

GCSSD Board of Trustees Regular Meeting
March 11, 2025 6:30 PM
Yorkville School Library

Mission Statement: "The Gibson County Special School District provides learning experiences through which every student will be well prepared for their life, education, and career."

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

3. ROLL CALL

4. CONSENT AGENDA

4.A. ALC Report

4.B. Bullying/Harassment Report

4.C. Finance Reports

4.D. Juvenile Court Referrals

4.E. Maintenance/Technology Reports

4.F. Minutes Approval

4.G. Overnight Field Trips

4.H. Policy Revisions - Second Readings

5. RECOGNITION

6. PUBLIC COMMENT

7. REGULAR AGENDA

7.A. HVAC Rooftop Bids for SGCHS

7.B. Teacher Tenure Recommendations

7.C. 2025-2026 School Supply List

7.D. June Work Session & Board Meeting Dates

7.E. Annexation discussion

7.F. Sick Leave Bank Committee Appointees

7.G. Policy Revisions 5.3021 Sick Leave Bank

8. DIRECTOR'S REPORT

9. ADJOURN

North GC current

School	Grade	DHA Results	Reason for DHA	Date of DHA	Appeal Date	Notes	Time Complete
Dyer	7	90 Days ALC	"catfishing", showing pics to many	4/16/2024	no appeal	2nd offense this year	
Dyer	7	60 Days ALC	"catfishing", showing pics to many	4/16/2024	no appeal		
Dyer	7	60 Days ALC	multiple offenses	4/22/2024	no appeal	2nd offense this year	
Dyer	7	180 Days ALC	shoot you up threat	4/22/2024	90 days		
Yorkville	7	180 Days ALC	shoot up school threat	4/22/2024	90 days		
Dyer	7	30 Days ALC	distracted SRO/tried to grab gun	4/30/2024		jokingly/trying to be funny	
Dyer	7	180 Days ALC	zero tolerance/gun threats	8/12/2024	90 days		
GCHS	9	20 Days ALC	drops of alcohol in possession	8/15/2024			
Dyer	8	Time extended March 11	sending racial, sexual implications	9/6/2024		3rd offense/this was in the ALC	
Rutherford	7	45 Days ALC	threat to teacher, multiple infractions	9/19/2024			
GCHS	10	180 Days ALC	zero tolerance, THC	10/30/2024	90 days		
GCHS	12	180 Days ALC	zero tolerance, under influence	10/30/2024	90 days		
GCHS	10	180 Days ALC	zero tolerance, THC	11/14/2024	90 days		
Dyer	8	pending manifestation	multiple offenses	1/28/2025		parents requested testing	
Dyer	8	16 Days ALC	multiple offenses	2/27/2025			

South GC current

School	Grade	DHA Results	Reason for DHA	Date of DHA	Appeal Date	Notes	Time Complete
SGCMS	7	180 Days ALC	zero tolerance, under influence	11/3/2024			
SGCHS	11	180 Days ALC	zero tolerance, under influence	1/11/2024		appeal granted 8/23/2024	
SGCHS	11	180 Days ALC	zero tolerance, under influence	1/26/2024	90 days	appeal granted 8/23/2024	
SGCMS	8	90 Days ALC	gun threat to teacher, school	2/9/2024			
SGCMS	8	83 Days ALC	sucker punch on bus, assault charge	3/19/2024			
SGCHS	10	60 Days ALC	under influence, not taken at school	4/11/2024			
SGCMS	6	70 Days ALC	gun threat off campus, fireworks on	4/15/2024			
SGCMS	8	30 Days ALC	belt buckle/small knife showing	7/23/2024			
SGCHS	9	34 Days ALC	showing inappropriate pics	8/16/2024			
SGCHS	12	ALC until spring break	student threats and multiple violations	8/23/2024			
SGCHS	10	180 Days ALC	zero tolerance, under influence	8/29/2024	90 days		
SGCMS	7	38 Days ALC	student threat	9/23/2024			
SGCMS	5	25 Days ALC/20 Days ISS	multiple student threats	9/23/2024		appealed - 12 days ALC/33 days ISS	
SGCHS	9	34 Days ALC	multiple skipping class, out of area	10/28/2024			
SGCMS	7	34 Days ALC	student threat	10/28/2024			
SGCHS	9	34 Days ALC	multiple skipping class, out of area	10/28/2024			
SGCHS	9	remainder of school yr	under influence, not taken at school	11/18/2024		had just finished ALC a month ago	
SGCHS	9	180 Days ALC	student above, ran from campus	11/21/2024		extended time to 180 days and no appeal	
SGCHS	10	180 Days ALC	under influence, refused drug screen	12/12/2024	90 days		
SGCHS	12	remainder of school yr	multiple threats to student	2/6/2025			
SGCMS	7	180 Days ALC	taking inappropriate pics/selling	2/10/2025	no appeal		

North GC for the year							
School	Grade	DHA Results	Reason for DHA	Date of DHA	Appeal Date	Notes	Time Complete
Dyer	7	180 Days ALC	zero tolerance, gun threats	8/12/2024	90 days		
GCHS	9	20 Days ALC	drops of alcohol in possession	8/15/2024			
Dyer	8	Time extended March 11	racial, sexual implications	9/6/2024		3rd offense/this was in ALC	
Rutherford	7	45 Days ALC	threat to teacher, multiple infractions	9/19/2024			
GCHS	10	180 Days ALC	zero tolerance, THC	10/30/2024	90 days		
GCHS	12	180 Days ALC	zero tolerance, under influence	10/30/2024	90 days		
GCHS	10	180 Days ALC	zero tolerance, THC	11/14/2024	90 days		
Dyer	8	pending manifestation	multiple offenses	1/28/2025		parents requested testing	
Dyer	8	16 Days	multiple offenses	2/27/2025			
South GC for Year							
School	Grade	DHA Results	Reason for DHA	Date of DHA	Appeal Date	Notes	Time Complete
SGCMS	8	30 Days ALC	belt buckle/small knife/showing	7/23/2024	none		
SGCHS	9	34 Days ALC	showing inappropriate pics	8/16/2024			
SGCHS	12	ALC until spring break	student threats and multiple violations	8/23/2024			
SGCHS	10	180 Days ALC	zero tolerance, under influence	8/29/2024	90 days		
SGCMS	7	38 Days ALC	student threat	9/23/2024			
SGCMS	5	25 Days ALC/20 Days ISS	multiple student threats	9/23/2024		appealed - 12 days ALC/33 days ISS	
SGCHS	9	34 Days ALC	multiple skipping class, out of area	10/28/2024			
SGCMS	7	34 Days ALC	student threat	10/28/2024			
SGCHS	9	34 Days ALC	multiple skipping class, out of area	10/28/2024			
SGCHS	9	remainder of school yr	under influence, not taken at school	11/18/2024		had just finished ALC a month ago	
SGCHS	9	180 Days ALC	student above, ran from campus	11/21/2024		extended time to 180 days and no appeal	
SGCHS	10	180 Days ALC	under influence, refused drug screen	12/12/2024			
SGCHS		remainder of school yr	multiple threats to student	2/6/2025			
SGCMS	7	180 Days ALC	taking inappropriate pics/selling	2/10/2025	no appeal		

HARASSMENT/BULLYING REPORT

February 1, 2025 to February 28, 2025

NOTE: Totals YTD column represents the cumulative # of incidents' reported thus far.

	VERBAL INCIDENT	WRITTEN INCIDENT	TECHNOLOGY INCIDENT	PHYSICAL INCIDENT	TOTALS For Month	TOTALS YTD	Previous Year Total
DYER	0	0	0	0	0	2	21
GCHS	0	0	0	0	0	1	2
KENTON	0	0	0	0	0	0	0
SGCES	1	0	0	0	1	4	0
SGCMS	0	0	1	1	2	5	1
RUTHERFORD	0	0	0	0	0	0	0
SGCHS	0	0	0	0	0	0	1
SPRING HILL	0	0	0	0	0	1	1
YORKVILLE	0	0	0	0	0	0	0

VERBAL OR WRITTEN (classified as one of the following)

- Name calling
- Threatening
- Taunting/ridiculing
- Demeaning comments

TECHNOLOGY (classified as)

- Facebook Posting
- Instagram Pic
- Phone Texting
- Twitter Messages
- Snap Chat

PHYSICAL (classified as one of the following)

- Hitting/kicking/shoving/pushing
- Inappropriate touching
- Staring/Stalking
- Spitting

AP Division	Payment Number	Payment Date	Payment Status	Vendor	Payment Amount
Gibson County Special Schools	8563	2/10/2025	Paid	Apple, Inc	\$6,480.00
Gibson County Special Schools	8564	2/10/2025	Paid	Capital One	\$136.10
Gibson County Special Schools	8565	2/10/2025	Paid	Capital One	\$153.94
Gibson County Special Schools	8566	2/10/2025	Paid	Christian Ellis	\$14.74
Gibson County Special Schools	8567	2/10/2025	Paid	Christian Ellis	\$28.14
Gibson County Special Schools	8568	2/10/2025	Paid	Quill	\$17.18
Gibson County Special Schools	8569	2/10/2025	Paid	Quill	\$17.18
Gibson County Special Schools	8570	2/10/2025	Paid	Quill	\$129.99
Gibson County Special Schools	8571	2/10/2025	Paid	Megan Sanford	\$88.20
Gibson County Special Schools	8572	2/10/2025	Paid	Megan Sanford	\$59.50
Gibson County Special Schools	8573	2/10/2025	Paid	JADA SIMS	\$105.00
Gibson County Special Schools	8574	2/10/2025	Paid	JADA SIMS	\$86.80
Gibson County Special Schools	8575	2/10/2025	Paid	Shelby Smith	\$88.20
Gibson County Special Schools	8576	2/10/2025	Paid	Wells Fargo Financial Leasing	\$42.50
Gibson County Special Schools	8577	2/10/2025	Paid	Wells Fargo Financial Leasing	\$42.50
Gibson County Special Schools	8578	2/10/2025	Paid	WTHC ECC TRAINING CENTER	\$10.00
Gibson County Special Schools	8579	2/14/2025	Paid	Kelli Elliott Barnes	\$3,700.00
Gibson County Special Schools	8580	2/14/2025	Paid	Derek Norman	\$109.00
Gibson County Special Schools	8581	2/14/2025	Paid	Kentucky Lake Trailer Sales	\$152.55
Gibson County Special Schools	8582	2/26/2025	Paid	Business Card	\$357.79
Gibson County Special Schools	8583	2/26/2025	Paid	Business Card	\$2,129.25
Gibson County Special Schools	8584	2/26/2025	Paid	Business Card	\$368.22
Gibson County Special Schools	8585	2/26/2025	Paid	Business Card	\$807.61
Gibson County Special Schools	8586	2/26/2025	Paid	Business Card	\$631.66
Gibson County Special Schools	8587	2/26/2025	Paid	Business Card	\$87.15

