

**SHERRI BAKER**  
9037 E 40 Rd., Bon Aqua, TN 37025

**RONALD GAMMONS**  
6419 Rice Ln., Lyles, TN 37098

**TIM HOBBS**  
9220 Old Bon Aqua Rd., Bon Aqua, TN 37025

**TABITHA CUDE**  
4141 Lewis Rd., Centerville, TN 37033



**DOUG LANE**  
2059 Lake Dr., Centerville, TN 37033

**CHRISTY MAYS**  
450 Hwy 50, Centerville, TN 37033

**JANE HERRON**  
PO Box 13, Nunnely, TN 37137

**John Mullins**  
**Director of Schools**  
115 MURPHREE AVENUE  
CENTERVILLE, TN 37033

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**REGULAR BOARD MEETING**  
**Monday, December 9, 2024 6:30 PM**  
**Central Office - Room 203**

- I. Call To Order
- II. Public Comment  
Citizens that would like an opportunity to speak to the Board of Education during public comment should sign up on the sheet provided at the meeting location. Anyone desiring to speak on any subject may speak for 3 minutes without prior school board notification. The sign-up sheet will be available from 5:30 p.m. - 6:30 p.m.
- III. Moment of Silence
- IV. Pledge of Allegiance
- V. Agenda for December 9, 2024
- VI. Regular Meeting Minutes for November 4, 2024
- VII. Special Recognition
  - A. Appreciation Award
  - B. Employee of the Month
- VIII. Presentation
- IX. Consent Agenda Items
  - A. Board Chair's Report
    - 1. Chair's Countersigned Warrants
  - B. Director's Report
  - C. Financial Report
  - D. ESSER Updates
  - E. Director's Monthly Attendance Report
  - F. Family Resource Centers Mid-Year Reports
- X. Items Requiring Board Action
  - A. Trip Request
    - 1. EHHS Senior Class
    - 2. EHHS FCCLA
  - B. Budget Amendments
  - C. Board Policies
    - 1. Revised Board Policy 5.116 (1st Reading)

- 2. Revised Board Policy 1.200 (2nd Reading)
- 3. Board Policies Review 1.806, 5.111--5.119
- D. Approve Audit Contract for FY 2024-2025
- E. Approve Revised Discipline Hearing Authority 2024-2025
- XI. Discussion of Proposed/Draft Policy 3.218.2
- XII. Announcements
  - A. Regular Board Meeting for January 13, 2025
- XIII. Closing Comments
  - A. Legislative Representatives
  - B. Board Chair, Board Members, Student Representatives and Director of Schools
- XIV. Adjourn

**DOUG LANE**  
2059 Lake Drive, Centerville, TN 37033

**PIPPA TAYLOR**  
6585 Oak Hill Rd., Lyles, TN 37098

**TIM HOBBS**  
9220 Old Bon Aqua Rd., Bon Aqua, TN 37025

**TABITHA CUDE**  
4141 Lewis Rd., Centerville, TN 37033



**John Mullins**  
Superintendent of Schools  
115 MURPHREE AVENUE  
CENTERVILLE, TN 37033

**CHRISTY MAYS**  
450 Hwy. 50, Centerville, TN 37033

**SHERRI BAKER**  
9037 E 40 Rd., Bon Aqua, TN 37025

**JANE HERRON**  
PO Box 13, Nunnally, TN 37137

The Hickman County Board of Education will meet in regular session on Monday, December 9, 2024 at 6:30 p.m. in Room 203 of the Central Office Complex.

- I. Call to Order
- II. Public Comment  
Citizens that would like an opportunity to speak to the Board of Education during public comment should sign-up on the sheet provided at the meeting location. Anyone desiring to speak on any subject may speak for 3 minutes without prior school board notification. The sign-up sheet will be available from 5:30 p.m. - 6:30 p.m.
- III. Moment of Silence
- IV. Pledge of Allegiance
- V. Agenda for December 9, 2024
- VI. Regular Meeting Minutes for November 4, 2024
- VII. Special Recognition
  - A. Appreciation Award—Board Chair
  - B. Employee of the Month—Dr. Tabitha Cude
- VIII. Presentation—American Legions—Phil Pillet
- IX. Consent Agenda Items
  - A. Board Chair's Report
    - 1. Chair's Countersigned Warrants
  - B. Director's Report
  - C. Financial Report
  - D. ESSER Updates
  - E. Director's Monthly Attendance Report
  - F. Family Resource Centers Mid-Year Reports
- X. Items Requiring Board Action
  - A. Trip Request
    - 1. EHHS Senior Class—Principal
    - 2. EHHS FCCLA—Sponsor
  - B. Budget Amendments—Business Officer
  - C. Board Policies
    - 1. Revised Board Policy 5.116 (1<sup>st</sup> Reading)—Misty Shelton
    - 2. Revised Board Policy 1.200 (2<sup>nd</sup> Reading)—Misty Shelton
    - 3. Board Policy Review 1.806, 5.111—5.119 —Misty Shelton
  - D. Approve Audit Contract for FY 2024-2025—Business Officer
  - E. Approve Revised Discipline Hearing Authority 2024-2025—Director of Schools

- XI. Discussion
  - A. Discussion of Proposed/Draft Policy 3.218.2—Director of Schools
  
- XII. Announcements
  - A. Regular Board Meeting for January 13, 2025—Board Chair
  
- XIII. Closing Comments
  - A. Legislative Representatives
  - B. Board Chair, Board Members, Student Representatives and Director of Schools
  
- XIV. Adjourn

**HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---November 4, 2024**

The Hickman county Board of Education met on November 4, 2024, at 6:30 PM in Central Office - Room 203.

**Present:** Sherri Baker, Tabitha Cude, Ronald Gammons, Jane Herron, Tim Hobbs, Doug Lane, Christy Mays.

I. Call To Order

II. Public Comment

Citizens that would like an opportunity to speak to the Board of Education during public comment should sign up on the sheet provided at the meeting location. Anyone desiring to speak on any subject may speak for 3 minutes without prior school board notification. The sign-up sheet will be available from 5:30 p.m. - 6:30 p.m.

Jack Morgan presented a student report from HCHS. Football, basketball, musical Into the Woods in December. Overall, school is going well. Duck River is out. The report ended by asking the board what they are excited about - basketball and the play.

III. Moment of Silence

IV. Pledge of Allegiance

V. Agenda for November 4, 2024

Motion to approve the agenda for November 4, 2024.

Motion made by Ronald Gammons.

Motion seconded by Jane Herron.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Yea: 7, Nay: 0

VI. Regular Meeting Minutes for October 21, 2024

Motion to approve the regular meeting minutes for October 21, 2024.

Motion made by Tim Hobbs.

Motion seconded by Tabitha Cude.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---November 4, 2024

Yea: 7, Nay: 0

VII. Special Recognition

A. Employee of the Month

B. Athlete and Coaches Recognition - 2024 TSSAA Golf State Tournament

VIII. Consent Agenda Items

Consent Agenda items approved.

Motion made by Ronald Gammons.

Motion seconded by Sherri Baker.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Yea: 7, Nay: 0

A. Board Chair's Report

1. Chair's Countersigned Warrants

B. Director's Report

C. Financial Report

D. ESSER Updates

E. Director's Monthly Attendance Report

IX. Items Requiring Board Action

A. Trip Request

1. EHHS Girls Basketball

Overnight trip to Panama City, FL for a Christmas tournament. The tournament is Friday, Saturday, This will be a onding experience as well as good practice against competitive teams.

EHHS Girls Basketball trip approved.

Motion made by Tim Hobbs.

Motion seconded by Ronald Gammons.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Yea: 7, Nay: 0

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---November 4, 2024

B. LEA Compliance Report

Motion to approve the LEA Compliance Report for 2024-25.

Motion made by Tabitha Cude.

Motion seconded by Jane Herron.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Yea: 7, Nay: 0

C. Food Service Equipment Bids

Motion to approve food service equipment bids for ones recommended.

Motion made by Christy Mays.

Motion seconded by Doug Lane.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Yea: 7, Nay: 0

D. Budget Amendments

Line 15. Budget amendment moving line items - covering LOE bonuses and other hard-to staff positions. Money to be moved around in CTE as well as travel costs for teachers traveling from school to school. SPED busing as well.

Line 16. School mental health grant - public school safety grant - PreK SPED grant carryover dollars.

Motion to approve budget amendments for line 15 and 16.

Motion made by Tim Hobbs.

Motion seconded by Jane Herron.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Yea: 7, Nay: 0

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---November 4, 2024

E. Board Policies

1. Board Policy Review 1.806, 5.101--5.1101

Board policies 5.101 - 5.1101 approved.

Motion made by Doug Lane.

Motion seconded by Sherri Baker.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Yea: 7, Nay: 0

Table policy 1.806 until next meeting.

Motion made by Sherri Baker.

Motion seconded by Jane Herron.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Yea: 7, Nay: 0

X. Discussion

A. Admission Costs to Athletic Events

Discount tickets for students have been allowed in order to encourage students to attend ballgames.

Money is lost from the gate - \$4000 ticket loss. Discussion from Mr. Hobbs as well as a sheet of costs for football - doesn't want sports to lose money.

The superintendent suggests to the board that we pay for the officials for all home games, \$40,000 is the approximate cost. Superintendent will come back with a plan if the board is interested. He will speak to the ADs. Keep the discount tickets and then pay for the officials - this includes middle and high school.

Mr. Hobbs has done research - one suggestion is that this is a Family Pass for that school. Mrs. Herron suggested raising the price, covering part of the officials and holding the students responsible, allowing them to learn to raise money. Mrs. Baker stated that the East Side would appreciate the continued release of responsibility for ticket costs. Mr. Lane echoed Mrs. Baker's statement.

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---November 4, 2024

Directive from the board to come back with a proposal.

B. Discussion of Proposed/Draft Policy 3.218.2

3.218.2, policy tabled about service dogs. Mr. Hobbs requested this be discussed tonight - there are 3 reps attending where there will be a session about therapy dogs in schools.

Mr. Mullins completed research by reading passed documents from 2023, Study from Australia, 2021. What is the purpose of the therapy dog? Who will be the handler of the dog? It has to have the support of the whole school. The welfare of the dog is in question as well. You can't expect the dog to have 8 hours of interaction per day with students. The keeper of the dog has a full-time job, then adds the keeper of the dog. The dog has to be trained by an AKC-approved organization. Mr. Mullins stated the positives as well as the concerns from the research.

Mrs. Baker suggested that the new board members, Mr. Mullins and the attorney to have time to look at this policy. Mr. Mullins has suggested that parents have a chance to comment.

Motion to postpone this policy to be finalized by June 2025.

Motion made by Sherri Baker.

Motion seconded by Doug Lane.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

Jane Herron: Yea

Tim Hobbs: Yea

Doug Lane: Yea

Christy Mays: Yea

Yea: 7, Nay: 0

XI. Announcements

A. Regular Board Meeting for December 9, 2024

XII. Closing Comments

A. Legislative Representatives

B. Board Chair, Board Members, Student Representatives and Director of Schools

A well-written report made by EHHS student representative about football, culinary arts, and other items.

XIII. Adjourn

Motion to adjourn.

Motion made by Doug Lane.

Motion seconded by Tim Hobbs.

Motion Result: Passed

Sherri Baker: Yea

Tabitha Cude: Yea

Ronald Gammons: Yea

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---November 4, 2024

Jane Herron: Yea  
Tim Hobbs: Yea  
Doug Lane: Yea  
Christy Mays: Yea  
Yea: 7, Nay: 0

Bank Name                      Bank Number  
General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002049	Hickman Co Trustee	2722	10/30/2024	141- -11140	\$780.00
41002050	Hickman County Trustee	2937	10/30/2024	141- -11140	\$378,105.47
41002051	Metropolitan Life	3677	10/30/2024	141- -11140	\$120.00
41002052	Tennessee Farmers Life Insurance	5297	10/30/2024	141- -11140	\$750.00

**141 Total:**                      \$379,755.47

**Bank Total:**                      \$379,755.47

**Bank Payment Count:**                      4

**Bank Name**                      **Bank Number**  
Federal                              142

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>	
42000551	Hickman County Trustee	2937	10/30/2024	142-010-11140	\$3,192.02	
					<b>142-010 Total:</b>	\$3,192.02
42000551	Hickman County Trustee	2937	10/30/2024	142-101-11140	\$11,567.43	
					<b>142-101 Total:</b>	\$11,567.43
42000551	Hickman County Trustee	2937	10/30/2024	142-170-11140	\$1,504.76	
					<b>142-170 Total:</b>	\$1,504.76
42000551	Hickman County Trustee	2937	10/30/2024	142-201-11140	\$1,508.56	
					<b>142-201 Total:</b>	\$1,508.56
42000551	Hickman County Trustee	2937	10/30/2024	142-801-11140	\$262.96	
					<b>142-801 Total:</b>	\$262.96
42000550	Chapter 13 Trustee	1265	10/30/2024	142-901-11140	\$180.00	
42000551	Hickman County Trustee	2937	10/30/2024	142-901-11140	\$11,598.94	
42000552	Tennessee Farmers Life Insurance	5297	10/30/2024	142-901-11140	\$30.00	
					<b>142-901 Total:</b>	\$11,808.94
42000551	Hickman County Trustee	2937	10/30/2024	142-911-11140	\$257.68	
					<b>142-911 Total:</b>	\$257.68
					<b>Bank Total:</b>	\$30,102.35
					<b>Bank Payment Count:</b>	3

**Bank Name**                      **Bank Number**  
Cafeteria                              143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000370	American Fidelity Assurance Co	636	10/30/2024	143- -11140	\$1,167.94
43000371	Ameritas Life Insurance Corp.	7442	10/30/2024	143- -11140	\$64.62
43000372	Beam Insurance Administrators LLC	7435	10/30/2024	143- -11140	\$311.51
43000373	Hickman Co Trustee	2722	10/30/2024	143- -11140	\$1,512.29
43000374	Hickman County Trustee	2937	10/30/2024	143- -11140	\$16,309.86
43000375	Tennessee Farmers Life Insurance	5297	10/30/2024	143- -11140	\$25.00
<b>143 Total:</b>					<u>\$19,391.22</u>
<b>Bank Total:</b>					\$19,391.22
<b>Bank Payment Count:</b>					6

**Bank Name**                      **Bank Number**  
 General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002053	Amazon	727	10/31/2024	141- -11140	\$2,381.28
41002054	Anderson, Belinda	8051	10/31/2024	141- -11140	\$283.01
41002055	ASMS, LLC	646	10/31/2024	141- -11140	\$32.00
41002056	Bailey, Stephanie	7945	10/31/2024	141- -11140	\$150.00
41002057	Dean Oil Co., Inc.	1985	10/31/2024	141- -11140	\$26,323.57
41002058	Ferrellgas	7446	10/31/2024	141- -11140	\$5,156.60
41002059	Hand 2 Mind, Inc.	2108	10/31/2024	141- -11140	\$134.92
41002060	Hickman Co Solid Waste Man.	2746	10/31/2024	141- -11140	\$100.49
41002061	Lumen/Centurylink	4577	10/31/2024	141- -11140	\$235.00
41002062	Pocket Nurse	4348	10/31/2024	141- -11140	\$342.80
41002063	Tidwell, Billy Jean	8561	10/31/2024	141- -11140	\$37.15
41002064	Town Of Centerville	5315	10/31/2024	141- -11140	\$291.57
41002065	UPS	8274	10/31/2024	141- -11140	\$5.51
<b>141 Total:</b>					\$35,473.90
<b>Bank Total:</b>					\$35,473.90
<b>Bank Payment Count:</b>					13

Bank Name                      Bank Number  
Federal                              142

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
42000554	Learning A-Z	3581	10/31/2024	142-101-11140	\$135.00
<b>142-101 Total:</b>					\$135.00
42000553	Amazon	727	10/31/2024	142-401-11140	\$192.95
<b>142-401 Total:</b>					\$192.95
42000555	Virco, Inc.	5830	10/31/2024	142-933-11140	\$26,613.60
<b>142-933 Total:</b>					\$26,613.60
<b>Bank Total:</b>					\$26,941.55
<b>Bank Payment Count:</b>					3

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<u>Bank Name</u>	<u>Bank Number</u>
Cafeteria	143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000376	Clark, Margie	8560	10/31/2024	143- -11140	\$37.15
<b>143 Total:</b>					\$37.15
<b>Bank Total:</b>					\$37.15
<b>Bank Payment Count:</b>					1

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<u>Bank Name</u>	<u>Bank Number</u>
Federal	142

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
42000557	Hickman Co Board Of Ed.	2734	11/01/2024	142-933-11140	\$53,940.14
42000558	Hickman Co Board Of Education	2786	11/01/2024	142-933-11140	\$46,289.50
<b>142-933 Total:</b>					\$100,229.64
<b>Bank Total:</b>					\$100,229.64
<b>Bank Payment Count:</b>					2

Date/Time: 11/1/2024 9:12 AM

Hickman County Finance  
Payment Register By Account Control

User:

Misty Weems  
Page 1 of 1

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<u>Bank Name</u>	<u>Bank Number</u>
Federal	142

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
42000556	Hickman Co Board Of Ed.	2734	11/01/2024	142-933-11140	\$410,240.19
<b>142-933 Total:</b>					\$410,240.19
<b>Bank Total:</b>					\$410,240.19
<b>Bank Payment Count:</b>					1

Hickman County Finance  
 Payment Register By Account Control

Bank Name                      Bank Number  
 General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002066	Amazon	727	11/04/2024	141- -11140	\$11.94
41002067	Anglin, Steve	749	11/04/2024	141- -11140	\$118.50
41002068	Bennett & DeCamp PLLC	8071	11/04/2024	141- -11140	\$1,204.00
41002069	Bon Aqua Lyles Utility Distric	851	11/04/2024	141- -11140	\$5,692.26
41002070	Cosmoprof	2938	11/04/2024	141- -11140	\$349.72
41002071	County Of Hickman Misc Acct	1633	11/04/2024	141- -11140	\$49,015.02
41002072	Dickson Graphics	2002	11/04/2024	141- -11140	\$1,218.97
41002073	McManus, Christy	8120	11/04/2024	141- -11140	\$390.48
41002074	Shelton, Misty L.	375	11/04/2024	141- -11140	\$171.52
41002075	SSC Service Solutions Compass Group USA, Inc.	4832	11/04/2024	141- -11140	\$61,839.56
41002076	The Dreaded Lawncare	7933	11/04/2024	141- -11140	\$8,300.00
41002077	Town Of Centerville	5315	11/04/2024	141- -11140	\$561.48
41002078	Underwood, Scott	7738	11/04/2024	141- -11140	\$89.78
41002079	Walmart	5868	11/04/2024	141- -11140	\$2,292.22
<b>141 Total:</b>					<u>\$131,255.45</u>
<b>Bank Total:</b>					\$131,255.45
<b>Bank Payment Count:</b>					14

