge City Schools  
 Address:  
 Contact: Alan Thacker

Project: New Preschool  
 Contract #: BCS 17-29



Contract Discount: 21% Avigilon  
 Client Rep: Trey Dickson

Make PO payable to: System Integrations, Inc.  
 233 Legend Drive, Suite 100  
 Lebanon, TN 37087  
 615-449-2944



Qty.	Vendor	Vendor Part #	Description	MSRP	Cost	Extension
<b>Enterprise License</b>						
1	Avigilon	AC-SW-16RCU	16 reader software license	\$833.00	\$658.07	\$658.07
<b>Hardware Mercury</b>						
<b>Building Controllers</b>						
3	Avigilon	AC-MER-CONT-2DR	Controller, 16MB RAM, Ethernet, 8In/4Out/2Rdr (Mercury EP1602)	\$1,215.00	\$959.85	\$2,879.55
<b>Door Modules</b>						
7	Avigilon	AC-MER-CON-MR52	2-Reader Interface Module - (2 reader: mag or wiegand, 8 Inputs, 6 relays) (Mercury MR52)	\$685.00	\$541.15	\$3,788.05
<b>HID iClass Readers - 13.56MHz &amp; 125kHz</b>						
17	Avigilon	AC-HID-READ-ICLASS-SE-RP40	iCLASS SE RP40 Contactless Smart Card Reader, Wall Switch, STD Prox	\$283.00	\$223.57	\$3,800.69
<b>Power Supplies (Panel power and door lock power) Mercury</b>						
1	Avigilon	AC-LSP-4DR-MER-LCK	Four Door Mercury Dual Voltage Integrated Power System supporting one AC-MER-CONT-2DR with one AC-MER-CON-MR52 (Mercury hardware sold separately). The advantage of a dual voltage power supply is the ability to power both Mercury boards and door locks from the same supply. Includes a painted steel enclosure, removable pre drilled back plate, controller standoffs and mounting screws and a 75 watt 12V/2A and 24V/2A power supply-battery charger. The power supply is pre-wired to eight Class 2, Power Limited (CL2PL)	\$515.00	\$406.85	\$406.85
2	Avigilon	AC-LSP-8DR-MER-LCK	Eight Door Mercury Dual Voltage Integrated Power System supporting one AC-MER-CONT-2DR with three AC-MER-CON-MR52 (Mercury hardware sold separately). The advantage of a dual voltage power supply is the ability to power both Mercury boards and door locks from the same supply. Includes a painted steel enclosure, removable pre drilled back plate, controller standoffs and mounting screws and a 150 watt 12V/4A and 24V/4A power supply-battery charger. The power supply is pre-wired to eight Class 2, Power Limited (CL2PL)	\$700.00	\$553.00	\$1,106.00
6	SI	BATT	7AH Battery	\$25.00	\$19.75	\$118.50
<b>Professional Services</b>						
<b>Closet Equipment</b>						
4	Belden		Banana Peel Multiconductor AC Cable		\$840.00	\$3,360.00
2	Securtron	GL1-FSM	2,000 lbs. Holding Force Gate Lock		\$225.00	\$450.00
2	Securtron	FMK-SW	Swing Gate kit for GL1		\$110.00	\$220.00
<b>Professional Services (Door Hardware) Locknetics</b>						
<b>Locknetics Electric Strikes</b>						
1	Allegion - Locknetics	CS450 US32D	ESTRIKE.CS450.CYL.STD.1224.US32D	\$170.00	\$134.30	\$134.30
11	Allegion - Locknetics	RS200 US32D	ESTRIKE.RS200.RIM.STD.1224.US32D	\$475.00	\$375.25	\$4,127.75
<b>Locknetics Magnetic Lock</b>						
4	Allegion - Locknetics	MG600DT	MGLK.600.MON	\$184.00	\$145.36	\$581.44
<b>Locknetics REX's</b>						
4	Allegion - Locknetics	TB-36	ACCY.TB36.BAR.1224.SS	\$189.00	\$149.31	\$597.24
2	Allegion - Locknetics	IPB-300	ACCY.IPB300.STD.MUS.2FP.SS	\$109.00	\$86.11	\$172.22
<b>Locknetics Accessories</b>						
4	Allegion - Locknetics	DC-HD-16	ACCY.DCHD16.AL.BOX.US28	\$39.00	\$30.81	\$123.24
<b>Wired Door Installations</b>						
17	SI	SI-HRLY	Installations (Reader, Contacts, Rex Button, Rex sensor)		\$250.00	\$4,250.00
18	SI	SI-HRLY	Installation of Maglocks / strikes		\$250.00	\$4,500.00
4	SI	SI-HRLY	Installation of Panic bar (rim latch)		\$125.00	\$500.00
15	SI	SI-HRLY	Cable Installation - Security cable per run		\$200.00	\$3,000.00
<b>Professional Services</b>						
3	SI	SI-HEI	Headend Installations		\$550.00	\$1,650.00
17	SI	SI-HRLY	Door Surveys (hourly)		\$50.00	\$850.00
10	SI	SI-HRLY	Access Installation (hourly)		\$65.00	\$650.00
10	SI	SI-SR-PM	Project Management		\$75.00	\$750.00
10	SI	SI-HRLY	Project Commissioning		\$85.00	\$850.00

# Access Control System

System: Door Access System  
Customer: Oak Ridge City Schools  
Address:  
Contact: Alan Thacker

Project: New Preschool  
Contract #: BCS 17-29



Contract Discount: 21% Avigilon

Client Rep: Trey Dickson

Make PO payable to: System Integrations, Inc.

233 Legend Drive, Suite 100

Lebanon, TN 37087

615-449-2944



Qty.	Vendor	Vendor Part #	Description	MSRP	Cost	Extension
1	SI		Shipping and handling		\$125.00	\$125.00

Total Door Count

18

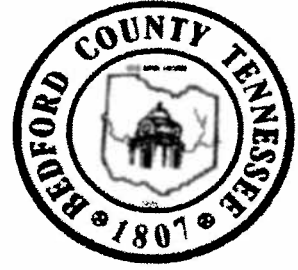
Avigilon MSRP Price \$16,149.00

Avigilon Contract Savings -3,391.29

Avigilon Contract Price \$12,757.71

Professional Services \$26,891.19

Total Contract Cost **\$39,648.90**



# Contract Renewal Document

To: System Integrations, Inc.  
Attention: Derrick Ledford  
233 Legend Drive, Suite 100  
615-449-2944

From: Bedford County Board of Education  
Ben Barrett

For: Erate Good and Services Low Voltage Contract 17-29  
Date: March 19, 2018 Time: 2:00PM

This is the renewal of a cabling contract between Bedford County Schools and System Integrations. The terms of this agreement are as specified in the Bedford Bid 17-29. This document will supercede the BCBOE Bid 17-29 should they conflict.

**Contract Offerings:**

- Vendor products – per RFP award Bid 17-29
- Vendor services – per RFP award Bid 17-29

**Contract Term:**

Exercise the first Annual Renewal Option per initial contract documentation.

**Contract Participation:**

Upon acceptance of this bid offer System Integrations shall extend this contract prices to other State of Tennessee Agencies, Governments and School Systems to participate in this contract to receive the benefits of pricing and craftsmanship. BCBOE will provide a one-page cooperative purchasing agreement to such said entities. System Integrations shall provide documentation to any such agencies wishing to participate in this contract. Referencing TCA 12-3-1009

**Cancellation:**

Either party can cancel this agreement with 30 days written notice to the other party.

**Contract Start Date:** June 30, 2018  
**Renewal Term Date:** June 30, 2019  
**Contract Number:** 17-29  
**Remaning Renewals:** \_\_\_\_\_

**BCBOE Signatures:**

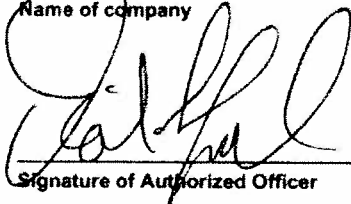
Bedford County Board of Education.  
Name of entity

  
Signature of Authorized personnel

Director of Finance  
Title of Authorized personnel

**System Integrations Signatures:**

System Integrations, Inc.  
Name of company

  
Signature of Authorized Officer

VP Sales  
Title of Authorized Officer

**Product Catalogs**

**Derrick Ledford**  
 Partner's Contact Name

---

**System Integrations, Inc.**  
 Partner's Company Name

---

**233 Legends Drive, Suite 100**  
 Address

---

**Lebanon, TN 37087**  
 (City/Town, State, Zip-Postal Code)

---

**615-449-2944**  
 (Area Code, Phone)

---

**dledford@system-integrations.com**  
 (email address)

**Ben Barrett**  
 Customer's Contact Name

---

**Bedford County Schools**  
 Customer's Company Name

---

**500 Madison Street**  
 Address

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**Shelbyville, TN 37160**  
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**(931) 684-3284**  
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**bbarrett@bedfordk12tn.net**  
 (email address)

**Table # 1**

	<b>Low Voltage Cabling Labor Only</b>	<b>Labor / Hour</b>	
System Integrations	Lead Low Voltage Technician	Per Hour	\$50.00
System Integrations	Low Voltage Technician	Per Hour	\$50.00
System Integrations	Fire Alarm Service Technician	Per Hour	\$85.00
System Integrations	Security Service Technician	Per Hour	\$60.00
System Integrations	Audio Video Service Technician	Per Hour	\$60.00

**Per Drop Cable Pricing**

	<b>Cost per CAT6 drop for: Labor and Materials</b>	<b>Non-Plenum</b>	<b>Plenum</b>
System Integrations	CAT6 Copper Installation Service as defined in BCBOE Standards (parts and labor) 1-15 drop count	\$220.00	\$238.00
System Integrations	CAT6 Copper Installation Service as defined in BCBOE Standards (parts and labor) 16-48 drop count	\$209.00	\$227.00
System Integrations	CAT6 Copper Installation Service as defined in BCBOE Standards (parts and labor) 49-100 drop count	\$199.00	\$217.00
System Integrations	CAT6 Copper Installation Service as defined in BCBOE Standards (parts and labor) 101-200 drop count	\$190.00	\$207.00
System Integrations	CAT6 Copper Installation Service as defined in BCBOE Standards (parts and labor) 201-500 drop count	\$181.00	\$198.00
System Integrations	CAT6 Copper Installation Service as defined in BCBOE Standards (parts and labor) 501-1000 drop count	\$172.00	\$188.00
System Integrations	CAT6 Copper Installation Service as defined in BCBOE Standards (parts and labor) 1001-2000 drop count	\$164.00	\$181.00
	<b>Cost per CAT6A drop for: Labor and Materials</b>	<b>Non-Plenum</b>	<b>Plenum</b>
System Integrations	CAT6A Copper Installation Service as defined in BCBOE Standards (parts and labor) 1-15 drop count	\$255.00	\$273.00
System Integrations	CAT6A Copper Installation Service as defined in BCBOE Standards (parts and labor) 16-48 drop count	\$244.00	\$262.00
System Integrations	CAT6A Copper Installation Service as defined in BCBOE Standards (parts and labor) 49-100 drop count	\$234.00	\$252.00
System Integrations	CAT6A Copper Installation Service as defined in BCBOE Standards (parts and labor) 101-200 drop count	\$225.00	\$242.00
System Integrations	CAT6A Copper Installation Service as defined in BCBOE Standards (parts and labor) 201-500 drop count	\$216.00	\$233.00
System Integrations	CAT6A Copper Installation Service as defined in BCBOE Standards (parts and labor) 501-1000 drop count	\$207.00	\$223.00
System Integrations	CAT6A Copper Installation Service as defined in BCBOE Standards (parts and labor) 1001-2000 drop count	\$199.00	\$216.00
	<b>Cost per connector for: Labor and Materials</b>		
System Integrations	Fiber-Optic Termination Service as defined in BCBOE Standards (labor and parts) 1-6 connectors	\$32.00	

**Product Catalogs**

**Derrick Ledford**  
 Partner's Contact Name

**System Integrations, Inc.**  
 Partner's Company Name

**233 Legends Drive, Suite 100**  
 Address

**Lebanon, TN 37087**  
 (City/Town, State, Zip-Postal Code)

**615-449-2944**  
 (Area Code, Phone)

**dledford@system-integrations.com**  
 (email address)

**Ben Barrett**  
 Customer's Contact Name

**Bedford County Schools**  
 Customer's Company Name

**500 Madison Street**  
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System Integrations	Fiber-Optic Termination Service as defined in BCBOE Standards (labor and parts) 7-12 connectors	\$25.00	
System Integrations	Fiber-Optic Termination Service as defined in BCBOE Standards (labor and parts) 13-24 connectors	\$25.00	
System Integrations	Fiber-Optic Termination Service as defined in BCBOE Standards (labor and parts) 25-36 connectors	\$23.00	
	<b>Cost per drop for: Labor and Materials</b>		
System Integrations	Coax Installation Service (parts and labor) 1-15 drop count	\$220.00	
System Integrations	Coax Installation Service (parts and labor) 16-50 drop count	\$209.00	
System Integrations	Coax Installation Service (parts and labor) 51-100 drop count	\$199.00	
System Integrations	Coax Installation Service (parts and labor) 101-200 drop count	\$190.00	
System Integrations	Coax Installation Service (parts and labor) 201-500 drop count	\$181.00	
System Integrations	Coax Installation Service (parts and labor) 501-1000 drop count	\$172.00	

**Table # 2**

**Infrastructure - Installation Services**

System Integrations	System Electrical Grounding (labor and parts) per distribution frame	Per Hour	\$ 50.00
System Integrations	Fibert-optic Cable Installation (labor only - does not include	Per Hour	\$ 50.00
System Integrations	Site Preparation - Penetrations (labor only)	Per Hour	\$ 50.00
System Integrations	Site Preparation - Core Drilling (labor only)	Per Hour	\$ 50.00
System Integrations	Site Finishing - Firestop/Trim (labor only)	Per Hour	\$ 50.00
System Integrations	Cable pathway Installation (labor only)	Per Hour	\$ 50.00
System Integrations	Interduct installation (labor only)	Per Hour	\$ 50.00
System Integrations	Project Management (labor only)	Per Hour	\$ 65.00
System Integrations	Licensed Electrician (labor only)	Per Hour	\$ 85.00
System Integrations	Network & Systems Management (labor only)	Per Hour	\$ 85.00
System Integrations	Site Survey (labor only)	Per Hour	\$ 65.00
System Integrations	Site removal of unusable cabling and equipment	Per Hour	\$ 50.00

**Infrastructure - Installation Services**

System Integrations	Installaiton Services - Travel Per Team Member	Per Hour	\$ 35.00
System Integrations	Installation Services - Infrastructure	Per Hour	\$ 50.00
System Integrations	Installation Services - Security	Per Hour	\$ 60.00
System Integrations	Installation Services - AV	Per Hour	\$ 70.00
System Integrations	Installation Services - Fire System 1	Per Hour	\$ 60.00
System Integrations	Installation Services - Fire System 2	Per Hour	\$ 85.00
System Integrations	Service Call - Fire	Trip	\$ 75.00
System Integrations	Installation Services - Project Management	Per Hour	\$ 65.00

**Professional Services - Design & Management**

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System Integrations	Professional Services - System Design	Per Hour	\$ 75.00
System Integrations	Professional Services - System Enigneer (Security Systems	Per Hour	\$ 75.00
<b>Professional Services - Technical Solutions</b>			
System Integrations	Technical Solutions - Network Electronic Installation Services	Per Hour	\$ 75.00
System Integrations	Technical Solutions - Planing and Design Services	Per Hour	\$ 100.00
System Integrations	Technical Solutions - System Engineer, Novel, Microsoft, Sif,	Per Hour	\$ 125.00
System Integrations	Technical Solutions - Project Management 1	Per Hour	\$ 90.00
System Integrations	Technical Solutions - Project Management 2	Per Hour	\$ 250.00

**Table # 3**

Manufacturer	Discount Off List	Category	Discount
Extreme	Core Switches	50%	Catalog #1
Extreme	Edge Switches	50%	Catalog #2
Extreme	POE Switches	50%	Catalog #3
Extreme	Wireless products	50%	Catalog #4
Extreme	Fiber modules	50%	Catalog #5
<b>More Granular breakdown of Enterasys Products and Discounts</b>			
Extreme	Series Products: S Series, K Series, X8 & 8000 Series	50%	Catalog #1
Extreme	Series Products: X440 - X770 Series	50%	Catalog #2
Extreme	Series Products: A, B, & C Series	50%	Catalog #3
Extreme	Series Products: 7100 Series	50%	Catalog #4
Extreme	Series Products: ISW Series	50%	Catalog #5
Extreme	Series Products: Wireless Controllers, Access Points	55%	Catalog #6
Extreme	Series Products: Application software	50%	Catalog #7
Extreme	Series Products: Support	0%	Catalog #8
Extreme	Series Products: Accessories and options	50%	Catalog #9
Extreme	Series Products: SFP, SFPP, XFP	50%	Catalog #10
Manufacturer	Discount Off List	Category	Discount
Brocade	Network LAN Switches & Software	42%	Catalog #1
Brocade	Wireless Products	42%	Catalog #2
Brocade	Services part numbers	20%	Catalog #3
Manufacturer	Discount Off List	Category	Discount
HP/Aruba	Network LAN Switches	30%	Catalog #1
HP/Aruba	Wireless Products	30%	Catalog #2
HP/Aruba	Services part numbers	10%	Catalog #3

**Table # 4**

<b>Data Voice</b>		<b>Based on SOW</b>	
Comscope	Voice, Data, Video Cabling Components	Data/Voice	Cost + 10%

**Product Catalogs**

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Panduit	Voice, Data, Video Cabling Components	Data/Voice	Cost + 10%
Leviton	Cabling Components	Data/Voice	Cost + 10%
TE-ADC	Voice, Data, Video Cabling Components	Data/Voice	Cost + 10%
Corning	Fiber Optic Cabling	Data/Voice	Cost + 10%
Siemon	Voice, Data, Video Cabling Components	Data/Voice	Cost + 10%
Chatsworth	Cabling Components	Data/Voice	Cost + 10%
BlackHawk	Cabling Components	Data/Voice	Cost + 10%
Leviton	Cabling Components	Data/Voice	Cost + 10%
Blunder Tonge	CATV	Data/Voice	Cost + 10%

**Network Systems**

Eaton	Eaton Power	Network	15%
APC	APC UPS backups	Network	8%
Tripp-Lite	UPS backups	Network	8%
Aero Hive	Wireless networking	Network	10%
Aruba	Wireless networking	Network	10%
LightSpeed	Network Mangement System - MDM, Chrome Relay, Content filter, Email Archive, Bandwith Mangement	Network	Priced at Lightspeeds Ed Discount

**Table # 5**

**Audio Visual Systems**

Da-lite	Classroom Auditorium Screens	Audio Visual	15%
Vutec	Video Screens	Audio Visual	15%
Mimio	Interactive white boards & Slates	Audio Visual	15%
e-Instruction	Interactive white boards & Slates	Audio Visual	6%
Boxlight / Mimio	Touch panel, Projectors, educational software (See special pricing quotes)	Audio Visual	20%
ViewSonic	LCD and LCDTV, Touch Panels	Audio Visual	10%
NEC	LCD and LCDTV, Touch Panels	Audio Visual	10%
LG	LCD and LCDTV, Touch Panels	Audio Visual	10%
Samsung	LCD and LCDTV, Touch Panels	Audio Visual	10%
Visio	LCD and LCDTV, Touch Panels	Audio Visual	10%
Hitachi	Hitachi Projectors & AV products (See special pricing quotes)	Audio Visual	5%
Infocus	Infocus Projectors & AV products (See special pricing quotes)	Audio Visual	5%
Epson	Epson Projectors & AV products (See special pricing quotes)	Audio Visual	5%
Premier Mounts	AV Mounts	Audio Visual	20%
Chief AV	AV mounts	Audio Visual	20%
Crestron	AV controls products	Audio Visual	20%
Extron	Extron AV products	Audio Visual	20%
Kramer	Kramer AV products	Audio Visual	20%

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TeachLogic	Infrared & RF Audio Systems	Audio Visual	15%
Titan	Digital Projection	Audio Visual	15%
Inova	Inova POE Clocks and Displays	Audio Visual	5%
SP Contols	AV cabling systems	Audio Visual	10%
Quiktron	AV cabling systems	Audio Visual	20%
Paradigm Mlt	LCD and LCDTV	Audio Visual	5%
Hitachi	Audio Visual products	Audio Visual	10%
BlackBox	Audio Visual products	Audio Visual	5%
Lightonics	Low voltage theatrical lighting	Audio Visual	10%
Startech	AV accessories, extenders	Audio Visual	5%

<b>Professional Audio</b>			
AA / Peavey	Architectural Acoustics / Peavey	Pro Audio	20%
Avlex	Microphones	Pro Audio	20%
Atlas	Sound accessories, speakers, microphones, amps, etc.	Pro Audio	15%
Crest Audio	High End Audio Power Amps / Audio Consoles	Pro Audio	15%
Crown	High End Audio Power Amps / Audio Consoles	Pro Audio	15%
QSC	High End Audio Power Amps / Audio Consoles	Pro Audio	15%
Danley Sound	High-end Loudspeakers	Pro Audio	15%
JBL	High-end Loudspeakers	Pro Audio	15%
Lowell	Sound Equipment-Racks/Speakers/Power Products	Pro Audio	15%
Middle Atlantic	Cabinets and Accessories	Pro Audio	15%
MiPro	Wireless Microphones	Pro Audio	20%
Shure	Wireless Microphones	Pro Audio	15%
TASCAM	Audio Electronics	Pro Audio	20%
Astatic Audio	Audio Electronics	Pro Audio	20%
Mystery Elec.	Floor & Wall Boxes	Pro Audio	10%
Allen & Heath	Sound mixing products	Pro Audio	20%
OMNImount	Mounting System for Speakers, TN, LCD, Plasmas	Pro Audio	15%
PanaVise	Mounts for CCTV, Speakers, & Communications	Pro Audio	15%
SLS	Ribbon Driver Technology Loudspeakers	Pro Audio	20%
SY48	-Digital Mixing Consoles	Pro Audio	20%
TAIDEN	Digital Conference System (Media Vision)	Pro Audio	15%
West Penn	West Penn AV cable	Pro Audio	5%
HME	HME Wireless Intercom	Pro Audio	5%
Community	Proaudio systems	Pro Audio	20%

**Table # 6**

<b>Support Systems</b>			
Bretford	Media cabinets and carts	Support	10%
B-Line	cabinets and racks	Support	10%

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Caddy	supports	Support	10%
Winsted	Central monitoring supports	Support	10%
<b>IP Communications</b>			
3CX	Communications and Telephony	Communications	Priced at 3CX Ed Discount
HP	Communications and Telephony	Communications	13%
Three Sixty	IP Intercom system, Wireless clocks	Communications	Priced at Treradon Ed Discount
Valcom	IP Intercom system	Communications	5%
Poylcom	Audio Visual & Communications products	Communications	5%
Yeahlink	Audio Visual & Communications products	Communications	5%
Grandstream	Audio Visual & Communications products	Communications	5%
Aastra	Audio Visual & Communications products	Communications	5%
CISCO	Audio Visual & Communications products	Communications	20%
Bogen	Bogen Intercom & Paging	Communications	5%
Three Sixty	Intercom & Video Products	Communications	At published Gov and Ed Prices
AMX	Intercom & Video Products	Communications	At published Gov and Ed Prices

**Table # 7**

<b>Access Systems</b>			
Avigilon	Access Control Systems	Access	10%
AMAG	Access Control Systems	Access	10%
Gallagher	Access Control Systems	Access	10%
Salto	Access Control Systems	Access	20%
S2	Access Control Systems	Access	25%
Infinias	Access Control Systems - (formerly Pelco & Integral)	Access	20%
Honeywell	Access Control Systems	Access	5%
2N	Door Entry Access controls	Access	10%
Aiphone	Door Entry Access controls	Access	10%
Valcom	Door Entry Access controls	Access	5%
AXIS	Door Entry Access controls	Access	10%
Cyber Data	Door Entry Access controls	Access	10%
Bogen	Door Entry Access controls	Access	5%
Talk A Phone	Door Entry Access controls	Access	10%
HID	Electric Locks, readers	Access	5%
Allegion	Electric Locks, readers	Access	5%
Assa Abloy	Electric Locks, readers	Access	5%
HES	Electric Locks, readers	Access	5%

