

# Regular Board of Education Meeting

August 22, 2022 5:00 PM

Robert J. Smallridge School Administration Building

## **I. Call to Order**

## **II. Pledge of Allegiance**

## **III. Approval of Agenda**

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

A. Good News

B. Oak Ridge Comprehensive Land Use Plan

## **V. Public Forum**

## **VI. Consent Agenda**

A. Board Minutes: 8-1-22

## **VII. Items for Action**

A. FY23 Board of Education Annual Agenda

B. ORPD MOU Live View Access to School Security Camera System

C. Request to Submit RMS for the TSBA School of the Year for Excellence in Architectural Design in the Renovation Category

D. FY23 Preschool Child & Adult Care Food Program (CACFP) Grant

E. FY23 Family Resource Center Grant

F. FY23 Fiscal Pre-Monitoring Supports Grant

G. FY23 TN ALLCorps Grant

H. FY23 ESSER 2.0 Grant

I. FY23 SySTEM Grant

J. FY23 Transition School to Work Grant

K. FY23 Innovative High Schools Model Grant

L. FY23 Epidemiology and Laboratory Capacity (ELC) Grant

M. Addition of a 1.0 FTE IHSM (iSchool) Teacher Assistant at ORHS

N. Oak Ridge High School Bowling Team

O. Board Policy 1.806 Advertising and Distribution of Materials in the Schools - First and Second Reading

P. Board Policy 4.403 Library Materials - First and Second Reading

Q. Board Policy 6.201 Compulsory Attendance Ages - First and Second Reading

## **VIII. Items for Information**

A. Financial Reports

## **IX. Items for Discussion**

## **X. Old Business**

## **XI. New Business**

## **XII. Communications**

## **XIII. Adjournment**

**OAK RIDGE BOARD OF EDUCATION  
ANNUAL AGENDA  
2022-2023**



**MEMBERS OF THE BOARD OF EDUCATION**

**Keys Fillauer – Chair  
Laura McLean – Vice Chair  
Angi Agle  
Ben Stephens  
Erin Webb**

## INTRODUCTION

The Annual Agenda highlights items for Board consideration as well as items for information. It is not intended to be all-inclusive and does not include routine business issues (e.g. approval of Board meeting minutes, budget amendments, etc.) The Annual Agenda is a work in progress. Items may be added at any board meeting.

Supportive data for items listed on the Annual Agenda will be provided as a part of the agenda that is sent to board members prior to each Board meeting.

### July (held in August)

- Oak Ridge Schools Personnel Advisory Board
- Oak Ridge Schools Sick Leave Bank Board of Trustees
- Home Depot Blanket Purchase Order
- Preschool Head Start COLA and Quality Improvement Fund
- July Board Policy Review

### August

- August Board Policy Review
- Audit Contract

### September

- September Board Policy Review
- Internal Schools Funds Audit

### October

- Compliance Report
- Comparability Report
- October Board Policy Review

### November

- Proposed Budget Timeline
- Head Start Self-Assessment
- Board of Education Self-Evaluation
- November Board Policy Review

### **December (held in January)**

- District School Calendar
- Tenure Status for Eligible Staff Members
- Audit
- Superintendent's Evaluation
- December Board Policy Review

### **January**

- School Board Appreciation Week
- Extension of Superintendent's Contract
- ORHS New Course Requests
- January Board Policy Review

### **February**

- February Board Policy Review

### **March**

- OREA Salary Proposal
- Principals' Salary Proposal
- Selection of Oak Ridge Schools Volunteer of the Year
- Non-Resident Tuition Rates
- March Board Policy Review

### **April**

- Summer School Fees
- Budget Concepts
- Recognition of Oak Ridge Schools Volunteer of the Year
- Textbook Adoption Committee
- April Board Policy Review

### **May**

- Oak Ridge Schools Student Recognition Award

- Recognition of Oak Ridge Schools Retirees
- Budget Work Sessions and Final Adoption of Budget
- Student Class Fees
- Food Service Contract Renewal
- Board Meeting Calendar
- May Board Policy Review

## June

- Annual Copy Paper Bid
- Oak Ridge Schools Student Discipline Code of Conduct
- Differentiated Pay Plan
- June Board Policy Review

Dr. Borchers,

We recently provided the Oak Ridge Police Department 24/7 access to outside security cameras for all school facilities. Given the concerning events that have taken place in schools across the country we are now recommending that the camera access be expanded to include interior cameras during training or response to an emergency situation. This action will better support the ORPD in responding to a potential inside safety concern.

**MEMORANDUM OF UNDERSTANDING  
AMENDMENT #1  
(Live View Access to Exterior and Interior School Security Cameras)**

This Amendment #1, dated this the \_\_\_\_ day of August 2022, amends the Memorandum of Understanding, undated, between the City of Oak Ridge, Tennessee (hereinafter referred to as the "City"), and the Oak Ridge Board of Education (hereinafter referred to as the "Schools").

WITNESSETH

WHEREAS, the City and the Schools signed a Memorandum of Understanding regarding live view access by the City's First Responders to the Schools' exterior video surveillance cameras for the term of July 1, 2021 through June 30, 2023; and

WHEREAS, the City and the Schools desire to amend the Memorandum of Understanding to include live view access to interior video surveillance cameras as well,

NOW, THEREFORE, in consideration of the mutual promises and representations contained herein, the City and the Schools do hereby agree to amend the Memorandum of Understanding as follows:

1. Section 3, First Responders' Camera Access, is hereby amended by adding a new subsection as follows:
  - E. **Interior Security Cameras.** The City's First Responders may access the Schools' interior security/surveillance cameras at each school location without limitation, at the City's own cost and expense and subject to the covenants contained herein. All provisions applicable to access, dissemination of data, training, and confidentiality that pertain to Exterior Security Cameras is also similarly applicable to interior security/surveillance cameras.
2. All provisions of the Memorandum of Understanding not in conflict with this Amendment #1 shall remain in full force and effect.

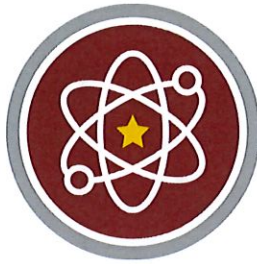
NOW, THEREFORE, this Amendment #1 to the Memorandum of Understanding has been agreed to by the parties as indicated by the authorized signatures below.

\_\_\_\_\_  
Chairman, Oak Ridge Board of Education

\_\_\_\_\_  
City Manager, City of Oak Ridge

\_\_\_\_\_  
Superintendent, Oak Ridge Board of Education

\_\_\_\_\_  
City Attorney, City of Oak Ridge



# Oak Ridge

SCHOOLS

Maintenance and Operations

**DATE: August 17, 2022**

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

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

**SUBJECT: TSBA Award Submission Request**

Mr. Lay,

I am recommending that the Oak Ridge Schools Board of Education approve the request from Cope and Associates to submit the remodel work of Robertsville Middle School to the Tennessee School Boards Association (TSBA) for consideration of TSBA School of the Year Award under the renovation category. Pete Ludman, the lead architect for the project will compile the submission forms and will coordinate photographs of the project. A link to the awards is included for your reference.

<https://tsba.net/services/awards-and-recognition/#1656295663842-032d855f-f720>

Thank you,

Allen Thacker

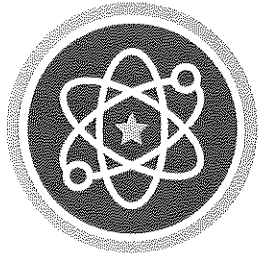
Supervisor of Maintenance and Operations.

**Maintenance Office**

100 Woodbury, Oak Ridge, TN 37830

(865) 425-3171

www.ortn.edu



# Oak Ridge Schools

## PRESCHOOL

### Rationale for Board Approval of Preschool CACFP Food Grant

2022-2023

I respectfully request approval of the CACFP Food Grant for the Preschool. This grant provides the breakfast, lunch and snack each day for all Preschool students. The grant is not prepared for a set amount. It is on a reimbursement basis. The application and estimated budget are included.

If you have any questions, please do not hesitate to contact me.

Respectfully,

Mrs. Lisa M Downard

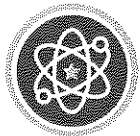
Principal

157 Carver Ave | Oak Ridge, TN 37830

[lmdownard@ortn.edu](mailto:lmdownard@ortn.edu) | (865) 425-9101

[www.ortn.edu](http://www.ortn.edu)

Every student prepared for college, career, and life success



# Oak Ridge Schools

## PRESCHOOL

## Child & Adult Care Food Program Sponsor Application for 2022 - 2023

00446 Status: Active  
**OAK RIDGE SCHOOLS**  
 DBA:  
 157 Carver Ave  
 Oak Ridge, TN 37830-5217

Type of Agency: Educational Institution  
 Agreement Type: Sponsor of Affiliated Sites

Code	Warning Description
301040	In order to be eligible for this program, a documented monitoring plan must be developed and adhered to.

Version: Original

### Sponsor Type

1. Does your organization operate the CACFP in any other state(s)?  Yes  No

Name(s) of State(s):

2. Projected Program Start Date: 10/01/2022 Projected Program End Date: 09/30/2023

### Addresses

#### Physical Address

3. Address Line 1: 157 Carver Ave  
 Address Line 2:  
 4. City: Oak Ridge  
 5. State: TN Zip: 37830-5217 USPS Zip Code Lookup  
 6. County: Anderson County (001)

#### Mailing Address

7. Address Line 1: 157 Carver Ave  
 Address Line 2:  
 8. City: Oak Ridge  
 9. State: TN Zip: 37830-5217 USPS Zip Code Lookup

### Contacts

#### Program Contact

The Program Contact must be an individual who has been authorized to act on behalf of the Sponsor by agreeing to and signing the Statement of Authority.

	Salutation	First Name	Last Name
10. Name:	Ms.	Lisa	Downard
11. Date of Birth:	09/15/1967 (mm/dd/yyyy)		
12. Email Address:	lmdownard@ortn.edu		
13. Facility Phone:	(865) 425-9101	Ext:	Fax: (865) 425-9120
14. Cell/Alt Phone:			
15. Title:	Principal		

#### Executive Director/Owner

	Salutation	First Name	Last Name
16. Name:	Ms.	Lisa	Downard
17. Date of Birth:	09/15/1967 (mm/dd/yyyy)		
18. Email Address:	lmdownard@ortn.edu		

19. Facility Phone: (865) 425-9101 Ext: Fax: (865) 425-9120  
 20. Cell/Alt Phone:  
 21. Title: Principal

**Claim Preparer**

- |                     | Salutation              | First Name | Last Name           |
|---------------------|-------------------------|------------|---------------------|
| 22. Name:           | Ms.                     | Kimberly   | Tuck                |
| 23. Date of Birth:  | 12/26/1975 (mm/dd/yyyy) |            |                     |
| 24. Email Address:  | ktuck@ortn.edu          |            |                     |
| 25. Facility Phone: | (865) 425-9101          | Ext:       | Fax: (865) 425-9120 |
| 26. Cell/Alt Phone: |                         |            |                     |
| 27. Title:          | Secretary               |            |                     |

**Authorized Individual**

An Authorized Individual is an individual who has been authorized to act on behalf of the Sponsor by agreeing to and signing the Statement of Authority.

- |                     | Salutation              | First Name | Last Name           |
|---------------------|-------------------------|------------|---------------------|
| 28. Name:           | Ms.                     | Lisa       | Downard             |
| 29. Date of Birth:  | 09/15/1967 (mm/dd/yyyy) |            |                     |
| 30. Email Address:  | lmdownard@ortn.edu      |            |                     |
| 31. Facility Phone: | (865) 425-9101          | Ext:       | Fax: (865) 425-9120 |
| 32. Cell/Alt Phone: |                         |            |                     |
| 33. Title:          | Principal               |            |                     |

**Ethnicity Data**

Provide the ethnic makeup of the participants served by the Sponsor's service area.

34. Geographic Area (enter percentages)
- |                         |         |
|-------------------------|---------|
| Hispanic or Latino:     | 6.80 %  |
| Non-Hispanic or Latino: | 93.20 % |

Provide the ethnic makeup of the participants served by the Sponsor. Provide actual numbers of enrolled participants at all sites.

35. Program Participants (enter number of enrolled participants)
- |                         |     |         |
|-------------------------|-----|---------|
| Hispanic or Latino:     | 25  | 12.50 % |
| Non-Hispanic or Latino: | 175 | 87.50 % |

**Racial Data**

Provide the racial makeup of the participants served by the Sponsor's service area.

36. Geographic Area (enter percentages)
- |                                      |         |
|--------------------------------------|---------|
| American Indian or Alaskan Native:   | 0.40 %  |
| Asian:                               | 3.10 %  |
| Black or African American:           | 16.20 % |
| Native Hawaiian or Pacific Islander: | 0.20 %  |
| White:                               | 80.10 % |

Provide the racial makeup of the participants served by the Sponsor. Provide actual numbers of enrolled participants at all sites.

37. Program Participants (enter number of enrolled participants)
- |                                    |   |        |
|------------------------------------|---|--------|
| American Indian or Alaskan Native: | 0 | 0.00 % |
| Asian:                             | 3 | 1.89 % |

Black or African American: 36 22.64 %  
 Native Hawaiian or Pacific Islander: 0 0.00 %  
 White: 120 75.47 %

38. Identify the source of the ethnic and racial data for the geographic area.

US Census Bureau for the city of Oak Ridge (census.gov)

39. Describe your procedure to collect and maintain ethnic and racial data of children enrolled in participating centers.

Use of Oak Ridge Schools' application and enrollment forms for CACFP

**General Questions**

- 40. Has the Sponsor received \$750,000 or more in TOTAL federal funds for any programs administered?  Yes  No
- 41. Do you have a documented monitoring plan for monitoring your sites?  Yes  No
- 42. Do you prefer Cash-in-Lieu of Commodities instead of Donated Foods?  Yes  No
- 43. Are you a church?  Yes  No

**Certification**

44. Federal regulations require an agency to certify information regarding past business participation and criminal background. Please answer the following questions:

- 1. Has the agency or any of the agency's principals participated in any publicly funded programs within the past seven years?  Yes  No

**NOTE: Principal** means any individual who holds a management position within, or is an officer of, the Sponsor (sponsor), including all members of the Sponsor's board of directors, or otherwise exercises control of, or determines the actions of, the Sponsor.

**Publicly funded** means money that is received from a local, state, or federal governmental agency.

If yes, submit a listing of the publicly funded programs in which the Sponsor and its principals have participated in the past seven years and currently participate in:

- 2. Within the past seven years, has the Sponsor or any principals been declared ineligible to participate in any other publicly funded programs for violating program requirements?  Yes  No

If yes, answer question #3.

- 3. Were the violations corrected and eligibility restored, including payments of debts owed?  Yes  No

If yes, submit documentation of reinstatement, including proof of payment of debts owed, if applicable.  
 If no, submit a detailed explanation.

- 4. Has the Sponsor or any of the Sponsor's principals been convicted of any activity that occurred within the past seven years that indicated a lack of business integrity?  Yes  No

**NOTE: A lack of business integrity** includes fraud, antitrust violations, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, receiving stolen property, making false claims, and obstruction of justice.

If yes, submit a detailed explanation.

- 45.  This is to certify that this Sponsor intends that all electronic signatures executed by our employees, agents, or representatives, located anywhere in the world, are legally binding equivalent of traditional handwritten signatures. By checking the box, this Sponsor is certifying by electronic signature that neither the Sponsor nor its principals/authorized representatives is presently debarred, suspended, proposed for debarment, declared ineligible, disqualified, or voluntarily excluded from participation in this transaction by any Federal/State department or agency.

I certify under penalty of perjury that the information on these application forms is true and correct, and that I will immediately report to the State any changes that occur to the

information submitted. I understand that this information is being given in connection with receipt of federal funds. The State may verify information; and the deliberate misrepresentation of information will subject me to prosecution under applicable federal and state criminal statutes.

On behalf of the Sponsor, I hereby agree to comply with all state and federal laws and regulations governing the Child Nutrition Programs administered by the State. In accordance with Federal law and U.S. Department of Agriculture policy, this Sponsor does not discriminate on the basis of race, color, national origin, sex, age or disability. I will ensure that all monthly claims for reimbursement are true and correct and that records are available to support these claims.

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### Child & Adult Care Food Program Sponsor Budget for 2022 - 2023

00446 Status: Active  
**OAK RIDGE SCHOOLS**  
 DBA:  
 157 Carver Ave  
 Oak Ridge, TN 37830-5217

Type of Agency: Educational Institution  
 Agreement Type: Sponsor of Affiliated Sites

**Budget Version:** Original

	Sponsor Complete This Column	FOR STATE USE ONLY Approved	
<b>A. Anticipated Annual CACFP Revenue</b>			
1. Number of sites anticipated for sponsorship	1		
2. Total Annual CACFP Revenue from prior 12 months	\$ 161,057.92	\$0.00	
<b>B. Projected Operating Costs: Labor</b>			
Executive Staff	\$29,500.00	\$0.00	
Management Staff	\$18,500.00	\$0.00	
Staff	\$21,000.00	\$0.00	
<b>C. Projected Administrative Costs: Labor</b>			
Executive Staff	\$0.00	\$0.00	
Management Staff	\$0.00	\$0.00	
Staff	\$0.00	\$0.00	
<b>D. Projected Operating Costs</b>			
	Brief Description	Projected Cost	Approved Cost
1. Food Purchases	Edible/Food	\$ 100,000.00	\$0.00
2. Meal Contracts (meal cost)		\$ 0.00	\$0.00
3. Mileage (meal transporting cost)		\$ 0.00	\$0.00
4. Non-Food Supplies	Non-edible items; e.g. plates, forks, napk	\$ 15,000.00	\$0.00
5. Printing/Postage/Com munications	menus, flyers, postings	\$ 500.00	\$0.00
6. Purchased Services		\$ 0.00	\$0.00
7. Food Service Space		\$ 0.00	\$0.00
8. Reimbursement to Unaffiliated Centers		\$ 0.00	\$0.00
<b>Total Operating Costs</b>		<b>\$184,500.00</b>	<b>\$0.00</b>

#### **E. Net Operating Amount**

1. Difference (A-D)	\$-23,442.08	\$0.00
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### F. Projected Administrative CACFP Expenditures

Brief Description	Projected Cost	Approved Cost
1. Durable Supplies under \$5,000	\$ 0.00	\$0.00
2. Office Materials (Expendable) Supplies	\$ 0.00	\$0.00
3. Equipment Purchases over \$5,000	\$ 0.00	\$0.00
4. Equipment Rental/Lease	\$ 0.00	\$0.00
5. Printing/Postage/Communications	\$ 0.00	\$0.00
6. Office Space/Rental/Lease/Depreciation Use Allowance	\$ 0.00	\$0.00
7. Utilities/Facility Maintenance/Janitorial Services	\$ 0.00	\$0.00
8. Travel for Program Operations	\$ 0.00	\$0.00
9. Center Workshops/Participant Training	\$ 0.00	\$0.00
10. Nutrition Education Materials	\$ 0.00	\$0.00
11. Meetings, Conferences, and Staff Training	\$ 0.00	\$0.00
12. Contracted/Professional Services	\$ 0.00	\$0.00
13. Insurance Premiums	\$ 0.00	\$0.00
14. Bonds	\$ 0.00	\$0.00
15. Memberships/Subscriptions/Professional Activities	\$ 0.00	\$0.00
16. Other Administrative Expenditures/Advertising	\$ 0.00	\$0.00
<b>Total Administrative Costs</b>	<b>\$0.00</b>	<b>\$0.00</b>

### G. Summary

1. Total Expenditures (Operating and Administrative)	\$184,500.00	\$0.00
2. Total Anticipated Annual CACFP Reimbursement	\$ 184,500.00	\$0.00
3. Prior Year Carryover Non Profit Food Program Revenue	\$ 0.00	\$0.00
4. Total Other Revenue	\$ 0.00	\$0.00
Explanation of Source of Other Revenue		

5. Total Revenue (G2 + G3 + G4)	\$184,500.00	\$0.00
6. Net Balance (G5 Total Revenue – G1 Total Expenditures)	\$0.00	\$0.00
7. <input type="checkbox"/> There are expenditures that require prior approval or specific written prior approval (SPWA).		

**Certification**

---

I certify that the information on this form, and supporting documents, is true and correct and that I will immediately report to the Department of Human Services any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The Department of Human Services may verify information; and the deliberate misrepresentation or withholding of information may result in prosecution under applicable state and federal statutes.