AP Division	Payment Number	Payment Date	Payment Status	Vendor	Payment Amount
Gibson County Special Schools	8588	2/26/2025	Paid	Capital One	\$160.26
Gibson County Special Schools	8589	2/26/2025	Paid	Capital One	\$119.02
Gibson County Special Schools	8590	2/26/2025	Paid	Paige Garner	\$143.60

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 3/3/2025 3:29 PM
Run By: Amy Santaniello
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Bank Account: Security Bank Vendor (Fund 141) Account Number: 000000200379

GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
63326	2/3/2025	Alisha Owens	Vendor	Reconciled	\$649.50
63327	2/3/2025	Carissa Burkett	Vendor	Reconciled	\$156.70
63328	2/3/2025	Erica Durall	Vendor	Reconciled	\$58.00
63329	2/3/2025	Betty Jewell	Vendor	Reconciled	\$227.80
63330	2/3/2025	Annetta Kirk	Vendor	Reconciled	\$75.04
63331	2/3/2025	Emily Pitt	Vendor	Outstanding	\$28.00
63332	2/3/2025	Amy Powell	Vendor	Reconciled	\$123.28
63333	2/3/2025	Renee Childs	Vendor	Reconciled	\$169.40
63334	2/3/2025	Carly Robinson	Vendor	Reconciled	\$119.00
63335	2/3/2025	Rory Hinson	Vendor	Reconciled	\$120.40
63336	2/3/2025	Megan Sanford	Vendor	Reconciled	\$16.80
63337	2/3/2025	StaffEZ Facility Services	Vendor	Reconciled	\$127,137.00
63338	2/3/2025	Sandy Tharpe	Vendor	Reconciled	\$150.00
63339	2/3/2025	Food Rite	Vendor	Reconciled	\$77.88
63340	2/3/2025	Gibson County High School/Foods Class	Vendor	Reconciled	\$599.94
63341	2/3/2025	Thomas Holcomb	Vendor	Outstanding	\$400.00
63342	2/3/2025	Jeremy Mays	Vendor	Reconciled	\$375.00
63343	2/3/2025	Bobby Madison Myers	Vendor	Void	\$625.00
63344	2/3/2025	Eric Olexa	Vendor	Reconciled	\$333.34
63345	2/3/2025	Eric Patton	Vendor	Reconciled	\$500.00
63346	2/3/2025	Phillip Hill	Vendor	Reconciled	\$1,333.34
63347	2/3/2025	Quill	Vendor	Reconciled	\$847.93
63348	2/3/2025	Franz Seyerle	Vendor	Outstanding	\$666.66
63349	2/3/2025	Superior Vision Services, Inc	Vendor	Reconciled	\$1,851.42
63350	2/3/2025	Tyler's Locksmith	Vendor	Reconciled	\$10.00
63351	2/3/2025	Jalen Ware	Vendor	Outstanding	\$400.00
63352	2/4/2025	Area Wide Communications	Vendor	Reconciled	\$331.66

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Number	Date	Description	Check Type	Status	
63353	2/4/2025	At&t Wireless	Vendor	Reconciled	\$185.54
63354	2/4/2025	Br Supply, Inc.	Vendor	Reconciled	\$1,484.88
63355	2/4/2025	Ferguson Enterprises	Vendor	Reconciled	\$208.29
63356	2/4/2025	Gchs Vocational Technical Center	Vendor	Reconciled	\$74.34
63357	2/4/2025	Gibson Connect, LLC	Vendor	Reconciled	\$4,212.50
63358	2/4/2025	Gibson Electric Membership	Vendor	Reconciled	\$17.16
63359	2/4/2025	Hci Supply	Vendor	Reconciled	\$32.94
63360	2/4/2025	Lowe's Credit Services	Vendor	Reconciled	\$663.25
63361	2/4/2025	Medina Auto Farm Supply	Vendor	Reconciled	\$50.68
63362	2/4/2025	Quill	Vendor	Reconciled	\$62.37
63363	2/4/2025	Ronnie Cooper	Vendor	Reconciled	\$3,350.00
63364	2/4/2025	TSBA	Vendor	Reconciled	\$3,000.00
63365	2/4/2025	U.S. Bank	Vendor	Reconciled	\$400.00
63366	2/4/2025	Victory 93.7 Wtkb Fm	Vendor	Reconciled	\$200.00
63367	2/4/2025	Wells Fargo Financial Leasing	Vendor	Reconciled	\$399.00
63368	2/4/2025	Zayo Education, LLC	Vendor	Reconciled	\$4,408.94
63369	2/4/2025	Amanda Bell	Vendor	Reconciled	\$224.00
63370	2/4/2025	Brad Garner	Vendor	Reconciled	\$114.00
63371	2/4/2025	Cindy Etheridge Davis	Vendor	Reconciled	\$301.00
63372	2/4/2025	Sable Estes	Vendor	Reconciled	\$88.92
63373	2/4/2025	Hickerson Automotive Group, Inc	Vendor	Reconciled	\$13.98
63374	2/4/2025	Carla Jackson	Vendor	Reconciled	\$116.20
63375	2/4/2025	Kevin Turner	Vendor	Reconciled	\$357.80
63376	2/4/2025	Medina Auto Farm Supply	Vendor	Reconciled	\$964.55
63377	2/4/2025	Savannah Pannell	Vendor	Outstanding	\$64.32
63378	2/4/2025	Mollie Peery	Vendor	Reconciled	\$215.07
63379	2/4/2025	Shelia Reddick	Vendor	Reconciled	\$16.08
63380	2/4/2025	Tennessee Tractor, Llc	Vendor	Reconciled	\$66.75

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Bank Account: Security Bank Vendor (Fund 141) Account Number: 00000200379
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
63381	2/4/2025	Teresa Newell	Vendor	Void	\$448.00
63382	2/4/2025	The Trenton Foundation	Vendor	Reconciled	\$375.00
63383	2/4/2025	Total Health Chiropractic	Vendor	Reconciled	\$200.00
63384	2/4/2025	Venita Conley	Vendor	Reconciled	\$16.80
63385	2/4/2025	Victoria Leslie	Vendor	Reconciled	\$101.84
63386	2/5/2025	Amy M. Richardson	Vendor	Reconciled	\$106.40
63387	2/5/2025	City Lumber Company	Vendor	Reconciled	\$362.41
63388	2/5/2025	Colette Wilson	Vendor	Reconciled	\$100.80
63389	2/5/2025	Cooperative Financial Solutions	Vendor	Reconciled	\$6,876.69
63390	2/5/2025	Cybereason Inc	Vendor	Reconciled	\$1,000.00
63391	2/5/2025	Eddie Pruett	Vendor	Outstanding	\$125.00
63392	2/5/2025	Food Giant	Vendor	Reconciled	\$26.47
63393	2/5/2025	Gibson County Federal Accounts	Vendor	Reconciled	\$21,975.16
63394	2/5/2025	Laura Hawks	Vendor	Reconciled	\$119.00
63395	2/5/2025	RACHEL HICKS	Vendor	Reconciled	\$462.30
63396	2/5/2025	Kb's Auto Service Center	Vendor	Reconciled	\$72.00
63397	2/5/2025	Kristin Hardin	Vendor	Reconciled	\$122.22
63398	2/5/2025	Brittany Leitherland	Vendor	Reconciled	\$156.20
63399	2/5/2025	Ezra F Leslie	Vendor	Reconciled	\$312.75
63400	2/5/2025	Mom & Pop's Pizza	Vendor	Reconciled	\$79.98
63401	2/5/2025	NHA	Vendor	Reconciled	\$2,916.00
63402	2/5/2025	Rabow's Septic Service (James Cooper)	Vendor	Reconciled	\$900.00
63403	2/5/2025	Teresa Newell	Vendor	Void	\$448.00
63404	2/5/2025	Sandy Tharpe	Vendor	Reconciled	\$318.10
63405	2/5/2025	Trenton Special School District	Vendor	Reconciled	\$244.67
63406	2/5/2025	UNITED REFRIGERATION, INC	Vendor	Reconciled	\$1,732.00
63407	2/5/2025	Marsha Wood	Vendor	Reconciled	\$100.80
63408	2/5/2025	Workcare Resource Inc,	Vendor	Reconciled	\$245.00