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Stanley	Electric Locks, readers	Access	5%
Securtron	Electric Locks / Security Products	Access	5%
Altronix	Power supplies	Access	5%
<b>Alarm Systems</b>			
Honeywell	Security Products	Alarm	5%
DSC	Security Products	Alarm	5%
Ademco	Security Products	Alarm	5%
<b>Fire Systems</b>			
Honeywell	Firelite- Fire Protection Systems	Fire	20%
Honeywell	Silent Knight- Fire Protection Systems	Fire	20%
Honeywell	Notifier- Fire Protection Systems	Fire	20%
Ditek	Fire Protection Products	Fire	5%
PowerSonic	Fire Protection Products	Fire	5%
GenTex	Fire Protection Products	Fire	5%
Herrington	Fire Protection Products	Fire	5%
System Sensor	Fire Protection Products	Fire	5%
Ferguson Fire	Control valves, Alarms, Drain and Test connectors, Specialty Valves,	Fire	0%
<b>Security Systems</b>			
Avigilon	CCTV Systems - DVR, NVR, IP, Analog	Security	10%
DRS	Thermal Cameras	Security	10%
Flir	Thermal Cameras	Security	10%
GE	CCTV Systems - DVR, NVR, IP, Analog	Security	10%
PlateSmart	LPR & ALPR license plate recognition systems	Security	10%
Mobotix	IP Cameras	Security	10%
Ubiquiti	Wireless Mesh Products	Security	10%
Fluidmesh	Wireless Mesh Products	Security	10%
Planet Switching	Hardend Industrial CCTV switching	Security	10%
RT Technologies	Staff Durress - Emergency Help Alert Systems	Security	10%
ONSSI	Network Video Recorder software	Security	10%
Milestone	Network Video Recorder software	Security	20%
Honeywell	Network Video Recorders, Digital Video Recorders, and Cameras	Security	10%
Pelco	Network Video Recorders, Digital Video Recorders, and Cameras	Security	10%
Genetech	Network Video Recorders, Digital Video Recorders	Security	10%
VideoIQ	Megapixel IP cameras	Security	10%
AXIS	Megapixel IP cameras, access entry system	Security	10%
Arecont	Megapixel IP cameras	Security	10%
IQ_EYE	Megapixel IP cameras	Security	10%
General Cable	Security related infrastructure cable and accessories	Security	5%
Comscope Cbl	Security related infrastructure cable and accessories	Security	5%

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Genesis	Security related infrastructure cable and accessories	Security	5%
Signal	Security related infrastructure cable and accessories	Security	5%
NVT	CCTV cabling system and active electronics, over data	Security	5%
Talk A Phone	Mass notification systems	Security	10%
<b>Low Voltage Solutions</b>			
System Integrations	All current product catalogs available at a cost + model if no specific discounts are applied.	All	Cost + 10%



# Oak Ridge Schools

OFFICE OF  
Finance Director

Telephone (865) 425-9004

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## MEMORANDUM

**To:** Dr. Bruce Borchers, Superintendent of Schools  
**From:** Pat Smith, Finance Director *Pat*  
**Subject:** FY'20 Budget Transfer #1  
**Date:** August 16, 2019

The attached FY'20 Budget Transfer #1 includes the following budget transfer requests for Board of Education approval:

- All routine budget transfers and revisions from July 1, 2019 through August 14, 2019 (routine transfers, mostly grants) for Board Approval
- Blankenship Field Electrical Upgrades (from contingency)
- Preschool Building Technology Cabling Project (from Contingency)

The attached FY20 Current Revised Budget Summary provides an overview of the FY20 Revised Budget once these transfers have been approved by the Board of Education.

# FY 20 FYTD Budget Summary - Budget Transfer #1

Fund	FY20 Original Approved Budget	Budget Transfer #1	FY20 Revised	Budget Total
Fund 141 (General Fund)	\$ 59,204,638.00	\$ 1,000.35	\$	59,205,638.35
Fund 142 (Federal)	\$ 3,861,611.00	\$ -	\$	3,861,611.00
Fund 143 (Food Service)	\$ 2,358,891.00		\$	2,358,891.00
Fund 145 (Other Education)	\$ 181,848.00	\$ (1,000.35)	\$	180,847.65
Fund 146 (Extended Child Care)	\$ 473,067.00		\$	473,067.00
<b>TOTAL All Funds</b>	<b>\$ 66,080,055.00</b>	<b>\$ -</b>	<b>\$</b>	<b>66,080,055.00</b>

## Fund 141 Budget Transfers

Fund 141 REVENUES	Account Number	Decrease	Increase
Adjust grant budget for Pre-K State Grant to	141 R 46980 000 000 00000 000	\$ -	\$ 728.63
Actual Grant Amount	141 R 46515 000 011 00000 000	\$ 728.63	\$ -
Adjust FRC Grant Budget to Actual Grant Amount (to 141 Contingency)	141 R 46980 000 000 00000 000	\$ -	\$ 1,000.35

<b>Fund 141 EXPENDITURES</b>		<b>Account Number</b>	<b>Increase</b>	<b>Decrease</b>
<b>Adjust Budgeted Amount for Yearly TNRMT Insurance Premium to Align with Actual Cost</b>		141 E 72310 506 000 00000 000	\$ 2,632.00	\$ -
		141 E 72310 508 000 00000 000	\$ 135.00	\$ -
		141 E 72610 501 000 00000 000	\$ 433.00	\$ -
		141 E 72610 502 000 00000 000	\$ 7,673.00	\$ -
		141 E 72710 511 000 00000 000	\$ 2,631.00	\$ -
		141 E 72310 513 000 00000 000	\$ -	\$ 13,504.00
<b>Establish grant budget for Pre-K State Grant to Actual Grant Amount</b>		141 E 73400 116 011 00043 000	\$ -	\$ 22,697.00
		141 E 73400 116 011 00043 031	\$ 19,555.00	\$ -
		141 E 73400 163 011 00043 000	\$ -	\$ 6,139.00
		141 E 73400 201 011 00000 000	\$ -	\$ 817.00
		141 E 73400 201 011 00000 031	\$ 1,361.00	\$ -
		141 E 73400 204 011 00043 000	\$ -	\$ 3,025.00
		141 E 73400 204 011 00043 031	\$ 3,064.00	\$ -
		141 E 73400 206 011 00043 000	\$ -	\$ 73.00
		141 E 73400 206 011 00043 031	\$ 32.00	\$ -
		141 E 73400 207 011 00043 000	\$ -	\$ 5,405.00
		141 E 73400 207 011 00043 031	\$ 4,797.00	\$ -
		141 E 73400 208 011 00043 000	\$ -	\$ 198.00
		141 E 73400 208 011 00043 031	\$ 88.00	\$ -
		141 E 73400 212 011 00043 000	\$ -	\$ 190.00
		141 E 73400 212 011 00043 031	\$ 318.00	\$ -
		141 E 73400 217 011 00043 031	\$ -	\$ 550.00
		141 E 73400 299 011 00043 000	\$ -	\$ 61.00
		141 E 73400 299 011 00043 031	\$ 27.00	\$ -
		141 E 73400 429 011 00043 000	\$ 265.37	\$ -
		141 E 71900 599 000 00000 000	\$ 728.63	\$ -
	141 E 73400 116 000 00000 000	\$ 8,920.00	\$ -	
	141 E 73401 116 000 00000 000	\$ -	\$ 1.00	
<b>Adjust FRC Grant Budget to Actual Grant Amount (from 141 Contingency)</b>		141 E 71900 599 000 00000 000	\$ 1,000.35	\$ -

<b>Transfer for Departmental Cellular Hot Spots to Communications Line</b>	141 E 72250 307 000 00000 000	\$ 660.00	\$ -
	141 E 72210 524 000 00068 000	\$ -	\$ 220.00
	141 E 73401 399 000 00043 000	\$ -	\$ 110.00
	141 E 71200 725 000 00000 000	\$ -	\$ 110.00
	141 E 72230 499 000 00078 000	\$ -	\$ 110.00
	141 E 72210 499 000 00000 301	\$ -	\$ 110.00

<b>Establish Head Start In-Kind Budget</b>	141 E 73401 116 000 00043 031	\$ -	\$ 8,278.00
	141 E 73401 116 000 00043 000	\$ 8,278.00	\$ -
	141 E 73401 201 000 00043 031	\$ -	\$ 1,289.00
	141 E 73401 201 000 00043 000	\$ 1,289.00	\$ -
	141 E 73401 204 000 00043 031	\$ -	\$ 1,006.00
	141 E 73401 204 000 00043 000	\$ 1,006.00	\$ -
	141 E 73401 207 000 00043 031	\$ 112.00	\$ -
	141 E 73401 207 000 00043 000	\$ -	\$ 112.00
	141 E 73401 212 000 00043 031	\$ -	\$ 301.00
	141 E 73401 212 000 00043 000	\$ 301.00	\$ -
	141 E 73401 312 000 00000 031	\$ 45,922.16	\$ -
	141 E 73401 312 000 00000 000	\$ -	\$ 45,922.16

<b>Blankenship Field Electrical Upgrades</b>	141 E 76100 707 000 00000 437	\$ 32,571.35	\$ -
	141 E 71900 599 000 00000 002	\$ -	\$ 32,571.35

<b>Preschool Technology Cabling Project</b>	141 E 76100 707 000 00000 438	\$ 35,275.00	\$ -
	141 E 71900 599 000 00000 002	\$ -	\$ 35,275.00

<b>TOTAL</b>		<b>\$ 179,803.49</b>	<b>\$ 179,803.49</b>
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## Fund 142 Budget Transfers

Fund 142 REVENUES	Account Code	Decrease	Increase
<b>Establish Head Start Grant Revenue Budget</b>	142 R 47990 000 030 00000 000	\$ 931,016.00	\$ -
	142 R 47990 000 031 00000 000	\$ -	\$ 818,153.00
	142 R 47590 000 000 00000 000	\$ -	\$ 112,863.00
<b>Adjust Revenue Budget for Carl Perkins Grant</b>	142 R 47590 000 000 00000 000	\$ -	\$ 16.00
	142 R 47131 000 801 00000 000	\$ 16.00	\$ -
<b>Establish Revenue Budget for Carl Perkins Reserve Grant (from Grant Contingency)</b>	142 R 47590 000 000 00000 000	\$ 60,000.00	\$ -
	142 R 47131 000 802 00000 000	\$ -	\$ 60,000.00
<b>Establish Title I Carryover Budget</b>	142 R 47590 000 000 00000 000	\$ 39,440.61	\$ -
	142 R 47141 000 101 00000 000	\$ -	\$ 39,440.61
<b>Establish Read to be Ready Summer Grant</b>	142 R 47590 000 000 00000 000	\$ 20,467.10	\$ -
	142 R 47590 000 720 00000 000	\$ -	\$ 20,467.10
<b>Establish IDEA B Carryover Budget</b>	142 R 47590 000 000 00000 000	\$ 59,562.96	\$ -
	142 R 47141 000 101 00000 000	\$ -	\$ 59,562.96

**FUND 142 EXPENDITURES**

Increase

Decrease

	142 E 99100 504 801 00000 000	\$	810.23	\$	-
	141 E 72230 524 801 00000 000	\$	-	\$	810.23
<b>Carl Perkins Budget Adjustment to match Eplan Budget</b>	142 E 71300 163 801 00035 000	\$	-	\$	329.50
	142 E 71300 201 801 00035 000	\$	-	\$	8.00
	142 E 71300 212 801 00035 000	\$	3.00	\$	-
	142 E 71300 429 801 00000 000	\$	334.50	\$	-

	142 E 73300 116 031 00043 000	\$	8,770.00	\$	-
	142 E 73300 163 031 00043 000	\$	-	\$	12,321.00
	142 E 73300 189 031 00043 000	\$	-	\$	1.00
	142 E 73300 201 031 00043 000	\$	2,115.00	\$	-
	142 E 73300 204 031 00043 000	\$	1,906.00	\$	-
	142 E 73300 206 031 00043 000	\$	2.00	\$	-
	142 E 73300 207 031 00043 000	\$	-	\$	162.00
<b>Establish Head Start Grant Budget (031)</b>	142 E 73300 208 031 00043 000	\$	17.00	\$	-
	142 E 73300 212 031 00043 000	\$	450.00	\$	-
	142 E 73300 299 031 00043 000	\$	12.00	\$	-
	142 E 73300 348 031 00043 000	\$	300.00	\$	-
	142 E 73300 355 031 00043 000	\$	500.00	\$	-
	142 E 73300 399 031 00043 000	\$	6,508.00	\$	-
	142 E 73300 429 031 00043 000	\$	14,879.00	\$	-
	142 E 73300 499 031 00043 000	\$	2,000.00	\$	-
	142 E 73300 524 031 00043 000	\$	10,370.00	\$	-
	142 E 72510 000 000 00000 000	\$	-	\$	35,345.00

	142 E 73300 399 030 00043 000	\$	5,924.00	\$	-
<b>Establish Head Start Grant Budget (030)</b>	142 E 73300 524 030 00043 000	\$	3,060.00	\$	-
	142 E 72510 000 000 00000 000	\$	-	\$	8,984.00

<b>Establish Budget for Carl Perkins Reserve Grant (from Grant Contingency)</b>	142 E 71300 499 802 00000 000	\$	15,000.00		
	142 E 71300 730 802 00000 000	\$	45,000.00		
	142 E 71900 000 000 00000 000			\$	60,000.00

	142 E 71200 163 911 00043 000	\$	471.42	\$	-
	142 E 71200 201 911 00043 000	\$	73.00	\$	-
	142 E 71200 204 911 00043 000	\$	15.80	\$	-
	142 E 71200 208 911 00043 000	\$	320.00	\$	-
<b>Establish budget for IDEA Preschool Grant</b>	142 E 71200 212 911 00043 000	\$	48.00	\$	-
	142 E 71200 299 911 00043 000	\$	93.00	\$	-
	142 E 71200 725 911 00000 000	\$	1,125.19	\$	-
	142 E 99100 504 911 00000 000	\$	1,622.59	\$	-
	142 E 71200 000 000 00000 000	\$	-	\$	2,928.00
	142 E 99100 000 000 00000 000	\$	-	\$	841.00

	142 E 71900 000 000 00000 000	\$	-	\$	48,127.20
	142 E 71300 163 801 00000 000	\$	329.00	\$	-
	142 E 71300 201 801 00000 000	\$	9.00	\$	-
	142 E 71300 212 801 00000 000	\$	-	\$	3.00
<b>Establish Expenditure Budget for Carl Perkins Grant</b>	142 E 71300 429 801 00000 000	\$	2,000.00	\$	-
	142 E 71300 499 801 00000 000	\$	2,500.00	\$	-
	142 E 71300 730 801 00000 000	\$	20,000.00	\$	-
	142 E 72130 355 801 00000 000	\$	8,000.00	\$	-
	142 E 72130 524 801 00000 000	\$	8,000.00	\$	-
	142 E 72230 524 801 00000 000	\$	5,000.00	\$	-
	142 E 99100 504 801 00000 000	\$	2,292.20	\$	-

	142 E 72210 189 202 00000 000	\$	719.00	\$	-
	142 E 72210 201 202 00000 000	\$	84.00	\$	-
	142 E 72210 204 202 00000 000	\$	-	\$	65.40
	142 E 72210 206 202 00000 000	\$	168.00	\$	-
	142 E 72210 207 202 00000 000	\$	-	\$	68.00
<b>Establish Title IIA Grant Budget</b>	142 E 72210 208 202 00000 000	\$	11.00	\$	-
	142 E 72210 212 202 00000 000	\$	17.00	\$	-
	142 E 72210 299 202 00000 000	\$	23.00	\$	-
	142 E 72210 399 202 00000 000	\$	48,200.00	\$	-
	142 E 72210 524 202 00000 000	\$	39,018.68	\$	-
	142 E 99100 504 202 00000 000	\$	6,855.72	\$	-
	142 E 72210 000 000 00000 000	\$	-	\$	94,963.00

<b>Establish IDEA-B Grant Budget</b>	142 E 71200 116 901 00000 000	\$	40,032.23	\$	-
	142 E 71200 163 901 00000 000	\$	-	\$	3,671.00
	142 E 71200 171 901 00000 000	\$	-	\$	1,736.00
	142 E 71200 201 901 00000 000	\$	13,238.06	\$	-
	142 E 71200 204 901 00000 000	\$	9,669.27	\$	-
	142 E 71200 206 901 00000 000	\$	205.00	\$	-
	142 E 71200 207 901 00000 000	\$	915.00	\$	-
	142 E 71200 208 901 00000 000	\$	-	\$	128.00
	142 E 71200 212 901 00000 000	\$	413.81	\$	-
	142 E 71200 217 901 00000 000	\$	-	\$	530.00
	142 E 71200 299 901 00000 000	\$	-	\$	125.50
	142 E 72220 189 901 00000 000	\$	-	\$	547.17
	142 E 72220 201 901 00000 000	\$	2,622.90	\$	-
	142 E 72220 204 901 00000 000	\$	1,488.59	\$	-
	142 E 72220 207 901 00000 000	\$	-	\$	7,030.31
	142 E 72220 208 901 00000 000	\$	0.40	\$	-
	142 E 72220 212 901 00000 000	\$	137.22	\$	-
	142 E 72220 299 901 00000 000	\$	-	\$	17.10
	142 E 99100 504 901 00000 000	\$	-	\$	54,937.40

<b>Establish Title I Grant Budget</b>	142 E 71100 116 101 00043 000	\$	827.40	\$	-
	142 E 71100 163 101 00043 000	\$	-	\$	2.15
	142 E 71100 163 101 00045 000	\$	1,885.15	\$	-
	142 E 71100 163 101 00015 000	\$	-	\$	1.23
	142 E 71100 163 101 00030 000	\$	-	\$	4,561.29
	142 E 71100 163 101 00050 000	\$	1,313.48	\$	-
	142 E 71100 189 101 00045 000	\$	7,000.00	\$	-
	142 E 71100 189 101 00015 000	\$	2,500.00	\$	-
	142 E 71100 189 101 00030 000	\$	3,000.00	\$	-
	142 E 71100 189 101 00050 000	\$	2,500.00	\$	-
	142 E 71100 195 101 00043 000	\$	16,000.00	\$	-
	142 E 71100 201 101 00043 000	\$	1,459.44	\$	-
	142 E 71100 201 101 00045 000	\$	305.86	\$	-
	142 E 71100 201 101 00015 000	\$	-	\$	0.27

**Establish Title I Grant Budget**

142 E 71100 201 101 00030 000	\$	-	\$	190.99
142 E 71100 201 101 00050 000	\$	81.40	\$	-
142 E 71100 204 101 00043 000	\$	3,006.47	\$	-
142 E 71100 204 101 00045 000	\$	853.16	\$	-
142 E 71100 204 101 00015 000	\$	1,008.80	\$	-
142 E 71100 204 101 00030 000	\$	-	\$	1,305.00
142 E 71100 206 101 00030 000	\$	31.00	\$	-
142 E 71100 206 101 00045 000	\$	8.50	\$	-
142 E 71100 207 101 00043 000	\$	-	\$	1,869.00
142 E 71100 207 101 00030 000	\$	1,577.00	\$	-
142 E 71100 207 101 00045 000	\$	-	\$	863.00
142 E 71100 208 101 00043 000	\$	1.00	\$	-
142 E 71100 208 101 00045 000	\$	25.75	\$	-
142 E 71100 208 101 00030 000	\$	88.50	\$	-
142 E 71100 212 101 00043 000	\$	341.34	\$	-
142 E 71100 212 101 00045 000	\$	72.29	\$	-
142 E 71100 212 101 00015 000	\$	0.17	\$	-
142 E 71100 212 101 00030 000	\$	-	\$	45.95
142 E 71100 212 101 00050 000	\$	19.21	\$	-
142 E 71100 217 101 00043 000	\$	-	\$	275.00
142 E 71100 217 101 00045 000	\$	-	\$	449.00
142 E 71100 299 101 00043 000	\$	-	\$	42.10
142 E 71100 299 101 00045 000	\$	2.13	\$	-
142 E 71100 299 101 00030 000	\$	24.65	\$	-
142 E 71100 299 101 00015 000	\$	-	\$	6.00
142 E 71100 399 101 00043 000	\$	1.00	\$	-
142 E 71100 429 101 00043 000	\$	1,000.00	\$	-
142 E 71100 429 101 00045 000	\$	2,500.00	\$	-
142 E 71100 429 101 00015 000	\$	2,000.00	\$	-
142 E 71100 429 101 00030 000	\$	2,000.00	\$	-
142 E 71100 429 101 00050 000	\$	2,000.00	\$	-
142 E 72130 189 101 00000 000	\$	-	\$	0.15
142 E 72130 201 101 00000 000	\$	-	\$	0.44
142 E 72130 204 101 00000 000	\$	31.05	\$	-

**Establish Title I Grant Budget**

142 E 72130 208 101 00000 000	\$	-	\$	355.00
142 E 72130 212 101 00000 000	\$	-	\$	0.47
142 E 72130 499 101 00043 000	\$	200.00	\$	-
142 E 72130 499 101 00045 000	\$	200.00	\$	-
142 E 72130 499 101 00015 000	\$	200.00	\$	-
142 E 72130 499 101 00030 000	\$	200.00	\$	-
142 E 72130 499 101 00050 000	\$	200.00	\$	-
142 E 72130 599 101 00000 000	\$	2,555.81	\$	-
142 E 72210 189 101 00045 000	\$	-	\$	0.35
142 E 72210 189 101 00000 000	\$	-	\$	9,597.62
142 E 72210 201 101 00045 000	\$	60.73	\$	-
142 E 72210 201 101 00000 000	\$	446.93	\$	-
142 E 72210 204 101 00045 000	\$	-	\$	86.38
142 E 72210 204 101 00000 000	\$	1,328.99		
142 E 72210 206 101 00045 000	\$	-	\$	0.50
142 E 72210 206 101 00000 000	\$	-	\$	25.50
142 E 72210 207 101 00000 000	\$	-	\$	16,430.00
142 E 72210 207 101 00045 000	\$	-	\$	230.20
142 E 72210 208 101 00045 000	\$	-	\$	0.20
142 E 72210 208 101 00000 000	\$	-	\$	337.50
142 E 72210 212 101 00045 000	\$	13.90	\$	-
142 E 72210 212 101 00000 000	\$	38.62	\$	-
142 E 72210 299 101 00045 000	\$	-	\$	1.16
142 E 72210 299 101 00000 000	\$	-	\$	72.35
142 E 72210 355 101 00000 000	\$	500.00	\$	-
142 E 72210 355 101 00043 000	\$	500.00	\$	-
142 E 72210 524 101 00043 000	\$	1,000.00	\$	-
142 E 72210 524 101 00045 000	\$	1,000.00	\$	-
142 E 72210 524 101 00015 000	\$	1,000.00	\$	-
142 E 72210 524 101 00030 000	\$	1,000.00	\$	-
142 E 72210 524 101 00050 000	\$	1,000.00	\$	-
142 E 72210 524 101 00000 000	\$	12,200.00	\$	-
142 E 72710 399 101 00045 000	\$	1,000.00	\$	-
142 E 72710 399 101 00015 000	\$	1,000.00	\$	-

<b>Establish Title I Grant Budget</b>	142 E 72710 399 101 00030 000	\$	1,000.00	\$	-
	142 E 72710 399 101 00050 000	\$	1,000.00	\$	-
	142 E 99100 504 101 00000 000	\$	52,928.07	\$	-
	142 E 71100 000 000 00000 000	\$	-	\$	79,474.00
	142 E 72130 000 000 00000 000	\$	-	\$	4,403.00
	142 E 72210 000 000 00000 000	\$	-	\$	13,412.00