**Document Attachments**

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Actions	Notes	Version	Uploaded By
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Add an attachment

Created By: lmdownard@ortn.edu on: 7/27/2022 5:38:28 PM Modified By: lmdownard@ortn.edu on: 7/29/2022 8:16:55 AM

**Family Resource Center  
Key Points of Interest for BOE  
2021/22 School Year**

- ❖ The FRC began in 1993 with 13 centers. The Oak Ridge Schools was one of the original centers. The director has been with the program since the conception of the program. We added a part time staff member twelve years ago to operate the satellite office at Glenwood. This has allowed us to meet the needs of students and families though out the Oak Ridge community. This is our 29th year of service. The mission of the Family Resource Center is to break down barriers to a child's educational success and to eliminate problems that keep families from becoming fully functioning and independent members of our community. A volunteer board of at least 50% parents (per grant requirement) governs the FRC. The FRC met all grant requirements for the 2021/22 school year.
- ❖ The center directly served 470 unduplicated families affecting 1066 children. Many families received multiple services.
- ❖ The FRC received \$46,014.00 in monetary donations and \$284,041.84 in kind services to benefit our ORS children and families this school year totaling \$330,055.84.
- ❖ During the 2021/22 school year, the FRC provided case management to 136 families. We provided direct emergency assistance to 99 families by utilizing donations made to the FRC. The barriers that our families encountered ranged from homelessness and job loss, medical needs and attendance issues to assistance accessing community resources and navigating the social services systems. We provided 18,980 direct contacts with families and providers.
- ❖ The FRC networked with over 175 professional, medical and social service providers to meet the needs of children and families. A total of 1,752 referrals were made through the information and referral process to meet each family's individual needs.
- ❖ The FRC collaborated with ADFAC to provide 959 students with a backpack and school supplies. The in-kind donation was \$47,950. The FRC director presently serve on the ADFAC Board of Directors and sits on the School Supply and Housing Assistance Program committees. Also received school supplies from Robertsville Baptist Church and private donors allowing the FRC to serve an additional 239 students for a total of 1198 students served.
- ❖ The FRC partnered with Second Harvest and the First United Methodist Church of Oak Ridge to provide food each week through the *Backpack Food 4 Kids* program for 360 children in the Oak Ridge Schools by utilizing monthly volunteers to pack and deliver packed food bags to all OR schools. Volunteers logged 493 hours backing and delivering these food bags to all participating ORS. The total in kind donation is \$50,083.34.

- ❖ Partnership with Rack Room Shoes That Fit program provided \$9,200.00 gift card from to purchase shoes for children throughout the year. We also received \$300.00 donation of shoes from Milestone Church and a \$200.00 donation from Oak Ridge Scottish Rite Club.
- ❖ The FRC served 255 families impacting 675 children at Christmas. The center coordinated the Angel Tree project system-wide by utilizing 40 community partners, 41 generous individual sponsors and multiple private donations.
- ❖ The FRC coordinated efforts to provide 198 families with Thanksgiving meals and 43 families with Easter food baskets.
- ❖ Food insufficiency is also a concern for the families the center serves. We partnered with local food pantries and churches to make sure families had access to food. A total of 321 referrals were made to local food pantries.
- ❖ Through a United Way grant to Legal Aid of Middle Tennessee and the Cumberlandds, families identified through the FRC can receive legal well checks. We made nine referrals this school year. These referrals allowed our children and families to resolve issues that were preventing them from being contributing independent members of our community.
- ❖ FRC director has assisted /mentored students that have struggled with their behavior and /or classwork in their homeroom classes and offered parenting support to their families. This is an opportunity to problem solve with students and assist them in being successful in the classroom. As a member of the WB leadership team, the FRC participates in PBIS data team and provides Tier 2 Behavior RTI strategies such as BEARS check in/check out program. FRC director served as a liaison to Helen Ross McNabb Center therapist assigned to Willow Brook. This program served 54 students this school year. Therapist also collaborated with FRC director to provide a parent workshop on understanding bullying and what to do if you suspect it is happening.
- ❖ WB started the Readers and Leaders tutoring program again in November when volunteers were allowed back into the building. We had a total of 7 tutors return to the program. One additional tutor arranged Zoom meetings with their student after FRC worked with parent for permission and to educate the parent on Zoom.
- ❖ Attendance continued to be an important component of FRC services and chronic absenteeism is now a mandated FRC area of service. FRC staff members were important members of their home school attendance interventions. This updated data was shared with the school's parent involvement committee and the FRC Advisory Council regarding the continuation of this goal and what other interventions to add.
- ❖ FRC Staff served on host school committees to include host school safety response team, attendance teams, Parent Advisory Committee, PBIS support team, TIS team, attended parent teacher conferences and IEP meetings and served on various community boards and committees.

The FRC director has also provided professional development for ORS and civic organizations in the community.

Submitted by: Jo Bruce

Date: 6/1/2022

**ATTACHMENT B****GRANT BUDGET****GRANTEE****OAK RIDGE SCHOOLS****PROGRAM AREA:****[Family Resource Center 2022-2023]**

Refer to Department of Finance and Administration Policy 03, Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A for further definition of each expense object line-item in the model budget format. Policy 03 can be found on the Internet at: <http://www.state.tn.us/finance/rds/ocr/policy03.pdf>

**THE FOLLOWING IS APPLICABLE TO EXPENSE INCURRED IN THE PERIOD: [07/01/21] through [06/30/22]**

POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY (detail schedule(s) attached as applicable)	GRANT CONTRACT	GRANTEE MATCH (participation)	TOTAL PROJECT
1	Salaries	\$24,018.65	\$61,323.35	\$85,342.00
2	Benefits & Taxes %	\$0.00	\$18,177.00	\$18,177.00
4, 15	Professional Fees / Grant Awards (detail attached)	\$0.00	\$0.00	\$0.00
5	Supplies	\$3,093.00	\$0.00	\$3,093.00
6	Telephone	\$0.00	\$0.00	\$0.00
7	Postage & Shipping	\$500.00	\$0.00	\$500.00
8	Occupancy	\$0.00	\$0.00	\$0.00
9	Equipment Rental & Maintenance	\$0.00	\$0.00	\$0.00
10	Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel / Conferences & Meetings	\$2,000.00	\$0.00	\$2,000.00
13	Interest (detail attached)	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance to Individuals	\$0.00	\$0.00	\$0.00
17	Depreciation (detail attached)	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel (detail attached)	\$0.00	\$0.00	\$0.00
20	Capital Purchase (detail attached)	\$0.00	\$0.00	\$0.00
22	Indirect Cost []	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	<b>GRAND TOTAL</b>	<b>\$29,611.65</b>	<b>\$79,500.35</b>	<b>\$109,112.00</b>

## GRANT BUDGET DETAIL

LINE-ITEM DETAIL FOR: <b>[PROFESSIONAL FEE/ GRANT &amp; AWARD]</b>	AMOUNT
[SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT LINE AS NECESSARY)]	\$0.00
[SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT LINE AS NECESSARY)]	\$0.00
<b>TOTAL</b>	<b>\$0.00</b>

LINE-ITEM DETAIL FOR: <b>[INTEREST]</b>	AMOUNT
[SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT LINE AS NECESSARY)]	\$0.00
[SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT LINE AS NECESSARY)]	\$0.00
<b>TOTAL</b>	<b>\$0.00</b>

LINE-ITEM DETAIL FOR: <b>[DEPRECIATION]</b>	AMOUNT
[SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT LINE AS NECESSARY)]	\$0.00
[SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT LINE AS NECESSARY)]	\$0.00
<b>TOTAL</b>	<b>\$0.00</b>

LINE-ITEM DETAIL FOR: <b>[OTHER NON-PERSONNEL]</b>	AMOUNT
	\$0.00
	\$0.00
<b>TOTAL</b>	<b>\$0.00</b>

LINE-ITEM DETAIL FOR: <b>[CAPITAL PURCHASE]</b>	AMOUNT
	\$0.00
[SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT LINE AS NECESSARY)]	\$0.00
<b>TOTAL</b>	<b>\$0.00</b>

LINE-ITEM DETAIL FOR: <b>[SUBJECT LINE-ITEM]</b>	AMOUNT
[SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT LINE AS NECESSARY)]	\$0.00
[SPECIFIC, DESCRIPTIVE, DETAIL (REPEAT LINE AS NECESSARY)]	\$0.00
<b>TOTAL</b>	<b>\$0.00</b>



# Oak Ridge Schools

OFFICE OF  
Finance Director

Telephone (865) 425-9004

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## MEMORANDUM

**To:** Dr. Bruce Borchers, Superintendent of Schools  
**From:** Jenifer Van Dyke, Finance Director *JVD*  
**Subject:** **Fiscal Pre-Monitoring Supports Grant**  
**Date:** August 9, 2022

I recommend the Oak Ridge Schools Board of Education approve the FY23 Fiscal Pre-Monitoring Supports Grant in the amount of \$46,200. This is the continuation of the FY22 grant and is to assist Oak Ridge Schools in contracting with Brustein & Manasevit, PLLC to provide technical assistance in the area of grants compliance.



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### Budget Overview

Oak Ridge (012) Public District - FY 2023 - Fiscal Pre-Monitoring Supports Grant - Rev 0 - Fiscal Pre-Monitoring Supports Grant

Go To ▶

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Account Number	72510 - Fiscal Services	Total
<b>Line Item Number</b>		
399 - Other Contracted Services	46,200.00	46,200.00
<b>Total</b>	46,200.00	46,200.00
	<b>Adjusted Allocation</b>	46,200.00
	<b>Remaining</b>	0.00

VanDyke, Jenifer

Go To ▶

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 Session Timeout  
 00:29:49



MEMORANDUM

Dr. Kelly Williams

Executive Director, Office of Teaching and Learning

TO: Board of Education

DATE: 8/4/22

SUBJECT: Item for Action: TN ALL Corps grant FY23

I recommend the approval of the FY23 TN ALL Corps grant from TDOE. This grant provides funding for before/after school academic tutoring for students in grades K-8. These funds are allocated in FY23 TN ALLCorps accounts 142-72210-189 through 72710-399.

Budget

**Oak Ridge (012) Public District - FY 2023 - TN ALL Corps - Rev 0 - TN ALL Corps**

<b>Account Number</b>	<b>Total</b>
71100 - Regular Instruction Program	\$0.00
71200 - Special Education Program	\$0.00
72210 - Support Services/Regular Instruction Program	\$245,400.00
72220 - Support Services/Special Education Program	\$0.00
72250 - Education Technology	\$0.00
72310 - Board of Education	\$0.00
72410 - Office of the Principal	\$0.00
72610 - Operation of Plant	\$0.00
72710 - Transportation	\$50,000.00
73100 - Food Service	\$0.00
73300 - Community Services	\$0.00
76100 - Regular Capital Outlay	\$0.00
<b>Total</b>	<b>\$295,400.00</b>
<b>Adjusted Allocation</b>	<b>\$295,400.00</b>
<b>Remaining</b>	<b>\$0.00</b>

Budget Detail

**Oak Ridge (012) Public District - FY 2023 - TN ALL Corps - Rev 0 - TN ALL Corps**

72210 - Support Services/Regular Instruction Program - \$245,400.00 ▼

Budget Detail		Narrative Description
<b>Account Number:</b>	72210 - Support Services/Regular Instruction Program	Tutor stipends/salary: 60 tutors at \$3,400 - \$204,000 Glenwood 10 tutors- Linden 10 tutors Willow Brook 10 tutors Woodland 10 tutors Jefferson 10 tutors Robertsville 10 tutors
<b>Line Item Number:</b>	189 - Other Salaries & Wages	
<b>Focus Area:</b>	Tutor Stipends/Salaries	
<b>School Type:</b>	Traditional Public School	
<b>Optional Program Code:</b>		
<b>Location Code:</b>	Oak Ridge (012)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$204,000.00	
<b>Line Item Total:</b>	\$204,000.00	
<b>Account Number:</b>	72210 - Support Services/Regular Instruction Program	Tutor social security:60 tutors @ \$210.80 -\$12,648 Glenwood 10 tutors- Linden 10 tutors Willow Brook 10 tutors Woodland 10 tutors
<b>Line Item Number:</b>	201 - Social Security	

<b>Focus Area:</b>	Tutor Stipends/Salaries	Jefferson 10 tutors Robertsville 10 tutors
<b>School Type:</b>	Traditional Public School	
<b>Optional Program Code:</b>		
<b>Location Code:</b>	Oak Ridge (012)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$12,648.00	
<b>Line Item Total:</b>	\$12,648.00	
<b>Account Number:</b>	72210 - Support Services/Regular Instruction Program	Tutor retirement:60 tutors @ \$21,000 Glenwood 10 tutors- Linden 10 tutors Willow Brook 10 tutors Woodland 10 tutors Jefferson 10 tutors Robertsville 10 tutors
<b>Line Item Number:</b>	204 - State Retirement	
<b>Focus Area:</b>	Tutor Stipends/Salaries	
<b>School Type:</b>	Traditional Public School	
<b>Optional Program Code:</b>		
<b>Location Code:</b>	Oak Ridge (012)	

<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$21,000.00	
<b>Line Item Total:</b>	\$21,000.00	
<b>Account Number:</b>	72210 - Support Services/Regular Instruction Program	Tutor social security:60 tutors @ \$2,940 Glenwood 10 tutors- Linden 10 tutors Willow Brook 10 tutors Woodland 10 tutors Jefferson 10 tutors Robertsville 10 tutors
<b>Line Item Number:</b>	212 - Employer Medicare	
<b>Focus Area:</b>	Tutor Stipends/Salaries	
<b>School Type:</b>	Traditional Public School	
<b>Optional Program Code:</b>		
<b>Location Code:</b>	Oak Ridge (012)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$2,940.00	
<b>Line Item Total:</b>	\$2,940.00	
<b>Account Number:</b>	72210 - Support Services/Regular Instruction Program	Instructional materials for AllCorps tutoring programs - copies and paper.
<b>Line Item Number:</b>	429 - Instructional Supplies & Materials	

**Focus Area:** Instructional Materials and Supplies...

**School Type:** Traditional Public School

**Optional Program Code:**

**Location Code:** Oak Ridge (012)

**Quantity:** 1.00

**Cost:** \$4,812.00

**Line Item Total:** \$4,812.00

<b>Total for 72210 - Support Services/Regular Instruction Program:</b>	\$245,400.00
<b>Total for all other Account Numbers:</b>	\$50,000.00
<b>Total for all Account Numbers:</b>	\$295,400.00
<b>Adjusted Allocation:</b>	\$295,400.00
<b>Remaining:</b>	\$0.00

Budget Detail

**Oak Ridge (012) Public District - FY 2023 - TN ALL Corps - Rev 0 - TN ALL Corps**

72710 - Transportation - \$50,000.00 ▼

Budget Detail		Narrative Description
<b>Account Number:</b>	72710 - Transportation	<p>AllCorp Transportation - Contracted with First Student (also does regular day transportation) - Number of buses and drivers and fuel price determined by First Student Contractors and dependant upon participating students.</p> <p>Six schools, two days each week.</p> <p>Glenwood Linden Willow Brook Woodland Jefferson Robertsville</p>
<b>Line Item Number:</b>	399 - Other Contracted Services	
<b>Focus Area:</b>	Transportation	
<b>School Type:</b>	Traditional Public School	
<b>Optional Program Code:</b>		
<b>Location Code:</b>	Oak Ridge (012)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$50,000.00	
<b>Line Item Total:</b>	\$50,000.00	
<b>Total for 72710 - Transportation:</b>		
<b>Total for all other Account Numbers:</b>		\$245,400.00
<b>Total for all Account Numbers:</b>		\$295,400.00

**Adjusted Allocation:** \$295,400.00

**Remaining:** \$0.00



MEMORANDUM

Dr. Kelly Williams

Executive Director, Office of Teaching and Learning

TO: Board of Education

DATE: 8/5/22

SUBJECT: Item for Action: FY23 ESSER 2.0 Grant Budget

I recommend the approval of the FY23 ESSER 2.0 grant budget. This grant provides funding for Air quality improvement - replacement of HVAC systems that are at or past useful life and installation of ionization technology (Needle Point Bi Polar Ionization - NPBI). Funds are budgeted in account 76100-935.

Budget

**Oak Ridge (012) Public District - FY 2023 - Elementary and Secondary School Emergency Relief (ESSER) 2.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 2.0**

Indirect Cost	
Total Contributing to Indirect Cost	\$0.00
Indirect Cost Rate	19.02%
Maximum Allowed for Indirect Cost	\$0.00

Account Number	Total
71100 - Regular Instruction Program	\$0.00
71150 - Alternative Instruction Program	\$0.00
71200 - Special Education Program	\$0.00
71300 - Vocational Education Program	\$0.00
72110 - Attendance	\$0.00
72120 - Health Services	\$0.00
72130 - Other Student Support	\$0.00
72210 - Support Services/Regular Instruction Program	\$0.00
72215 - Support Services/Alternative Instruction Program	\$0.00
72220 - Support Services/Special Education Program	\$0.00
72230 - Support Services/Vocational Education Program	\$0.00
72250 - Education Technology	\$0.00
72260 - Support Services/Adult Education Program	\$0.00

72310 - Board of Education		\$0.00
72320 - Office of the Superintendent		\$0.00
72410 - Office of the Principal		\$0.00
72510 - Fiscal Services		\$0.00
72520 - Human Resources/Personnel		\$0.00
72610 - Operation of Plant		\$0.00
72620 - Maintenance of Plant		\$0.00
72710 - Transportation		\$0.00
73100 - Food Service		\$0.00
73300 - Community Services		\$0.00
73400 - Early Childhood Education		\$0.00
76100 - Regular Capital Outlay		\$115,618.99
99100 - Transfers Out		\$0.00
	<b>Total</b>	\$115,618.99
	<b>Adjusted Allocation</b>	\$115,618.99
	<b>Remaining</b>	\$0.00

Budget Detail

**Oak Ridge (012) Public District - FY 2023 - Elementary and Secondary School Emergency Relief (ESSER) 2.0 - Rev 0 - Elementary and Secondary School Emergency Relief (ESSER) 2.0**

76100 - Regular Capital Outlay - \$115,618.99 ▼

Budget Detail		Narrative Description
<b>Account Number:</b>	76100 - Regular Capital Outlay	<p>Air quality improvement - replacement of HVAC systems that are at or past useful life and installation of ionization technology (Needle Point Bi Polar Ionization - NPBI). The key benefits of these building improvements include killing germs, viruses, and mold, and improve total air quality.</p>
<b>Line Item Number:</b>	707 - Building Improvements	
<b>Focus Area:</b>	Addressing Facility Needs and Defer...	
<b>School Type:</b>	Traditional Public School	
<b>Optional:</b>		
<b>Optional Program Code:</b>		
<b>Location Code:</b>	Oak Ridge (012)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$115,618.99	
<b>Line Item Total:</b>	\$115,618.99	
<b>Total for 76100 - Regular Capital Outlay:</b>		\$115,618.99
<b>Total for all other Account Numbers:</b>		

	\$0.00
<b>Total for all Account Numbers:</b>	\$115,618.99
<b>Adjusted Allocation:</b>	\$115,618.99
<b>Remaining:</b>	\$0.00



## MEMORANDUM

Dr. Kelly Williams

Executive Director, Office of Teaching and Learning

TO: Board of Education

DATE: 8/5/22

SUBJECT: Item for Action: SySTEM Grant FY23

I recommend the approval of the FY23 SySTEM Grant. This grant provides funding for work-based courses through a partnership between Oak Ridge Schools, Roane State Community College, and local employers for ORHS students. These grant funds total \$17,000.00 for the FY23 award period of July 2022 through June 2023.



## Tennessee SySTEMS Work-Based Courses

Spending from February 21, 2022—June 30, 2024

### Grant Budget Template

*Please enter data in the gray shaded fields only;* the non-shaded fields will auto-calculate

#### LEA Name:

Oak Ridge Schools

#### Partnering Higher Education Institution Name:

Roane State Community College

#### Partnering Employer Name:

Oak Ridge Tool and Engineering, Tennessee Tool, Lokar

#### Contract Periods

Expense Category	Contract Periods		
	Feb 2022 - June 2022	July 2022 - June 2023	July 2023 - June 2024
Travel and Meetings	\$0	\$0	\$0
<i>Insert expense details here</i>	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Stipends (not calculated in indirect costs)	\$7,082	\$17,000	\$16,760
	\$7,082	\$17,000	\$16,760
	\$0	\$0	\$0

		\$0	\$0	\$0
		\$0	\$0	\$0
<b>Supplies</b>		<b>\$3,780</b>	<b>\$0</b>	<b>\$0</b>
		\$3,780		\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>Other Expenses</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
		\$0	\$0	\$0
<b>Subtotal</b>		<b>\$10,862</b>	<b>\$17,000</b>	<b>\$16,760</b>
<b>Indirect Costs</b>	<b>10%</b>	<b>\$378</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Costs per Contract Period</b>		<b>\$11,240</b>	<b>\$17,000</b>	<b>\$16,760</b>
<b>Total Costs (not to exceed \$45,000)</b>				<b>\$45,000</b>



Oak Ridge Schools • 304 New York Avenue • Oak Ridge, TN 37831  
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**John C. Stults II, Supervisor of Special Education**

To: Board of Education

From: John Stults

Date: 8/9/2022

Re: Transition-School-to-Work (TSW) Grant

Oak Ridge School's Special Education Department is very excited to announce the TSW grant award from the Department of Human Services (DHS). This grant covers two years and lasts until Sept. 30, 2024. The overall award amount is \$296,116.64. This grant will allow us to continue and even expand upon our current TSW work in the classroom and community by fully funding salary and benefits for two Workplace Readiness Specialists, in addition to funding all benefits and the first \$50,000 salary annually to our TSW Coordinator. The rest of the coordinator salary will be covered by ORS Federal IDEA-B funds (approximately \$12,000 each year). ORS is only obligated to pay those funds because DHS maxes salary for staff at \$50,000 and our salary scale is higher than that. The grant budget overview and contract is attached.