Hickman County Finance  
Payment Register By Account Control

Bank Name                      Bank Number  
Federal                              142

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
42000563	Hickman Co Times	2718	11/04/2024	142-010-11140	\$34.00
<b>142-010 Total:</b>					\$34.00
42000564	Howard Industries, Inc.	3076	11/04/2024	142-201-11140	\$3,617.00
<b>142-201 Total:</b>					\$3,617.00
42000566	TETA	6332	11/04/2024	142-401-11140	\$650.00
<b>142-401 Total:</b>					\$650.00
42000564	Howard Industries, Inc.	3076	11/04/2024	142-601-11140	\$57,272.00
<b>142-601 Total:</b>					\$57,272.00
42000561	Chilton, Joey	7391	11/04/2024	142-801-11140	\$944.91
<b>142-801 Total:</b>					\$944.91
42000562	County Of Hickman Misc Acct	1633	11/04/2024	142-901-11140	\$167.48
<b>142-901 Total:</b>					\$167.48
42000559	Amazon	727	11/04/2024	142-933-11140	\$8,466.49
42000560	American Paper & Twine Company	797	11/04/2024	142-933-11140	\$12,448.00
42000565	SICO America, Inc.	8516	11/04/2024	142-933-11140	\$1,538.00
42000567	Virco, Inc.	5830	11/04/2024	142-933-11140	\$28,733.66
42000568	Worthington Direct Holdings, Inc.	6043	11/04/2024	142-933-11140	\$25,892.81
<b>142-933 Total:</b>					\$77,078.96
<b>Bank Total:</b>					\$139,764.35
<b>Bank Payment Count:</b>					10

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<u>Bank Name</u>	<u>Bank Number</u>
Cafeteria	143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000377	Town Of Centerville	5315	11/04/2024	143- -11140	\$114.58
<b>143 Total:</b>					\$114.58
<b>Bank Total:</b>					\$114.58
<b>Bank Payment Count:</b>					1

Bank Name                      Bank Number  
Cafeteria                              143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000378	County Of Hickman Misc Acct	1633	11/05/2024	143- -11140	\$14,584.57
<b>143 Total:</b>					\$14,584.57
<b>Bank Total:</b>					\$14,584.57
<b>Bank Payment Count:</b>					1

Bank Name                      Bank Number  
General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002080	Ameritas Life Insurance Corp.	7442	11/05/2024	141- -11140	\$2,206.40
41002081	Beam Insurance Administrators LLC	7435	11/05/2024	141- -11140	\$11,454.53
41002082	County Of Hickman Misc Acct	1633	11/05/2024	141- -11140	\$224,037.67
<b>141 Total:</b>					<u>\$237,698.60</u>
<b>Bank Total:</b>					<u>\$237,698.60</u>
<b>Bank Payment Count:</b>					3

Hickman County Finance  
Payment Register By Account Control

<u>Bank Name</u>		<u>Bank Number</u>					
Federal		142					
<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>		<u>Amount</u>	
42000571	County Of Hickman Misc Acct	1633	11/05/2024	142-010-11140		\$385.38	
						<b>142-010 Total:</b>	\$385.38
42000569	Ameritas Life Insurance Corp.	7442	11/05/2024	142-101-11140		\$39.76	
42000570	Beam Insurance Administrators LLC	7435	11/05/2024	142-101-11140		\$95.25	
42000571	County Of Hickman Misc Acct	1633	11/05/2024	142-101-11140		\$2,535.84	
						<b>142-101 Total:</b>	\$2,670.85
42000569	Ameritas Life Insurance Corp.	7442	11/05/2024	142-170-11140		\$26.74	
42000570	Beam Insurance Administrators LLC	7435	11/05/2024	142-170-11140		\$112.79	
42000571	County Of Hickman Misc Acct	1633	11/05/2024	142-170-11140		\$352.87	
						<b>142-170 Total:</b>	\$492.40
42000569	Ameritas Life Insurance Corp.	7442	11/05/2024	142-201-11140		\$18.00	
42000570	Beam Insurance Administrators LLC	7435	11/05/2024	142-201-11140		\$63.49	
42000571	County Of Hickman Misc Acct	1633	11/05/2024	142-201-11140		\$290.03	
						<b>142-201 Total:</b>	\$371.52
42000569	Ameritas Life Insurance Corp.	7442	11/05/2024	142-901-11140		\$59.64	
42000570	Beam Insurance Administrators LLC	7435	11/05/2024	142-901-11140		\$115.24	
42000571	County Of Hickman Misc Acct	1633	11/05/2024	142-901-11140		\$963.37	
						<b>142-901 Total:</b>	\$1,138.25
42000569	Ameritas Life Insurance Corp.	7442	11/05/2024	142-933-11140		\$53.48	
42000570	Beam Insurance Administrators LLC	7435	11/05/2024	142-933-11140		\$115.37	
42000571	County Of Hickman Misc Acct	1633	11/05/2024	142-933-11140		\$250.00	
						<b>142-933 Total:</b>	\$418.85
						<b>Bank Total:</b>	\$5,477.25
						<b>Bank Payment Count:</b>	3

<u>Bank Name</u>	<u>Bank Number</u>
General Purpose	141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002083	Amazon	727	11/07/2024	141- -11140	\$777.54
41002084	AT & T	7542	11/07/2024	141- -11140	\$275.26
41002085	Brewer, Robert G.	7665	11/07/2024	141- -11140	\$192.96
41002086	Carter, David	1639	11/07/2024	141- -11140	\$192.96
41002087	Cross, Emily	1744	11/07/2024	141- -11140	\$96.48
41002088	Duley, L.C.S.W., Joe	1814	11/07/2024	141- -11140	\$2,762.50
41002089	Evans, Meghan	987	11/07/2024	141- -11140	\$230.48
41002090	Gross, Debbie	2675	11/07/2024	141- -11140	\$118.26
41002091	Harvill, Nancy	2758	11/07/2024	141- -11140	\$3,797.50
41002092	Hibbs, Polly	3038	11/07/2024	141- -11140	\$48.24
41002093	Main Street Emporium	7541	11/07/2024	141- -11140	\$70.65
41002094	McCaleb, Rachel	7746	11/07/2024	141- -11140	\$62.65
41002095	Meriwether Lewis Electric Coop.	3694	11/07/2024	141- -11140	\$43,563.63
41002096	Monica Ogles PT	7756	11/07/2024	141- -11140	\$3,578.12
41002097	Qualls, Shelda	4597	11/07/2024	141- -11140	\$191.62
41002098	Rietveid, Stephanie	993	11/07/2024	141- -11140	\$1,860.00
41002099	Rise Vision Inc	8562	11/07/2024	141- -11140	\$738.00
41002100	Rj Young Company	4691	11/07/2024	141- -11140	\$228.92
41002101	Stellar Therapy Services, LLC	8260	11/07/2024	141- -11140	\$2,047.50
41002102	Herrera, Tammy	8538	11/07/2024	141- -11140	\$48.24
41002103	Tanner, Katelyn	6315	11/07/2024	141- -11140	\$53.60
41002104	Tidwell, Billy Jean	8561	11/07/2024	141- -11140	\$900.00
<b>141 Total:</b>					\$61,835.11
<b>Bank Total:</b>					\$61,835.11
<b>Bank Payment Count:</b>					22

**Bank Name**                      **Bank Number**  
 Federal                              142

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
42000574	Thomasson, Julia	192	11/07/2024	142-010-11140	\$215.74
42000575	Mayberry, Kimberly D.	4108	11/07/2024	142-010-11140	\$229.55
<b>142-010 Total:</b>					\$445.29
42000573	IXL Learning	3199	11/07/2024	142-101-11140	\$5,688.00
<b>142-101 Total:</b>					\$5,688.00
42000572	Bandwagon Music & Repair	8558	11/07/2024	142-401-11140	\$4,862.22
42000576	Music In Motion	3724	11/07/2024	142-401-11140	\$19,870.27
42000577	Musician's Friend	3730	11/07/2024	142-401-11140	\$2,268.00
42000579	Wenger Corp.	8517	11/07/2024	142-401-11140	\$2,139.34
<b>142-401 Total:</b>					\$29,139.83
42000578	Quill, LLC	4574	11/07/2024	142-933-11140	\$6,134.97
<b>142-933 Total:</b>					\$6,134.97
<b>Bank Total:</b>					\$41,408.09
<b>Bank Payment Count:</b>					8

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<u>Bank Name</u>	<u>Bank Number</u>
General Purpose	141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002105	Hickman County Trustee	2937	11/07/2024	141- -11140	\$4,655.76
41002106	State Disbursement Unit	8524	11/07/2024	141- -11140	\$336.30
<b>141 Total:</b>					\$4,992.06
<b>Bank Total:</b>					\$4,992.06
<b>Bank Payment Count:</b>					2

Bank Name                      Bank Number  
General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002107	AT & T	7542	11/12/2024	141- -11140	\$1,314.48
41002108	Baker, Sherri	7798	11/12/2024	141- -11140	\$54.27
41002109	Brewer Chemicals & Equip, LLC	861	11/12/2024	141- -11140	\$420.00
41002110	Central States Bus Sales, Inc.	1326	11/12/2024	141- -11140	\$2,309.51
41002111	County Of Hickman Misc Acct	1633	11/12/2024	141- -11140	\$7,176.72
41002112	Cummins, Inc.	1749	11/12/2024	141- -11140	\$2,917.35
41002113	Four Seasons Outdoors & Sports	2334	11/12/2024	141- -11140	\$467.00
41002114	Gilbert Electrical Service	2456	11/12/2024	141- -11140	\$900.00
41002115	Jenkins, Michelle OTR/L	7423	11/12/2024	141- -11140	\$72.36
41002116	Mid-South Bus Center, Inc	3706	11/12/2024	141- -11140	\$353.70
41002117	O'Reilly Auto Parts	4265	11/12/2024	141- -11140	\$454.00
41002118	Prince Hardware, LLC	4321	11/12/2024	141- -11140	\$349.44
41002119	Southern Tire Mart	6979	11/12/2024	141- -11140	\$712.28
41002120	Tennessee School Board Assoc.	61	11/12/2024	141- -11140	\$450.00
<b>141 Total:</b>					\$17,951.11
<b>Bank Total:</b>					\$17,951.11
<b>Bank Payment Count:</b>					14

Hickman County Finance  
 Payment Register By Account Control

<u>Bank Name</u>	<u>Bank Number</u>					
Federal	142					
<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>		<u>Amount</u>
42000585	Starfall Education foundation	4891	11/12/2024	142-101-11140		\$355.00
<b>142-101 Total:</b>						\$355.00
42000580	Amazon	727	11/12/2024	142-201-11140		\$299.98
<b>142-201 Total:</b>						\$299.98
42000583	Quill, LLC	4574	11/12/2024	142-401-11140		\$1,445.49
<b>142-401 Total:</b>						\$1,445.49
42000581	NCS Pearson Inc.	4359	11/12/2024	142-901-11140		\$66.25
42000582	News-2-You	4175	11/12/2024	142-901-11140		\$749.97
42000584	Sonova USA, Inc.	6817	11/12/2024	142-901-11140		\$822.05
42000586	Wilson, Anita	7954	11/12/2024	142-901-11140		\$1,072.00
<b>142-901 Total:</b>						\$2,710.27
<b>Bank Total:</b>						\$4,810.74
<b>Bank Payment Count:</b>						7

Bank Name                      Bank Number  
Cafeteria                              143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000379	AT & T	7542	11/12/2024	143- -11140	\$169.67
43000380	Big G Metal Works	7864	11/12/2024	143- -11140	\$50.00
43000381	Fesco	2399	11/12/2024	143- -11140	\$587.30
43000382	Gordon Food Service, Inc.	2488	11/12/2024	143- -11140	\$97,931.42
43000383	Murfreesboro Pure Milk Co, Inc.	7552	11/12/2024	143- -11140	\$3,158.80
43000384	Optimus Pest Solutions	47	11/12/2024	143- -11140	\$240.00
43000385	Pepsi Cola	6726	11/12/2024	143- -11140	\$2,026.25
43000386	Prairie Farms Dairy	18	11/12/2024	143- -11140	\$13,752.00
43000387	Prince Hardware, LLC	4321	11/12/2024	143- -11140	\$531.46
43000388	Quill, LLC	4574	11/12/2024	143- -11140	\$1,811.13
43000389	Volco	5841	11/12/2024	143- -11140	\$1,194.85
<b>143 Total:</b>					\$121,452.88
<b>Bank Total:</b>					\$121,452.88
<b>Bank Payment Count:</b>					11

Bank Name                      Bank Number  
 General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002121	Allegra Print & Imaging	650	11/14/2024	141- -11140	\$119.72
41002122	AT & T	7542	11/14/2024	141- -11140	\$312.22
41002123	CNB Computers USA, Inc.	6586	11/14/2024	141- -11140	\$6,000.00
41002124	Daugherty, Tonya	7288	11/14/2024	141- -11140	\$467.66
41002125	Dickson Medical Associates	2022	11/14/2024	141- -11140	\$125.00
41002126	Ferrellgas	7446	11/14/2024	141- -11140	\$830.44
41002127	Herron, Jane A.	415	11/14/2024	141- -11140	\$1,196.57
41002128	Hickman Co Trustee	2722	11/14/2024	141- -11140	\$238,506.68
41002129	Hobbs, Tim	3117	11/14/2024	141- -11140	\$209.04
41002130	Porter Roofing Contractors, Inc.	904	11/14/2024	141- -11140	\$621.09
41002131	Stellar Therapy Services, LLC	8260	11/14/2024	141- -11140	\$2,940.00
41002132	The King's Daughter's School	7928	11/14/2024	141- -11140	\$5,000.00
41002133	Tidwell, Billy Jean	8561	11/14/2024	141- -11140	\$500.00
41002134	Town Of Centerville	5315	11/14/2024	141- -11140	\$16,536.58
41002135	Unifirst Corp.	5758	11/14/2024	141- -11140	\$814.25
41002136	Verizon Wireless	5823	11/14/2024	141- -11140	\$68.04
41002137	Viking Bond Service, Inc.	5861	11/14/2024	141- -11140	\$497.50
41002138	Visa	8268	11/14/2024	141- -11140	\$328.71
41002139	Waverly Glass Inc.	5863	11/14/2024	141- -11140	\$555.00
<b>141 Total:</b>					<u>\$275,628.50</u>
<b>Bank Total:</b>					\$275,628.50
<b>Bank Payment Count:</b>					19

Hickman County Finance  
Payment Register By Account Control

<u>Bank Name</u>		<u>Bank Number</u>					
Federal		142					
<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>		<u>Amount</u>	
42000590	Hickman Co Trustee	2722	11/14/2024	142-010-11140		\$103.40	
<b>142-010 Total:</b>						\$103.40	
42000589	ESGI, LLC	2261	11/14/2024	142-101-11140		\$1,476.00	
42000590	Hickman Co Trustee	2722	11/14/2024	142-101-11140		\$973.73	
<b>142-101 Total:</b>						\$2,449.73	
42000590	Hickman Co Trustee	2722	11/14/2024	142-170-11140		\$39.50	
<b>142-170 Total:</b>						\$39.50	
42000588	BER, Inc.	1241	11/14/2024	142-201-11140		\$295.00	
42000590	Hickman Co Trustee	2722	11/14/2024	142-201-11140		\$103.40	
<b>142-201 Total:</b>						\$398.40	
42000590	Hickman Co Trustee	2722	11/14/2024	142-801-11140		\$39.50	
42000591	Mayberry, Ron	216	11/14/2024	142-801-11140		\$584.37	
42000596	Williams, Myles	6681	11/14/2024	142-801-11140		\$146.33	
<b>142-801 Total:</b>						\$770.20	
42000590	Hickman Co Trustee	2722	11/14/2024	142-901-11140		\$1,253.50	
42000592	Multi-Health Systems, Inc.	6688	11/14/2024	142-901-11140		\$275.00	
42000593	NCS Pearson Inc.	4359	11/14/2024	142-901-11140		\$231.00	
42000594	Pro-Ed, Inc	4324	11/14/2024	142-901-11140		\$699.60	
<b>142-901 Total:</b>						\$2,459.10	
42000587	Amazon	727	11/14/2024	142-933-11140		\$11,151.60	
42000595	Virco, Inc.	5830	11/14/2024	142-933-11140		\$18,553.64	
42000597	Worthington Direct Holdings, Inc.	6043	11/14/2024	142-933-11140		\$8,391.20	
<b>142-933 Total:</b>						\$38,096.44	
<b>Bank Total:</b>						\$44,316.77	
<b>Bank Payment Count:</b>						11	

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<u>Bank Name</u>	<u>Bank Number</u>
Cafeteria	143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000390	Matrix Mechanical Solutions, LLC	7974	11/14/2024	143- -11140	\$6,184.50

**143 Total:** \$6,184.50

**Bank Total:** \$6,184.50

**Bank Payment Count:** 1

<u>Bank Name</u>	<u>Bank Number</u>
General Purpose	141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002140	Ace Hardware	635	11/18/2024	141- -11140	\$756.66
41002141	AT & T	7542	11/18/2024	141- -11140	\$1,118.10
41002142	Atlas Machine & Supply, Inc.	8552	11/18/2024	141- -11140	\$1,929.46
41002143	Chilton, Joey	7391	11/18/2024	141- -11140	\$150.00
41002144	Prince Hardware, LLC	4321	11/18/2024	141- -11140	\$826.14
41002145	Tennessee B&E Unit	144	11/18/2024	141- -11140	\$60.00
41002146	UPS	8274	11/18/2024	141- -11140	\$34.64
<b>141 Total:</b>					<u>\$4,875.00</u>
<b>Bank Total:</b>					\$4,875.00
<b>Bank Payment Count:</b>					7

Bank Name                      Bank Number  
 Federal                              142