<b>Establish Title IV Grant Budget</b>	142 E 72120 189 411 00000 000	\$	-	\$	270.00
	142 E 72120 201 411 00000 000	\$	-	\$	12.00
	142 E 72120 204 411 00000 000	\$	31.00	\$	-
	142 E 72120 206 411 00000 000	\$	3.00	\$	-
	142 E 72120 208 411 00000 000	\$	11.00	\$	-
	142 E 72120 212 411 00000 000	\$	39.00	\$	-
	142 E 72120 217 411 00000 000	\$	-	\$	128.00
	142 E 72120 299 411 00000 000	\$	3.00	\$	-
	142 E 72130 322 411 00000 000	\$	15,000.00	\$	-
	142 E 72210 189 411 00000 000	\$	6,000.00	\$	-
	142 E 72210 201 411 00000 000	\$	375.00	\$	-
	142 E 72210 204 411 00000 000	\$	650.00	\$	-
	142 E 72210 212 411 00000 000	\$	100.00	\$	-
	142 E 72210 399 411 00000 000	\$	9,000.00	\$	-
	142 E 72210 499 411 00000 000	\$	8,500.00	\$	-
	142 E 72210 524 411 00000 000	\$	8,397.26	\$	-
	142 E 72210 599 411 00000 000	\$	4,000.00	\$	-
	142 E 99100 504 411 00000 000	\$	4,072.74	\$	-
	142 E 72210 000 000 00000 000	\$	-	\$	2,584.60
	142 E 72120 000 000 00000 000	\$	-	\$	23.00
142 E 99100 000 000 00000 000	\$	-	\$	53,164.40	

<b>Establish Title III Grant Budget</b>	142 E 72210 499 303 00000 000	\$	6,345.40	\$	-
	142 E 72210 524 303 00000 000	\$	8,000.00	\$	-
	142 E 99100 504 303 00000 000	\$	720.00	\$	-
	142 E 72510 000 000 00000 000	\$	-	\$	15,065.40

	142 E 71100 116 720 00015 000	\$	2,158.75	\$	-
	142 E 71100 116 720 00030 000	\$	1,295.25	\$	-
	142 E 71100 116 720 00045 000	\$	1,870.25	\$	-
	142 E 71100 116 720 00050 000	\$	1,295.25	\$	-
	142 E 71100 201 720 00015 000	\$	133.00	\$	-
	142 E 71100 201 720 00030 000	\$	81.00	\$	-
	142 E 71100 201 720 00045 000	\$	124.00	\$	-
	142 E 71100 201 720 00050 000	\$	81.00	\$	-
	142 E 71100 204 720 00015 000	\$	194.22	\$	-
	142 E 71100 204 720 00030 000	\$	129.50	\$	-
	142 E 71100 204 720 00045 000	\$	187.00	\$	-
	142 E 71100 204 720 00050 000	\$	117.00	\$	-
	142 E 71100 212 720 00015 000	\$	32.00	\$	-
<b>Establish Read to Be Ready Grant Budget</b>	142 E 71100 212 720 00030 000	\$	18.00	\$	-
	142 E 71100 212 720 00045 000	\$	28.00	\$	-
	142 E 71100 212 720 00050 000	\$	20.00	\$	-
	142 E 71100 429 720 00015 000	\$	2,416.52	\$	-
	142 E 71100 429 720 00030 000	\$	1,271.06	\$	-
	143 E 71100 429 720 00045 000	\$	1,949.37	\$	-
	142 E 71100 429 720 00050 000	\$	1,338.17	\$	-
	142 E 72130 499 720 00000 000	\$	110.00	\$	-
	142 E 72210 105 720 00015 000	\$	431.25	\$	-
	142 E 72210 201 720 00015 000	\$	28.69	\$	-
	142 E 72210 204 720 00015 000	\$	42.91	\$	-
	142 E 72210 212 720 00015 000	\$	6.71	\$	-
	142 E 72710 312 720 00000 000	\$	4,168.20	\$	-
	142 E 72710 412 720 00000 000	\$	940.00	\$	-
	142 E 71900 000 000 00000 000	\$	-	\$	20,467.10

	142 E 71100 189 101 00015 000	\$	5,000.00	\$	-
	142 E 71100 189 101 00030 000	\$	5,000.00	\$	-
<b>Establish Title I Carryover Budget</b>	142 E 71100 189 101 00045 000	\$	5,000.00	\$	-
	142 E 71100 189 101 00050 000	\$	5,000.00	\$	-
	142 E 71100 399 101 00043 000	\$	499.00	\$	-

	142 E 71100 429 101 00015 000	\$	500.00	\$	-
	142 E 71100 429 101 00043 000	\$	1,000.00	\$	-
	142 E 71100 429 101 00045 000	\$	500.00	\$	-
	142 E 72130 599 101 00000 000	\$	941.61	\$	-
	142 E 72210 196 101 00000 000	\$	11,200.00	\$	-
<b>Establish Title I Carryover Budget</b>	142 E 72210 524 101 00000 000	\$	-	\$	11,200.00
	142 E 72710 399 101 00015 000	\$	4,000.00	\$	-
	142 E 72710 399 101 00030 000	\$	4,000.00	\$	-
	142 E 72710 399 101 00045 000	\$	4,000.00	\$	-
	142 E 72710 399 101 00050 000	\$	4,000.00	\$	-
	142 E 72710 000 000 00000 000	\$	-	\$	25,000.00
	142 E 99100 000 000 00000 000	\$	-	\$	14,440.61

	142 E 71200 207 901 00000 000	\$	0.60	\$	-
	142 E 72220 189 901 00000 000	\$	2,000.00	\$	-
	142 E 99100 504 901 00000 000	\$	59,562.96	\$	-
<b>Esablish IDEA B Carryover Budget</b>	142 E 72220 000 000 00000 000	\$	-	\$	2,826.00
	142 E 71300 000 000 00000 000	\$	-	\$	26,420.00
	142 E 72230 000 000 00000 000	\$	-	\$	3,500.00
	142 E 73300 000 000 00000 000	\$	-	\$	27,200.97
	142 E 99100 000 000 00000 000	\$	-	\$	1,616.59

<b>TOTAL</b>			<b>\$ 1,782,137.95</b>	<b>\$ 1,782,137.95</b>	
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**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**All Funds Summary Revenue**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Final Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>30000 Reserves and/or Fund Balances</b>					
<b>39000</b> Unassigned Fund Balance	450,551	1,866,151	1,866,151	-	0.00%
<b>Total 30000 Reserves and/or Fund Balances</b>	<b>\$ 450,551</b>	<b>\$ 1,866,151</b>	<b>\$ 1,866,151</b>	<b>\$ -</b>	<b>0.00%</b>
<b>40000 Local Revenues</b>					
<b>40110</b> Current Property Tax	10,592,827	11,048,443	11,048,443	-	0.00%
<b>40210</b> Local Option Sales Tax	5,879,500	5,787,581	5,787,581	-	0.00%
<b>40275</b> Mixed Drink Tax	162	250	250	-	0.00%
<b>40280</b> Mineral Severance Tax	72	250	250	-	0.00%
<b>Total 40000 Local Revenues</b>	<b>\$ 16,472,561</b>	<b>\$ 16,836,524</b>	<b>\$ 16,836,524</b>	<b>\$ -</b>	<b>0.00%</b>
<b>43500 Charges for Current Services</b>					
<b>43511</b> Tuition - Regular Day Students	239,192	240,000	240,000	-	0.00%
<b>43513</b> Tuition - Summer School	10,900	12,000	12,000	-	0.00%
<b>43533</b> Transportation Fees	4,010	10,000	10,000	-	0.00%
<b>Total 43500 Charges for Current Services</b>	<b>\$ 254,102</b>	<b>\$ 262,000</b>	<b>\$ 262,000</b>	<b>\$ -</b>	<b>0.00%</b>
<b>44000 Other Local Revenues</b>					
<b>44110</b> Interest Earned	174,056	150,000	150,000	-	0.00%
<b>44120</b> Lease/Rentals	14,059	18,000	18,000	-	0.00%
<b>44170</b> Miscellaneous Refunds	7,922	2,500	2,500	-	0.00%
<b>44530</b> Sale of Equipment	42,893	35,000	35,000	-	0.00%
<b>44570</b> Contributions & Gifts	104,927	200,000	200,000	-	0.00%
<b>44990</b> Other Local Revenues	84,645	75,000	75,000	-	0.00%
<b>Total 44000 Other Local Revenues</b>	<b>\$ 429,416</b>	<b>\$ 480,500</b>	<b>\$ 480,500</b>	<b>\$ -</b>	<b>0.00%</b>

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**All Funds Summary Revenue**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Final Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>46000 State Revenues</b>					
46511 Basic Education Program	22,210,310	22,809,000	22,809,000	-	0.00%
46515 Early Childhood Education	465,349	461,500	460,771	(729)	(-0.16%)
46520 School Food Service	-	-	-	-	
46590 Other State Education Funds	196,236	75,000	75,000	-	0.00%
46610 Career Ladder Program	137,405	150,000	150,000	-	0.00%
46640 Vocational Equipment	-	-	-	-	
46980 Other State Grants	5,220	500,000	501,729	1,729	0.35%
46990 Other State Revenues	5,807	7,500	7,500	-	0.00%
<b>Total 46000 State Revenues</b>	<b>\$ 23,020,328</b>	<b>\$ 24,003,000</b>	<b>\$ 24,004,000</b>	<b>\$ 1,000</b>	<b>0.00%</b>
<b>47000 Federal Revenues</b>					
47143 Special Education Grants	79,300	80,000	80,000	-	0.00%
47590 Other Federal Through State	-	-	-	-	
47630 Public Law 874 - Maint/Operat.	57,578	55,000	55,000	-	0.00%
<b>Total 47000 Federal Revenues</b>	<b>\$ 136,878</b>	<b>\$ 135,000</b>	<b>\$ 135,000</b>	<b>\$ -</b>	<b>0.00%</b>
<b>49000 Other Sources</b>					
49300 Capital Leases Issued	-	-	-	-	
49700 Insurance Recovery	67,894	2,500	2,500	-	0.00%
49800 Transfers In	122,532	125,000	125,000	-	0.00%
49810 City General Fund Transfer	15,493,963	15,493,963	15,493,963	-	0.00%
<b>Total 49000 Other Sources</b>	<b>\$ 15,684,388</b>	<b>\$ 15,621,463</b>	<b>\$ 15,621,463</b>	<b>\$ -</b>	<b>0.00%</b>

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**All Funds Summary Revenue**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Final Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>Total Fund 141 General Purpose School Fund Revenue</b>	<u>\$ 56,448,224</u>	<u>\$ 59,204,638</u>	<u>\$ 59,205,638</u>	<u>\$1,000</u>	<u>0.00%</u>
<b>Total Fund 142 School Federal Projects Revenue</b>	<u>\$ 3,465,649</u>	<u>\$ 3,861,611</u>	<u>\$ 3,861,611</u>	<u>\$0</u>	<u>0.00%</u>
<b>Total Fund 143 Central Cafeteria Revenue</b>	<u>\$ 2,241,825</u>	<u>\$ 2,358,891</u>	<u>\$ 2,358,891</u>	<u>\$0</u>	<u>0.00%</u>
<b>Total Fund 145 Other Education Funds Revenue</b>	<u>\$ 156,735</u>	<u>\$ 181,848</u>	<u>\$ 180,848</u>	<u>(\$1,000)</u>	<u>(-0.55%)</u>
<b>Total Fund 146 Extended School Program Revenue</b>	<u>\$ 386,137</u>	<u>\$ 473,067</u>	<u>\$ 473,067</u>	<u>\$0</u>	<u>0.00%</u>
<b>Total Revenue All Funds</b>	<u><u>\$ 62,698,569</u></u>	<u><u>\$ 66,080,055</u></u>	<u><u>\$ 66,080,055</u></u>	<u><u>\$ 0</u></u>	<u><u>0.00%</u></u>

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**All Funds Summary Expenditures**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Final Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>71000 Instruction</b>					
<b>71100</b> Regular Instruction Prgm	26,046,462	26,870,319	26,870,319	-	0.00%
<b>71150</b> Alternative Instruction Prgm	748,627	820,705	820,705	-	0.00%
<b>71200</b> Special Education Prgm	4,078,134	4,460,027	4,459,917	(110)	(0.00%)
<b>71300</b> Career/Technical Education Prg	1,123,496	1,265,333	1,265,333	-	0.00%
<b>71900</b> Contingency	-	1,010,000	943,883	(66,117)	(-6.55%)
<b>72000 Support Services</b>					
<b>72120</b> Health Services	575,773	604,107	604,107	-	0.00%
<b>72130</b> Other Student Support	1,508,367	1,680,410	1,680,410	-	0.00%
<b>72210</b> Regular Inst. Support	2,599,460	2,765,556	2,765,226	(330)	(-0.01%)
<b>72220</b> Special Education Support	847,702	828,745	828,745	-	0.00%
<b>72230</b> Career & Technical Prg Support	106,065	111,349	111,239	(110)	(-0.10%)
<b>72250</b> Technology Services	2,533,227	2,763,113	2,763,773	660	0.02%
<b>72290</b> Communications	97,828	114,349	114,349	-	0.00%
<b>72310</b> Board of Education	953,863	1,061,487	1,050,750	(10,737)	(-1.01%)
<b>72320</b> Director of Schools	336,039	356,796	356,796	-	0.00%
<b>72410</b> Office of the Principal	3,419,741	3,567,705	3,567,705	-	0.00%
<b>72510</b> Fiscal Services	738,696	806,626	806,626	-	0.00%
<b>72520</b> Human Resources/ Personnel	352,288	429,455	429,455	-	0.00%
<b>72610</b> Operation of Plant	4,272,898	4,627,396	4,635,502	8,106	0.18%
<b>72620</b> Maintenance of Plant	1,753,950	1,642,702	1,642,702	-	0.00%
<b>72710</b> Transportation	1,240,818	1,522,347	1,524,978	2,631	0.17%
<b>73000 Non-Instuctional Services</b>					
<b>73400</b> Early Childhood Education	465,349	461,499	460,771	(728)	(-0.16%)
<b>73401</b> Pre-K General Fund	536,095	654,054	653,943	(111)	(-0.02%)

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**All Funds Summary Expenditures**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Final Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>76100 Capital Outlay</b>					
<b>76100</b> Regular Capital Outlay	750,720	707,205	775,051	67,846	9.59%
<b>82000 Capital Leases</b>					
<b>82130</b> Education Principal on Debt	411,755	-	-	-	
<b>82230</b> Education Interest on Debt	13,245	-	-	-	
<b>99000 Other Uses</b>					
<b>99100</b> Transfers Out	71,950	73,353	73,353	-	0.00%
<b>Total Fund 141 General Purpose School Fund Expenditures</b>	<u>\$ 55,582,549</u>	<u>\$ 59,204,638</u>	<u>\$ 59,205,638</u>	<u>\$1,000</u>	<u>0.00%</u>
<b>Total Fund 142 School Federal Projects Expenditures</b>	<u>\$ 3,465,649</u>	<u>\$ 3,861,611</u>	<u>\$ 3,861,611</u>	<u>\$0</u>	<u>0.00%</u>
<b>Total Fund 143 Central Cafeteria Expenditures</b>	<u>\$ 2,099,640</u>	<u>\$ 2,358,891</u>	<u>\$ 2,358,891</u>	<u>\$0</u>	<u>0.00%</u>
<b>Total Fund 145 Other Education Funds Expenditures</b>	<u>\$ 160,902</u>	<u>\$ 181,848</u>	<u>\$ 180,848</u>	<u>(\$1,000)</u>	<u>(-0.55%)</u>
<b>Total Fund 146 Extended School Program Expenditures</b>	<u>\$ 398,595</u>	<u>\$ 473,067</u>	<u>\$ 473,067</u>	<u>\$0</u>	<u>0.00%</u>
<b>Total Expenditures All Funds</b>	<u>\$ 61,707,334</u>	<u>\$ 66,080,055</u>	<u>\$ 66,080,055</u>	<u>\$ 0</u>	<u>0.00%</u>

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**Fund 141 General Purpose School  
Fund Revenue Summary**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Final Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>30000 Reserves and/or Fund Balances</b>					
<b>39000</b> Unassigned Fund Balance	450,551	1,866,151	1,866,151	-	0.00%
<b>40000 - 44000 Local Funds</b>					
<b>40110</b> Current Property Tax	10,592,827	11,048,443	11,048,443	-	0.00%
<b>40210</b> Local Option Sales Tax	5,879,500	5,787,581	5,787,581	-	0.00%
<b>40275</b> Mixed Drink Tax	162	250	250	-	0.00%
<b>40280</b> Mineral Severance Tax	72	250	250	-	0.00%
<b>43511</b> Tuition - Regular Day Students	239,192	240,000	240,000	-	0.00%
<b>43513</b> Tuition - Summer School	10,900	12,000	12,000	-	0.00%
<b>43533</b> Transportation Fees	4,010	10,000	10,000	-	0.00%
<b>44110</b> Interest Earned	174,056	150,000	150,000	-	0.00%
<b>44120</b> Lease/Rentals	14,059	18,000	18,000	-	0.00%
<b>44170</b> Miscellaneous Refunds	7,922	2,500	2,500	-	0.00%
<b>44530</b> Sale of Equipment	42,893	35,000	35,000	-	0.00%
<b>44570</b> Contributions & Gifts	104,927	200,000	200,000	-	0.00%
<b>44990</b> Other Local Revenues	84,645	75,000	75,000	-	0.00%
<b>46000 State Funds</b>					
<b>46511</b> Basic Education Program	22,210,310	22,809,000	22,809,000	-	0.00%
<b>46515</b> Early Childhood Education	465,349	461,500	460,771	(729)	(-0.16%)
<b>46590</b> Other State Education Funds	196,236	75,000	75,000	-	0.00%
<b>46610</b> Career Ladder Program	137,405	150,000	150,000	-	0.00%
<b>46640</b> Vocational Equipment	-	-	-	-	
<b>46980</b> Other State Grants	5,220	500,000	501,729	1,729	0.35%
<b>46990</b> Other State Revenues	5,807	7,500	7,500	-	0.00%
<b>47000 Federal Funds</b>					

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**Fund 141 General Purpose School  
Fund Revenue Summary**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Final Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>47143</b> Special Education Grants	79,300	80,000	80,000	-	0.00%
<b>47630</b> Public Law 874 - Maint/Operat.	57,578	55,000	55,000	-	0.00%
<b>49000 Other Sources</b>					
<b>49300</b> Capital Leases Issued	-	-	-	-	
<b>49700</b> Insurance Recovery	67,894	2,500	2,500	-	0.00%
<b>49800</b> Transfers In	122,532	125,000	125,000	-	0.00%
<b>49810</b> City General Fund Transfer	15,493,963	15,493,963	15,493,963	-	0.00%
<b>Total Fund 141 General Purpose School Fund Revenue</b>	<b>\$ 56,448,224</b>	<b>\$ 59,204,638</b>	<b>\$ 59,205,638</b>	<b>\$1,000</b>	<b>0.00%</b>

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**Fund 141 General Purpose School  
Fund Expenditures Summary**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Final Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>71000 Instruction</b>					
<b>71100</b> Regular Instruction Prgm	26,046,462	26,870,319	26,870,319	-	0.00%
<b>71150</b> Alternative Instruction Prgm	748,627	820,705	820,705	-	0.00%
<b>71200</b> Special Education Prgm	4,078,134	4,460,027	4,459,917	(110)	(0.00%)
<b>71300</b> Career/Technical Education Prg	1,123,496	1,265,333	1,265,333	-	0.00%
<b>71900</b> Contingency	-	1,010,000	943,883	(66,117)	(-6.55%)
<b>72000 Support Services</b>					
<b>72120</b> Health Services	575,773	604,107	604,107	-	0.00%
<b>72130</b> Other Student Support	1,508,367	1,680,410	1,680,410	-	0.00%
<b>72210</b> Regular Inst. Support	2,599,460	2,765,556	2,765,226	(330)	(-0.01%)
<b>72220</b> Special Education Support	847,702	828,745	828,745	-	0.00%
<b>72230</b> Career & Technical Prg Support	106,065	111,349	111,239	(110)	(-0.10%)
<b>72250</b> Technology Services	2,533,227	2,763,113	2,763,773	660	0.02%
<b>72290</b> Communications	97,828	114,349	114,349	-	0.00%
<b>72310</b> Board of Education	953,863	1,061,487	1,050,750	(10,737)	(-1.01%)
<b>72320</b> Director of Schools	336,039	356,796	356,796	-	0.00%
<b>72410</b> Office of the Principal	3,419,741	3,567,705	3,567,705	-	0.00%
<b>72510</b> Fiscal Services	738,696	806,626	806,626	-	0.00%
<b>72520</b> Human Resources/ Personnel	352,288	429,455	429,455	-	0.00%
<b>72610</b> Operation of Plant	4,272,898	4,627,396	4,635,502	8,106	0.18%
<b>72620</b> Maintenance of Plant	1,753,950	1,642,702	1,642,702	-	0.00%
<b>72710</b> Transportation	1,240,818	1,522,347	1,524,978	2,631	0.17%
<b>73000 Non-Instructional Services</b>					
<b>73400</b> Early Childhood Education	465,349	461,499	460,771	(728)	(-0.16%)
<b>73401</b> Pre-K General Fund	536,095	654,054	653,943	(111)	(-0.02%)

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**Fund 141 General Purpose School  
Fund Expenditures Summary**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Final Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>76100 Capital Outlay</b>					
<b>76100</b> Regular Capital Outlay	750,720	707,205	775,051	67,846	9.59%
<b>82000 Capital Leases</b>					
<b>82130</b> Education Principal on Debt	411,755	-	-	-	
<b>82230</b> Education Interest on Debt	13,245	-	-	-	
<b>99000 Other Uses</b>					
<b>99100</b> Transfers Out	71,950	73,353	73,353	-	0.00%
<b>Total Fund 141 General Purpose School Fund Expenditures</b>	<b>\$ 55,582,549</b>	<b>\$ 59,204,638</b>	<b>\$ 59,205,638</b>	<b>\$1,000</b>	<b>0.00%</b>

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**Fund 142 School Federal Projects  
Revenue Detail**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Original Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>142 School Federal Projects</b>					
Certain federal funds are allocated to local school systems by the State Department of Education for special federal program initiatives. Such funds are highly restricted in their use and must be account in a separate Federal Projects Fund. FY20 projections are based on preliminary award amounts received from the State in April 2019. (Any carryover amounts will be budgeted from Grant Contingency.)					
47131 Vocational Program Improvement	67,711	71,724	131,707	59,983	83.63%
47139 Other Vocational	-	-	-	-	
47141 Title I	972,289	928,795	968,236	39,441	4.25%
47143 Special Education Grants	1,053,451	998,832	1,058,395	59,563	5.96%
47145 Special Ed Pre-School Grants	32,489	29,791	29,791	-	0.00%
47146 English Lang Acq Grants	13,839	15,065	15,065	-	0.00%
47147 Title IV Part B, 21st Century	186,196	187,000	187,000	-	0.00%
47189 Title II	131,543	121,555	121,555	-	0.00%
47590 Other Federal Through State	124,548	568,849	522,725	(46,124)	(-8.11%)
47990 Other Direct Federal Revenue	883,583	940,000	827,137	(112,863)	(-12.01%)
49800 Transfers In	-	-	-	-	
<b>Total 142 School Federal Projects Revenue</b>	<b>\$ 3,465,649</b>	<b>\$ 3,861,611</b>	<b>\$ 3,861,611</b>	<b>\$0</b>	<b>0.00%</b>

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**Fund 142 School Federal Projects  
Expenditures Detail**