# GOVERNMENTAL GRANT CONTRACT

(cost reimbursement grant contract with a federal or Tennessee local governmental entity or their agents and instrumentalities)

<b>Begin Date</b> October 1, 2022	<b>End Date</b> September 30, 2024	<b>Agency Tracking #</b> 34570-57023	<b>Edison ID</b> Z23-70570		
<b>Grantee Legal Entity Name</b> Oak Ridge Schools			<b>Edison Vendor ID</b> 2851		
<input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Recipient		<b>CFDA #</b> 84.126  <b>Grantee's fiscal year end:</b> 30-Jun			
<b>Service Caption (one line only)</b> Transition School to Work Program DG 73830					
<b>Funding ---</b>					
<b>FY</b>	<b>State</b>	<b>Federal</b>	<b>Interdepartmental</b>	<b>Other</b>	<b>TOTAL Contract Amount</b>
2023	\$0.00	\$111,043.74	\$0.00	\$0.00	\$111,043.74
2024	\$0.00	\$148,058.32	\$0.00	\$0.00	\$148,058.32
2025	\$0.00	\$37,014.58	\$0.00	\$0.00	\$37,014.58
					\$0.00
					\$0.00
					\$0.00
<b>TOTAL:</b>	<b>\$0.00</b>	<b>\$296,116.64</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$296,116.64</b>
<b>Grantee Selection Process Summary</b>					
<input type="checkbox"/> Competitive Selection		Describe the competitive selection process used.			
<input checked="" type="checkbox"/> Non-Competitive Selection		The Pre-Employment Transition Services School to Work Program is federally funded, governed and administered under the laws, regulations and rules of the United States and the State of Tennessee, promoting the transition of students with a disability from school to post-school activities including the required Pre-Employment Transition services (Pre-ETS) as defined by the Workforce Innovation and Opportunities ACT (WIOA) ultimately facilitating the achievement of competitive, integrated employment as an outcome for these students.			
<b>Budget Officer Confirmation:</b> There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.			CPO USE - GG		
<b>Speed Code (optional)</b>		<b>Account Code (optional)</b>			
		71303000			

ATTACHMENT A

GRANT BUDGET				
Oak Ridge Schools				
The Grant Budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN: October 1, 2022 END: September 30, 2023				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1. 2	Salaries, Benefits & Taxes	\$145,109.82	\$11,542.00	\$156,651.82
4, 15	Professional Fee, Grant & Award <sup>2</sup>	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	\$0.00	\$0.00	\$0.00
11. 12	Travel, Conferences & Meetings	\$0.00	\$0.00	\$0.00
13	Interest <sup>2</sup>	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals	\$0.00	\$0.00	\$0.00
17	Depreciation <sup>2</sup>	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel <sup>2</sup>	\$0.00	\$0.00	\$0.00
20	Capital Purchase <sup>2</sup>	\$0.00	\$0.00	\$0.00
22	Indirect Cost	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	<b>GRAND TOTAL</b>	<b>\$145,109.82</b>	<b>\$11,542.00</b>	<b>\$156,651.82</b>

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: <https://www.tn.gov/finance/looking-for/policies.html>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

**ATTACHMENT A**

**GRANT BUDGET LINE-ITEM DETAIL:**

<b>SALARIES</b>	<b>AMOUNT</b>
1.0 FTE TSW Coordinator/Case Manager	\$50,000.00
2.0 FTE Workplace Readiness Specialist	\$43,299.00
<b>TOTAL</b>	<b>\$93,299.00</b>

<b>BENEFITS &amp; TAXES</b>	<b>AMOUNT</b>
201 Social Security	\$6,709.83
204 State Retirement	\$10,966.37
206 Life Insurance	\$1,000.00
207 Medical Insurance	\$29,562.00
208 Dental Insurance	\$1,000.00
212 Medicare	\$1,572.62
299 Vision Insurance	\$1,000.00
<b>TOTAL</b>	<b>\$51,810.82</b>

ATTACHMENT A-1

GRANT BUDGET				
Oak Ridge Schools				
The Grant Budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN: October 1, 2023 END: September 30, 2024				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes	\$151,006.82	\$12,670.00	\$163,676.82
4, 15	Professional Fee, Grant & Award <sup>2</sup>	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	\$0.00	\$0.00	\$0.00
11, 12	Travel, Conferences & Meetings	\$0.00	\$0.00	\$0.00
13	Interest <sup>2</sup>	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals	\$0.00	\$0.00	\$0.00
17	Depreciation <sup>2</sup>	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel <sup>2</sup>	\$0.00	\$0.00	\$0.00
20	Capital Purchase <sup>2</sup>	\$0.00	\$0.00	\$0.00
22	Indirect Cost	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	<b>GRAND TOTAL</b>	<b>\$151,006.82</b>	<b>\$12,670.00</b>	<b>\$163,676.82</b>

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.* (posted on the Internet at: <https://www.tn.gov/finance/looking-for/policies.html>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

**ATTACHMENT A-1**

**GRANT BUDGET LINE-ITEM DETAIL:**

<b>SALARIES</b>	<b>AMOUNT</b>
1.0 FTE TSW Coordinator/Case Manager	\$50,000.00
2.0 FTE Workplace Readiness Specialist	\$45,796.00
<b>TOTAL</b>	<b>\$95,796.00</b>

<b>BENEFITS &amp; TAXES</b>	<b>AMOUNT</b>
201 Social Security	\$6,810.00
204 State Retirement	\$11,166.82
206 Life Insurance	\$1,000.00
207 Medical Insurance	\$32,562.00
208 Dental Insurance	\$1,000.00
212 Medicare	\$1,672.00
299 Vision Insurance	\$1,000.00
<b>TOTAL</b>	<b>\$55,210.82</b>

**ATTACHMENT B**

**Parent Child Information**

***The Grantee should complete this form and submit it with the Grant Contract. The Grantee should submit only one, completed "Parent Child Information" document to the State during the Grantee's fiscal year.***

"Parent" means an entity whose IRS filing contains the information of at least one other entity.

"Child" means an entity whose information is contained in another entity's IRS filing.

Grantee's Edison Vendor ID number: 2851

Is Oak Ridge Schools a parent?                      Yes                       No

If yes, provide the name and Edison Vendor ID number, if applicable, of any child entities.

Is Oak Ridge Schools a child?                      Yes                       No

If yes, complete the fields below.

Parent entity's name: \_\_\_\_\_

Parent entity's tax identification number: \_\_\_\_\_

Note: If the parent entity's tax identification number is a social security number, this form must be submitted via US mail to:

Central Procurement Office, Grants Program Manager  
3<sup>rd</sup> Floor, WRS Tennessee Tower  
312 Rosa L Parks Avenue Nashville, TN 37243

Parent entity's contact information

Name of primary contact person: \_\_\_\_\_

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

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Parent entity's Edison Vendor ID number, if applicable: \_\_\_\_\_

**GRANT CONTRACT  
BETWEEN THE STATE OF TENNESSEE,  
DEPARTMENT OF HUMAN SERVICES  
AND  
OAK RIDGE SCHOOLS**

This grant contract ("Grant Contract"), by and between the State of Tennessee, Department of Human Services, hereinafter referred to as the "State" or the "Grantor State Agency" and Grantee Oak Ridge Schools, hereinafter referred to as the "Grantee," is for the provision of Pre-Employment Transition Services, as further defined in the "SCOPE OF SERVICES AND DELIVERABLES."

Grantee Edison Vendor ID # 2851

**A. SCOPE OF SERVICES AND DELIVERABLES:**

- A.1. The Grantee shall provide the scope of services and deliverables ("Scope") as required, described, and detailed in this Grant Contract.
- A.2. Definitions:
- a. "Community Tennessee Rehabilitation Center" ("CTRC") means a network of Vocational Rehabilitation Services Program facilities that provide rehabilitation services for individuals and employers in their surrounding areas.
  - b. "Counseling on Post-Secondary Education" means providing information on course offerings, career options, types of academic and occupational training needed to succeed in the workplace, and postsecondary opportunities associated with career fields or pathways.
  - c. "Fair Labor Standards Act" is a United States labor law which establishes minimum wage, overtime pay eligibility, recordkeeping, and child labor standards affecting full-time and part-time workers in the private sector and in federal, state, and local governments.
  - d. "Instruction in Self-advocacy" means instruction to further an individual's ability to effectively communicate, convey, negotiate, or assert his/her own interests and/or desires.
  - e. "Instructional Unit" means a unit of measure consisting of fifteen (15) consecutive minutes of instruction in pre-employment transition services to a Student with a Disability.
  - f. "Job Exploration Counseling" means counseling intended to foster motivation, consideration of employment opportunities and informed career path decision-making.
  - g. "Pre-employment Transition Services" ("Pre-ETS") means pre-employment transition services as defined in 34 CFR § 361.5(c)(42) and 34 CFR § 361.48.
  - h. "Pre-ETS Specialist" means a professional, employed by the Tennessee Vocational Rehabilitation Services program, who collects eligibility documentation, manages Pre-ETS case files, and provides technical assistance.
  - i. "Pre-ETS Contractor" means a/an individual, for-profit corporation, non-profit corporation, special purpose corporation or association, partnership, joint venture, or limited liability company contracted with the State to provide Pre-Employment Transition Services in Tennessee.
  - j. "Student with a Disability" means an individual with a disability in a secondary, postsecondary, or other recognized education program who meets the requirements of 34 CFR § 361.5(c)(51).

k. "Work-based Learning Services" ("WBL") means an educational approach or instructional methodology that uses the workplace or real work to provide students with the knowledge and skills that will help them connect school experiences to real-life work activities and future career opportunities. Work-based Learning Services consists of work-based learning activities and may include work-based learning capstone experiences.

a. Work-based Learning Activities include but are not limited to:

- (1) Job Shadowing: on-the-job learning, career development, and leadership development intervention. Job shadowing involves working with another employee who might have a different job in hand, might have something to teach, or can help the person shadowing him or her to learn new aspects related to the job, organization, certain behaviors, or competencies.
- (2) Workplace Tours: A group excursion for the purpose of first-hand observation to specific work sites. Students learn about the business, meet employees, ask questions, and observe work in progress.
- (3) Informational Interviews: An informational interview is an informal conversation with someone working in a career area/job that interests you, who will give you information and advice. It is an effective research tool in addition to reading books, exploring the internet, and examining job descriptions. It is not a job interview, and the objective is not to find job openings.

Work-based learning activities must be in an integrated setting in the community or school site chosen as a result of an expressed interest, or interest inventory assessment of other identifiable measures.

b. A work-based learning capstone is a unique work experience in an integrated setting that is offered by an organization to a Student with a Disability, where the work experience may be paid or unpaid. The Grantee affirms that any paid capstone experience shall comply with the Fair Labor Standards Act and any other applicable state and federal labor law(s). The Grantee will document that the following six criteria are met:

- (1) The capstone experience, even though it may include actual operation of the facilities of the employer, is similar to training which would be given in an educational environment;
- (2) The capstone experience is for the benefit of the Student with a Disability;
- (3) The Student with a Disability does not displace regular employees, but works under close supervision of existing staff;
- (4) The employer that provides the training derives no immediate advantage from the activities of the Student with a Disability; and on occasion its operations may actually be impeded;
- (5) The Student with a Disability is not necessarily entitled to a job at the conclusion of the capstone experience;
- (6) The employer and the Student with a Disability understand that the Student with a Disability is not entitled to wages for the time spent in the capstone experience.

The job site where the work-based learning capstone experience takes place must be in an integrated setting in the community chosen as a result of a documented expressed interest, or interest inventory assessment of other identifiable measures. Job site documentation must include the signature, name, address, and contact information of authorizing personnel associated with the job site and date capstone was completed.

Prior to beginning work-based learning capstone experiences, the Grantee must document the WBL agreement through the State provided template for each work-based learning capstone experience. These WBL agreements must be kept on file and may be

requested at any time by the State for review. Grantee will continue to report on each Work-Based Learning Capstone experience in the Individualized Student Report until the Capstone experience has been completed.

- l. "Workplace Readiness Training" means training in the development of social skills and independent living skills, such as communication and interpersonal skills, financial literacy, orientation and mobility skills, job-seeking skills, and employer expectations.
- m. "Workforce Innovation and Opportunity Act" ("WIOA") means the federal law codified at 29 U.S.C. § 3101 et seq. designed to strengthen and improve the nation's public workforce development system by helping Americans with barriers to employment, including individuals with disabilities, achieve high quality careers and helping employers hire and retain skilled workers.
- n. "Vocational Rehabilitation Services Program" ("VR") means a program that provides directly or facilitates the provision of one or more vocational rehabilitation services to individuals with disabilities to enable those individuals to maximize their opportunities for employment, including career advancement.

A.3. The Grantee shall offer the following five (5) Pre-employment Transition Service activities for Students with Disabilities in accordance with the Public Law 113-128, Workforce Innovation and Opportunity Act of 2014 (WIOA), Section 422, and Code of Federal Regulations, Title 34, Part 361, as amended:

- (1) Job Exploration Counseling;
- (2) Work-based Learning Services;
- (3) Workplace Readiness Training to develop social and independent living skills;
- (4) Instruction in Self-advocacy; and
- (5) Transition or Post-secondary Education Counseling on Opportunities for Enrollment in Comprehensive Programs at Institutions of Higher Education.

The Grantee agrees to collaborate with the State and CTC network to provide Pre-ETS to students with disabilities. The State shall assign a Pre-ETS Specialist to coordinate efforts between the Grantee and the State. Prior to expanding services through a Pre-ETS Contractor, the Grantee shall submit a written request to the State. Such request shall detail the name of the Pre-ETS Contractor, approximate number of eligible students to receive services from the Pre-ETS Contractor, timeline for entry into the school(s) and the names of the schools in which the Pre-ETS Contractor will provide services. The State shall review the request within thirty (30) business days and accept or reject the request. The Grantee shall not expand services without written approval from the State.

The Grantee agrees to coordinate any expansion effort with the State and will comply with all requests and directives by the State. In the event the Grantee needs assistance, the State will assist in coordinating efforts to find a Pre-ETS Contractor that meets the Grantee's needs and requirements. A student may receive instruction in similar Pre-ETS activities from multiple sources for during a reporting period provided that there is no duplication. The State shall not be responsible for Pre-ETS Contractor admittance into school(s).

- A.4. Grantee shall employ sufficient staff to provide Pre-ETS, as outlined in Section A.3. above, and develop corresponding job specifications for each position funded by this Grant Contract. The State shall provide sample job descriptions to the Grantee upon request.
- A.5. The Grantee agrees to provide accessible office facilities for staff, applicants and eligible students and will make reasonable efforts to accommodate individuals with disabilities, in compliance with state and federal law, including, but not limited to, the Americans with Disabilities Act.
- A.6. The Grantee's performance of this Grant Contract shall not supplant or replace any transition activities that the Grantee already performs and shall not replace the performance of any school

personnel's regular duties. The Grantee agrees to provide all technical and administrative services as needed for Grant Contract completion. The Grantee agrees to monitor and review all work performed; and coordinate budgeting and scheduling to assure that the Grant Contract is completed within budget, on schedule, and in accordance with approved procedures, applicable laws, and regulations.

The Grantee shall:

- a. Obtain written permission on the State provided form from the parent or legal guardian of any Student with a Disability that is under eighteen (18) years of age or age-appropriate consent of the Student with a Disability and shall provide said permission documents and proof of eligibility to receive Pre-ETS to the State prior to delivering Pre-ETS to a student with a disability.
- b. Comply with 2 CFR § 200.430 Compensation - personal services and 2 CFR § 200.431 Compensation - fringe benefits, when calculating the salaries and benefits of personnel under this Grant Contract and monitoring time and labor.
- c. Keep and maintain an accurate account of personnel time and submit monthly timesheets of staff positions funded by this Grant Contract to the State. Timesheets must be completed and signed by each person providing direct services under the Grant Contract. Staff positions funded by this Grant Contract shall adhere to the Grantee's established employee leave policies. The Grantee shall establish and maintain internal control policies that describe the separation of duties and monitoring and oversight of timesheet completion. The Grantee shall verify that timesheets have been reviewed prior to submission and comply with its written timesheet policy.
- d. Submit detailed service reports, on the State provided form, in a file format approved by the State (Excel, Word, Adobe PDF, etc.). Service reports shall include demographic information about the individuals served and the services provided. The monthly service reports shall include, at a minimum, the following:
  - (1) Name of the client/Student with a Disability;
  - (2) Specific services and/or activities provided to each Student with a Disability;
  - (3) Number of instructional units and/or activities provided; and
  - (4) Name and location of school where each Student with a Disability is registered.

The Grantee shall submit individualized student reports no later than the fifteenth (15) day of each month after services have been provided and monthly progress reports no later than the thirty (30) calendar days after services have been provided. Final outcomes (employment, enrollment in post-secondary education, advancement to the next grade, etc.) achieved by students with a disability, receiving Pre-ETS from the Grantee, shall be reported to State no later than the June 30 of each year of the Grant Contract's Term. The Grantee shall provide any other reports related to the Grant Contract that may be requested by the State.

- e. Refer any regular education or special education Student with a Disability who needs more intensive or individualized services to the State, Vocational Rehabilitation (VR) program. These referrals shall include those students with Individualized Education Programs (IEP), 504 plans, and serious health conditions, in accordance with the appropriate parental/guardian or age-appropriate student's consent. The Grantee shall provide Students with a Disability information about VR throughout the provision of Pre-ETS and may collaborate with the Pre-ETS Specialist to host VR informational sessions. Students who need VR services may be referred to the Vocational Rehabilitation program at the beginning of the individual's junior year in high school.
- f. Provide VR staff with access to school records and assessment reports, in accordance with the Family, Educational Rights and Privacy Act (FERPA), the Health Insurance

Portability and Accountability Act (HIPAA), and with parental/guardian consent or consent of the student at the age of majority.

- A.7. The Grantee shall actively engage in assuring that all eligible and interested students have the access, resources and information needed to participate in Pre-ETS activities, including but not limited to the following:
- a. When appropriate, serve as a Pre-ETS subject matter expert at individualized education program meetings for students with disabilities;
  - b. Serve as a resource to local workforce development boards, one-stop centers, and employers to actively participate in the development of work opportunities for individual students with disabilities. Those opportunities may include internships, apprenticeships, summer employment and other employment opportunities available throughout the school year; or
  - c. When appropriate, serve as a Pre-ETS subject matter expert at person-centered planning meetings for individuals receiving services under title XIX of the Social Security Act (42 U.S.C. § 1396 et seq.).
- A.8. The Grantee shall perform this Grant Contract consistent with VR's current approved DRS State Plan as required by Rehabilitation Act of 1973; 34 CFR § 361.28(a)(4), as amended. The State will monitor the performance of the Grantee throughout the duration of the Grant Contract. The Grantee shall provide services under the Grant Contract at an acceptable level of quality as determined by State and in a manner consistent with contemporary standards, customs, and practices. In the event of a performance deficiency, the State may direct the Grantee in writing to provide a corrective action plan. If directed by the State, the Grantee shall prepare and submit to the State a written Corrective Action Plan no later than thirty (30) calendar days after the date of the State's notice of deficiency. Upon the State's approval of the corrective action plan, the Grantee shall carry out the measures described in the corrective action plan no later than thirty (30) calendar days after the State's approval of the corrective action plan.
- A.9. Neither the State nor the Grantee shall enter into an arrangement with an entity holding a special wage certificate under Section 14(c) of the Fair Labor Standards Act for the purpose of operating a program under which a student with a disability is engaged in work at a subminimum wage. Both parties shall adhere to the documentation requirements under Section 511 of the Workforce Innovations Opportunity Act (WIOA) for students with disabilities seeking subminimum wage employment.
- A.10. Staff Roster. The Grantee shall send a roster of its staff to the Pre-ETS Specialist within the first thirty (30) calendar days of this Contract's Term. An updated roster with complete list of current staff providing services must be submitted to the Pre-ETS Specialist assigned to the Grantee and a copy sent [VR.Contracts.DHS@tn.gov](mailto:VR.Contracts.DHS@tn.gov) any time there is a change in staff who provide Pre-ETS services.
- A.11. At no additional cost to the State, throughout the Term the Grantee shall comply with 2019 Tennessee Laws Pub. Ch. 71, any rules the State may promulgate pursuant to the same, and any written directive the State issues to the Grantee pertaining to background checks.
- A.12. Incorporation of Federal Award Identification Worksheet. The federal award identification worksheet, which appears as Attachment C, is incorporated in this Grant Contract.
- B. TERM OF CONTRACT:**

This Grant Contract shall be effective on October 1, 2022 ("Effective Date") and extend for a period of twenty-four (24) months after the Effective Date ("Term"). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.

**C. PAYMENT TERMS AND CONDITIONS:**

- C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed Two Hundred Ninety Six Thousand One Hundred Sixteen Dollars and Sixty Four Cents (\$296,116.64) ("Maximum Liability"). The Grant Budget, attached and incorporated as Attachment A and Attachment A-1 is the maximum amount due the Grantee under this Grant Contract. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.
- C.2. Compensation Firm. The Maximum Liability of the State is not subject to escalation for any reason unless amended. The Grant Budget amounts are firm for the duration of the Grant Contract and are not subject to escalation for any reason unless amended, except as provided in Section C.6.
- C.3. Payment Methodology. The Grantee shall be reimbursed for actual, reasonable, and necessary costs based upon the Grant Budget, not to exceed the Maximum Liability established in Section C.1. Upon progress toward the completion of the Scope, as described in Section A of this Grant Contract, the Grantee shall submit invoices prior to any reimbursement of allowable costs.
- C.4. Travel Compensation. Reimbursement to the Grantee for travel, meals, or lodging shall be subject to amounts and limitations specified in the "State Comprehensive Travel Regulations," as they are amended from time to time, and shall be contingent upon and limited by the Grant Budget funding for said reimbursement.
- C.5. Invoice Requirements. The Grantee shall invoice the State no more often than monthly, with all necessary supporting documentation, and present such to:

Department of Human Services  
James K. Polk Building, 15<sup>th</sup> Floor  
505 Deaderick Street  
Nashville TN, 37243

- a. Each invoice shall clearly and accurately detail all of the following required information (calculations must be extended and totaled correctly).
- (1) Invoice/Reference Number (assigned by the Grantee).
  - (2) Invoice Date.
  - (3) Invoice Period (to which the reimbursement request is applicable).
  - (4) Grant Contract Number (assigned by the State).
  - (5) Grantor: Department of Human Services, Division of Rehabilitation
  - (6) Grantor Number (assigned by the Grantee to the above-referenced Grantor).
  - (7) Grantee Name.
  - (8) Grantee Tennessee Edison Registration ID Number Referenced in Preamble of this Grant Contract.
  - (9) Grantee Remittance Address.
  - (10) Grantee Contact for Invoice Questions (name, phone, or fax).
  - (11) Itemization of Reimbursement Requested for the Invoice Period— it must detail, at minimum, all of the following:
    - i. The amount requested by Grant Budget line-item (including any travel expenditure reimbursement requested and for which documentation and receipts, as required by "State Comprehensive Travel Regulations," are attached to the invoice).
    - ii. The amount reimbursed by Grant Budget line-item to date.
    - iii. The total amount reimbursed under the Grant Contract to date.
    - iv. The total amount requested (all line-items) for the Invoice Period.
- b. The Grantee understands and agrees to all of the following.