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
42000598	King, Dalton Chevelle	8498	11/18/2024	142-101-11140	\$201.00
42000600	TETA	6332	11/18/2024	142-101-11140	\$975.00
<b>142-101 Total:</b>					\$1,176.00
42000599	Hudgins, Jennifer Thrasher	3019	11/18/2024	142-201-11140	\$273.36
<b>142-201 Total:</b>					\$273.36
42000600	TETA	6332	11/18/2024	142-401-11140	\$325.00
<b>142-401 Total:</b>					\$325.00
<b>Bank Total:</b>					\$1,774.36
<b>Bank Payment Count:</b>					3

Hickman County Finance  
 Payment Register By Account Control

<b>Bank Name</b>	<b>Bank Number</b>
Cafeteria	143

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
43000391	American Fidelity Assurance Co	636	11/21/2024	143- -11140	\$1,167.94
43000392	Ameritas Life Insurance Corp.	7442	11/21/2024	143- -11140	\$64.62
43000393	AT & T	7542	11/21/2024	143- -11140	\$0.44
43000394	Beam Insurance Administrators LLC	7435	11/21/2024	143- -11140	\$311.51
43000395	Hickman Co Trustee	2722	11/21/2024	143- -11140	\$1,512.29
43000396	Hickman County Trustee	2937	11/21/2024	143- -11140	\$17,585.84
43000397	Tennessee Farmers Life Insurance	5297	11/21/2024	143- -11140	\$25.00
<b>143 Total:</b>					<u>\$20,667.64</u>
<b>Bank Total:</b>					\$20,667.64
<b>Bank Payment Count:</b>					7

**Bank Name**                      **Bank Number**  
General Purpose                      141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002147	Amazon	727	11/21/2024	141- -11140	\$749.29
41002148	Anderson, Belinda	8051	11/21/2024	141- -11140	\$311.42
41002149	Boone, Barnnie	1218	11/21/2024	141- -11140	\$358.78
41002150	Hale, Dereck	8596	11/21/2024	141- -11140	\$286.47
41002151	Dickson Electric System	1806	11/21/2024	141- -11140	\$32,075.44
41002152	Dickson Graphics	2002	11/21/2024	141- -11140	\$5,665.56
41002153	Ferrellgas	7446	11/21/2024	141- -11140	\$1,169.59
41002154	Gallaher & Associates, Inc.	7285	11/21/2024	141- -11140	\$3,771.58
41002155	Hale, Cassie	6644	11/21/2024	141- -11140	\$286.47
41002156	Hickman Co Trustee	2722	11/21/2024	141- -11140	\$780.00
41002157	Hickman County Trustee	2937	11/21/2024	141- -11140	\$516,233.91
41002158	Interpreters Unlimited, Inc.	6501	11/21/2024	141- -11140	\$388.75
41002159	Larue, Stacy	217	11/21/2024	141- -11140	\$109.43
41002160	Mac Gill Discount	3773	11/21/2024	141- -11140	\$22.79
41002161	Malugin, Rebecca L	59	11/21/2024	141- -11140	\$68.80
41002162	Metropolitan Life	3677	11/21/2024	141- -11140	\$120.00
41002163	Mid-South Bus Center, Inc	3706	11/21/2024	141- -11140	\$851.20
41002164	Morgan, Cynthia	8166	11/21/2024	141- -11140	\$68.80
41002165	Pace Analytical National	2230	11/21/2024	141- -11140	\$658.60
41002166	Schumann, Sandra	7120	11/21/2024	141- -11140	\$68.80
41002167	Tennessee Farmers Life Insurance	5297	11/21/2024	141- -11140	\$750.00
41002168	Tidwell, Billy Jean	8561	11/21/2024	141- -11140	\$500.00
41002169	Worthington Direct Holdings, Inc.	6043	11/21/2024	141- -11140	\$870.25

**141 Total:**                      \$566,165.93

**Bank Total:**                      \$566,165.93

**Bank Payment Count:**                      23

Hickman County Finance  
Payment Register By Account Control

<u>Bank Name</u>		<u>Bank Number</u>					
Federal		142					
<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>		<u>Amount</u>	
42000604	Hickman County Trustee	2937	11/21/2024	142-010-11140		\$3,192.04	
<b>142-010 Total:</b>						\$3,192.04	
42000604	Hickman County Trustee	2937	11/21/2024	142-101-11140		\$11,567.43	
<b>142-101 Total:</b>						\$11,567.43	
42000604	Hickman County Trustee	2937	11/21/2024	142-170-11140		\$1,504.74	
<b>142-170 Total:</b>						\$1,504.74	
42000604	Hickman County Trustee	2937	11/21/2024	142-201-11140		\$1,508.56	
<b>142-201 Total:</b>						\$1,508.56	
42000601	Amazon	727	11/21/2024	142-801-11140		\$922.94	
42000604	Hickman County Trustee	2937	11/21/2024	142-801-11140		\$262.98	
42000605	Turpin, Jennifer	5444	11/21/2024	142-801-11140		\$384.58	
42000606	Rhea, Tara	4805	11/21/2024	142-801-11140		\$323.40	
<b>142-801 Total:</b>						\$1,893.90	
42000602	Chapter 13 Trustee	1265	11/21/2024	142-901-11140		\$180.00	
42000604	Hickman County Trustee	2937	11/21/2024	142-901-11140		\$11,433.75	
42000607	Tennessee Farmers Life Insurance	5297	11/21/2024	142-901-11140		\$30.00	
<b>142-901 Total:</b>						\$11,643.75	
42000604	Hickman County Trustee	2937	11/21/2024	142-911-11140		\$257.68	
<b>142-911 Total:</b>						\$257.68	
42000603	ENA Services, LLC	2141	11/21/2024	142-933-11140		\$24,400.00	
42000608	Worthington Direct Holdings, Inc.	6043	11/21/2024	142-933-11140		\$7,645.35	
<b>142-933 Total:</b>						\$32,045.35	
<b>Bank Total:</b>						\$63,613.45	
<b>Bank Payment Count:</b>						8	

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<u>Bank Name</u>	<u>Bank Number</u>
General Purpose	141

<u>Payment Number</u>	<u>Vendor Name</u>	<u>Vendor ID</u>	<u>Payment Date</u>	<u>Cash Account</u>	<u>Amount</u>
41002170	Hickman County Trustee	2937	11/21/2024	141- -11140	\$778.41
<b>141 Total:</b>					\$778.41
<b>Bank Total:</b>					\$778.41
<b>Bank Payment Count:</b>					1

**DOUG LANE**  
2059 Lake Drive, Centerville, TN 37033

**PIPPA TAYLOR**  
6585 Oak Hill Rd., Lyles, TN 37098

**TIM HOBBS**  
9220 Old Bon Aqua Rd., Bon Aqua, TN 37025

**TABITHA CUDE**  
4141 Lewis Rd., Centerville, TN 37033



**John Mullins**  
Superintendent of Schools  
115 MURPHREE AVENUE  
CENTERVILLE, TN 37033

**CHRISTY MAYS**  
450 Hwy. 50, Centerville, TN 37033

**SHERRI BAKER**  
9037 E 40 Rd., Bon Aqua, TN 37025

**JANE HERRON**  
PO Box 13, Nunnally, TN 37137

## Memorandum

To: Board Members  
From: John Mullins  
Date: 11/22/2024  
Re: December Director's Report

### **Leave of Absence**

#### Professional

#### Support Staff

### **Hiring**

#### Professional

#### Support Staff

Amanda Buchanan

EHES Teacher Assistant

### **Resignation**

#### Professional

#### Support Staff

Cameron Bowdoin  
Gracie Tays  
Amanda Kelly

EHIS Teacher Assistant  
EHES Teacher Assistant  
HCMS Asst. Soccer Coach

**Retirement**

**Professional**

**Support Staff**

**Transfers**

**Professional**

Candace Webb

Substitute Teacher to  
EHMS Teacher

Jennifer Turpin

College/Career Counselor to  
CTE Director

Shelda Qualls

Sp. Ed. Director to  
College/Career Counselor

Dr. Ashely Totty

EHMS Principal to  
Sp. Ed. Director

**Support Staff**

**Appointment**

**Professional**

**Support Staff**

## **Open Positons**

Bus Drivers  
Sp Ed Teacher – EHES, CIS  
Sp Ed Teacher Assistant – EHIS  
EHMS Principal  
EHMS Assistant Principal

\*Denotes a relationship under board policy 1.108. Applicants are qualified for the positions

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
40110	Current Property Tax	3,032,648.00	(557,422.50)	18.38%	252,720.67	(255,304.43)	101.02%
40120	Trustee's Collections - Prior Year	65,000.00	(27,546.29)	42.38%	5,416.67	(4,245.01)	78.37%
40125	Trustee's Collections - Bankruptcy	500.00	(69.99)	14.00%	41.67	(7.91)	18.98%
40130	Cir Clk/Clk & Master Collections-Pr Yr	47,000.00	(13,493.26)	28.71%	3,916.67	(2,526.04)	64.49%
40140	Interest And Penalty	15,000.00	(3,193.94)	21.29%	1,250.00	(557.99)	44.64%
40161	Payments In Lieu Of Taxes - T. V. A.	4,000.00	(1,204.06)	30.10%	333.33	(240.81)	72.24%
40162	Payments In Lieu Of Taxes-Local	6,000.00	0.00	0.00%	500.00	0.00	0.00%
40210	Local Option Sales Tax	2,535,177.00	(1,055,838.97)	41.65%	211,264.75	(262,371.71)	124.19%
40270	Business Tax	35,000.00	(4,468.92)	12.77%	2,916.67	(1,616.48)	55.42%
41110	Marriage Licenses	1,300.00	(636.50)	48.96%	108.33	(294.50)	271.85%
43570	Receipts From Individual Schools	30,000.00	(1,122.94)	3.74%	2,500.00	(400.00)	16.00%
43582	Community Service Fees - Adults	200.00	(47.10)	23.55%	16.67	(12.10)	72.60%
44120	Lease/Rentals/PPP	10,000.00	(350.00)	3.50%	833.33	0.00	0.00%
44170	Miscellaneous Refunds	30,000.00	0.00	0.00%	2,500.00	0.00	0.00%
44530	Sale Of Equipment	15,000.00	(14,882.00)	99.21%	1,250.00	0.00	0.00%
44560	Damages Recovered From Individuals	3,000.00	(16,765.03)	558.83%	250.00	(10,470.84)	4,188.34%
44570	Contributions & Gifts	57,000.00	(58,000.00)	101.75%	4,750.00	(4,800.00)	101.05%
46175	On-Behalf Contributions For OPEB	35,000.00	0.00	0.00%	2,916.67	0.00	0.00%
46510	Tennessee Investment in Student	24,228,618.00	(9,780,505.34)	40.37%	2,019,051.50	(2,445,126.33)	121.10%
46515	Early Childhood Education	621,613.12	(58,517.67)	9.41%	51,801.09	0.00	0.00%
46520	School Food Service	22,000.00	0.00	0.00%	1,833.33	0.00	0.00%
46550	Driver Education	5,000.00	0.00	0.00%	416.67	0.00	0.00%
46590	Other State Education Funds	240,000.00	0.00	0.00%	20,000.00	0.00	0.00%
46610	Career Ladder Program	45,000.00	(20,515.13)	45.59%	3,750.00	(20,515.13)	547.07%
46790	Other Vocational	1,702,759.76	(1.00)	0.00%	141,896.65	0.00	0.00%
46851	State Revenue Sharing -T.V.A.	230,000.00	(50,654.91)	22.02%	19,166.67	(50,654.91)	264.29%
46980	Other State Grants	192,531.41	0.00	0.00%	16,044.28	0.00	0.00%
46990	Other State Revenues	258,804.00	0.00	0.00%	21,567.00	0.00	0.00%
47640	Rotc Reimbursement	70,000.00	(22,105.48)	31.58%	5,833.33	(7,368.49)	126.32%
48990	Other	183,000.00	(36,904.41)	20.17%	15,250.00	(500.00)	3.28%
49700	Insurance Recovery	15,936.18	0.00	0.00%	1,328.02	0.00	0.00%
49800	Transfers In	141,936.38	0.00	0.00%	11,828.03	0.00	0.00%
	<b>Total Revenues</b>	<b>33,879,023.85</b>	<b>(11,724,245.44)</b>	<b>34.61%</b>	<b>2,823,251.99</b>	<b>(3,067,012.68)</b>	<b>108.63%</b>
<b>Expenditures</b>							
71100	Regular Instruction Program	(16,196,159.00)	5,776,281.25	35.66%	(1,349,679.92)	1,447,873.36	107.28%
71150	Alternative Instruction Program	(297,165.00)	84,739.57	28.52%	(24,763.75)	21,541.94	86.99%
71200	Special Education Program	(4,004,979.12)	997,894.08	24.92%	(333,748.26)	250,065.46	74.93%

Hickman County Finance  
 Summary Financial Statement  
 November 2024

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
71300	Career and Technical Education	(1,840,162.00)	336,252.92	18.27%	(153,346.83)	79,926.49	52.12%
72110	Attendance	(221,255.00)	70,248.58	31.75%	(18,437.92)	12,933.11	70.14%
72120	Health Services	(865,892.00)	252,841.43	29.20%	(72,157.67)	60,097.22	83.29%
72130	Other Student Support	(1,254,128.00)	319,891.79	25.51%	(104,510.67)	74,939.89	71.71%
72210	Regular Instruction Program	(1,675,053.38)	454,956.18	27.16%	(139,587.78)	107,724.89	77.17%
72220	Special Education Program	(312,981.00)	102,866.27	32.87%	(26,081.75)	23,707.68	90.90%
72230	Career and Technical Education	(245,411.42)	75,026.84	30.57%	(20,450.95)	11,824.98	57.82%
72250	Technology	(463,782.00)	222,478.51	47.97%	(38,648.50)	13,671.75	35.37%
72290	Other Programs	(35,000.00)	0.00	0.00%	(2,916.67)	0.00	0.00%
72310	Board Of Education	(716,803.00)	368,265.58	51.38%	(59,733.58)	19,122.96	32.01%
72320	Director Of Schools	(330,801.00)	114,101.28	34.49%	(27,566.75)	21,566.92	78.24%
72410	Office Of The Principal	(2,090,218.00)	578,122.34	27.66%	(174,184.83)	109,334.41	62.77%
72510	Fiscal Services	(50,000.00)	0.00	0.00%	(4,166.67)	0.00	0.00%
72610	Operation Of Plant	(2,681,750.00)	1,155,424.56	43.08%	(223,479.17)	163,947.61	73.36%
72620	Maintenance Of Plant	(1,421,686.41)	542,599.65	38.17%	(118,473.87)	69,272.37	58.47%
72710	Transportation	(2,242,651.18)	645,563.74	28.79%	(186,887.60)	110,802.04	59.29%
72810	Central And Other	(369,528.90)	64,849.45	17.55%	(30,794.08)	3,737.38	12.14%
73100	Food Service	(44,809.00)	0.00	0.00%	(3,734.08)	0.00	0.00%
73300	Community Services	(115,277.00)	26,398.75	22.90%	(9,606.42)	6,472.63	67.38%
73400	Early Childhood Education	(519,555.00)	132,558.65	25.51%	(43,296.25)	32,518.03	75.11%
76100	Regular Capital Outlay	(1,668,254.00)	34,027.00	2.04%	(139,021.17)	0.00	0.00%
	<b>Total Expenditures</b>	<b>(39,663,301.41)</b>	<b>12,355,388.42</b>	<b>31.15%</b>	<b>(3,305,275.12)</b>	<b>2,641,081.12</b>	<b>79.91%</b>
<b>Total</b>	<b>141 General Purpose School</b>	<b>(5,784,277.56)</b>	<b>631,142.98</b>	<b>10.91%</b>	<b>(482,023.13)</b>	<b>(425,931.56)</b>	<b>-88.36%</b>

142 School Federal Projects		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
44170	Miscellaneous Refunds	0.00	0.00	0.00%	0.00	0.00	0.00%
47131	Vocational Educ - Basic Grants To	72,275.00	(15,338.89)	21.22%	6,022.92	0.00	0.00%
47141	Title 1 Grants To Local Educ Agencies	1,308,138.98	(275,188.42)	21.04%	109,011.58	(60,804.12)	55.78%
47143	Special Education - Grants To States	1,145,418.92	(256,440.92)	22.39%	95,451.58	(63,547.96)	66.58%
47145	Special Education Preschool Grants	50,692.08	(1,813.01)	3.58%	4,224.34	0.00	0.00%
47146	English Language Acquisition Grants	0.00	(46,176.49)	0.00%	0.00	(30,793.93)	0.00%
47148	Rural Education	120,160.42	(28,336.00)	23.58%	10,013.37	(28,336.00)	282.98%
47189	Eisenhower Prof Development State	204,129.71	(14,905.20)	7.30%	17,010.81	0.00	0.00%
47401	American Rescue Plan Act Grant #1	1,638,423.78	(792,240.77)	48.35%	136,535.32	0.00	0.00%
47590	Other Federal Through State	182,439.57	0.00	0.00%	15,203.30	0.00	0.00%
	<b>Total Revenues</b>	<b>4,721,678.46</b>	<b>(1,430,439.70)</b>	<b>30.30%</b>	<b>393,473.21</b>	<b>(183,482.01)</b>	<b>46.63%</b>
<b>Expenditures</b>							
71100	Regular Instruction Program	(1,572,127.02)	810,173.88	51.53%	(131,010.59)	304,246.61	232.23%
71150	Alternative Instruction Program	(7,865.50)	7,349.50	93.44%	(655.46)	4,306.00	656.94%
71200	Special Education Program	(964,579.57)	258,757.91	26.83%	(80,381.63)	107,763.94	134.07%
71300	Career and Technical Education	(67,519.70)	40,740.70	60.34%	(5,626.64)	21,096.50	374.94%
72110	Attendance	(2,338.00)	2,153.00	92.09%	(194.83)	2,153.00	1,105.05%
72120	Health Services	(11,555.00)	9,688.50	83.85%	(962.92)	9,688.50	1,006.16%
72130	Other Student Support	(78,789.81)	44,065.11	55.93%	(6,565.82)	13,423.83	204.45%
72210	Regular Instruction Program	(1,002,653.95)	323,483.61	32.26%	(83,554.50)	70,785.91	84.72%
72220	Special Education Program	(375,579.16)	109,830.09	29.24%	(31,298.26)	27,463.70	87.75%
72230	Career and Technical Education	(7,589.30)	3,097.91	40.82%	(632.44)	3,097.91	489.83%
72250	Technology	(68,604.09)	146,287.85	213.23%	(5,717.01)	3,228.00	56.46%
72320	Director Of Schools	(3,549.50)	3,229.50	90.98%	(295.79)	3,229.50	1,091.82%
72410	Office Of The Principal	(17,343.00)	12,918.00	74.49%	(1,445.25)	12,918.00	893.82%
72610	Operation Of Plant	(265,092.49)	186,473.76	70.34%	(22,091.04)	9,448.00	42.77%
72620	Maintenance Of Plant	(8,245.50)	6,966.25	84.49%	(687.13)	6,966.25	1,013.83%
72710	Transportation	(54,180.00)	25,648.80	47.34%	(4,515.00)	22,741.00	503.68%
73100	Food Service	(73,389.50)	67,471.76	91.94%	(6,115.79)	46,289.50	756.88%
73300	Community Services	(2,393.00)	2,153.00	89.97%	(199.42)	2,153.00	1,079.65%
73400	Early Childhood Education	(6,904.00)	5,889.75	85.31%	(575.33)	5,889.75	1,023.71%
76100	Regular Capital Outlay	(14,443.99)	11,435.99	79.17%	(1,203.67)	0.00	0.00%
99100	Transfers Out	(116,936.38)	0.00	0.00%	(9,744.70)	0.00	0.00%
	<b>Total Expenditures</b>	<b>(4,721,678.46)</b>	<b>2,077,814.87</b>	<b>44.01%</b>	<b>(393,473.21)</b>	<b>676,888.90</b>	<b>172.03%</b>
<b>Total</b>	<b>142 School Federal Projects</b>	<b>0.00</b>	<b>647,375.17</b>	<b>100.00%</b>	<b>0.00</b>	<b>493,406.89</b>	<b>0.00%</b>