	<u>2018-2019</u> <u>Audit</u> <u>Report</u>	<u>2019-2020</u> <u>Original</u> <u>Budget</u>	<u>2019-2020</u> <u>Revised</u> <u>Budget</u>	<u>Chg from</u> <u>2019-2020</u> <u>Original Budget</u>	<u>Percentage</u> <u>of Increase</u> <u>(Decrease)</u>
<b>ACCOUNT</b>					
<b>Original Account Distribution</b>	\$ -	\$ 1,145,932	\$ 550,209	\$ (595,723)	(-51.99%)
71100 Regular Instruction Prgm	-	79,474	-	(79,474)	(-100.00%)
71200 Special Education Prgm	-	2,928	-	(2,928)	(-100.00%)
71300 Career/Technical Education Prg	-	26,420	-	(26,420)	(-100.00%)
71900 Contingency	-	500,000	371,406	(128,594)	(-25.72%)
72120 Health Services	-	23	-	(23)	(-100.00%)
72130 Other Student Support	-	4,403	-	(4,403)	(-100.00%)
72210 Regular Inst. Support	-	126,025	-	(126,025)	(-100.00%)
72220 Special Education Support	-	2,826	-	(2,826)	(-100.00%)
72230 Career & Technical Prg Support	-	3,500	-	(3,500)	(-100.00%)
72710 Transportation	-	25,000	-	(25,000)	(-100.00%)
73300 Community Services	-	250,333	178,803	(71,530)	(-28.57%)
99100 Transfers Out	-	125,000	-	(125,000)	(-100.00%)
<b>030 Head Start PA20</b>	\$ 9,054	\$ -	\$ 8,984	\$ 8,984	
73300 Community Services	9,054	-	8,984	8,984	
<b>031 Head Start PA22</b>	\$ 808,402	\$ 782,808	\$ 818,153	\$ 35,345	4.52%
71100 Regular Instruction Prgm	-	-	-	-	
71200 Special Education Prgm	-	-	-	-	
72210 Regular Inst. Support	-	-	-	-	
73300 Community Services	808,402	782,808	818,153	35,345	4.52%
<b>032 Start-up Head Start Grant</b>	\$ -	\$ -	\$ -	\$ 0	
73300 Community Services	-	-	-	-	
<b>047 Safe Schools Act</b>	\$ -	\$ -	\$ -	\$ 0	
71100 Regular Instruction Prgm	-	-	-	-	
72210 Regular Inst. Support	-	-	-	-	

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**Fund 142 School Federal Projects  
Expenditures Detail**

<u>ACCOUNT</u>	<u>2018-2019</u> <u>Audit</u> <u>Report</u>	<u>2019-2020</u> <u>Original</u> <u>Budget</u>	<u>2019-2020</u> <u>Revised</u> <u>Budget</u>	<u>Chg from</u> <u>2019-2020</u> <u>Original Budget</u>	<u>Percentage</u> <u>of Increase</u> <u>(Decrease)</u>
73300 Community Services	-	-	-	-	
<b>101 Title I Part A</b>	<b>\$ 972,289</b>	<b>\$ 831,506</b>	<b>\$ 968,236</b>	<b>\$ 136,730</b>	<b>16.44%</b>
71100 Regular Instruction Prgm	709,675	670,526	736,848	66,322	9.89%
72120 Health Services	-	-	-	-	
72130 Other Student Support	41,052	40,597	44,769	4,172	10.28%
72210 Regular Inst. Support	167,666	120,383	113,690	(6,693)	(-5.56%)
72710 Transportation	10,384	-	20,000	20,000	
73300 Community Services	-	-	-	-	
99100 Transfers Out	43,512	-	52,928	52,928	
<b>202 Title II Part A</b>	<b>\$ 131,543</b>	<b>\$ 26,592</b>	<b>\$ 121,555</b>	<b>\$ 94,963</b>	<b>357.11%</b>
71100 Regular Instruction Prgm	-	-	-	-	
72130 Other Student Support	-	-	-	-	
72210 Regular Inst. Support	125,688	26,592	114,699	88,107	331.33%
72250 Technology Services	1,061	-	-	-	
99100 Transfers Out	4,795	-	6,856	6,856	
<b>303 Title III Part A</b>	<b>\$ 13,839</b>	<b>\$ -</b>	<b>\$ 15,065</b>	<b>\$ 15,065</b>	
71100 Regular Instruction Prgm	-	-	-	-	
71200 Special Education Prgm	-	-	-	-	
72130 Other Student Support	-	-	-	-	
72210 Regular Inst. Support	13,210	-	14,345	14,345	
99100 Transfers Out	629	-	720	720	
<b>411 Title IV Part A</b>	<b>\$ 53,612</b>	<b>\$ 15,077</b>	<b>\$ 70,849</b>	<b>\$ 55,772</b>	<b>369.91%</b>
72120 Health Services	12,278	13,077	12,754	(323)	(-2.47%)
72130 Other Student Support	11,375	-	15,000	15,000	
72210 Regular Inst. Support	26,361	-	37,022	37,022	
72250 Technology Services	1,145	2,000	2,000	-	0.00%
99100 Transfers Out	2,452	-	4,073	4,073	

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**Fund 142 School Federal Projects  
Expenditures Detail**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Original Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>431 Title IV Part B - 21st Century</b>	\$ 186,196	\$ 11,870	\$ 11,870	\$ 0	0.00%
<b>73300</b> Community Services	178,249	11,870	11,870	-	0.00%
<b>99100</b> Transfers Out	7,947	-	-	-	
<b>720 Read to be Ready Summer Grant</b>	\$ 70,936	\$ -	\$ 20,467	\$ 20,467	
<b>71100</b> Regular Instruction Prgm	56,513	-	14,739	14,739	
<b>72130</b> Other Student Support	709	-	110	110	
<b>72210</b> Regular Inst. Support	2,207	-	510	510	
<b>72710</b> Transportation	10,527	-	5,108	5,108	
<b>73100</b> Food Service	979	-	-	-	
<b>801 Carl Perkins Act</b>	\$ 62,753	\$ 23,580	\$ 71,707	\$ 48,127	204.10%
<b>71300</b> Career/Technical Education Prg	45,575	23,580	48,415	24,835	105.32%
<b>72130</b> Other Student Support	14,108	-	16,000	16,000	
<b>72230</b> Career & Technical Prg Support	1,076	-	4,190	4,190	
<b>99100</b> Transfers Out	1,993	-	3,102	3,102	
<b>802 Carl Perkins Secondary Reserve</b>	\$ 4,958	\$ -	\$ 60,000	\$ 60,000	
<b>71300</b> Career/Technical Education Prg	4,958	-	60,000	60,000	
<b>72130</b> Other Student Support	-	-	-	-	
<b>72230</b> Career & Technical Prg Support	-	-	-	-	
<b>892 IDEA Part B Discretionary Supp</b>	\$ 9,384	\$ -	\$ -	\$ 0	
<b>72220</b> Special Education Support	9,384	-	-	-	
<b>893 IDEA Part B Discretionary</b>	\$ 112,165	\$ 56,330	\$ 56,330	\$ 0	0.00%
<b>71200</b> Special Education Prgm	83,316	56,330	56,330	-	0.00%
<b>72710</b> Transportation	24,882	-	-	-	
<b>99100</b> Transfers Out	3,967	-	-	-	

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**Fund 142 School Federal Projects  
Expenditures Detail**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Original Budget</u>	<u>Percentage of Increase (Decrease)</u>
<b>901 IDEA-B</b>	<b>\$ 931,902</b>	<b>\$ 941,894</b>	<b>\$ 1,058,395</b>	<b>\$ 116,501</b>	<b>12.37%</b>
<b>71200</b> Special Education Prgm	666,164	704,720	763,003	58,283	8.27%
<b>72220</b> Special Education Support	223,444	237,174	235,829	(1,345)	(-0.57%)
<b>99100</b> Transfers Out	42,295	-	59,563	59,563	
<b>911 IDEA-B Preschool</b>	<b>\$ 31,165</b>	<b>\$ 26,022</b>	<b>\$ 29,791</b>	<b>\$ 3,769</b>	<b>14.48%</b>
<b>71200</b> Special Education Prgm	29,824	26,022	28,168	2,146	8.25%
<b>72120</b> Health Services	-	-	-	-	
<b>99100</b> Transfers Out	1,341	-	1,623	1,623	
<b>Total 142 School Federal Projects Expenditures</b>	<b>\$ 3,465,649</b>	<b>\$ 3,861,611</b>	<b>\$ 3,861,611</b>	<b>\$0</b>	<b>0.00%</b>

**OAK RIDGE SCHOOLS  
FY 2019-2020 FYTD BUDGET**

**Fund 143 Central Cafeteria  
Revenue Summary**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Original Budget</u>	<u>Percentage of Increase (Decrease)</u>
39000 Unassigned Fund Balance	(5,191)	180,000	180,000	-	0.00%
43521 Lunch Payments - Children	252,303	263,736	263,736	-	0.00%
43522 Lunch Payments - Adults	3,781	4,000	4,000	-	0.00%
43523 Income From Breakfast	25,457	35,951	35,951	-	0.00%
43525 A la Carte Sales	181,743	315,872	315,872	-	0.00%
43990 Other Charges for Food Service	58,930	10,000	10,000	-	0.00%
44110 Interest Earned	4,119	3,000	3,000	-	0.00%
46520 School Food Service	16,455	16,455	16,455	-	0.00%
47111 USDA School Lunch Program	964,331	907,812	907,812	-	0.00%
47112 USDA Commodities	137,666	117,824	117,824	-	0.00%
47113 Breakfast	385,847	342,887	342,887	-	0.00%
47114 USDA - Other	216,384	161,354	161,354	-	0.00%
47590 Other Federal Through State	-	-	-	-	-
<b>Total 143 Central Cafeteria Revenue</b>	<b>\$ 2,241,825</b>	<b>\$ 2,358,891</b>	<b>\$ 2,358,891</b>	<b>\$0</b>	<b>0.00%</b>
73100 Food Service	2,099,640	2,358,891	2,358,891	-	0.00%
<b>Total 143 Central Cafeteria Expenditures</b>	<b>\$ 2,099,640</b>	<b>\$ 2,358,891</b>	<b>\$ 2,358,891</b>	<b>\$0</b>	<b>0.00%</b>

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

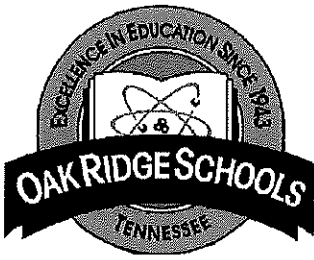
**Fund 145 Other Education Funds  
Summary**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Revised Budget</u>	<u>Chg from 2019-2020 Original Budget</u>	<u>Percentage of Increase (Decrease)</u>
44990 Other Local Revenues	11,791	32,929	32,929	-	0.00%
46590 Other State Education Funds	72,994	75,545	74,545	(1,000)	(-1.32%)
49800 Transfers In	71,950	73,374	73,374	-	0.00%
<b>Total Fund 145 Other Education Funds Revenue</b>	<b>\$ 156,735</b>	<b>\$ 181,848</b>	<b>\$ 180,848</b>	<b>(\$1,000)</b>	<b>(-0.55%)</b>
72130 Other Student Support	102,561	103,986	102,986	(1,000)	(-0.96%)
72210 Regular Inst. Support	21,725	249	249	-	0.00%
72620 Maintenance of Plant	20,658	44,684	44,684	-	0.00%
73300 Community Services	15,958	32,929	32,929	-	0.00%
<b>Total Fund 145 Other Education Funds Expenditures</b>	<b>\$ 160,902</b>	<b>\$ 181,848</b>	<b>\$ 180,848</b>	<b>(\$1,000)</b>	<b>(-0.55%)</b>

**OAK RIDGE SCHOOLS  
FY 2019-20 FYTD BUDGET**

**Fund 146 Extended School  
Program Revenue Summary**

<u>ACCOUNT</u>	<u>2018-2019 Audit Report</u>	<u>2019-2020 Original Budget</u>	<u>2019-2020 Final Budget</u>	<u>Chg from 2019-2020 Final Budget</u>	<u>Percentage of Increase (Decrease)</u>
39000 Unassigned Fund Balance	-	-	-		
43581 Community Services Fees Child	385,637	473,067	473,067	-	0.00%
<b>Total 146 Extended School Program Revenue</b>	<b>\$ 385,637</b>	<b>\$ 473,067</b>	<b>\$ 473,067</b>	<b>\$ -</b>	<b>0.00%</b>
73300 Community Services	388,595	463,067	463,067	-	0.00%
99100 Transfers Out	10,000	10,000	10,000	-	0.00%
<b>Total 146 Extended School Program Expenditures</b>	<b>\$ 398,595</b>	<b>\$ 473,067</b>	<b>\$ 473,067</b>	<b>\$ -</b>	<b>0.00%</b>



# Oak Ridge Schools

Technology Department

Telephone (865)425-9015  
Fax: (865)425-9062

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## MEMORANDUM

**Date:** August 13, 2019

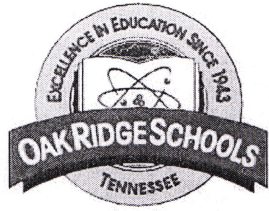
**To:** Kelly Williams

**From:** Doug Cofer 

**Subject:** Preschool Building Technology Cabling

I recommend the purchase of the Preschool Building Technology Cabling from DataComm Cabling, LLC, in the amount of \$35,275.00. Bids ranged from \$35,275.00 to \$88,800.00. Funds for this purchase will come from the following account: 141-76100-707-000-00000-438.

A total of 8 bids were received. Bidding requirements for the purchase of the cabling were met by competitive bid. The bid was advertised in the Knoxville News Sentinel, Vendor Registry and the Oak Ridge Schools Website.



# Oak Ridge Schools

OFFICE OF  
Finance Director

Telephone (865) 425-9004

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## MEMORANDUM

**To:** Dr. Bruce Borchers, Superintendent of Schools

**From:** Pat Smith, Finance Director *PS*

**Subject:** Funding of Preschool Building Technology Cabling Project

**Date:** August 13, 2019

The \$35,275 cost to install the technology cable at the new Preschool Building can be funded through a budget transfer from the instructional contingency funds allocated in the FY20 Budget. With the Board of Education approval of the cabling services as quoted, the following budget transfer is proposed to allow for this purchase.

Account	Description	Increase	Decrease
141-76100-707---438	Capital Outlay- Building Improvements	\$35,275	
141-71900-599---002	Instructional Contingency		(\$35,275)

Please let me know if you have questions or need additional information.



# Oak Ridge Schools

OFFICE OF  
Business & Support Services

Telephone (865) 425-9005  
Fax: (865) 425-9060

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**DATE:** August 13, 2019

**TO:** Pat Smith, Finance Director

**cc:** Jennifer VanDyke, Doug Cofer, Hillary Mayer, David Kocot, Susan Dundore

**FROM:** Julie Truett, Purchasing Specialist, Oak Ridge Schools

**SUBJECT:** Recommendation of RFP 20-002 – Data Communications Cabling

I recommend that the Oak Ridge Board of Education accept the bid from DataComm Cabling, LLC, for the above mentioned bid. Their bid of \$35,275.00 was the lowest and met all of the specifications. Bids ranged from \$35,275.00 - \$88,800.00.

Bids were advertised in accordance with state guidelines and also available on the Oak Ridge Schools' website and Vendor Registry. Eight companies responded with bids.

Attachment: Bid Minutes



# Oak Ridge Schools

OFFICE OF  
Business & Support Services

Telephone (865) 425-9005  
Fax: (865) 425-9060

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Bid Minutes

8/9/19

Data Communications Cabling (RFP 20-002)

Business Services Conference Room

Administration Building

Present for the bid opening were:

Jay Brooks  
Jenifer VanDyke  
Gayle Jones  
Herb McMillian  
John Fisher  
Hillary Mayer  
David Kocot  
Susan Dundore

Gravity Networks  
Oak Ridge Schools  
Oak Ridge Schools  
Digital Group  
M3 Tech  
Oak Ridge Schools  
Oak Ridge Schools IT  
Oak Ridge Schools IT

Bid responses were received from the following companies:

Taylor Telecom Solutions Kingston, TN	\$63,267.21
M3 Technology Group Knoxville, TN	\$48,277.00
Integrated Networking Tech Chattanooga, TN	\$83,398.79
DataComm Cabling, LLC Crossville, TN	<b>*\$35,275.00</b>
Digital Group, LLC Knoxville, TN	\$68,360.00
Gallaher & Associates, Inc. Alcoa, TN	\$88,800.00

Gravity Networks  
Knoxville, TN

\$56,889.40

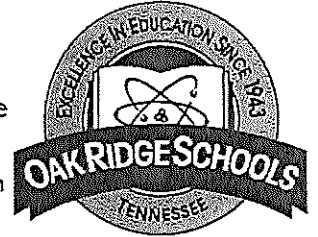
Prince Technologies  
Knoxville, TN

\$58,755.25

**\*Recommended Bidder**

Oak Ridge Schools - SOLE SOURCE/PROPRIETARY VENDOR JUSTIFICATION FORM

Sole source purchases are goods and services available from only one supplier. Purchases for items that cannot be procured through the competitive bidding process because of the existence of a single source of supply, or because of a proprietary product must be documented as to why the item(s) is considered sole source. Failure to justify a sole source purchase through documentation is a violation of the 1957 Purchasing Act.



Description of items, its function and cost estimate (use back of form if needed)

\$ 41,342.50

Sole Source Request:

Service Contract

Good or commodity

This is a sole source vendor because:

- Sole provider of a licensed or patented good or service; or
- Sole provider of items that are repair parts of or upgrades to existing equipment, systems; or
- Sole provider of factory-authorized warranty service; or
- Proprietary Vendor due to Compatibility of existing equipment or products is at issue; or
- Proprietary Vendor because Continuity of results is absolutely dependent upon the proprietary good or service at issue; or
- Proprietary Vendor because District staff or student have extensive training or experience with use of similar goods or services and changes would require significant reorientation and training; or
- Sole provider of unique equipment or products not offered by others. (\*Must complete section below)

\*What steps were taken to verify that these features are not available elsewhere?

Other brands/manufacturers were examined (List specific company names, phone numbers and contact names, and explain why they were not suitable)

*This is brand-specific training and certification, so we had to stick w/ Snap-on (Ind. certification approved by TOOE).*

Other vendors were contacted (List specific company names, phone numbers and contact names, and explain why these were not suitable.)

*I reached out to a Snap-on sales person, but was told franchisees are not allowed to sell educational PMI cert.*

What specific feature makes this item unique and why is this feature needed for your project? (Use back of form if needed)

*We have to use the kits with which our teachers were trained, and with which the students must be trained +*

\*\*\*The suggested vendor must provide a letter on their company letterhead stating the reasons that the item(s) is sole source. Attach to this form.\*\*\*

Suggested Vendor:

Snap-on Tools

Department

PMI Certification for Schools

Contact:

Ryan Lucas

My department's recommendation for sole source is based upon an objective review of the goods/service being required and appears to be in the best interest of the School District.

Holly Cross

8.14.19

Department Head's Signature

Date

Juni Trnett  
Purchasing Specialist's Approval

8/14/19  
Date

Executive Director's Approval

Date

Pat Smith  
Finance Director's Approval

8.14.19  
Date



August 14, 2019  
Oak Ridge City Schools  
*Attn.: Purchasing*

RE: Snap-on Certification Kit Sole Source Letter

Dear Administrator,

This letter is in reference to the equipment and training required by the National Coalition of Certification Centers (“NC3”) for completion of the following programs: Snap-on Scanner, Heavy Duty Diesel Scanner, Torque, Precision Measurement Instruments, Wheel Service and Alignment, and Multi-meter Certification Training Programs. Snap-on Industrial, a division of IDSC Holdings LLC, (“Snap-on”) is the sole source for the certification kits listed on the attached document entitled “Certification Kits”. No other company can provide *all* of the items in each of the necessary kits to you in the form of a single kit. The items in these kits are either manufactured or sourced by Snap-on and Snap-on sells these kits exclusively to education entities.

Snap-on sets the industry standard in providing the “Train-the-Trainer” programs that enable educational institutions to provide certification programs. The stackable third-party certifications are issued through NC3, which also oversees the training and curriculum and ensures that the programs meet nationally recognized standards. The kits quoted in this package are required materials for students enrolled in the NC3 program, and the kits are designed to work in conjunction with each other.

If you need additional information, references, bid specifications or if you have further questions regarding the Certification Training Programs or the certification kits, please do not hesitate to contact me at 865-360-1200. We are proud to partner with hundreds of educational institutions around the country, and we are looking forward to working with your institution to make the “Train-the-Trainer” programs a success.

Best regards,

*Ryan C. Lucas*  
Account Manager  
Snap-on Industrial, a division of IDSC Holdings LLC



8/14/2019

Snap-On Industrial  
A Division of IDSC Holdings, LLC  
PO Box 9004  
Crystal Lake, IL 60014

Oak Ridge City Schools  
1450 Oak Ridge Turnpike  
Oak Ridge, TN 37830

Product	Description	Quantity	Price	Total
PMICERTKIT2	Precision Measurement Instruments, Box, Curriculum	1	\$32,960.40	\$32,960.40
PMIIVK	Instructor Verification Kit	1	\$1,584.00	\$1,584.00
PMILabBlock	Lab Verification Blocks	10	\$175.17	\$1,751.70
PMICERTMOD1	Module 1- Tape and Ruler PMI	2	\$2,411.20	\$4,822.40
Freight				\$224.00
				\$41,342.50

Billing:Oak Ridge Schools

304 New York Ave

Oak Ridge, Tn 37830

<u>PARENT ITEM</u>	<u>ITEM</u>	<u>DESC</u>	<u>QTY</u>
PMICERTKIT2	IKCFM000042	FOAM SET BLACK/RED	1
PMICERTKIT2	JKRR46GW55	RBR MAT W EDG 40.5IN X 20IN	1
PMICERTKIT2	STECH46INLA	STECH INLAY FOR 46G BOX	1
PMICERTKIT2	KRSC46HPMI	PMICERTKIT WRAPPED BOX	1
PMICERTKIT2	<b>LST73759</b>	PMICERTKIT2 STARRETT COMPONENTS	1
PMICERTKIT2	SS3266A	24IN SNAP-ON LOGO-WHITE	1
<b>LST73759 BOM (ALL STARRETT COMPONENTS - INCLUDED IN PMICERTKIT2)</b>			
LST73759	LST30637	Exact Plus 1" x 16' (5m) English/Metric Measuring Tape, Graduated in 1/16", Millimeters	10
LST73759	LST52678	STEEL RULE, SPRING-TEMPERED, 6", 4R GRADS	10
LST73759	LST51329	RULE, 150MM	10
LST73759	LST50366	SOLID NUT CALIPER	10
LST73759	LST61467	DIAL CALIPER 6"	10
LST73759	LST66295	DIAL CALIPER, 0-150mm	10
LST73759	LST51080	RULE DEPTH GAGE, 0-6", 32nds/ 64ths	10
LST73759	LST50591	SCREW PITCH GAGE, 22 LEAVES 0.5-11.5 TPI	10
LST73759	LST50035	SCREW PITCH GAGE, 30 LEAVES, 4-42 TPI	10
LST73759	LST52464	THICKNESS GAGE, .0015-.200" RANGE, 13 LEAVES	10
LST73759	LST50672	STEEL PROTRACTOR 6" (0-180 degrees)	10
LST73759	LST51542	COMBINATION SET, 12", 4R GRADS	10
LST73759	LST52115	MICROMETER DEPTH GAGE, 0-3", 2-1/2" BASE	10
LST73759	LST67997	OUTSIDE MICROMETER, 0-1", .0001" GRADS	10
LST73759	LST68005	OUTSIDE MICROMETER, 1-2", .0001" GRADS	10
LST73759	LST52611	TELESCOPING GAGE 3/4-1 1/4" RANGE	10
LST73759	LST68051	OUTSIDE MICROMETER, 0-25mm, 0.001mm GRADS	10
LST73759	LST53074	SMALL HOLE GAGE, SET OF 4, 829A,B,C,D,	10
LST73759	LST73891	Aluminum Plier .126 Hole for gage rods - SUP08928	1
LST73759	LST73893	MAGNETIC BASE WITH FLEXIBLE POST	10
LST73759	LST53295	DIAL INDICATOR, 0-1.000", .001" GRAD	10
LST73759	LST12456	DIAL BORE GAGE, 0.7"-1.5", 10 CONTACTS	10