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Number	Date	Description	Check Type	Status	
63409	2/6/2025	AAA Auto Glass	Vendor	Reconciled	\$685.00
63410	2/6/2025	Alisha Bauman	Vendor	Reconciled	\$298.80
63411	2/6/2025	Food Giant	Vendor	Reconciled	\$104.85
63412	2/6/2025	Gibson County Bus Garage	Vendor	Reconciled	\$21,147.26
63413	2/6/2025	Michelle Goad	Vendor	Reconciled	\$308.00
63414	2/6/2025	Premier Family Medicine	Vendor	Reconciled	\$500.00
63415	2/6/2025	Sanorbix, LLC	Vendor	Reconciled	\$546.00
63416	2/6/2025	TATE'S KWIK STOP	Vendor	Reconciled	\$325.00
63417	2/6/2025	Tennessee Bureau of Investigation	Vendor	Reconciled	\$200.00
63418	2/6/2025	Teresa Newell	Vendor	Reconciled	\$224.00
63419	2/7/2025	UNIVERSAL CONTRACTORS	Vendor	Reconciled	\$21,860.00
63420	2/7/2025	Lucas Durall	Vendor	Reconciled	\$415.80
63421	2/7/2025	Gibson Connect, LLC	Vendor	Reconciled	\$510.28
63422	2/7/2025	Mary Gay London	Vendor	Reconciled	\$44.80
63423	2/7/2025	Rachel Barber	Vendor	Outstanding	\$78.40
63424	2/7/2025	Susan Smith	Vendor	Reconciled	\$215.60
63425	2/7/2025	Trane U.S. Inc	Vendor	Reconciled	\$303.41
63426	2/11/2025	Certified Restraint Training, LLC	Vendor	Reconciled	\$2,000.00
63427	2/11/2025	Allison Cooper	Vendor	Reconciled	\$85.76
63428	2/11/2025	Dyer School	Vendor	Reconciled	\$150.00
63429	2/11/2025	Gibson County High School	Vendor	Reconciled	\$450.00
63430	2/11/2025	Hci Supply	Vendor	Reconciled	\$13.78
63431	2/11/2025	Kelly K. Samantha	Vendor	Reconciled	\$508.20
63432	2/11/2025	Kenton Elementary School	Vendor	Reconciled	\$150.00
63433	2/11/2025	Kroll Assoicates, Inc	Vendor	Reconciled	\$69,696.00
63434	2/11/2025	LTC	Vendor	Reconciled	\$4.95
63435	2/11/2025	Rutherford Elementary School	Vendor	Reconciled	\$150.00
63436	2/11/2025	South Gibson County Elementary School	Vendor	Outstanding	\$150.00

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Bank Account: Security Bank Vendor (Fund 141) Account Number: 000000200379
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Number	Date	Description	Check Type	Status	
63437	2/11/2025	South Gibson County Middle School	Vendor	Reconciled	\$150.00
63438	2/11/2025	Spring Hill School	Vendor	Reconciled	\$150.00
63439	2/11/2025	Townsend Systems	Vendor	Reconciled	\$646.00
63440	2/11/2025	Yorkville Elementary School	Vendor	Reconciled	\$150.00
63441	2/13/2025	Act	Vendor	Reconciled	\$5,049.00
63442	2/13/2025	Alford's Tire Center	Vendor	Reconciled	\$20.00
63443	2/13/2025	Burk's Beverage	Vendor	Reconciled	\$38.00
63444	2/13/2025	Caymee Services	Vendor	Reconciled	\$45.00
63445	2/13/2025	Food Rite	Vendor	Reconciled	\$50.00
63446	2/13/2025	Hickerson Automotive Group, Inc	Vendor	Reconciled	\$55.88
63447	2/13/2025	Kroll Assoiates, Inc	Vendor	Reconciled	\$25,000.50
63448	2/13/2025	Marble Shop	Vendor	Reconciled	\$9,800.00
63449	2/13/2025	Medina Auto Farm Supply	Vendor	Reconciled	\$11.77
63450	2/13/2025	Nexair	Vendor	Reconciled	\$77.34
63451	2/14/2025	Anthony Bogue	Vendor	Reconciled	\$30.00
63452	2/14/2025	Brennan Booker	Vendor	Outstanding	\$89.98
63453	2/14/2025	Cdw Government	Vendor	Reconciled	\$14,956.83
63454	2/14/2025	Jayna Watkins	Vendor	Reconciled	\$89.60
63455	2/14/2025	Elizabeth McCaig	Vendor	Reconciled	\$30.20
63456	2/14/2025	Nexair	Vendor	Reconciled	\$77.34
63457	2/14/2025	Rory Hinson	Vendor	Reconciled	\$118.00
63458	2/14/2025	Terri Mcdaniel	Vendor	Outstanding	\$196.00
63459	2/14/2025	Natalie Yarbro	Vendor	Reconciled	\$30.20
63460	2/18/2025	Br Supply, Inc.	Vendor	Outstanding	\$92.70
63461	2/18/2025	Amanda Callins	Vendor	Reconciled	\$67.00
63462	2/18/2025	Edutech, Inc.	Vendor	Outstanding	\$7,550.00
63463	2/18/2025	Environ Pest Services	Vendor	Reconciled	\$125.00
63464	2/18/2025	ESSE	Vendor	Reconciled	\$877.40

**Gibson County Special Schools
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Bank Account: Security Bank Vendor (Fund 141) Account Number: 000000200379
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
63465	2/18/2025	ETAيروس HVAC	Vendor	Reconciled	\$579.21
63466	2/18/2025	Food Rite	Vendor	Reconciled	\$136.29
63467	2/18/2025	Gibson County Food Service	Vendor	Reconciled	\$180,438.94
63468	2/18/2025	Kb's Auto Service Center	Vendor	Reconciled	\$52.55
63469	2/18/2025	Lowe's Credit Services	Vendor	Outstanding	\$456.15
63470	2/18/2025	Rachel Barber	Vendor	Outstanding	\$212.80
63471	2/18/2025	The Mirror Exchange	Vendor	Reconciled	\$42.00
63472	2/18/2025	TSBA	Vendor	Reconciled	\$200.00
63473	2/18/2025	UNITED REFRIGERATION, INC	Vendor	Outstanding	\$163.22
63474	2/24/2025	JOSEPH AGEE	Vendor	Reconciled	\$378.00
63475	2/24/2025	Gibson County Federal Accounts	Vendor	Reconciled	\$54,207.81
63476	2/24/2025	Workcare Resource Inc,	Vendor	Outstanding	\$225.00
63477	2/25/2025	Business Card	Vendor	Outstanding	\$3,089.90
63478	2/25/2025	Aflac	Vendor	Outstanding	\$367.44
63479	2/25/2025	Boston Mutual Whole Life	Vendor	Outstanding	\$164.68
63480	2/25/2025	CHLIC	Vendor	Outstanding	\$14,245.18
63481	2/25/2025	General Sessions Court	Vendor	Outstanding	\$54.42
63482	2/25/2025	Gibson County Imagination Library	Vendor	Outstanding	\$128.00
63483	2/25/2025	Legalshield	Vendor	Outstanding	\$125.55
63484	2/25/2025	Life Investors	Vendor	Outstanding	\$30.56
63485	2/25/2025	MANHATTANLIFE ASSURANCE COMPANY OF AMERIC	Vendor	Outstanding	\$414.36
63486	2/25/2025	Tasc Pvr	Vendor	Outstanding	\$5,446.00
63487	2/25/2025	Tenn Child Support	Vendor	Outstanding	\$1,026.00
63488	2/25/2025	TRUSTMARK VOLUNTARY BENEFIT SOLUTIONS, INC	Vendor	Outstanding	\$2,064.18
63489	2/25/2025	TSACG	Vendor	Outstanding	\$14,970.00
63490	2/25/2025	Usable Life	Vendor	Outstanding	\$1,265.29
63491	2/25/2025	Usable Life	Vendor	Outstanding	\$10,375.91
63492	2/25/2025	Usable Life	Vendor	Outstanding	\$8,603.28

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 3/3/2025 3:29 PM
Run By: Amy Santaniello
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Bank Account: Security Bank Vendor (Fund 141) Account Number: 000000200379
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
63493	2/25/2025	Ace Building Center	Vendor	Outstanding	\$298.79
63494	2/25/2025	Alford's Tire Center	Vendor	Outstanding	\$72.90
63495	2/25/2025	Business Card	Vendor	Outstanding	\$374.44
63496	2/25/2025	Food Rite	Vendor	Outstanding	\$11.36
63497	2/25/2025	Freed-Hardeman University	Vendor	Outstanding	\$40.00
63498	2/25/2025	Gibson County Food Service	Vendor	Reconciled	\$494.48
63499	2/25/2025	Grainger	Vendor	Outstanding	\$85.54
63500	2/25/2025	Hickerson Automotive Group, Inc	Vendor	Outstanding	\$69.92
63501	2/25/2025	Jackson State Community College	Vendor	Outstanding	\$8,000.00
63502	2/25/2025	Quill	Vendor	Outstanding	\$12.59
63503	2/25/2025	Stanford Electric	Vendor	Outstanding	\$66.24
63504	2/25/2025	UNITED REFRIGERATION, INC	Vendor	Outstanding	\$1,368.60
63505	2/25/2025	United Rentals	Vendor	Outstanding	\$2,074.92
63506	2/25/2025	Verizon Wireless	Vendor	Outstanding	\$498.32
63507	2/25/2025	Volunteer Technology Systems	Vendor	Outstanding	\$572.92
63508	2/25/2025	Waste Management	Vendor	Outstanding	\$2,805.80
63509	2/26/2025	Business Card	Vendor	Outstanding	\$701.56
63510	2/26/2025	Stanford Electric	Vendor	Outstanding	\$50.00
63511	2/26/2025	Tri-Turf Sod Farms, Inc.	Vendor	Outstanding	\$6,825.00
63512	2/26/2025	Bleachers And Seats	Vendor	Outstanding	\$950.48
63513	2/26/2025	Business Card	Vendor	Outstanding	\$345.17
63514	2/26/2025	Gibson County Federal Accounts	Vendor	Reconciled	\$14,388.67
63515	2/26/2025	Business Card	Vendor	Outstanding	\$866.56
63516	2/26/2025	Eddie Pruett	Vendor	Outstanding	\$82.00
63517	2/26/2025	Debra Keeton	Vendor	Outstanding	\$123.28
63518	2/26/2025	Jacob King	Vendor	Outstanding	\$30.00
63519	2/26/2025	Renee Childs	Vendor	Outstanding	\$336.40
63520	2/26/2025	StaffEZ Facility Services	Vendor	Outstanding	\$127,137.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 3/3/2025 3:29 PM
Run By: Amy Santaniello
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Bank Account: Security Bank Vendor (Fund 141) Account Number: 000000200379
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
63521	2/26/2025	Business Card	Vendor	Outstanding	\$357.78
63522	2/26/2025	Business Card	Vendor	Outstanding	\$1,402.31
63523	2/27/2025	Business Card	Vendor	Outstanding	\$1,329.73
63524	2/27/2025	Cdw Government	Vendor	Outstanding	\$28.15
63525	2/27/2025	Gibson County Federal Accounts	Vendor	Reconciled	\$74,578.78
63526	2/27/2025	Jennafer Winter	Vendor	Outstanding	\$26.60
63527	2/28/2025	Alford's Tire Center	Vendor	Outstanding	\$937.20
63528	2/28/2025	ETAIROS HVAC	Vendor	Outstanding	\$233.62
63529	2/28/2025	Joe Frizzell	Vendor	Outstanding	\$660.00
63530	2/28/2025	Gibson County Utility District	Vendor	Outstanding	\$751.00
63531	2/28/2025	Lowrance Sound Company, Inc.	Vendor	Outstanding	\$915.85
63532	2/28/2025	Patricia Rickman	Vendor	Reconciled	\$922.20
63533	2/28/2025	Rod's Tire & Auto Center	Vendor	Outstanding	\$81.52
63534	2/28/2025	Sanorbix, LLC	Vendor	Outstanding	\$2.10
63535	2/28/2025	The Tri City Reporter	Vendor	Outstanding	\$260.00
63536	2/28/2025	Tn Dept Of Labor & Workforce Development	Vendor	Outstanding	\$60.00
63537	2/28/2025	Total Health Chiropractic	Vendor	Outstanding	\$100.00
63538	2/28/2025	Workwise Compliance	Vendor	Outstanding	\$109.45

