

**WASHINGTON COUNTY  
BOARD OF EDUCATION**

**September 30, 2021**

**5:30 PM**

**Central Office**

- I. CALL TO ORDER**
- II. CONSIDERATION OF MEETING AGENDA**
- III. APPROVAL OF MEETING MINUTES**
  - A. September 2, 2021**
  - B. September 2, 2021 - Public Hearing for Family Life Curriculum**
  - C. September 16, 2021**
  - D. September 23, 2021 - Called Meeting**
  - E. September 23, 2021 - Workshop**
- IV. RECOGNITIONS**
  - A. 2021-2022 Student Board Members**
    - 1. Christina Yan - Daniel Boone High**
    - 2. Clayton Moorhouse - Daniel Boone High**
    - 3. Mary Beth Collette - David Crockett High**
    - 4. Jay Caldwell - David Crockett High**
- V. ANNOUNCEMENTS**
  - A.**
    - Fall Break - October 1 - October 8**
    - School Visits**
    - October 12 - Sulphur Springs/Fall Branch**
    - October 15 - Asbury/Boones Creek**
    - October 18 - Jonesborough Elementary/Jonesborough Middle**
    - October 21 - West View/Grandview**
    - October 28 - David Crockett/Daniel Boone**
    - Musket Bowl at Daniel Boone High**
    - October 22**
    - Retirement Celebration**
    - October 25**
    - Board Workshop**
    - October 26**
- VI. SUPERINTENDENT'S REPORT**
  - A. Enrollment Update**
  - B. Field Trips Report**

- C. **Financials Report**
  - 1. **Monthly Financials**
- D. **Grants Report**
- E. **Maintenance Updates**
- F. **Personnel Report**
- G. **Other**
- VII. **CONSIDERATION OF CONSENT AGENDA**
  - A. **Purchases**
    - 1. **Purchase of radios for school buses funded through the Safe Schools Grant (\$130,449.28), as submitted**
    - 2. **Approval of School Nutrition Equipment Purchases and agreement for architect services of Thompson & Litton, as submitted**
  - B. **Bids/Quotes/RFP's**
    - 1. **Award low bid of \$9,943.50 to Office Planning Group for office furnishings in the School Nutrition and Academics Department, as submitted**
    - 2. **Approval to develop and release an RFP for the sale of Boones Creek Middle Property**
  - C. **Out of State/Overnight Field Trip Request**
    - 1. **Jonesborough Middle School - Overnight Request Rocky Top Sports World; October 23-24, 2021**
  - D. **Contracts/Agreements**
    - 1. **Approval of a Cooperative Purchasing Network Memberships**
    - 2. **Approval of contract with Education Elements for the ESSER Planning Grant**
    - 3. **Tusculum Agreement for Student Teacher Placements**
  - E. **Board of Education Five-Year Strategic Plan**
- VIII. **DISCUSSIONS/PRESENTATIONS**
  - A. **Boones Creek Playground Plan**
  - B. **Approval of COVID Sick Leave Recovery Bank for SY 2021-2022**
  - C. **2021-2022 Board Committees**
  - D. **ESSER 3.0**
  - E. **Jonesborough School Building Project**
  - F. **TCAT Partnership Update**
- IX. **ADJOURNMENT**

**WASHINGTON COUNTY  
BOARD OF EDUCATION**

**September 2, 2021; 5:30 PM; Central Office**

Those present were Chairman Jason Day, Vice-Chair Mike Masters, Mary Beth Dellinger, Whitney Riddle, Keith Ervin, Chad Fleenor, Mitch Meredith, Annette Buchanan, and Superintendent Jerry Boyd. Absent was David Hammond.

**I. CALL TO ORDER**

Mr. Day called the meeting to order. Followed by a moment of silence, Mr. Fleenor led the pledge to the flag.

**II. REQUEST TO ADDRESS THE BOARD**

Chairman Day read guidelines from policy 1.609 – Appeals & Appearances before the Board for individuals present to address the Board.

**A. Justin Southerland**

Mr. Southerland addressed the Board regarding the quarantine procedures.

Luke Holt addressed the Board. Mr. Holt expressed the need to continue and expand mask wearing.

**III. RECOGNITIONS**

**A. Brandon Ferren**

Mr. Ferren of Strong Tower Baptist Church was not present. Chairman Day presented Pastor Ancel Presnell with a certificate of appreciation for their efforts in supplying school supplies for students. The church donated over 800 backpacks filled with school supplies.

**B. Dr. William R. Flanary**

Chairman Day presented retired Director of Schools, William Flanary, with a clock and resolution in honor of his 39 years of service in the school system.

**IV. REORGANIZATION OF THE BOARD**

Mike Masters nominated Jason Day for Chairman. Chad Fleenor seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Keith Ervin nominated for Mike Masters for Vice-Chair. Whitney Riddle seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Chad Fleenor nominated Jennifer Moore as Clerk to the Board. Annette Buchanan seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Mike Masters nominated Jerry Boyd as Parliamentarian. Chad Fleenor seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Chad Fleenor nominated Annette Buchanan as FRN. Mike Masters seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Whitney Riddle nominated Mary Beth Dellinger as TLN Representative. Chad Fleenor seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

### **III. CONSIDERATION OF MEETING AGENDA**

Mitch Meredith moved for approval of the meeting agenda with addition of agenda items: South Central Gym Floor Replacement; Purchase of Digital Resources for West View Elementary and Grandview Elementary; and removal of agenda items: School Nutrition request to bid out kitchen equipment for Daniel Boone High, Fall Branch Elementary, Grandview Elementary, Ridgeview Elementary, and Sulphur Springs Elementary, CTE Program Updates; Strategic Plan. Chad Fleenor seconded the motion, which carried on roll call vote:

Keith Ervin: no, Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

### **IV. APPROVAL OF MINUTES - August 5, 2021; August 19, 2021; August 24, 2021**

Mr. Masters moved for approval of August 5, 19, 24, 2021 minutes. Whitney Riddle seconded the motion, which carried on roll call vote:

Keith Ervin: no, Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

### **VII. ANNOUNCEMENTS**

**A. TSBA Fall District Meeting (Virtual)  
September 27, 2021; 5:00 p.m.; Central Office**

## **VIII. DIRECTOR'S REPORT**

### **A. Beginning of School Year Report**

Mr. Boyd stated current student enrollment is 8292.

### **B. Field Trips Report**

### **C. Financials (July – General Fund, Federal Fund, School Nutrition, and Sales Tax)**

### **D. Grants Report**

### **E. Maintenance Update**

### **F. Personnel Report**

### **G. Other:**

Mr. Boyd updated the Board the RFP for the Long Range Facilities Study had been released.

Mr. Boyd reported two requests were presented on behalf of the Board to HEW Committee earlier in the day: Daniel Boone High and David Crockett High stadium renovations (contingent upon ESSER 3.0 approval); LED project.

The HEW Committee approved to move both items forward to the budget committee in the upcoming week.

## **IX. CONSIDERATION OF CONSENT AGENDA**

### **A. Items to be declared as surplus and sold on GovDeals**

### **B. Purchases**

- 1. Purchase of a Cutaway Automatic Transaxle for CTE Auto Mechanics Program at David Crockett High Funded by Perkins Grant (Line Item 142E71300-730-800)**

### **C. Bids/Quotes/RFPs**

- 1. Request to release bids for office furniture vendor**

### **D. Out of State/Overnight Field Trip Requests for Approval**

- 1. Daniel Boone High MJROTC - Various Competitions/Events (documentation attached)**
- 2. David Crockett High NJROTC - Competitions (documentation attached)**
- 3. Grandview Elementary - Eighth grade trip to Washington DC; May 17-20, 2022**

### **E. Contracts/Agreements**

- 1. Carson-Newman University**
- 2. Washington County Memorandum of Understanding 2021-2024**

### **F. Approval of Family Life Curriculum**

### **G. SY2021 - 2022 School Visits**

## **X. DISCUSSIONS/PRESENTATIONS**

### **A. Update on Boones Creek Elementary Playground**

Chief Operations Officer Jarrod Adams said a meeting was held to develop a plan to move forward with installing playground equipment at Boones Creek Elementary. He said a final plan with design would be presented at the September 21 Board workshop.

### **C. COVID Update**

Mr. Boyd said 25.3% of students have opted out to wear mask. Daniel Boone High was the highest at 36%, lowest was Asbury 14.4% and the next lowest was Boones Creek Elementary at 19.4%.

#### **1. COVID related sick leave**

Mr. Boyd presented a Temporary COVID Sick Leave Bank for the Board's consideration. He said the concept would mirror the Sick Bank currently in place. The Board would decide how many days to allocate for an employee to use.

Chad Fleenor moved for temporary COVID sick leave recovery bank policy for 5 days for full time personnel and 5 for part time personnel related to COVID absences for SY 2021-22. Mary Beth Dellinger seconded the motion.

It was noted the calculated cost per day for the COVID bank would be \$61,000.00 for 5 days and \$388,228.96.

Mr. Masters said based on potential changes to quarantine protocol the Board should consider increasing 5 days to 7 days.

Ms. Buchanan asked if the proposed 5 days would cover a quarantine period for an individual.

Mr. Boyd answered an individual can return on the 8<sup>th</sup> day if they get tested.

Board questioned if funds would be available to cover the expense, possibly with ESSER funds. CFO Brad Hale answered yes, reallocation would be required. Mr. Boyd said it would require dipping into ESSER 2.0 and reprioritize some of the expenditures to cover the amount.

Ms. Buchanan moved to amend the motion from "5" days to "7" days. Ms. Dellinger seconded the motion.

Mr. Riddle asked for clarification regarding an employee that is unvaccinated is required to do a COVID test weekly – whether it is while the employee is out or is it indefinitely.

Mr. Boyd said that could be adjusted. He said the clause was taken directly from another school system's model policy. The clause does require an employee to have a weekly test if unvaccinated.

Mr. Meredith suggested with there still being open questions regarding the policy to defer until next meeting to allow questions answered and the policy worded as requested.

Mr. Fleenor moved to postpone the COVID Leave to the next workshop. Ms. Dellinger seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

Mr. Boyd said in looking forward and knowing there will be students isolated/quarantined some guidelines will be released on how the system will academically support those students. He said the schools have been asked to post the guidelines by the end of the following day. He also said a waiver, as a requirement, if the need to quarantine a whole class, grade, or school.

Mr. Boyd said the system is implementing a new mass communication system, BrightArrow, the following day. Mr. Boyd will initiated the first call to all parents/staff introducing the new system.

Mr. Fleenor questioned if the current COVID quarantine guidelines would remain the same when school resumes September 7<sup>th</sup>.

Mr. Boyd shared the updated guidelines for COVID released earlier in the day by TDOE.

Ms. Wagner said the new protocol allows any student or adult wearing a mask and exposed to a positive case to remain in school and will not have to be quarantined unless they develop symptoms.

Jason Day moved if any student, faculty, or staff have a mask on and exposed to a positive COVID-19 case and have no symptoms, they will not have to quarantine. Chad Fleenor seconded the motion, which carried on roll call vote:

Keith Ervin: no, Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

#### **D. ESSER 3.0**

Mr. Boyd said approval for ESSER 3.0 had not been received from the State.

#### **E. HEW Committee Update**

Update was provided under the Director's Report.

#### **F. Jonesborough School Building Project**

Mr. Boyd said there is no update related to the project. Mr. Riddle said project pricing had not been received.

#### **G. TCAT Update**

Mr. Boyd said the project is continuing to progress and is currently at the State level. He shared TCAT President Dean Blevins did visit the site (old BCE) the previous week. He continued we are waiting on a media event to do the official signing.

#### **H. TCAP 2020-2021**

Chief Academic Officer Cindy Hayes presented 2020-2021 TCAP and high school testing data.

### **XI. POLICY**

### **A. 1.609 - Appeals and Appearances before the Board (Review)**

Chad Fleenor moved to waive first reading and pass on second and final reading policy 1.609 Appeals and Appearances before the Board with amendments: change the requirement to submit requests to address the Board from five (5) days to 48 hours prior to meeting; and to change the time limit to speak from five (5) minutes to three (3) minutes per speaker. Annette Buchanan seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

### **B. 4.212 - Virtual Education Program (Waive First Reading and Pass on Second Reading)**

Chad Fleenor moved to waive first reading on policy 4.212 Virtual Education Programs and pass on second and final reading. Mike Masters seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

### **South Central Gym Floor Replacement**

Chad Fleenor moved to approve the quote to fix the SC gym floor and fund the remaining balance not covered by insurance. Annette Buchanan seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

### **Purchase of Digital Resources for West View Elementary and Grandview Elementary**

Whitney Riddle moved for the purchase of supplement resources for students at West View Elementary and Grandview Elementary from Lexi Learning Systems, Inc. – Concord, MA, as a sole source provider in the amount of \$11,900.00 to be paid from 141E 71100-499-00014 funded through grants. Chad Fleenor seconded the motion, which carried on roll call vote:

Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes

### **XII. WCEA Representative: Closure of Memorandum of Understanding process**

Ben Davenport

The Board rescheduled the September 21 workshop and called meeting to September 23.

### **XIII. ADJOURNMENT**

**WASHINGTON COUNTY BOARD OF EDUCATION  
FAMILY LIFE CURRICULUM HEARING**

**WASHINGTON COUNTY, TENN. - The Washington County Board of Education will be holding a special meeting on Thursday, September 2 at 5:00 p.m., in the Board Room of the Central Office, at 405 West College Street, Jonesborough. The purpose of the hearing is to comply with the Family Life Curriculum requirements of Tennessee Code Annotated, which are found in Tennessee Code Annotated S49-6-1301-1304.**

**Family Life Curriculum materials will be available for review on Thursday, September 2 from 3:30 p.m. until 4:45 p.m. at the Central Office prior to the hearing.**

**WASHINGTON COUNTY  
BOARD OF EDUCATION**

**September 2, 2021**

**5:00 PM**

**Central Office**

**I. CALL TO ORDER**

Chairman Day called the meeting to order.