**From:** [Tammy Dundore](#)  
**To:** [Elizabeth McFall](#)  
**Subject:** Account Number  
**Date:** Monday, August 19, 2019 2:29:10 PM

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Account Number for Snap On: 142-71300-730-802 it's our Carl Perkins Instruction Equipment

*Sincerely,*

*Tammy Dundore*

**Oak Ridge Schools Administrative Assistant**  
**College, Career and Technical Education**  
**Communication**  
[trdundore@ortn.edu](mailto:trdundore@ortn.edu) | 865.425.9608

# Oak Ridge Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Role of the Board of Education</b>	Descriptor Code: <b>1.101</b>	Issued Date:
		Rescinds:	Issued: <b><u>04/28/14</u></b>

~~The Board will be guided by the general mandatory powers and duties of the Board as defined through statute<sup>1</sup> which state or imply that a local Board of Education has full power to operate the local public schools as it deems fit in compliance with state and federal mandates. The Board functions only when in session.~~

~~The Board sees these as its required functions:~~

~~1. **Policy Oversight:**<sup>1,2</sup> The Board shall develop a policy manual and employ a chief school administrator who shall carry out its policies through the development and implementation of administrative procedures. The Board shall regularly evaluate the effectiveness of its policies and their implementation.~~

~~2. **Educational Planning:**<sup>3</sup> The Board shall require reliable information from responsible sources which enable it and the staff to work toward the continuous improvement of the educational program.~~

~~3. **Fiscal Planning:**<sup>4</sup> The Board shall adopt a budget to provide the necessary funding in terms of buildings, staff, materials and equipment to enable the school system to carry out its functions.~~

~~4. **Promotion:** The Board shall keep the local community informed about the school system, its accomplishments, and its actions and build public support for the schools by involving the public in the planning process.~~

~~The Board shall strive to provide the best educational opportunities possible for all children.~~

~~The Board shall exercise its powers through the enactment of policies for the organization and operation of the school system. The Board shall delegate the administration of the schools to the director of schools.~~

---

## Legal References

- ~~1. TCA 49-2-203~~
- ~~2. TCA 49-2-207~~
- ~~3. TCA 49-1-302(a)(3); TRR/MS 0520-2-1-.01~~
- ~~4. TCA 49-2-203(10)(A)(i)~~

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## Cross References

- ~~Policy Development & Adoption 1.600  
Administrative Procedures 1.601  
School District Goals 1.700  
Annual Operating Budget 2.200~~

1 The Board will oversee the operation of the school district in compliance with state and federal laws.<sup>1</sup>

2 The Board will function only when in session. The Board's required functions include, but are not  
3 limited, to the following:

4 **GENERAL**

5 1. To develop and adopt a strategic plan in consultation with the Director of Schools;<sup>2</sup>

6  
7 2. To adopt all policies required by state or federal law;<sup>3</sup>

8  
9 3. To approve school zones;<sup>4</sup>

10  
11 4. To approve the district calendar;<sup>5</sup>

12  
13 5. To adopt district safety plans;<sup>6</sup>

14  
15 6. To approve the closure of facilities, if needed;<sup>1</sup>

16  
17 7. To approve an insurance provider;<sup>1</sup> and

18  
19 8. To approve/modify the agenda at the beginning of the board meeting.<sup>1</sup>

20 **FISCAL**

21 1. To approve and adopt the budget;<sup>1</sup>

22  
23 2. To approve purchases outside the budget on a case-by-case basis in accordance with board  
24 policy;<sup>1</sup>

25  
26 3. To approve budget transfers;<sup>7</sup>

27  
28 4. To adopt the district salary schedule;<sup>8</sup>

29  
30 5. To approve a differentiated pay plan;<sup>9</sup>

31  
32 6. To approve funding for the district maintenance plan and capital requests;<sup>1</sup>

33  
34 7. To approve the location and scope of new building projects;<sup>1</sup> and

35  
36 8. To approve bids.<sup>1</sup>

37 **INSTRUCTION AND STUDENTS**

38 1. To adopt the curriculum;<sup>1</sup>  
39

- 1        2. To adopt textbooks;<sup>10</sup>
- 2
- 3        3. To review student disciplinary issues appealed to the Board and make a final determination;<sup>11</sup>
- 4
- 5        4. To authorize or prohibit the use of corporal punishment;<sup>12</sup>
- 6
- 7        5. To approve or deny admission of students expelled from other school districts;<sup>13</sup> and
- 8

9        **PERSONNEL**

- 10       1. To employ and evaluate the Director of Schools;<sup>1</sup>
- 11
- 12       2. To grant tenure to eligible teachers;<sup>14</sup> and
- 13
- 14       3. To dismiss tenured teachers.<sup>15</sup>

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Legal References

- 1. TCA 49-2-203
- 2. TRR/MS 0520-01-03-.03(14); State Board of Education Policy 2.101; TCA 49-1-613
- 3. TCA 49-2-207
- 4. TCA 49-6-403(c)
- 5. TCA 49-6-3004
- 6. TCA 49-6-804(a)
- 7. OP Tenn. Atty. Gen. 83-464 (Oct 26, 1983)
- 8. TCA 49-3-306(a)
- 9. TCA 49-3-306(h)
- 10. TCA 49-6-2207(a)(1)
- 11. TCA 49-6-3401(c)(4)(C)
- 12. TCA 49-6-4104
- 13. TCA 49-6-3401(f)
- 14. TCA 49-5-504(b); TCA 49-2-203(a)(1)
- 15. TCA 49-5-511

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Cross References

- Duties of Board Members 1.202
- Policy Development & Adoption 1.600
- Administrative Procedures 1.601
- School District Goals 1.700
- School District Planning 1.701
- Annual Operating Budget 2.200

# Oak Ridge Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b><u>Boardmanship Code of Ethics</u>Boardmanship Code of Conduct</b>	Descriptor Code: <del>1.106</del> <b>1.2021</b>	Issued Date: Click here to enter a date.
		Rescinds: <b>Article III</b>	Issued: <b><u>04/28/14</u> 08/20/2007</b>

1 ~~The Board adopts these standards as recommended by the Tennessee School Boards Association as a~~  
2 ~~guide to its members as they provide educational leadership for the youth of our state.~~

## 3 ~~ARTICLE I. MY RELATIONS TO THE CHILDREN~~

4 ~~Section 1. I will at all times think in terms of "children first," always determining how my actions~~  
5 ~~and decisions will affect the education and training of children.~~

6 ~~Section 2. I will seek to provide equal educational opportunities for all children regardless of~~  
7 ~~ability, race, color, sex, creed or location of residence.~~

## 8 ~~ARTICLE II. MY RELATIONS TO MY COMMUNITY~~

9 ~~Section 1. I will endeavor to appraise fairly both the present and future educational needs of the~~  
10 ~~community and to support improvements as finances permit.~~

11 ~~Section 2. I will represent at all times the entire school community and refuse to represent special~~  
12 ~~interests or partisan politics.~~

13 ~~Section 3. I will endeavor to keep the community informed about the progress and needs of the~~  
14 ~~schools.~~

## 15 ~~ARTICLE III. MY RELATIONS TO TEACHERS AND PERSONNEL~~

16 ~~Section 1. I will support the employment of those persons best qualified to serve as employees and~~  
17 ~~insist on a regular and impartial evaluation of all staff.~~

18 ~~Section 2. I will support and protect personnel in performance of their duties.~~

19 ~~Section 3. I will not criticize employees publicly but will make such criticism to the director of~~  
20 ~~schools for investigation and action if necessary.~~

## 21 ~~ARTICLE IV. MY RELATIONS WITH OTHER BOARD MEMBERS~~

22 ~~Section 1. I will recognize that authority rests only with the Board in official meetings and that the~~  
23 ~~individual member has no legal status outside of such meetings.~~

1 ~~Section 2. — I will refuse to make promises as to how I will vote on a matter that will come before~~  
2 ~~the Board.~~

3 ~~Section 3. — I will make decisions only after a complete discussion of items at a board meeting.~~

4 ~~Section 4. — I will respect the opinion of other members and will accept the principle of “majority~~  
5 ~~rule.”~~

## 6 ~~ARTICLE V. MY RELATIONS WITH THE DIRECTOR OF SCHOOLS~~

7 ~~Section 1. — I will support the full administrative authority as well as responsibility for the director~~  
8 ~~of schools to properly discharge all professional duties.~~

9 ~~Section 2. — I will hold the director of schools accountable for working with staff and requiring them~~  
10 ~~to work within the framework of policies set up by the Board.~~

11 ~~Section 3. — I will refer all complaints and concerns to the director of schools.~~

## 12 ~~ARTICLE VI. MY RELATIONS TO MYSELF~~

13 ~~Section 1. — I will educate myself about my duties and responsibilities and current educational issues~~  
14 ~~by individual study and through participation in programs providing needed information, such as those~~  
15 ~~sponsored by my state and national school boards associations.~~

16 ~~Section 2. — I will avoid conflicts of interest, and I will refrain from using my position on the Board~~  
17 ~~for personal or partisan gain.~~

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~~**OAK RIDGE SCHOOLS CODE OF ETHICS**~~  
~~**CONFLICT OF INTEREST DISCLOSURE STATEMENT**~~

~~**Instructions:** This form is for reporting personal interests required to be disclosed under Section 3 of the Code of Ethics of this school district. Officials and employees are required to disclose personal interests in matters that affect or would lead a reasonable person to infer that it would affect the exercise of discretion of an official or employee.~~

~~1. Date of disclosure: \_\_\_\_\_~~

~~2. Name of official or employee: \_\_\_\_\_~~

~~3. Office and position: \_\_\_\_\_~~

~~4. Description of personal interest (describe below in detail):~~

\_\_\_\_\_  
~~Signature of official or employee~~

\_\_\_\_\_  
~~Witness Signature~~

1 The Board adopts these standards as recommended by the Tennessee School Boards Association as a  
2 guide to its members as they provide educational leadership for the youth of our state.

### 3 MY RELATIONS TO THE CHILDREN

4 1. I will at all times think in terms of “children first,” always determining how my actions and  
5 decisions will affect the education and training of children.

6  
7 2. I will seek to provide equal educational opportunities for all children.

### 8 MY RELATIONS TO MY COMMUNITY

9 1. I will endeavor to appraise fairly both the present and future educational needs of the  
10 community and to support improvements as finances permit.

11  
12 2. I will represent at all times the entire school community and refuse to represent special interests  
13 or partisan politics.

14  
15 3. I will endeavor to keep the community informed about the progress and needs of the schools.

16 4. I will represent the Board and the school district to the public in such a way as to promote both  
17 interest and support.

18  
19 5. I will refer to other board members, staff, students, and the public with respect when using  
20 social media.

### 21 MY RELATIONS TO TEACHERS AND PERSONNEL

22 1. I will support the employment of those best qualified to serve as employees and insist on a  
23 regular and impartial evaluation of all staff.

24  
25 2. I will support and protect personnel in performance of their duties.

26  
27 3. I will not criticize employees publicly but will express any relevant concerns to the Director of  
28 Schools for investigation and action if necessary.

### 29 MY RELATIONS WITH OTHER BOARD MEMBERS

30 1. I will understand that the Board makes decisions as a team and that individual board members  
31 may not commit the Board to any action.

32 2. I will accept the will of the majority vote in all cases and give support to the resulting action.

33 3. I will work harmoniously with other board members without trying to dominate the Board or  
34 neglect my share of the work.

1 4. I will refuse to make promises as to how I will vote on a matter that will come before the  
2 Board.

3  
4 5. I will make decisions only after a complete discussion of items at a board meeting.  
5

## 6 MY RELATIONS WITH THE DIRECTOR OF SCHOOLS

7 1. I will support the full administrative authority as well as responsibility for the Director of  
8 Schools to properly discharge all professional duties.

9  
10 2. I will hold the Director of Schools accountable for working with staff and requiring them to  
11 work within the framework of policies set up by the Board.

12  
13 3. I will understand that the Board sets the standards for the school district through policy and that  
14 board members do not manage the district on a day-to-day basis.

15  
16 4. I will refer all complaints and concerns to the Director of Schools and abstain from individual  
17 counsel and action in regard to staff members.

## 18 MY RELATIONS TO MYSELF

19 1. I will uphold the integrity and independence of the position.

20  
21 2. I will become familiar with federal and state education laws and school board policies.

22  
23 3. I will educate myself about my duties and responsibilities and current educational issues by  
24 individual study and through participation in programs providing needed information.

25  
26 4. I will continually advocate for the goals of the school district.

27 5. I will vote and act impartially for the good of the school district.

28  
29 6. I will avoid conflicts of interest, and I will refrain from using my position on the Board for  
30 personal or partisan gain.

31  
32 7. I will attend all board meetings and become informed concerning the issues to be considered at  
33 those meetings.

34  
35 8. I will model civility to students, employees, and all elements of the community by encouraging  
36 the free expression of opinion by all board members and engaging in respectful dialogue with  
37 fellow board members on matters being considered by the Board.

38

# Oak Ridge Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Duties of Board Members</b>	Descriptor Code: <b>1.202</b>	Issued Date:
		Rescinds:	Issued: <b><u>04/28/14</u></b>

- 1 ~~The duties of an individual board member shall be as follows:~~
- 2 ~~1. To become familiar with education laws, rules and regulations of the State Board of Education~~
- 3 ~~and the State Department of Education, and school board policies;~~
- 4 ~~2. To participate in State mandated board training;<sup>1</sup>~~
- 5 ~~3. To have a general knowledge of the educational aims and objectives of the system;~~
- 6 ~~4. To work harmoniously with other board members without trying either to dominate the Board~~
- 7 ~~or neglect his/her share of the work;~~
- 8 ~~5. To vote and act impartially for the good of the school system;~~
- 9 ~~6. To accept the will of the majority vote in all cases and give support to the resulting action;~~
- 10 ~~7. To represent the Board and the school system to the public in such a way as to promote both~~
- 11 ~~interest and support; and~~
- 12 ~~8. To refer complaints to the director of schools and to abstain from individual counsel and action~~
- 13 ~~in regard to staff members.~~

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#### Legal References

1. ~~TCA 49-2-202(a)(5); TRR/MS 0520-1-2-11~~

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#### Cross References

Role ~~of~~ the ~~Board~~ 1.101  
Ethics 1.106

15 The duties of an individual board member are as follows:

16 1. To take the oath to discharge faithfully the duties of the office;<sup>1</sup>

17 2. To participate in State-mandated board training;<sup>2</sup>

- 1        3. To recognize that the Board is required to comply with the Open Meetings Law<sup>3</sup> and that the
- 2        Board only has authority to make decisions at official board meetings;
- 3
- 4        4. To understand that board members will receive information that is confidential per state or
- 5        federal law and cannot be shared;
- 6
- 7        5. To adhere to the Boardsmanship Code of Conduct; and
- 8
- 9        6. To adhere to the Oak Ridge Schools Board of Education Code of Ethics.<sup>4</sup>

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Legal References

- 1. TCA 49-2-202(b)
- 2. TCA 49-2-202(a)(6); TRR/MS 0520-01-02-.11
- 3. TCA 8-44-102 et seq.
- 4. TCA 8-17-103

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Cross References

- Role of the Board of Education 1.101
- Boardsmanship Code of Conduct 1.1021
- Code of Ethics 1.106

# Oak Ridge Board of Education

Monitoring:  <b>Review: Annually, in January</b>	Descriptor Term:  <b>Surplus Property Sales</b>	Descriptor Code: <b>2.403</b>	Issued Date:
		Rescinds: <b>2.403</b>	Issued: <u><b>03/28/16</b></u> <u><b>08/11/14</b></u> <b>01/26/04</b>

1 The ~~s~~Superintendent or designee 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 Un~~usable items ~~valued above \$250~~ shall be sold to the highest bidder after advertising on GovDeals.com.  
4 However, the intended online auction shall be advertised on the schools' website and in a newspaper of general  
5 circulation, and must include the internet web-site address for the online auction and other necessary information  
6 concerning the sale.<sup>+</sup>

7 Surplus property which has no value or has a value of less than ~~two five~~ hundred ~~fifty~~ dollars (~~\$\$25500~~) may be  
8 disposed of without the necessity of bids. In order for such disposal without bids, the principal of the school with  
9 the surplus property, the Superintendent and the ~~Executive Director of Business and Operations~~ Board Chair, must  
10 agree in written form that the property is of no value or is of less value than ~~two five~~ hundred ~~fifty~~ dollars  
11 (~~25500~~).<sup>2</sup> provided that the sale is made after reasonable inquiry of prospective purchasers in order that the sale  
12 be made on terms most advantageous to the school system.

13 If reasonable attempts to dispose of surplus properties fail to produce monetary return to the system, the Board  
14 shall approve other methods of disposal.<sup>+3</sup>

15 Surplus or obsolete property estimated to have no net saleable value, if disposed of in the most practical manner  
16 by the Superintendent of Schools, may be destroyed or given to non-profit organization that might have use for  
17 the property.

18 All funds received by the Oak Ridge Schools from the sale of obsolete or surplus property shall be entered as  
19 miscellaneous revenue in the general purpose school fund.

20 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS**<sup>-24</sup>

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

24 (1) Items of equipment with a current per-unit fair market value of less than \$5,000 may be retained, sold or  
25 otherwise disposed of with no further obligation to the awarding agency.

26 (2) Items of equipment with a current per unit fair market value in excess of \$5,000 may be retained or sold and  
27 the awarding agency shall have a right to an amount calculated by multiplying the current market value or  
28 proceeds from sale by the awarding agency's share of the equipment.  
29

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Legal References

- ~~1. TCA 49-6-2006; TCA 49-6-2007; TCA 49-6-2208;  
TCA 12-2-403(a)(1)-(4)~~
- ~~2.1. EDGAR Title 34, Part 80.32(e)(1)-(2)~~

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Legal References

2. TCA 49-6-2006(b)(3); TCA 49-6-2208
3. TCA 49-6-2007; Public Acts of 2019, Chapter No.  
413
4. TCA 12-2-403(a)
5. 2 CFR § 200.313

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Cross References

Inventories 2.702

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Cross References

Duties of Officers 1.201  
Inventories 2.702  
Textbooks 4.401

Click here to choose a school board.

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Fundraising Activities</b>	Descriptor Code: <b>2.601</b>	Issued Date: <b><del>01/02/17</del></b>
		Rescinds: <b>6.701 III-41</b>	Issued: <b><del>01/02/17</del> _ 09/28/15</b>

1 *General*

2 The following general guidelines shall be followed:<sup>1</sup>

- 3 1. Fundraising activities shall be authorized by the board and shall be for the purpose of  
4 supplementing funds for established school programs and not for supplementing funds which are  
5 the responsibility of the ~~public~~Board.
- 6 2. Fundraising companies and other salespersons shall obtain permission in writing from the  
7 Superintendent or designee's office in order to visit the schools.
- 8 3. Any commission payable by companies shall be paid in the form of reduced prices to the students  
9 or paid into the activity fund of the school for use by the school. No school employee shall  
10 personally benefit from any fundraising activity.
- 11 4. The principal must obtain written approval from the Superintendent or designee for all  
12 fundraising activities, including online fundraising activities, that involve the participation of the  
13 general student population in the marketing process of the fundraising effort. All other  
14 fundraising activities, including online fundraising activities, must have written approval from  
15 the principal and comply with all administrative procedures issued by the Superintendent. The  
16 authorization request shall contain the following information:<sup>2</sup>
- 17 a. A list of the proposed fundraising activities;
- 18 b. Purpose of the fundraising activity;
- 19 c. Proposed uses of funds raised;
- 20 d. Expected student involvement in fundraising activity (school-wide or individual class or  
21 club); and
- 22 e. Margin of profit and how it is to be paid to the school.
- 23 5. The Superintendent or designee shall determine whether or not the activity will benefit the school,  
24 contribute to the welfare of the student body, and supplement, not replace, funds necessary to  
25 fulfill the board's required contributions.

1       6. Students shall not be excused from a regular class to participate in a fundraising activity. No  
2       grade in a subject or course shall be affected by a student's participation in a fundraising activity.

3       7. No quotas shall be imposed on students involved, and their efforts shall be voluntary. Students  
4       who do not participate in fundraising activities shall not be punished or discriminated against in  
5       any way.

6       This policy shall not be construed as preventing a teacher from using instructional or informational  
7       materials even though the materials might include reference to a brand, a product, or a service.

## 8       **LOTTERIES**

9       No fundraising activity shall be conducted which distributes prizes or makes awards to winners from  
10      among purchasers of chances by means of tickets through a random selection process.<sup>23</sup>

## 11      **ONLINE FUNDRAISING**

12      Individual schools may establish school-wide online fundraising accounts. The accounts must meet all  
13      fundraising requirements established by the board and the *Internal School Uniform Accounting Policy*  
14      *Manual*. The principal/designee of each school shall have access to the established fundraising account  
15      to ensure all funds are properly accounted for, and the information is recorded in the school's  
16      accounting records by the designated personnel. Online fundraising shall not be used on behalf and for  
17      the benefit of an outside party.

18      Employees shall not engage in online fundraising in their official capacity as district employees nor  
19      make any reference to non-school sponsored fundraisers, online or otherwise, that would lead another  
20      to believe such activity is an approved school fundraiser.

## 21      **FUNDRAISING FOR NONEDUCATIONAL PURPOSES<sup>4</sup>**

22      On approval of the principal, an employee may be authorized to raise and use funds for the following  
23      noneducational purposes:

24           1. Bereavement support;

25           2. Award recognition;

26           3. Employee morale; or

27           4. Banquets.

28      These funds shall be derived from vending machine revenue or donations.

29      The Superintendent of Schools or designee shall develop administrative procedures regarding the  
30      receipt, disbursement, accounting, and auditing of these noneducational funds. The Superintendent of  
31      Schools or designee shall ensure that the procedures are consistent with board policy and state law and  
32      disseminate them to all employees.

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Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual, Section 4-32*
2. Tenn. Op. Att'y Gen. No. 03-049 (Apr. 22, 2003)

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Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual, Section 4-30, 4-31*
2. *Tennessee Internal School Uniform Accounting Policy Manual, Section 4-32*
3. Tenn. Op. Att'y Gen. No. 03-049 (Apr. 22, 2003)
4. Public Acts of 2019, Chapter No. 134

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Cross References

- Student Activity Funds Management 2.900  
Staff Gifts and Solicitations 5.605

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Cross References

- Revenues 2.400  
School Support Organization 2.404  
Audits 2.703  
Vendor Relations 2.809  
Student Activity Funds Management 2.900  
Staff Gifts and Solicitations 5.605

# Oak Ridge Schools 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>08/28/17</b>
		Rescinds:	Issued: <b>08/28/17</b> <del>06/27/16</del> <b>11/24/14</b> <b>06/22/09</b>

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

5 The principal of each school shall develop and implement emergency preparedness drills, which shall  
6 be approved by the Superintendent or designee. When appropriate, such drills shall be held in  
7 conjunction with emergency response agencies. These procedures shall be in written form and  
8 distributed to all staff, students, and parents.

## 9 FIRE AND SAFETY DRILLS

10 The principal shall ensure that one fire drill requiring full evacuation is given every thirty (30) school  
11 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

21

## 22 ARMED INTRUDER DRILLS

23 The ~~Superintendent~~principal or designee shall ensure that each school safety team conducts at least one  
24 (1) armed intruder drill annually in coordination with local law enforcement.<sup>4</sup>

## 25 AED DRILLS<sup>5</sup>

1 ~~Any~~All schools ~~with an AED~~ shall conduct a CPR and AED drill to ensure students are aware of the  
 2 steps that must be taken in the event of a medical emergency. The principal shall be responsible for  
 3 ensuring the drill occurs.<sup>5</sup>

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

6 The Superintendent or designee shall develop the necessary administrative procedures on AED and  
 7 CPR training, planning, notification, and maintenance to comply with state law.