Template Name: LGC Summary  
 Created by: LGC

Hickman County Finance  
 Summary Financial Statement  
 November 2024

User:  
 Date/Time:

Michael Elkins  
 12/4/2024 1:29 PM  
 Page 4 of 4

143 Central Cafeteria		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
43521	Lunch Payments - Children	0.00	13,290.29	0.00%	0.00	0.00	0.00%
43522	Lunch Payments - Adults	28,498.00	(5,340.57)	18.74%	2,374.83	0.00	0.00%
43523	Income From Breakfast	2,969.00	(541.50)	18.24%	247.42	0.00	0.00%
43525	A La Carte Sales	225,000.00	(85,503.57)	38.00%	18,750.00	0.00	0.00%
43570	Receipts From Individual Schools	0.00	(23,433.81)	0.00%	0.00	(23,433.81)	0.00%
44110	Investment Income	1,000.00	(108.08)	10.81%	83.33	(24.94)	29.93%
44170	Miscellaneous Refunds	0.00	0.00	0.00%	0.00	0.00	0.00%
47111	USDA School Lunch Program	1,700,000.00	(659,652.99)	38.80%	141,666.67	(157,072.09)	110.87%
47113	Breakfast	750,000.00	(245,631.16)	32.75%	62,500.00	(58,195.46)	93.11%
47114	USDA - Other	0.00	(2,502.28)	0.00%	0.00	(742.94)	0.00%
	<b>Total Revenues</b>	<b>2,707,467.00</b>	<b>(1,009,423.67)</b>	<b>37.28%</b>	<b>225,622.25</b>	<b>(239,469.24)</b>	<b>106.14%</b>
<b>Expenditures</b>							
73100	Food Service	(3,248,963.00)	1,918,911.65	59.06%	(270,746.92)	675,210.99	249.39%
	<b>Total Expenditures</b>	<b>(3,248,963.00)</b>	<b>1,918,911.65</b>	<b>59.06%</b>	<b>(270,746.92)</b>	<b>675,210.99</b>	<b>249.39%</b>
<b>Total</b>	<b>143 Central Cafeteria</b>	<b>(541,496.00)</b>	<b>909,487.98</b>	<b>167.96%</b>	<b>(45,124.67)</b>	<b>435,741.75</b>	<b>965.64%</b>























## East Hickman Family Resource Mid-Year Report

November 22, 2024

### Priority 1: Families

#### Objective 1: Family Support

**Goal:** By May 2025 EFRC will serve 5% of all disadvantaged children through Friday Friends and Operation Santa.

-As of November 22, 2024, EFRC is serving 93 students weekly with Friday Friends Food Bags.

-As of November 22, 2024, 127 families and 301 students have signed up for Operation Santa. All 301 students will have Christmas provided for them.

**Goal:** By May 2025 EFRC will collaborate with teachers, principals, and guidance counselors to discuss the Buddy Program for check in/check out system for kids who need daily encouragement to help reduce discipline referrals to the office.

-I meet with the students on the Buddy Program on Monday morning for check in time after the weekend to chat and check on them. I give them a folder with a behavior sheet in it. I check back with them several times throughout the week to follow up on their behavior. On Friday they report to my room for an end of the week check in. If they have 3 happy faces, they get a small reward which is usually candy. If they have 4 happy faces, they will get a large reward, which is usually a small toy. If they have had an amazing week with 5 happy faces, they get both a small and a large reward and earn lunch with me for the following week.

-As of November 22, 2024, ERFC is serving 4 students at EHES on the Buddy Program. Three of the students have made great progress so far this year and are doing great. One of the students continues to struggle but seems to slowly be taking steps to have better self-control and respect for school employees.

-Teachers of these students will contact me throughout the week at anytime if the student needs me. Sometimes they might need a break for a few minutes, they may need me to sit with them if they are struggling with work, or they might just need to talk about something going on in their life.

## **Additional Family Support as of November 22, 2024**

- 32 backpacks with school supplies have been handed out to students in need**
- 21 students have been provided with shoes, clothes, and hygiene products prior to school starting back for back-to-school help. 11 additional pairs of shoes with socks have been given to students since school started**
- EFRC has provided snacks for 21 students everyday of the school year**
  - 1,512 snacks have been provided for kids who did not have a snack**
- 19 free hair cuts have been given to students**
- Roughly 700 kids were served Halloween treats at the Trunk or Treat at EHES**
- EFRC held a free coat drive where 65 people were served**
  - over 120 coats, jackets, hoodies, and sweaters were given out**
  - those 65 people also received socks, gloves, and hats**
- 61 Thanksgiving Dinner Boxes were distributed to families in need**
- 13 families, 27 students have received help with food from the Student Food Pantry**

## Priority 2: Readiness

### Objective 1: Academics

**Goal 1: By May 2025, East Family Resource will serve up to 10 children through the Smart from the Start Program and students will show 85% improvement of knowledge compared to data at the beginning of the school year. The test will be administered at the beginning of the class in September 2024, and then administered again at the end of the class in April 2025.**

**-EFRC currently has 7 toddler time students and 5 preschool students**

**-We have class once a week. The class lasts from one hour long to 3 hours long. Parents stay with their children for the class and participate in the class.**

**-We have taken 2 trips together this year. The first trip was to a pumpkin path and the other trip was to The Wonder Center and Museum in Dickson, Tn.**

## Priority 3: Community

### Objective 1: Community Partnerships

**Goal: By September 2024, EFRC will serve 100% of teachers at East Hickman Elementary and East Hickman Intermediate School through the Adopt-A-Class Program. Community leaders, civic organizations, and individuals will be actively involved in the classroom, along with the teachers to encourage students to do their best, and to show the students that local community leaders are supportive and willing to help them succeed. Sponsor will encourage good attendance and academic achievements.**

**-EFRC worked to provide 18 teachers at EHES and 18 teachers at EHIS with classroom sponsors.**

**-EFRC held a sponsor meet and greet at EHES on August 23, 2024, where 17 of the class sponsors attended.**

**\_EFRC held a sponsor meet and greet at EHIS on August 23, 2024, where 16 of the class sponsors attended.**

**Other information and things to come:**

**-EFRC has an advisory board of 19 members. Our first meeting of the year was open to anyone who wanted to attend, and 28 people from the community came to the meeting to learn about EFRC.**

**-EFRC has partnered with One Generation Away to bring 10 free mobile food give aways to East Hickman next year in 2025. Starting in February, One Generation Away will partner with EFRC to give away free food at EHHS on the second Saturday of each month next year, except for October.**

**-EFRC is currently working toward a goal to be able to provide at least 30 families with a Christmas Dinner box.**

**-EFRC has already partnered with a local church to host another Free Coat Drive Giveaway next year in November 2025.**

### Objective 1: Family Support

By May 2025, Centerville Family Resource Center will increase the number of students served by 5% as compared to the previous school year.

By September 2024, work with CSH to create a survey for school staff to be administered 3 times in the school year.

CFRC will create a QR code linked to a form for students for a time to visit the clothes closet.

- By August 2024, the director will meet with all faculty and staff to inform them of the referral process and what is offered by the CFRC.
- Every other month starting August, track inventory most needed.
- Mid-year review inventory and modify stock as needed.
- By October 2024, send home Operation Santa Claus forms.
- CFRC will continue offering Friday Friends, shoes, and school supplies.

CFRC along with CSH is keeping items stocked in clothes closets. QR code is being made.

CFRC director met with all 4 schools at the beginning of the school year and informed them of FRC programs and on how to refer students.

In October, Operation Santa Claus forms went out to students. As of November 27, CFRC has 231 angels from 94 families. All angels have been covered by either givers or monetary donations. Gifts will be handed out on December 14th from 12-2pm at Annex Building B. (Volunteers are welcome to help that day)

Friday Friends totals change weekly. At this time CFRC is serving 88 students in 39 families. Total students helped to date are 111 in 49 families. This is made possible by donations from individuals, civic organizations, and 2nd Harvest food bank.

Donations this year so far have been as follows:

386 Backpacks from Williamson Co. Health Department

1000 bags with school supplies from United Way

25 Thanksgiving Food Boxes

Also money donations

Needs met so far this year:

70+ Backpacks

347 school supplies

20+ pairs of shoes and socks

### Objective 2 : Literacy

By April 2025, CFRC will engage Pre-K children ages 3-5 in reading readiness and see a 5% growth in skills by using an assessment tool.

- By September 2024, evaluate Pre-K children ages 3-5 on their reading readiness using an assessment tool given to the director from district leaders.
- CFRC will hold classes weekly from September thru April that offer reading to children and educational materials for the parents to use at home to increase reading readiness in their child.
- By April 2025, re-evaluate children's reading readiness to determine growth by the same means as in September.

In September there were 3 babies, 9 Toddlers, and 11 Prechoolers. All 11 children knew the shapes circle, triangle, square, and rectangle. They also know the days of the week and the season. We are working on sequencing and letters.

### Objective 3: Resilient School Community

By May 2025, CFRC, in partnership with district leaders to ensure that New Teachers have the different non-academic resources they and students need to have a productive year. The resources to be used will be (not limited to) food, clothing, hygiene, Christmas, & mental health. This will be observed by 80% of completed surveys of new teachers on their needs for the classroom as compared to the beginning of the year survey.

- CFRC will survey new teachers at new teacher orientation. CFRC will also inform them of the referral pathways that are in place and how CFRC can benefit them.
- CFRC with district and school leaders, will evaluate survey data, identify targeted areas of focus, and facilitate new teacher development on strategies that have been targeted.
- CFRC in partnership with district and school leaders will release a follow-up survey.

The first survey showed the CFRC director how many new teachers knew about FRCs work.

The CFRC director has given the new teachers two motivational rewards and email.

A mid year survey will be sent after Thanksgiving Break.

### Community Partnerships

By May 2025, CFRC will expand partnerships to help with monetary contributions for Friday Friends and Operation Santa Claus and to help grow Toddler Time and Preschool in a Bag by 25% as compared to the 2023-24 school year.

- August 2024, start attending Health Council meetings monthly.
- By December 2024, present the FRC to the Health Council and other organizations.
- Use the tracking tool to determine the amount of new partnerships for the 2024-25 school year.

CFRC director attended the Centerville Lions Club meeting and was awarded a \$500 donation for any needs that should arise for students.

CFRC director attends monthly Health Council meeting.

Adopt-A-Class was also continued this year. The CFRC director placed a sponsor with each class K-5 grade. There are 35 classes with sponsors.

### Objective 3: Academic, College & Career Supports

By May 2025, CFRC will partner with Jobs for Tennessee Graduates to incorporate hiring best practices from local community businesses to increase competency through an evaluation score of 80.

By August 2024, the director will meet with JTG teacher to schedule businesses speakers and needs.

- By start of classes, create pre/post test.
- May 2025, share data and scores with JTG and community partners.

In August the CFRC director met with Cody Douchane (teacher of JTG). He was grateful for this opportunity to work together.

Pre test was given to students.

The first speaker was on September 6th and it was Mrs. Hinson from H & R Block.

The second speaker was on November 15th and it was Ms. Erin Jones from Agrana Fruit US.



### Hickman County Schools Trip Request

Name of School: East Hickman High School

Name of Club/Group: Senior Class

Trip Requested: Holiday World

Purpose: Celebrating with classmates as graduation is here!

Date and Time frame: 5/15/25 (Depart 6:00) Number of students: 50  
Return ~ 8pm

Number of Chaperones: Male 2-3 Female 3-4

Costs associated: ticket price + charter bus \$125/student (fundraisers are being utilized)

Attachments (any information or permission slips that are sent home with students)

Has the cafeteria been notified? upon approval Number of Lunches needed? provided w/ ticket purchase

How will the students travel? Charter Bus - wise Coaches

Is a transportation request attached if system transportation is needed? N/A

Signature of person requesting the trip: Rude Pille

Signature of Principal: [Signature]

Signature of Instructional Supervisor: \_\_\_\_\_

Signature of Director of Schools: \_\_\_\_\_

\*Per Hickman County Board of Education policy 4.302, any requested trip that has an out-of-state destination and/or is planned for overnight must have prior approval by the Board of Education.

Hickman Co. High School  
Request for Field Trip

11/19/24

This form is to be completed for ALL field trips. This includes academic OR athletic competitions at any level. This request must be submitted at least 2 weeks before the planned travel date. This form must be filled out completely. If the field trip is approved, then you will fill out the District Field Trip Request.

- This request is for a National or State Competition
- This request is for an athletic competition **Sr. Trip**
- This request is for an academic event.
- CTSO Career Development Events

Teacher's name: Bolk / Castleberry Subject Area: Class of 2025

How is this trip an integral part of an approved course of study?

This is a celebration of the class of 2025. Only students w/ all graduation requirements are permitted to attend. This is one last chance to enjoy a day w/ classmates before embarking on the next chapter of their lives.

Prior to this field trip, the class will be involved in the following preliminary activities to prepare for this trip:

- Fundraising
- Google form, which states the requirements for eligibility to attend along w/ amount needed to raise per person

Follow - up activities for this unit will include the following activities:

Graduation!

What is the Date of the Trip? Thurs. May 15 Departure Time? 6 am Return Time? 7:30 | 8:00 pm

Will a substitute be required to cover your classes/responsibilities? yes

What are the plans for the students not going on the trip?

- Check graduation requirements
- return permission form w/ contact info
- meet @ school - go over expectations
- have a great day 😊

Principal Approval: [Signature] Date: 11/19/24

**Senior Trip Permission Form  
Holiday World & Splashin' Safari**

On May 15, 2025 the Senior Class will be taking a trip to Holiday World & Splashin' Safari in Santa Claus, Indiana.

We will leave East Hickman High School at 6:00 am and travel by charter bus to Holiday World. The bus will return to the high school around 8:00 pm.

Wear comfortable shoes and bring an extra set of dry clothes.

Lunch is included in the ticket price. (It's a light lunch.) Other food will be available within the park for purchase. Please be aware that Holiday World is cashless.

\_\_\_\_\_ has my permission to attend the Senior Trip to Holiday World & Splashin' Safari in Santa Claus, Indiana.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Parent Contact #

\_\_\_\_\_ Student Cell Phone # in case of emergency

As a senior participating in this trip, I understand that I must:

Student initial each of the following:

- \_\_\_\_\_ Have completed the online form in November regarding attending Senior Trip
- \_\_\_\_\_ Have all of my graduation requirements completed before this date
- \_\_\_\_\_ Follow school dress code rules and regulations
- \_\_\_\_\_ Adhere to the sponsors' & school's expectations

If all of these requirements are not met, the student will not be allowed to attend and none of the funds raised by the student will be refunded.



Hickman County Schools Board Agenda Item Request

Date: 11/19/24

Name of School: East Hickman High School

Item Request: NASA, Jr. Chef, Sullivan Univ., + State Conference

Explanation: Attached

Thank you!

- 1.) Sullivan University - Louisville, KY February 6-7, 2025
- 2.) NASA Hunch Competition - Huntsville, AL February 18, 2025
- 3.) Junior Chef Competition - Antioch, TN March 6-7, 2025
- 4.) FCCLA State Competition - Chattanooga, TN April 2-4, 2025

Attachments (if necessary and appropriate):  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Person requesting to be placed on the agenda:

C Boehms

Signature of Building Principal:

Cay Mouth

To: John Mullins

From: Charlotte Boehms, EHHS FCCLA Advisor

Date: 12/2025

RE: Junior Chef Competition, NASA Competition, Sullivan University Tour and the FCCLA State Conference/Competition

I am requesting to be put on the December School Board Agenda to be granted permission for qualifying students to attend competitions. Information on each competition is attached.

- Junior Chef
- NASA Competition
- Sullivan University tour
- FCCLA Conference/Competition

To: John Mullins

From: Charlotte Boehms, Culinary Arts Instructor

Date: February 6-7, 2025

RE: Sullivan University Campus Tour in Louisville, KY

I am requesting to be put on the December School Board Agenda in order to be granted permission for Students interested in attending a culinary arts school to attend Sullivan University's Hospitality Road Trip. This is an overnight trip to Louisville, KY on February 6 and 7. Six students will be attending and will be accompanied by myself.

Details are as follows.

- Advisor: Charlotte Boehms
- Dates: February 6-7
- Student Attendees:

- Aurora Boertman
- Adrianna Vanblaricum
- McKenna Krantz
- .
- .
- .