**II. Public hearing related to the Family Life Curriculum**

Maggie Wood of A Step Ahead was present for any questions. A Step Ahead has provided the curriculum and will be delivering the instruction.

Chief Student Supports, Mindy Myers, shared the following.

The purpose of this hearing is to comply with the Family Curriculum requirements of Tennessee Code Annotated, which are found in Tennessee Code Annotated S49-6-1301-1304. The State Legislature enacted this statute. The legislature required that the “program of family life education shall emphasize abstinence from sexual relations outside of marriage, the right and responsibility of a person to refuse to engage in sexual relations basic moral values as well as obligations and consequences which arise from intimacy.” The State also requires that the program include a component, which specially addresses the nature and prevention of AIDS and other sexually transmitted diseases.

Board Chairman, Jason Day, stated the following.

Members of the public will be allowed to address this panel. This meeting will conclude no longer than 5:15 p.m. In an effort to allow as much input as possible, each speaker will be limited to no more than three minutes. We will listen to the views of each of the speakers and those views will be taken into consideration. This will not be a question and answer session, nor will it be a discussion. If any parent or student has any specific questions regarding the curriculum, they should make an appointment to discuss this privately with their teacher. State law allows that if the parents or guardians confer directly with the student's instructor, guidance counselor or principal, and the parent or guardian finds all or any portion of the Family Life instruction objectionable, they may file a written request to have the student excused from this instruction. The student will be excused and an alternate health or social studies lesson will be provided.

If there are any questions about your child's program we encourage you to schedule a meeting with your child's teacher, principal, and guidance counselor so that your privacy and that of your child can be protected.

Copies of the Family Life Curriculum Law are available upon request. Textbooks and other teaching materials will be available for inspection, as requested.

No questions or comments were made.

### **III. ADJOURNMENT**

## **Special Called Meeting**

### **WASHINGTON COUNTY BOARD OF EDUCATION**

**September 16, 2021; 5:00 PM  
Central Office Board Room**

Those present were Chairman Jason Day, Vice-Chair Mike Masters, Mary Beth Dellinger, Whitney Riddle, Keith Ervin, Chad Fleenor, Mitch Meredith, Annette Buchanan, David Hammond, and Superintendent Jerry Boyd.

#### **I. CALL TO ORDER**

Chairman Day called the meeting to order. Following a moment of silence, Mike Masters let the pledge to the flag.

#### **II. New Jonesborough Elementary School Project**

Chairman Day said the purpose of the meeting was to update the Board on the projected cost of the project and see where the Board stands.

Mr. Boyd reported on a meeting with Town of Jonesborough officials that he and Chairman Day attended. The contractor anticipates providing a Guaranteed Maximum Price for the project in the coming week. The total cost of the project is expected to be 30% to 35% higher than the original estimate. The original project cost was \$32,750,000.00 and is now expected to be over \$42,000,000.00. Mr. Boyd explained the plan to begin repaying the loan would begin in 2024. The payment is scheduled to be paid from the Education Capital Fund. To address the additional cost, it may include cost sharing between the County Government and the Board. It is estimated the request would be an additional \$5,000,000.00 from the Board. It was reminded the Board in the agreement has the responsibility for the cost of fixtures, furniture, and equipment estimated at \$1.5 million.

Mr. Fleenor asked if it was certain the funds indicated for other items in the Educational Capital Fund would not change.

Mr. Boyd answered if the calculations play out as planned in the Educational Capital Fund the other items should not be affected.

Mr. Meredith said although no action was required at this time from the Board, he suggested providing a message to the County Budget Committee, who would be meeting the following day, where the Board stands.

Mr. Riddle made a motion, for the message to be that the School Board as a whole, voted to move forward with the Jonesborough School project as planned and utilize earmarked money from the Educational Capital Fund to pay back the debt. Ms. Dellinger seconded the motion, which carried on roll call vote: Annette Buchanan: yes, Jason Day: yes, Mary Beth Dellinger: yes, Keith Ervin: yes, Chad Fleenor: yes, David Hammond: yes, Mike Masters: yes, Mitch Meredith: yes, Whitney Riddle: yes.

#### **III. ADJOURNMENT**

# WASHINGTON COUNTY BOARD OF EDUCATION

**September 23, 2021; 4:30 PM; Central Office**

Those present were Chairman Jason Day, Vice-Chair Mike Masters, Mary Beth Dellinger, Whitney Riddle, David Hammond, Keith Ervin, Chad Fleenor, Annette Buchanan, and Superintendent Jerry Boyd. Also in attendance were Town of Jonesborough Mayor Chuck Vest, Town Administrator Glenn Rosenoff, Alderman Stephen Callahan, Alderman Terry Countermine, Alderman Virginia Causey, Town Attorney Jim Wheeler, Architect Ken Ross, and Tommy Burleson of Burleson Construction.

## **I. CALL TO ORDER**

Chairman Day called the meeting to order. Mayor Vest called the meeting to order on behalf of Jonesborough Board. Following a moment of silence, Ms. Dellinger led the pledge to the flag.

## **II. COVID Updates**

Superintendent Boyd gave a brief update on COVID data. He noted the numbers have improved. He said it would be his recommendation to continue the current protocols until the end of the semester.

Ms. Dellinger moved to continue the current COVID protocol until the end of the semester and revisit at that time. Mr. Masters seconded the motion, which carried without opposition on roll call vote: yes votes – Masters, Riddle, Ervin, Dellinger, Fleenor, Hammond, and Day.

## **III. New Jonesborough K-8 Design Review**

The floor was opened for questions regarding the design for the new Jonesborough School.

Attorney Wheeler emphasized the guaranteed maximum price was only good for a set period. He said any substantial changes to the design could alter the GMP by delaying the project and facing increase costs of materials. He continued the inter-local agreement required a joint meeting to review the final design plans. He stated the County Commission meets on the upcoming Monday followed by the Board Mayor & Alderman meeting on Tuesday.

Mr. Boyd asked the GMP.

Mr. Wheeler answered \$35 million. Mr. Burleson said a price was set to not exceed \$35 million. Mr. Wheeler said the amount to be presented to the County Commission is \$42 million.

Ms. Buchanan said the plans did not show a door in the after school program area for the outside.

Mr. Burleson replied a door had been added and just did not show in the plans presented for the meeting.

Mr. Ervin asked if ballfield construction were included in the plan. Mr. Wheeler said under current funding, athletic fields would be graded. The three funding bodies would need to work together to determine a plan to complete the fields.

Mr. Wheeler said there was no requirement for Board action. He restated the joint meeting was a requirement in the inter-local agreement. He did suggest Board members contact Commissioners to encourage voting for moving the project forward.

## **IV. ADJOURNMENT**

# WORKSHOP

## WASHINGTON COUNTY BOARD OF EDUCATION

**September 23, 2021; 5:00 PM; Central Office**

Those present were Chairman Jason Day, Vice-Chair Mike Masters, Mary Beth Dellinger, Whitney Riddle, David Hammond, Keith Ervin, Chad Fleenor, Annette Buchanan, and Superintendent Jerry Boyd. Absent was Mitch Meredith.

### **I. CALL TO ORDER**

Mr. Day called the workshop to order. Chairman Day moved the Boones Creek Elementary Playground presentation as the first item on the agenda.

#### **C. Boones Creek Elementary Playground Presentation**

Boones Creek Elementary PTO President Linzy Hatley. Vice-President Ashley Lamson, and Secretary Candice Huggins were present. Ms. Hatley presented a proposal for playground equipment for Boones Creek Elementary. The proposal had two options 1) \$300,000 for the total implementation 2) \$150,000 to complete the implementation in phases. Jake Peterman, Great Southern Recreation, was also present. Mr. Peterman presented an overview of the equipment.

Ms. Buchanan called attention that the cost of the project would require the Board to go through the bid process.

It was noted if the Board had the correct co-op membership, that would be an alternate way.

Chairman Day suggested determining a budget amount and allow CFO Brad Hale and Superintendent Boyd to work on a co-op agreement.

Mr. Ervin wanted a final plan brought back to the Board before setting a budgeted amount.

It was agreed to place a co-op agreement with Omnia Partners as an action item for the Board meeting as well as the playground project.

### **II. ACADEMICS**

#### **A. 2020-2021 District and School TVAAS Levels**

Mr. Boyd reported the system's value added scores for growth; Level 2 in Literacy, Level 1 in Math, overall a Level 1 for the system. He explained the analogy of achievement is measuring the meeting of grade level standards and growth measures a student from year to year (where the district ranked compared to other schools with similar demographics). Overall 3 through EOC's; Level 1 combined, Level 2 literacy, Level 1 numeracy. Break down in areas for 4-8 is a Level 3. Challenges last year for everyone.

### **III. BUSINESS & FINANCE**

#### **A. Monthly Financials**

CFO Brad Hale presented the revenue analysis, sales tax, general fund statement, and federal fund, and school nutrition statements for the month of August.

## **B. Contract with Education Elements for the ESSER Planning Grant (\$175,000)**

Mr. Boyd explained, as a district, the opportunity through the State for the grant that allowed up to \$175,000 to hire a 3<sup>rd</sup> party consultant to help the system ensure we had measures in place to monitor the ESSER funds. He added the measures put in place could further be used in how the system uses future grants.

Placed as an action item for the September 30<sup>th</sup> Board meeting.

## **C. Request to purchase radios for school buses; funded through the Safe Schools Grant**

The purchase is through a state contract, therefore will not require a bid process. Mr. Boyd said this would begin placing radios on the buses, unable to fund installation for all buses. First buses will be the high school buses. Jarrod Adams noted most of the high school routes are double routes (serving high schools and a k-8 school). Mr. Fleenor asked how the communication would work once in place. Mr. Boyd said a central dispatch would be at the bus garage during bus routes' hours. Dr. Adams said the system is working with Allen Kyker, communications director at the Sheriff's Department. He explained the system would piggyback off the SD's available signals.

Placed as an action item for the September 30<sup>th</sup> Board meeting.

## **D. Cooperative Purchasing Network Memberships**

Placed as an action item for the September 30<sup>th</sup> Board meeting with the addition of Omnia Partners.

# **IV. OPERATIONS**

## **A. Insurance premiums and deductible for property damage**

For informational purposes, the insurance premiums/deductibles were provided.

## **B. School Nutrition Equipment Requests**

The Board reviewed the list of equipment requests. Mr. Boyd said all the items are important, but at this time, the request pertaining to Daniel Boone High is most crucial (\$195,000.00).

Mr. Day asked where, as a group, stands to meet the other needs for the school nutrition department.

Mr. Fleenor asked for a breakdown of the miscellaneous line item (\$100,000). Dr. Adams said that is for items to replace, as needed, i.e. pots, pans, and other kitchen supplies as needed.

Mr. Ervin expressed the need to take care of all the requested items and asked if there were means to do so.

Mr. Day said it was thought there was money available and there is not. Mr. Boyd explained it was assumed there were funds designated in ESSER for school nutrition needs and there was not. Mr. Day said the requests could not be funded with ESSER.

Discussion was held on how to finance the requests: capital funds, fund balance, or dietary funds.

Mr. Fleenor for clarification, the total amount for Daniel Boone High and all other requests totaled \$495,000.00.

Nutrition Director, Caitlin Kite, said the Daniel Boone High request (\$195,000) does not include electrical and plumbing upgrades. She said those services will have to be bid out. She provided an estimate of \$325,000.00, received from the contractor, for the total cost of Daniel Boone High.

Mr. Fleenor then noted the total for all School Nutrition requests totaled \$625,000.00.

Mr. Boyd said the current direction is utilizing dietary fund balance. Mr. Boyd suggested the Board include long-term school nutrition items when working on the capital funds plan for the upcoming years.

Mr. Masters proposed placing the Daniel Boone High requests on the agenda and revisit the remaining items in the Spring.

Mr. Day suggested with prices of everything increasing as indicated by Ms. Kite, to consider funding more of the projects now.

Mr. Boyd recommended the Board to consider moving forward with all items. Ms. Kite would be using school nutrition fund balance, but be aware when the balance gets to a certain amount, the Board would cover the cost at that point. Estimated at \$630,000.00.

The Board agreed to place the complete school nutrition requests as an action item for the September 30<sup>th</sup> Board meeting, as submitted.

### **C. Playground equipment at old Boones Creek Elementary**

A Church out of Virginia purchased the equipment on GovDeals. Ms. Buchanan noted a canopy that was still on site, that was to be relocated to the new school. Dr. Adams noted the canopy was still on site and it being relocated was on hold until the location of the new playground was determined.

Mr. Masters asked if the brick saved from Boones Creek Middle could be placed somewhere to begin selling them for donation.

### **D. Review of bids for office furniture**

Awarding of the bid for office furniture for the School Nutrition and Academic Offices due to the relocation of offices.

Awarding of the bid was placed as an action item.

### **E. Maintenance Updates**

Mr. Boyd presented the update on maintenance projects. He pointed out the ionization project: Lamar, Grandview, and Ridgeview installation was complete; installation is underway at Boones Creek.

## **V. STUDENT SUPPORTS**

There was no report.

Ms. Buchanan asked that the sound boards for Lamar Elementary be reinstalled. Dr. Adams said new ones would have to be purchased due to the old ones

Mr. Boyd said Shannon Gray is officially in her new position as Attendance Director.