## 8 **MEDICAL EMERGENCIES/PANDEMIC FLU<sup>6</sup>**

9 In the event of medical emergencies, such as a pandemic flu outbreak, school officials shall cooperate  
 10 and consult with the local and state health departments and other local emergency or healthcare  
 11 providers in protecting students and the community from further infection. The Superintendent or  
 12 designee shall develop procedures for health emergencies in accordance with state law and  
 13 regulations.<sup>6</sup>

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### Legal References

1. ~~TRR/MS 0520-1-3-.03(18)~~
2. ~~Public Acts of 2017, Chp. No. 451~~
3. ~~TCA 68-102-137(b), (f)~~
4. ~~Public Acts of 2017, Chp. No. 313~~
5. ~~TCA 49-2-122(b)(2)(A)~~
6. 1. Tennessee Department of Health Pandemic Influenza  
 Response Plan,  
[http://health.state.tn.us/ceds/PDFs/2006\\_PanFlu\\_Plan.pdf](http://health.state.tn.us/ceds/PDFs/2006_PanFlu_Plan.pdf)

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### Legal References

2. TRR/MS 0520-01-03-.03(15); TCA 49-6-804
3. TCA 68-102-137(b)
4. TCA 68-102-137(f)
5. TCA 49-6-807
6. TCA 49-2-122; TCA 49-6-1208; Public Acts of 2019,  
 Chapter No. 391
7. TCA 49-6-3004(a), (e); TCA 49-5-404

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### Cross References

- ~~Emergency Closings 1.8011~~  
~~Community Use of School Facilities 3.206~~

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### Cross References

- Emergency Closings 1.8011  
Safety 3.201  
Community Use of School Facilities 3.206

### **Board Policy 4.605**

Board Policy 4.605 has been moved back to first reading due to the addition of the elective focus (lines 9-16). Current State Board Policy 2.103 outlines the requirements of the elective focus graduation requirement as follows:

*(1)(r) Students shall complete three (3) credits in an elective focus. All students shall pursue a focused program of study designed to prepare them for the workforce and postsecondary study. The intent of the elective focus is to provide students with an opportunity to explore a particular academic area in greater depth.*

*i. The elective focus may be CTE, science and math, humanities, fine arts, AP/IB, Cambridge, or other areas approved by the local board of education. Students completing a CTE elective focus shall complete three (3) credits in the same CTE career cluster or state- approved program of study.*

The addition to Board Policy 4.605 expands the AP/IB elective focus to include dual credit and dual enrollment course offerings. This will allow students to take advantage of dual credit and dual enrollment courses without risk to graduation.

# Oak Ridge Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Graduation Requirements</b>	Descriptor Code: <b>4.605</b>	Issued Date: <del>04/23/18</del>
		Rescinds: <b>II-6</b>	Issued: <u>04/23/18</u> 11/24/14

## 1 *General*

2 The program of studies shall include areas required by the State Board of Education.

3 Before high school graduation, every student shall:<sup>1</sup>

4 1. Achieve the specified twenty-two (22) units of credit;

5 2. Take the required end of course exams;

6 3. Have satisfactory records of attendance and conduct;

7 4. Take the ACT or SAT prior to graduation;<sup>2</sup> and

8 5. Complete Pass a United States civics test.<sup>3</sup>

9 6. Complete three (3) credits in an elective focus. The elective focus may be:

10 a. AP

11 b. Dual Enrollment

12 c. Dual Credit

13 d. Fine Arts

14 e. Humanities

15 f. Science and Math

16 g. CTE

17 5-

## 18 **SPECIAL EDUCATION STUDENTS<sup>4</sup>**

19 Special education students who earn the prescribed twenty-two (22) credit minimum shall be awarded a  
20 regular high school diploma.

### 21 *Special Education Diploma*

22 A special education diploma shall be awarded to students who have not met the requirements for a regular  
23 high school diploma,<sup>5</sup> but have:

24 1. Completed four (4) years of high school;

25 2. Made satisfactory progress on their IEP; and

26 3. Maintained satisfactory records of attendance and conduct.

### 27 *Occupational Diploma*

1 Special education students who do not meet the requirements for a regular high school diploma may be  
2 awarded an occupational diploma if the student has:<sup>1,4</sup>

- 3 1. Completed at least four (4) years of high school;
- 4 2. Made satisfactory progress on their IEP;
- 5 3. Maintained satisfactory records of attendance and conduct;
- 6 4. Completed the occupational diploma Skills, Knowledge, and Experience Mastery Assessment  
7 (SKEMA); and
- 8 5. ~~Two~~ **Completed** ~~Two~~ (2) years of paid or non-paid work experience.

9 The decision to attain an occupational diploma shall be made at the conclusion of the student's 10<sup>th</sup> grade  
10 year or two (2) academic years prior to the expected graduation date.

11 Students who have received a special education diploma or an occupational diploma shall continue to  
12 make progress towards a regular high school diploma until the end of the school year in which they turn  
13 twenty-two (22) years old.

#### 14 *Alternate Academic Diploma*

15 Special education students who do not meet the requirements for a regular high school diploma may be  
16 awarded an alternate academic diploma if the student has:<sup>4</sup>

- 17 1. Completed at least four (4) years of high school;
- 18 2. Participated in the high school alternate assessments;
- 19 3. Earned the prescribed twenty-two (22) credit minimum;
- 20 4. Made satisfactory progress on their IEP;
- 21 5. Maintained satisfactory records of attendance and conduct; and
- 22 6. Completed a transition assessment that measures postsecondary education and training,  
23 employment, independent living, and community involvement.

#### 24 **STUDENT LOAD**

25 All full time students in grades 9-12 shall be enrolled each semester in subjects that produce a minimum  
26 of five (5) units of credit for graduation per year. Students with hardships and gifted students may appeal  
27 this requirement to the Superintendent or designee and then to the board.<sup>6</sup>

#### 28 **EARLY GRADUATION**<sup>7</sup>

29 High school students shall be permitted to complete an early graduation program. Students intending to  
30 graduate early shall inform the school principal of this intent prior to the beginning of 9<sup>th</sup> grade or as  
31 soon thereafter as the intent is known.

32 In order to graduate early, students must meet the following requirements:

- 33 1. Earn the required eighteen (18) credits;
- 34 2. Achieve a benchmark score for each required end-of-course exam;
- 35 3. Attain a cumulative GPA of at least 3.2 on a 4.0 scale;
- 36 4. Meet the minimum ACT or SAT benchmark score;

- 1           5. Obtain a qualifying benchmark score on a world language proficiency assessment; and
- 2           6. Complete at least two (2) types of the following courses:
- 3                 a. AP;
- 4                 b. IB;
- 5                 c. Dual enrollment; or
- 6                 d. Dual credit.

7 The Superintendent or designee shall develop administrative procedures to ensure that the early  
 8 graduation program is conducted in accordance with state law.

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Legal References

- ~~1. TCA 49-6-6001; State Board of Education Policy 2.103~~
- ~~2. TCA 49-6-6001(b); State Board of Education Policy 2.103~~
- ~~3. TCA 49-6-408; State Board of Education Policy 2.103~~
- ~~4. TRR/MS 0520-01-03-.06(1)(a); State Board of Education Policy 2.103~~
- ~~5. TCA 49-6-6005; State Board of Education Policy 2.103~~
- ~~6. TRR/MS 0520-01-03-.03(6)~~
- ~~7. TCA 49-6-8303; State Board of Education Policy 2.103~~

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Cross References

- ~~Basic Curriculum Program 4.201~~  
~~Honor Roll, Awards, & Class Ranking 4.602~~

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Legal References

- ~~1. TCA 49-6-6001; State Board of Education Policy 2.103~~
- ~~2. TCA 49-6-6001(b); State Board of Education Policy 2.103~~
- ~~3. TCA 49-6-408; Public Acts of 2019, Chapter No. 442; State Board of Education Policy 2.103~~
- ~~4. TRR/MS 0520-01-03-.06(1)(a); State Board of Education Policy 2.103~~
- ~~5. TCA 49-6-6005; State Board of Education Policy 2.103~~
- ~~6. TRR/MS 0520-01-03-.06(1)(a)(7)~~
- ~~7. TCA 49-6-8303; State Board of Education Policy 2.103~~

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Cross References

- ~~Basic Curriculum Program 4.201~~  
~~Alternative Credit Options 4.209~~  
~~Honor Roll, Awards, & Class Ranking 4.602~~

## Oak Ridge Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b><del>Systemwide Testing Programs</del><u>Testing Programs</u></b>	Descriptor Code: <b>4.700</b>	Issued Date: <b><del>05/21/18</del></b>
		Rescinds:	Issued: <b><u>05/21/18</u> <del>01/08/18</del> 05/22/17 01/02/17 06/27/16 01/04/16 11/24/14</b>

1 *General*

2 The Board shall provide for a system-wide testing program which shall be periodically reviewed and  
3 evaluated. The purposes of the program shall be to:

- 4 1. Assist in promoting accountability;
- 5 2. Determine the progress of students;
- 6 3. Assess the effectiveness of the instructional program and student learning;
- 7 4. Aid in counseling and guiding students in planning future education and other endeavors;
- 8 5. Analyze the improvements needed in a given instructional area;
- 9 6. Assist in the screening of students with learning difficulties;<sup>1,2</sup>
- 10 7. Assist in placing students in remedial programs;
- 11 8. Provide information for college entrance and placement; and
- 12 9. Assist in educational research by providing data.<sup>2</sup>

13 The Superintendent of Schools or designee shall be responsible for planning and implementing the  
14 program, which includes:

- 15 1. Determining specific purposes for each test;
- 16 2. Selecting the appropriate test to be given;
- 17 3. Establishing procedures for administering the tests;

4. Making provision for interpreting and disseminating the results;
5. Maintaining testing information in a consistent and confidential manner; and
6. Ensuring that results are obtained as quickly as possible, especially when placement in a special learning program might be necessary.

State-mandated student testing programs shall be undertaken in accordance with procedures published by the State Department of Education.<sup>3</sup>

## **WEIGHTING TCAP SCORES**

~~TNReady<sup>4</sup> scores will be included in students' final grade3s for the spring semester as follows:~~

- ~~a) 2017-2018 school year – 15%~~
- ~~b) 2018-2019 school year – 15%~~

TNReady<sup>4</sup> scores will be included in students' final grades for the spring semester as follows:

Grades 3-8 – 15%

EOC<sup>5</sup> scores will be included in students' final grades as follows:

Grades 9-12 – 15%

The methodology that is used to change raw scores provided by the state into student grades is called Standard Deviation (10). This method determines how far a given raw score is from the average raw score on the test. In general, students who are within  $\pm 1$  standard deviations would score between 75 and 95. Anything above or below one standard deviation would score above 95 or below 75 respectively.

~~EOC<sup>5</sup> scores will be included in students' final grades as follows:~~

- ~~a) 2017-2018 school year – 15%~~
- ~~b) 2018-2019 school year – 15%~~

~~The methodology that is used to change raw scores provided by the state into student grades is called Standard Deviation (10). This method determines how far a given raw score is from the average raw score on the test. In general, students who are within  $\pm 1$  standard deviations would score between 75 and 95. Anything above or below one standard deviation would score above 95 or below 75 respectively.~~

The Superintendent may exclude these scores from students' final grades if scores are not received by the district at least five (5) instructional days before the end of the course.<sup>4,5</sup> ~~For the 2017-2018 spring semester test administration, scores will only be included in students' grades if they benefit the student.~~

## **INTEREST INVENTORIES AND CAREER ASSESSMENTS<sup>6</sup>**

Interest inventories shall be made available to middle schoolers. These will include assessments such as the Kuder assessment, Myers-Briggs Type Indicator, the ASVAB, or the College Board Career Finder.

1 Career aptitude assessments shall be administered to 8<sup>th</sup> graders in order to inform the student's high  
 2 school plan of study.

### 3 **TESTING INFORMATION AND PARENTAL CONSENT**

4 Any test directly concerned with measuring student ability or achievement through individual or group  
 5 psychological or socio-metric tests shall not be administered by or with the knowledge of any employee  
 6 of the system without first obtaining written consent of the parents or guardians.<sup>2</sup>

7 Results of all group tests shall be recorded on the students' permanent records and shall be made  
 8 available to appropriate personnel in accordance with established procedures.<sup>67</sup>

9 No later than July 31 of each year, the Board shall publish on its website information related to state  
 10 and board mandated tests that will be administered during the school year. The information shall  
 11 include:<sup>78</sup>

- 12
- 13 1. The name of the test;
- 14 2. The purpose and use of the test;
- 15 3. The grade or class in which the test will be administered;
- 16 4. The tentative date or dates that the test will be administered; and
- 17 5. The time and manner in which parents and students will be notified of the results of the test.
- 18 6. How parents can access the questions and answers on their student's state-required test.
- 19 7. If a district-mandated test, how the test complements and enhances student instruction and
- 20 learning and how it serves a purpose distinct from state-required tests.

21 Testing information shall also be placed in student handbooks or other school publications that are  
 22 provided to parents on an annual basis.  
 23  
 24

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#### Legal References

1. ~~TCA 49-10-108~~
2. ~~20-USCS-1232(g)~~
3. ~~TRR/MS-0520-01-03-.03(9)~~
4. ~~Public Chapter 192; TCA 49-1-617(b)~~
5. ~~TRR/MS-0520-01-03-.06(1)(e)(2)~~
6. ~~TCA 10-7-504~~
7. ~~1. TCA 49-6-6007; SBOE Policy 2.103~~

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#### Cross References

Student Records 6.600

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Legal References

1. TCA 49-10-108
2. 20 USCA § 1232(g)
3. TRR/MS 0520-01-03-.03(7); TRR/MS 0520-01-03-.06(1)(b)
4. TCA 49-1-617; State Board of Education Policy 2.102
5. TRR/MS 0520-01-03-.06(1)(b); State Board of Education Policy 2.103; TCA 49-1-617
6. Public Acts of 2019, Chapter No. 108
7. TCA 10-7-504
8. TCA 49-6-6007; State Board of Education Policy 2.102; State Board of Education Policy 2.103

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Cross References

- Student Surveys, Analyses, and Evaluations 6.4001  
Student Records 6.600

# Oak Ridge Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Staff Gifts and Solicitations</b>	Descriptor Code: <b>5.605</b>	Issued Date:
		Rescinds:	Issued: <b><u>01/26/15</u></b>

## 1 **GIFTS**

2 Employees of the District shall not accept gifts from students unless the gifts are of token value only.

3 Individual employees of the District will refrain from giving gifts to staff members who exercise  
4 administrative or supervisory jurisdiction over them, either directly or indirectly. The collection of  
5 money for group gifts is discouraged except in special circumstances such as bereavement, serious  
6 illness, or for mementos at resignation and/or retirement.

7 Employees are prohibited from accepting things of material value from individuals, companies or orga-  
8 nizations doing business with the school system. Exceptions to this policy are the acceptance of minor  
9 items which are generally distributed to all by the companies through public relations programs.

## 10 **SOLICITATIONS**

11 No organization may solicit funds from employees within the schools. Flyers or other materials related  
12 to fund drives shall not be distributed through the schools without the written approval of the  
13 superintendent of schools or designee.

14 Employees will not be responsible for the collection of any money or the distribution of any  
15 fundraising materials within the schools unless such activity has the superintendent of schools' written  
16 approval.

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### Cross References

~~Advertising & Distribution of Materials in Schools 1.806~~  
~~Vendor Relations 2.809~~  
~~Staff Conflicts of Interest 5.601~~  
~~Student Solicitations/Fund Raising 6.701~~  
~~Student Gifts 6.710~~

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### Cross References

Advertising and Distribution of Materials in Schools  
1.806  
Gifts and Bequests 2.401  
Fundraising Activities 2.601

Vendor Relations 2.809  
Staff Conflicts of Interest 5.601  
Gifts 6.710

# Oak Ridge Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Bus Safety and Conduct</b>	Descriptor Code: <b>6.308</b>	Issued Date:
		Rescinds:	Issued: <u>09/28/15</u>

1 In order to maintain conditions and atmosphere suitable for learning, no person shall enter onto a  
2 school bus except students assigned to that bus or parents of students or other persons with lawful and  
3 valid business on the bus.<sup>1</sup>

4 The school bus is an extension of school activity; therefore, students shall conduct themselves on the  
5 bus in a manner consistent with the established standards for safety and classroom behavior.

6 Students are under the supervision and control of the bus driver while on his/her bus, and all reason-  
7 able directions given by him/her shall be followed. A driver may remove a student in the event that the  
8 driver finds it necessary for the safety of the other student passengers or the driver, provided that the  
9 driver secures the safety of the ejected student for the uncompleted trip. A driver shall report to school  
10 authorities as soon as possible, but no later than the end of the route, any student refusing to obey the  
11 driver or exiting the bus without the driver's permission at a point other than the student's destination  
12 for that trip.<sup>2</sup>

13 The principal of the student transported shall be informed by the bus driver of any serious discipline  
14 problem and may be called upon to assist if necessary. A student may be denied the privilege of riding  
15 the bus if the principal determines that his/her behavior is such as to cause disruption on the bus, or if  
16 he/she disobeys state or local rules and regulations pertaining to student transportation.

17 The suspension of a student from riding the school bus shall follow the same procedures as for any  
18 other school suspension.

19 Any student who gets off the bus at any point between the pick-up point and school must present the  
20 bus driver with a note of authorization from the parent or the principal of the school that the student  
21 attends.

22 Any student wishing to ride a bus other than his/her designated bus must have a written parental  
23 request and the approval of the principal or his/her designee. The bus permission may be denied if the  
24 bus he/she is requesting to ride is at legal capacity with the students who are zoned to ride the bus.

25 Students who transfer from bus to bus while en route to and from school shall be expected to abide by  
26 the discipline policies adopted by the Board and rules adopted by the staff of the terminal school.

## 27 **USE OF VIDEO CAMERAS, PHOTOGRAPHS AND VIDEO FOOTAGE**

28 ~~Video cameras may be used to monitor student behavior on school vehicles transporting students to~~  
29 ~~and from school or extracurricular activities.~~

- 1 ~~Students in violation of bus conduct rules shall be subject to disciplinary action in accordance with~~  
 2 ~~established Board policy and regulations governing student conduct and discipline.~~
- 3 ~~The district shall comply with all applicable state and federal laws related to video recordings when~~  
 4 ~~such recordings are considered for retention as part of the student’s behavioral record as determined by~~  
 5 ~~the district and in accordance with the law.~~
- 6 ~~Video surveillance shall be used only to promote the order, safety and security of students, staff and~~  
 7 ~~property.~~
- 8 ~~The superintendent of schools is directed to develop procedures governing the use of video cameras in~~  
 9 ~~accordance with the provisions of the law and established Board policies.~~
- 10 Cameras or video cameras may be used to monitor student behavior on school buses transporting  
 11 students to and from school or extracurricular activities. Photographs and video footage shall be used  
 12 only to promote the order, safety, and security of students, staff, and property.
- 13 Students in violation of bus conduct rules shall be subject to disciplinary action in accordance with  
 14 established board policy governing student conduct and discipline.
- 15 The district shall comply with all applicable state and federal laws related to photographs and video  
 16 footage.<sup>3</sup> These materials shall be maintained for 30 days. Parent(s)/guardian(s) may submit requests to  
 17 view photographs and video footage to the Superintendent/designee, and a time shall be arranged for  
 18 viewing. The Superintendent/designee shall be present when parent(s)/guardian(s) are provided the  
 19 opportunity to review photographs and video footage.<sup>4</sup>
- 20 The Superintendent/designee shall develop procedures governing the use of cameras and video  
 21 cameras in accordance with the provisions of state and federal law and established board policies.

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Legal References

1. ~~TCA 49-6-2008~~
2. ~~1. TCA 49-6-2118~~

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Cross References

- ~~Student Transportation Management 3.400~~  
~~Scheduling and Routing 3.401~~  
~~Discipline Procedures 6.313~~  
~~Suspension/Expulsion/Remand 6.316~~  
~~Student Records 6.600-604~~

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Legal References

1. TCA 49-6-2008
2. TCA 49-6-2118(d)
3. TCA 10-7-504; 20 USCA §1232g
4. Public Acts of 2019, Chapter No. 256

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Cross References

- Student Transportation Management 3.400  
Scheduling and Routing 3.401  
Code of Conduct 6.300  
Suspension/Expulsion/Remand 6.316

[Student Records 6.600](#)

[Annual Notification of Rights 6.601](#)

[Inspection and Correction Procedure 6.602](#)