Totals for Vendor

Number of Checks:	213
Total Checks:	\$936,220.82
Reconciled Checks:	\$700,375.74
Outstanding Checks:	\$234,324.08
Void Checks:	\$1,521.00

Gibson County Special Schools
Bank Account Check Listing By Date

Run At: 3/3/2025 3:29 PM
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Bank Account: Security Bank Vendor (Fund 141)
GL Account: 141- -11130

Account Number: 000000200379

Totals for 141- -11130

Number of Checks:	213
Total Checks:	\$936,220.82
Reconciled Checks:	\$700,375.74
Outstanding Checks:	\$234,324.08
Void Checks:	\$1,521.00

Gibson County Special Schools
Bank Account Check Listing By Date

Run At: 3/3/2025 3:29 PM
Run By: Amy Santaniello
Page 10 of 10

Bank Account: Security Bank Vendor (Fund 141)

Account Number: 000000200379

Grand Totals

Number of Checks:	213
Total Checks:	\$936,220.82
Reconciled Checks:	\$700,375.74
Outstanding Checks:	\$234,324.08
Void Checks:	\$1,521.00

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
40125	Trustee's Collections - Bankruptcy	0.00	(853.82)	0.00%	0.00	366.57	0.00%
40130	Cir Clk/Clk & Master Collections-Pr Yr	70,000.00	(29,307.75)	41.87%	5,833.33	(4,165.23)	71.40%
40162	Payments In Lieu Of Taxes-Local	162,500.00	(10,828.05)	6.66%	13,541.67	0.00	0.00%
40210	Local Option Sales Tax	4,578,000.00	(2,718,223.21)	59.38%	381,500.00	(415,229.38)	108.84%
40275	MIXED DRINK TAX	0.00	(59.08)	0.00%	0.00	0.00	0.00%
40350	Interstate Telecommunications Tax	20,000.00	(15,724.53)	78.62%	1,666.67	(2,083.67)	125.02%
40610	Current Property Tax	7,458,000.00	(5,163,137.45)	69.23%	621,500.00	(705,218.39)	113.47%
40620	Prior Year's Property Tax	138,000.00	(55,779.14)	40.42%	11,500.00	(5,284.31)	45.95%
40630	Interest And Penalty	20,000.00	(8,628.83)	43.14%	1,666.67	(970.28)	58.22%
41110	Marriage Licenses	900.00	(716.99)	79.67%	75.00	(115.23)	153.64%
42310	Fines	0.00	(8,562.00)	0.00%	0.00	(2,144.00)	0.00%
43570	Receipts From Individual Schools	88,500.00	(133,547.50)	150.90%	7,375.00	(1,119.67)	15.18%
43990	Other Charges For Services	25,000.00	(18,146.01)	72.58%	2,083.33	(3,457.70)	165.97%
44110	Investment Income	175,000.00	(294,602.63)	168.34%	14,583.33	(38,815.78)	266.17%
46510	Tennessee Investment in Student	30,083,164.70	(21,484,837.79)	71.42%	2,506,930.39	(3,008,316.47)	120.00%
46513	TISA - On-behalf Payments	56,093.95	0.00	0.00%	4,674.50	0.00	0.00%
46515	Early Childhood Education	499,707.30	(215,327.80)	43.09%	41,642.28	(76,401.64)	183.47%
46590	Other State Education Funds	245,535.00	(171,742.40)	69.95%	20,461.25	(24,534.63)	119.91%
46596	Paid Parental Leave	0.00	(90,496.64)	0.00%	0.00	(46,986.90)	0.00%
46610	Career Ladder Program	33,600.00	(17,287.93)	51.45%	2,800.00	0.00	0.00%
46790	Other Vocational	2,216,885.10	(630,079.27)	28.42%	184,740.43	(61,788.20)	33.45%
46800	Other State Revenues	0.00	(185.92)	0.00%	0.00	0.00	0.00%
46980	Other State Grants	53,509.68	0.00	0.00%	4,459.14	0.00	0.00%
47590	Other Federal Through State	646,061.75	(612,592.90)	94.82%	53,838.48	0.00	0.00%
49700	Insurance Recovery	0.00	(4,471.74)	0.00%	0.00	0.00	0.00%
	Total Revenues	46,570,457.48	(31,685,139.38)	68.04%	3,880,871.46	(4,396,264.91)	113.28%
Expenditures							
71100	Regular Instruction Program	(18,770,468.49)	9,036,830.43	48.14%	(1,564,205.71)	1,381,254.72	88.30%
71200	Special Education Program	(3,218,717.38)	1,657,665.39	51.50%	(268,226.45)	263,817.99	98.36%
71300	Career and Technical Education	(3,652,558.81)	1,205,585.93	33.01%	(304,379.90)	149,704.64	49.18%
72110	Attendance	(41,032.42)	22,836.19	55.65%	(3,419.37)	2,611.19	76.36%
72120	Health Services	(678,535.13)	358,105.09	52.78%	(56,544.59)	57,872.95	102.35%
72130	Other Student Support	(1,031,542.18)	511,240.49	49.56%	(85,961.85)	75,466.60	87.79%
72210	Regular Instruction Program	(1,396,315.59)	771,851.44	55.28%	(116,359.63)	104,872.38	90.13%
72220	Special Education Program	(302,558.12)	240,519.33	79.50%	(25,213.18)	16,114.44	63.91%
72230	Career and Technical Education	(153,392.64)	85,452.79	55.71%	(12,782.72)	12,043.93	94.22%
72250	EDUCATION TECHNOLOGY	(991,255.96)	717,248.59	72.36%	(82,604.66)	70,482.77	85.33%

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 Created by: LGC

Gibson County Special Schools
 Summary Financial Statement
 February 2025

User:
 Date/Time:

Rory Hinson
 3/3/2025 3:10 PM
 Page 2 of 2

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
72310	Board Of Education	(685,757.00)	395,399.11	57.66%	(57,146.42)	22,066.87	38.61%
72320	Office Of The Superintendent	(307,096.95)	195,071.55	63.52%	(25,591.41)	24,305.16	94.97%
72410	Office Of The Principal	(2,551,540.24)	1,503,151.22	58.91%	(212,628.35)	201,470.77	94.75%
72510	Fiscal Services	(282,664.32)	182,620.70	64.61%	(23,555.36)	19,480.63	82.70%
72610	Operation Of Plant	(2,940,687.00)	2,041,079.22	69.41%	(245,057.25)	250,599.13	102.26%
72620	Maintenance Of Plant	(1,035,841.62)	600,730.85	57.99%	(86,320.14)	48,704.43	56.42%
72710	Transportation	(1,732,207.02)	940,679.99	54.31%	(144,350.59)	62,795.12	43.50%
73400	Early Childhood Education	(419,217.99)	207,413.66	49.48%	(34,934.83)	35,141.15	100.59%
76100	Regular Capital Outlay	(1,038,000.00)	264,378.51	25.47%	(86,500.00)	8,298.45	9.59%
82130	Education	(6,005,000.00)	3,240,000.00	53.96%	(500,416.67)	0.00	0.00%
82230	Education	(1,106,869.00)	537,506.24	48.56%	(92,239.08)	0.00	0.00%
	Total Expenditures	(48,341,257.86)	24,715,366.72	51.13%	(4,028,438.16)	2,807,103.32	69.68%
Total	141 General Purpose School	(1,770,800.38)	(6,969,772.66)	-393.59%	(147,566.70)	(1,589,161.59)	-

	A	B	C	D	E	F
1	Monthly Work Order Recap					
2	Period: February 1 through February 28					
3						
4			Beginning of Month	New	Closed	End of Month
5	Technology	Assigned To:	Open Work Orders	Work Orders	Work Orders	Open Work Orders
6		Jamie Barr	4	20	21	3
7		Jacob King	3	43	42	4
8		Alisha Owens	3	30	33	0
9		Anthony Bogue	10	41	48	3
10						
11	Grand Totals		20	134	144	10
12						
13						
14			Beginning of Month	New	Closed	End of Month
15	Maintenance	Assigned To:	Open Work Orders	Work Orders	Work Orders	Open Work Orders
16		Travis Hendrix	0	27	27	0
17		Mark Robinson	0	2	1	1
18		Caleb Black	0	10	10	0
19		Ted Bauman	0	30	30	0
20		Brad Reynolds	0	22	22	0
21	Grand Totals		0	91	90	1
22						
23						
24	Notes:					
25	1. Assigned To: The person who was assigned the work order.					
26	2. Beginning of the Month Work Orders: The number of work orders open for the Assigned To for time frame selected.					
27	3. New Work Orders: New work orders received by the Assigned To during the time frame selected.					
28	4. Closed Work Orders: Closed work orders closed by the Assigned To during the time frame selected.					
29	5. End of Month Open Work Orders: Work orders still open for the Assigned To for the time frame selected.					