## **VI. SUPERINTENDENT**

### **A. COVID Sick Leave**

Mr. Boyd re-presented the COVID Sick Leave relief bank for the Board to consider at the next Board meeting. He asked the Board to decide the number of days for employees. Mr. Boyd provided a cost break down for each day, given six days was chosen: \$41,000 for teachers, \$14,000 for support, \$6,000 for dietary. He said there is no direct cost for those employees that do not require a sub in their absence.

The Board agreed to place the COVID Sick Leave bank as an action item with eight days being the allotted amount. It was noted eight days would cover the number of days for an employee to be quarantined due to COVID absences.

### **B. Board 5 Year Strategic Plan**

Mr. Boyd presented the Five Year Strategic Plan for the Board's consideration.

The Plan was placed as an action item for the September 30<sup>th</sup> meeting.

### **C. ESSER 3.0 Updates**

Mr. Boyd said approval of the ESSER 3.0 budget had not been received. He recapped the County Commission would be considering the stadium projects at their meeting on September 27<sup>th</sup> contingent upon approval of the ESSER plan. The projects would be funded through capital projects in place of the HVAC upgrades.

The Board placed development and release of an RFP for Daniel Boone High and David Crockett High stadium projects as an action item; contingent upon approval of the County Commission and ESSER approval.

### **D. Minutes from Previous Meetings**

September 2 and September 16 meeting minutes were provided.

### **E. Annual Administrative Report**

Provided as required by Board policy.

### **F. Board Committees**

Mr. Boyd said there are currently Committees required by Board policy and MOU, several committees are not required by either. Board members noted the implementation of the monthly workshops have released the need for committee meetings. Mr. Boyd said the ones required by policy would need to be set and ones required by state law. Mr. Day asked if that alter with change in policy. Mr. Boyd said that would be a board decision. It was agreed only the required committees would be filled. Chairman Day and Mr. Boyd will finalize the committee assignments before the Board meeting.

Ms. Buchanan said she had received calls from community members inquiring about consolidation of middle school sports. She said the Board had consolidated football and some basketball programs. She asked if the Board was going to back consolidation of the programs or let the schools decide when to consolidate. She noted baseball consolidation was the topic being discussed.

It was agreed the process to decide if consolidation of teams are necessary would remain, as is, decision at the school level, if unable to field a team.

#### **G. Education Capital Fund 5 year Plan**

Mr. Boyd provided the capital plan last approved by the Board and the capital fund format used by the county. He set the goal for November to have an updated plan, using the county's format, for the Board's consideration. Mr. Fleenor requested the renovations of the system's district offices to be added to 2024, following the completion of Jonesborough project.

#### **H. TCAT Partnership Update**

Mr. Boyd said contingent upon Governor's team for finalizing the process.

Ms. Dellinger asked the status of the sale of Boones Creek Middle property. It was noted there is not a current contract with a realtor. Mr. Fleenor requested a RFP for the sale of Boones Creek Middle to be an action item for the September 30<sup>th</sup> meeting.

#### **I. New Jonesborough PreK-8 Project Update**

### **VII. ADJOURNMENT**



Hi, my name is Christina Yan. I'm currently a senior at Daniel Boone High School. I am honored to be on the school board this year. Ever since I started high school, I have tried to challenge myself academically and personally. I'm currently taking AP Biology, AP European History, AP Calculus AB, DE Criminal Law, and DE Intro to Political Science. Next semester I plan on taking AP Calculus BC and AP Literature. I have taken advantage of any opportunity I have to be involved in my school and community. I am the president of Beta Club and vice-president of International Club. I am also a member of Key Club and National Honor Society. Since freshman year, I have volunteered at the Gray Branch Library everyday after school. I hope to go to either Columbia University or NYU after I graduate from Boone. I plan on double majoring in Political Science and International Relations. After undergraduate school, I want to attend law school and study immigration law.



I play football at DBHS as a defensive end and I played Baseball from my freshman to junior year. I am on the DBHS Student Council and I am a member of Beta Club and the National Honors Society. I am a regular drummer in my church worship band and I am very active in my youth group. I have grown up in Washington County and have lived here my whole life.

-Clayton Moorhouse



Hi my name is Mary Beth Collette and I'm a senior at David Crockett High School. At Crockett I'm involved in FFA, Key Club, Beta Club, and FBLA. I've enjoyed my four years at Crockett in these organizations as well as some others. Outside of Crockett I enjoy spending time working on my family's beef farm. My family and I raise and sell commercial beef directly to the consumers. I also raise show heifers and spend a lot of time in the fall traveling to cow shows across the country. I'm also currently working at the Farmer's Livestock Market in Greeneville on the weekends. I'm excited to serve as a student school board member this year and look forward to working with the board and people in our community.



I am Jay Caldwell. I'm an 18 year old senior at David Crockett High School.

I've worn many hats during my time at DCHS. I'm currently serving as The David Crockett FFA Chapter President as well as The East Tennessee FFA Regional Secretary. I've also held titles such as the president of our schools Fellowship of Christian Athletes program, Fish student ministries officer, and technician for our schools choir program. Outside of the walls of David Crockett High School, I'm an employee of Chick-fil-a and an avid hiker. I regularly teach the youth group of the church I attend and work with the music director to coordinate worship on a weekly basis.

I live by the simple idea that strangers are just friends I haven't met yet. I simply want to make an impact on those friends I've yet to meet and be a voice for my student body.

School	-2	-1	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Boones Creek Elementary School		24	105	76	114	94	77	75	83	80	84					<b>812</b>
Daniel Boone High School												289	313	326	310	<b>1238</b>
David Crockett High School												310	328	274	335	<b>1247</b>
Fall Branch Elementary School			26	42	21	27	23	33	23	26	28					<b>249</b>
Gray Elementary School		21	63	53	58	48	51	63	41	67	59					<b>524</b>
Grandview Elementary School	11	40	54	68	61	52	73	72	66	65	65					<b>627</b>
Jonesborough Elementary School		1	96	91	82	94	85									<b>449</b>
Jonesborough Middle School								98	101	98	100					<b>397</b>
Lamar Elementary School		20	44	38	48	39	37	38	41	43	41					<b>389</b>
Ridgeview Elementary School	11	33	68	77	63	89	100	79	88	69	77					<b>754</b>
South Central Elementary School			28	24	20	12	17	18	31	27	38					<b>215</b>
Sulphur Springs Elementary School		1	46	32	40	36	34	38	35	38	41					<b>341</b>
University School			20	20	19	22	25	47	53	52	52	71	71	82	71	<b>605</b>
West View Elementary School		1	31	31	37	24	37	36	39	38	49					<b>323</b>
Tennessee Virtual Learning Academy									18	14	14	16	11	15	23	<b>111</b>
<b>Total</b>	<b>22</b>	<b>141</b>	<b>581</b>	<b>552</b>	<b>563</b>	<b>537</b>	<b>559</b>	<b>597</b>	<b>619</b>	<b>617</b>	<b>648</b>	<b>686</b>	<b>723</b>	<b>697</b>	<b>739</b>	<b>8281</b>

<b>SCHOOL</b>	<b>DATE</b>
Boones Creek Elementary	12-May-21
	12-May-21
	19-May-21
	19-May-21
	21-May-21
Fall Branch Elementary	7-May-21
	13-May-21
	13-May-21
Grandview Elementary	
Gray Elementary	4-May-21
	20-May-21
Jonesborough Elementary	
Jonesborough Middle	
Lamar Elementary	4-May-21
	6-May-21
	7-May-21
	7-May-21
	7-May-21
	11-May-21
	12-May-21
	18-May-21
	19-May-21
	20-May-21
Ridgeview Elementary	5-May-21
	5-May-21
	6-May-21
	6-May-21
	7-May-21
	11-May-21
	11-May-21
	12-May-21
	13-May-21
	13-May-21
	20-May-21
South Central Elementary	18-May-21
	19-May-21
	20-May-21
Sulphur Springs Elementary	
University School	
West View Elementary	
Daniel Boone High School	12-May-21
	13-May-21
	13-15-May-21
	19-25-June-21
	29-Jun-21

	23-27-July-21
David Crockett High School	6-May-21
	7-May-21
	7-8-May-21
	13-May-21
	11-May-21
	18-May-21
	18-May-21
	24-May-21
	7-9-June-21
	10-12-June-21
	13-20-June-21
	14-16-June-21
	17-19-June-21
	21-23-June-21
	23-27-June-21
	24-26-June-21
	28-Jun-21
	29-Jun-21
	30-Jun-21
	11-14-July-21
<b>*Summer Camp 2021*</b>	
DCHS	16-Jun-21
JMS	18-Jun-21
All Elementary	11-18-June-21
All Elementary	21-28-June-21
All Middle	22-28-June-21

**DESTINATION**

Doe River Gorge
BCE "Water Park"
Winged Deer Park
Warriors Path State Park
Bays Mountain Park
Cooper's Gem Mine & McDonald's
Wallabies
Bays Mountain Park
Sycamore Shoals Park
Gray Elementary Outdoor Campus
Hands on Discovery Center/Depot St Park
Rocky Mount Historic Site
Fenders Farm
Northeast St and TCAT Elizabethton/Food Court JC Mall
Bristol Caverns
Holiday Lanes; Winged Deer Park
Davy Crockett State Park
Warriors Path State Park
Tipton-Haynes Historic Site
Davy Crockett State Park
Bays Mountain Park
Clyde Austin 4-H Camp
Doe River Gorge
Rotary Park
Rotary Park
Doe River Gorge
Pathfinders Youth Camp
Bristol Caverns
Tipton-Haynes Historic Site
Pathfinders Youth Camp
Paradise Acres
Metro Kiwanis Park
Kingsport Aquatic Center
South Central Ruritan Field
Appalachian Fair Grounds
SS; FB; RV; BCE
TN Charolais Field Day
Nation Level Supervised Agricultural Experience
FFA State Convention

National JROTC Academic Bowl Championship
NESCC Main Campus
Davy Crockett Birthplace
Davy Crockett Birthplace
TCAT - WELD Certification Test
Breakout Games
TCAT Cosmetology
Holiday Lanes & Mellow Mushroom
Northeast State - EMT National Registry Re-test
Summer Camp - Basketball Team
UNC - Asheville - Basketball Team
Disney World
FFA Leadership Training Camp
Girls Basketball - Play Competition
Girls Basketball - Play Competition
Gary Anderson CMP Competition Cheer Center
Mars Hill - Summer Camp - Basketball Team
FFA State Convention
FFA State Convention
FFA State Convention
The Park Vista (Doubletree)
Brights Zoo
Bays Mountain Park
Brights Zoo
Cooper's Gem Mine
Pathfinders Youth Camp

<b>LOCATION</b>	<b>GRADE LEVEL</b>
Hampton, TN	8th Grade
Johnson City, TN	Pre-K
Johnson City, TN	Kindergarten
Kingsport, TN	2nd Grade
Kingsport, TN	5th Grade
Blountville, TN	1st and 2nd
Johnson City, TN	3rd Gr HR
Kingsport, TN	Kindergarten
Elizabethton, TN	8th Grade
Gray, TN	Pre-K
Gray, TN/Jonesborough, TN	K-8 CDC
Piney Flats, TN	2nd
Jonesborough, TN	Kindergarten
Elizabethton, TN/Johnson City, TN	8th Grade
Piney Flats, TN	5th Grade
Johnson City, TN	7th Grade
Limestone, TN	6th Grade
Kingsport, TN	8th Grade
Johnson City, TN	3rd Grade
Limestone, TN	1st Grade
Kingsport, TN	2nd Grade
Greeneville, TN	5th Grade
Hampton, TN	8th Grade
Johnson City, TN	Kindergarten
Johnson City, TN	Kindergarten
Hampton, TN	3rd Grade
Kingsport, TN	6th Grade
Piney Flats, TN	4th Grade
Johnson City, TN	1st Grade
Kingsport, TN	7th Grade
Johnson City, TN	8th Grade
Johnson City, TN	7th & 8th Grade
Kingsport, TN	7th & 8th Grade
Chuckey, TN	6th Grade
Gray, TN	10th - 12th Grade
Sulphur Springs, TN - Boones Creek, TN	9th - 11th Grade
Dyersburg, TN	10th Grade
Perry, GA	10th
Gatlinburg, TN	10-12 FFA

Washington, DC	10th - 11th Grade
Blountville, TN	12th Grade
Limestone, TN	9-12 Grade FCCLA
Limestone, TN	12th Grade EMT Certification
Elizabethton, TN	10th - 12th Grade
Asheville, NC	12th Grade - CNA Students
Elizabethton, TN	12 Grade
Johnson City, TN	9-12 CDC
Blountville, TN	12th Grade
Knoxville, TN	9th-12th Grade
Asheville, NC	
Orlando, FL	9-12 FCCLA
Sevierville, TN	9th-12th Grade
Corbin, KY	9th-12th Grade
Cleveland, TN	9th-12th Grade
Port Clinton, OH	11th-12th Grade
Marshall, NC	
Gatlinburg, TN	9-12 FFA
Gatlinburg, TN	9-12 FFA
Gatlinburg, TN	9-12 FFA
Gatlinburg, TN	9-12 Cheerleaders
Limestone, TN	9-12 CDC Students
Kingsport, TN	5th - 8th Grade
Limestone, TN	1st - 2nd Grade
Blountville, TN	3rd - 5th Grade
Kingsport, TN	6th - 8th Grade