- (1) An invoice under this Grant Contract shall include only reimbursement requests for actual, reasonable, and necessary expenditures required in the delivery of service described by this Grant Contract and shall be subject to the Grant Budget and any other provision of this Grant Contract relating to allowable reimbursements.
  - (2) An invoice under this Grant Contract shall not include any reimbursement request for future expenditures.
  - (3) An invoice under this Grant Contract shall initiate the timeframe for reimbursement only when the State is in receipt of the invoice, and the invoice meets the minimum requirements of this section C.5.
- C.6. Budget Line-items. Expenditures, reimbursements, and payments under this Grant Contract shall adhere to the Grant Budget. The Grantee may request revisions of Grant Budget line-items by letter, giving full details supporting such request, provided that such revisions do not increase total Grant Budget amount. Grant Budget line-item revisions may not be made without prior, written approval of the State in which the terms of the approved revisions are explicitly set forth. Any increase in the total Grant Budget amount shall require a Grant Contract amendment.
- C.7. Disbursement Reconciliation and Close Out. The Grantee shall submit any final invoice and a grant disbursement reconciliation report within sixty (60) days of the Grant Contract end date, in form and substance acceptable to the State.
- a. If total disbursements by the State pursuant to this Grant Contract exceed the amounts permitted by the section C, payment terms and conditions of this Grant Contract, the Grantee shall refund the difference to the State. The Grantee shall submit the refund with the final grant disbursement reconciliation report.
  - b. The State shall not be responsible for the payment of any invoice submitted to the State after the grant disbursement reconciliation report. The State will not deem any Grantee costs submitted for reimbursement after the grant disbursement reconciliation report to be allowable and reimbursable by the State, and such invoices will NOT be paid.
  - c. The Grantee's failure to provide a final grant disbursement reconciliation report to the State as required by this Grant Contract shall result in the Grantee being deemed ineligible for reimbursement under this Grant Contract, and the Grantee shall be required to refund any and all payments by the State pursuant to this Grant Contract.
  - d. The Grantee must close out its accounting records at the end of the Term in such a way that reimbursable expenditures and revenue collections are NOT carried forward.
- C.8. Indirect Cost. Should the Grantee request reimbursement for indirect costs, the Grantee must submit to the State a copy of the indirect cost rate approved by the cognizant federal agency or the cognizant state agency, as applicable. The Grantee will be reimbursed for indirect costs in accordance with the approved indirect cost rate and amounts and limitations specified in the attached Grant Budget. Once the Grantee makes an election and treats a given cost as direct or indirect, it must apply that treatment consistently and may not change during the Term. Any changes in the approved indirect cost rate must have prior approval of the cognizant federal agency or the cognizant state agency, as applicable. If the indirect cost rate is provisional during the Term, once the rate becomes final, the Grantee agrees to remit any overpayment of funds to the State, and subject to the availability of funds the State agrees to remit any underpayment to the Grantee.
- C.9. Cost Allocation. If any part of the costs to be reimbursed under this Grant Contract are joint costs involving allocation to more than one program or activity, such costs shall be allocated and reported in accordance with the provisions of Department of Finance and Administration Policy Statement 03 or any amendments or revisions made to this policy statement during the Term.

- C.10. Payment of Invoice. A payment by the State shall not prejudice the State's right to object to or question any reimbursement, invoice, or related matter. A payment by the State shall not be construed as acceptance of any part of the work or service provided or as approval of any amount as an allowable cost.
- C.11. Non-allowable Costs. Any amounts payable to the Grantee shall be subject to reduction for amounts included in any invoice or payment that are determined by the State, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs.
- C.12. State's Right to Set Off. The State reserves the right to set off or deduct from amounts that are or shall become due and payable to the Grantee under this Grant Contract or under any other agreement between the Grantee and the State of Tennessee under which the Grantee has a right to receive payment from the State.
- C.13. Prerequisite Documentation. The Grantee shall not invoice the State under this Grant Contract until the State has received the following, properly completed documentation.
- a. The Grantee shall complete, sign, and return to the State an "Authorization Agreement for Automatic Deposit (ACH Credits) Form" provided by the State. By doing so, the Grantee acknowledges and agrees that, once this form is received by the State, all payments to the Grantee under this or any other grant contract will be made by automated clearing house ("ACH").
  - b. The Grantee shall complete, sign, and return to the State the State-provided W-9 form. The taxpayer identification number on the W-9 form must be the same as the Grantee's Federal Employer Identification Number or Social Security Number referenced in the Grantee's Edison registration information.

**D. STANDARD TERMS AND CONDITIONS:**

- D.1. Required Approvals. The State is not bound by this Grant Contract until it is signed by the parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this Grant Contract, the officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.2. Modification and Amendment. This Grant Contract may be modified only by a written amendment signed by all parties and approved by the officials who approved the Grant Contract and, depending upon the specifics of the Grant Contract as amended, any additional officials required by Tennessee laws and regulations (the officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.3. Termination for Convenience. The State may terminate this Grant Contract without cause for any reason. A termination for convenience shall not be a breach of this Grant Contract by the State. The State shall give the Grantee at least thirty (30) days written notice before the effective termination date. The Grantee shall be entitled to compensation for authorized expenditures and satisfactory services completed as of the termination date, but in no event shall the State be liable to the Grantee for compensation for any service that has not been rendered. The final decision as to the amount for which the State is liable shall be determined by the State. The Grantee shall not have any right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount for the State's exercise of its right to terminate for convenience.

- D.4. Termination for Cause. If the Grantee fails to properly perform its obligations under this Grant Contract, or if the Grantee violates any terms of this Grant Contract, the State shall have the right to immediately terminate this Grant Contract and withhold payments in excess of fair compensation for completed services. Notwithstanding the exercise of the State's right to terminate this Grant Contract for cause, the Grantee shall not be relieved of liability to the State for damages sustained by virtue of any breach of this Grant Contract by the Grantee.
- D.5. Subcontracting. The Grantee shall not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of the State. If such subcontracts are approved by the State, each shall contain, at a minimum, sections of this Grant Contract pertaining to "Conflicts of Interest," "Lobbying," "Nondiscrimination," "Public Accountability," "Public Notice," and "Records" (as identified by the section headings). Notwithstanding any use of approved subcontractors, the Grantee shall remain responsible for all work performed.
- D.6. Conflicts of Interest. The Grantee warrants that no part of the total Grant Contract Amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Grantee in connection with any work contemplated or performed relative to this Grant Contract.
- D.7. Lobbying. The Grantee certifies, to the best of its knowledge and belief, that:
- a. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
  - b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this contract, grant, loan, or cooperative agreement, the Grantee shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
  - c. The Grantee shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352.

- D.8. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Grant Contract shall be in writing and shall be made by certified, first-class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by email or facsimile transmission with recipient confirmation. All communications, regardless of method of transmission, shall be addressed to the respective party as set out below:

The State:

Gina Burnett, Program Coordinator  
Division of Rehabilitation Services

505 Deaderick Street, 15<sup>th</sup> Floor  
Nashville, TN 37243  
[gina.burnett@tn.gov](mailto:gina.burnett@tn.gov)  
(615) 350-4357

The Grantee:

John Stults, Supervisor of Special Education  
Oak Ridge Schools  
304 New York Avenue  
Oak Ridge, TN 37830  
[jcstults@ortn.edu](mailto:jcstults@ortn.edu)  
Telephone # 865-425-9027

A change to the above contact information requires written notice to the person designated by the other party to receive notice.

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- D.9. Subject to Funds Availability. This Grant Contract is subject to the appropriation and availability of State or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the State reserves the right to terminate this Grant Contract upon written notice to the Grantee. The State's right to terminate this Grant Contract due to lack of funds is not a breach of this Grant Contract by the State. Upon receipt of the written notice, the Grantee shall cease all work associated with the Grant Contract. Should such an event occur, the Grantee shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date. Upon such termination, the Grantee shall have no right to recover from the State any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
- D.10. Nondiscrimination. The Grantee hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Grantee on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by federal, Tennessee state constitutional, or statutory law. The Grantee shall, upon request, show proof of nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
- D.11. HIPAA Compliance. The State and the Grantee shall comply with obligations under the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Health Information Technology for Economic and Clinical Health Act (HITECH) and any other relevant laws and regulations regarding privacy (collectively the "Privacy Rules"). The obligations set forth in this Section shall survive the termination of this Grant Contract.
- a. The Grantee warrants to the State that it is familiar with the requirements of the Privacy Rules and will comply with all applicable HIPAA requirements in the course of this Grant Contract.
  - b. The Grantee warrants that it will cooperate with the State, including cooperation and coordination with State privacy officials and other compliance officers required by the Privacy Rules, in the course of performance of this Grant Contract so that both parties will be in compliance with the Privacy Rules.
  - c. The State and the Grantee will sign documents, including but not limited to business associate agreements, as required by the Privacy Rules and that are reasonably necessary to keep the State and the Grantee in compliance with the Privacy Rules. This provision shall not apply if information received by the State under this Grant Contract is

NOT "protected health information" as defined by the Privacy Rules, or if the Privacy Rules permit the State to receive such information without entering into a business associate agreement or signing another such document.

- D.12. Public Accountability. If the Grantee is subject to Tenn. Code Ann. § 8-4-401 *et seq.*, or if this Grant Contract involves the provision of services to citizens by the Grantee on behalf of the State, the Grantee agrees to establish a system through which recipients of services may present grievances about the operation of the service program. The Grantee shall also display in a prominent place, located near the passageway through which the public enters in order to receive Grant supported services, a sign at least eleven inches (11") in height and seventeen inches (17") in width stating:

NOTICE: THIS AGENCY IS A RECIPIENT OF TAXPAYER FUNDING. IF YOU OBSERVE AN AGENCY DIRECTOR OR EMPLOYEE ENGAGING IN ANY ACTIVITY WHICH YOU CONSIDER TO BE ILLEGAL, IMPROPER, OR WASTEFUL, PLEASE CALL THE STATE COMPTROLLER'S TOLL-FREE HOTLINE: 1-800-232-5454.

The sign shall be on the form prescribed by the Comptroller of the Treasury. The Grantor State Agency shall obtain copies of the sign from the Comptroller of the Treasury, and upon request from the Grantee, provide Grantee with any necessary signs.

- D.13. Public Notice. All notices, informational pamphlets, press releases, research reports, signs, and similar public notices prepared and released by the Grantee in relation to this Grant Contract shall include the statement, "This project is funded under a grant contract with the State of Tennessee." All notices by the Grantee in relation to this Grant Contract shall be approved by the State.
- D.14. Licensure. The Grantee, its employees, and any approved subcontractor shall be licensed pursuant to all applicable federal, state, and local laws, ordinances, rules, and regulations and shall upon request provide proof of all licenses.
- D.15. Records. The Grantee and any approved subcontractor shall maintain documentation for all charges under this Grant Contract. The books, records, and documents of the Grantee and any approved subcontractor, insofar as they relate to work performed or money received under this Grant Contract, shall be maintained in accordance with applicable Tennessee law. In no case shall the records be maintained for a period of less than five (5) full years from the date of the final payment. The Grantee's records shall be subject to audit at any reasonable time and upon reasonable notice by the Grantor State Agency, the Comptroller of the Treasury, or their duly appointed representatives.

The records shall be maintained in accordance with Governmental Accounting Standards Board (GASB) Accounting Standards or the Financial Accounting Standards Board (FASB) Accounting Standards Codification, as applicable, and any related AICPA Industry Audit and Accounting guides.

In addition, documentation of grant applications, budgets, reports, awards, and expenditures will be maintained in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Grant expenditures shall be made in accordance with local government purchasing policies and procedures and purchasing procedures for local governments authorized under state law. The Grantee shall also comply with any recordkeeping and reporting requirements prescribed by the Tennessee Comptroller of the Treasury.

The Grantee shall establish a system of internal controls that utilize the COSO Internal Control - Integrated Framework model as the basic foundation for the internal control system. The Grantee shall incorporate any additional Comptroller of the Treasury directives into its internal control system.

Any other required records or reports which are not contemplated in the above standards shall follow the format designated by the head of the Grantor State Agency, the Central Procurement Office, or the Commissioner of Finance and Administration of the State of Tennessee.

- D.16. Monitoring. The Grantee's activities conducted and records maintained pursuant to this Grant Contract shall be subject to monitoring and evaluation by the State, the Comptroller of the Treasury, or their duly appointed representatives.
- D.17. Progress Reports. The Grantee shall submit brief, periodic, progress reports to the State as requested.
- D.18. Annual and Final Reports. The Grantee shall submit, within three (3) months of the conclusion of each year of the Term, an annual report. For grant contracts with a term of less than one (1) year, the Grantee shall submit a final report within three (3) months of the conclusion of the Term. For grant contracts with multiyear terms, the final report will take the place of the annual report for the final year of the Term. The Grantee shall submit annual and final reports to the Grantor State Agency. At minimum, annual and final reports shall include: (a) the Grantee's name; (b) the Grant Contract's Edison identification number, Term, and total amount; (c) a narrative section that describes the program's goals, outcomes, successes and setbacks, whether the Grantee used benchmarks or indicators to determine progress, and whether any proposed activities were not completed; and (d) other relevant details requested by the Grantor State Agency. Annual and final report documents to be completed by the Grantee shall appear on the Grantor State Agency's website or as an attachment to the Grant Contract.
- D.19. Audit Report. The Grantee shall be audited in accordance with applicable Tennessee law. If the Grantee is subject to an audit under this provision, then the Grantee shall complete Attachment B.

When a federal single audit is required, the audit shall be performed in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

A copy of the audit report shall be provided to the Comptroller by the licensed, independent public accountant. Audit reports shall be made available to the public.

- D.20. Procurement. If other terms of this Grant Contract allow reimbursement for the cost of goods, materials, supplies, equipment, or contracted services, such procurement shall be made on a competitive basis, including the use of competitive bidding procedures, where practical. The Grantee shall maintain documentation for the basis of each procurement for which reimbursement is paid pursuant to this Grant Contract. In each instance where it is determined that use of a competitive procurement method is not practical, supporting documentation shall include a written justification for the decision and for use of a non-competitive procurement. If the Grantee is a subrecipient, the Grantee shall comply with 2 C.F.R. §§ 200.317—200.326 when procuring property and services under a federal award.

The Grantee shall obtain prior approval from the State before purchasing any equipment under this Grant Contract.

For purposes of this Grant Contract, the term "equipment" shall include any article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds five thousand dollars (\$5,000.00).

- D.21. Strict Performance. Failure by any party to this Grant Contract to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this Grant Contract is not a waiver or relinquishment of any term, covenant, condition, or provision. No term or condition of this Grant Contract shall be held to be waived, modified, or deleted except by a written amendment signed by the parties.

- D.22. Independent Contractor. The parties shall not act as employees, partners, joint venturers, or associates of one another in the performance of this Grant Contract. The parties acknowledge that they are independent contracting entities and that nothing in this Grant Contract shall be construed to create a principal/agent relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.
- D.23. Limitation of State's Liability. The State shall have no liability except as specifically provided in this Grant Contract. In no event will the State be liable to the Grantee or any other party for any lost revenues, lost profits, loss of business, loss of grant funding, decrease in the value of any securities or cash position, time, money, goodwill, or any indirect, special, incidental, punitive, exemplary or consequential damages of any nature, whether based on warranty, contract, statute, regulation, tort (including but not limited to negligence), or any other legal theory that may arise under this Grant Contract or otherwise. The State's total liability under this Grant Contract (including any exhibits, schedules, amendments or other attachments to the Contract) or otherwise shall under no circumstances exceed the Maximum Liability originally established in Section C.1 of this Grant Contract. This limitation of liability is cumulative and not per incident.
- D.24. Force Majeure. "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party except to the extent that the non-performing party is at fault in failing to prevent or causing the default or delay, and provided that the default or delay cannot reasonably be circumvented by the non-performing party through the use of alternate sources, workaround plans or other means. A strike, lockout or labor dispute shall not excuse either party from its obligations under this Grant Contract. Except as set forth in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a default under this Grant Contract or grounds for termination. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. The occurrence of a Force Majeure Event affecting Grantee's representatives, suppliers, subcontractors, customers or business apart from this Grant Contract is not a Force Majeure Event under this Grant Contract. Grantee will promptly notify the State of any delay caused by a Force Majeure Event (to be confirmed in a written notice to the State within one (1) day of the inception of the delay) that a Force Majeure Event has occurred and will describe in reasonable detail the nature of the Force Majeure Event. If any Force Majeure Event results in a delay in Grantee's performance longer than forty-eight (48) hours, the State may, upon notice to Grantee: (a) cease payment of the fees until Grantee resumes performance of the affected obligations; or (b) immediately terminate this Grant Contract or any purchase order, in whole or in part, without further payment except for fees then due and payable. Grantee will not increase its charges under this Grant Contract or charge the State any fees other than those provided for in this Grant Contract as the result of a Force Majeure Event.
- D.25. Tennessee Department of Revenue Registration. The Grantee shall comply with all applicable registration requirements contained in Tenn. Code Ann. §§ 67-6-601 – 608. Compliance with applicable registration requirements is a material requirement of this Grant Contract.
- D.26. Charges to Service Recipients Prohibited. The Grantee shall not collect any amount in the form of fees or reimbursements from the recipients of any service provided pursuant to this Grant Contract.
- D.27. No Acquisition of Equipment or Motor Vehicles. This Grant Contract does not involve the acquisition and disposition of equipment or motor vehicles acquired with funds provided under this Grant Contract.
- D.28. State and Federal Compliance. The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Contract. The U.S. Office of Management

and Budget's Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards is available here: [http://www.ecfr.gov/cgi-bin/text-idx?SID=c6b2f053952359ba94470ad3a7c1a975&tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?SID=c6b2f053952359ba94470ad3a7c1a975&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)

- D.29. Governing Law. This Grant Contract shall be governed by and construed in accordance with the laws of the State of Tennessee, without regard to its conflict or choice of law rules. The Grantee agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Grant Contract. The Grantee acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising there from, shall be subject to and limited to those rights and remedies, if any, available under Tenn. Code Ann. §§ 9-8-101 through 9-8-408.
- D.30. Completeness. This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions agreed to by the parties. This Grant Contract supersedes any and all prior understandings, representations, negotiations, or agreements between the parties, whether written or oral.
- D.31. Severability. If any terms and conditions of this Grant Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions shall not be affected and shall remain in full force and effect. To this end, the terms and conditions of this Grant Contract are declared severable.
- D.32. Headings. Section headings are for reference purposes only and shall not be construed as part of this Grant Contract.
- D.33. Iran Divestment Act. The requirements of Tenn. Code Ann. § 12-12-101, *et seq.*, addressing contracting with persons as defined at Tenn. Code Ann. §12-12-103(5) that engage in investment activities in Iran, shall be a material provision of this Grant Contract. The Grantee certifies, under penalty of perjury, that to the best of its knowledge and belief that it is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.
- D.34. Debarment and Suspension. The Grantee certifies, to the best of its knowledge and belief, that it, its current and future principals, its current and future subcontractors and their principals:
- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency;
  - b. have not within a three (3) year period preceding this Grant Contract been convicted of, or had a civil judgment rendered against them from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
  - c. are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in section b. of this certification; and
  - d. have not within a three (3) year period preceding this Grant Contract had one or more public transactions (federal, state, or local) terminated for cause or default.

The Grantee shall provide immediate written notice to the State if at any time it learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals or the principals of its subcontractors are excluded or disqualified, or presently fall under any of the prohibitions of sections a-d.

- D.35. Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with applicable state and federal law. All material and information, regardless of form, medium or method of communication, provided to the Grantee by the State or acquired by the Grantee on behalf of the State that is regarded as confidential under state or federal law shall be regarded as "Confidential Information." Nothing in this Section shall permit Grantee to disclose any Confidential Information, regardless of whether it has been disclosed or made available to the Grantee due to intentional or negligent actions or inactions of agents of the State or third parties. Confidential Information shall not be disclosed except as required or permitted under state or federal law. Grantee shall take all necessary steps to safeguard the confidentiality of such material or information in conformance with applicable state and federal law.

The obligations set forth in this Section shall survive the termination of this Grant Contract.