Gibson County Special School District
Board of Trustees
GCSSD Board of Trustees Regular Meeting
Spring Hill School Library
February 13, 2025

Members Present: Dr. Richard Addo, Mr. Scott Ball, Mr. Benny Boals, Mr. John Campbell II, Ms. Treva Maitland, Mr. Eddie Watkins.

PLEDGE OF ALLEGIANCE

Mr. John Campbell led the Pledge of Allegiance.

CALL TO ORDER

Mr. Eddie Watkins called the meeting to order.

ROLL CALL

CONSENT AGENDA

A motion was made by Mr. John Campbell II to approve the consent agenda, with a second by Mr. Benny Boals. *Motion passed.*

ALC Report

Bullying/Harassment Report

Finance Reports

Funding Applications

Juvenile Court Referrals

Maintenance/Technology Reports

Minutes Approval

Overnight Field Trips

Policy Revisions - Second Readings

RECOGNITION

PUBLIC COMMENT

No public comment

REGULAR AGENDA

A motion was made by Mr. Benny Boals to approve the regular agenda, with a second by Ms. Treva Maitland. *Motion passed.*

School Data Presentations

Each school representative shared their TN Ready results for 2023–2024. They discussed their improvement strategies and highlighted their accomplishments.

TISA Outcomes Funding

Mr. Rory Hinson presented the TISA Outcomes Funding requesting to amend the TISA budget revenues by \$426,622.50.

A motion was made by Mr. Eddie Watkins to amend the TISA budget revenues by \$426,622.50, with a second by Mr. Scott Ball. *Motion passed.*

Emergency and Visitor Management

Mr. Eddie Pruettt presented the Emergency and Visitor Management. The Board explored company options that provide enhanced security features to brainstorm ideas before moving forward with bids.

Policy Revisions

Mr. Eddie Pruettt presented the Policy Revision.

Policy #5.302 Sick Leave: The language changed to refer to full-time employees required by law to hold a valid license, instead of only teachers. Additionally, these employees can transfer their accumulated sick leave from another Tennessee school district.

A motion was made by Mr. Eddie Watkins to approve Policy # 5.302 Sick Leave, with a second by Mr. John Campbell II. *Motion passed.*

DIRECTOR'S REPORT**SCOPE Conference**

Mr. Eddie Pruettt informed the board of the students attending the upcoming SCOPE Conference on March 11th.

GCHS - Dillon Reynolds and Jack Ball

SGCHS - Holland Johnson and Ava Holifield

ADJOURN

A motion was made by Ms. Treva Maitland to adjourn, with a second by Mr. Scott Ball. *Motion passed.*

Date Received in the District Office 2/25/25
Board Approval Date _____
Over Night Trip Yes No

FIELD TRIP REQUEST
GIBSON COUNTY SPECIAL SCHOOL DISTRICT

School GCHS Date of Request 2/24/25
Teacher Joseph Agee Class Band
Number of Students Involved 75+ Cost Per Student * See Attached Price Schedule
Date of Trip March 29, 2026 - April 4, 2026 Alternate Date N/A
Number of Buses Needed 0 Is Handicap bus required? YES NO
Has the Transportation Supervisor been contacted? YES NO
Personal Vehicles being used? YES NO
Proof of vehicle liability insurance on file at School? YES NO
Has the Cafeteria been contracted? YES NO
Has School Nurse been notified of Field Trip? YES NO
Total Number of Chaperones: Administrators 1-2 Teachers 3 Teacher Assistant _____
Parents 10+ Others _____
Destination: Walt Disney World Orlando, FL
Time of Departure: March 29, 2026, 6am Time of Return: April 4, 2026 8am
Purpose of the Trip: To march in the Walt Disney Parade Down Main St.
Field Trip Activities: See Itinerary attached.

ATTACH LESSON PLAN FOR FOLLOW-UP.

(This must be included for field trip to be approved.)

Approved Disapproved _____ Principal Todd Heyrod Date 2-24-25
Approved Disapproved _____ Supervisor Kevin Date 2-25-25
Approved Disapproved _____ Director of Schools Eddie Pruett Date 2/24/25

***** ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1ST DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA. REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Eddie Pruett

Date Received in the District Office 2/18/25
Board Approval Date _____
Over Night Trip Yes ___ No

FIELD TRIP REQUEST
GIBSON COUNTY SPECIAL SCHOOL DISTRICT

School Gibson County Date of Request 2/14/25
Teacher Wickersham Class Baseball Team
Number of Students Involved 21 Cost Per Student N/A
Date of Trip 3/24-3/30 Alternate Date N/A
Number of Buses Needed 0 Is Handicap bus required? ___ YES NO
Has the Transportation Supervisor been contacted? ___ YES NO
Personal Vehicles being used? YES ___ NO
Proof of vehicle liability insurance on file at School? ___ YES ___ NO
Has the Cafeteria been contracted? ___ YES NO
Has School Nurse been notified of Field Trip? ___ YES NO
Total Number of Chaperones: Administrators 1 Teachers 1 Teacher Assistant ___
Parents 25 Others 1
Destination: Gulf Shores
Time of Departure: 8:00 Time of Return: 8:00
Purpose of the Trip: Baseball Tournament

Field Trip Activities: Please see attached

ATTACH LESSON PLAN FOR FOLLOW-UP.
(This must be included for field trip to be approved.)
Approved Disapproved ___ Principal [Signature] Date 2-14-25
Approved Disapproved ___ Supervisor [Signature] Date 2-14-25
Approved Disapproved ___ Director of Schools Eddie Pruett Date 2/18/25

***** ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED.**
FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1ST
DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA.
REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.

Eddie Pruett

Date Received in the District Office 2/24/25
Board Approval Date _____
Over Night Trip Yes No

**FIELD TRIP REQUEST
GIBSON COUNTY SPECIAL SCHOOL DISTRICT**

School GCHS Date of Request 2/10/25
Teacher Christy Wilson Class FCCLA

Number of Students Involved 3 Cost Per Student \$275

Date of Trip April 1-4 Alternate Date na

Number of Buses Needed none Is Handicap bus required? YES NO

Has the Transportation Supervisor been contacted? YES NO

Personal Vehicles being used? YES NO
Proof of vehicle liability insurance on file at School? YES NO

Has the Cafeteria been contracted? YES NO

Has School Nurse been notified of Field Trip? YES NO

Total Number of Chaperones: Administrators _____ Teachers 1 Teacher Assistant _____
Parents _____ Others _____

Destination: Chattanooga, TN

Time of Departure: 8:30 A.M. on 4/1/25 Time of Return: 4:30 P.M on 4/4/25

Purpose of the Trip: FCCLA members will be competing at the State Leadership Conference

Field Trip Activities: Attached

ATTACH LESSON PLAN FOR FOLLOW-UP.
(This must be included for field trip to be approved.)
Approved Disapproved _____ Principal [Signature] Date 2-18-25
Approved Disapproved _____ Supervisor [Signature] Date 2/19/25
Approved Disapproved _____ Director of Schools Eddie Pruett Date 2/24/25

***** ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED.
FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1ST
DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA.
REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Eddie Pruett

Date Received in the District Office 3/6/25
Board Approval Date _____
Over Night Trip Yes No

FIELD TRIP REQUEST
GIBSON COUNTY SPECIAL SCHOOL DISTRICT

School Gibson Co HS Date of Request 03-03-2015
Teacher Stephen Powell Class TSBA Scope
Number of Students Involved 2 Cost Per Student \$75
Date of Trip 3/10 - 3/11/2025 Alternate Date _____

Number of Buses Needed 0 Is Handicap bus required? YES NO
Has the Transportation Supervisor been contacted? YES NO
Personal Vehicles being used? YES NO
Proof of vehicle liability insurance on file at School? YES NO
Has the Cafeteria been contracted? YES NO
Has School Nurse been notified of Field Trip? YES NO
Total Number of Chaperones: Administrators _____ Teachers 1 Teacher Assistant _____
Parents _____ Others _____

Destination: Belmont University Nashville, TN
Time of Departure: 3:00 PM 3/10 Time of Return: 6:00PM 3/11
Purpose of the Trip: TSBA Scope Conference

Field Trip Activities: TSBA Scope Conference - Mock School Board

ATTACH LESSON PLAN FOR FOLLOW-UP.
(This must be included for field trip to be approved.)
Approved Disapproved _____ Principal [Signature] Date 3-5-25
Approved Disapproved _____ Supervisor [Signature] Date 3-6-25
Approved Disapproved _____ Director of Schools Eddie Pruett Date 3/6/25

***** ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1ST DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA. REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Eddie Pruett

FIELD TRIP REQUEST
GIBSON COUNTY SPECIAL SCHOOL DISTRICT

School GCHS and SGCHS Date of Request 1/28/25
Teacher Amy Richardson Class Youth Advisory Council (YAC)
Number of Students Involved 12 Cost Per Student \$0 - pd by Grant
Date of Trip 6/22/25 - 6/27/25 Alternate Date NA
Number of Buses Needed NA Is Handicap bus required? ___ YES ___ NO
Has the Transportation Supervisor been contacted? ___ YES NO
Personal Vehicles being used? YES ___ NO
Proof of vehicle liability insurance on file at School? YES ___ NO
Has the Cafeteria been contracted? ___ YES NO
Has School Nurse been notified of Field Trip? YES ___ NO
Total Number of Chaperones: Administrators ___ Teachers ___ Teacher Assistant ___
Parents ___ Others 2

Destination: TN Teen Institute at UT Martin

Time of Departure: 2:00pm Time of Return: 2:00pm

Purpose of the Trip: TTI provides education in youth development, leadership, alcohol, drug, and tobacco prevention. Violence, mental health, and vehicle safety are also addressed.

Field Trip Activities: TTI offers various forms of training including workshops, seminars, and team building activities.

The team then develops a Community Action (CAT) Plan with goals to work on in our school district.