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	21-22-Oct-2021
	29-Oct-21
Sulphur Springs Elementary	25-Aug-21
University School	
West View Elementary	8-Sep-21
Daniel Boone High School	25-Aug-21
	25-Aug-21
	25-Aug-21
	27-Aug-21
	27-Aug-21
	13-Sep-21
	14-Sep-21
	16-Sep-21
	17-18-Sep-2021
	18-Sep-21
	23-Sep-21
	25-Sep-21
	28-Sep-21
	29-Sep-21
	29-Sep-21
	29-Sep-21
	30-Sep-21
	30-Sep-21
	1-Oct-21
	2-Oct-21
	2-Oct-21
	7-8-Oct-21
	13-16-Oct-21
	15-Oct-21
	19-Oct-21
	21-23-Oct-21
	23-Oct-21
	27-Oct-21
	29-Oct-21
	30-Oct-21
	5-Nov-21
	6-Nov-21
	9-Nov-21
	19-Nov-21
	20-Nov-21
	TBD Nov 2021
	TBD Nov 2021
	TBD Nov 2021
	7-Dec-21
	10-Dec-21

	10-Dec-21
	14-Dec-21
	TBD Dec 2021
	TBD Dec 2021
	TBD Dec 2021
	TBD Dec 2021
	15-Jan-22
	22-Jan-22
	TBD Jan 2022
	TBD Jan 2022
	TBD Jan 2022
	TBD Feb 2022
	TBD Feb 2022
	TBD Feb 2022
	TBD Feb 2022
	TBD Feb 2022
	TBD Feb 2022
	TBD Feb 2022
	TBD Feb 2022
	TBD Feb 2022
	10-Feb-22
	11-13-Feb-22
	4-Mar-22
	TBD Mar 2022
	1-3-Apr-22
	TBD Apr 2022
	9-Apr-22
	23-Apr-22
	TBD Apr 2022
	TBD Apr 2022
	TBD Apr 2022
	TBD Apr 2022
	TBD Apr 2022
	TBD Apr 2022
	TBD Jul 2022
	18-22-Jul-2022
	TBD Jul 2022
	26-Jun-22
David Crockett High School	19-Aug-21
	27-Aug-21
	8-Sep-21
	11-Sep-21
	14-Sep-21
	16-Sep-21
	16-Sep-21
	24-Sep-21
	25-Sep-21
	29-Sep-21





Paradise Acres Family Fun Park - EPIC Rewards
Fender's Farm
Appalachian Fairgrounds
ETSU School of Music
Ron Ramsey Center
TCAT Elizabethton
Bays Mountain Park
Appalachian Fairgrounds
Appalachian Fairgrounds
Camp ACC
Washington County Ag Partnership Leadership and Career Tour
Watauga District Land Evaluation CDE
Volunteer Season Opener Air Rifle Match - Volunteer HS
Vallie View 5K Obstacle Run - Vallie View Farm
TCAT Elizabethton
DBHS Drill Jamboree - DBHS
La Carreta - Spanish Lab - Practice Spanish language
Watauga District Forestry CDE
La Carreta - Spanish Lab - Practice Spanish language
Ballad Health JCMCH and VA
Appalachian Fairgrounds
La Carreta - Spanish Lab - Practice Spanish language
East Tennessee Land Evaluation
Duck Island Orienteering "Beginners" - Warriors Path State Park
Volunteer HS Orienteering "Intermediate" - Warriors Path State Park
Montgomery Bell Academy Air Rifle Match
Trailblazer Shoulder to Shoulder Air Rifle Match - DBHS
El Vendao Tienda Guatemalteca (Grocery Store)
UT Engineers Day - Arch & Engr Design
McDowell HS Shoulder to Shoulder Match - McDowell HS
Science Hill HS Drill Meet
The Barter Theatre
Appalachian Shoulder to Shoulder Match - DCHS
Tag Day (All Hands) - DBHS
Tipton Haynes Historic Site - "A Walk in their Books"
South Iredell HS Drill Meet - South Iredell HS
Appalachian Fairgrounds - Cosmetology Students Competition
R. S. Central HS Shoulder to Shoulder Match
TCAT Elizabethton
Musket & Ball Postal Match - DBHS
C.O.P.E. Ropes Course - Camp David Crockett
Flag Retirement Ceremony - Post Office
Watauga District CREED, Extemp, Prepared and Employment LDE's
Gary Anderson Air Rifle Matches - CMP

Volunteer Reindeer Games Rifle Match - Volunteer HS
East TN Regional Parli Pro and CCM LDEs
Service USMC Postal Match - DBHS
Toys for Tots - Reserve Center
Wreaths Across America - VA Cemetary
Annual Gray Parade - DBHS
Daniel Boone Invitational Drill Meet - DBHS
Parkview HS Drill Meet
Subregional Creed, Extemp, Prepared and Employment
Regional Creed, Employment, Prepared and Employment
JROTC Leadership & Academic Brawl LVL-1 - DBHS
National CMP Postal Match - DBHS
McDowell HS Tital STS Match - McDowell HS
East TN Junior Olympics Qualifier Match - DCHS
Smith Station Air Rilfe Postal Match - DBHS
Palm Bay Air Rifle Postal Match - DBHS
Volunteer Dr. Seuss Drill Meet - Volunteer HS
Eddie Reed Challenge - ETSU
JROTC Leadership & Academic Brawl LVL-2 - DBHS
Regional Ag Sales and Ag Issues CDEs
JROTC Service Championship - CMP
Montgomery Bell TN State Air Rifle Match - MBA
Topeka Air Rifle Postal - DBHS
CMP Regional Air Rilfe Championship - CMP
Volunteer Parting Shots (Seniors Only) - Volunteer HS
Daniel Boon Leatherneck Challenge - DBHS
Ferguson Bulldog Challenge - Sullivan South HS
Science Hill Run & Gun - Science Hill HS
Gray School Recruiting - Gray School
Fall Branch School Recruiting - Fall Branch School
Sulphur Springs School Recruiting - Sulphur Springs School
BCES School Recruiting - BCES
Ridgeview School Recruiting - RV School
JROTC Leadership & Academic Championship - Catholic University
Freshman Orientation - DBHS
Appalachian Block Party Parking Detail - Appalachian Fairgrounds
CMP Air Rifle National Championship - CMP HQ
Appalachian Fairgrounds
Appalachian Fairgrounds
ETSU School of Music
Duck Island - Warriors Path State Park
Washington County Ag Partnership Leadership and Career Tour
Baker Farm - Land Evaluation
Dr. Hubbard House
Air Rifle Competiton for CMP Cup Match - Volunteer HS
McKinney Center
Watauga Point Recreational Area - Forestry Contest





Johnson City, TN	Grades K-8	Day
Jonesborough, TN	Grade K	Day
Gray, TN	Grade 3	Day
Johnson City, TN	Grade 8	Day
Blountville, TN	Grades 11-12	Day
Elizabethton, TN	Grades 11-12	Day
Kingsport, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Unicoi, TN	Grades 9-12	Day
Washington County, TN	Grades 11-12	Day
Sullivan County	Grades 9-12	Day
Church Hill, TN	Grades 9-12	Day
Chuckey, TN	Grades 9-12	Day
Elizabethton, TN	Grade 12	Day
Gray, TN	Grades 9-12	Day
Gray, TN	Grades 10-11	Day
Carter County	Grades 9-12	Day
Gray, TN	Grades 10-11	Day
Johnson City, TN	Grades 11-12	Day
Gray, TN	Grades 11-12	Day
Gray, TN	Grades 10-11	Day
Knoxville, TN	Grades 9-12	Day
Kingsport, TN	Grades 9-12	Day
Kingsport, TN	Grades 9-12	Day
Nashville, TN	Grades 9-12	Overnight
Gray, TN	Grades 9-12	Day
Johnson City, TN	Grades 11-12	Day
Knoxville, TN	Grades 9-12	Day
Marion, NC	Grades 9-12	Overnight
Johnson City, TN	Grades 9-12	Day
Abingdon, VA	Grades 10-12	Day
Jonesborough, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Johnson City, TN	Grades 10-12	Day
Statesville, NC	Grades 9-12	Overnight
Gray, TN	Grades 10-12	Day
Rutherfordton, NC	Grades 9-12	Day
Elizabethton, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Limestone, TN	Grades 9-12	Day
Jonesborough, TN	Grades 9-12	Day
Blountville, TN	Grades 9-12	Day
Anniston, AL	Grades 9-12	Overnight

Church Hill, TN	Grades 9-12	Day
Walters State CC	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Mountain Home, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Atlanta, GA	Grades 9-12	Overnight
UTK	Grades 9-12	Day
UTK	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Marion, NC	Grades 9-12	Day
Jonesborough, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Church Hill, TN	Grades 9-12	Day
Johnson City, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Walters State CC	Grades 9-12	Day
Anniston, AL	Grades 9-12	Overnight
Nashville, TN	Grades 9-12	Overnight
Gray, TN	Grades 9-12	Day
Anniston, AL	Grades 9-12	Overnight
Church Hill, TN	Grade 12	Day
Gray, TN	Grades 9-12	Day
Kingsport, TN	Grades 9-12	Day
Johnson City, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Fall Branch, TN	Grades 9-12	Day
Sulphur Springs, TN	Grades 9-12	Day
Boones Creek, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Washington D. C.	Grades 9-12	Overnight
Gray, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Camp Perry, OH	Grades 9-12	Overnight
Gray, TN	Grades 9-12	Day
Gray, TN	Grades 9-12	Day
Johnson City, TN	Grade 9	Day
Kingsport, TN	Grades 9-12	Day
Washington County, TN	Grades 9-12	Day
Blountville, TN	Grades 9-12	Day
Johnson City, TN	Grades 9-12	Day
Church Hill, TN	Grades 9-12	Day
Jonesborough, TN	Grades 9-12	Day
Hampton, TN	Grades 9-12	Day



**Washington County  
Department of Education  
MEMORANDUM  
DIRECTOR'S OFFICE**

**DATE:** September 23, 2021  
**TO:** WCDE Board of Education  
**FROM:** W. Brad Hale, CFO  
**SUBJECT:** Board Workshop-August 2021 Financials

The WCDE August 2021 Financials will be discussed with the will meet on Tuesday, August 24, 2021 at 5:00 p.m. in the WCDE Central Office.

Items to be discussed include:

1. Consideration of the General Fund Financial Statements for the month of August 2021
2. Consideration of the Federal Fund Financial Statements for the month of August 2021
3. School Nutrition Financial Overview for August 2021
4. ESSER Planning Grant – Education Element
5. Radio Purchases – Safe Schools
6. Cooperative Purchasing Agreements
7. Dietary Capital Equipment (Funding Options Discussion)
8. Other items

**TO:** WCDE Board Members  
**FROM:** Brad Hale, Chief Financial Officer  
**DATE:** September 23, 2021

**SUBJECT:** Financial Statements (Revenue & Expense) Summary for August 2021

**Key Revenue Variances for August 2021 to August 2020**

Overall August 2021 revenue was \$5,943,908 compared to \$5,378,904 in August 2020 which is a \$565,006 increase. The key reasons for this increase and variance were as follows

- Sales Tax (40210) increase of \$212,033
- Community Service Fees (43581) – increase of \$134,786 due to state catching up on reimbursements
- Basic Education Program (46511) – \$95,600 increase
- Other State Funds (46590) - \$125,000 for DCHS Dishwasher Grant Reimbursement

**Key Expenses for August 2021**

**71100399 – Other Contracted Services**

Expenditures of \$112,603.02 were incurred to the University School for the July 2021 revenue sharing portion per contract.

**71100449 – Textbooks**

The following key expenses were incurred in this line item in August 2021.

- \$49,361 to TN Book in payment for Algebra I, Algebra II, & Geometry textbooks
- \$21,307.77 to MacMillan in payment for 210 online statistics licenses

**71100499 – Other Supplies**

The following key expenses were incurred in this line item in August 2021.

- \$44,520 to TN Office in payment for 1,700 cases of 8.5 / 11 copy paper
- \$4,800 to Niswonger Foundation in payment of the College & Career Consortium annual renewal

## **EXPENDITURES (cont'd)**

### **71300730 – Vocational Equipment**

The following key expenses were incurred in this line item in August 2021.

- \$13,056.78 to ITU Corporation in payment for Learn Labs Systems for the DCHS CTE Program

### **72130322 – Vocational Equipment**

The following key expenses were incurred in this line item in August 2021.

- \$5,950 to Riverside Insights for the Easy CBM renewal
- \$23,643 to ACT for Testing Fees

### **72250399 Other Contracted Services**

The following key expenses was incurred in this line item in August 2021

- \$36,506.25 to Get More Math for the annual renewal
- \$57,800.81 to Power School Group for the annual renewal
- \$33,570.52 to Frontline Technologies for the annual renewal

### **72250499 Other Supplies**

The following key expenses was incurred in this line item in August 2021

- \$98,530.71 to Gov Connection in payment for 79 computer systems-system wide for stock
- \$13,620.48 to Gov Connection in payment for 2-Dell Power Edge Drives-system wide stocks

### **72620335-011 Mtnc & Repairs - LES**

The following key expense was incurred in this line item in August 2021

- \$14,800 to Rogers Wildlife Control for bat issues

### **72620335-016 Mtnc & Repairs - DCHS**

The following key expenses were incurred in this line item in August 2021.

- \$17,635 to Gardner Paint Service for painting of the ROTC building

## **EXPENDITURES (cont'd)**

### **72620336-016 Equipment Repairs - DCHS**

The following key expense was incurred in this line item in August 2021.

- \$5,706.96 for HVAC repairs and parts

### **72620499 Other Supplies**

The following key expenses were incurred in this line item in August 2021.