- Cost:

- Boehms Sub 1 1/2 days @ \$80.73
- Road Trip Registration 6 x \$50

\$121.1  
\$300.00

○ **Total      \$461.46**

## **Sullivan University**

### **1 NIGHT TRIP**

**PRICE: \$50.00 PLUS FOOD MONEY**

**ALL SOPHOMORE, JUNIORS, AND SENIORS WHO HAVE AN INTEREST IN CULINARY ARTS. KITCHEN EXPERIENCE WITH CHEFS, LOUISVILLE TOUR, AND TOURS OF CAMPUS.**

#### **ITINERARY:**

##### **Thursday**

- **5:00 pm – Arrive at Gardiner Point Residence Hall and rooms assigned.**
- **5:30 pm – Tour of Gardiner Point Residence Hall.**
- **6:00 pm – Travel to Highlands for Dinner at your own cost.**
- **9:00 pm – Relax and enjoy the rest of the night!**
- **11:00 pm – Curfew must be in your room!!**

##### **Friday**

- **7:30 am – Eat breakfast at Gardiner Point**
- **8:30 am – Leave Gardiner Point Residence Hall and arrive at main campus (must have bags packed we will not be returning to Gardiner point).**
- **8:45 am – 2:00 pm – Fun filled day at main campus. Chef speaker, tour of campus, meet faculty, and working in the kitchens with our Chef Instructors!**
- **2:00 pm – Tour of Bakery at Sullivan University.**
- **2:30 pm – Leave for home.**

## Qualifying Students to Attend the Regional NASA Hunch Competition

The competition is held at the NASA Space Center in Huntsville, AL. Students competing created a pasta entree using the nutrition guidelines nutrition scientists must use to create delicious and nutritious meals for astronauts.

Details are as follows.

- Advisor: Charlotte Boehms
- Dates: Feb 18, 2025
- Student Attendees:
  - Cheyenne Batyk
  - Adrianna Vanblaricum
  - Aurora Boertman
  - Ethan Hall

Cost:

- Boehms Sub 1 day @ \$80.73 \$80.73
- **Total      \$80.73**

Event: 18 Feb 2025

9:00-1:00pm (teams can stay after to tour museum)

9:00-930 Arrive

930-1130 Prep entrée's (2hrs) This is flexible Plan to be ready for hot box by 1130am

1135-1pm judging

100pm-130 (or earlier) depart or tour the facility

# Culinary NASA Competition Field Trip

Your student has been invited to compete in the NASA Hunch Program at the NASA Space Center in Huntsville, AL on February 18. Students will be provided transportation by school van. We will depart from school at 6:40 a.m. and return at approximately 5 p.m.

Students need to bring money for breakfast/lunch. Students will be expected to follow a strict code of conduct and wear black pants, slip-resistant shoes, and a plain shirt to be worn with a chef coat. A guardian's phone number is needed in case of an emergency.

**All forms MUST be filled out, signed, and returned by Friday, February 14, 2025.**

\_\_\_\_\_ has my permission to attend the competition Feb 18, 2025 .

\_\_\_\_\_  
Guardian Signature

\_\_\_\_\_  
Daytime phone number

Teachers:

\_\_\_\_\_ 1<sup>st</sup>

\_\_\_\_\_ 2<sup>nd</sup>

\_\_\_\_\_ 3<sup>rd</sup>

\_\_\_\_\_ 4<sup>th</sup>/5<sup>th</sup>

\_\_\_\_\_ 6<sup>th</sup>

\_\_\_\_\_ 7<sup>th</sup>

## Department of Education Tennessee State Farm to School Junior Chef Competition

The first competition is the Department of Education Tennessee State Farm to School Junior Chef Competition. This is an overnight trip to Antioch, TN on March 6-7. Four students will be attending the competition and will be accompanied by myself. I will transport students using a school van. We won third place last year at this state competition hosted by the Department of Education!

Details are as follows

- Advisor: Charlotte Boehms
- Dates: Thursday Night (Orientation), March 6, and Friday, March 7 at Nashville State Community College – Southeast Campus.
- Student Attendees:
  - TBD based on competition at CTE Day
  - Brady Perry
  - .
  - .
- Cost:

○ Boehms Sub 1 day @ \$80.73 \$80.73

○ **Total**      **\$80.73**

## 2025 Jr. Chef STATE COMPETITION

Culinary Arts member \_\_\_\_\_ has permission to attend the State Jr. Chef Competitions from Thursday, March 6, through Friday, March 7, 2025 at Nashville State Community College. Students will be provided transportation by Mrs. Boehms. We will depart from EHHS on Thursday at 3 pm and return on Friday afternoon.

Students need to bring enough money for all meals (Thursday- dinner, Friday – breakfast, and lunch). Students may also want to bring additional money for activities during non-scheduled times.

Dress Code:

Black Pants, Black Shoes (Non-Slip), and a White Undershirt to Wear Under Chef Coats during the competition. Scrub pants can be bought at Walmart for under \$10 if needed.

I have included information about the conference, such as the schedule and hotel information. Daytime and evening phone numbers are needed in case of an emergency.

All forms MUST be filled out, signed, and returned by Monday, March 3, 2025, to Mrs. Boehms.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Daytime phone number

\_\_\_\_\_  
Evening Phone Number

\_\_\_\_\_  
Student Signature

Other information you think I might need to know:  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Teacher Signatures: 1st: \_\_\_\_\_ 2nd: \_\_\_\_\_

3rd: \_\_\_\_\_ 4th/5th: \_\_\_\_\_ 6th: \_\_\_\_\_

7th: \_\_\_\_\_

If you have any questions or concerns, please feel free to call me at EHHS:  
931-670-1366, ext. 137, or cell: 615-973-8466.

## Qualifying Students to Attend the FCCLA State Competitions

This is an overnight trip to Chattanooga, TN on April 2-4. Ten students will attend the conference. Students will be transported by the advisor and chaperones. Personal automobile insurance has been cleared for all chaperones. We have had students win First place in the state and a student win 2nd in the nation in the past.

Details are as follows.

- Advisor: Charlotte Boehms
- Dates: April 2-4
- Student Attendees: Will not be allowed to attend unless completing a project or practicing for their competition.

- Tentative

	Baking and Pastry	Sports Nutrition	Food Innovations	Entrepreneurship	Job Interview	Career Investigation
Brady	Adrianna	Andy	Cheyenne	Hayleigh	Jacob Scheurring	Daniel
Aurora	Alex	Joshua		Abby		
Arianna	Alexi			Mielly		

- Cost: (ESTIMATED)

- Hotel Rooms 5 Rooms x 3 nights @ \$125/night \$1875
- Advisor and Chaperone Conference Registration 1 x \$130 \$130.00
- Student Conference Registration 13 x \$130 \$1690
- Meal Reimbursement- Breakfast and Lunch x 3 \$81
- Mileage to/from Chattanooga 315 @ \$.47 x 1 \$148.05
- Boehms Sub 3 days @ \$80.73 \$242.19

○ **Total \$4166.24**

CTE travel funds will be used to pay for hotel rooms. Student registration will be covered for competing students using funds raised from the NBPF.

# FCCLA 2025 STAR EVENTS COMPETITION

## INTENT TO COMPETE FORM

DEADLINE: January 31

By signing below I commit to giving full efforts and guarantee my presence I will compete at FCCLA State Leadership Conference.

- April 2-4, 2025 State Leadership Conference-Chattanooga Convention Center, Chattanooga, TN

By signing, I understand that if I back out after the registration deadline, I agree to pay for the conference registration of \$130.

I will assist in the prioritization of activities and make time to practice and complete my STAR Event.

NAME OF COMPETITIVE EVENT: \_\_\_\_\_

Student Name

Student Signature

Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Guardian Name

Guardian Signature

Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tshirt Size: \_\_\_\_\_

Cell: \_\_\_\_\_ Grade: \_\_\_\_\_

We will need at least one adult volunteer to drive students to the conference with Mrs. Boehms. If the adult is female, they may share a room with Mrs. Boehms at no extra cost. If they wish to attend the conference, the cost will be \$100. If they wish to have their own room, the room will be the cost of the volunteer. Please let me know if you would like to attend or drive. Please know you must submit a copy of your driver's license and have adequate insurance. They do need judges if you are interested in judging as well.

If you would like to make this commitment, please check off the information below.

- I would like to volunteer and assist in driving a group of students to the conference. I will submit my driver's license and insurance.

#### Room Information

- I will share a room with Mrs. Boehms.
- I will get my room at my own cost.

If you are helping chaperone students:

- I will attend the conference and pay \$130. You are not allowed in the conference center without paying the registration fee.
- I do not wish to attend the conference.
- I would like to help judge an event at the conference. (Must pay registration fee.)

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

Phone #: \_\_\_\_\_

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

# 2025 FCCLA STATE COMPETITION

FCCLA member \_\_\_\_\_ has permission to attend the FCCLA State Competitions from Wednesday, April 2, 2025, through Friday, April 4 2025. Students will be provided transportation by a parent volunteer and Mrs. Boehms to Chattanooga. We will depart from EHHS on \_\_\_\_\_ at \_\_\_\_\_ and return on Friday at approximately 4:00 p.m.

Students need to bring enough money for all meals (Wednesday- breakfast and lunch, Thursday – breakfast and lunch, and Friday- breakfast and lunch). Students may also want to bring additional money for activities during non-scheduled times.

## Dress Code:

FEMALES • Red, black, or white polo or oxford shirt (long or short sleeves) • Black dress slacks or khaki pants (no capris or shorts) • Black or khaki skirts (must come to the knee) • Dress shoes or sandals • Jeans, t-shirts and athletic wear are NOT permissible. NO JEANS. NO tennis shoes!

DRESS CODE FOR FCCLA NIGHT AT THE AQUARIUM (State Leadership Conference Only) • Khaki pants or jeans with no frays or holes • FCCLA SLC t-shirt (provided) May wear tennis shoes for this.

DRESS CODE FOR BANQUET/GALA (State Leadership Conference Only) • Formal/Semi-formal dress • No skin-tight or revealing clothing • No short skirts/dresses (must come to the knee) NO TENNIS SHOES.

CHAPERONES | GUESTS • Business casual • Jeans, t-shirts, and athletic wear are NOT permissible

I have included information about the conference, such as the schedule and hotel information. Daytime and evening phone numbers are needed in case of an emergency.

All forms MUST be filled out and signed by Tuesday, February 11, 2025 to Mrs. Boehms.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Daytime phone number

\_\_\_\_\_  
Evening Phone Number

\_\_\_\_\_  
Student Signature

Other information you think I might need to know:

Teachers:

----- 1<sup>st</sup>

----- 2<sup>nd</sup>

----- 3<sup>rd</sup>

----- 4<sup>th</sup>/5<sup>th</sup>

----- 6<sup>th</sup>

----- 7<sup>th</sup>



## 2025 Tennessee FCCLA Conference Agenda

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### April 2, 2025

1 – 4 p.m.	Conference Registration
2 – 5 p.m.	Gatlinburg Sites (Aquarium, etc.)
7 - 8:30 p.m.	Opening Session
8:30-9:30 p.m.	House of Delegates Session
9:30 p.m.	STAR Events Practice *Chapters at Hotels
11 p.m.	Curfew

### April 3, 2025

8:00 a.m.	Culinary Arts Departs
8:30 a.m. – 2:30 p.m.	FCCLA Leadership Academy Sessions
8:30 a.m.	STAR Events Begin (By Appointment)
7 p.m. – 9 p.m.	FCCLA Banquet Dinner
9 p.m. – 11 p.m.	FCCLA Social Activity
12 a.m.	Curfew

### March 22, 2023

8 a.m.	STAR Event Participant Seating	Exhibit Hall 1
8:15 a.m.	Awards Session	Exhibit Hall 1

If you have any questions or concerns, please feel free to call me at EHHS:  
931-670-1366, ext. 127, or cell: 615-973-8466.

**Hickman County Board of Education**  
**Budget Amendment 17**  
**General Purpose (Fund 141)**  
**December 9, 2024**

Account	Description	Debit	Credit	Justification
72810 - 499 72810 - 499 - SS	Other Supplies Other Supplies	\$ 5,000.00	\$ 5,000.00	To track expenditures related to contributions
<b>TOTALS</b>		<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>	

**Approved:**

**Attest:**

**Board Chair**

**John Mullins**

Hickman County Board of Education

Budget Amendment 18

General Purpose (Fund 141)

December 9, 2024

Account	Description	Debit	Credit	Justification
46790 - -	Revenue	\$ 1,368.00		
71100 - 471 - ISM	Software		\$ 1,200.00	
71100 - 730 - ISM	CTE Instruction Equip		330.80	
72230 - 189 - ISM	Other Salaries		5,593.81	
72230 - 201 - ISM	Social Security	24.90		
72230 - 204 - ISM	State Retirement		531.08	
72230 - 207 - ISM	Medical Insurance	6,100.00		
76100 - 304 - ISM	Architects		18,091.21	
76100 - 399 - ISM	Other Contracted Svc	2,254.00		
76100 - 706 - ISM	Bldg Construction	10,000.00		
76100 - 790 - ISM	Other Equipment	6,000.00		
	<b>TOTALS</b>	<b>\$ 25,746.90</b>	<b>\$ 25,746.90</b>	To bring ISM budget into agreement with approved November ePlan submission

Approved:

Attest:

Board Chair

John Mullins

Hickman County Board of Education

Budget Amendment 19

Federal Programs (Fund 142)

December 9, 2024

Account	Description	Debit	Credit	Justification
47131 801	Revenue	\$ 2,119.32		Additional Perkins Funds
71300 - 499 - 801	Other Supplies		\$ 2,119.32	
	<b>TOTALS</b>	<b>\$ 2,119.32</b>	<b>\$ 2,119.32</b>	

**Approved:**

**Attest:**

**Board Chair**

**John Mullins**

Hickman County Board of Education  
Budget Amendment 20

Federal Programs (Fund 142)

December 9, 2024

Account	Description	Debit	Credit	Justification
47141 - - 170	Revenue		\$ 75,000.00	To correct a BA that was entered twice for ATSI Grant
72210 - 172 - 170	Instructional Coach		63,516.01	
72210 - 189 - 170	Other Salaries	\$ 114,952.01		
72210 - 201 - 170	Social Security	3,935.00		
72210 - 204 - 170	State Retirement	4,629.00		
72210 - 524 - 170	Inservice/PD	7,500.00		
72250 - 790 - 170	Other Equipment	4,000.00		
72410 - 499 - 170	Other Supplies	3,500.00		
	<b>TOTALS</b>	<b>\$ 138,516.01</b>	<b>\$138,516.01</b>	

**Approved:**

**Attest:**

**Board Chair**

**John Mullins**



*Misty Shelton*  
VPK Supervisor/Licensure Coordinator/Board Policies  
Hickman County Schools  
115 Murphree Avenue  
Centerville, Tennessee 37033

To: School Board Members  
From: Misty Shelton  
Date: December 2024

**1st Reading:**

**5.116 Staff Positions-** TSBA recommends updating policy 5.116. This policy contains some outdated information that no longer aligns with current law. On page 2, lines 17-21, the policy states that a teacher may be taken off the preferred list for reemployment after two years. TCA 49-5-511 states that teachers have the right to remain on that list until (1) either they accept an offer for a comparable position within the LEA, or (2) the teacher rejects four bona fide offers. Recommended changes are noted on the policy

**2nd Reading:**

**1.200 Method of Election of Officers-** additional language noted on policy in yellow

**Up for Discussion:**

**3.218.2 Use of AKC-Trained dogs**

The following policies are up for review.

**Up for Review:**

1806 Advertising and Distribution of Materials in School  
5.111- Utilization of Career Level Educators  
5.112 Extended Contracts  
5.113 In-Service and Professional Learning Opportunities  
5.114 Personnel Records  
5.1141 Teacher Effect Data  
5.115 Assignment/Transfer  
5.1151 Telework During Emergencies  
5.117 Teacher Tenure  
5.118 Background Investigations  
5.119 Employment of Retirees

**Thank you for your careful consideration of these policies.**

931-729-3391 ext. 2226

*misty.shelton@hickmank12.org*

fax 931-729-3834

<b>Hickman County Board of Education</b>			
	Descriptor Term:  <b>Staff Positions</b>	Descriptor Code: <b>5.116</b>	Issued Date: <b>11/07/22</b>
		Rescinds: <b>5.116</b>	Issued: <b>08/03/20</b>

1     **CREATION OF POSITION**

2     All staff positions shall be approved through the budget process in accordance with an organizational  
3     plan submitted by the director of schools.<sup>1</sup> Before an additional position is established, the director of  
4     schools will present to the Board a job description, job title, qualifications, performance  
5     responsibilities and the method by which the performance of these responsibilities will be evaluated.  
6     This information will be provided to the board in writing before being placed in budget for approval.

7     The director of schools may revise the organizational plan as long as budgetary amounts are not  
8     exceeded, and board policy is not violated. In the event of reorganization, the director of schools will  
9     adhere to all applicable reduction in force guidelines and will inform, in a timely manner, each member  
10    of the board of the change and include the change in the director's report at the next board meeting. If  
11    change in personnel creates additional encumbrance on a future budget, prior approval of the Board is  
12    required.

13    **REDUCTION IN FORCE**

14    When it becomes necessary to reduce the number of positions in the system because of a decrease in  
15    enrollment or for other good reasons, the Board shall abolish the positions. The board or the director of  
16    schools, as appropriate, shall dismiss such employees as may be necessary.<sup>2</sup>

17    **Licensed Personnel**

18    Reductions in staff will be made according to which have the least detrimental effect on children. In  
19    general, this objective dictates a staff reduction policy which:

- 20       1. Retains the most effective teachers;
- 21       2. Avoids undue increases in class size; and
- 22       3. Provides consideration for the exceptional teacher without exclusive emphasis on seniority.

23    The elimination of a position does not necessarily mean the person occupying the position will be  
24    dismissed. When an employee is released, the director of schools shall make the decision about which  
25    employee shall be released and to justify the recommendation based upon a composite of the following  
26    criteria:

- 27       1. Effectiveness in teaching and in related professional responsibilities evidenced by teacher  
28       evaluation;
- 29       2. Adaptability to other assignments (academic and extracurricular);
- 30       3. Evidence of professional growth as well as specialized or advanced training;
- 31       4. Previous history of grade levels and subject areas taught; and

1 5. Type, length and quality of service made to the teaching profession and the school system.

2 When a teacher is released because of reduction in staff, the teacher shall be given written notice of  
3 release explaining the circumstances or conditions making dismissal necessary.

#### 4 **Non-Licensed Personnel**

5 When a non-licensed employee is released because of a reduction in the number of support positions,  
6 the director of schools shall give the employee written notice of dismissal explaining the circumstances  
7 or conditions making termination of employment necessary.<sup>3</sup>

#### 8 **RECALL**

9 The director of schools shall maintain a preferred re-employment list for tenured teachers whose  
10 position is abolished.<sup>3</sup> The fitness of any teacher for re-employment shall be determined on the basis of  
11 the teacher's competence, compatibility and suitability to properly discharge the duties required by the  
12 position with consideration for the best interests of the students in the school where the vacancy exists.

