

School Board Meeting
March 21, 2024 5:30 PM
HJSHS Library

- I. Call to Order
- II. Roll Call
- III. Consent Agenda
 - A. February 2024 Bills
 - B. February 2024 Financial Report
 - C. February 8, 2024 Regular Board Meeting
- IV. Agenda Approval
- V. Regular Agenda
 - A. Teachers Recommended for Tenure
 - B. E-RATE Contract Renewal
 - C. Board Policy Update - 1st Reading
 - 1. 2.702 Inventories
 - D. Superintendent's Report
 - 1. Personnel Report
 - 2. Threat Assessment Report
- VI. Public Comment

"Individuals speaking to the Board shall address remarks to the chairman and may direct questions to individual board members or staff members only upon approval of the chairman. Each person speaking shall state his/her name, address (must be a resident of Humboldt, TN), and subject of presentation. Remarks will be limited to five (5) minutes unless time is extended by the Board." **The School Board cannot take action on input/request(s), but the School Board may place an item on the agenda of a subsequent meeting for action by notifying School Board Chair, Ms. Valeria Smith-Wedley at vswedley@icloud.com.**

- VII. Adjournment

School Board Meeting

February 8, 2024 5:30 PM
HJSHS Library

Attendance Taken at 5:30 PM.

Rev. Mark Hodge: Present
Mr. Terry Johnson: Present
Mr. Leon McNeal: Absent
Christine Warrington: Present
Ms. Valeria Wedley: Present

Also present: Dr. Janice Epperson, Superintendent

I. Call to Order

II. Roll Call

III. Consent Agenda

Motion passed: Motion to approve the Consent Agenda as presented passed with a motion by Rev. Mark Hodge and a second by Mr. Terry Johnson.

Rev. Mark Hodge: Yea
Mr. Terry Johnson: Yea
Mr. Leon McNeal: Absent
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 4, Nay: 0, Absent: 1

A. January 2024 Bills

B. January 2024 Financial Report

C. January 11, 2024 Regular Board Meeting

IV. Agenda Approval

Motion passed: Motion to approve the agenda passed with a motion by Rev. Mark Hodge and a second by Christine Warrington.

Rev. Mark Hodge: Yea
Mr. Terry Johnson: Yea
Mr. Leon McNeal: Absent
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 4, Nay: 0, Absent: 1

V. Regular Agenda

A. March 7, 2024 Board Meeting

Motion passed: Motion to approve moving the March 7th Board Meeting to March 21st passed with a motion by Rev. Mark Hodge and a second by Mr. Terry Johnson.

Rev. Mark Hodge: Yea

Mr. Terry Johnson: Yea
Mr. Leon McNeal: Absent
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 4, Nay: 0, Absent: 1

B. TA Position Approval for Stigall

Motion passed: Motion to approve passed with a motion by Christine Warrington and a second by Mr. Terry Johnson.

Rev. Mark Hodge: Yea
Mr. Terry Johnson: Yea
Mr. Leon McNeal: Absent
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 4, Nay: 0, Absent: 1

C. Board Policy Update - 2nd Reading

Motion passed: Motion to approve as amended passed with a motion by Christine Warrington and a second by Mr. Terry Johnson.

Rev. Mark Hodge: Yea
Mr. Terry Johnson: Yea
Mr. Leon McNeal: Absent
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 4, Nay: 0, Absent: 1

1. 4.603 Promotion and Retention

D. Superintendent's Report / School Board Appreciation

- In recognition of School Board Appreciation Week, presentations were made to each member of the board from each school.
- Ownership and Accountability of TCAP and EOC Components and preparing the staff with meetings and training sessions.
- HCS is here for our kids to help serve them in all ways possible.
- Highlighting our Scholars: Megan Stanley, Mark Burton, Stephen Shivers and Arianna Thornton
- 3rd & 4th Grade Promotion & 3rd & 4th Grade Retention
- HCS app goes live

1. Personnel Report

The Board was updated as to the personnel changes that have taken place since the January Board Meeting.

2. Threat Assessment Report

VI. Public Comment

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only upon approval of the chairman. Each person speaking shall state his/her name, address (must be a resident of Humboldt, TN), and subject of presentation. Remarks will be limited to five (5) minutes unless time is extended by the Board." The School Board cannot take action on input/request(s), but the School Board may place an item on the agenda of a subsequent meeting for action by notifying School Board Chair, Ms. Valeria Smith-Wedley at vswedley@icloud.com.