ATTACH LESSON PLAN FOR FOLLOW-UP.

(This must be included for field trip to be approved.)

Approved Disapproved ___ Principal [Signature] Date 1-31-25
Approved Disapproved ___ Supervisor [Signature] Date 02-03-25
Approved Disapproved ___ Director of Schools [Signature] Date 2/7/25

***** ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED.**
FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1ST
DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA.
REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.

Eddie Pruett

Date Received in the District Office 2/6/25
Board Approval Date _____
Over Night Trip Yes ___ No

**FIELD TRIP REQUEST
GIBSON COUNTY SPECIAL SCHOOL DISTRICT**

School South Gibson County High School Date of Request 2-4-2025
Teacher B. Cathey & H. Allen Class Future Business Leaders of America
Number of Students Involved approx. 10 Cost Per Student \$250-\$325
Date of Trip April 6-9, 2025 Alternate Date N/A

Number of Buses Needed 0 Is Handicap bus required? YES NO
Has the Transportation Supervisor been contacted? YES NO
Personal Vehicles being used? YES NO
Proof of vehicle liability insurance on file at School? YES NO
Has the Cafeteria been contracted? YES NO
Has School Nurse been notified of Field Trip? YES NO

District/CTE
Vehicles

Total Number of Chaperones: Administrators _____ Teachers 2 Teacher Assistant _____
Parents _____ Others _____

Destination: Chattanooga Convention Center, Chattanooga, TN

Time of Departure: Sun. 1:00 PM Time of Return: Wed. 4:00 PM

Purpose of the Trip: FBLA State Leadership Conference

Field Trip Activities: Sessions, Workshops, Contests, etc.

*** please see attached guide

ATTACH LESSON PLAN FOR FOLLOW-UP.

(This must be included for field trip to be approved.)
Approved Disapproved _____ Principal [Signature] Date 2-6-25
Approved Disapproved _____ Supervisor [Signature] Date AM 2-4-25
Approved Disapproved _____ Director of Schools [Signature] Date 2/7/25

*** ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED.
FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1ST
DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA.
REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.

Eddie Pruett

Date Received in the District Office 2/18/25
Board Approval Date _____
Over Night Trip Yes No

FIELD TRIP REQUEST
GIBSON COUNTY SPECIAL SCHOOL DISTRICT

School South Gibson High Date of Request 2-18-25

Teacher Coach Martin Class Golf

Number of Students Involved 8 Cost Per Student \$0.00

Date of Trip 7/30-8/1 Alternate Date NA

Number of Buses Needed 0 Is Handicap bus required? YES NO

Has the Transportation Supervisor been contacted? YES NO

Personal Vehicles being used? YES NO

Proof of vehicle liability insurance on file at School? YES NO

Has the Cafeteria been contracted? YES NO

Has School Nurse been notified of Field Trip? YES NO

Total Number of Chaperones: Administrators _____ Teachers 1 Teacher Assistant _____
Parents 1 Others _____

Destination: Murfreesboro, Tennessee

Time of Departure: 3:30 - 7/30 Time of Return: 5:00 - 8/1

Purpose of the Trip: I-24 Invitational Golf Tournament

Field Trip Activities: Golf, Dinner

ATTACH LESSON PLAN FOR FOLLOW-UP

(This must be included for field trip to be approved.)

Approved Disapproved _____ Principal [Signature] Date 2-18-25

Approved Disapproved _____ Supervisor [Signature] Date 2-25-25

Approved Disapproved _____ Director of Schools [Signature] Date 2/27/25

***** ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1ST DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA. REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Eddie Pruett

Date Received in the District Office 3/5/25
Board Approval Date _____
Over Night Trip Yes No

FIELD TRIP REQUEST
GIBSON COUNTY SPECIAL SCHOOL DISTRICT

School SGCHS Date of Request 3/5/25

Teacher Kelli Duck Class _____

Number of Students Involved 2 Cost Per Student \$0

Date of Trip 3/10/25-3/11/25 Alternate Date NA

Number of Buses Needed 0 Is Handicap bus required? YES NO

Has the Transportation Supervisor been contacted? YES NO

Personal Vehicles being used? YES NO

Proof of vehicle liability insurance on file at School? YES NO

Has the Cafeteria been contracted? YES NO

Has School Nurse been notified of Field Trip? YES NO

Total Number of Chaperones: Administrators 0 Teachers 1 Teacher Assistant 0
Parents 0 Others 0

Destination: Belmont University - Nashville, TN SCOPE Conference

Time of Departure: after school 3/10 Time of Return: 3/11 approx. 5-5:30pm

Purpose of the Trip: to attend SCOPE conference on student policies in education

Field Trip Activities: conference, meals

ATTACH LESSON PLAN FOR FOLLOW-UP.

(This must be included for field trip to be approved.)

Approved Disapproved _____ Principal [Signature] Date 3-5-25

Approved Disapproved _____ Supervisor [Signature] Date 3-6-25

Approved Disapproved _____ Director of Schools [Signature] Date 3/6/25

***** ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1ST DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA. REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Eddie Pruett

Date Received in the District Office 2/7/25
Board Approval Date _____
Over Night Trip Yes No

FIELD TRIP REQUEST
GIBSON COUNTY SPECIAL SCHOOL DISTRICT

School Spring Hill Date of Request 02/07/25
Teacher G. Beauchamp Class 4th Grade
Number of Students Involved 9 Cost Per Student —
Date of Trip 05/02/25 Alternate Date _____
Number of Buses Needed 1 Is Handicap bus required? YES NO
Has the Transportation Supervisor been contacted? YES NO
Personal Vehicles being used? YES NO
Proof of vehicle liability insurance on file at School? YES NO
Has the Cafeteria been contracted? YES NO
Has School Nurse been notified of Field Trip? YES NO
Total Number of Chaperones: Administrators _____ Teachers 1 Teacher Assistant 1
Parents _____ Others 1
Destination: Nashville, TN
Time of Departure: 7:00 AM Time of Return: 2:00-3:00 PM
Purpose of the Trip: End of the year trip

Field Trip Activities: State Capitol, Opry Mills / Escape Room
Lunch @ Mall, Bo Karts, Ziplining, Swimming

ATTACH LESSON PLAN FOR FOLLOW-UP.

(This must be included for field trip to be approved)

Approved Disapproved _____ Principal Jennifer Clark Date 2-7-25

Approved Disapproved _____ Supervisor Michelle Hood Date 2-7-25

Approved Disapproved _____ Director of Schools Eddie Pruett Date 2/7/25

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FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1ST
DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA.
REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.

Eddie Pruett

CURRENT POLICY

Gibson County Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Sick Leave	Descriptor Code: 5.302	Issued Date: 08/10/23
		Rescinds: 5.302	Issued: 01/14/21

1 **PROFESSIONAL PERSONNEL**

2 Professional personnel shall earn one (1) day of sick leave for each month employed during the school
3 year, and these days shall accumulate for an unlimited number of days.¹

4 Sick leave shall be defined as: illness of a teacher from natural causes or accident, quarantine, or illness
5 or death of a member of the immediate family of a teacher, including the teacher's wife or husband,
6 parents, grandparents, children, grandchildren, brothers, sisters, mother-in-law, father-in-law,
7 daughter-in-law, son-in-law, brother-in-law, and sister-in-law.²

8 A signed statement listing the cause of absence shall be provided by the employee on forms furnished
9 by the Director of Schools and shall promptly be given to the immediate supervisor in support of all
10 claims for sick leave pay. A falsified statement shall be grounds for dismissal.

11 Documentation from a physician may be required in support of any claim for sick leave pay.

12 The principal shall notify the Director of Schools' office at once if an employee is sick beyond the limit
13 of his/her sick leave accumulation.

14 Permanent, cumulative sick leave records for each active professional employee shall be kept in the
15 Director of Schools' office.

16 **A teacher**, upon employment, may transfer his/her accumulated sick leave from another Tennessee
17 school district, provided that the Director of Schools of the district in which the accumulated leave was
18 held provides notarized verification.³

19 **SUPPORT PERSONNEL**

20 Support personnel shall earn one (1) day of sick leave for each month an employee is employed during
21 the school year, and these days shall accumulate for an unlimited number of days.

22 The immediate supervisor may require documentation from a physician stating the reason for absence.

23 **SICK LEAVE BANK**

24 The purpose of the sick leave bank is to provide sick leave to all employees⁴ who have suffered an
25 unplanned personal illness, injury, disability, or quarantine and whose personal sick leave is exhausted.

26 To form a sick leave bank, a minimum of twenty (20) employees from the school district shall petition
27 the Board for permission to establish a sick leave bank.⁵ Upon approval, sick leave bank trustees shall

1 be appointed and shall operate as the governing body of the sick leave bank and shall enact rules and
 2 regulations consistent with state law.⁶ Employees wishing to participate shall initially give a maximum
 3 of three (3) days of sick leave. These days are to be deducted from the employee's personal accumulation
 4 and donated to the sick leave bank. Donations of sick leave to the bank are nonrefundable and
 5 nontransferable.⁷

6 At any time the number of days in the sick leave bank is less than twenty (20), or one (1) per employee
 7 if there are more than twenty (20) members, or at any time deemed advisable, the trustees shall assess
 8 each member one (1) or more days of accumulated sick leave. If an employee has no accumulated sick
 9 leave at the time of assessment, the first earned days shall be donated as they are accrued by the
 10 employee.⁷

11 An employee who is a member of the sick leave bank may request an allotment of days (for the
 12 employee's personal illness or on account of an illness of his/her minor child) in the manner designated
 13 by the trustees. The need for these days shall be verified by a statement from a physician.⁸

14 By written notice to the trustees, an employee may withdraw from bank participation on June 30th of any
 15 year.⁹ Membership withdrawal results in forfeiture of all days contributed.