13 It shall be the responsibility of the separated teacher to notify the director of schools in writing of his/  
14 her availability and current address. A professional employee who is placed on the preferred re-  
15 employment list and subsequently refuses the offer of a comparable position will be removed from the  
16 preferred list.<sup>4</sup>

17 ~~Any teacher who has been on the preferred list for re-employment for two (2) consecutive years shall,  
18 by April 1 of the second consecutive year, receive notice that the teacher's name shall be removed from  
19 the list. The director shall send the notice to the last known address of the teacher. A teacher who  
20 wishes to remain on the preferred list for re-employment after the second year shall notify the director  
21 of schools in writing by April 15 of the second year and each subsequent year of his or her desire to  
22 remain on the preferred list for re-employment.~~

23 Employees returning from lay-off shall have all previously accrued sick leave and seniority reinstated  
24 but shall not receive benefits for the period of the layoff.

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#### Legal References

1. OP Tenn. Atty. Gen. 93-66 (November 29, 1993)
2. TCA 49-5-409(c); TCA 49-2-301(b)(1)(CC); TCA 49-5-511(b)(1).
3. TCA 49-5-511(b)(1)—(4)
4. TCA 49-5-511(b)(4)

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#### Cross References

Recruitment of Employees 5.105  
Supervision 5.108



*Misty Shelton*  
VPK Supervisor/Licensure Coordinator/Board Policies  
Hickman County Schools  
115 Murphree Avenue  
Centerville, Tennessee 37033

To: School Board Members  
From: Misty Shelton  
Date: December 2024

**1st Reading:**

**5.116 Staff Positions-** TSBA recommends updating policy 5.116. This policy contains some outdated information that no longer aligns with current law. On page 2, lines 17-21, the policy states that a teacher may be taken off the preferred list for reemployment after two years. TCA 49-5-511 states that teachers have the right to remain on that list until (1) either they accept an offer for a comparable position within the LEA, or (2) the teacher rejects four bona fide offers. Recommended changes are noted on the policy

**2nd Reading:**

**1.200 Method of Election of Officers-** additional language noted on policy in yellow

**Up for Discussion:**

**3.218.2 Use of AKC-Trained dogs**

The following policies are up for review.

**Up for Review:**

- 1806 Advertising and Distribution of Materials in School
- 5.111- Utilization of Career Level Educators
- 5.112 Extended Contracts
- 5.113 In-Service and Professional Learning Opportunities
- 5.114 Personnel Records
- 5.1141 Teacher Effect Data
- 5.115 Assignment/Transfer
- 5.1151 Telework During Emergencies
- 5.117 Teacher Tenure
- 5.118 Background Investigations
- 5.119 Employment of Retirees

**Thank you for your careful consideration of these policies.**

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# Hickman County Board of Education

Descriptor Term: <b>Method of Election of Officers</b>	Descriptor Code: <b>1.200</b>	Issued Date: <b>09/19/23</b>
	Rescinds: <b>1.200</b>	Issued: <b>08/02/21</b>

1 At the third regular meeting in each fiscal year, the Board shall organize by electing a chairman<sup>1</sup> and a  
2 vice chairman to serve one-year terms or until a successor is named. A chairman pro tem shall be  
3 elected to preside during a meeting when neither the chairman or the vice chairman is present. In the  
4 event that an officer's seat on the board is vacated, the board shall elect a successor to serve the  
5 remainder of the officer's term. **In the event of a run-off election for a district seat, board officers will**  
6 **be elected at the first meeting after the election is certified.** Each board officer shall be eligible for re-  
7 election.

8 If no officer of the Board is serving at the third meeting date of the fiscal year, any member shall call  
9 the meeting to order and preside until a chairman is elected as the first order of business.

10 If the office of chairman is vacated prior to the expiration of the annual term, the vice chairman shall  
11 assume all responsibilities of the chairman until a new chairman is elected.

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## Legal References

1. TCA 49-2-202(c)(2)

# Hickman County Board of Education

	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;">02/05/24</h3>
		Rescinds: <h3 style="text-align: center;">1.806</h3>	Issued: <h3 style="text-align: center;">12/07/21</h3>

No part of the school system, including the facilities, the name, the staff, and the students, shall be used for advertising or promoting the interests of any commercial, political or other non-school agency or organization except that:

1. The school may cooperate in furthering the work of any non-profit, community-wide social service agency, provided that such cooperation does not restrict or impair the educational programs of the schools;
2. The school may participate in radio or television programs under acceptable commercial sponsorship when such programs are educationally beneficial;
3. Community, educational, charitable, recreational and other similar civic groups may advertise event pertinent to students' interests or involvement. Such advertisement, including the distribution of materials, shall be subject to any procedures related to time, place and manner established by the principal;
4. The materials must be submitted to and screened by the principal five (5) working days prior to the requested distribution date. The method of distribution will be passive distribution through the designated school information center. The principal may prohibit materials that:
  - a. would likely to cause substantial disruption of the operation of the school;
  - b. violate the rights of others;
  - c. are obscene, lewd or sexually explicit;
  - d. students would reasonably believe to be sponsored or endorsed by the school;
  - e. are libelous;
  - f. promote unhealthy activities;
  - g. promote illegal activities;
  - h. infringe on copyright;
  - i. are advertising or commercial;
  - j. are constitutionally prohibited religious material; or
  - k. are not age appropriate.
5. The school may, upon approval of the director of schools, cooperate with any governmental agency in promoting activities which advance the education or other best interests of the students;
6. Political literature shall not be distributed through the school to students, nor sent home to parents, nor placed in teachers' mail boxes, lounges, or on school premises;

7. Political signs for people who are running for public office shall not be allowed on school property except those being held by poll campaign workers on election day;<sup>1</sup> and
8. School publications may accept and publish paid advertising under procedures established by the director of school.

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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

# Hickman County Board of Education

	Descriptor Term: <b>Utilization of Career Level Educators</b>	Descriptor Code: <b>5.111</b>	Issued Date: <b>11/07/22</b>
		Rescinds: <b>5.111</b>	Issued: <b>08/03/20</b>

- 1 The director of schools shall be responsible for developing a plan for utilizing Career Level educators  
2 beyond their regular responsibilities, and to ensure that local responsibilities are exercised.<sup>1</sup>
- 3 All Career Level employees shall perform the duties approved by the Board and consistent with state  
4 law and state policy. Responsibilities of Career Level educators who are working additional months  
5 shall be over and above the responsibilities which they ordinarily have under a ten (10) month contract.
- 6 Each employee assigned additional work under the Career Ladder program will work under the  
7 supervision of a person designated by the Board. If more than one employee is working on the project,  
8 one may be designated by the Board as project director responsible for supervising the other  
9 employees in the program.
- 10 Current 11- or 12-month teachers who become Level II or III educators or administrators and  
11 supervisors who become Level II or III educators shall be eligible for the meritorious portion of the  
12 supplement provided through the Comprehensive Education Reform Act.
- 13 The Board considers ten (10) days away from regular duties for evaluative purposes to be a maximum  
14 for Career Level III personnel. However, the Board will cooperate with the state and will consider  
15 requests for use of Career Level III personnel for more than ten (10) days a year on a case-to-case  
16 basis. Such requests will be approved by the Board upon recommendation of the director of schools.  
17 The director of schools is empowered to grant such permission if time does not permit Board  
18 consideration. However, the director of schools will report each request for use of a Career Level III  
19 employee for more than ten (10) days to the Board at its next regular meeting.
- 20 Career Level II administrators and supervisors may be used by the state for more than ten (10) days if  
21 approved by the Board. Requests for use of Career Level II administrators and supervisors shall be  
22 made to the director of schools who shall make a recommendation to the Board at its next regular  
23 meeting.

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## Legal References

1. TRR/MS 0520-02-02

# Hickman County Board of Education

	Descriptor Term: <b>Extended Contracts</b>	Descriptor Code: <b>5.112</b>	Issued Date: <b>11/07/22</b>
		Rescinds: <b>5.112</b>	Issued: <b>08/03/20</b>

- 1 Annually, the director of schools shall be responsible for conducting a needs assessment to determine  
2 the focus of extended contract activities. The assessment shall be conducted by an extended contract  
3 committee, which shall advise on or certify to the need for specific programs served through extended  
4 contracts. The committee shall consist of teachers and administrators.
- 5 Extended contract opportunities shall be available to all educators.
- 6 The director of schools shall be responsible for devising a plan for Board approval consistent with the  
7 needs assessment. The plan shall include as a minimum:
- 8 1. A description of each program and a discussion of the benefits of the program as required by  
9 state law;
  - 10 2. Time frames within which the program(s) shall be operated;
  - 11 3. The number of students who will benefit from the program;
  - 12 4. A list of additional duties which may be assigned to educators;
  - 13 5. The number and special qualifications of employees desired for each program; and
  - 14 6. Local costs to be involved in the program.

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## Cross References

Extended School Day/Year Programs 1.8012  
Summer School 4.204

# Hickman County School System

## Extended Contracts

## 5.112AP

As funds are available each year a needs assessment should be conducted by the director of schools to determine the focus of extended contracts. A committee made up of principals, supervisors and teachers should conduct this needs assessment to determine specific programs that need serving.

Extended contract opportunities shall be available to all educators no matter their years of service.

Once the needs assessment is complete a plan should be put together for Board approval. The plan should contain the elements listed in board policy 5.112.

Program evaluation should be conducted at the end of the contract using the following tools:

1. Student/Parent survey of program
2. Assessment and report card data from students served in program
3. Pre and post test

<b>Hickman County Board of Education</b>			
	Descriptor Term: <b>In-Service and Professional Learning Opportunities</b>	Descriptor Code: 5.113	Issued Date: 11/07/22
		Rescinds: 5.113	Issued: 08/03/20

1 **IN-SERVICE EDUCATION**

2 In-service education<sup>1</sup> is a program of planned activities designed to increase the competencies needed  
 3 by all personnel in the performance of their responsibilities. Competencies are defined as the knowledge,  
 4 skills, and attitudes which enable personnel to perform their tasks with maximum effectiveness to  
 5 increase student achievement.

6 *Administrative and Supervisory Employees*

7 Administrative and supervisory employees shall show evidence of continual professional growth by  
 8 attendance at in-service programs and institutes, studying professional literature, meeting with other  
 9 professionals for discussion, and otherwise keeping abreast of research in methodology, curriculum, and  
 10 student growth and development.

11 Each principal and administrator shall be required to attend the principal-administrator academy for  
 12 instruction at least once every five (5) years.<sup>2</sup>

13 *Professional Employees*

14 A system-wide in-service committee, composed of membership from a cross-section of other personnel,  
 15 shall assess system-wide needs, establish priorities, develop objectives, design activities, and evaluate  
 16 the in-service program.<sup>1</sup>

17 In-service credit shall not be given while performing duties which are required as part of regular teaching  
 18 assignments.

19 *Support Personnel*

20 The immediate supervisors of support personnel shall be responsible for providing in-service trainings.  
 21 Absences to attend meetings relating to the employee's job description may be granted by the director of  
 22 schools without loss of pay to the employee.

23 **PROFESSIONAL LEARNING PROGRAM**

24 Professional learning programs and activities shall reflect the Standards for Professional Learning<sup>3</sup>  
 25 (Learning Forward, 2011) as listed below and shall reflect the needs identified in school improvement  
 26 plans.

27 The Board may pay expenses of selected personnel who participate in the training sessions conducted  
 28 by the State Department of Education.

1 The director of schools shall involve central office personnel and other employees as needed in  
2 developing the system-wide professional learning program and shall recommend it to the Board for  
3 approval.

#### 4 **Standards for Professional Learning**

5 **LEARNING COMMUNITIES:** Professional learning that increases educator effectiveness and results  
6 for all students occurs within learning communities committed to continuous improvement, collective  
7 responsibility, and goal alignment.

8 **LEADERSHIP:** Professional learning that increases educator effectiveness and results for all students  
9 requires skillful leaders who develop capacity, advocate, and create support systems for professional  
10 learning.

11 **RESOURCES:** Professional learning that increases educator effectiveness and results for all students  
12 requires prioritizing, monitoring, and coordinating resources for educator learning.

13 **DATA:** Professional learning that increases educator effectiveness and results for all students uses a  
14 variety of sources and types of student, educator, and system data to plan, assess, and evaluate  
15 professional learning.

16 **LEARNING DESIGNS:** Professional learning that increases educator effectiveness and results for all  
17 students integrates theories, research, and models of human learning to achieve its intended outcomes.

18 **IMPLEMENTATION:** Professional learning that increases educator effectiveness and results for all  
19 students applies research on change and sustains support for implementation of professional learning for  
20 long term change.

21 **OUTCOMES:** Professional learning that increases educator effectiveness and results for all students  
22 aligns its outcomes with educator performance and student curriculum standards.

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#### Legal References

1. State Board of Education Policy 5.200; TCA 49-1-214(b); TCA 49-6-3004(c)(1); TCA 49-5-1007
2. TCA 49-5-5703(a)
3. State Board of Education Policy 5.200

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#### Cross References

School District Planning 1.701  
School Calendar 1.800  
Curriculum Development 4.200  
Reporting Student Progress 4.601  
Staff Time Schedules 5.602  
Staff Meetings 5.603

<b>Hickman County Board of Education</b>			
	Descriptor Term: <b>Personnel Records</b>	Descriptor Code: <b>5.114</b>	Issued Date: <b>11/07/22</b>
		Rescinds: <b>5.114</b>	Issued: <b>08/03/20</b>

1 The director of schools or his designee(s) shall be authorized to maintain personnel records and to permit  
 2 inspection of the same. The following personnel records shall be maintained for all employees as  
 3 appropriate:

- 4 1. Employee applications and contracts;
- 5 2. Professional certificates and other documents required by state and federal laws and regulations;<sup>1</sup>
- 6 3. Evaluations;
- 7 4. Cumulative information files:
  - 8 a. Age
  - 9 b. Experience
  - 10 c. Qualifications
  - 11 d. Salary
  - 12 e. Physical exams
  - 13 f. Sex
  - 14 g. Race
  - 15 h. Names of schools and grades taught
- 16 5. INS Form I-9.<sup>2</sup>

17 The following guidelines shall be followed:

- 18 1. Information contained in personnel records shall be limited to job-related matters;
- 19 2. The director of schools shall be responsible for notifying all employees of the types of records  
 20 kept and uses made of such records;
- 21 3. Employees shall be granted an opportunity to respond in writing to material placed in records;
- 22 4. Employee records are public records, except medical records, and shall be open for inspection  
 23 during regular business hours;<sup>3</sup>
- 24 5. In accordance with federal law, the district shall release information regarding the professional  
 25 qualifications and degrees of teachers and the qualifications of paraprofessionals to parents  
 26 upon request for any teacher or paraprofessional who is employed by a school receiving Title I  
 27 funds and who provides instruction to their child at that school.<sup>4</sup>
- 28 6. Members of the public may not obtain the home telephone number, personal cell phone  
 29 number, bank account information, social security number, residential street address, or driver  
 30 license information (except where driving or operating a vehicle is considered to be a part of  
 31 the employee's duties), of an employee or of the immediate family members or household  
 32  
 33  
 34  
 35  
 36

37 members of an employee, unless release of this information is expressly authorized by the  
38 employee.<sup>5</sup>

39  
40 7. A record of the person inspecting and the date of inspection shall be recorded; and

41  
42 8. Copies of records may be made under rules determined by the director of schools.<sup>6</sup>

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Legal References

1. TCA 49-2-301(b)(1)(M)
2. Immigration Reform and Control Act of 1986, Pub. L. No. 99-603, 100 Stat. 3359
3. TCA 10-7-503, 504
4. 20 USCA § 6312(e)(1)
5. TCA 10-7-504(f)(1); TCA 10-7-504(a)(23)
6. TCA 10-7-506; TCA 49-2-301(b)(1)(A.A)

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Cross References

School District Records 1.407

# Hickman County Board of Education

	Descriptor Term: <b>Teacher Effect Data</b>	Descriptor Code: <b>5.1141</b>	Issued Date: <b>11/07/22</b>
		Rescinds: <b>5.1141</b>	Issued: <b>08/03/20</b>

- 1 The estimates of specific teacher effects on the educational progress of students will not be a public  
2 record and will be made available only to the specific teacher, the teacher's appropriate administrators  
3 as designated by the Board and school board members.<sup>1</sup> Designated appropriate administrators will be  
4 the principal and/ or full time assistant principal in a direct supervisory role over the individual teacher,  
5 the system-wide curriculum director and the director of schools. A list of designated administrators  
6 will be sent to the Executive Director, Office of Accountability before October 1 each year.
- 7 The guidelines for distribution, security and application of the teacher effect data will kept on file in  
8 the central office and will be given to the teacher, the assigned administrator and all school board  
9 members and shall become an administrative procedure to be up-dated as needed by the director of  
10 schools.

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## Legal References

1. TCA 49-1-606(b); TCA 10-7-504(a)(23)

# Hickman County Board of Education

	Descriptor Term: <b>Assignment / Transfer</b>	Descriptor Code: <b>5.115</b>	Issued Date: <b>11/07/22</b>
		Rescinds: <b>5.115</b>	Issued: <b>08/03/20</b>

## 1 ASSIGNMENT

2 The director of schools shall assign personnel to the various schools by June 15 preceding the school  
3 year for which such persons are employed while allowing each principal or immediate supervisor to  
4 assign more specific responsibilities within each school.<sup>1</sup>

## 5 Licensed Personnel

6 When personnel certification and qualification are equal, seniority within the system shall be considered  
7 in assignment. Extra assignments for which supplements are provided may not be relinquished in part  
8 by the employee without the approval of the person making the assignment.

## 9 REASSIGNMENT / TRANSFER

10 The director of schools shall transfer and/or reassign employees as he/she deems necessary.<sup>2</sup> The director  
11 of schools is responsible for developing and disseminating procedures for transfer. All employees  
12 transferred shall receive written notification of the transfer with reasons prior to the transfer.

13

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### Legal References

1. TCA 49-2-301(b)(1)(L); TCA 49-5-401
2. TCA 49-2-301(b)(1)(CC); TCA 49-5-510; TCA 49-2-303(b)(3)

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### Cross References

Nepotism 1.108  
Line and Staff Relations 5.101  
Job Descriptions 5.103  
Recruitment 5.105

# Hickman County Board of Education

	Descriptor Term:	Descriptor Code: 5.1151	Issued Date: 11/07/22
	<b>Telework During Emergencies</b>	Rescinds: 5.1151	Issued: 08/03/20

1 *General*

2 Teleworking is a work arrangement where designated employees are allowed to perform their normal  
3 duties and responsibilities through the use of hardware and software at an alternate location from their  
4 normal work site.