VII. Adjournment

Motion passed: Motion to adjourn passed with a motion by Rev. Mark Hodge and a second by Mr. Terry Johnson.

Rev. Mark Hodge: Yea
Mr. Terry Johnson: Yea
Mr. Leon McNeal: Absent
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 4, Nay: 0, Absent: 1

Valeria Smith-Wedley, Chairman

Date

Dr. Janice Epperson, Superintendent

Date

2024 Tenure Teachers Recommendations

Stigall Primary School

Brittany Bennett
Adrian Doaks
Matthew Miller
Wendy Tate

East Elementary School

Rebecca Anderson
Bethany Enochs
Sheri Hopper

Humboldt Jr & Sr High School

Jason Wiles



Humboldt City Schools

Board of Education

2602 Viking Drive
Humboldt, Tennessee 38343
Phone 731-784-1441 • Fax 731-784-2480

TENURE CHECKLIST

Teacher: Brittany Bennett

School: District-Wide

Grade/Subject: Speech/Language Pathologist

Documentation of a record of excellence in teaching must include the following:

- 1. High ratings (4 or 5) on TEAM evaluations for the past two years.
- 2. Test scores of teacher effectiveness on student progress.
- 3. Record of attendance for the past 5 years.
- 4. Number of years of teaching experience (minimum of 5 years).
- 5. Letter from principal recommending teacher for tenure.

Principal Signature: Beverly L. Cannon Date: 3/21/2024

Superintendent Signature: [Signature] Date: 3/21/24



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TENURE CHECKLIST

Teacher: Adrian Doaks

School: Stigall Primary

Grade/Subject: 1st grade

Documentation of a record of excellence in teaching must include the following:

- 1. High ratings (4 or 5) on TEAM evaluations for the past two years.
- 2. Test scores of teacher effectiveness on student progress. *portfolio*
- 3. Record of attendance for the past 5 years.
- 4. Number of years of teaching experience (minimum of 5 years).
- 5. Letter from principal recommending teacher for tenure. *Came back to district 2019-2020, 2020-2021, 2021-2022, 2022-2023*

Principal Signature: *Riffay Kull* Date: 3-18-24

Superintendent Signature: *[Signature]* Date: 3-18-24



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TENURE CHECKLIST

Teacher: Matthew Miller
School: Stigall Primary
Grade/Subject: 1st grade

Documentation of a record of excellence in teaching must include the following:

- 1. High ratings (4 or 5) on TEAM evaluations for the past two years.
- 2. Test scores of teacher effectiveness on student progress. portfolio
- 3. Record of attendance for the past 5 years.
- 4. Number of years of teaching experience (minimum of 5 years).
- 5. Letter from principal recommending teacher for tenure. 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023

Principal Signature: Tiffany Rull Date: 3-18-24
Superintendent Signature: [Signature] Date: 3-18-24



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TENURE CHECKLIST

Teacher: Wendy Tate
School: Stigall Primary
Grade/Subject: pre-k

Documentation of a record of excellence in teaching must include the following:

- 1. High ratings (4 or 5) on TEAM evaluations for the past two years.
- 2. Test scores of teacher effectiveness on student progress. Portfolio
- 3. Record of attendance for the past 5 years.
- 4. Number of years of teaching experience (minimum of 5 years).
- 5. Letter from principal recommending teacher for tenure. 2017-2018, 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023

Principal Signature: Riffany Rull Date: 3-18-24
Superintendent Signature: [Signature] Date: 3-18-24



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TENURE CHECKLIST

Teacher: Rebecca Anderson
School: East Elementary
Grade/Subject: 3rd Grade - Self Contained

Documentation of a record of excellence in teaching must include the following:

- 1. High ratings (4 or 5) on TEAM evaluations for the past two years.
- 2. Test scores of teacher effectiveness on student progress.
- 3. Record of attendance for the past 5 years.
- 4. Number of years of teaching experience (minimum of 5 years).
- 5. Letter from principal recommending teacher for tenure.

Principal Signature: Debbie Sheehan Date: 3-14-24

Superintendent Signature: [Signature] Date: 3-14-24



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TENURE CHECKLIST

Teacher: Bethany Enoch
School: East Elementary
Grade/Subject: 3rd / ELA, Science, Social Studies

Documentation of a record of excellence in teaching must include the following:

- 1. High ratings (4 or 5) on TEAM evaluations for the past two years.
- 2. Test scores of teacher effectiveness on student progress.
- 3. Record of attendance for the past 5 years.
- 4. Number of years of teaching experience (minimum of 5 years).
- 5. Letter from principal recommending teacher for tenure.