16 The sick leave bank shall be operated in accordance with state law.¹⁰

Legal References

1. TCA 49-5-710(a)(1)
2. TRR/MS 0520-01-02-.04(2)
3. TCA 49-5-710(a)(5)
4. TCA 49-5-811
5. TCA 49-5-803
6. TCA 49-5-804; TCA 49-5-805
7. TCA 49-5-807
8. Public Acts of 2023, Chapter No. 151
9. TCA 49-5-808(j)
10. TCA 49-5-801 *et seq.*

Cross References

- Workers' Compensation 3.602
 Orientation and Probation 5.107
 Short Term Leaves of Absence 5.300
 Family and Medical Leave 5.305
 Physical Assault Leave 5.307

PROPOSED POLICY

Gibson County Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Sick Leave	Descriptor Code: 5.302	Issued Date: 08/10/23
		Rescinds: 5.302	Issued: 01/14/21

1 **PROFESSIONAL PERSONNEL**

2 Professional personnel shall earn one (1) day of sick leave for each month employed during the school
3 year, and these days shall accumulate for an unlimited number of days.¹

4 Sick leave shall be defined as: illness of a teacher from natural causes or accident, quarantine, or illness
5 or death of a member of the immediate family of a teacher, including the teacher's wife or husband,
6 parents, grandparents, children, grandchildren, brothers, sisters, mother-in-law, father-in-law,
7 daughter-in-law, son-in-law, brother-in-law, and sister-in-law.²

8 A signed statement listing the cause of absence shall be provided by the employee on forms furnished
9 by the Director of Schools and shall promptly be given to the immediate supervisor in support of all
10 claims for sick leave pay. A falsified statement shall be grounds for dismissal.

11 Documentation from a physician may be required in support of any claim for sick leave pay.

12 The principal shall notify the Director of Schools' office at once if an employee is sick beyond the limit
13 of his/her sick leave accumulation.

14 Permanent, cumulative sick leave records for each active professional employee shall be kept in the
15 Director of Schools' office.

16 Full-time employees required by law to hold a valid license, upon employment, may transfer his/her
17 accumulated sick leave from another Tennessee school district, provided that the Director of Schools of
18 the district in which the accumulated leave was held provides notarized verification.³

19 **SUPPORT PERSONNEL**

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21 the school year, and these days shall accumulate for an unlimited number of days.

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27 the Board for permission to establish a sick leave bank.⁵ Upon approval, sick leave bank trustees shall

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2 regulations consistent with state law.⁶ Employees wishing to participate shall initially give a maximum
3 of three (3) days of sick leave. These days are to be deducted from the employee's personal accumulation
4 and donated to the sick leave bank. Donations of sick leave to the bank are nonrefundable and
5 nontransferable.⁷

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8 each member one (1) or more days of accumulated sick leave. If an employee has no accumulated sick
9 leave at the time of assessment, the first earned days shall be donated as they are accrued by the
10 employee.⁷

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12 employee's personal illness or on account of an illness of his/her minor child) in the manner designated
13 by the trustees. The need for these days shall be verified by a statement from a physician.⁸

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15 year.⁹ Membership withdrawal results in forfeiture of all days contributed.

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3. TCA 49-5-710(a)(5)
4. TCA 49-5-811
5. TCA 49-5-803
6. TCA 49-5-804; TCA 49-5-805
7. TCA 49-5-807
8. Public Acts of 2023, Chapter No. 151
9. TCA 49-5-808(j)
10. TCA 49-5-801 *et seq.*

Cross References

- Workers' Compensation 3.602
Orientation and Probation 5.107
Short Term Leaves of Absence 5.300
Family and Medical Leave 5.305
Physical Assault Leave 5.307

Bid Recap

SGCHS Rooftop HVAC Roof Units

Option 1 – 9 Units over West Hall

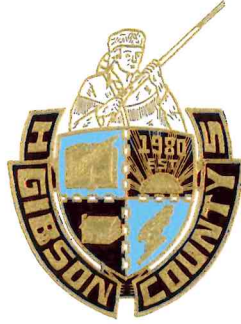
Option 2 – 9 Units over West Hall plus 2 units over the Main Gym

<i>Vendor</i>	<i>Bid Amount</i>
Perfection Group Option 1	\$283,572.00
Allied Services Option 1	\$79,807.75
Matlock Option 1	\$127,121.00
McCoys Option 1	\$159,106.00
Perfection Option 2	\$420,361
Allied Services Option 2	\$166,255.20
Matlock Option 2	\$244,442.00
McCoys Option 2	\$299,574.00

Recommendation: Proceed with the Allied Services bid for Option 2 for \$166,255.20. This amount was included in the 2024-2025 budget.

GIBSON COUNTY HIGH SCHOOL

PRINCIPAL
James M. Hughes



P. O. Box 190
Dyer, Tennessee 38330
Phone (731) 692-3616

February 28, 2025

Eddie Pruett, Director
Gibson County Special School District
130 Trenton Hwy.
Dyer, TN. 38330

Dear Mr. Pruett,

As the principal of Gibson County High School, I would like to recommend **Mrs. Haley Stafford** for tenure in the Gibson County Special School District. She has served our students well as a business teacher, yearbook advisor, tennis coach, cheerleader coach, and in other roles during her time at GCHS. I believe she is deserving of this tenure recommendation and would expect her to continue to be an important member of our GCHS staff. Please let me know if you have any questions or need more information.

Sincerely,

A handwritten signature in black ink that reads 'Todd Sheppard'.

Todd Sheppard, Principal
Gibson County High School



Yorkville School 56 Nebo-Yorkville Road Newbern, TN 38059

731-483-4138

December 1, 2023

To the Gibson County Special School District Board of Trustees,

I would like to recommend Kendal Cook for tenure in the GCSSD. She has met all requirements set forth by the State of Tennessee and GCSSD. Miss Cook began her work with our district in 2018 and has grown each year as a solid educator.

Sincerely,

Sharon Sewell, Principal

Yorkville School

GIBSON COUNTY HIGH SCHOOL

PRINCIPAL
James M. Hughes



P. O. Box 190
Dyer, Tennessee 38330
Phone (731) 692-3616

February 28, 2025

Eddie Pruett, Director
Gibson County Special School District
130 Trenton Hwy.
Dyer, TN. 38330

Dear Mr. Pruett,

As the principal of Gibson County High School, I would like to recommend **Mrs. Shelia Williams** for tenure in the Gibson County Special School District. She has served our students well as a dedicated and caring Special Education teacher during her time at GCHS. I believe she is deserving of this tenure recommendation and would expect her to continue to be an important member of our GCHS staff. Please let me know if you have any questions or need more information.

Sincerely,

A handwritten signature in cursive script that reads 'Todd Sheppard'.

Todd Sheppard, Principal
Gibson County High School



Gibson County Special School District

5th-12th Supply List

2025-2026

- Loose leaf paper (up to 4 packs)
- Pencils/extra lead
- Crayons
- Color pencils
- 1-inch binder – 3-inch binder (up to 6)
- Ruler
- Graph paper
- Protractor
- Compass
- Pencil trimmer
- Folders with brads (up to 14)
- 1 pack of construction paper
- Composition notebook
- Calculator TI-30X IIS (5 – 8)
- Calculator TI-30 (minimum) (9 – 12)
- Divider tabs (up to 6 packs)
- Markers
- Highlighters
- Glue
- Ink Pens for editing
- Subject spiral notebooks
- Scissors
- Sheet protectors
- Post-It Notes
- Dry Erase Markers
- Index Cards
- Pack of 10 file folders
- Headphones or earbuds
- Zipper pouch
- Cap erasers

5th – 8th Grade Student Fees

Student Handbooks up to \$6.00

Science and/or Social Studies Fee \$10.00

Instructional Fee \$ 20.00

The board recommends waiting until your initial Clorox/wet wipes, Kleenex, and germicide supplies are depleted, then sending a note home for these supplies. The following sentence speaks of volunteer action: *“These supplies would be greatly appreciated in our classrooms!”*

Gibson County Special School District

2024-2025

High School Fees

**Gibson County Special School District
Kindergarten through 4th Grade Supply List
2025-2026**

- Crayons (up to 4 boxes)
- Jumbo crayons
- Pencils #2
- Erasers – 2 packages of pencil caps or large rectangle
- Loose-leaf paper (up to 4 packages – line width specific to grade level)
- Construction paper – 1 package
- Washable Markers - 1 box
- Colored pencils – 1 box
- Glue Sticks (up to 12)
- Liquid/white Glue (up to 2 bottles)
- 1-inch binder – 3-inch binder (up to 5)
- Plastic folders with prongs and/or pockets (up to 6)
- Paper folders with prongs and/or pockets (up to 6)
- Primary Writing tablet (up to 4)
- Wide-ruled spiral notebook (up to 6)
- Highlighters
- Ruler - 12 inches
- Dry erase markers – 1 package
- Small supply box or zipper pouch
- Mat for nap – no thicker than 1 “(Pre-K & Kindergarten only)
- Towel or small sheet for mat (Pre-K & Kindergarten only)
- Backpack or book bag (no wheels)
- Plastic dividers with pockets - 1 package.
- Scissors
- Ziploc bags – quart & gallon size
- Sheet Protectors
- Post-It Notes
- Index Cards
- Clipboard
- Composition Notebooks
- Calculator TI-108
- Headphones (earbuds)

Fees:

Student Handbook/Planner – up to \$6.00

Vocabulary Workbook – up to \$7.50

Instructional Fee – \$20.00

Writing Notebook/Workbook \$ 6.00

The board recommends waiting until your initial Clorox/wet wipes, Kleenex, and germicide supplies are depleted, then sending a note home for these supplies.

The following sentence speaks of volunteer action: “*These supplies would be greatly appreciated in our classrooms!*”

CURRENT POLICY

Gibson County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Sick Leave Bank	Descriptor Code: 5.3021	Issued Date: 10/09/14
		Rescinds: 5.3021	Issued: 01/14/10

1 The purpose of the Sick Leave Bank is to provide sick leave to contributors who have suffered an
2 unplanned personal illness, injury, disability or quarantine and whose personal sick leave is exhausted.