5 The Director of Schools may require an employee to telework if the duties and responsibilities of the  
6 position are required during times of emergency. An employee's participation in the program will be  
7 determined by the length and duration of the emergency and will be both initiated and ended at the  
8 discretion of the supervisor and/or the Director of Schools.

9 **WORK ENVIRONMENT**

10 Employees approved for telework shall maintain a dedicated and safe work environment.

11 An employee who teleworks shall not allow anyone other than district employees to utilize district  
12 provided services or equipment. Employees shall keep remote work and information confidential, in  
13 accordance with district policies, procedures, and applicable privacy laws.

14

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Cross References

Emergency Closings 1.8011

<b>Hickman County Board of Education</b>			
	Descriptor Term: <b>Teacher Tenure</b>	Descriptor Code: 5.117	Issued Date: 11/07/22
		Rescinds: 5.117	Issued: 08/02/21

1 *General*

2 To attain tenure status,<sup>1</sup> a teacher must: (1) meet tenure eligibility requirements; (2) be renewed and  
3 recommended by the director of schools; and (3) receive a majority vote of the board.

4 **TENURE ELIGIBILITY<sup>2</sup>**

5 Teachers that meet the following requirements are eligible for tenure:

- 6 1. Has a degree from an approved four-year college or any career and technical teacher who has  
7 the equivalent amount of training established and is licensed by the state board of education;
- 8 2. Holds a valid teacher license issued by the state board of education, based on training covering  
9 the subjects or grades taught;
- 10 3. Has completed a probationary period of five (5) school years or not less than forty-five (45)  
11 months within the last seven-year period, the last two (2) years being employed in a regular  
12 teaching position rather than an interim teaching position; and
- 13 4. Has received evaluations demonstrating an overall performance effectiveness level of “above  
14 expectations” or “significantly above expectations” as provided in the evaluation guidelines  
15 adopted by the state board of education, during the last two (2) years of the probationary  
16 period.  
17  
18  
19

20 If a teacher has met all other requirements for tenure eligibility but has not acquired an official  
21 evaluation score during the last one (1) or two (2) years of the probationary period due to allowable  
22 circumstances outlined in state law, he/she may utilize the most recent two (2) years of available  
23 evaluation scores achieved during the probationary period to become eligible for tenure.<sup>3</sup>

24 **ACQUISITION OF TENURE STATUS**

25 Once a teacher is eligible for tenure, he/she shall be either recommended by the director of schools for  
26 tenure or nonrenewed. If tenure is denied by the board, the teacher shall be dismissed.<sup>4</sup>

27 The following additional guidelines shall apply:

- 28 1. The director of schools will recommend persons eligible for tenure at a board meeting in ample  
29 time to send notice of non-renewal to each teacher not recommended for tenure within five (5)  
30 business days following the last instructional day for the school year.<sup>5</sup>  
31

- 1 2. The decision to grant tenure is solely within the discretion of the board.<sup>6</sup> Only those teachers who  
2 receive a majority vote of the membership of the board will be granted tenure.<sup>7</sup>  
3  
4 3. A teacher who is eligible for tenure, but tenure is denied by the board, shall not be rehired beyond  
5 the current contract year.<sup>4</sup>

#### 6 **TEACHER RETURNING TO EMPLOYMENT**

7 A teacher who has acquired tenure status in the school system and later resigns shall serve a two-year  
8 probationary period upon reemployment, unless the probationary period is waived by the board upon  
9 request of the director of schools. Upon completion of the two-year period, the teacher shall either be  
10 recommended by the director of schools for tenure or non-renewed. If tenure is denied by the board, the  
11 teacher shall be dismissed.<sup>8</sup>

#### 12 **TEACHER TRANSFERRING FROM ANOTHER SCHOOL SYSTEM<sup>9</sup>**

13 A tenured or nontenured teacher with five (5) or more years of prior service that transfers from another  
14 school system to begin employment in the Hickman County School System shall serve the regular  
15 probationary period. The board, upon the recommendation of the director of schools, may waive the  
16 probationary period and grant tenure status or shorten the probationary period.

17 If a nontenured teacher with fewer than five (5) years of service transfers from another school system,  
18 such teacher shall not be eligible for tenure status until the teacher has served at least five (5) years when  
19 service in both school systems is counted.

20 All tenure decisions made under this section are subject to the requirements concerning overall teacher  
21 performance effectiveness levels.

#### 22 **TEACHER RETURNING TO PROBATIONARY STATUS<sup>10</sup>**

23 Any tenured teacher who receives two (2) consecutive years of evaluations demonstrating an overall  
24 performance effectiveness level of “below expectations” or “significantly below expectations” shall be  
25 returned to probationary status by the director of schools until the teacher has received two (2)  
26 consecutive years of evaluations demonstrating an overall performance effectiveness level of “above  
27 expectations” or “significantly above expectations.”

28 When a teacher who has returned to probationary status has received two (2) consecutive years of  
29 evaluations demonstrating an overall performance effectiveness level of “above expectations” or  
30 “significantly above expectations,” the teacher is again eligible for tenure and shall be either  
31 recommended by the director of schools for tenure or nonrenewed; provided, however, that the teacher  
32 shall be dismissed if tenure is denied by the board.<sup>4</sup>

33 This section does not apply to teachers who acquired tenure prior to July 1, 2011.

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Legal References

1. TCA 49-5-501(11)(A)
2. TCA 49-5-503
3. TCA 49-5-503(4)
4. TCA 49-5-504(b)
5. TCA 49-5-409
6. TCA 49-2-203(a)(1)
7. TCA 49-2-202(g)
8. TCA 49-5-504(d)
9. TCA 49-5-509
10. TCA 49-5-504(e), (f)

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Cross References

- Separation Practices for Tenured Teachers 5.200  
Separation Practices for Non-Tenured Teachers 5.201

# Hickman County Board of Education

Descriptor Term: <b>Background Investigations</b>	Descriptor Code: <b>5.118</b>	Issued Date: <b>11/07/22</b>
	Rescinds: <b>5.118</b>	Issued: <b>08/03/20</b>

1 *General*

2 Background checks shall be required for applicants, employees, contract workers, and volunteers.<sup>1</sup>

3 The Director of Schools/designee shall develop any necessary corresponding procedures.

## 4 **APPLICANTS AND EMPLOYEES**

5 To ensure the safety and welfare of students and staff, the district shall require criminal history  
6 background checks and fingerprinting of applicants for teaching positions and any other positions that  
7 require proximity to children. Further, applicants who (1) have been identified by the Department of  
8 Children's Services as perpetrators of child abuse, severe child abuse, child sexual abuse, or child  
9 neglect, or who pose an immediate threat to the health, safety, or welfare of children; or (2) who are  
10 listed on the state's abuse of vulnerable persons registry maintained by the Department of Health shall  
11 not be employed.<sup>2</sup> Any costs incurred to perform these background checks and fingerprinting shall be  
12 paid by the applicant. The Board shall reimburse the applicant if the position is offered and accepted.<sup>3</sup>

13 Background checks shall be required of these employees at least once every five (5) years after the date  
14 of hire.<sup>1</sup>

## 15 **USE AND DISSEMINATION**

16 Fingerprints or other approved forms of positive identification shall be submitted with all requests for  
17 criminal history record checks for non-criminal justice purposes.<sup>4</sup> The director of schools shall ensure  
18 the Originating Agency Identifier number is on file at all times.

19 Tennessee and FBI Criminal History Record Information (CHRI) obtained by the district shall be  
20 solely used to verify criminal violation(s) and shall not be disseminated. Results shall be considered  
21 confidential and only accessible to district personnel identified by the director of schools. CHRI shall  
22 only be accessed by authorized personnel in the performance of their duties and shall never be released  
23 to the public.

24 All persons directly associated with the accessing, maintaining, processing, dissemination or  
25 destruction of CHRI must sign an awareness statement and shall indicate that they have been specially  
26 trained on the subject. The training shall provide those with access to criminal history record  
27 information with a working knowledge of federal and state regulations and laws governing the security  
28 and processing of criminal history information. The director of schools is responsible for ensuring that  
29 authorized personnel receive such training within 60 days of employment or job assignment and every  
30 three years.

**1 RETENTION AND SECURITY**

2 The Director of Schools shall develop procedures to ensure CHRI is stored in a secure location. Areas  
3 in which CHRI is processed and handled shall be restricted to authorized personnel identified by the  
4 Director of Schools. The area shall be out of the view of the public and unauthorized personnel. The  
5 Director of Schools shall maintain a list of all employees who have access to, can process, disseminate,  
6 and/or destroy CHRI.

**7 DISPOSAL OF CHRI**

8 When CHRI is no longer needed, it shall be destroyed by burning, shredding or other method rendering  
9 the information unreadable. Record destruction must be conducted under the supervision of the  
10 director of schools.

**11 MISUSE**

12 Employees who misuse CHRI or violate this policy shall be subject to disciplinary action up to and  
13 including termination. Any employee with knowledge of misuse shall immediately report a violation to  
14 the director of schools.

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**Legal References**

1. TCA 49-5-413
2. TCA 49-5-406(a)(1); TCA 49-5-403;  
TCA 49-5-413(a)(2), (e)
3. TCA 49-5-413(c)
4. 34 USCA § 40316

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**Cross References**

School Volunteers 4.501  
Application and Employment 5.106  
Substitute Teachers 5.701

# Hickman County School System

## Background Investigations

5.118AP

- Background checks and fingerprinting should be completed on all applicants for teaching positions and any other positions that require proximity to children.
- Before an applicant is recommended for hire they must have a background check completed through Identogo. The applicant must complete the following form and return to the appointed designee to set up the appointment Employee Background Check Request. Criminal History Record Information (CHRI) is kept on file in a locked room and only the director of schools and their appointed designees have access to these results.
- Every three years all persons directly associated with the accessing, maintaining, processing, dissemination or destruction of CHRI must sign an awareness statement and shall indicate that they have been specially trained on the subject. The training shall provide those with access to criminal history record information with a working knowledge of federal and state regulations and laws governing the security and processing of criminal history information. The director of schools is responsible for ensuring that authorized personnel receive such training within 60 days of employment or job assignment.

# Hickman County Board of Education

Descriptor Term: <b>Employment of Retirees</b>	Descriptor Code: <b>5.119</b>	Issued Date: <b>08/07/23</b>
	Rescinds: <b>5.119</b>	Issued: <b>08/01/22</b>

1 *General*

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

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

5 Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed  
6 for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired members  
7 may substitute teach for additional days.<sup>1</sup>

8 **EMPLOYMENT CONTRACTS FOR ONE YEAR**

9 The Director of Schools may employ teachers retired for at least one (1) year for full-time employment  
10 as a kindergarten through twelfth (K-12) grade teacher on a year-to-year basis. Retirement benefits will  
11 not be lost or suspended under certain conditions which include, but are not limited to, the following:<sup>2</sup>

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

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

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

- 25 1. The retired member has been retired for at least sixty (60) calendar days;  
26  
27 2. The retirement benefit payable to the retired member is reduced to seventy percent (70%) of the  
28 retirement allowance;  
29

- 1           3. The retired member's employment can't be longer than a one (1) year period; however, the  
2           retired member can be reemployed for additional one (1) year periods;  
3  
4           4. The retired member is not drawing disability retirement benefits; and  
5  
6           5. The retired member can't accrue additional retirement benefits.
- 7           The Director of Schools shall notify TCRS of the member's reemployment and certify in writing that  
8           the retired member has the required experience and training for the position and that no other qualified  
9           persons are available to fill the position.
- 10          Once the retired member is hired by the district, the district shall pay TCRS as prescribed by state law.  
11          The school district shall pay to TCRS during the period of reemployment the greater of (1) a payment  
12          equal to the amount the school district would have contributed to TCRS; or (2) an amount equal to five  
13          percent (5%) of the retired member's pay rate.  
14

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Legal References

1. TCA 8-36-805; Public Acts of 2023, Chapter No. 425
2. TCA 8-36-821; Public Acts of 2023, Chapter No. 425
3. TCA 8-36-822; Public Acts of 2023, Chapter No. 425

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Cross References

Application and Employment 5.106  
Substitute Teachers 5.701

**CONTRACT TO AUDIT ACCOUNTS**  
**OF**  
**Hickman County Schools - Internal School Funds**

**FROM July 01, 2024 TO June 30, 2025**

This agreement made this 18th day of November 2024, by and between Matlock Clements, PC, 270 Glenis Drive, Suite A, Murfreesboro, TN 37129, hereinafter referred to as the "auditor" and Hickman County Schools - Internal School Funds, of 115 Murphree Avenue, Centerville, TN 37033, hereinafter referred to as the "organization", as follows:

1. In accordance with the requirements of the laws and/or regulations of the State of Tennessee, the auditor shall perform a financial and compliance audit of the organization for the period beginning July 01, 2024, and ending June 30, 2025 with the **exceptions listed below**:  
**This is an audit of the Internal School Funds and the limited USDA cafeteria procedures, as outline in the Internal School Funds Manual.**
2. The auditor shall conduct the audit in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States and requirements prescribed by the Comptroller of the Treasury, State of Tennessee, as detailed in the *Audit Manual*. Additional information and procedures necessary to comply with requirements of governments other than the State of Tennessee are permissible provided they do not conflict with or undermine the requirements previously referenced. If applicable, the audit is to be conducted in accordance with the provisions of the Single Audit Act and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. The audit is also to be conducted in accordance with any other applicable federal agency requirements. It is agreed that this audit will conform to standards, procedures, and reporting requirements established by the Comptroller of the Treasury. It is further agreed that any deviation from these standards and procedures will be approved in writing by the Comptroller of the Treasury prior to the execution of the contract. The interpretation of this contract shall be governed by the above-mentioned publications and the laws of the State of Tennessee.
3. The auditor shall, as part of the written audit report, submit to the organization's management and those charged with governance:
  - a) a report containing an expression of an unmodified or modified opinion on the financial statements, as prescribed by the *Audit Manual*. This report shall state the audit was performed in accordance with *Government Auditing Standards*, except when a disclaimer of opinion is issued. If the organization is a component unit or fund of another entity, it is agreed that: (a) the financial statements may be included in the financial statements of the other entity; (b) the principal auditor for the other entity may rely upon the contracted auditor's report, and (c) any additional information required by the principal auditor of the other entity will be provided in a timely manner.
  - b) a report on the internal control and on compliance with applicable laws and regulations and other matters. This report shall be issued regardless of whether the organization received any federal funding. Audit reports of entities which are subject to the provisions of the Single Audit Act and OMB's Uniform Guidance shall include the additional reports required by that guidance. The reports will set forth findings, recommendations for improvement, concurrence or nonconcurrence of appropriate officials with the audit findings, comments on management's responses as appropriate, and comments on the disposition of prior year findings.
4. If a management letter or any other reports or correspondence relating to other matters involving internal controls or noncompliance are issued in connection with this audit, a copy shall be filed with the Comptroller of the Treasury by the auditor. Such management letters, reports, or correspondence shall be consistent with the findings published in the audit report (i.e., they shall disclose no reportable matters or significant deficiencies not also disclosed in the findings found in the published audit report). The report should also include a corrective action plan for findings developed under OMB's Uniform Guidance and for other findings in accordance with Tennessee Code Annotated § 9-3-407, and the *Audit Manual*. The corrective action plan is only applicable to findings published in the audit report.
5. The auditor shall file **one (1)** electronic copy of said report with the Comptroller of the Treasury, State of Tennessee. The auditor shall furnish **20** printed copies and/or an electronic copy of the report to the organization's management and those charged with governance. It is anticipated that the auditor's report shall be filed no later than **December 31, 2025**, or **six (6) months following the period to be audited, whichever is earlier, without explanation to the Comptroller of the Treasury, State of Tennessee, and the organization. (Audit documentation for additional procedures for centralized cafeteria systems contracted with audits of internal school funds must be completed and available for review by September 30 following the fiscal year being audited.)** Requirements for additional copies, including those to be filed with the appropriate officials of granting agencies, are listed below:
6. The auditor agrees to retain working papers for no less than five (5) years from the date the report is received by the Comptroller of the Treasury, State of Tennessee. In addition, the auditor agrees that all audit working papers shall, upon request, be made available in the manner requested by the Comptroller for review by the Comptroller of the Treasury or the Comptroller's representatives, agents, and legal counsel, while the audit is in progress and/or subsequent to the completion of the report. Furthermore, at the Comptroller's discretion, it is agreed that the working papers will be reviewed at the office of the auditor, the entity, or the Comptroller and that copies of the working papers can be made by the Comptroller's representatives or may be requested to be made by the firm and may be retained by the Comptroller's representatives.
7. Any reasonable suspicion of fraud, (regardless of materiality) or other unlawful acts including, but not limited to, theft, forgery, credit/debit card fraud, or any other act of unlawful taking, waste, or abuse of, or official misconduct, as defined in Tennessee Code Annotated § 39-16-402, involving public money, property, or services shall, upon discovery, be promptly reported in writing by the auditor to the Comptroller of the Treasury, State of Tennessee, who shall under all circumstances have the authority, at the discretion of the Comptroller, to directly investigate such matters. Notwithstanding anything herein to the contrary, the Comptroller of the Treasury, State of Tennessee, acknowledges that the auditor's responsibility hereunder is to design its audit to obtain reasonable, but not absolute, assurance of detecting fraud that would have a material effect on the financial statements, as well as other illegal acts or violations of provisions of contracts or grant agreements having a direct and material effect on financial statement amounts. If the circumstances disclosed by the audit call for a more detailed investigation by the auditor than necessary under ordinary circumstances, the auditor shall inform the

organization's management and those in charge of governance in writing of the need for such additional investigation and the additional compensation required therefor. Upon approval by the Comptroller of the Treasury, an amendment to this contract may be made by the organization's management, those charged with governance, and the auditor for such additional investigation.

8. **Group Audits.** The provisions of Section 8 relate exclusively to contracts to audit components of a group under AU-C 600. (See definitions in AU-C 600, Paragraph 11.) Section 8 is only applicable to an auditor that audits a component (e.g., a fund, component unit, or other component) of a county government that is audited by the Division of Local Government Audit (LGA). Section 8 is intended to satisfy the communication requirements for the group auditor (LGA) to the component auditor under AU-C 600.