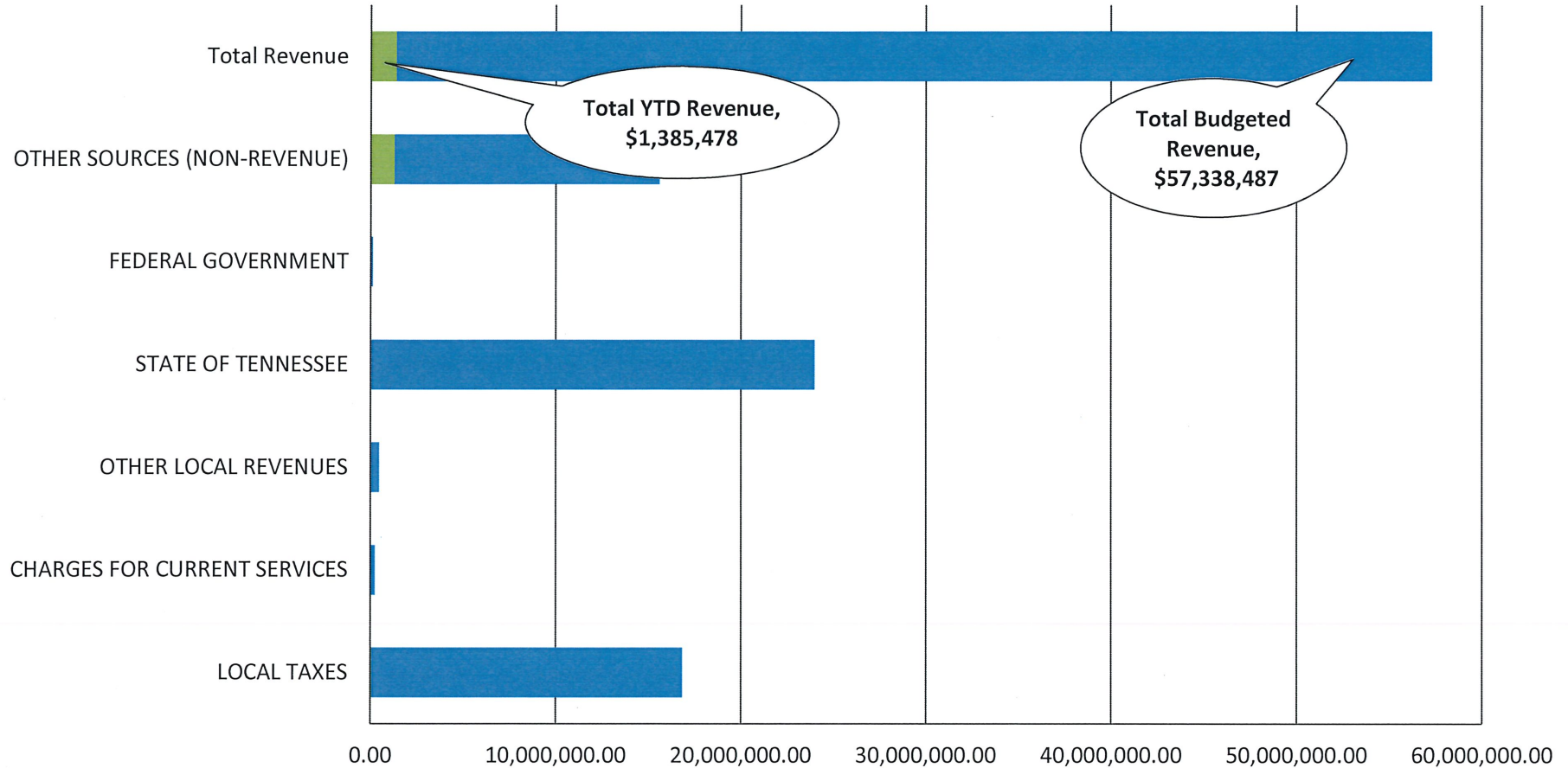
Acct	Acct	2019-20 FYTD Budget	July 2019-20 Monthly Activity	2019-20 Year-To-Date	2019-20 Percent of Budget	2019-20 Variance from Bud	Encumbered Amount	Unencumbered Budget Remaining
40110	Current Property Tax	11,048,443.00				11,048,443.00		11,048,443.00
40210	Local Option Sales Tax	5,787,581.00	53,753.11	53,753.11	0.93%	5,733,827.89		5,733,827.89
40275	Mixed Drink Tax	250.00				250.00		250.00
40280	Mineral Severance Tax	250.00				250.00		250.00
43511	Tuition - Regular Day Students	240,000.00	18,556.50	18,556.50	7.73%	221,443.50		221,443.50
43513	Tuition - Summer School	12,000.00	780.00	780.00	6.50%	11,220.00		11,220.00
43533	Transportation Fees	10,000.00	940.00	940.00	9.40%	9,060.00		9,060.00
44110	Interest Earned	150,000.00	16,142.68	16,142.68	10.76%	133,857.32		133,857.32
44120	Lease/Rentals	18,000.00				18,000.00		18,000.00
44170	Miscellaneous Refunds	2,500.00	1,670.33	1,670.33	66.81%	829.67		829.67
44530	Sale of Equipment	35,000.00	27.00	27.00	0.08%	34,973.00		34,973.00
44570	Contributions & Gifts	200,000.00				200,000.00		200,000.00
44990	Other Local Revenues	75,000.00	2,445.00	2,445.00	3.26%	72,555.00		72,555.00
46511	Basic Education Progam	22,809,000.00				22,809,000.00		22,809,000.00
46515	Early Childhood Education	461,500.00				461,500.00		461,500.00
46590	Other State Education Funds	75,000.00				75,000.00		75,000.00
46610	Career Ladder Program	150,000.00				150,000.00		150,000.00
46980	Other State Grants	501,000.35				501,000.35		501,000.35
46990	Other State Revenues	7,500.00				7,500.00		7,500.00
47143	Special Education Grants	80,000.00				80,000.00		80,000.00
47630	Public Law 874 - Maint/Operat.	55,000.00				55,000.00		55,000.00
49700	Insurance Recovery	2,500.00				2,500.00		2,500.00
49800	Transfers In	125,000.00				125,000.00		125,000.00
49810	City General Fund Transfer	15,493,963.00	1,291,163.58	1,291,163.58	8.33%	14,202,799.42		14,202,799.42
-----	Revenue	57,339,487.35	1,385,478.20	1,385,478.20	2.42%	55,954,009.15		55,954,009.15
		=====	=====	=====	=====	=====		=====
71100	Regular Instruction Prgm	26,870,319.00	312,363.21	312,363.21	1.16%	26,557,955.79	441,601.56	26,116,354.23
71150	Alternative Instruction Prgm	820,705.00	3,105.99	3,105.99	0.38%	817,599.01	2,071.06	815,527.95
71200	Special Education Prgm	4,460,027.00	5,689.55	5,689.55	0.13%	4,454,337.45	2,602.00	4,451,735.45
71300	Career/Technical Education Prg	1,265,333.00	7,377.52	7,377.52	0.58%	1,257,955.48	1,647.06	1,256,308.42
71900	Other	1,011,000.35				1,011,000.35		1,011,000.35
72120	Health Services	604,107.00	3,446.10	3,446.10	0.57%	600,660.90	4,466.99	596,193.91
72130	Other Student Support	1,680,410.00	110,805.70	110,805.70	6.59%	1,569,604.30	85,230.00	1,484,374.30
72210	Regular Inst. Support	2,765,556.00	113,215.80	113,215.80	4.09%	2,652,340.20	41,252.89	2,611,087.31
72220	Special Education Support	828,745.00	35,667.91	35,667.91	4.30%	793,077.09	73,985.00	719,092.09
72230	Career & Technical Prg Support	111,349.00	7,023.98	7,023.98	6.31%	104,325.02	533.41	103,791.61
72250	Technology Services	2,763,113.00	199,279.51	199,279.51	7.21%	2,563,833.49	132,603.28	2,431,230.21
72290	Communications	114,349.00	8,547.38	8,547.38	7.47%	105,801.62	4,489.53	101,312.09

Acct	Acct	2019-20 FYTD Budget	July 2019-20 Monthly Activity	2019-20 Year-To-Date	2019-20 Percent of Budget	2019-20 Variance from Bud	Encumbered Amount	Unencumbered Budget Remaining
72310	Board of Education	1,050,750.00	359,344.69	359,344.69	34.20%	691,405.31	5,931.99	685,473.32
72320	Director of Schools	356,796.00	32,773.72	32,773.72	9.19%	324,022.28	2,390.97	321,631.31
72410	Office of the Principal	3,567,705.00	211,873.25	211,873.25	5.94%	3,355,831.75	13,807.13	3,342,024.62
72510	Fiscal Services	806,626.00	86,428.28	86,428.28	10.71%	720,197.72	8,950.00	711,247.72
72520	Human Resources/ Personnel	429,455.00	70,371.19	70,371.19	16.39%	359,083.81	3,120.66	355,963.15
72610	Operation of Plant	4,635,502.00	318,860.96	318,860.96	6.88%	4,316,641.04	140,868.54	4,175,772.50
72620	Maintenance of Plant	1,642,702.00	138,242.57	138,242.57	8.42%	1,504,459.43	144,084.74	1,360,374.69
72710	Transportation	1,524,978.00	33,795.00	33,795.00	2.22%	1,491,183.00		1,491,183.00
73400	Early Childhood Education	461,499.00	265.37	265.37	0.06%	461,233.63		461,233.63
73401	Pre-K General Fund	654,054.00	13,946.23	13,946.23	2.13%	640,107.77	4,984.50	635,123.27
76100	Regular Capital Outlay	707,205.00				707,205.00	59,846.00	647,359.00
99100	Transfers Out	73,353.00				73,353.00		73,353.00
-----	Expense	59,205,638.35	2,072,423.91	2,072,423.91	3.50%	57,133,214.44	1,174,467.31	55,958,747.13
		=====	=====	=====	=====	=====	=====	=====
-----	General Purpose School Fund	-1,866,151.00	-686,945.71	-686,945.71	2.97%	-1,179,205.29	-1,174,467.31	-4,737.98
	Grand Revenue Totals	57,339,487.35	1,385,478.20	1,385,478.20	2.42%	55,954,009.15		55,954,009.15
	Grand Expense Totals	59,205,638.35	2,072,423.91	2,072,423.91	3.50%	57,133,214.44	1,174,467.31	55,958,747.13
	Grand Totals	1,866,151.00	686,945.71	686,945.71	36.81%	1,179,205.29	1,174,467.31	4,737.98
		Loss	Loss	Loss		Loss	Loss	Loss

Number of Accounts: 1089

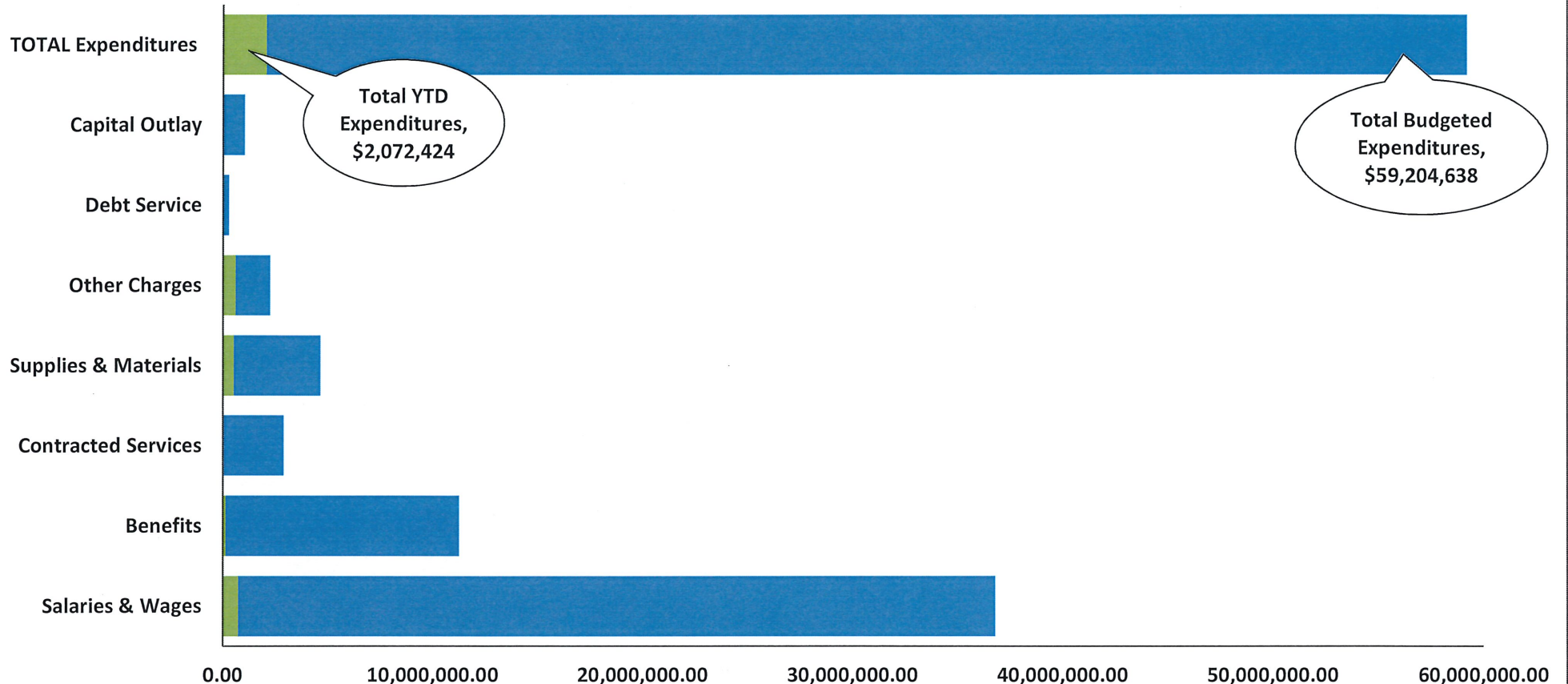
\*\*\*\*\* End of report \*\*\*\*\*

## General Fund Revenue Budget to Actual Summary - JULY, 2019



	LOCAL TAXES	CHARGES FOR CURRENT SERVICES	OTHER LOCAL REVENUES	STATE OF TENNESSEE	FEDERAL GOVERNMENT	OTHER SOURCES (NON-REVENUE)	Total Revenue
■ Percent of Budget	0.32%	7.74%	4.22%	0	0	8.27%	2.42%
■ Year-To-Date	53,753.11	20,276.50	20,285.01	0	0	1,291,163.58	\$1,385,478
■ FYTD Budget	16,836,524.00	262,000.00	480,500.00	24,004,000.35	135,000.00	15,621,463.00	\$57,339,487

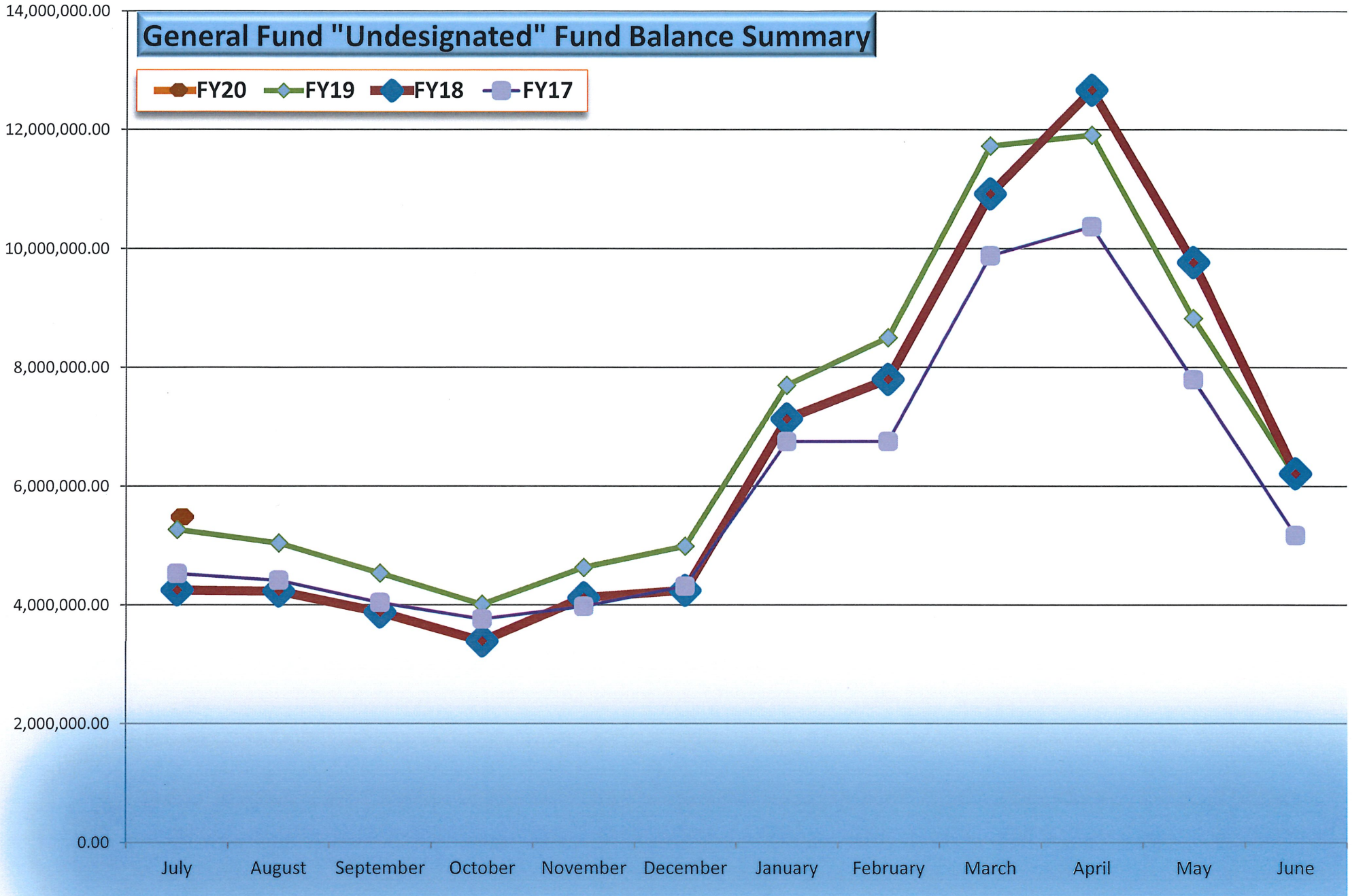
# General Fund Expenditure Budget to Actual Summary by Object JULY, 2019



	Salaries & Wages	Benefits	Contracted Services	Supplies & Materials	Other Charges	Debt Service	Capital Outlay	TOTAL Expenditures
<b>FYTD %</b>	2.02%	1.16%	2.11%	11.30%	26.31%	0	1.32%	3.50%
<b>FYTD Activity</b>	743,731.46	130,949.52	61,370.93	526,076.81	596,505.34	0	13,789.85	\$2,072,424
<b>FYTD Revised Bdgt</b>	36,798,292.00	11,248,599.00	2,905,463.00	4,655,014.00	2,266,312.35	287,205.00	1,044,753.00	\$59,205,638

# General Fund "Undesignated" Fund Balance Summary

FY20 FY19 FY18 FY17





Acct	Acct	2019-20 FYTD Budget	July 2019-20 Monthly Activity	2019-20 Year-To-Date	2019-20 Percent of Budget	2019-20 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
143	Central Cafeteria							
R	Revenue							
43521	Lunch Payments - Children	263,736.00	2,598.70	2,598.70	0.99%	261,137.30		261,137.30
43522	Lunch Payments - Adults	4,000.00	34.20	34.20	0.86%	3,965.80		3,965.80
43523	Income From Breakfast	35,951.00	247.80	247.80	0.69%	35,703.20		35,703.20
43525	A la Carte Sales	315,872.00	-5,438.40	-5,438.40	-1.72%	321,310.40		321,310.40
43990	Other Charges for Food Service	10,000.00	1,831.00	1,831.00	18.31%	8,169.00		8,169.00
44110	Interest Earned	3,000.00	516.60	516.60	17.22%	2,483.40		2,483.40
46520	School Food Service	16,455.00				16,455.00		16,455.00
47111	USDA School Lunch Program	907,812.00				907,812.00		907,812.00
47112	USDA Commodities	117,824.00				117,824.00		117,824.00
47113	Breakfast	342,887.00				342,887.00		342,887.00
47114	USDA - Other	161,354.00	7,931.90	7,931.90	4.92%	153,422.10		153,422.10
-----	Revenue	2,178,891.00	7,721.80	7,721.80	0.35%	2,171,169.20		2,171,169.20
E	Expense							
73100	Food Service	2,358,891.00	71.05	71.05	0.00%	2,358,819.95	2,762.00	2,356,057.95
-----	Expense	2,358,891.00	71.05	71.05	0.00%	2,358,819.95	2,762.00	2,356,057.95
-----	Central Cafeteria	-180,000.00	7,650.75	7,650.75	0.17%	-187,650.75	-2,762.00	-184,888.75
		=====	=====	=====	=====	=====	=====	=====
145	Other Education Funds							
R	Revenue							
44990	Other Local Revenues	32,929.00	2,050.00	2,050.00	6.23%	30,879.00		30,879.00
46590	Other State Education Funds	74,544.65				74,544.65		74,544.65
49800	Transfers In	73,374.00				73,374.00		73,374.00
-----	Revenue	180,847.65	2,050.00	2,050.00	1.13%	178,797.65		178,797.65

Acct	Acct	2019-20 FYTD Budget	July 2019-20 Monthly Activity	2019-20 Year-To-Date	2019-20 Percent of Budget	2019-20 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
145	Other Education Funds							
E	Expense							
72130	Other Student Support	102,985.65	3,215.41	3,215.41	3.12%	99,770.24		99,770.24
72210	Regular Inst. Support	249.00				249.00		249.00
72620	Maintenance of Plant	44,684.00				44,684.00		44,684.00
73300	Community Services	32,929.00				32,929.00		32,929.00
-----	Expense	180,847.65	3,215.41	3,215.41	1.78%	177,632.24		177,632.24
-----	Other Education Funds		-1,165.41	-1,165.41	1.46%	1,165.41		1,165.41
			=====	=====	=====	=====		=====
146	Extended School Program							
R	Revenue							
43581	Community Services Fees Child	473,067.00	34,418.40	34,418.40	7.28%	438,648.60		438,648.60
-----	Revenue	473,067.00	34,418.40	34,418.40	7.28%	438,648.60		438,648.60
E	Expense							
73300	Community Services	463,067.00	25,400.74	25,400.74	5.49%	437,666.26	1,843.75	435,822.51
99100	Transfers Out	10,000.00				10,000.00		10,000.00
-----	Expense	473,067.00	25,400.74	25,400.74	5.37%	447,666.26	1,843.75	445,822.51
-----	Extended School Program		9,017.66	9,017.66	6.32%	-9,017.66	-1,843.75	-7,173.91
			=====	=====	=====	=====		=====
Grand Revenue Totals		6,694,416.65	44,190.20	44,190.20	0.66%	6,650,226.45		6,650,226.45
Grand Expense Totals		6,874,416.65	79,437.55	79,437.55	1.16%	6,794,979.10	48,100.49	6,746,878.61
Grand Totals		180,000.00	35,247.35	35,247.35	19.58%	144,752.65	48,100.49	96,652.16
		Loss	Loss	Loss		Loss	Loss	Loss

**Combined Fund Balance and YTD Operating Statement Summary**  
**July, 2019**

Description	General	Federal	Food Service	Special	ECC
	Fund 141	Fund 142	Fund 143	Fund 145	Fund 146
Beginning Fund Balance July 1, 2019	8,571,837.40	0.00	808,715.52	2,508.79	88,759.66
Plus YTD Revenue per books 7/31/19	1,385,478.20	0.00	7,721.80	2,050.00	34,418.40
Less YTD Expenditures per books 7/31/19	(2,072,423.91)	(50,750.35)	(71.05)	(3,215.41)	(25,400.74)
Revenues Over (Under) Expenditures as of 7/31/19	(686,945.71)	(50,750.35)	7,650.75	(1,165.41)	9,017.66
Ending Fund Balance per books as of 7/31/19	7,884,891.69	(50,750.35)	\$816,366.27	1,343.38	97,777.32

**Fund Balance Restricted/Committed/Assigned Status**

Encumbrances and Deferred Revenue			\$ 30,522.70		
Restricted for-Extended Contract					
Restricted for Career Ladder Program	-1,040.32				
Restricted for Operation of Non-Instructional Services			605,843.57		97,777.32
Committed for Other Purposes (Vehicles- ERR Fund)	683,570.52				
Assigned for Instruction- Coordinated School Health	6,120.88				
Assigned for other local grants					
Assigned for Instruction - Education Foundation Grant	28,084.06				
Assigned for Instruction - TN Early Literacy Network	5,070.52				
Assigned for Instruction (APSI-ORHS)	14,698.25				
Assigned for Support Services FRC Local Funds (56)				4,558.79	
Nonspendable-Prepaid Expenditures					
Assigned to Balance FY20 Budget	1,666,151.00		180,000.00		
Unassigned Fund Balance 7/31/19	\$ 5,482,236.78	-50,750.35		-3,215.41	
Total Fund Balance 7/31/19	7,884,891.69	(\$50,750.35)	\$ 816,366.27	\$1,343.38	\$ 97,777.32