- \$3,205.78 for electrical maintenance supplies
- \$3,161.17 for HVAC supplies
- \$2,403.38 for painting supplies
- \$4,239.52 for plumbing supplies
- \$3,000 to McCoy Surveying at BCES
- \$14,210.90 for general maintenance supplies

### **72620499-007 Other Supplies at FBES**

The following key expense was incurred in this line item in August 2021.

- \$1,243 to The Good Company for door locks, keys, and parts

### **72620701 Administration Equipment**

The following key expenses were incurred in this line item in August 2021.

- \$14,430 to Anschutz for 6-precision competition air rifles for the DCHS NJROTC Program (reimbursed by the U.S. Navy)
- \$18,640 to Raptor Technologies for the annual renewal (School Safety Funds)

## **Overall August 2021 Expenses Compared to August 2020 Expenses**

Expenses in August 2021 were \$1,714,461.36 compared to \$1,285,128.79 in August 2020. This is an increase of \$429,332.57 than August 2020.

The key items contributing to the variance from the prior year expenses are listed below:

### Increase due to timing

- \$71,157.61 Textbook purchases – 141E 71100-449
- \$53,768.89 System Copy Paper, Niswonger Foundation College & Career Consortium Annual Renewal – 141E 71100-499
- \$13,056.78 ITU Corporation for Learning Labs – 141E 71300-730
- \$29,723 for Easy CBM renewal and ACT Materials – 141E 72130-322
- \$135,716.96 renewals for GMM, Power School, & Frontline – 141E 72250-399

### Increase in Expenses

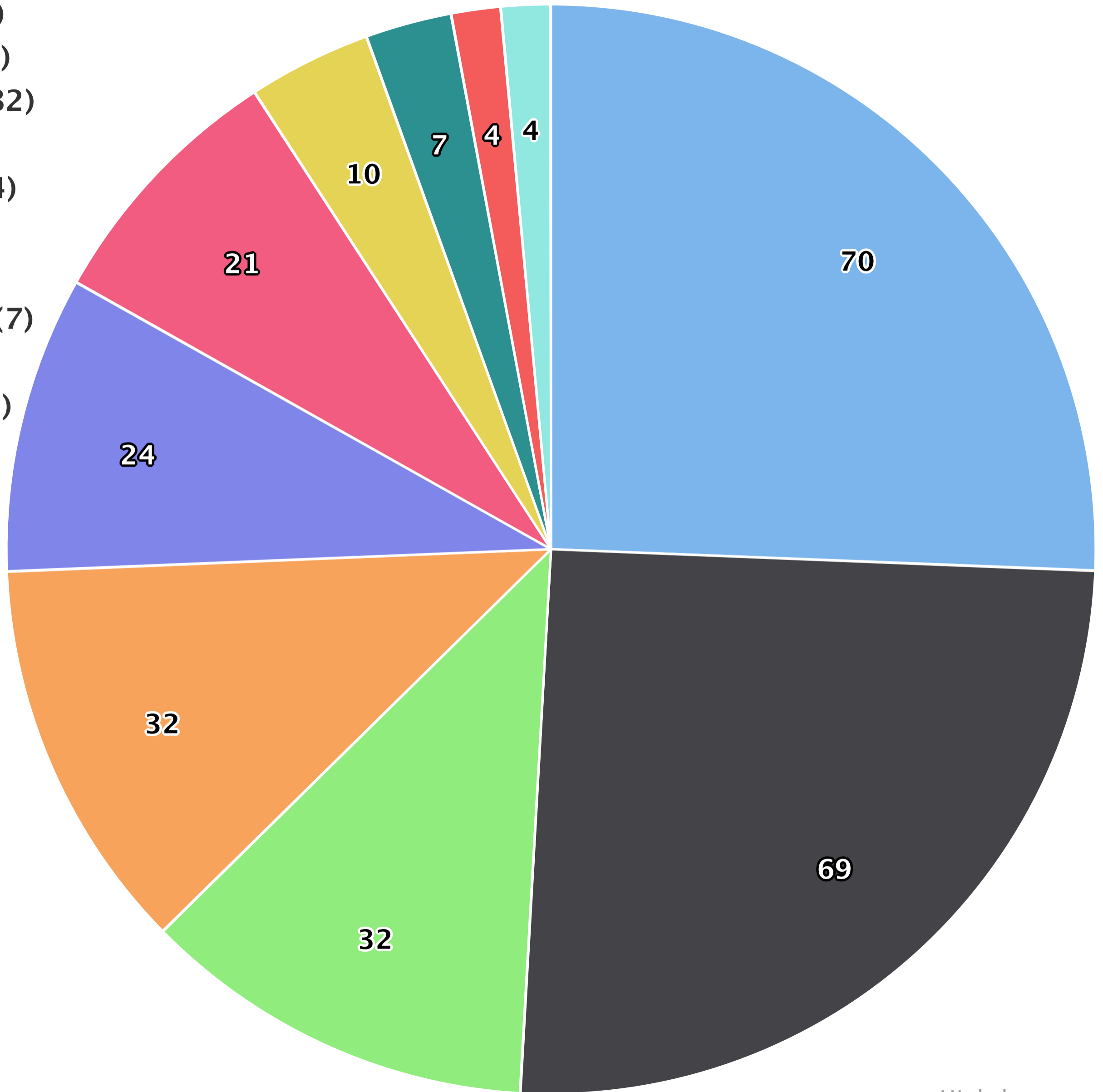
- \$79,432.51 for prior BOE Approved I.T. Infrastructure – 141E 72250-499
- \$14,800 for a Bat infestation at LES – 141E 72620-335
- \$17,635 for painting of the DCHS ROTC Building – 141E 72620-335
- \$14,430 for DCHS ROTC program competition air rifles (will be reimbursed by the U.S. Navy) – 141E 72620-701

Intent to Apply					
DCHS-Graphic Arts	In-House Work-Based Learning Project using Digital Garment Printer (DGP) F2100 Printer with a dedicated Laptop and Pretreatment Machine				
Participating Middle Schools	"If I had a hammer program"	CTE/STEM connection to math			
TVA STEM Classroom Grants	Assisting educators				
TN All Corps	Tutoring program in association with ESSER 3.0 funding. The State Department will provide a funding match per student who will participate in the program.				
Safe Schools Grant	Goal is to provide radios on all high school buses and a dispatch system at the bus garage, analyze school safety needs assessment results and assist with the remaining funds.				
Grants Awarded					
ESSER Planning Grant	\$175,000 over the course of two years starting FY22. Contract with Education Elements with Board Approval, to assist with data monitoring and reporting of ESSER funds.				
Grants Managed					
Propane Buses	Reporting Documentation, Media requirements for Grant Rebate to \$54,000 to WCG waiting for turn around of funds from TDEC (2-4 weeks from Sept. 1st)				
Civics Grant	Purchasing materials, preparing applications for individualized PD requests and Local Civics Educational Experiences				\$10,000
LEAPS	Documents, Financial, Timesheets, Preparing Budget for routine approval		\$50,000	plus rollover of \$20,476.40	

ESSER grants-assisting financial team	Public Plan (Spending), Needs Assessment, Health and Safety, after approval will have 30 days to provide translations of documents; assisted in making minor adjustments to ESSER 3.0 to meet state suggestions.				
Provide assistance with QUEST Foundation	provide support in the financial procedures with the donations				
NEA Foundation Grant-FB	teacher accomplished PD, now grant reporting				
Dollar General Grant	submitted final report				
Governor's Early Literacy Foundation	submitted final report				
Working on TSIN STEM Designation application process with 3 elementary schools that will serve as the pilot	schools are choosing the 2-year application process with the goal of being STEM Designated by the end of SY 2023				

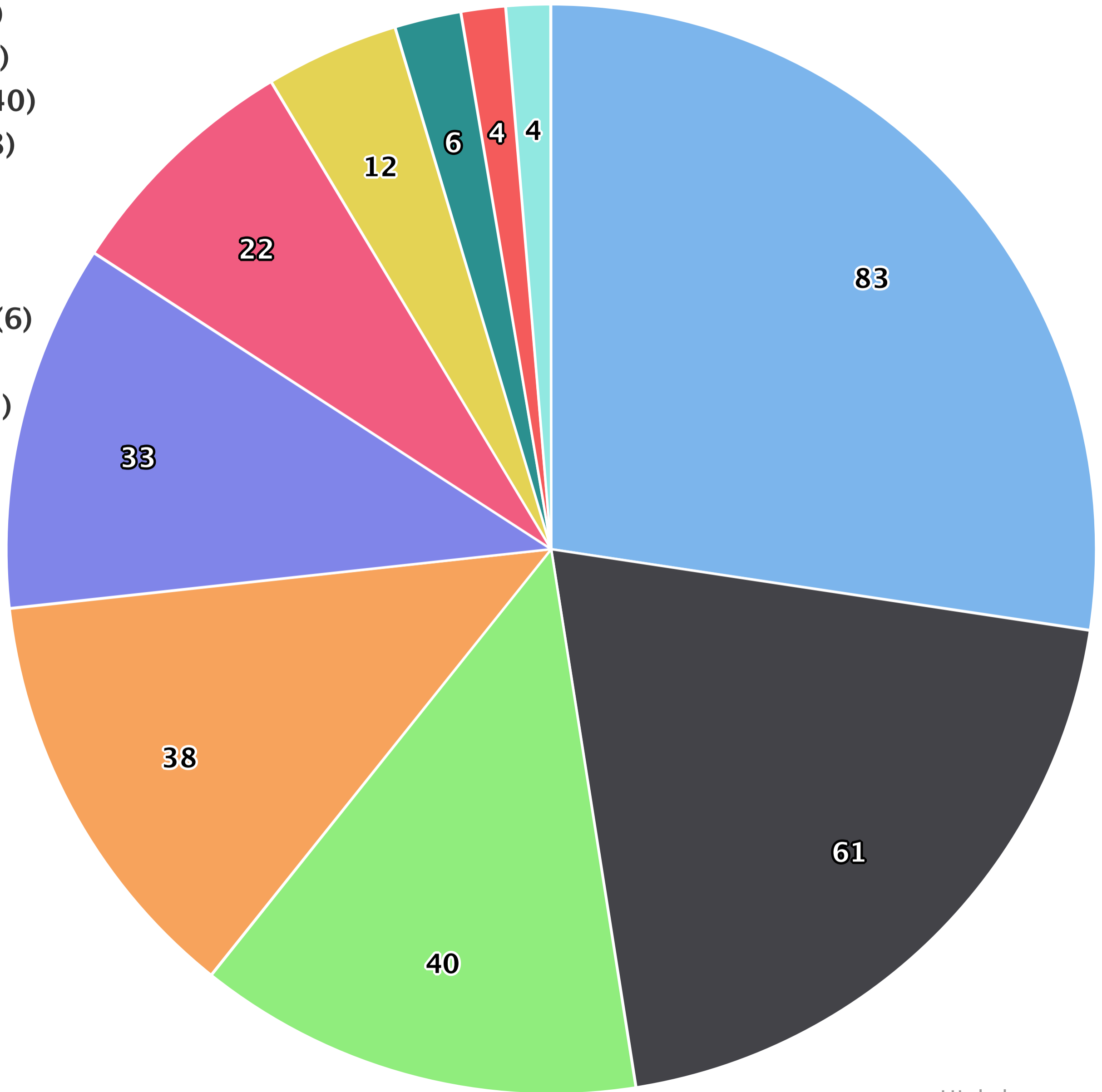
# Service Categories

- Electrical (70)
- Plumbing (69)
- Door Locks (32)
- Heat/Air (32)
- Carpentry (24)
- Supplies (21)
- Grounds (10)
- Pest Control (7)
- Custodial (4)
- Roof Leaks (4)