- a) The Division of Local Government Audit (LGA) shall be considered the "group auditor" for any contract to audit a component of an applicable county government. LGA shall present the county's financial statements in compliance with U.S. Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB). LGA shall conduct the audit in accordance with auditing standards generally accepted in the United States of America and the auditing standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.
- b) The contracting auditor shall be considered the "component auditor" for purposes of this section.
- c) The financial statements audited by the component auditor should be presented in accordance with GAAP as promulgated by GASB. If the financial reporting framework for any component does not conform to this basis, the financial reporting framework should be disclosed in Section 10 (Special Provisions). (Component financial statements that are not presented using the same financial reporting framework as the county's financial statements may cause this contract to be rejected.)
- d) The component auditor shall conduct the component audit in accordance with auditing standards generally accepted in the United States of America and the auditing standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.
- e) The component auditor shall cooperate with LGA to accomplish the group audit. It is anticipated that LGA will make reference to the component auditor's report in the group audit report. Should LGA find it necessary to assume responsibility for the component auditor's work, the terms, if any, shall be negotiated under a separate addendum to this contract.
- f) The component auditor shall follow the ethical requirements of *Government Auditing Standards* and affirms that the component auditor is independent to perform the audit and will remain independent throughout the course of the component audit engagement.
- g) The component auditor affirms that the component auditor is professionally competent to perform the audit. LGA may confirm certain aspects of the component auditor's competence through the Tennessee State Board of Accountancy.
- h) The component auditor will be contacted via email by the LGA's Audit Review Manager with the estimated date of the conclusion of LGA's audit of the county government. The component auditor agrees to update subsequent events between the date of the component auditor's report and the date of the conclusion of LGA's audit of the county government. Additional subsequent events should be communicated via email to LGA's Audit Review Manager.
- i) The component auditor shall read LGA's audited financial statements for the county government for the previous fiscal year noting in particular **related parties** in the notes to the financial statements, and **material misstatement** findings in the Findings and Questioned Costs Section. The previous year audited financial statements can be obtained from the Comptroller's website at [www.comptroller.tn.gov](http://www.comptroller.tn.gov). As required by generally accepted auditing standards, we have identified Management Override of Controls and Improper Revenue Recognition as presumptive fraud risks. The component auditor shall communicate to LGA (i.e., group management) on a timely basis **related parties** not previously identified by the group management in LGA's prior year audited financial statements. Related parties should be communicated via email to LGA's Audit Review Manager.
- j) The component auditor's report should not be restricted as to use in accordance with AU-C 905.
- k) Sections 1-7 and Sections 10-14 of this contract are also applicable to the component auditor during the performance of the component audit.

9. **Municipal Chart of Accounts Crosswalk.** The provisions of Section 9 relate exclusively to contracts to audit of a municipality, municipality's fund(s), and municipality's school board of education. The auditor shall convert respective municipal audited financial data into a condensed chart of accounts by use of a Microsoft Excel crosswalk tool prescribed by the Comptroller of the Treasury, State of Tennessee, **or** if a respective municipality, municipality's fund(s), or municipality's school board of education chooses to convert their own audited financial data by use of the crosswalk, the auditor shall verify the accuracy of their conversion. The completed condensed chart of accounts crosswalk in Microsoft Excel format shall be filed with the Comptroller of the Treasury, State of Tennessee, by the auditor when the audited financial report is submitted.

10. (Special Provisions)

11. In consideration of the satisfactory performance of the provisions of this contract, the organization shall pay to the auditor the fee(s) listed below. (Fees may be fixed amounts or estimated.)

**Fixed Contract Fee:**

Audit **\$35,000.00**

Municipal Chart of Accounts Crosswalk **\$0.00**

Total Fixed Contract Fee **\$35,000.00**

or

**Estimated Contract Fee:**

Audit

Municipal Chart of Accounts Crosswalk

Total Estimated Contract Fee

(If not a fixed amount, an estimated contract fee should be furnished to the governing unit for budgetary purposes. A schedule of fees and/or rates should be set forth below. Interim billings may be arranged with consent of both parties to this contract.) Provision for the payment of fees under this agreement has been or will be made by appropriation of management and those charged with governance.

SCHEDULE OF FEES AND/OR RATES:

12. As the authorized representative of the firm, I do hereby affirm that:
- our firm and all individuals participating in the audit are in compliance with all requirements of the Tennessee State Board of Accountancy and;
  - our firm has participated in an external quality control review at least once every three (3) years, conducted by an organization not affiliated with our firm, and that a copy of our most recent external quality control review report has been provided to the organization and the office of the Tennessee Comptroller of the Treasury approving this contract;
  - all members of the staff assigned to this audit have obtained the necessary hours of continuing professional education required by *Government Auditing Standards*;
  - all auditors participating in the engagement are independent under the requirements of the American Institute of Certified Public Accountants and *Government Auditing Standards*.

13. This writing, including any amendments or special provisions, contains all terms of this contract. There are no other agreements between the parties hereto and no other agreements relative hereto shall be enforceable, unless entered into in accordance with the procedures set out herein and approved by the Comptroller of the Treasury, State of Tennessee. In the event of a conflict or inconsistency between this contract and the special provisions contained in paragraph 10 of this contract, the special provision(s) are deemed to be void. Any changes to this contract must be agreed to in writing by the parties hereto and must be approved by the Comptroller of the Treasury, State of Tennessee. All parties agree that the digital signatures, that is, the electronic signatures applied by submitting the contract, are acceptable as provided for in the Uniform Electronic Transaction Act. Any paper documents submitted related to this contract will be converted to an electronic format and such electronic document(s) will be treated as the official document(s).

14. If any term of this contract is declared by a court having jurisdiction to be illegal or unenforceable, the validity of the remaining terms will not be affected, and, if possible, the rights and obligations of the parties are to be construed and enforced as if the contract did not contain that term.

**Matlock Clements, PC**

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Audit firm

Governmental Unit or Organization



**Andy Matlock, CPA**

By \_\_\_\_\_

By \_\_\_\_\_  
Signature

Signature

Title/Position: **Audit Manager**

Title/Position:

E-mail address: **eric@matlockclements.com**

E-mail address:

Date: **November 18, 2024**

Date:

**Approved by the Comptroller of the Treasury, State of Tennessee**

For the Comptroller:

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

Discipline Hearing Authority  
2024-2025  
Revised 12/2024

Beth Robinson – EHHS

Kristin Dunn – EHMS

Gavin Gordon - HCHS

Tarrah Lawson – CIS

Allison Gilbert - EHES

Dr. Ashley Totty– Special Programs

Becky Malugin - Chair

# Hickman County Board of Education

Monitoring:	Descriptor Term: <b>Use of AKC trained Dogs</b>	Descriptor Code: <b>3.218.2</b>	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

## General:

The Hickman County School District recognizes the importance of creating a positive and supportive learning environment for all students, staff members, and visitors. We believe that the presence of an AKC (American Kennel Club) trained dog can provide numerous benefits to our school community, including enhancing the school culture, increasing attendance, and boosting morale among students and staff members. This policy outlines the guidelines for the use of an AKC trained dog in each school in the Hickman County School District.

## Policy:

1. Each school in the Hickman County School District may have an AKC trained dog on the premises to support the school culture, encourage attendance, and boost morale among students and staff members. There shall be a limit of one dog per school campus.
2. The dog must be trained and certified by the American Kennel Club (AKC) as a good citizen.
3. The dog handler must be a staff member or volunteer who has completed a dog safety training program approved by the school district.
4. The dog must be current on all vaccinations and have regular check-ups by a licensed veterinarian. The dog must be at least two years of age.
5. The dog must be clean, well groomed, in good health, and housebroken.
6. The dog must be on a leash at all times while on school premises.
7. The dog may only interact with students or staff members with permission from the dog handler and under the supervision of the dog handler or a designated school staff member.
8. A permission form letter will be sent home at the start of each school year for parents and guardians to check for allergies and express any concerns regarding the school dog.
9. The school district will provide accommodations for students with disabilities who require the use of a service dog in compliance with federal laws, including the Americans with Disabilities Act (ADA) and the Individuals with Disabilities Education Act (IDEA).
10. ~~The school district shall not be responsible for any injuries or damages caused by the dog.~~ The dog handler will be responsible for any damages caused by the dog.
11. The use of all AKC trained dogs in the Hickman County School System will be managed and overseen by the Coordinated School Health Program. The dog handler

1 must apply to the Principal and Director of Schools for approval, and reapply every 5  
2 years. The Director of Schools shall approve each dog on a case by case basis, and  
3 provide notification to the Board when approved.

#### 4 **Supervision and Care**

5  
6 The Handler is solely responsible for the supervision and care of the dog, including any  
7 feeding, exercising, and clean up while the animal is in a school building or on school  
8 property. The school district is not responsible for providing any care, supervision, or  
9 assistance for an AKC trained dog.

#### 10 11 **Authorized Area(s)**

12  
13 The Handler shall only allow the dog to be in areas in school buildings or on school property  
14 that are authorized by Coordinated School Health and shall not be in areas where a parent  
15 noted a concern or allergy on the permission form.

#### 16 17 **Insurance**

18  
19 The Hickman County School system provides liability coverage for injuries sustained by the  
20 dog through HCSS insurance provider.

#### 21 22 **Exclusion and Removal from School**

23  
24 A school dog may be excluded from school property and buildings if:

- 25  
26  
27
  1. A Handler does not have control of the dog;
  - 28 2. The dog is not housebroken;
  - 29 3. The dog presents a direct and immediate threat to others in the school; or
  - 30 4. The animal's presence otherwise interferes with the educational process. The Handler
  - 31 shall be required to remove the dog from school premises immediately upon such
  - 32 determination by the Principal.

#### 33 34 **Allergic Reactions**

35  
36 If any student or school employee assigned to a classroom in which a dog is permitted  
37 suffers an allergic reaction, the Handler will be required to remove the animal to a different  
38 location.

1  
2  
3  
4 **Federal Laws Regarding Service Dogs for Students with Disabilities:**

5 The Hickman County School District is committed to complying with federal laws regarding  
6 service dogs for students with disabilities. The Americans with Disabilities Act (ADA) and the  
7 Individuals with Disabilities Education Act (IDEA) require schools to make reasonable  
8 accommodations for students with disabilities who require the use of a service dog. If your  
9 child requires the use of a service dog, please contact the school administration to discuss  
10 the accommodations that will be provided.

11 **Conclusion:**

12 The use of an AKC trained dog in the Hickman County, TN school district will provide a  
13 positive and welcoming environment for students and staff members, while also complying  
14 with all applicable laws and regulations. The district will take all necessary steps to ensure  
15 the proper care and training of the dog, as well as provide accommodations for students with  
16 disabilities who require the assistance of a Service Dog.

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/Account Name: Boys Basketball

Proposed Fundraising Activities: BSN Sideline Storefront

Proposed Uses of Funds Raised: equipment, gear

Expected Student Involvement (school-wide or specific school organization):

Share store link

Method by which school will receive profit: BSN Store credit to use towards future gear for the boys.

Requested by (Name/Title): Janakken, AD Date: 10/23/24

Approved by (Principal): Janakken Date: 10-23-24

Approved by (Director of Schools): John Mullins Date: 11-1-24

# PROPOSED FUNDRAISING ACTIVITIES



East Hickman High School  
7700 Hwy 7, Lyles, TN 37098  
Phone 931-670-1366 Fax 931-670-1039

Fund/Account Name Pep Club

Account Number \_\_\_\_\_

Proposed fundraising activities: Glow sticks & paint sale

Purposed Uses of funds raised: teacher appreciation

Expected Student involvement (school-wide or specific school organization): School wide

Method by which school will receive profit: Cash

Requested by: Beth Copeley / Sponsor Name/Title 10/30/24 Date

Acknowledge by: [Signature] Bookkeeper 10/30/24 Date

Approved by: [Signature] Principal 10/30/24 Date

Approved by: John Mullins Director of Schools\* 10/30/24 Date

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name HCMS Softball

Proposed fundraising activities: Butter Braid

Purposed Uses of funds raised  
Fees, game supplies, equipment

Expected student involvement (school-wide or specific school organization) HCMS  
Softball team (including managers)

Method by which school will receive profit currency

Requested by Felicity Howell / <sup>Head</sup> Softball Coach Date 11-4-2024  
Name/Title

Approved by Ima S. Zuppan Date 11-4-24  
Principal

Approved by John Mullins Date 11-4-24  
Director of Schools\*

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

DOUG LANE  
2059 Lake Drive, Centerville, TN 37033

RONALD GAMMONS  
6419 Rica Ln., Lyles, TN 37098

TIM HOBBS  
9220 Old Bon Aqua Rd., Bon Aqua, TN 37025

TABITHA CUDE  
4141 Lewis Rd., Centerville, TN 37033



John Mullins  
Superintendent of Schools  
115 MURPHREE AVENUE  
CENTERVILLE, TN 37033

CHRISTY MAYS  
450 Hwy 50, Centerville, TN 37033

SHERRI BAKER  
8037 E 40 Rd., Bon Aqua, TN 37025

JANE HERRON  
PO Box 13, Nunnely, TN 37137

### School Support Organization Request For Fundraising Activities

Organization HCHS Quarterback Club

Proposed Fundraising Activity Car show to raise funds for the  
Tristan James fund for scholarships

Date(s) 11-30-24

Location(s) Hickman Co. Highschool parking lot

Requested By Bandy Craft 11-6-24  
President/Chair of Organization Date

Recommended By Roby Enerson 11-8-24  
Principal Date

Approved John Mullins 11-8-24  
Director of Schools or Designee Date

Not Approved \_\_\_\_\_  
Director of Schools or Designee Date

\*\* A signed copy will be mailed to the organization and forwarded to the school\*\*

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name Playground Fundraiser Acct#601

Proposed fundraising activities: t-shirt sale

Purposed Uses of funds raised  
playground renovation

Expected student involvement (school-wide or specific school organization) \_\_\_\_\_  
school-wide

Method by which school will receive profit order forms will be sent home with each child. The teachers will collect the money and order forms.

Requested by Brandy Mayberry / teachers Date 11/12/24  
Name/Title family engagement committee chairperson

Approved by Amy McAbee Date 11/12/24  
Principal

Approved by John Mullin Date 11-13-24  
Director of Schools\*

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

# PROPOSED FUNDRAISING ACTIVITIES



East Hickman High School  
7700 Hwy 7, Lyles, TN 37098  
Phone 931-670-1366 Fax 931-670-1039

Fund/Account Name Seniors

Account Number \_\_\_\_\_

Proposed fundraising activities: ~~Senior Trip~~ Cookie Sale (Mrs. Fields)

Purposed Uses of funds raised: Senior Trip on May 15th  
to either Dollywood or Holiday World

Expected Student involvement (school-wide or specific school organization): Students will be  
responsible for selling the cookies to  
the community / Family

Method by which school will receive profit: Check from Mrs. Fields Cookies

Requested by: Robin Castleberry  
Name/Title

11/11/24  
Date

Acknowledge by: Jojo Nardiko  
Bookkeeper

\_\_\_\_\_  
Date

Approved by: Caryl Meath  
Principal

11/11/24  
Date

Approved by: John Mullins  
Director of Schools\*

11/13/24  
Date

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

12-7-24

Exhibit 1

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name Breakfast with Santa

Proposed fundraising activities: Eating pancakes, juice, milk, pictures with Santa, Reindeer food, and hot coca making.

Purposed Uses of funds raised

\_\_\_\_\_

\_\_\_\_\_

Expected student involvement (school-wide or specific school organization) Community wide

Method by which school will receive profit cash or check

Requested by Hannah J. Redden  
Name/Title

Date 11-14-24

Approved by Leigha Coble  
Principal

Date 11-14-24

Approved by John Mullens  
Director of Schools\*

Date 11-14-24

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

# PROPOSED FUNDRAISING ACTIVITIES



East Hickman High School  
7700 Hwy 7, Lyles, TN 37098  
Phone 931-670-1366 Fax 931-670-1039

Fund/Account Name Theatre Dept. Eagles Peak Playhouse/WEGE

Account Number \_\_\_\_\_

Proposed fundraising activities: Community Sponsorship (year-long)

Purposed Uses of funds raised: For Equipment, props, costumes, etc.

Expected Student involvement (school-wide or specific school organization): \_\_\_\_\_

Students will take letter of sponsorship to local businesses to get funds for tiered sponsorship.

Method by which school will receive profit: check or cash

Requested by: Ernesto Rosas / Theatre Teacher  
Name/Title

9-23-24  
Date

Acknowledge by: [Signature]  
Bookkeeper

9-23-24  
Date

Approved by: [Signature]  
Principal

9-24-24  
Date

Approved by: [Signature]  
Director of Schools\*

9-20-24  
Date

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.



## SCHOOL SUPPORT ORGANIZATIONS PROPOSED FUNDRAISING ACTIVITIES

(Pursuant to Section 49-2-604, TCA,  
To be submitted prior to scheduling any fundraising activity.)

IN COMPLIANCE WITH SCHOOL BOARD POLICY 2.404 AND TCA SECTION 49-2-601 ET SEQ., OUR SCHOOL SUPPORT ORGANIZATION SUBMITS THIS PROPOSED FUNDRAISING ACTIVITY FOR THE DIRECTOR'S APPROVAL. WE REALIZE THAT THE DIRECTOR SHALL CONSIDER, AT A MINIMUM, THE FOLLOWING WHEN APPROVING OR DENYING A REQUEST BY A SCHOOL SUPPORT ORGANIZATION TO ENGAGE IN A FUNDRAISING ACTIVITY:

- 1) Whether the fundraising activity, as scheduled, conflicts with the fundraising activity of the school district or an individual school within the district, and
- 2) Whether the fundraising activity is consistent with the goals and mission of the school and/or the school district.

The undersigned submits that this fundraising activity is consistent with the goals and mission of the school and/or the school district, as well as the organization's mission, goals, and objectives.

ORGANIZATION: East Hickman Marching Eagles

DATE OF PROPOSED FUNDRAISING NOV 2024

PROPOSED FUNDRAISING ACTIVITY: Candle Sell

PROPOSED USES OF FUNDS RAISED: Support of our band / choir students, new instruments

OTHER COMMENTS/CONSIDERATIONS RELATED TO THE FUNDRAISER:

This has been a fundraiser we have done for years

REQUESTED BY Sharia Fitzgerald  
Signature Title Treasurer

DATE 11/18/24

REVIEWED BY [Signature]  
School Principal/Designee

DATE 11/20/24

APPROVED BY John Mullins  
Director of Schools/Designee

DATE 12/4/24