Principal Signature: Debbie Steehan Date: 3-14-24
Superintendent Signature: [Signature] Date: 3-14-24



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TENURE CHECKLIST

Teacher: Sheri Hopper
School: East Elementary
Grade/Subject: 6th / Social Studies

Documentation of a record of excellence in teaching must include the following:

- 1. High ratings (4 or 5) on TEAM evaluations for the past two years.
- 2. Test scores of teacher effectiveness on student progress.
- 3. Record of attendance for the past 5 years.
- 4. Number of years of teaching experience (minimum of 5 years).
- 5. Letter from principal recommending teacher for tenure.

Principal Signature: Debbie Sheehan Date: 3-14-24

Superintendent Signature: [Signature] Date: 3-14-24



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TENURE CHECKLIST

Teacher: Jason Wiles

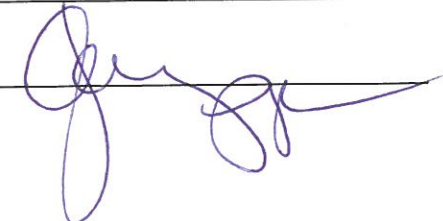
School: Humboldt Jr/Sr High School

Grade/Subject High School CTE

Documentation of a record of excellence in teaching must include the following:

- 1. High ratings (4 or 5) on TEAM evaluations for the past two years.
- 2. Test scores of teacher effectiveness on student progress.
- 3. Record of attendance for the past 5 years.
- 4. Number of years of teaching experience (minimum of 5 years).
- 5. Letter from principal recommending teacher for tenure.

Principal Signature:  Date: 3-19-24

Superintendent Signature:  Date: 3-19-24



Humboldt City Schools

Board of Education

2602 Viking Drive

Humboldt, Tennessee 38343

Phone 731-784-2652 • Fax 731-784-2480

Date: 3/15/2024

To: Janice Epperson, Superintendent

From: Wayne Sheehan, Technology Supervisor

RE: E-RATE Vendor 2024-25

It is my recommendation that we continue to use the following vendors for eligible E-RATE services.

Vendor

Services

Spectrum/Charter

WAN and Internet Access

Central Technologies

Internal Connections

Evaluation documentation is attached.

E-Rate Mini-Bid Assessment Worksheet
Category 1 Broadband
Funding Year 2024

District Name Humboldt City Schools
 Bid # (if applicable) N/A
 Form 470H 210000715

Mini-Bid Due Date 3/13/2024 1:00pm CDT
 Allowable Contract Date N/A

Project or Service Description FY24 C1 IA/WAN

Directions: Each factor is worth the same number of points as the weighting percentage. Vendors are rated on how well they meet each factor. The entries for all factors are then totaled for each vendor. The winning bidder is the one with the highest number of total points. The cost of E-Rate eligible goods and services must be weighted most heavily.

No.	Factor	Vendor Name		
		Vero	Spectrum	AT&T
1	Cost of eligible goods and services (Must have the most available points)	\$ 3,980.00	\$ 7,959.00	\$ 7,931.23
2	Past Successful K-12 Experience		25	20
3	Understanding of needs		0	3
4	Completeness of response		0	14
5	Vendor quote meets district's minimum specifications**		0	4
Total Points		100	50.00	75.00
				66.09

** Per USAC Schools and Libraries News Brief dated December 3, 2010: "Applicants can have a bid evaluation criterion for preferred make and model or for adherence to local IT standards in their bid evaluation matrix."

EVALUATION NOTES

Vero - Didn't meet bid specs

Vendor Selected: Spectrum/Charter
 Approved By: *Wayne Sheehan*
 Print Name: Wayne Sheehan
 Title: Technology Supervisor
 Date: 3/14/2024

Mini-Bid Review Committee:
 Name: Wayne Sheehan
 Agency: Humboldt City Schools
 Name: _____
 Agency: _____
 Name: _____
 Agency: _____

E-Rate Mini-Bid Assessment Worksheet
 Category 2 Internal Connections
 Funding Year 2024

District Name Humboldt City Schools
 Bid # (if applicable) N/A
 Form # 470# 210000292

Mini-Bid Due Date 3/11/2024 1:00pm CDT
 Allowable Contract Date N/A

Project or Service Description

FY24 C2 Internal Connections

Directions: Each factor is worth the same number of points as the weighting percentage. Vendors are rated on how well they meet each factor. The entries for all factors are then totaled for each vendor. The winning bidder is the one with the highest number of total points. The cost of E-Rate eligible goods and services must be weighted most heavily.