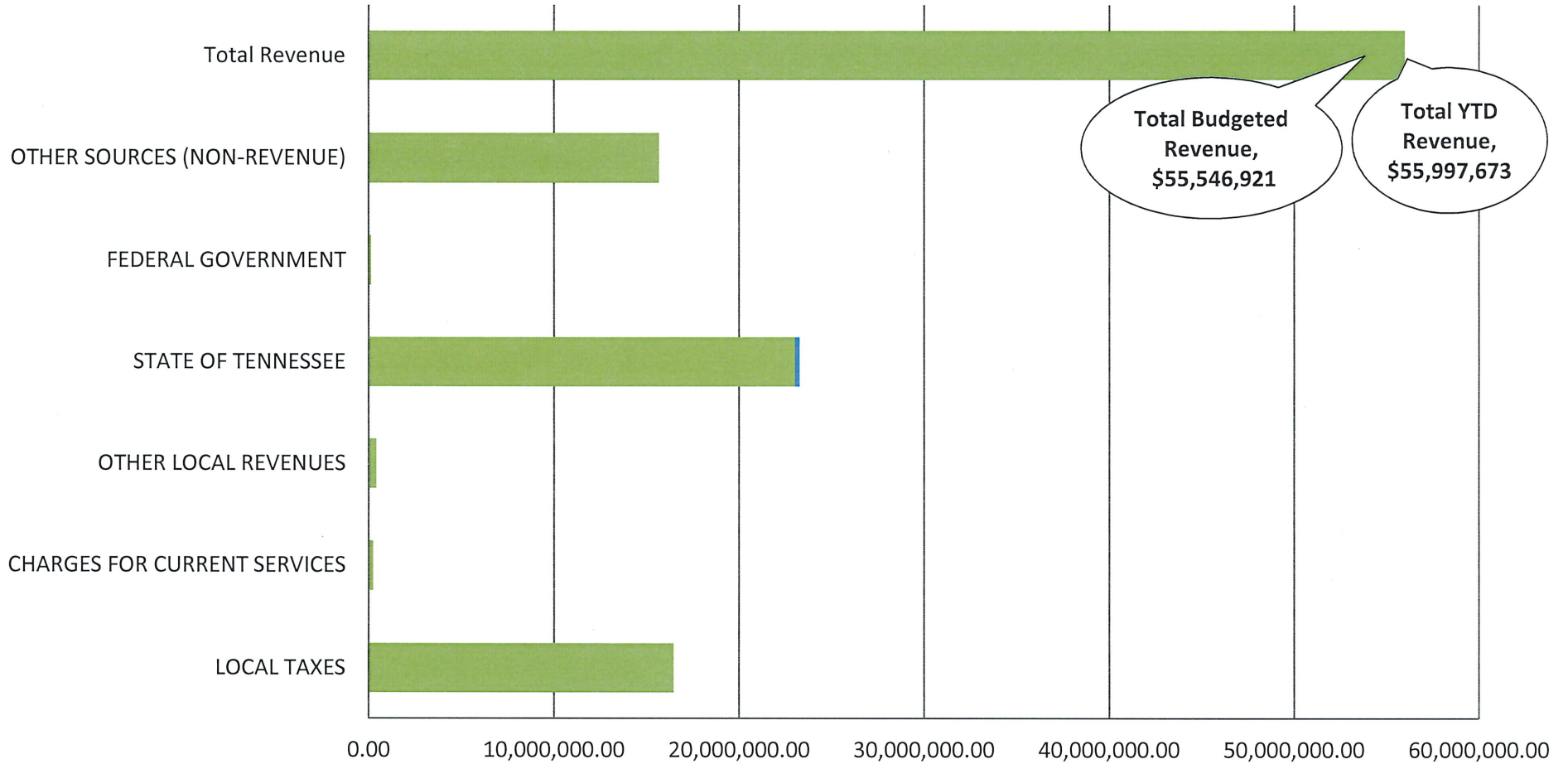
Acct	Acct	2018-19 FYTD Budget	June 2018-19 Monthly Activity	2018-19 Year-To-Date	2018-19 Percent of Budget	2018-19 Variance from Bud	Encumbered Amount	Unencumbered Budget Remaining
40110	Current Property Tax	10,831,807.00	203,127.12	10,592,827.43	97.79%	238,979.57		238,979.57
40210	Local Option Sales Tax	5,033,423.00	1,038,397.03	5,879,500.29	116.81%	-846,077.29		-846,077.29
40275	Mixed Drink Tax	250.00	18.83	161.88	64.75%	88.12		88.12
40280	Mineral Severance Tax	250.00		71.62	28.65%	178.38		178.38
43511	Tuition - Regular Day Students	240,000.00	2,231.67	239,192.46	99.66%	807.54		807.54
43513	Tuition - Summer School	5,000.00	10,620.00	10,900.00	218.00%	-5,900.00		-5,900.00
43533	Transportation Fees	10,000.00	765.00	4,010.00	40.10%	5,990.00		5,990.00
44110	Interest Earned	55,000.00	18,448.99	174,056.45	316.47%	-119,056.45		-119,056.45
44120	Lease/Rentals	18,000.00	15.00	14,059.00	78.11%	3,941.00		3,941.00
44170	Miscellaneous Refunds	2,500.00		7,921.83	316.87%	-5,421.83		-5,421.83
44530	Sale of Equipment	40,365.00	10,303.20	42,892.55	106.26%	-2,527.55		-2,527.55
44560	DAMAGES RECOVERED FROM INDIVID		750.00	914.34		-914.34		-914.34
44570	Contributions & Gifts	200,000.00		104,926.62	52.46%	95,073.38		95,073.38
44990	Other Local Revenues	75,000.00	38,155.72	84,644.94	112.86%	-9,644.94		-9,644.94
46511	Basic Education Program	22,021,000.00	2,234,909.54	22,210,309.54	100.86%	-189,309.54		-189,309.54
46515	Early Childhood Education	465,349.35	117,569.79	465,349.35	100.00%			
46590	Other State Education Funds	196,350.00	55,162.26	196,235.56	99.94%	114.44		114.44
46610	Career Ladder Program	155,000.00	1,181.10	137,405.45	88.65%	17,594.55		17,594.55
46980	Other State Grants	433,663.68	1,740.09	5,220.27	1.20%	428,443.41		428,443.41
46990	Other State Revenues	7,500.00	3,150.00	5,807.48	77.43%	1,692.52		1,692.52
47143	Special Education Grants	110,000.00		79,299.59	72.09%	30,700.41		30,700.41
47630	Public Law 874 - Maint/Operat.	40,000.00		57,577.98	143.94%	-17,577.98		-17,577.98
49700	Insurance Recovery	2,500.00	62,326.75	67,893.61	2,715.74%	-65,393.61		-65,393.61
49800	Transfers In	110,000.00	122,531.60	122,531.60	111.39%	-12,531.60		-12,531.60
49810	City General Fund Transfer	15,493,963.00	1,291,163.62	15,493,963.00	100.00%			
-----	Revenue	55,546,921.03	5,212,567.31	55,997,672.84	100.81%	-450,751.81		-450,751.81
		=====	=====	=====	=====	=====		=====
71100	Regular Instruction Prgm	26,192,784.52	3,712,156.16	26,046,462.25	99.44%	146,322.27		146,322.27
71150	Alternative Instruction Prgm	756,668.66	105,099.08	748,627.35	98.94%	8,041.31		8,041.31
71200	Special Education Prgm	4,135,549.00	570,481.30	4,078,133.73	98.61%	57,415.27		57,415.27
71300	Career/Technical Education Prg	1,151,426.00	147,689.86	1,123,495.59	97.57%	27,930.41		27,930.41
71900	Other	314,995.60				314,995.60		314,995.60
72120	Health Services	586,967.17	56,494.29	575,773.49	98.09%	11,193.68		11,193.68
72130	Other Student Support	1,555,566.39	164,904.63	1,508,367.15	96.97%	47,199.24		47,199.24
72210	Regular Inst. Support	2,703,456.74	323,265.77	2,599,460.21	96.15%	103,996.53		103,996.53
72220	Special Education Support	850,831.00	96,063.77	847,701.93	99.63%	3,129.07		3,129.07
72230	Career & Technical Prg Support	106,954.00	6,962.88	106,064.53	99.17%	889.47		889.47
72250	Technology Services	2,574,102.00	387,163.83	2,533,227.25	98.41%	40,874.75		40,874.75

Acct	Acct	2018-19 FYTD Budget	June 2018-19 Monthly Activity	2018-19 Year-To-Date	2018-19 Percent of Budget	2018-19 Variance from Bud	Encumbered Amount	Unencumbered Budget Remaining
72290	Communications	97,866.00	10,206.94	97,828.24	99.96%	37.76		37.76
72310	Board of Education	1,060,527.00	65,080.92	953,863.23	89.94%	106,663.77		106,663.77
72320	Director of Schools	345,456.00	29,701.65	336,038.84	97.27%	9,417.16		9,417.16
72410	Office of the Principal	3,445,737.00	292,922.67	3,419,740.98	99.25%	25,996.02		25,996.02
72510	Fiscal Services	749,213.26	59,105.44	738,696.32	98.60%	10,516.94		10,516.94
72520	Human Resources/ Personnel	354,938.34	28,566.01	352,288.22	99.25%	2,650.12		2,650.12
72610	Operation of Plant	4,387,934.00	595,369.74	4,272,897.52	97.38%	115,036.48		115,036.48
72620	Maintenance of Plant	1,785,903.00	195,124.07	1,753,949.96	98.21%	31,953.04		31,953.04
72710	Transportation	1,242,497.00	168,135.18	1,240,817.98	99.86%	1,679.02		1,679.02
73400	Early Childhood Education	465,349.35	72,434.47	465,349.35	100.00%			
73401	Pre-K General Fund	564,079.00	46,582.86	536,094.62	95.04%	27,984.38		27,984.38
76100	Regular Capital Outlay	790,891.00	178,044.52	750,720.17	94.92%	40,170.83		40,170.83
82130	Education Principal on Debt	411,755.00		411,755.03	100.00%	-0.03		-0.03
82230	Education Interest on Debt	13,245.00		13,244.97	100.00%	0.03		0.03
99100	Transfers Out	71,676.00	71,949.72	71,949.72	100.38%	-273.72		-273.72
-----	Expense	56,716,368.03	7,383,505.76	55,582,548.63	98.00%	1,133,819.40		1,133,819.40
-----	General Purpose School Fund	-1,169,447.00	-2,170,938.45	415,124.21	99.39%	-1,584,571.21		-1,584,571.21
Grand Revenue Totals		55,546,921.03	5,212,567.31	55,997,672.84	100.81%	-450,751.81		-450,751.81
Grand Expense Totals		56,716,368.03	7,383,505.76	55,582,548.63	98.00%	1,133,819.40		1,133,819.40
Grand Totals		1,169,447.00	2,170,938.45	415,124.21	-35.50%	1,584,571.21		1,584,571.21
		Loss	Loss	Profit		Loss		Loss

Number of Accounts: 1320

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

## General Fund Revenue Budget to Actual Summary - JUNE, 2019



	LOCAL TAXES	CHARGES FOR CURRENT SERVICES	OTHER LOCAL REVENUES	STATE OF TENNESSEE	FEDERAL GOVERNMENT	OTHER SOURCES (NON-REVENUE)	Total Revenue
■ Percent of Budget	103.82%	99.65%	109.86%	98.89%	91.25%	100.50%	100.81%
■ Year-To-Date	16,472,561.22	254,102.46	429,415.73	23,020,327.65	136,877.57	15,684,388.21	\$55,997,673
■ FYTD Budget	15,865,730.00	255,000.00	390,865.00	23,278,863.03	150,000.00	15,606,463.00	\$55,546,921

# General Fund Expenditure Budget to Actual Summary by Object JUNE, 2019

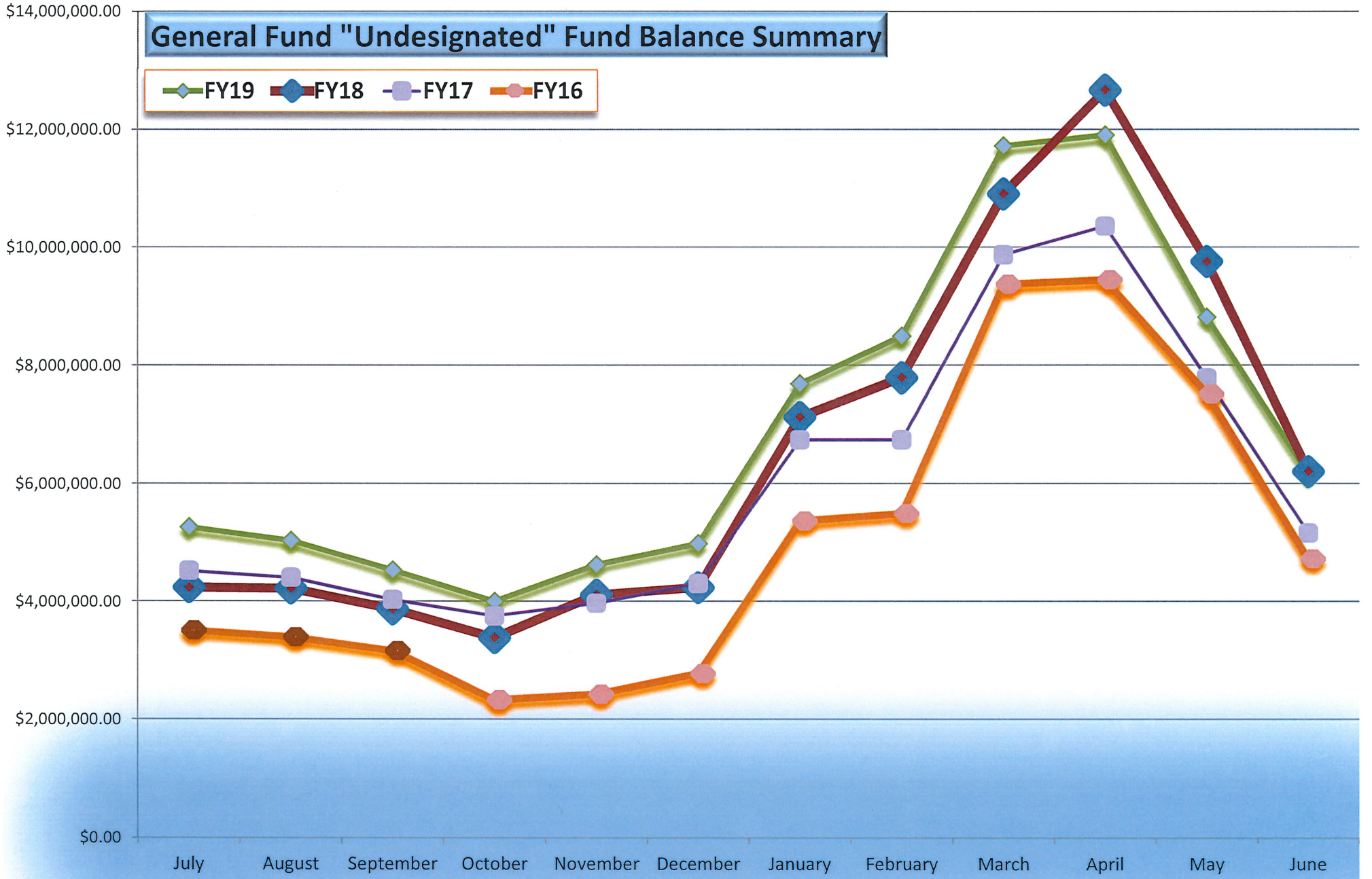


0.00      10,000,000.00      20,000,000.00      30,000,000.00      40,000,000.00      50,000,000.00      60,000,000.00

	Salaries & Wages	Benefits	Contracted Services	Supplies & Materials	Other Charges	Debt Service	Capital Outlay	TOTAL Expenditures
<b>FYTD %</b>	99.31%	98.28%	96.44%	95.36%	78.70%	100%	96.06%	98.00%
<b>FYTD Activity</b>	35,177,670.08	10,402,286.07	2,505,754.46	4,227,601.54	1,326,228.08	712,205.00	1,230,803.40	\$55,582,549
<b>FYTD Revised Bdgt</b>	35,421,472.03	10,584,725.35	2,598,326.88	4,433,130.44	1,685,202.46	712,205.00	1,281,305.87	\$56,716,368

# General Fund "Undesignated" Fund Balance Summary

FY19 FY18 FY17 FY16



Acct	Acct	2018-19 FYTD Budget	June 2018-19 Monthly Activity	2018-19 Year-To-Date	2018-19 Percent of Budget	2018-19 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
142	School Federal Projects							
R	Revenue							
47131	Vocational Program Improvement	70,752.79	13,230.04	67,710.59	95.70%	3,042.20		3,042.20
47141	Title I	1,011,729.90	241,875.26	972,289.29	96.10%	39,440.61		39,440.61
47143	Special Education Grants	1,121,175.72	240,114.59	1,053,451.43	93.96%	67,724.29		67,724.29
47145	Special Ed Pre-School Grants	32,515.00	10,328.64	32,489.02	99.92%	25.98		25.98
47146	English Lang Acq Grants	18,293.68	628.81	13,838.86	75.65%	4,454.82		4,454.82
47147	Title IV Part B, 21st Century	189,500.00	61,542.56	186,196.36	98.26%	3,303.64		3,303.64
47189	Title II	135,004.64	22,394.13	131,543.40	97.44%	3,461.24		3,461.24
47590	Other Federal Through State	492,833.27	89,963.44	124,547.59	25.27%	368,285.68		368,285.68
47990	Other Direct Fedral Revenue	924,945.00	214,895.63	883,582.84	95.53%	41,362.16		41,362.16
-----	Revenue	3,996,750.00	894,973.10	3,465,649.38	86.71%	531,100.62		531,100.62
E	Expense							
71100	Regular Instruction Prgm	793,226.12	138,863.80	766,187.82	96.59%	27,038.30		27,038.30
71200	Special Education Prgm	831,378.42	79,857.87	779,303.09	93.74%	52,075.33		52,075.33
71300	Career/Technical Education Prg	53,575.34	2,581.14	50,532.99	94.32%	3,042.35		3,042.35
71900	Other	333,726.08				333,726.08		333,726.08
72120	Health Services	12,520.25	1,126.48	12,277.85	98.06%	242.40		242.40
72130	Other Student Support	85,423.52	12,691.91	67,244.48	78.72%	18,179.04		18,179.04
72210	Regular Inst. Support	354,542.02	34,882.33	335,132.36	94.53%	19,409.66		19,409.66
72220	Special Education Support	244,222.02	19,948.87	234,152.05	95.88%	10,069.97		10,069.97
72230	Career & Technical Prg Support	1,075.98		1,075.98	100.00%			
72250	Technology Services	3,379.53		2,206.52	65.29%	1,173.01		1,173.01
72710	Transportation	56,518.08	11,400.61	45,793.61	81.02%	10,724.47		10,724.47
73100	Food Service	1,080.52	979.02	979.02	90.61%	101.50		101.50
73300	Community Services	1,105,971.00	153,489.65	1,061,832.01	96.01%	44,138.99	-175.00	44,313.99
99100	Transfers Out	120,111.12	108,931.60	108,931.60	90.69%	11,179.52		11,179.52
-----	Expense	3,996,750.00	564,753.28	3,465,649.38	86.71%	531,100.62	-175.00	531,275.62
-----	School Federal Projects		330,219.82		86.71%		175.00	-175.00
			=====		=====		=====	=====

Acct	Acct	2018-19 FYTD Budget	June 2018-19 Monthly Activity	2018-19 Year-To-Date	2018-19 Percent of Budget	2018-19 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
143	Central Cafeteria							
R	Revenue							
43521	Lunch Payments - Children	243,380.00	2,109.50	252,303.30	103.67%	-8,923.30		-8,923.30
43522	Lunch Payments - Adults	10,000.00	19.00	3,781.00	37.81%	6,219.00		6,219.00
43523	Income From Breakfast	35,236.00	183.20	25,456.60	72.25%	9,779.40		9,779.40
43525	A la Carte Sales	227,000.00	24,075.60	181,743.05	80.06%	45,256.95		45,256.95
43990	Other Charges for Food Service	10,000.00	7.00	58,929.70	589.30%	-48,929.70		-48,929.70
44110	Interest Earned	750.00	508.21	4,119.16	549.22%	-3,369.16		-3,369.16
46520	School Food Service	16,400.00		16,454.92	100.33%	-54.92		-54.92
47111	USDA School Lunch Program	881,371.00	7,514.29	964,330.59	109.41%	-82,959.59		-82,959.59
47112	USDA Commodities	129,645.00	137,666.40	137,666.40	106.19%	-8,021.40		-8,021.40
47113	Breakfast	332,900.00	3,609.57	385,846.99	115.90%	-52,946.99		-52,946.99
47114	USDA - Other	142,209.00	29,893.74	216,383.79	152.16%	-74,174.79		-74,174.79
-----	Revenue	2,028,891.00	205,586.51	2,247,015.50	110.75%	-218,124.50		-218,124.50
E	Expense							
73100	Food Service	2,208,891.00	412,074.99	2,099,639.68	95.05%	109,251.32		109,251.32
-----	Expense	2,208,891.00	412,074.99	2,099,639.68	95.05%	109,251.32		109,251.32
-----	Central Cafeteria	-180,000.00	-206,488.48	147,375.82	102.57%	-327,375.82		-327,375.82
=====								
145	Other Education Funds							
R	Revenue							
44990	Other Local Revenues	32,929.00	200.00	11,791.00	35.81%	21,138.00		21,138.00
46590	Other State Education Funds	75,544.97	21,377.96	72,993.94	96.62%	2,551.03		2,551.03
49800	Transfers In	71,676.00	71,949.72	71,949.72	100.38%	-273.72		-273.72
-----	Revenue	180,149.97	93,527.68	156,734.66	87.00%	23,415.31		23,415.31

Acct	Acct	2018-19 FYTD Budget	June 2018-19 Monthly Activity	2018-19 Year-To-Date	2018-19 Percent of Budget	2018-19 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
145	Other Education Funds							
E	Expense							
72130	Other Student Support	102,286.00	11,705.60	102,561.37	100.27%	-275.37		-275.37
72210	Regular Inst. Support	24,263.59	1,732.48	21,724.69	89.54%	2,538.90		2,538.90
72620	Maintenance of Plant	20,669.38	14,215.25	20,657.60	99.94%	11.78		11.78
73300	Community Services	32,931.00	152.17	15,957.89	48.46%	16,973.11		16,973.11
-----	Expense	180,149.97	27,805.50	160,901.55	89.32%	19,248.42		19,248.42
-----	Other Education Funds		65,722.18	-4,166.89	88.16%	4,166.89		4,166.89
			=====	=====	=====	=====		=====
146	Extended School Program							
R	Revenue							
43581	Community Services Fees Child	438,243.00	15,493.00	385,637.00	88.00%	52,606.00		52,606.00
49700	Insurance Recovery			500.00		-500.00		-500.00
-----	Revenue	438,243.00	15,493.00	386,137.00	88.11%	52,106.00		52,106.00
E	Expense							
73300	Community Services	443,243.00	34,598.87	388,594.59	87.67%	54,648.41		54,648.41
99100	Transfers Out	10,000.00	10,000.00	10,000.00	100.00%			
-----	Expense	453,243.00	44,598.87	398,594.59	87.94%	54,648.41		54,648.41
-----	Extended School Program	-15,000.00	-29,105.87	-12,457.59	88.03%	-2,542.41		-2,542.41
			=====	=====	=====	=====		=====
Grand Revenue Totals		6,644,033.97	1,209,580.29	6,255,536.54	94.15%	388,497.43		388,497.43
Grand Expense Totals		6,839,033.97	1,049,232.64	6,124,785.20	89.56%	714,248.77	-175.00	714,423.77
Grand Totals		195,000.00	160,347.65	130,751.34	-67.05%	325,751.34	175.00	325,926.34
		Loss	Profit	Profit		Loss	Profit	Loss

**Combined Fund Balance and YTD Operating Statement Summary  
June, 2019**

Description	General	Federal	Food Service	Special	ECC
	Fund 141	Fund 142	Fund 143	Fund 145	Fund 146
Beginning Fund Balance July 1, 2018	8,156,713.19	0.00	661,339.70	6,675.68	101,217.25
Plus YTD Revenue per books 6/30/19	55,997,672.84	3,465,649.38	2,247,015.50	156,734.66	386,137.00
Less YTD Expenditures per books 6/30/19	(55,582,548.63)	(3,465,649.38)	(2,099,639.68)	(160,901.55)	(398,594.59)
Revenues Over (Under) Expenditures as of 6/30/19	415,124.21	0.00	147,375.82	(4,166.89)	(12,457.59)
Ending Fund Balance per books as of 6/30/19	8,571,837.40	0.00	\$808,715.52	2,508.79	88,759.66

\*Beginning Balance increased due to audit adjusting entry to record Food Service Inventory

**Fund Balance Restricted/Committed/Assigned Status**

Encumbrances and Deferred Revenue	\$ 357.50		\$ 20,075.98		
Restricted for-Extended Contract					
Restricted for Career Ladder Program	-1,040.32				
Restricted for Operation of Non-Instructional Services			608,639.54		88,759.66
Committed for Other Purposes (Vehicles- ERR Fund)	683,570.52				
Assigned for Instruction- Coordinated School Health	6,120.88				
Assigned for other local grants					
Assigned for Instruction - Education Foundation Grant	28,084.06				
Assigned for Instruction - TN Early Literacy Network	5,070.52				
Assigned for Instruction (APSI-ORHS)	16,262.75				
Assigned for Support Services FRC Local Funds (56)				2,508.79	
Nonspendable-Prepaid Expenditures					
Assigned to Balance FY20 Budget	1,666,151.00		180,000.00		0.00
Unassigned Fund Balance 6/30/19	\$ 6,167,260.49	0.00		0.00	
<b>Total Fund Balance 6/30/19</b>	<b>8,571,837.40</b>	<b>\$0.00</b>	<b>\$ 808,715.52</b>	<b>\$2,508.79</b>	<b>\$ 88,759.66</b>



**MEMORANDUM**

**OAK RIDGE SCHOOLS**

**Bruce Lay**  
**Office of the Executive Director of School Leadership**  
**Memorandum No. 001**

**TO: Board of Education**

**DATE: August 15, 2019**

**SUBJECT: Blankenship Field Locker Room**

I am pleased to share that the Blankenship Revitalization Foundation has provided the funding to install an air conditioning unit in the home locker room at Blankenship Field. This is greatly appreciated and serves as another example of our community working in a collaborative manner to benefit our students and staff.