**E. SPECIAL TERMS AND CONDITIONS:**

- E.1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Contract, the special terms and conditions shall be subordinate to the Grant Contract's other terms and conditions.
- E.2. Family Educational Rights and Privacy Act & Tennessee Data Accessibility, Transparency and Accountability Act. The Grantee shall comply with the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. 1232(g)) and its accompanying regulations (34 C.F.R. § 99) ("FERPA"). The Grantee warrants that the Grantee is familiar with FERPA requirements and that it will comply with these requirements in the performance of its duties under this Grant Contract. The Grantee agrees to cooperate with the State, as required by FERPA, in the performance of its duties under this Grant Contract. The Grantee agrees to maintain the confidentiality of all education records and student information. The Grantee shall only use such records and information for the exclusive purpose of performing its duties under this Grant Contract. The obligations set forth in this Section shall survive the termination of this Grant Contract.

The Grantee shall also comply with Tenn. Code Ann. § 49-1-701, *et seq.*, known as the "Data Accessibility, Transparency and Accountability Act," and any accompanying administrative rules or regulations (collectively "DATAA"). The Grantee agrees to maintain the confidentiality of all records containing student and de-identified data, as this term is defined in DATAA, in any databases, to which the State has granted the Grantee access, and to only use such data for the exclusive purpose of performing its duties under this Grant Contract.

Any instances of unauthorized disclosure of data containing personally identifiable information in violation of FERPA or DATAA that come to the attention of the Grantee shall be reported to the State within twenty-four (24) hours.

- E.3. Environmental Tobacco Smoke. Pursuant to the provisions of the federal "Pro-Children Act of 1994" and the "Children's Act for Clean Indoor Air of 1995," Tenn. Code Ann. §§ 39-17-1601 through 1606, the Grantee shall prohibit smoking of tobacco products within any indoor premises in which services are provided to individuals under the age of eighteen (18) years. The Grantee shall post "no smoking" signs in appropriate, permanent sites within such premises. This prohibition shall be applicable during all hours, not just the hours in which children are present. Violators of the prohibition may be subject to civil penalties and fines. This prohibition shall apply to and be made part of any subcontract related to this Grant Contract.
- E.4. Grantee Participation. Grantee Participation amounts detailed in the Grant Budget are intended as a goal for the total project, and the amount of actual Grantee Participation expenditures will not impact the maximum amounts reimbursable to the Grantee as detailed by the Grant Budget column, "Grant Contract."
- E.5. Personally Identifiable Information. While performing its obligations under this Grant Contract, Grantee may have access to Personally Identifiable Information held by the State ("PII"). For the purposes of this Grant Contract, "PII" includes "Nonpublic Personal Information" as that term is

defined in Title V of the Gramm-Leach-Bliley Act of 1999 or any successor federal statute, and the rules and regulations thereunder, all as may be amended or supplemented from time to time ("GLBA") and personally identifiable information and other data protected under any other applicable laws, rule or regulation of any jurisdiction relating to disclosure or use of personal information ("Privacy Laws"). Grantee agrees it shall not do or omit to do anything which would cause the State to be in breach of any Privacy Laws. Grantee shall, and shall cause its employees, agents and representatives to: (i) keep PII confidential and may use and disclose PII only as necessary to carry out those specific aspects of the purpose for which the PII was disclosed to Grantee and in accordance with this Grant Contract, GLBA and Privacy Laws; and (ii) implement and maintain appropriate technical and organizational measures regarding information security to: (A) ensure the security and confidentiality of PII; (B) protect against any threats or hazards to the security or integrity of PII; and (C) prevent unauthorized access to or use of PII. Grantee shall immediately notify State: (1) of any disclosure or use of any PII by Grantee or any of its employees, agents and representatives in breach of this Grant Contract; and (2) of any disclosure of any PII to Grantee or its employees, agents and representatives where the purpose of such disclosure is not known to Grantee or its employees, agents and representatives. The State reserves the right to review Grantee's policies and procedures used to maintain the security and confidentiality of PII and Grantee shall, and cause its employees, agents and representatives to, comply with all reasonable requests or directions from the State to enable the State to verify or ensure that Grantee is in full compliance with its obligations under this Grant Contract in relation to PII. Upon termination or expiration of the Grant Contract or at the State's direction at any time in its sole discretion, whichever is earlier, Grantee shall immediately return to the State any and all PII which it has received under this Grant Contract and shall destroy all records of such PII.

The Grantee shall report to the State any instances of unauthorized access to or potential disclosure of PII in the custody or control of Grantee ("Unauthorized Disclosure") that come to the Grantee's attention. Any such report shall be made by the Grantee within twenty-four (24) hours after the Unauthorized Disclosure has come to the attention of the Grantee. Grantee shall take all necessary measures to halt any further Unauthorized Disclosures. The Grantee, at the sole discretion of the State, shall provide no cost credit monitoring services for individuals whose PII was affected by the Unauthorized Disclosure. The Grantee shall bear the cost of notification to all individuals affected by the Unauthorized Disclosure, including individual letters and public notice. The remedies set forth in this Section are not exclusive and are in addition to any claims or remedies available to this State under this Grant Contract or otherwise available at law. The obligations set forth in this Section shall survive the termination of this Grant Contract.

E.6. Federal Funding Accountability and Transparency Act (FFATA).

This Grant Contract requires the Grantee to provide supplies or services that are funded in whole or in part by federal funds that are subject to FFATA. The Grantee is responsible for ensuring that all applicable FFATA requirements, including but not limited to those below, are met and that the Grantee provides information to the State as required.

The Grantee shall comply with the following:

- a. Reporting of Total Compensation of the Grantee's Executives.
  - (1) The Grantee shall report the names and total compensation of each of its five most highly compensated executives for the Grantee's preceding completed fiscal year, if in the Grantee's preceding fiscal year it received:
    - i. 80 percent or more of the Grantee's annual gross revenues from Federal procurement contracts and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and sub awards); and

- ii. \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts), and federal financial assistance subject to the Transparency Act (and sub awards); and
- iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. § 78m(a), 78o(d)) or § 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>).

As defined in 2 C.F.R. § 170.315, "Executive" means officers, managing partners, or any other employees in management positions.

- (2) Total compensation means the cash and noncash dollar value earned by the executive during the Grantee's preceding fiscal year and includes the following (for more information see 17 CFR § 229.402(c)(2)):
  - i. Salary and bonus.
  - ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
  - iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives and are available generally to all salaried employees.
  - iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
  - iv. Above-market earnings on deferred compensation which is not tax qualified.
  - v. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.
- b. The Grantee must report executive total compensation described above to the State by the end of the month during which this Grant Contract is established.
- c. If this Grant Contract is amended to extend its term, the Grantee must submit an executive total compensation report to the State by the end of the month in which the amendment to this Grant Contract becomes effective.
- d. The Grantee will obtain a Unique Entity Identifier (SAM) and maintain its SAM number for the term of this Grant Contract. More information about obtaining a SAM Number can be found at: <http://fedgov.dnb.com/webform/>.

The Grantee's failure to comply with the above requirements is a material breach of this Grant Contract for which the State may terminate this Grant Contract for cause. The State will not be obligated to pay any outstanding invoice received from the Grantee unless and until the Grantee is in full compliance with the above requirements.


E.7. Transfer of Grantee's Obligations.

The Grantee shall not transfer or restructure its operations related to this Grant Contract without the prior written approval of the State. The Grantee shall immediately notify the State in writing of a proposed transfer or restructuring of its operations related to this Grant Contract. The State reserves the right to request additional information or impose additional terms and conditions before approving a proposed transfer or restructuring.

E.8. Disaster Recovery/Continuity of Operations Plan. The Grantee acknowledges and represents to the State that it has implemented a disaster recovery/continuity of operations plan that may be executed in the event of a natural disaster or man-made disaster. Said plan shall be made available to the State upon request.


IN WITNESS WHEREOF,

OAK RIDGE SCHOOLS:

  
BRUCE BORCHERS, SUPERINTENDENT

8.9.22  
DATE

DEPARTMENT OF HUMAN SERVICES:

  
CLARENCE H. CARTER, COMMISSIONER

Clarence H. Carter (TL)  
2022.08.09 15:30:55 -05'00'

DATE

**ATTACHMENT C**

**Federal Award Identification Worksheet**

Subrecipient's name (must match name associated with its Unique Entity Identifier (SAM))	Oak Ridge Schools
Subrecipient's Unique Entity Identifier (SAM)	EGYUFNQMG65
Federal Award Identification Number (FAIN)	H126A220063
Federal award date	10-1-22 to 9-30-24
Subaward Period of Performance Start and End Date	10-1-22 to 9-30-24
Subaward Budget Period Start and End Date	10-1-22 to 9-30-24
Assistance Listing number (formerly known as the CFDA number) and Assistance Listing program title.	84.126 Rehabilitation Services Vocational Rehabilitation Grants to States
Grant contract's begin date	10/01/2022
Grant contract's end date	9/30/2024
Amount of federal funds obligated by this grant contract	\$296,116.64
Total amount of federal funds obligated to the subrecipient	\$296,116.64
Total amount of the federal award to the pass-through entity (Grantor State Agency)	\$31,940,006
Federal award project description (as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA))	State Vocational Rehabilitation Services
Name of federal awarding agency	US Department of Education
Name and contact information for the federal awarding official	Education Program Contact: Suzanne Mitchell (202) 245-7454 <a href="mailto:Suzanne.mitchell@ed.gov">Suzanne.mitchell@ed.gov</a>
Name of pass-through entity	Tennessee Department of Human Services
Name and contact information for the pass-through entity awarding official	Blake Shearer <a href="mailto:Blake.A.Shearer@tn.gov">Blake.A.Shearer@tn.gov</a>
Is the federal award for research and development?	No
Indirect cost rate for the federal award (See 2 C.F.R. §200.331 for information on type of indirect cost rate)	Public Assistance Cost Allocation Plan



MEMORANDUM

Dr. Kelly Williams

Executive Director, Office of Teaching and Learning

TO: Board of Education

DATE: 8/5/22

SUBJECT: Item for Action: Innovative High Schools Model Grant (iSchool) FY23

I recommend the approval of the FY23 Innovative High Schools Model Grant (iSchool). This grant provides funding for the iSchool course at Oak Ridge High School inclusive of staff salary, instructional materials, and professional development. These grant funds total \$470,771.04 for the FY23 award period of July 2022 through June 2023 and are budgeted in lines 71300, 72130, and 99100-951.

**From:** [Holly Cross](#)  
**To:** [Jennifer Van Dyke](#); [Jennifer Weston](#); [Candy Jett](#); [Tammy Souza](#)  
**Cc:** [Elizabeth McFall](#)  
**Subject:** Grant Budget Line Change  
**Date:** Wednesday, August 10, 2022 8:26:29 AM  
**Attachments:** [image001.png](#)

Account Number Line Item Number	71300 - Vocational Education Program	72130 - Other Student Support	99100 - Transfers Out	Total
116 - Teachers	79,000.00			79,000.00
163 - Educational Assistants	21,000.00			21,000.00
201 - Social Security	6,500.00	0.00		6,500.00
204 - State Retirement	5,500.00	0.00		5,500.00
206 - Life Insurance	126.00	0.00		126.00
208 - Dental Insurance	732.00	0.00		732.00
212 - Employer Medicare	2,400.00	0.00		2,400.00
299 - Other Fringe Benefits	220.00	0.00		220.00
355C - Travel (CTSO)		6,000.00		6,000.00
399 - Other Contracted Services	10,000.00	0.00		10,000.00
429 - Instructional Supplies & Materials	90,000.00			90,000.00
429C - Instructional Supplies & Materials (Consumables)	40,000.00			40,000.00
499 - Other Supplies and Materials	8,000.00	0.00		8,000.00
504 - Indirect Cost			3,000.00	3,000.00
524 - In-Service / Staff Development		8,000.00		8,000.00
730 - Vocational Instruction Equipment	190,293.04			190,293.04
<b>Total</b>	453,771.04	14,000.00	3,000.00	470,771.04
			<b>Adjusted Allocation</b>	470,771.04
			<b>Remaining</b>	0.00

Dr. Holly Cross  
 Supervisor of Career Readiness and Communications  
 1450 Oak Ridge Turnpike | Oak Ridge, TN 37830  
[hcross@ortn.edu](mailto:hcross@ortn.edu) | (865) 425-9557  
[www.ortn.edu](http://www.ortn.edu) Twitter: @ORSchools  
 Every student prepared for college, career, and life success



**Oak Ridge Schools**  
 CAREER READINESS AND COMMUNICATIONS



**MEMORANDUM**  
**OAK RIDGE SCHOOLS**

**Bruce Lay**  
**Office of the Executive Director of School Leadership**

**TO: Dr. Borchers**

**DATE: 08/10/22**

**SUBJECT: Epidemiology and Laboratory Capacity (ELC) Grant**

The following information is being provided to summarize how funds from the ELC Grant will be used to increase COVID-19 Testing. This plan has been created based on data regarding current trends and active cases of COVID-19. We will exercise flexibility should the current trend change and support COVID-19 testing at a higher level.

Intended Use of Funds:

A committee consisting of the Nurse Coordinator, Wellness Coordinator, Director of Pupil Services, Supervisor of Maintenance and Operation and the Executive Director of School Leadership Department have worked to develop a plan that will use the funds from the ELC Grant to implement COVID-19 Testing opportunities for all students, staff and families.

COVID-19 testing will be provided at the ORS Administration building two days per week. The testing days will be Monday and Thursday between 7:30 – 3:45. School nurses will provide individuals with COVID-19 symptoms the contact information to be tested.

Remaining ELC Grant Funds will be utilized to maintain a 1.0 FTE Nurse. This position will assure that there is no disruption of testing services, manage the Central COVID -19 Testing Center at the Oak Ridge Schools Administration Building, serve as a substitute nurse and assist schools with student health procedures as needed.

Planned Testing:

We will continue our partnership with WINBIGLER Medical, PLLC. This company will provide us the materials and lab work required to provide testing and results. The testing plan will be as follows:

1. Students and staff exhibiting COVID-19 symptoms will be isolated and restricted from attending school in compliance with CDC Guidelines.

2. Students and staff will be provided the option of being tested for COVID-19. Parent or guardian permission will be attained prior to testing students. We will seek parental permission at the time a student exhibiting COVID-19 symptoms is picked up from a school clinic.
3. Students and staff identified as a close contact to a person confirmed to have COVID-19 will be encouraged to be tested in compliance with CDC Testing Guidelines.



ePlan Home
Search
Reports
Inbox
Planning
Monitoring
Funding
Data and Information
Reimbursement Requests
Project Summary
LEA Document Library
Address Book
TDOE Resources
Help for Current Page
Contact TDOE
<b>ePlan Sign Out</b>

Jones, Sandi

<b>Production</b>
Session Timeout
<b>00:29:35</b>

## Budget Overview

Oak Ridge (012) Public District - FY 2023 - Epidemiology & Laboratory Capacity (ELC) - Rev 0 - Epidemiology & Laboratory Capacity (ELC)

Filter by Location:    
[Show Unbudgeted Categories](#)

Account Number	72120 - Health Services	Total
<b>Line Item Number</b>		
131 - Medical Personnel	55,000.00	55,000.00
201 - Social Security	3,410.00	3,410.00
204 - State Retirement	4,400.00	4,400.00
206 - Life Insurance	126.00	126.00
207 - Medical Insurance	8,860.00	8,860.00
208 - Dental Insurance	365.30	365.30
212 - Employer Medicare	798.00	798.00
299 - Other Fringe Benefits	108.50	108.50
413 - Drugs & Medical Supplies	105,494.97	105,494.97
735 - Health Equipment	10,000.00	10,000.00
<b>Total</b>	<b>188,562.77</b>	<b>188,562.77</b>
	<b>Adjusted Allocation</b>	<b>188,562.77</b>
	<b>Remaining</b>	<b>0.00</b>

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TN Department of Education | Andrew Johnson Tower | 710 James Robertson Parkway | Nashville, TN 37243 | (629) 395-4684 | [ePlan.Help@tn.gov](mailto:ePlan.Help@tn.gov)



MEMORANDUM

Dr. Kelly Williams

Executive Director, Office of Teaching and Learning

TO: Board of Education

DATE: 8/5/22

SUBJECT: Item for Action: Innovative High Schools Model Grant (iSchool) Teacher Assistant  
Position FY23

I recommend the approval of a Teacher Assistant position for the FY23 Innovative High Schools Model (iSchool) program. This grant provides funding for a 1.0 FTE Teacher Assistant at Oak Ridge High School in the amount of \$24,482.05 inclusive of salary and benefits budgeted in account 71300-951.

Account Number Line Item Number	71300 - Vocational Education Program	72130 - Other Student Support	99100 - Transfers Out	Total
116 - Teachers	100,000.00			100,000.00
201 - Social Security	6,500.00	0.00		6,500.00
204 - State Retirement	5,500.00	0.00		5,500.00
206 - Life Insurance	126.00	0.00		126.00
208 - Dental Insurance	732.00	0.00		732.00
212 - Employer Medicare	2,400.00	0.00		2,400.00
299 - Other Fringe Benefits	220.00	0.00		220.00
355C - Travel (CTSO)		6,000.00		6,000.00
399 - Other Contracted Services	10,000.00	0.00		10,000.00
429 - Instructional Supplies & Materials	90,000.00			90,000.00
429C - Instructional Supplies & Materials (Consumables)	40,000.00			40,000.00
499 - Other Supplies and Materials	8,000.00	0.00		8,000.00
504 - Indirect Cost			3,000.00	3,000.00
524 - In-Service / Staff Development		8,000.00		8,000.00
730 - Vocational Instruction Equipment	190,293.04			190,293.04
<b>Total</b>	453,771.04	14,000.00	3,000.00	470,771.04
			<b>Adjusted Allocation</b>	470,771.04
			<b>Remaining</b>	0.00

Oak Ridge High School is requesting the Oak Ridge School Board's approval to form a Bowling Team and participate in the TSSAA District 3 Bowling Season. The Bowling Team will be coached by Mrs. Julianne Fowler and have approximately 20 athletes consisting of 10 female and 10 male students. Bowling is a sanctioned TSSAA Sport which will provide us the opportunity to participate in multiple matches as well as post season tournament opportunities. Additional information is listed below:

**Season timing:** Practices begin in mid/late August and the season runs through Mid-January if individuals or a team makes it to state.

**Number of Participants:** Around 20 total (10 boys and 10 girls)

**Matches:** There will be around 10-15 regular season matches with an additional 1-10 for district/region/state tournaments

**Transportation:** Each bowler is responsible for their own transportation to matches.

**Match Locations:** Oak Ridge Bowling Center, Western Ave Strike and Spare, Fountain Lane Strike and Spare, Family Bowl (district locations), could be in Sevier County for some Region matches.

District Tournament is normally held in Mid-December near the week of finals.  
Region Tournament is after Christmas Break at the first of January  
State Tournament is held in Smyrna, TN in Mid-January.

THANK YOU SO MUCH!



# Oak Ridge Board of Education

Monitoring:  <b>Review: Annually, in September</b>	Descriptor Term: <h2 style="text-align: center;">Advertising and Distribution of Materials in the Schools</h2>	Descriptor Code: <h3 style="text-align: center;">1.806</h3>	Issued Date: <h3 style="text-align: center; color: red;">08/01/22</h3>
		Rescinds:	Issued: <h3 style="text-align: center;">04/29/14</h3>

- 1 No part of the school system, including the facilities, the name, the staff, and the students, shall be
- 2 used for advertising or promoting the interests of any commercial, political or other non-school agency
- 3 or organization except that:
  - 4 1. The school may cooperate in furthering the work of any non-profit, community-wide social
  - 5 service agency, provided that such cooperation does not restrict or impair the educational
  - 6 programs of the schools;
  - 7 2. The school may participate in radio or television programs under acceptable commercial
  - 8 sponsorship when such programs are educationally beneficial;
  - 9 3. Community, educational, charitable, recreational and other similar civic groups may advertise
  - 10 event pertinent to students' interests or involvement. Such advertisement, including the
  - 11 distribution of materials, shall be subject to any procedures related to time, place and manner
  - 12 established by the principal;
  - 13 4. The principal shall screen all materials prior to distribution to ensure their appropriateness. The
  - 14 principal may prohibit materials that:
    - 15 a. would likely to cause substantial disruption of the operation of the school;
    - 16 b. violate the rights of others;
    - 17 c. are obscene, lewd or sexually explicit; or
    - 18 d. students would reasonably believe to be sponsored or endorsed by the school.
  - 19 5. The school may, upon approval of the Superintendent/designee, cooperate with any
  - 20 governmental agency in promoting activities which advance the education or other best
  - 21 interests of the students;
  - 22 6. Political literature shall not be distributed through the school to students, nor sent home to
  - 23 parents, nor placed in teachers' mail boxes, lounges, or on school premises;
  - 24 7. Political signs for people who are running for public office shall not be allowed on school
  - 25 property except on election day or those being used for educational purposes relative to the
  - 26 electoral process;<sup>1</sup> **and**
  - 27 8. School publications may accept and publish paid advertising under procedures established by
  - 28 the Superintendent/designee. In accepting and publishing paid advertising, neither the District
  - 29 nor any subdivision thereof intends to open such space for public expression or a public forum

1 of any kind. Rather advertising space in school publications is reserved for commercial  
2 advertisement for the purpose of raising funds. By accepting such advertisements, neither the  
3 District nor any division thereof intends to endorse the advertising entity's products,  
4 viewpoints, or the entity itself; and

5 9. Schools may accept and publish paid advertising on signs at athletic fields. By allowing such  
6 advertising, the District does not intend to open such space for public expression or a public  
7 forum of any kind. Rather, advertising space on signs at athletic fields is reserved for  
8 commercial advertisement for the purpose of raising funds in a manner that is acceptable given  
9 the school context. The Superintendent/designee shall retain final authority to approve or  
10 disapprove advertisements. By accepting advertisements, neither the District nor any division  
11 thereof, endorses the advertising entity's products, viewpoints, or the entity itself. The District  
12 reserves the right to reject advertisements for reasons, including, but not limited to, the  
13 following:

- 14 a. Is inconsistent with State or Federal Law, Board policies, District or school  
15 regulations, or curriculum;
- 16 b. Is inappropriate for a school setting with a student audience;
- 17 c. Promotes a product or service that presents a health hazard;
- 18 d. Exposes the Board to complaint, controversy, or litigation;
- 19 e. Includes noncommercial expression;
- 20 f. Is otherwise inconsistent with the intended purpose of the advertising space and  
21 the surrounding area.  
22

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Legal References

1. TCA 2-19-206(d)

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Cross References

Board-Community Relations 1.500

Vendor Relations 2.809

Staff Gifts and Solicitations 5.605

Political Activities 5.606

Student Publications 6.704

# Oak Ridge Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Library Materials</b>	Descriptor Code: <b>4.403</b>	Issued Date: <b>08/01/22</b>
		Rescinds:	Issued:

## 1 *General*

2 The Library Media Specialists shall be responsible for library collection development. Library materials  
3 shall be reviewed to ensure the content aligns with state law.<sup>1</sup> The library collection shall adhere to the  
4 following criteria:

- 5 1. Materials shall be suitable for and consistent with the educational mission of the school;  
6
- 7 2. Materials shall be appropriate for the age and maturity levels of the students who may access  
8 them. The determining factor will be based on an assessment of any mature themes or content  
9 (i.e., violence, sexual content, vulgar language, substance abuse);  
10
- 11 3. Materials shall contain literary, historical, and/or artistic value and merit; and  
12
- 13 4. The collection as a whole shall offer a variety of viewpoints.