No.	Factor	Vendor Name		AS Communications	Central Tech	Converged Networks	Howard					
		Manufacturer Proposed	Extreme									
1	Cost of eligible goods and services (Must have the most available points)			Extreme	Extreme	Ruckus	Extreme					
				\$ 356,532.00	\$ 276,513.00	\$ 225,018.00	\$ 303,546.00					
				Cost of E-Rate eligible product/service	Cost of E-Rate eligible product/service	Cost of E-Rate eligible product/service	Cost of E-Rate eligible product/service					
				Total Cost of Service to District*	Total Cost of Service to District*	Total Cost of Service to District*	Total Cost of Service to District*					
				\$ 356,532.00	\$ 276,513.00	\$ 225,018.00	\$ 303,546.00					
				% of best price	% of best price	% of best price	% of best price					
				63%	81%	100%	74%					
2	Preferred Manufacturer**	50	31,556	40,689	50,000	0	25					
3	Interoperability of proposed solution with existing infrastructure	25	25	25	0	5	15					
4	Completeness of response	15	15	15	5	4	4					
5	Vendor quote meets district's minimum specifications	5	5	5	5	5	4					
Total Points			100	81.56	90.69	64.00	85.06	0.00	0.00	0.00	0.00	0.00

* DO NOT USE the "Total Cost to District" when evaluating "COST" unless all costs are E-Rate eligible. Only consider E-Rate Eligible Cost when scoring cost.
 ** Per USAC Schools and Libraries News Brief dated December 3, 2010: "Applicants can have a bid evaluation criterion for preferred make and model or for adherence to local IT standards in their bid evaluation matrix."

EVALUATION NOTES

Converged Networks didn't supply spec sheets showing equivalencies as requested in the bid document affecting the interoperability and completeness of response points. Howard's response was at 5:03pm on 3/11/24. Just under 4 hours late affecting completeness and minimum specs points.

Vendor Selected: Central Technologies
 Approved By: Wayne Sheehan
 Print Name: Wayne Sheehan
 Title: Technology Supervisor
 Date: 3/12/2024

Mini-Bid Review Committee:
 Name: Wayne Sheehan
 Name: Paul Johnson
 Name: Tabitha Cross
 Agency: IT Supervisor Humboldt City Schools
 Agency: IT Tech Humboldt City Schools
 Agency: Finance Director Humboldt City Schools

Humboldt City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Inventories	Descriptor Code: 2.702	Issued Date: 06/10/99
		Rescinds: DIC	Issued: 01/08/90

1 Equipment is defined as all items (machinery, implements, tools, furniture, livestock, vehicles, and
2 other apparatus) with a unit cost of \$5,000 or more and a minimum useful life expectancy of three
3 years. Freight charges and installation costs shall be included in the cost. *

4 Sensitive minor equipment is tangible non-expendable personal property and equipment having an
5 acquisition cost between *\$500 and \$5,000.

6 GENERAL

7 The director of schools shall establish an accurate inventory procedure for all school real and personal
8 (e.g., material and equipment) property, and this system shall be implemented at each school facility.
9 Administrative personnel shall ensure that a physical count of all such property is taken at the end of
10 each fiscal year, and this inventory shall be properly entered on the appropriate records for accounting
11 purposes.¹

12 Each school shall maintain a complete inventory with a duplicate maintained in the central office.

13 EQUIPMENT PROCURED WITH FEDERAL DOLLARS

14 The director shall establish procedures for administrators to follow which meet all federal
15 accountability guidelines, including guidelines for the purchasing, inventorying, security and
16 disposition of all equipment purchased with federal funds.

17

Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-13

New Hires

Pashun Johnson – Stigall Sp. Ed. EA
Caleb Cox – East Sp. Ed. EA
Melissa Ryckman – Bus Driver
Pam Poston – HJSHS 8th Social Studies

Resignations

Serena Barnhill – East 5th ELA/SS
Jeff Comstock – East Sp. Ed.
Sheena Parker – HJSHS Learning Loss Coach
Susan Privett – HJSHS Fashion Design/Visual Arts
Angela Reid – East Librarian
Sue Geter – HJSHS 7th Math