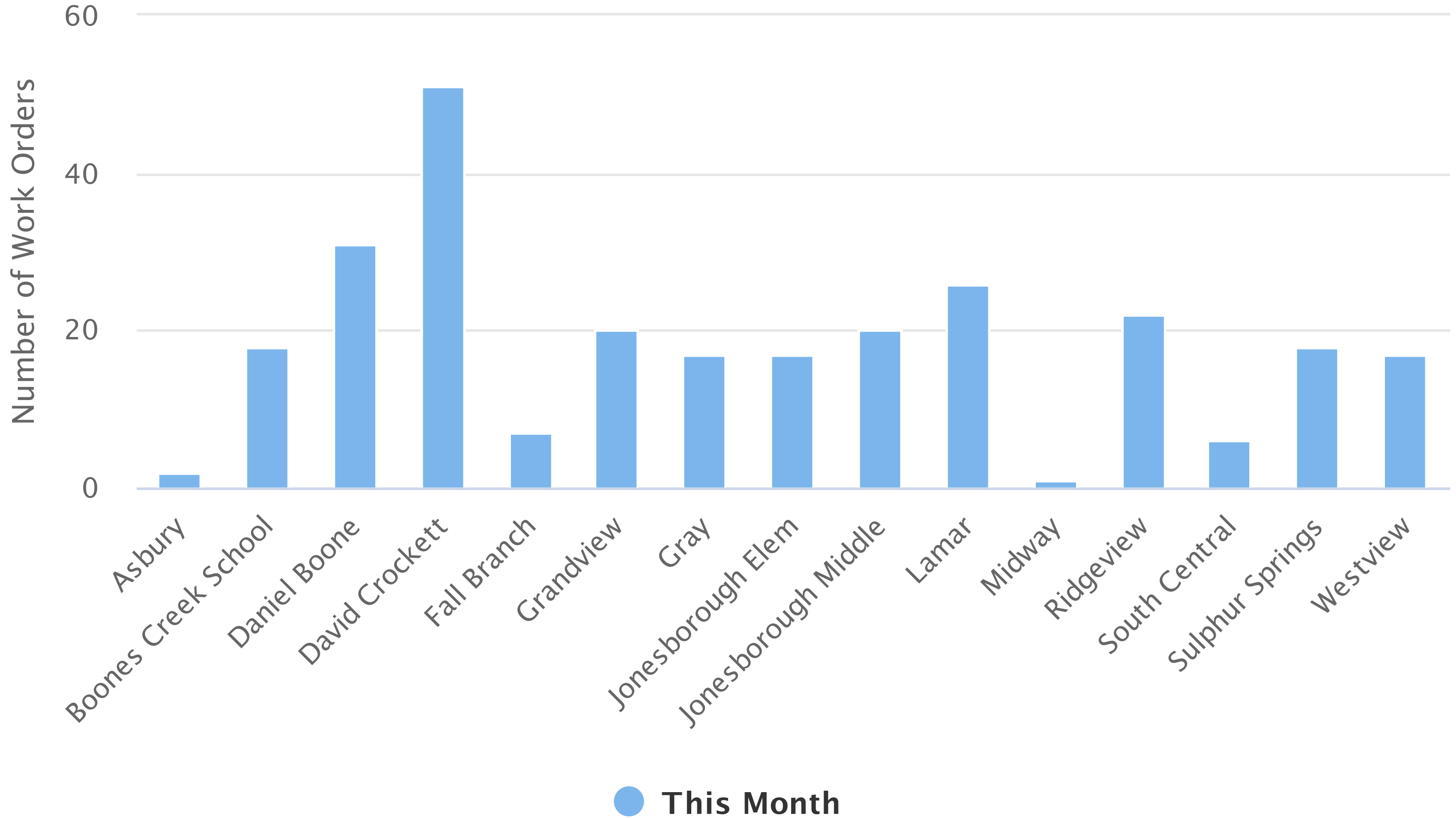


# Service Categories

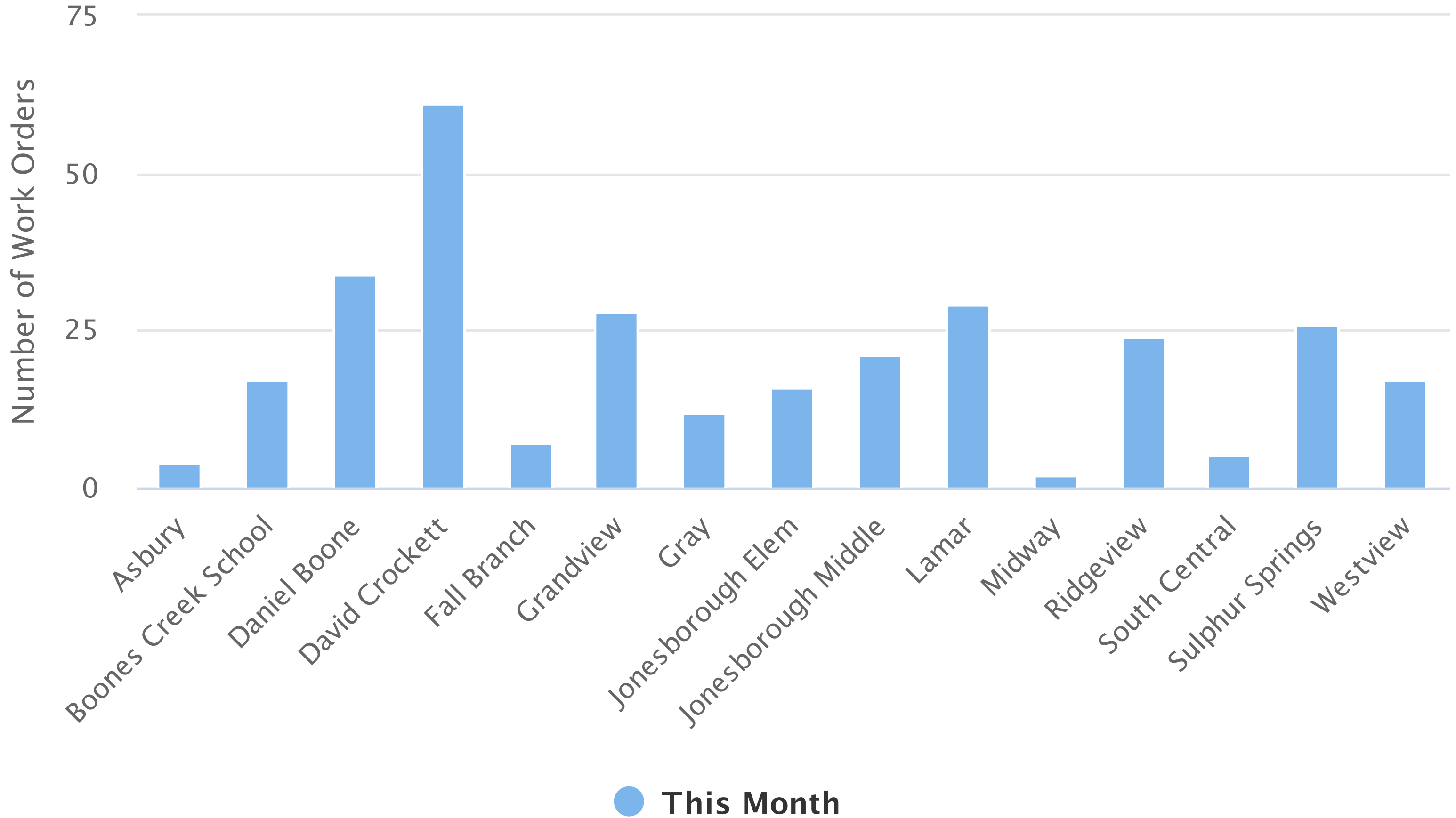
- Electrical (83)
- Plumbing (61)
- Door Locks (40)
- Carpentry (38)
- Heat/Air (33)
- Supplies (22)
- Grounds (12)
- Pest Control (6)
- Custodial (4)
- Roof Leaks (4)



# Work Orders By Location



# Work Orders By Location



Dear Washington County School Board,

Please approve this quote for School Bus Radios to provide emergency communications between the drivers and a dispatch system that will be stationed at the bus garage. The company we will be purchasing these radios from is Motorola. The State of Tennessee has a contract (#21424) with the vendor as reflected by the attachment; State of Tennessee, Department of General Services Central Procurement Office. Allen Kyker is the point of contact with the police department for the execution of the project.

Project:

Purchase 36 radios for all the high school buses and a dispatch system. Many buses also run routes for the elementary schools. Allen Kyker will be in charge of the installation and the setup of the large scale emergency channels that the school system will use. There are 16 channels and the Sherriff's department uses only 4 as of to date.

Goal:

To continue providing radios for emergency communication for the remainder of the buses when funding becomes available.

Thank you for your time and consideration

Twana McKinney





## Washington County Schools

08/09/2021

08/09/2021

Washington County Schools  
405 West College Street  
Jonesborough, TN 37659

Dear Twana McKinney,

Motorola Solutions is pleased to present Washington County Schools with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide Washington County Schools with the best products and services available in the communications industry. Please direct any questions to Ashley Pearson at [ashley@criticalts.com](mailto:ashley@criticalts.com).

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Ashley Pearson

Motorola Solutions Manufacturer's Representative

Billing Address:  
 Washington County Schools  
 405 West College Street  
 Jonesborough, TN 37659  
 US

Quote Date:08/09/2021  
 Expiration Date:11/07/2021  
 Quote Created By:  
 Ashley Pearson  
 ashley@criticalts.com

End Customer:  
 Washington County Schools  
 Twana McKinney  
 mckinneyt@wcde.org

Contract: 21424 - TENNESSEE

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 1500 Enhanced					
1	M36URS9PW1BN	APX1500 ENHANCED 7/800 MHZ MOBILE	36	\$1,689.00	\$1,216.08	\$43,778.88
1a	G832AD	ADD: SPKR 7.5W WTR RST APEX	36	\$60.50	\$43.56	\$1,568.16
1b	GA00235AA	ADD: NO GPS ANTENNA NEEDED APX	36	\$0.00	\$0.00	\$0.00
1c	G66BF	ADD: DASH MOUNT O2 APXM	36	\$125.00	\$90.00	\$3,240.00
1d	GA00580AA	ADD: TDMA OPERATION	36	\$450.00	\$324.00	\$11,664.00
1e	W20CA	ADD: KEYPAD MIC GCAI APX	36	\$180.00	\$129.60	\$4,665.60
1f	GA05100AA	ADD: STD WARRANTY - NO ESSENTIAL	36	\$0.00	\$0.00	\$0.00
1g	GA00804AA	ADD: APX O2 CH (GREY)	36	\$492.00	\$354.24	\$12,752.64
1h	W969BQ	ADD: MULTIKEY OPERATION	36	\$86.25	\$62.10	\$2,235.60
1i	GA01339AA	ENH: SW P25 TRUNKING	36	\$1,070.00	\$770.40	\$27,734.40
1j	G444AH	ADD: APX CONTROL HEAD SOFTWARE	36	\$0.00	\$0.00	\$0.00
1k	G193AK	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	36	\$0.00	\$0.00	\$0.00
1l	G174AD	ADD: ANT 3DB LOW-PROFILE 762-870	36	\$43.00	\$30.96	\$1,114.56



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
2	PMLN7560A	REC ONLY EARPIECE W/ TRANSLUCENT TUBE	36	\$58.00	\$43.50	\$1,566.00
APX™ 1500 Enhanced						
3	M36URS9PW1BN	APX1500 ENHANCED 7/800 MHZ MOBILE	1	\$1,689.00	\$1,216.08	\$1,216.08
3a	W665BF	ADD: BASE STATION OP W/PS APX	1	\$70.00	\$50.40	\$50.40
3b	G91AF	ADD: CNTRL STATION PWR SUPPLY	1	\$269.00	\$193.68	\$193.68
3c	GA00235AA	ADD: NO GPS ANTENNA NEEDED APX	1	\$0.00	\$0.00	\$0.00
3d	G66BF	ADD: DASH MOUNT O2 APXM	1	\$125.00	\$90.00	\$90.00
3e	GA00580AA	ADD: TDMA OPERATION	1	\$450.00	\$324.00	\$324.00
3f	G142AD	ADD: NO SPEAKER APX	1	\$0.00	\$0.00	\$0.00
3g	GA05100AA	ADD: STD WARRANTY - NO ESSENTIAL	1	\$0.00	\$0.00	\$0.00
3h	GA00804AA	ADD: APX O2 CH (GREY)	1	\$492.00	\$354.24	\$354.24
3i	W969BQ	ADD: MULTIKEY OPERATION	1	\$86.25	\$62.10	\$62.10
3j	GA01339AA	ENH: SW P25 TRUNKING	1	\$1,070.00	\$770.40	\$770.40
3k	G444AH	ADD: APX CONTROL HEAD SOFTWARE	1	\$0.00	\$0.00	\$0.00
3l	G193AK	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	1	\$0.00	\$0.00	\$0.00
3m	W382AM	ADD: CONTROL STATION DESK GCAI MIC	1	\$169.00	\$121.68	\$121.68
3n	G175AD	ADD: ANT 3DB ELEVATED FEED 762-870	1	\$75.00	\$54.00	\$54.00
Product Services						
4	LSV00Q00203A	DEVICE INSTALLATION	1	\$16,250.00	\$16,250.00	\$16,250.00
5	LSV00Q01073A	DEVICE MISCELLANEOUS DEVICE PARTS/EQUIPMENT	1	\$642.86	\$642.86	\$642.86

**Grand Total**
**\$130,449.28(USD)**


Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Notes:



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

<b>Purchase Order Checklist</b>	
<b>Marked as PO/ Contract/ Notice to Proceed on Company Letterhead</b> <b>(PO will not be processed without this)</b>	
<b>PO Number/ Contract Number</b>	
<b>PO Date</b>	
<b>Vendor = Motorola Solutions, Inc.</b>	
<b>Payment (Billing) Terms/ State Contract Number</b>	
<b>Bill-To Name on PO must be equal to the <i>Legal</i> Bill-To Name</b>	
<b>Bill-To Address</b>	
<b>Ship-To Address (If we are shipping to a MR location, it must be documented on PO)</b>	
<b>Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO )</b>	
<b>PO Amount must be equal to or greater than Order Total</b>	
<b>Non-Editable Format (Word/ Excel templates cannot be accepted)</b>	
<b>Bill To Contact Name &amp; Phone # and EMAIL for customer accounts payable dept</b>	
<b>Ship To Contact Name &amp; Phone #</b>	
<b>Tax Exemption Status</b>	
<b>Signatures (As required)</b>	



**STATE OF TENNESSEE, DEPARTMENT OF GENERAL SERVICES  
CENTRAL PROCUREMENT OFFICE**

**Statewide Multi-Year Contract Issued to:**

Motorola Solutions Inc  
1301 E Algonquin Rd

Schaumburg, IL 60196-4041

Vendor ID: 0000000498

**Contract Number: 0000000000000000000065725**

Title: Radio Equipment and Services

Start Date : March 15, 2020 End Date: March 14, 2025

Is this contract available to local government agencies in addition to State agencies?: Yes

**Authorized Users.** This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies. The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- a. all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b. Tennessee local governmental agencies;
- c. members of the University of Tennessee or Tennessee Board of Regents systems;
- d. any private nonprofit institution of higher education chartered in Tennessee; and,
- e. any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or liable for the transactions between the Contractor and Authorized Users.