3 Sick leave bank trustees shall be appointed and shall operate as the governing body of the sick leave
4 bank and shall enact rules and regulations consistent with state law.⁵

5 The following rules shall apply as to eligibility, participation, and use of the Sick Leave Bank:

6 1. Any full-time employee shall be eligible to participate in the Sick Leave Bank; however, a
7 minimum participation of twenty (20) employees shall be required to establish the Bank.¹

8 2. Any full-time employee who elects to participate in the Bank shall initially have one (1) day of
9 sick leave deducted from his/her personal accumulation and deposited to the Sick Leave Bank.
10 Employees electing to participate shall do so during initial date of employment. Donations of
11 sick leave to the Bank are nonrefundable and nontransferable.²

12 3. If at any time the number of days in the Sick Leave Bank is less than forty (40), the committee
13 shall assess each member one (1) or more days of accumulated sick leave at the time of the
14 assessment, the first earned days shall be donated as they are accrued by the employee.²

15 4. By written notice to the committee a member may withdraw from the Bank participation on
16 any June 30. Membership withdrawal shall result in forfeiture of all days contributed.²

17 5. Members of the Sick Leave Bank shall be eligible to make application to the Bank for sick
18 leave only after having been a member of the Bank of forty (40) calendar days.³

19 6. A participant shall not receive any sick leave from the Bank until after having exhausted all
20 accumulated sick leave, personal leave and/or annual leave, including all paid Board
21 extensions.³

22 7. Leave grants from the Bank, recommended by the Sick Leave Bank Trustees shall be in units
23 of no more than twenty (20) consecutive duty days for the individual applicant. Applicants may
24 submit requests for extensions of such leave grants before their prior grants expire. The

1 maximum number of days any participant may receive in any fiscal year is sixty (60). The
2 maximum number of days any participant may receive as a result of any one or the same illness
3 or accident is ninety (90).

4 8. In the event a member is physically or mentally unable to make a request to the Sick Leave
5 Bank for use of sick leave days, a family member or agent may file the request.³

6 9. If the committee determines it necessary, they may require a physician's certificate of condition
7 from any member requesting additional leave. Refusal to comply will result in denial of the
8 pending request for use of sick leave days from the Bank.³

9 10. Sick leave granted a member from the Bank need not be repaid by the individual except as all
10 members are uniformly assessed.³

11 11. Grants of sick leave from the Sick Leave Bank shall not be made to any member on account of
12 any elective surgery, or illness of any member of the participant's family, or during any period
13 the member is receiving disability benefits from social security or the state or local retirement
14 plan.³

15 12. A member shall lose the right to obtain the benefits of the sick leave bank by: (a) Resignation
16 or termination of employment. (b) Cancellation of participation which is effective the following
17 June 30th. (c) Refusal to honor such assessment as may be required by the Committee of
18 Trustees. (d) Being on approved leave of absence with the exception of personal illness or
19 disability. (e) Retirement.⁴

20 The following procedures shall apply to requests for use of Sick Leave Bank:

21 1. Contributions to the Bank must be made on a Sick Leave Bank Donation Form.

22 2. All requests to draw upon the Bank must be made in writing to the Director of Schools and
23 submitted to the Sick Leave Bank Trustees within thirty (30) calendar days of the first dates
24 bank usage is requested. In extreme and unusual cases exceptions may be approved.

25 3. The Sick Leave Bank Trustees shall act affirmatively or negatively on all applications within
26 ten (10) calendar days of the application.

27 4. All requests to draw from the Bank must be accompanied by a physician's statement on the
28 approved form confirming the illness or injury and must be signed by the physician.

29 5. Any person submitting a request to draw on the Bank must have made his/her proper
30 contribution for the fiscal year in which the request is made.

- 1 6. All records of the Sick Leave Bank shall be kept in the central office of the school system
- 2 which handles regular sick leave records. The Sick Leave Bank Trustees shall inform this
- 3 office of all applications they approve and the amount of additional sick leave granted the
- 4 member

Legal References

1. TCA 49-5-803; TCA 49-5-710; Tenn. Comp. R & Regs. 0520-1-2-.04
2. TCA 49-5-806; 807
3. TCA 49-5-808
4. TCA 49-5-809
5. TCA 49-5-804; TCA 49-5-805

PROPOSED POLICY

Gibson County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Sick Leave Bank	Descriptor Code: 5.3021	Issued Date: 10/09/14
		Rescinds: 5.3021	Issued: 01/14/10

1 The purpose of the Sick Leave Bank is to provide sick leave to contributors who have suffered an
2 unplanned personal illness, injury, disability or quarantine and whose personal sick leave is exhausted.

3 **TRUSTEES**

4 The Sick Leave Bank shall be administered by a Committee of Trustees in accordance with the
5 provisions outlined below. The Committee shall be composed of five (5) members. The Board of
6 Education and the Gibson County Education Association shall each appoint two (2) persons to serve as
7 trustees for three-year staggered terms with all terms beginning August 1. Trustees can be replaced only
8 because of death, retirement, resignation or discontinuation of employment with the Board of Education
9 or at the expiration of a term. Trustees are eligible to succeed themselves. In the event any member is
10 unable to be present at any meeting of the sick leave bank trustees, the member may appoint a
11 representative to serve during a particular meeting if authorization is given in writing by the absent
12 trustee. The fifth trustee shall be the director of schools who shall chair the Committee.⁵

13 The following rules shall apply as to eligibility, participation, and use of the Sick Leave Bank:

14 1. Any full-time employee shall be eligible to participate in the Sick Leave Bank; however, a
15 minimum participation of twenty (20) employees shall be required to establish the Bank.¹

16 2. Any full-time employee who elects to participate in the Bank shall initially have one (1) day of
17 sick leave deducted from his/her personal accumulation and deposited to the Sick Leave Bank.
18 Employees electing to participate shall do so during initial date of employment. Donations of
19 sick leave to the Bank are nonrefundable and nontransferable.²

20 3. At any time, the number of days in the sick leave bank is less than twenty (20), or one (1) per
21 member if there are more than twenty (20) members, or at any time deemed advisable, the trustees
22 shall assess each member one (1) or more days of accumulated sick leave. If a member has no
23 accumulated sick leave at the time of assessment, the first earned day(s) shall be donated as they
24 are accrued by the employee.²

25 4. By written notice to the committee a member may withdraw from the Bank participation on any
26 June 30. Membership withdrawal shall result in forfeiture of all days contributed.²

- 1 5. Members of the Sick Leave Bank shall be eligible to make application to the Bank for sick leave
2 only after having been a member of the Bank of thirty (30) calendar days.³
- 3 6. A participant shall not receive any sick leave from the Bank until after having exhausted all
4 accumulated sick leave and personal leave, including all paid Board extensions.³
- 5 7. Leave grants from the Bank, approved by the Trustees, shall be in units of no more than twenty
6 (20) consecutive duty days for the individual applicant would have otherwise lost pay. Applicants
7 may submit requests for extensions of such leave grants before or after prior grants expire. The
8 maximum number of days any participant may receive in any fiscal year is sixty (60). The
9 maximum number of days any participant may receive as a result of any one illness, recurring
10 diagnosed illness or accident is ninety (90).³
- 11 8. In the event a member is physically or mentally unable to make a request to the Sick Leave Bank
12 for use of sick leave days, a family member or agent may file the request.³
- 13 9. If the trustees determine it necessary, they may require a physician's certificate of condition from
14 any member requesting additional leave. Refusal to comply will result in denial of the pending
15 request for use of sick leave days from the Bank.³
- 16 10. Sick leave granted a member from the Bank need not be repaid by the individual except as all
17 members are uniformly assessed.³
- 18 11. Grants of sick leave from the Sick Leave Bank shall not be made to any member on account of
19 any elective surgery, or illness of any member of the participant's family with the exception of
20 the member's minor child, or during any period the member is receiving disability benefits from
21 social security or the state or local retirement plan or under the Workers Compensation Law or
22 earned income from any other employer or contractor. Grants given in excess of allowable
23 circumstances will be refunded by the bank member who received the excess benefits.³
- 24 12. A member shall lose the right to obtain the benefits of the sick leave bank by: (a) Resignation or
25 termination of employment with GCSSD (b) Cancellation of participation which is effective the
26 following June 30th. (c) Refusal to honor such assessment as may be required from time to time
27 by the Trustees to maintain an adequate number of reserve days in the bank (d) Being on approved
28 leave of absence with the exception of personal illness or disability. (e) Retirement.⁴
- 29
30 13. If a member does not use all days advanced from the Bank, the unused days will be returned to
31 the Bank. All days collectively contributed to the Bank and not used in any one fiscal year shall
32 be carried over to the next fiscal year.
- 33

1 14. Employees shall receive benefits from the bank for their contracted period of employment. No
2 benefits shall be paid for those days when an employee would not normally be in pay status.

3 The following procedures shall apply to requests for use of Sick Leave Bank:

4 1. Contributions to the Bank must be made on a Sick Leave Bank Donation Form.

5 2. All requests to draw upon the Bank must be made on the Sick Leave Bank Request Form and
6 submitted to the Director of Schools within thirty (30) calendar days of the first dates bank usage
7 is requested. In extreme and unusual cases exceptions may be approved. The Sick Leave Bank
8 Request Form includes documentation that will need to be signed by a physician confirming the
9 illness or injury.

10 3. The Sick Leave Bank Trustees shall act affirmatively or negatively on all applications within ten
11 (10) calendar days of the application. Any recommendation for approval to draw from the Bank
12 must have the affirmative vote of at least three (3) trustees. The decision of the trustees shall be
13 final.

14
15
16 4. Any person submitting a request to draw on the Bank must have made his/her proper contribution
17 for the fiscal year in which the request is made.

18 5. All records of the Sick Leave Bank shall be kept in the central office of the school system which
19 handles regular sick leave records. The Sick Leave Bank Trustees shall inform this office of all
20 applications they approve, and the amount of additional sick leave granted the member.
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Legal References

1. TCA 49-5-803; TCA 49-5-710; Tenn. Comp. R & Regs. 0520-1-2-.04
2. TCA 49-5-806; 807
3. TCA 49-5-808
4. TCA 49-5-809
5. TCA 49-5-804; TCA 49-5-805