14 The Executive Director of Teaching and Learning shall be responsible for periodically reviewing the  
15 district's library collection in line with these established standards.

## 16 **COMPLAINTS**

17 If a complaint is made by an employee, student, or parent/guardian, this process is to be followed:

- 18 1. Inform the complainant of the selection procedures and make no commitments.  
19
- 20 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.  
21
- 22 3. Inform the principal (and other appropriate personnel).  
23
- 24 4. Keep challenged materials available for use during the reconsideration process.  
25
- 26 5. Upon receipt of the completed form, the principal shall notify the Director of Schools/designee.  
27
- 28 6. The principal shall request review of the challenged materials by an ad hoc materials review  
29 committee within 15 days. The review committee is appointed by the principal and includes  
30 certified library media personnel, representatives from classroom teachers, one or more parents,  
31 and may include one or more students. The principal will inform the Superintendent of

1 Schools/designee of the review committee's progress.  
2

- 3 7. The review committee shall take the following steps after receiving the challenged materials:  
4  
5 a. Read, view, or listen to the contested material in its entirety;  
6 b. Check general acceptance of the material by reading recognized and evaluative reviews;  
7 c. Determine the extent to which the material ~~supports the educational mission of the~~  
8 school; is appropriate for the age and maturity levels of the students who have access to  
9 the materials and whether the material is suitable for, and consistent with, the  
10 educational mission of the school;  
11 d. Complete the appropriate Checklist for Reconsideration of Library Materials, judging  
12 the material for its strength and value; and  
13 e. Present a recommendation to the Superintendent of Schools/designee and the Board.  
14
8. The Board shall review the recommendation presented by the review committee and make the determination whether the material is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school.
9. If it is determined that the material is not appropriate for the age and maturity levels of the students who have access to them or is not suitable for, and consistent with, the educational mission of the school, the Board shall require the school to remove the material from the library collection.

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Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); Public Acts of 2022, Chapter No. 744

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Cross References

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

# Oak Ridge Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Compulsory Attendance Ages</b>	Descriptor Code: <b>6.201</b>	Issued Date: <b>09/28/15</b>
		Rescinds: <b>111-4/10</b>	Issued:

1 Children between the ages of six (6) and seventeen (17) years, both inclusive, must attend a public or  
2 private school.<sup>1</sup> A parent/guardian or legal custodian who believes that their child is not ready to  
3 attend school at the designated age of mandatory attendance may make application to the principal of  
4 the public school which the child would attend for a one (1) semester or one year deferral in required  
5 attendance. Any such deferral shall be reported to the superintendent by the principal.<sup>2</sup> Under certain  
6 circumstances, the Board may temporarily excuse students from complying with the provisions of the  
7 compulsory attendance law.<sup>3</sup>

8 Any child residing within the state who is or will be five (5) years of age on or before August 15, who  
9 makes application for admission, shall be enrolled in the school designated by the Board.<sup>4</sup>

10 If a child will be five (5) years of age on or before September 30, such child's parent(s)/legal  
11 guardian(s) may request that the child be admitted into kindergarten. Upon a request, the  
12 superintendent/designee shall administer an evaluation and examination. If the results indicate that the  
13 child is sufficiently mature emotionally and academically, then the child may be enrolled into  
14 kindergarten. The superintendent/designee shall develop procedures and forms to implement the  
15 provisions of this policy.<sup>4</sup>

16 No child shall be eligible to enter first grade without having attended an approved kindergarten  
17 program.<sup>5</sup>

18 A child entering a special education program shall be no less than three (3) years of age.<sup>6</sup>

19 ~~A person eighteen (18) years of age or older who applies for admission must have the application ap-~~  
20 ~~proved by the principal and superintendent when:~~

- 21 ~~1. He/she fails to enroll within thirty (30) calendar days after school officially starts; or~~  
22 ~~2. He/she has dropped out of school and wants to re-enter.~~

23 A person eighteen (18) years of age or older who applies for admission into Oak Ridge Schools must  
24 seek approval for such admission from the Superintendent of Schools/designee. The Board designates  
25 the Superintendent/designee to determine whether the admission of such a student could result in  
26 detriment to good order and discipline, and to the instruction of other students, and is not of substantial  
27 benefit to the children of Oak Ridge.<sup>3</sup> Therefore, the Superintendent/designee possesses the power and  
28 discretion to determine whether such admission should be: (a) granted; (b) denied; or (c) conditionally  
29 granted, with the student attending only alternative school/programming, including, but not limited to,  
30 remote instruction options.<sup>8</sup> The process outlined within this paragraph may not, however, apply to  
31 certain disabled students who could possess the right to attend school beyond their 18th birthdays  
32 pursuant to the Individuals with Disabilities Education Act (IDEA).

- 1 The compulsory attendance law shall not apply to the following:<sup>7</sup>
- 2 1. A student who has received a diploma or other certificate of graduation;
  - 3 2. A student who is enrolled and making satisfactory progress in a course leading to a GED;
  - 4 3. A student who is six (6) years or younger and whose parent or guardian has filed notice of
  - 5 intent to conduct home school with the superintendent; or
  - 6 4. A student enrolled in a home school who has reached the age of seventeen (17).
  - 7

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Legal References

1. TCA 49-6-3001 (c)(1)
2. TCA 49-6-3001 (c)(5)
3. TCA 49-6-3005
4. TCA 49-6-201 (b)(3); TCA 49-6-3001 (b)(1)
5. TCA 49-6-201 (8)(d)
6. 20 U.S.C. Sec 5. 1400-1485
7. TCA 49-6-3001 (c)(2)(A)-(D)
- 7.8. TCA 49-6-3402

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Cross References

Special Education Program 4.202  
Adult Education Program 4.208  
Special Education Students 6.500

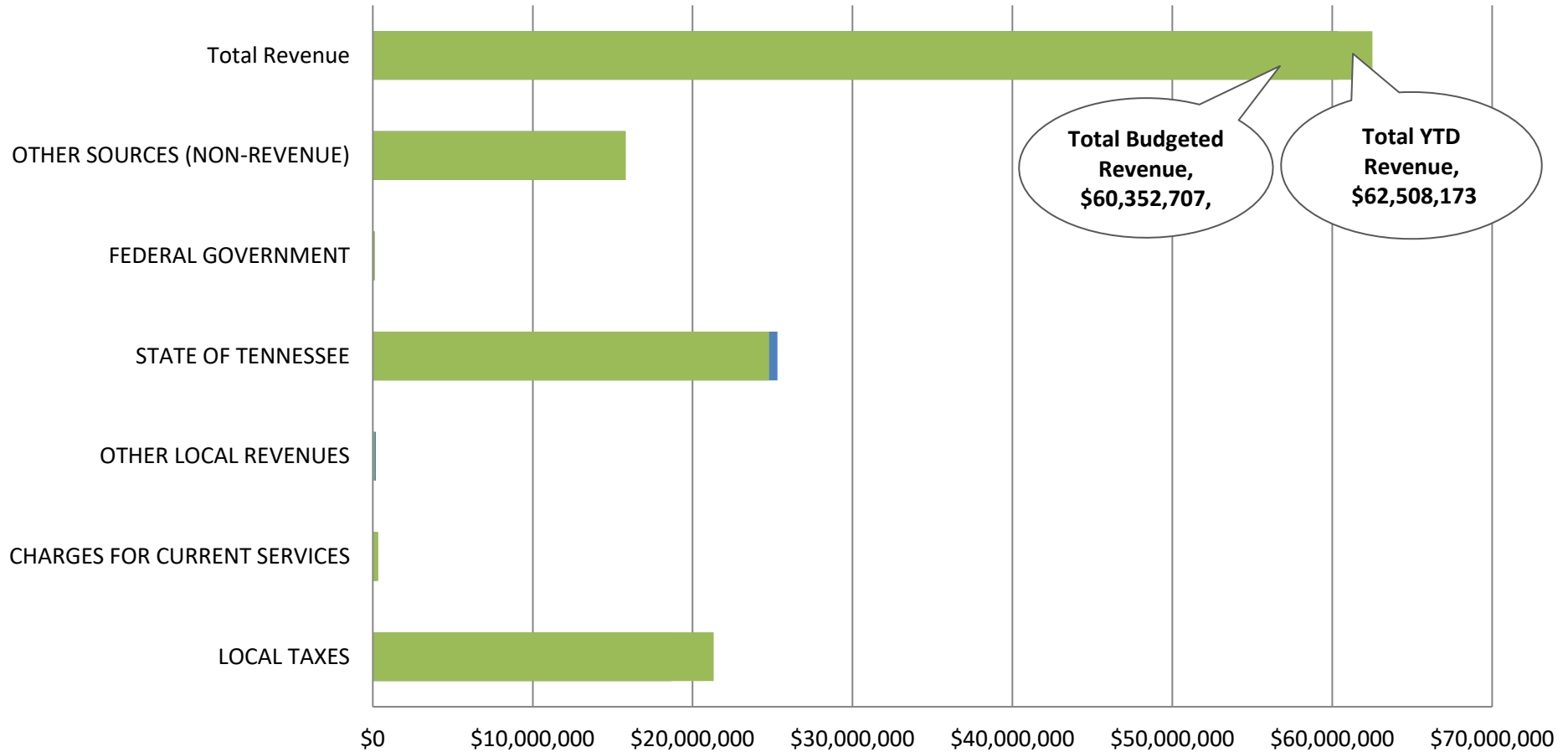
Acct	Acct	2021-22 FYTD Budget	June 2021-22 Monthly Activity	2021-22 Year-To-Date	2021-22 Percent of Budget	2021-22 Variance from Bud	Encumbered Amount	Unencumbered Budget Remaining
40110	Current Property Tax	11,945,577.00	172,605.11	12,607,917.40	105.54%	-662,340.40		-662,340.40
40210	Local Option Sales Tax	6,748,319.00	1,581,059.54	8,714,779.98	129.14%	-1,966,460.98		-1,966,460.98
40275	Mixed Drink Tax	125.00		317.98	254.38%	-192.98		-192.98
40280	Mineral Severance Tax	125.00				125.00		125.00
43511	Tuition - Regular Day Students	260,000.00	9,222.14	344,828.71	132.63%	-84,828.71		-84,828.71
43513	Tuition - Summer School	5,000.00				5,000.00		5,000.00
43533	Transportation Fees	2,500.00	695.00	1,955.00	78.20%	545.00		545.00
44110	Interest Earned	25,000.00	12,190.69	38,825.23	155.30%	-13,825.23		-13,825.23
44120	Lease/Rentals	5,000.00	3,690.00	30,839.55	616.79%	-25,839.55		-25,839.55
44170	Miscellaneous Refunds	2,500.00	77.97	2,830.02	113.20%	-330.02		-330.02
44530	Sale of Equipment	60,000.00		8,486.20	14.14%	51,513.80		51,513.80
44560	Damages Recovered from Individ		316.12	636.96		-636.96		-636.96
44570	Contributions & Gifts	27,292.71	11,240.00	12,868.00	47.15%	14,424.71		14,424.71
44990	Other Local Revenues	75,000.00	14,963.46	16,820.59	22.43%	58,179.41		58,179.41
46511	Basic Education Program	23,721,000.00	2,335,167.73	23,708,367.73	99.95%	12,632.27		12,632.27
46515	Early Childhood Education	459,658.83	124,778.17	459,658.83	100.00%			
46590	Other State Education Funds	948,130.00	280,365.92	474,378.92	50.03%	473,751.08		473,751.08
46610	Career Ladder Program	124,000.00	1,179.20	100,611.06	81.14%	23,388.94		23,388.94
46990	Other State Revenues	45,189.00	18,397.71	36,795.49	81.43%	8,393.51		8,393.51
47630	Public Law 874 - Maint/Operat.	25,000.00		36,815.00	147.26%	-11,815.00		-11,815.00
47640	ROTC Reimbursement	76,827.00	21,037.16	84,548.71	110.05%	-7,721.71		-7,721.71
49700	Insurance Recovery	2,500.00				2,500.00		2,500.00
49800	Transfers In	300,000.00	331,929.04	331,929.04	110.64%	-31,929.04		-31,929.04
49810	City General Fund Transfer	15,493,963.00	1,291,163.62	15,493,963.00	100.00%			
-----	Revenue	60,352,706.54	6,210,078.58	62,508,173.40	103.57%	-2,155,466.86		-2,155,466.86
		=====	=====	=====	=====	=====		=====
71100	Regular Instruction Prgm	27,726,950.94	4,217,222.58	26,624,933.18	96.03%	1,102,017.76		1,102,017.76
71150	Alternative Instruction Prgm	841,981.00	115,905.34	822,633.90	97.70%	19,347.10		19,347.10
71200	Special Education Prgm	4,579,038.00	668,038.30	4,404,601.41	96.19%	174,436.59		174,436.59
71300	Career/Technical Education Prg	1,599,226.00	234,347.48	1,594,072.14	99.68%	5,153.86		5,153.86
71900	Contingency	274,448.71		-9,628.29	-3.51%	284,077.00		284,077.00
72120	Health Services	129,176.00	14,908.34	110,354.62	85.43%	18,821.38		18,821.38
72130	Other Student Support	1,685,073.94	214,828.41	1,652,051.91	98.04%	33,022.03		33,022.03
72210	Regular Inst. Support	3,320,340.01	395,787.83	3,169,967.25	95.47%	150,372.76		150,372.76
72220	Special Education Support	854,077.00	91,947.90	805,244.23	94.28%	48,832.77		48,832.77
72230	Career & Technical Prg Support	145,707.00	21,635.25	141,899.37	97.39%	3,807.63		3,807.63
72250	Technology Services	2,612,834.00	310,617.77	2,520,361.54	96.46%	92,472.46		92,472.46
72290	Communications	125,612.00	8,409.78	125,081.92	99.58%	530.08		530.08

Acct	Acct	2021-22 FYTD Budget	June 2021-22 Monthly Activity	2021-22 Year-To-Date	2021-22 Percent of Budget	2021-22 Variance from Bud	Encumbered Amount	Unencumbered Budget Remaining
72310	Board of Education	1,059,610.00	86,225.90	937,581.38	88.48%	122,028.62		122,028.62
72320	Director of Schools	368,945.00	29,473.90	354,861.63	96.18%	14,083.37		14,083.37
72410	Office of the Principal	4,017,017.42	386,130.82	3,914,052.16	97.44%	102,965.26		102,965.26
72510	Fiscal Services	922,957.00	68,025.83	852,284.72	92.34%	70,672.28		70,672.28
72520	Human Resources/ Personnel	433,512.00	32,532.11	417,703.02	96.35%	15,808.98		15,808.98
72610	Operation of Plant	4,239,216.00	428,210.55	4,168,116.68	98.32%	71,099.32		71,099.32
72620	Maintenance of Plant	1,824,962.00	225,268.65	1,789,223.11	98.04%	35,738.89		35,738.89
72710	Transportation	1,790,454.69	235,031.44	1,562,603.19	87.27%	227,851.50		227,851.50
73400	Early Childhood Education	459,658.83	79,912.01	459,658.83	100.00%			
73401	Pre-K General Fund	682,012.00	32,047.35	603,195.95	88.44%	78,816.05		78,816.05
76100	Regular Capital Outlay	2,205,045.00	1,385,394.50	2,204,435.60	99.97%	609.40		609.40
99100	Transfers Out	77,384.00	73,997.89	73,997.89	95.62%	3,386.11		3,386.11
-----	Expense	61,975,238.54	9,355,899.93	59,299,287.34	95.68%	2,675,951.20		2,675,951.20
-----	General Purpose School Fund	-1,622,532.00	-3,145,821.35	3,208,886.06	99.57%	-4,831,418.06		-4,831,418.06
Grand Revenue Totals		60,352,706.54	6,210,078.58	62,508,173.40	103.57%	-2,155,466.86		-2,155,466.86
Grand Expense Totals		61,975,238.54	9,355,899.93	59,299,287.34	95.68%	2,675,951.20		2,675,951.20
Grand Totals		1,622,532.00	3,145,821.35	3,208,886.06	-197.77%	4,831,418.06		4,831,418.06
		Loss	Loss	Profit		Loss		Loss

Number of Accounts: 1464

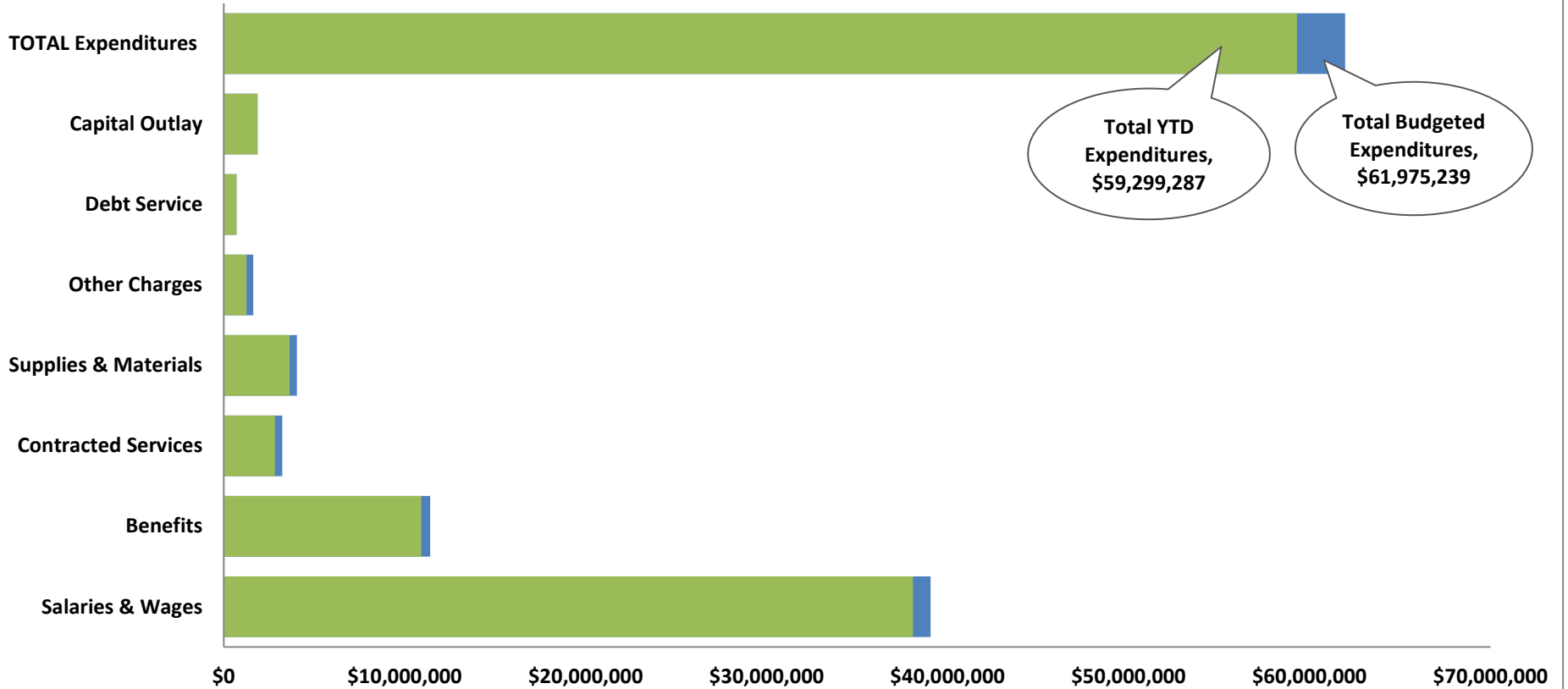
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## General Fund Revenue Budget to Actual Summary - June, 2022