Note: If "no", attach exemption request addressed to the Central Procurement Officer.

**Contract Contact Information:**

State of Tennessee  
Department of General Services, Central Procurement Office  
Contract Administrator: Richard Kotler  
3rd Floor, William R Snodgrass, Tennessee Tower  
312 Rosa L. Parks Avenue  
Nashville, TN 37243-1102  
Phone: 615-253-4723  
Fax: 615-741-0684  
Email: Richard.Kotler@tn.gov



Line Information

**Line 1**

Item ID:  
*APCAT Catalog*  
Unit of Measure: EA  
Vendor Item/Part #:  
Manufacturer Item #:  
Unit Price: \$ 0

State Usage Instructions Link

<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/state-agencies-/statewide-contract-instruction--swc-.html>

APPROVED:	 <b>Michael F. Perry - JDG</b> <small>Digitally signed by Michael F. Perry - JDG DN: cn=Michael F. Perry - JDG, o=Central Procurement Office, ou=Department of General Services, email=perryjd@tn.gov, c=US Date: 2020.03.13 09:32:10 -0500'</small>	BY:	 <b>Richard Kotler</b> <small>Digitally signed by Richard Kotler DN: cn=Richard Kotler, o=Central Procurement Office, email=richard.kotler@tn.gov, c=US Date: 2020.03.09 10:18:59 -0500'</small>	3/11/2020
	CHIEF PROCUREMENT OFFICER		PURCHASING AGENT	DATE

## SWC# 424 – Motorola Radio Equipment and Services

**Contractor:** Motorola Solutions, Inc.

**Contract Period:** Start: March 15, 2020 Expiration: March 14, 2025

**Summary/Background Information:** The State has restructured its Supply Base in order to support the three most important Radio Equipment suppliers used by the State and Local Governments. Instead of the nine suppliers contracted under the old radio contract SWC 418 we have established two SWC's; SWC 423 to cover the products and services of JVCKenwood and BK Technologies. The JVCKenwood and BK Tech contracts are under the overall Naspo Participating Addendum to contract 06913 Public Safety Radio Equipment and SWC 424 which is a State of Tennessee contract dedicated to Motorola Solutions Products and Services. All radio contracts are catalog based.

**Contract Number;**

**Motorola Solutions, Inc. Contract # 65725**

**Access to Contract Documents Online:**

1. Please check the following URL to ensure you are viewing the most recent version of the usage instructions:  
<https://www.tn.gov/content/tn/generalservices/procurement/central-procurement-office--cpo-/state-agencies-/statewide-contract-instruction--swc-.html>
2. Click on the "Statewide Contract (SWC) Search" The link below will take you to the Statewide Contract List.  
[https://sso.edison.tn.gov/psp/paprd/SUPPLIER/ERP/c/TN\\_PUBLIC\\_SUPPLIER.TN\\_ACTIVE\\_SWC\\_CMP.GBL?Page=TN\\_ACTIVE\\_SWC&Action=U&ExactKeys=Y&TargetFrameName=None](https://sso.edison.tn.gov/psp/paprd/SUPPLIER/ERP/c/TN_PUBLIC_SUPPLIER.TN_ACTIVE_SWC_CMP.GBL?Page=TN_ACTIVE_SWC&Action=U&ExactKeys=Y&TargetFrameName=None)
  - Scroll down the list of contracts and locate the contract number you need. Click on the picture of a folder under the "Details" column.
  - You will get a rectangular box and one of the columns (to the right) will say "Contract Documents", and below will be a picture of a file folder, click on it and you



will get a new box with multiple contract documents shown. Click on the picture of the document to view the attachment.

## State Contact Information

**Contract Administrator**

**Richard Kotler**

Category Specialist  
Central Procurement Office  
(615)-253-4723  
[Richard.Kotler@tn.gov](mailto:Richard.Kotler@tn.gov)

## Contractor Contact:

Chuck Jones  
Account Manager  
615-477-1058  
[Chuck.jones@motorolasolutions.com](mailto:Chuck.jones@motorolasolutions.com)

## Dealer Network

- **Critical Tech Solutions (CTS)** 2948 Middlebrook Pike, Knoxville, TN : Contact: Mark Dorn, 865-202-6603, Email: [mark@criticalts.com](mailto:mark@criticalts.com)
- **Metro Communications, LLC**, 1210 Elm St Knoxville, TN: Contact: Jimmy Hayes, 865-546-0311, Email: [jimmy.hayes@metrocomm2way.com](mailto:jimmy.hayes@metrocomm2way.com)
- **Integrated Communications, Inc.**; 6630 Reese RD Memphis, TN: Contact: Jim Marineau, 901-366-4412; Email: [jim.marineau@iciwireless.com](mailto:jim.marineau@iciwireless.com)
- **Nashville Communications**: 330 Plus Park Blvd Nashville, TN: Contact: Lance Marrow, 615-255-5670; Email: [lanec@nashvillecomm.com](mailto:lanec@nashvillecomm.com)

- **Mobile Communications of America (MCA):** 1201 Crutchfield St Chattanooga, TN:  
Contact: Danny Moseley, 423-698-3306; Email: dannymoseley@callmc.com
- **Wireless Plus, Inc.:** 1136 Myatt BLVD, Madison, TN; 615-333-0108; Contact: Mark Walker,  
Email: mwalker@wirelessplusinc.com
- **Gemini Communications:** 318 Baker ST, Murfreesboro, TN: Contact: Jim Lowe; 615-895-  
5956; Email: Jim\_Lowe@bellsouth.net
- **Integrated Communication, Inc.:** 335 Bellevue ST Jackson, TN; Contact: John Atkinson,  
731-427-9851, Email: John.atkinson@iciwireless.com

## Use of Third Party Resellers

### State Agencies

1. The provisions of the contracts do not permit direct transactions or establishment of a legal obligation with the contracted parties resellers by State Agencies. Although the contracted party may have their reseller network perform work, such as, warranty, on-site installation, repair or other activities for the contracted party. This work must be the result of a transaction initiated between the State and the Contracted Party (Contractor) where the Contracted Party incurs a legal obligation pursuant to the Terms and Conditions of the Contract. Examples of the transactions to the Contracted Party are, but not limited to: Issuance of a Purchase Order for Goods and or Services, Performance/Response to a Warranty Claim, Issuance and response to a Return Material Authorization, and Performance of Maintenance/Repair services that have been purchased and Premium Service Plans.
2. It is incumbent upon the Contracted Party to be the entity that receives requests for quotes, receives purchase orders from the State, be responsible for the shipment of purchased goods, be the party to submit invoices to the State and, in turn, be the recipient of payment for all goods and services provided. The State will not issue Purchase Orders to, nor pay for contracted goods and services to any third party that may perform any services, on behalf of the contracted party, that are covered by this Statewide Contract.

Authorized Users -- Statewide Contract. This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of

government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies.

The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- a) all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b) Tennessee local governmental agencies;
- c) the board of trustees of the University of Tennessee system, the Tennessee board of regents system, or the State university boards;
- d) any private nonprofit institution of higher education chartered in Tennessee; and,
- e) any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse Services or the Department of Intellectual and Developmental Disabilities to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or liable for the transactions between the Contractor and Authorized Users.

**Local Government Entity Instructions:**

1. Local governments and other eligible entities are encouraged to use this contract.
2. Local entities should contact the vendor with respect to how they would like to conduct business transactions.
3. The State requires Envisage to report all sales to Local Government entities making use of the State contract.



MEMO



		Sourcewell Price			
<b>Gray</b>	6,000.00	3,500.00	New Freezer Door	Warped wall, door cannot be fixed	Replacement
	22,000.00	19,358.94	Cold Pass Through	Broke, Unable to fix	Replacement
	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
	42,000.00	34,332.04			
<b>Ridgeview</b>	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
<b>Sulphur Springs</b>	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
<b>Fall Branch</b>	58,000.00	66,877.42	Dishwasher and Equipment	Works but hazard as conveyor doesn't work, parts unavailable due to age, PP says need to replace	Replacement
	30,000.00	30,000.00	Instillation		
	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
	102,000.00	108,350.52			
<b>Grandview</b>	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
	20,000.00	18,687.87	Heated Pass-THRU	Old one broken, taken out, never replaced	Replacement
	34,000.00	30,160.97			
<b>West View</b>	8,000.00	3,500.00	New Freezer Door	Warped wall, door cannot be fixed	Replacement
<b>Lamar</b>	14,000.00	11,473.10	Steamer	Unale to cook certain items properly for lack of steamer.	Necessary Addition
				<b>Will cover delivery as these quotes do not include delivery.</b>	
				<b>Needs to be put in as a budget amendment regardless</b>	
<b>Misc for All</b>	100,000.00	100,000.00	Racks, shelving, kichen supplies, office equipment	<b>More listed below</b>	
<b>TOTAL</b>	<b>328,000.00</b>	<b>310,762.83</b>			



**AGREEMENT TO ENGAGE THE SERVICES OF THOMPSON & LITTON, INC.  
AS A CONSULTANT AND ADVISOR. FEE IS BASED ON TIME AND EXPENSES.**

THIS AGREEMENT, entered into at Johnson City, Tennessee on the 24<sup>th</sup> day of September 2021, between Washington County Schools Nutrition, whose address is 405 West College Street, Jonesborough, Tennessee 37659 hereinafter called "Client", and Thompson & Litton, Inc., a Virginia Corporation, whose address is P.O. Box 1909, Johnson City, Tennessee 37605, hereinafter called "Thompson & Litton," is as follows.

The Client and Thompson & Litton for mutual considerations and premises hereinafter set forth, agree as follows.

- A. Thompson & Litton agrees to perform certain consulting, architectural, engineering, planning, or advisory services for the Client as follows: Prepare drawings and specifications as required to upgrade selective existing kitchen equipment at Daniel Boone High School. Services include assistance with competitive bidding and limited construction contract administration. Thompson & Litton anticipates the construction period to be 30 days and anticipates two site visits total.
- B. Client agrees to pay Thompson & Litton as compensation for its services on a time and expense basis in accordance with the attached Schedule of Hourly Rates and Reimbursable Expenses. Thompson & Litton estimates its charges to be on the order of \$9,800.00 (Nine Thousand, Eight Hundred and 00/100 Dollars).
- C. Thompson & Litton will submit monthly progress billings for services as they are rendered and reimbursable expenses incurred. Client agrees to make prompt monthly payments in response to Thompson & Litton's billing.
- D. Thompson & Litton expects to start its services promptly after receipt of Client's acceptance of this Agreement and to substantially complete its services within 120 days.
- E. Client and Thompson & Litton agree, in order to assure a clear understanding of all matters related to their mutual responsibilities, that the STANDARD PROVISIONS attached to this Agreement hereof are also a part of this Agreement. Client and Thompson & Litton agree that each has read, understands and accepts such additional terms and conditions to this Agreement as set forth in the STANDARD PROVISIONS.

THOMPSON & LITTON, INC.

BY: *Ronald G. Helton*

Ronald G. Helton, PE

TITLE: Chairman

DATE: September 20, 2021

ATTEST: *Jessie K. Osborne*

WASHINGTON COUNTY SCHOOLS NUTRITION

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

## STANDARD PROVISIONS

1. Thompson & Litton Agrees:
  - A. To perform professional services described in the Agreement, which include normal engineering and architectural engineering services and normal professional services incidental thereto.
  - B. To consult with Client to determine his requirements and review available data.
  - C. To advise Client as to the necessity of his providing or obtaining from others data or services of type not included in the services of Thompson & Litton.
2. The Client Agrees:
  - A. To designate a person to act with authority on his behalf in respect to all aspects of the project, shall examine and respond promptly to Thompson & Litton's submissions, and shall give prompt written notice to Thompson & Litton whenever he observes or otherwise becomes aware of any defect in the project or in Thompson & Litton's services.
  - B. To guarantee access to and make all provisions for Thompson & Litton to enter upon public and private property.
  - C. To provide such legal, accounting, special consultants, independent cost estimates, and insurance counseling services as may be required and to furnish Thompson & Litton data by or services of others as necessary, of types not included in the services of Thompson & Litton, all of which Thompson & Litton may rely upon in performing his services.
  - D. To provide full information regarding his requirements for the project and the services of Thompson & Litton.
  - E. To the fullest extent permitted by law, and not withstanding any other provision of this Agreement, to limit the total liability, in the aggregate, of Thompson & Litton and Thompson & Litton's officers, directors, employees, agents, or subconsultants, or any of them, to the total compensation received by Thompson & Litton under this Agreement, or the total amount of \$50,000, whichever is greater.
  - F. That Thompson & Litton shall not be responsible for the acts or omissions of any contractor, and/or subcontractor, or any of the contractor(s)' agents, or employees or any other person except his own employees and agents with regard to the project or any of the work or management of the project.
3. Miscellaneous Provisions.
  - A. Reuse of Documents and Electronic Files.

In accepting and utilizing any drawings or other data generated and provided by Thompson & Litton, including all documents on any form of electronic media, the Client covenants and agrees that all such drawings and data are instruments of service of Thompson & Litton, who shall be deemed the author of the drawings and data, and shall retain all common law, statutory law and other rights, including copyrights. The electronic files submitted by Thompson & Litton to the Client are submitted for an acceptance period of 30 days. Any defects the Client discovers during this period will be reported to Thompson & Litton and will be corrected as part of Thompson & Litton's scope of services of this Agreement. Correction of defects detected and reported after the acceptance period are not part of the scope of services of this Agreement. The client further agrees not to use these drawings and data, in whole or in part, for any purpose or project other than the project which is the subject of this Agreement. The Client agrees to waive all claims against Thompson & Litton resulting in any way from any unauthorized changes or reuse of the drawings and data for any other project by anyone other than Thompson & Litton. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold Thompson & Litton harmless from any damage, liability or cost, including reasonable attorney's fees and costs of defense, arising from any changes made by anyone other than Thompson & Litton or from any reuse of the drawings and data without the prior written consent of Thompson & Litton. Under no circumstances shall transfer of the drawings and other instruments of service on electronic media for use by the Client be deemed a sale by Thompson & Litton, and Thompson & Litton makes no warranties, either express or implied, of merchantability and fitness for any particular purpose.