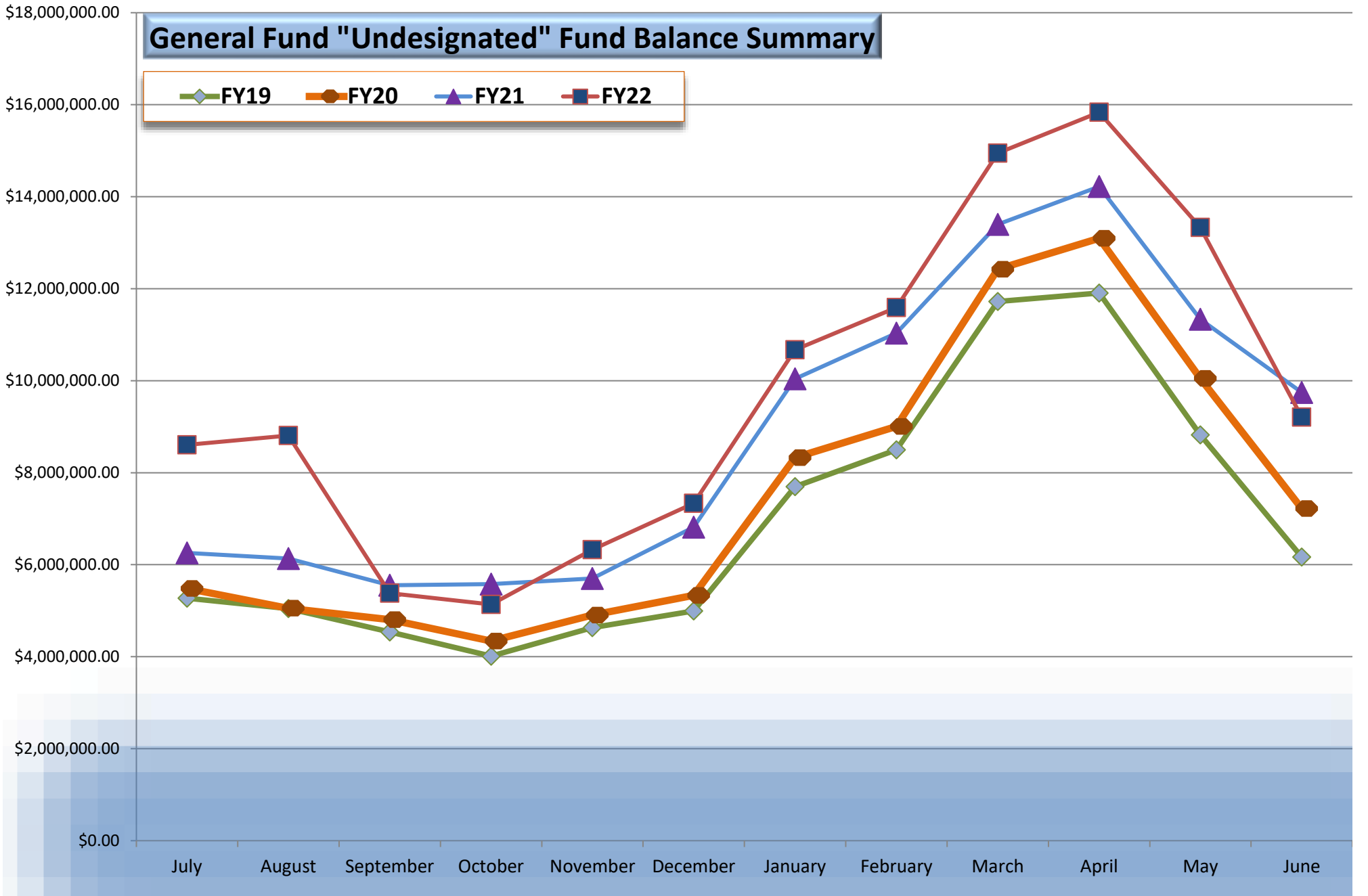
	LOCAL TAXES	CHARGES FOR CURRENT SERVICES	OTHER LOCAL REVENUES	STATE OF TENNESSEE	FEDERAL GOVERNMENT	OTHER SOURCES (NON-REVENUE)	Total Revenue
<b>Percent of Budget</b>	<b>114.06%</b>	<b>129.64%</b>	<b>57.14%</b>	<b>97.95%</b>	<b>119.19%</b>	<b>100.19%</b>	<b>103.57%</b>
<b>Year-To-Date</b>	<b>21,323,015.36</b>	<b>346,783.71</b>	<b>111,306.55</b>	<b>24,779,812.03</b>	<b>121,363.71</b>	<b>15,825,892.04</b>	<b>\$62,508,173</b>
<b>FYTD Budget</b>	<b>18,694,146.00</b>	<b>267,500.00</b>	<b>194,792.71</b>	<b>25,297,977.83</b>	<b>101,827.00</b>	<b>15,796,463.00</b>	<b>\$60,352,707</b>

## General Fund Expenditure Budget to Actual Summary by Object June, 2022



	Salaries & Wages	Benefits	Contracted Services	Supplies & Materials	Other Charges	Debt Service	Capital Outlay	TOTAL Expenditures
<b>FYTD %</b>	97.51%	95.73%	87.61%	89.85%	77%	100%	98.55%	95.68%
<b>FYTD Activity</b>	38,093,425.60	10,918,604.41	2,832,495.06	3,636,907.55	1,261,089.15	707,205.00	1,849,560.57	\$59,299,287
<b>FYTD Revised Bdg</b>	39,067,250.80	11,405,031.04	3,233,204.82	4,047,975.11	1,637,784.80	707,205.00	1,876,786.97	\$61,975,239

# General Fund "Undesignated" Fund Balance Summary



Acct	Acct	2021-22 FYTD Budget	June 2021-22 Monthly Activity	2021-22 Year-To-Date	2021-22 Percent of Budget	2021-22 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
142	School Federal Projects							
R	Revenue							
46590	Other State Education Funds		69,429.40	69,429.40		-69,429.40		-69,429.40
47131	Vocational Program Improvement	80,480.61	14,707.49	80,480.61	100.00%			
47141	Title I	1,010,417.09	225,474.58	824,353.44	81.59%	186,063.65		186,063.65
47143	Special Education Grants	1,210,360.25	242,872.39	965,216.20	79.75%	245,144.05		245,144.05
47145	Special Ed Pre-School Grants	34,710.00	6,268.07	28,785.09	82.93%	5,924.91		5,924.91
47146	English Lang Acq Grants	23,897.95	1,294.38	18,748.34	78.45%	5,149.61		5,149.61
47147	Title IV Part B, 21st Century	169,716.78	54,764.17	162,935.99	96.00%	6,780.79		6,780.79
47189	Title II	210,422.97	35,556.22	169,936.43	80.76%	40,486.54		40,486.54
47301	COVID-19 Grant #1	116,459.87	761.49	116,459.87	100.00%			
47307	COVID-19 Grant B	2,655,878.92	174,763.42	2,297,024.93	86.49%	358,853.99		358,853.99
47310	COVID-19 Grant E	1,273,000.00	116,706.84	802,009.26	63.00%	470,990.74		470,990.74
47401	ESSER 3.0	7,189,969.91	715,731.88	3,774,999.92	52.50%	3,414,969.99		3,414,969.99
47402	American Rescue Plan	247,641.11	13,922.45	42,677.67	17.23%	204,963.44		204,963.44
47404	ARP Homeless Grant	50,158.76	973.10	973.10	1.94%	49,185.66		49,185.66
47590	Other Federal Through State	1,507,076.51	166,834.90	1,192,517.30	79.13%	314,559.21		314,559.21
47990	Other Direct Fedral Revenue	1,150,338.00	286,121.55	1,075,473.72	93.49%	74,864.28		74,864.28
----	Revenue	16,930,528.73	2,126,182.33	11,622,021.27	68.65%	5,308,507.46		5,308,507.46
E	Expense							
71100	Regular Instruction Prgm	5,960,704.68	194,664.25	4,263,681.54	71.53%	1,697,023.14		1,697,023.14
71200	Special Education Prgm	1,353,665.31	95,902.82	782,235.74	57.79%	571,429.57		571,429.57
71300	Career/Technical Education Prg	1,292,366.21	81,549.49	828,170.45	64.08%	464,195.76		464,195.76
72120	Health Services	1,129,448.42	64,356.44	1,004,900.38	88.97%	124,548.04		124,548.04
72130	Other Student Support	708,461.72	298,157.52	368,860.68	52.07%	339,601.04		339,601.04
72210	Regular Inst. Support	2,382,669.43	178,128.38	1,356,501.69	56.93%	1,026,167.74		1,026,167.74
72220	Special Education Support	392,302.63	28,930.78	273,851.71	69.81%	118,450.92		118,450.92
72230	Career & Technical Prg Support	2,284.28		2,284.28	100.00%			
72250	Technology Services	7,916.84		2,078.10	26.25%	5,838.74		5,838.74
72410	Office of the Principal		12,878.03	12,878.03		-12,878.03		-12,878.03
72610	Operation of Plant	163.65		-163.25	-99.76%	326.90		326.90
72710	Transportation	332,027.95	6,998.64	25,166.56	7.58%	306,861.39		306,861.39
73100	Food Service	5,745.84	105.95	105.95	1.84%	5,639.89		5,639.89
73300	Community Services	1,312,528.98	185,602.85	1,230,323.40	93.74%	82,205.58		82,205.58
76100	Regular Capital Outlay	1,479,406.06	113,733.14	1,149,216.97	77.68%	330,189.09		330,189.09

Acct	Acct	2021-22 FYTD Budget	June 2021-22 Monthly Activity	2021-22 Year-To-Date	2021-22 Percent of Budget	2021-22 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
142	School Federal Projects							
E	Expense							
99100	Transfers Out	570,836.73	321,929.04	321,929.04	56.40%	248,907.69		248,907.69
-----	Expense	16,930,528.73	1,582,937.33	11,622,021.27	68.65%	5,308,507.46		5,308,507.46
-----	School Federal Projects		543,245.00		68.65%			
			=====		=====			
143	Central Cafeteria							
R	Revenue							
43522	Lunch Payments - Adults	2,500.00		351.55	14.06%	2,148.45		2,148.45
43525	A la Carte Sales	155,853.00	1,411.66	99,764.02	64.01%	56,088.98		56,088.98
43990	Other Charges for Food Service	35,295.00	4,836.05	70,022.38	198.39%	-34,727.38		-34,727.38
44110	Interest Earned	3,600.00	190.55	2,115.25	58.76%	1,484.75		1,484.75
46520	School Food Service	120,560.00		17,115.75	14.20%	103,444.25		103,444.25
47111	USDA School Lunch Program	1,298,387.00				1,298,387.00		1,298,387.00
47112	USDA Commodities	146,139.00	139,735.77	139,735.77	95.62%	6,403.23		6,403.23
47113	Breakfast	586,320.00				586,320.00		586,320.00
47114	USDA - Other	179,844.00	72,986.26	3,106,883.79	1,727.54%	-2,927,039.79		-2,927,039.79
-----	Revenue	2,528,498.00	219,160.29	3,435,988.51	135.89%	-907,490.51		-907,490.51
E	Expense							
73100	Food Service	2,678,498.00	980,443.71	2,574,211.51	96.11%	104,286.49		104,286.49
-----	Expense	2,678,498.00	980,443.71	2,574,211.51	96.11%	104,286.49		104,286.49
-----	Central Cafeteria	-150,000.00	-761,283.42	861,777.00	115.43%	-1,011,777.00		-1,011,777.00
			=====		=====			

Acct	Acct	2021-22 FYTD Budget	June 2021-22 Monthly Activity	2021-22 Year-To-Date	2021-22 Percent of Budget	2021-22 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
145	Other Education Funds							
R	Revenue							
44990	Other Local Revenues	35,000.00	10,001.00	30,125.00	86.07%	4,875.00		4,875.00
46590	Other State Education Funds	121,401.65	29,342.58	121,211.65	99.84%	190.00		190.00
49800	Transfers In	76,784.00	73,997.89	73,997.89	96.37%	2,786.11		2,786.11
-----	Revenue	233,185.65	113,341.47	225,334.54	96.63%	7,851.11		7,851.11
E	Expense							
72130	Other Student Support	106,395.65	12,381.19	103,609.54	97.38%	2,786.11		2,786.11
72210	Regular Inst. Support	790.00		600.00	75.95%	190.00		190.00
72620	Maintenance of Plant	91,000.00	25,324.05	91,000.00	100.00%			
73300	Community Services	35,000.00	616.20	34,964.04	99.90%	35.96		35.96
-----	Expense	233,185.65	38,321.44	230,173.58	98.71%	3,012.07		3,012.07
-----	Other Education Funds		75,020.03	-4,839.04	97.67%	4,839.04		4,839.04
			=====	=====	=====	=====		=====
146	Extended School Program							
R	Revenue							
43581	Community Services Fees Child	362,340.00	12,905.00	371,371.74	102.49%	-9,031.74		-9,031.74
-----	Revenue	362,340.00	12,905.00	371,371.74	102.49%	-9,031.74		-9,031.74
E	Expense							
73300	Community Services	352,340.00	31,712.24	311,835.89	88.50%	40,504.11		40,504.11
99100	Transfers Out	10,000.00	10,000.00	10,000.00	100.00%			
-----	Expense	362,340.00	41,712.24	321,835.89	88.82%	40,504.11		40,504.11

Acct	Acct	2021-22 FYTD Budget	June 2021-22 Monthly Activity	2021-22 Year-To-Date	2021-22 Percent of Budget	2021-22 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
146	Extended School Program							
-								
-----	Extended School Program		-28,807.24	49,535.85	95.66%	-49,535.85		-49,535.85
			=====	=====	=====	=====		=====
<hr/>								
	Grand Revenue Totals	20,054,552.38	2,471,589.09	15,654,716.06	78.06%	4,399,836.32		4,399,836.32
	Grand Expense Totals	20,204,552.38	2,643,414.72	14,748,242.25	72.99%	5,456,310.13		5,456,310.13
	Grand Totals	150,000.00	171,825.63	906,473.81	-604.32%	1,056,473.81		1,056,473.81
		Loss	Loss	Profit		Loss		Loss

Number of Accounts: 775

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

## Combined Fund Balance and YTD Operating Statement Summary

**June, 2022**

Description	General Fund 141	Federal Fund 142	Food Service Fund 143	Special Fund 145	ECC Fund 146
<b>Beginning Fund Balance July 1, 2021</b>	11,705,038.00	0.00	1,064,016.59	31,450.52	98,302.59
Plus YTD Revenue per books 6/30/22	62,508,173.40	11,622,021.27	3,435,988.51	225,334.54	371,371.74
Less YTD Expenditures per books 6/30/22	(59,299,287.34)	(11,622,021.27)	(2,574,211.51)	(230,173.58)	(321,835.89)
<b>Revenues Over (Under) Expenditures as of 6/30/22</b>	<b>3,208,886.06</b>	<b>0.00</b>	<b>861,777.00</b>	<b>(4,839.04)</b>	<b>49,535.85</b>
<b>Ending Fund Balance per books as of 6/30/22</b>	<b>14,913,924.06</b>	<b>0.00</b>	<b>\$1,925,793.59</b>	<b>26,611.48</b>	<b>147,838.44</b>

### Fund Balance Restricted/Committed/Assigned Status

Encumbrances and Deferred Revenue	\$ 225.00		\$ 22,170.18		
Inventory					
Restricted for Career Ladder Program					
Restricted for Operation of Non-Instructional Services			1,603,623.41		147,838.44
Committed for Other Purposes (Vehicles- ERR Fund)	83,570.52				
Committed for Other Purposes (Device Replacement)	3,000,000.00				
Assigned for Instruction- Coordinated School Health	938.99				
Assigned for other local grants					
Assigned for Instruction - Education Foundation Grant					
Assigned for Instruction (APSI-ORHS)	11,079.95				
Assigned for Support Services FRC Local Funds (56)				26,611.48	
Nonspendable-Prepaid Expenditures					
<b>Assigned to Balance FY23 Budget</b>	<b>2,608,546.00</b>	<b>0.00</b>	<b>300,000.00</b>		
<b>Unassigned Fund Balance 6/30/22</b>	<b>\$ 9,209,563.60</b>	<b>0.00</b>		<b>0.00</b>	
<b>Total Fund Balance 6/30/22</b>	<b>14,913,924.06</b>	<b>\$ -</b>	<b>\$ 1,925,793.59</b>	<b>\$ 26,611.48</b>	<b>\$ 147,838.44</b>

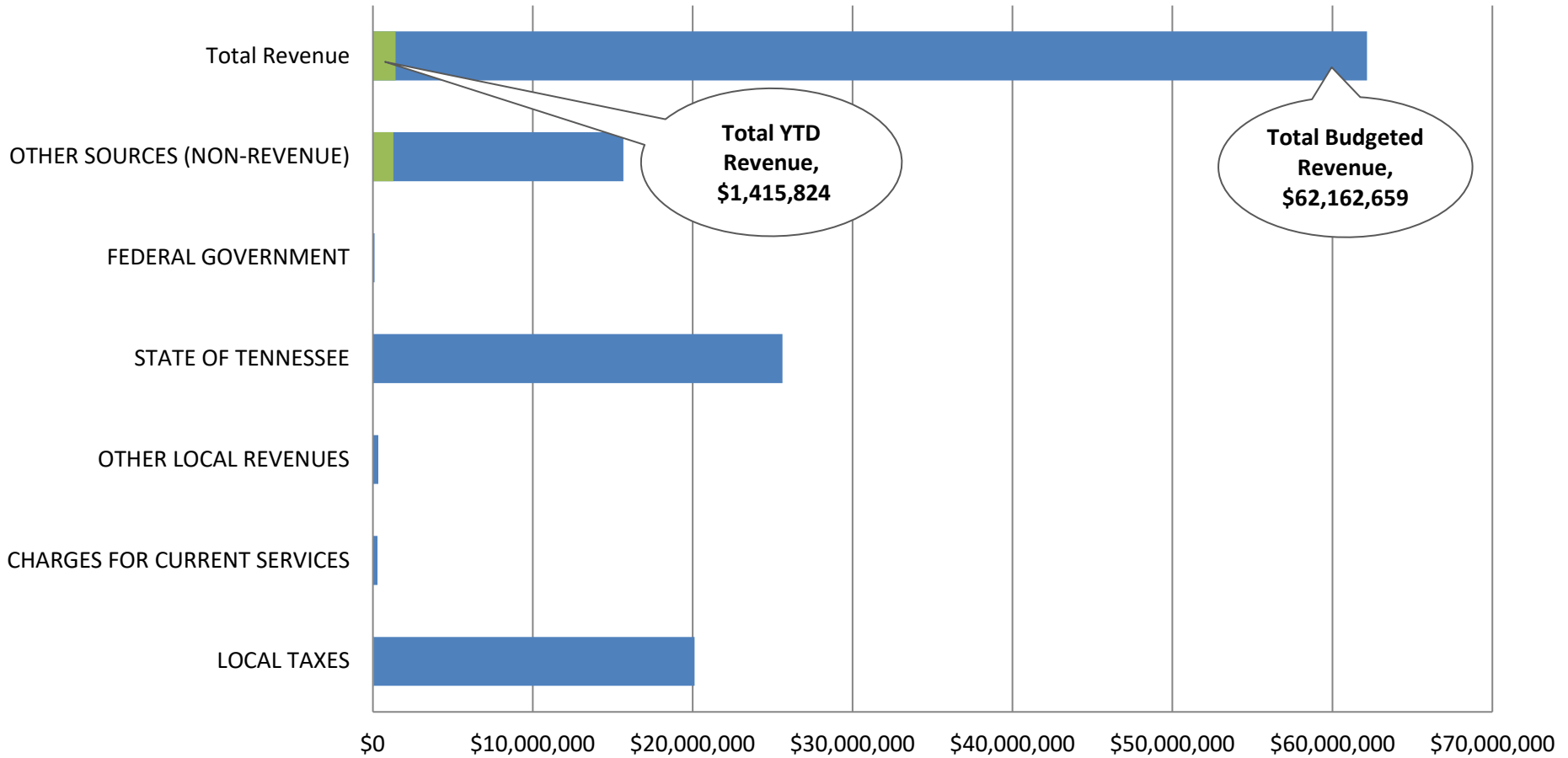
Acct	Acct	2022-23 FYTD Budget	July 2022-23 Monthly Activity	2022-23 Year-To-Date	2022-23 Percent of Budget	2022-23 Variance from Bud	Encumbered Amount	Unencumbered Budget Remaining
40110	Current Property Tax	12,832,909.00				12,832,909.00		12,832,909.00
40210	Local Option Sales Tax	7,288,185.00	77,158.75	77,158.75	1.06%	7,211,026.25		7,211,026.25
40275	Mixed Drink Tax	125.00				125.00		125.00
40280	Mineral Severance Tax	125.00				125.00		125.00
43511	Tuition - Regular Day Students	300,000.00	28,703.87	28,703.87	9.57%	271,296.13		271,296.13
43533	Transportation Fees	2,500.00				2,500.00		2,500.00
44110	Interest Earned	20,000.00	16,475.99	16,475.99	82.38%	3,524.01		3,524.01
44120	Lease/Rentals	15,000.00				15,000.00		15,000.00
44170	Miscellaneous Refunds	2,500.00				2,500.00		2,500.00
44530	Sale of Equipment	35,000.00	22.00	22.00	0.06%	34,978.00		34,978.00
44570	Contributions & Gifts	200,000.00	2,300.00	2,300.00	1.15%	197,700.00		197,700.00
44990	Other Local Revenues	75,000.00				75,000.00		75,000.00
46511	Basic Education Program	24,636,000.00				24,636,000.00		24,636,000.00
46515	Early Childhood Education	463,963.00				463,963.00		463,963.00
46590	Other State Education Funds	75,000.00				75,000.00		75,000.00
46610	Career Ladder Program	90,100.00				90,100.00		90,100.00
46980	Other State Grants	300,000.00				300,000.00		300,000.00
46990	Other State Revenues	45,189.00				45,189.00		45,189.00
47630	Public Law 874 - Maint/Operat.	25,000.00				25,000.00		25,000.00
47640	ROTC Reimbursement	79,600.00				79,600.00		79,600.00
49700	Insurance Recovery	2,500.00				2,500.00		2,500.00
49800	Transfers In	180,000.00				180,000.00		180,000.00
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	62,162,659.00	1,415,824.19	1,415,824.19	2.28%	60,746,834.81		60,746,834.81
		=====	=====	=====	=====	=====		=====
71100	Regular Instruction Prgm	29,102,659.00	260,715.31	260,715.31	0.90%	28,841,943.69	872,648.98	27,969,294.71
71150	Alternative Instruction Prgm	871,598.00	4,227.86	4,227.86	0.49%	867,370.14	1,251.74	866,118.40
71200	Special Education Prgm	4,902,959.00	1,474.49	1,474.49	0.03%	4,901,484.51	3,565.46	4,897,919.05
71300	Career/Technical Education Prg	1,642,501.00	7,948.56	7,948.56	0.48%	1,634,552.44	5,609.84	1,628,942.60
71900	Contingency	915,000.00				915,000.00		915,000.00
72120	Health Services	685,284.00	3,577.76	3,577.76	0.52%	681,706.24	9,731.40	671,974.84
72130	Other Student Support	1,718,738.00	58,836.42	58,836.42	3.42%	1,659,901.58	49,318.49	1,610,583.09
72210	Regular Inst. Support	3,436,679.00	138,786.38	138,786.38	4.04%	3,297,892.62	62,433.56	3,235,459.06
72220	Special Education Support	847,010.00	36,821.29	36,821.29	4.35%	810,188.71	89,460.00	720,728.71
72230	Career & Technical Prg Support	126,932.00	7,706.82	7,706.82	6.07%	119,225.18	354.15	118,871.03
72250	Technology Services	2,714,421.00	219,065.23	219,065.23	8.07%	2,495,355.77	54,559.76	2,440,796.01
72290	Communications	129,237.00	7,388.64	7,388.64	5.72%	121,848.36	4,049.41	117,798.95
72310	Board of Education	1,122,844.00	274,268.62	274,268.62	24.43%	848,575.38	7,659.60	840,915.78

Acct	Acct	2022-23 FYTD Budget	July 2022-23 Monthly Activity	2022-23 Year-To-Date	2022-23 Percent of Budget	2022-23 Variance from Bud	Encumbered Amount	Unencumbered Budget Remaining
72320	Director of Schools	381,236.00	34,312.06	34,312.06	9.00%	346,923.94	1,715.54	345,208.40
72410	Office of the Principal	4,091,032.00	289,007.34	289,007.34	7.06%	3,802,024.66	7,083.42	3,794,941.24
72510	Fiscal Services	972,723.00	116,545.78	116,545.78	11.98%	856,177.22	2,811.08	853,366.14
72520	Human Resources/ Personnel	456,900.00	50,545.53	50,545.53	11.06%	406,354.47	13,579.54	392,774.93
72610	Operation of Plant	4,713,674.00	397,573.72	397,573.72	8.43%	4,316,100.28	81,062.13	4,235,038.15
72620	Maintenance of Plant	1,905,776.00	137,134.79	137,134.79	7.20%	1,768,641.21	121,110.43	1,647,530.78
72710	Transportation	1,696,898.00	47,157.00	47,157.00	2.78%	1,649,741.00		1,649,741.00
73400	Early Childhood Education	463,963.00				463,963.00		463,963.00
73401	Pre-K General Fund	761,435.00	28,343.35	28,343.35	3.72%	733,091.65	2,287.56	730,804.09
76100	Regular Capital Outlay	1,032,205.00	350,000.00	350,000.00	33.91%	682,205.00	44,306.99	637,898.01
99100	Transfers Out	79,501.00				79,501.00		79,501.00
-----	Expense	64,771,205.00	2,471,436.95	2,471,436.95	3.82%	62,299,768.05	1,434,599.08	60,865,168.97
-----	General Purpose School Fund	-2,608,546.00	-1,055,612.76	-1,055,612.76	3.06%	-1,552,933.24	-1,434,599.08	-118,334.16
	Grand Revenue Totals	62,162,659.00	1,415,824.19	1,415,824.19	2.28%	60,746,834.81		60,746,834.81
	Grand Expense Totals	64,771,205.00	2,471,436.95	2,471,436.95	3.82%	62,299,768.05	1,434,599.08	60,865,168.97
	Grand Totals	2,608,546.00	1,055,612.76	1,055,612.76	40.47%	1,552,933.24	1,434,599.08	118,334.16
		Loss	Loss	Loss		Loss	Loss	Loss

Number of Accounts: 1103

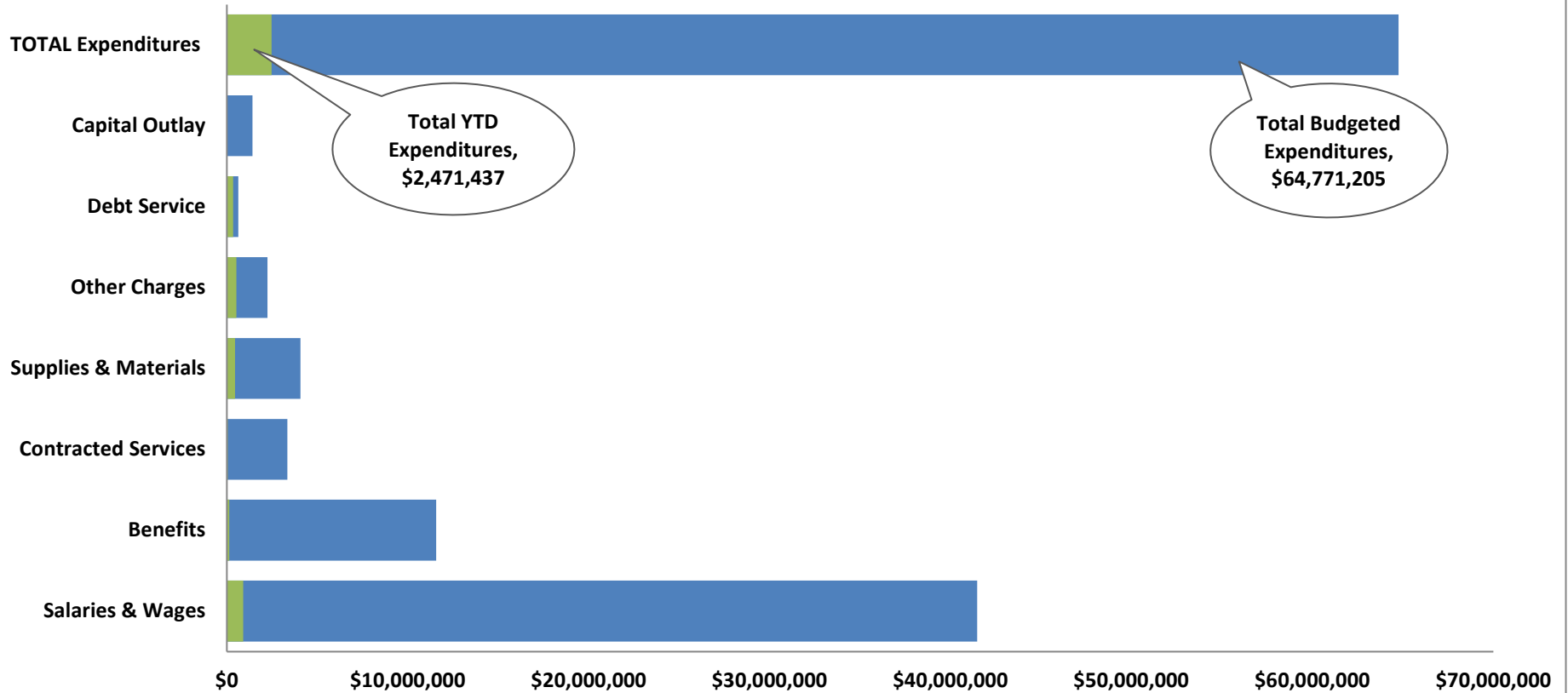
\*\*\*\*\* End of report \*\*\*\*\*

## General Fund Revenue Budget to Actual Summary - July, 2022



	LOCAL TAXES	CHARGES FOR CURRENT SERVICES	OTHER LOCAL REVENUES	STATE OF TENNESSEE	FEDERAL GOVERNMENT	OTHER SOURCES (NON-REVENUE)	Total Revenue
<b>Percent of Budget</b>	0.38%	9.49%	5.41%	0	0	8.24%	2.28%
<b>Year-To-Date</b>	77,158.75	28,703.87	18,797.99	0	0	1,291,163.58	\$1,415,824
<b>FYTD Budget</b>	20,121,344.00	302,500.00	347,500.00	25,610,252.00	104,600.00	15,676,463.00	\$62,162,659

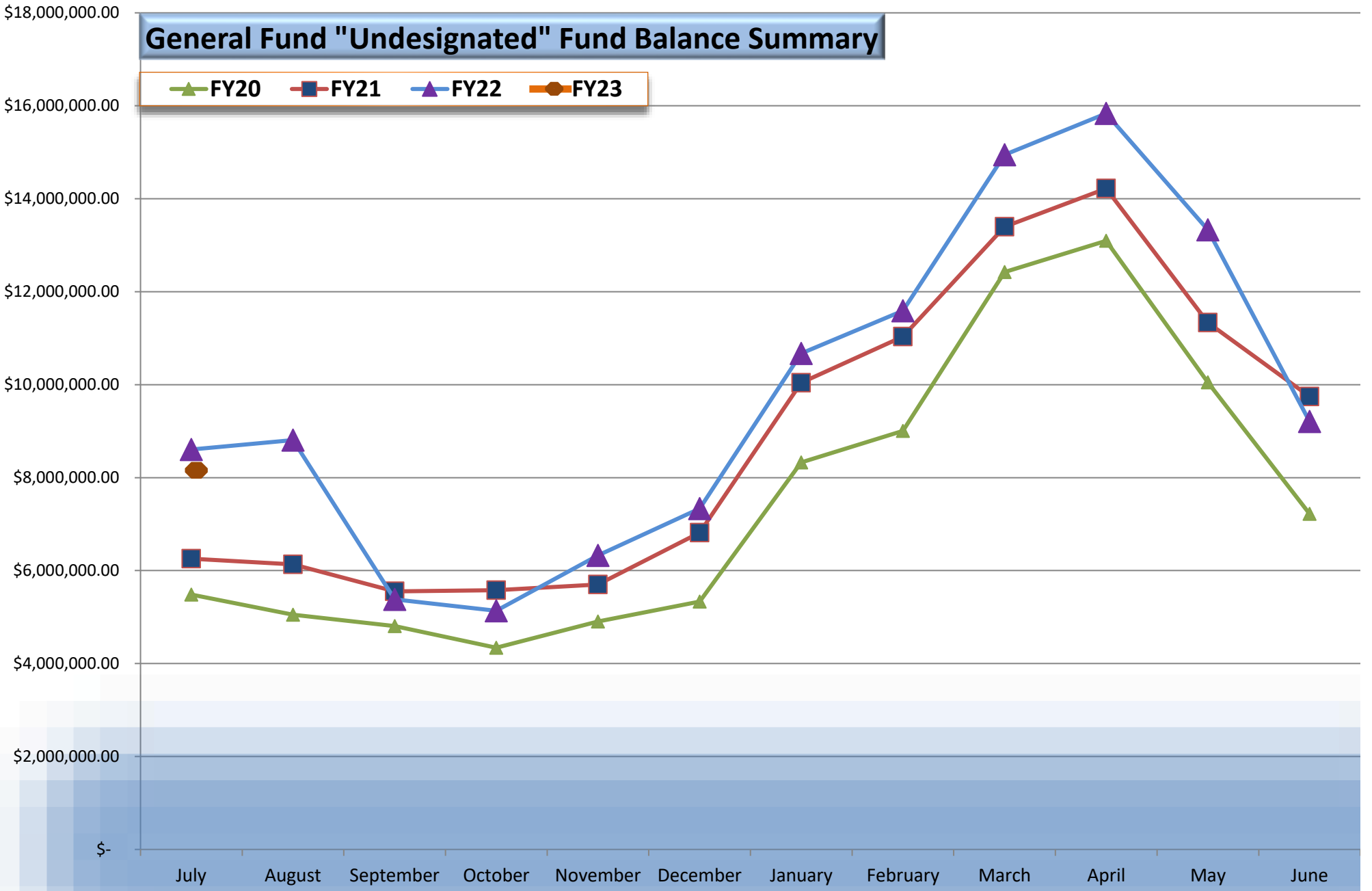
## General Fund Expenditure Budget to Actual Summary by Object July, 2022



	Salaries & Wages	Benefits	Contracted Services	Supplies & Materials	Other Charges	Debt Service	Capital Outlay	TOTAL Expenditures
<b>FYTD %</b>	2.20%	1.18%	1.68%	11.07%	23.93%	54.93%	1.86%	3.82%
<b>FYTD Activity</b>	912,756.60	136,917.17	56,191.99	451,469.64	537,782.96	350,000.00	26,318.59	\$2,471,437
<b>FYTD Revised Bdg</b>	41,472,709.00	11,567,992.00	3,349,670.00	4,078,020.00	2,246,909.00	637,205.00	1,418,700.00	\$64,771,205

# General Fund "Undesignated" Fund Balance Summary

FY20 FY21 FY22 FY23



Acct	Acct	2022-23 FYTD Budget	July 2022-23 Monthly Activity	2022-23 Year-To-Date	2022-23 Percent of Budget	2022-23 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
142	School Federal Projects							
R	Revenue							
47131	Vocational Program Improvement	70,000.00				70,000.00		70,000.00
47139	Other Vocational	150,000.00				150,000.00		150,000.00
47141	Title I	1,035,639.00				1,035,639.00		1,035,639.00
47143	Special Education Grants	907,000.00				907,000.00		907,000.00
47145	Special Ed Pre-School Grants	30,000.00				30,000.00		30,000.00
47146	English Lang Acq Grants	22,434.00				22,434.00		22,434.00
47147	Title IV Part B, 21st Century	175,096.00				175,096.00		175,096.00
47189	Title II	211,211.00				211,211.00		211,211.00
47307	COVID-19 Grant B	171,390.00				171,390.00		171,390.00
47310	COVID-19 Grant E	300,000.00				300,000.00		300,000.00
47401	ESSER 3.0	3,448,610.00				3,448,610.00		3,448,610.00
47402	American Rescue Plan	200,000.00				200,000.00		200,000.00
47404	ARP Homeless Grant	45,000.00				45,000.00		45,000.00
47590	Other Federal Through State	2,252,640.00				2,252,640.00		2,252,640.00
47990	Other Direct Fedral Revenue	1,012,857.00				1,012,857.00		1,012,857.00
-----	Revenue	10,031,877.00				10,031,877.00		10,031,877.00
E	Expense							
71100	Regular Instruction Prgm	2,549,331.00	228,831.87	228,831.87	8.98%	2,320,499.13	178,424.36	2,142,074.77
71200	Special Education Prgm	1,008,497.00	-1,820.20	-1,820.20	-0.18%	1,010,317.20		1,010,317.20
71300	Career/Technical Education Prg	313,941.00	47,250.00	47,250.00	15.05%	266,691.00	168,358.71	98,332.29
71900	Contingency	2,000,000.00				2,000,000.00		2,000,000.00
72120	Health Services	15,000.00				15,000.00		15,000.00
72130	Other Student Support	515,070.00	60,522.80	60,522.80	11.75%	454,547.20	79,741.76	374,805.44
72210	Regular Inst. Support	1,744,574.00	38,409.27	38,409.27	2.20%	1,706,164.73	25,929.60	1,680,235.13
72220	Special Education Support	310,903.00	-2,605.68	-2,605.68	-0.84%	313,508.68		313,508.68
72230	Career & Technical Prg Support	5,000.00	483.75	483.75	9.68%	4,516.25		4,516.25
72250	Technology Services	2,000.00				2,000.00		2,000.00
72710	Transportation	300,000.00				300,000.00		300,000.00
73300	Community Services	1,057,561.00	35,770.26	35,770.26	3.38%	1,021,790.74	6,485.34	1,015,305.40
76100	Regular Capital Outlay	60,000.00				60,000.00		60,000.00
99100	Transfers Out	150,000.00				150,000.00		150,000.00
-----	Expense	10,031,877.00	406,842.07	406,842.07	4.06%	9,625,034.93	458,939.77	9,166,095.16



Acct	Acct	2022-23 FYTD Budget	July 2022-23 Monthly Activity	2022-23 Year-To-Date	2022-23 Percent of Budget	2022-23 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
145	Other Education Funds							
R	Revenue							
44990	Other Local Revenues	35,000.00	2,100.00	2,100.00	6.00%	32,900.00		32,900.00
46590	Other State Education Funds	114,611.00				114,611.00		114,611.00
49800	Transfers In	79,501.00				79,501.00		79,501.00
-----	Revenue	229,112.00	2,100.00	2,100.00	0.92%	227,012.00		227,012.00
E	Expense							
72130	Other Student Support	109,112.00	3,923.88	3,923.88	3.60%	105,188.12	544.19	104,643.93
72210	Regular Inst. Support	1,000.00				1,000.00		1,000.00
72620	Maintenance of Plant	84,000.00				84,000.00		84,000.00
73300	Community Services	35,000.00	181.49	181.49	0.52%	34,818.51	750.00	34,068.51
-----	Expense	229,112.00	4,105.37	4,105.37	1.79%	225,006.63	1,294.19	223,712.44
-----	Other Education Funds		-2,005.37	-2,005.37	1.35%	2,005.37	-1,294.19	3,299.56
			=====	=====	=====	=====	=====	=====
146	Extended School Program							
R	Revenue							
43581	Community Services Fees Child	363,430.00	32,500.00	32,500.00	8.94%	330,930.00		330,930.00
-----	Revenue	363,430.00	32,500.00	32,500.00	8.94%	330,930.00		330,930.00
E	Expense							
73300	Community Services	398,430.00	16,723.70	16,723.70	4.20%	381,706.30	2,990.50	378,715.80
99100	Transfers Out	10,000.00				10,000.00		10,000.00
-----	Expense	408,430.00	16,723.70	16,723.70	4.09%	391,706.30	2,990.50	388,715.80

Acct	Acct	2022-23 FYTD Budget	July 2022-23 Monthly Activity	2022-23 Year-To-Date	2022-23 Percent of Budget	2022-23 Variance from Bud	Encumbered Amount	Unencumbered Balance Remaining
146	Extended School Program							
-								
-----	Extended School Program	-45,000.00	15,776.30	15,776.30	6.38%	-60,776.30	-2,990.50	-57,785.80
		=====	=====	=====	=====	=====	=====	=====
<hr/>								
	Grand Revenue Totals	12,991,976.00	40,307.90	40,307.90	0.31%	12,951,668.10		12,951,668.10
	Grand Expense Totals	13,336,976.00	427,699.09	427,699.09	3.21%	12,909,276.91	464,224.46	12,445,052.45
	Grand Totals	345,000.00	387,391.19	387,391.19	112.29%	42,391.19	464,224.46	506,615.65
		Loss	Loss	Loss		Profit	Loss	Profit

Number of Accounts: 449

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

## Combined Fund Balance and YTD Operating Statement Summary

**July, 2022**

Description	General Fund 141	Federal Fund 142	Food Service Fund 143	Special Fund 145	ECC Fund 146
<b>Beginning Fund Balance July 1, 2022</b>	14,913,924.06	0.00	1,925,793.59	26,611.48	147,838.44
Plus YTD Revenue per books 7/31/22	1,415,824.19	0.00	5,707.90	2,100.00	32,500.00
Less YTD Expenditures per books 7/31/22	(2,471,436.95)	(406,842.07)	(27.95)	(4,105.37)	(16,723.70)
<b>Revenues Over (Under) Expenditures as of 7/31/22</b>	<b>(1,055,612.76)</b>	<b>(406,842.07)</b>	<b>5,679.95</b>	<b>(2,005.37)</b>	<b>15,776.30</b>
<b>Ending Fund Balance per books as of 7/31/22</b>	<b>13,858,311.30</b>	<b>(406,842.07)</b>	<b>\$1,931,473.54</b>	<b>24,606.11</b>	<b>163,614.74</b>

### Fund Balance Restricted/Committed/Assigned Status

Encumbrances and Deferred Revenue	\$ -		\$ 48,409.24		
Inventory					
Restricted for Career Ladder Program					
Restricted for Operation of Non-Instructional Services			1,583,064.30		163,614.74
Committed for Other Purposes (Vehicles- ERR Fund)	83,570.52				
Committed for Other Purposes (Device Replacement)	3,000,000.00				
Assigned for Instruction- Coordinated School Health	938.99				
Assigned for other local grants					
Assigned for Instruction - Education Foundation Grant					
Assigned for Instruction (APSI-ORHS)	11,079.95				
Assigned for Support Services FRC Local Funds (56)				24,606.11	
Nonspendable-Prepaid Expenditures					
<b>Assigned to Balance FY23 Budget</b>	<b>2,608,546.00</b>	<b>0.00</b>	<b>300,000.00</b>		
<b>Unassigned Fund Balance 7/31/22</b>	<b>\$ 8,154,175.84</b>	<b>-406,842.07</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Fund Balance 7/31/22</b>	<b>\$ 13,858,311.30</b>	<b>\$ (406,842.07)</b>	<b>\$ 1,931,473.54</b>	<b>\$ 24,606.11</b>	<b>\$ 163,614.74</b>