- B. Opinion of Probable Construction Cost.

Since Thompson & Litton has no control over the cost of labor, materials, or equipment or over contractor(s), or operator(s), methods of determining prices, or over competitive bidding, management practices, or market conditions, his opinions of probable costs when provided for herein are to be made on the basis of his experience and qualifications and represent his best judgment as a design professional familiar

with the construction industry, but Thompson & Litton cannot and does not guarantee that proposals, bids, or the actual construction costs will not vary from opinions of probable cost prepared by him. If Client wishes greater assurance as to the construction costs, he shall employ an independent cost estimator. Thompson & Litton's services to modify the project to bring the cost within any limitation established by Client will be considered services beyond the scope of Agreement and paid for as such by the Client.

C. Late Payment.

If Client fails to make any payment due Thompson & Litton for services and expenses within sixty (60) days after receipt of Thompson & Litton's bill therefore, an interest rate of 1% per month will be charged and applied to the unpaid balance monthly; and in addition Thompson & Litton may after giving seven day's written notice to Client, suspend services under his Agreement until he has paid in full all amounts due him for services and expenses, including reasonable attorney's fees incurred with relation to collection therefore.

D. Dispute Resolution.

In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Client and Thompson & Litton agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise. The Client and Thompson & Litton further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreement.

E. Arbitration.

In the event the parties to this Agreement are unable to reach a settlement of any dispute arising out of the services under this Agreement, in accordance with Paragraph D. (Dispute Resolution), then such disputes shall be settled by binding arbitration by an arbitrator to be mutually agreed upon by the parties and shall proceed in accordance with the rules of the Construction Industry Arbitration Rules of the American

Arbitration Association. If the parties cannot agree on a single arbitrator, then the arbitrator(s) shall be selected in accordance with the above referenced rules.

F. Termination.

Either the Client or Thompson & Litton may terminate this Agreement at any time with or without cause upon giving the other party fourteen (14) calendar days prior written notice. The Client shall within thirty (30) calendar days of termination, pay Thompson & Litton for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of this contract. The Client shall reimburse Thompson & Litton for all expenses reasonably incurred by Thompson & Litton in connection with termination of this Agreement, including but not limited to demobilization, reassignment of personnel, and space and equipment costs.

G. Successors and Assigns.

Client and Thompson & Litton each binds himself and his partners, successors, executors, administrators, and assigns to the other party of this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement, neither Client nor Thompson & Litton shall assign, sublet, or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body, which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than Client and Thompson & Litton.

H. Jobsite Safety.

Neither the professional activities of Thompson & Litton, nor the presence of Thompson & Litton or its employees and subconsultants at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. Thompson & Litton and its personnel have no authority to exercise any control over any construction contractor or other entity or their

employees in connection with their work or any health or safety precautions. The Client agrees that the General Contractor is solely responsible for jobsite safety and warrants that this intent shall be made evident in the Client's agreement with the General Contractor. The Client also agrees that the Client, Thompson & Litton and Thompson & Litton's consultants shall be indemnified and shall be made additional insured under the General Contractor's general liability insurance policy.

I. Environmental and Health Hazards.

It is acknowledged by both parties that, unless otherwise specifically designated in this Agreement, Thompson & Litton's scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event Thompson & Litton or any other party encounters asbestos or hazardous or toxic materials at the jobsite, or should it become known in any way that such materials may be present at the jobsite or any adjacent areas that may affect the performance of Thompson & Litton's services, Thompson & Litton may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until the Client retains appropriate specialist consultants or contractors to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrant the jobsite is in full compliance with applicable laws and regulations. The Client agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless Thompson & Litton, his or her officers, partners, employees, agents and consultants from and against any and all claims, suits, demands, liabilities, losses, or costs, including reasonable attorney's fees and defense costs, resulting or accruing to any and all persons, firms, or any other legal entity, caused by, arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the jobsite, whether liability arises under breach of contract or warrant, tort, including negligence, strict liability or statutory liability or any other cause of action.

J. The financial arrangements set forth in this Agreement are agreed to on the basis of prompt payment of Thompson & Litton's bills and orderly

and continuous progress of the project. If there are protracted delays for reasons beyond Thompson & Litton's control, Client and Thompson & Litton agree to renegotiate the basis of Thompson & Litton's compensation in order to take into consideration changes in price indices and pay scale applicable to the period when Thompson & Litton's services are in fact being rendered.

K. This Agreement and these Standard Provisions represent the entire understanding between Client and Thompson & Litton in respect to the project and may only be modified in writing signed by both Client and Thompson & Litton.

L. This Agreement is to be governed by the law of the principal place of business of Thompson & Litton.

M. Special Services of Thompson & Litton are defined as any services not included in the scope of Thompson & Litton's services set forth in the Agreement. Such services, if desired and as requested by Client, shall be supplied by Thompson & Litton according to the guidelines set forth in the latest edition (current) of A.S.C.E. Manual 45. Unless otherwise specifically designated, scope of Thompson & Litton's services shall not include core borings, probings and subsurface investigations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment, appropriate professional interpretation of all the foregoing, property descriptions, zoning and deed restrictions, or any other special services or consultations not covered in Paragraph A of the Agreement.

N. If scope, which includes time, of the project or Thompson & Litton's work is changed materially, Thompson & Litton's compensation shall be subject to renegotiation.

O. This Agreement is not intended to be for the benefit of any person or entity; and the parties hereto shall not be liable or responsible to any such nonparty by reason of this Agreement or any acts or omissions arising out of this Agreement, or any breach thereof.

P. Thompson & Litton agrees to comply with Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212, and their implementing regulations at 41 CFR Chapter 60-741.5(a) and 41 CFR Chapter 600-

300.5(a). These regulations prohibit discrimination against qualified individuals on the basis of disability or protected veteran status and requires affirmative action by Thompson & Litton to employ and advance in employment qualified individuals with disabilities and qualified protected veterans.

EFFECTIVE: Through June 30, 2022

**THOMPSON & LITTON  
SCHEDULE OF HOURLY RATES**

<b>INDIVIDUAL CLASSIFICATIONS</b>	<b>TYPICAL HOURLY RATES (Current Rates)</b>
Officer-in-Charge	\$ 250.00
Associate	\$ 197.00
Senior Project Manager	\$ 180.00
Project Manager	\$ 135.00
Senior Engineer	\$ 163.00
Project Engineer	\$ 125.00
Design Engineer	\$ 98.00
Senior Technician	\$ 94.00
Technician	\$ 64.00
Senior Architect	\$ 160.00
Project Architect	\$ 112.00
Intern Architect	\$ 82.00
Senior Surveyor	\$ 155.00
Surveyor	\$ 95.00
Senior Survey Technician	\$ 69.00
Survey Technician	\$ 60.00
3-Person Survey Party	\$ 206.00
2-Person Survey Party	\$ 144.00
Senior Construction Contract Administrator	\$ 146.00
Construction Contract Administrator	\$ 100.00
Senior Construction Representative	\$ 100.00
Construction Representative	\$ 72.00
Specifications and Technical Composer	\$ 70.00
Administrative Assistant	\$ 82.00
Clerical	\$ 56.00

**REIMBURSABLE EXPENSES**

Consultants and subcontractors will be billed at Direct Cost times 1.20.

Transportation and out-of-town subsistence will be billed at Direct Cost times 1.15.

Mileage for use of personal or company vehicles – Effective IRS mileage rate.

Long distance telephone calls, facsimiles, printing or items not customarily provided by the Consultant shall be charged at Direct Cost times 1.15.

REPRODUCTION:	A) 8 1/2 x 11 page, per copy (black/white).....	\$0.15
	B) 8 1/2 x 11 page, per copy (color) .....	\$1.25
	C) Large Drawings, per square foot .....	\$0.20
	D) Large Drawings, per square foot (color) .....	\$1.25

FINANCIAL: Invoices are payable within thirty days. Interest is, therefore, charged in the event of non-payment within sixty days. An interest rate 1% per month will be charged and applied to the unpaid balance monthly.

**Strategic Equipment, LLC**  
 dba TriMark Strategic  
 dba TriMark Foodcraft  
 dba ISI Commercial Refrigeration

**To:**  
Caitlin Kite

**Project:**  
Washington County Schools --  
Daniel Boone HS  
Gray, TN

**From:**  
Strategic Equipment, Inc.  
Kevin Horne  
3011 Industrial Parkway East  
Knoxville, TN 37921  
(865) 637-2525  
Cell (423) 534-3402

Job Reference Number: 15219

Thank you for allowing TriMark the opportunity to provide pricing for you. Please be aware the market is very unstable and manufacturers are experiencing delays and random price increases. As such, this quote or budget will only remain in effect for 15 days. Once the quote becomes an order, we will provide approximate ship dates and final pricing. We apologize for any inconvenience.

Item	Qty	Description	Sell	Sell Total
1	1 ea	<b>CONVECTION STEAMER, ELECTRIC</b> Cleveland Range Model No. 24CEA10 Steamcraft® Gemini™ 10 Pressureless Steamer, electric, 2 compartments with individual generators, (5) 12 x 20 x 2-1/2 pans/compartiment capacity, manual controls, 60-minute mechanical timer & manual (continuous steaming) bypass switch, left-hand hinged door, controls on right, steam shut-off switch, stainless steel construction, 6" stainless steel legs	\$17,052.22	\$17,052.22
	1 ea	1-year parts & labor warranty, standard		
	1 ea	Extended warranty, not to exceed 24 months from date of installation (for K-12 schools only)		
	1 ea	5 year pro-rated parts warranty on boilers & steam generators		
	2 ea	3 year Convection Steamer Door Warranty, standard		
	1 ea	(Steamer) 1 Year extended warranty (for installation or planned maintenance quotes, please contact your local Sales Representative) (net)	\$1,128.90	\$1,128.90
	1 ea	Performance start-up included at customer request after equipment is installed (Free Water Quality Check included) (contact Cleveland Sales Representative for details)		
	1 ea	Replacement		
	1 ea	Note: Note: A site survey must be completed before equipment will be released for shipment. This ensures that the correct equipment arrives on location based on readiness and location of utilities, drain, and transportation constraints such as doorway dimensions		
	1 ea	WBT-QT11-CR Optipure Water Treatment System, dual-cartridge, reduces sediments over 0.5 microns, reduces chlorine, includes (1) CTOS-Q10 Catalytic Carbon Filter & (1) CTOS-QCR activated carbon	\$356.40	\$356.40

Item	Qty	Description	Sell	Sell Total
		filter		
	1 ea	Second year limited warranty on water related parts only when purchasing a steamer and filter from Cleveland. Must include a completed Performance Start-Up (See Cleveland warranty statement for details)		
	1 ea	11000115833 Water Filtration Installation (only for filtration systems included in this price list) (Non-discountable NET pricing) (Note: Pricing based on 200 mile round trip, additional charges may apply, see Installation flyer for details) (Note: Customer should indicate your preferred Welbilt Authorized Service Agent for installation on the PO otherwise Welbilt RISE will select an Authorized Service Agent for this install)	\$198.09	\$198.09
	1 ea	(VOS2) 440-480v/60/3-ph, 39.8 amps, 32.6kW, 3-wire	\$372.83	\$372.83
	1 cs	DISSOLVE (PN 106174) Descaling Solution, (6) one-gallon containers with quart markings	\$232.26	\$232.26
			<b>ITEM TOTAL:</b>	<b>\$19,340.70</b>
1.1	1 ea	<b>WORK TABLE</b> Titan Stainless Model No. WFS Custom Water Filter Stand with Flanged Feet	\$789.87	\$789.87
			<b>ITEM TOTAL:</b>	<b>\$789.87</b>
2	2 ea	<b>KETTLE, ELECTRIC, TILTING</b> Cleveland Range Model No. KEL40TSH Short Series™ Steam Jacketed Kettle, electric, manual tilting, 40-gallon capacity, full steam jacket design, 316 stainless steel interior, 35" rim height, solid state water level control, open tri-leg base, 304 stainless steel construction, flanged feet, 50 psi rating, IPX6	\$18,452.30	\$36,904.60
	2 ea	1-year parts & labor warranty, standard		
	2 ea	Extended Warranty, not to exceed 36 months from date of installation (K-12 Schools only)		
	2 ea	Performance start-up included at customer request after equipment is installed (Free Water Quality Check included) (contact Cleveland Sales Representative for details)		
	2 ea	Standard wattage		
	2 ea	(VOK2) 440-480v/60/3-ph, 19.6kW, 23.6 amp	\$742.21	\$1,484.42
	2 ea	Standard Control Panel includes: LED indicator for heat cycle & low water, Power ON/OFF Dial with 1-10 Temperature Dial Setting		
	2 ea	TD2 2" tangent draw-off valve with strainer	\$1,004.32	\$2,008.64
	2 ea	DS2 Perforated Drain Strainer, 2" draw-off, 3/16" strainer holes	\$270.76	\$541.52
	2 ea	DS2S Solid Drain Cover, 2" draw-off	\$270.76	\$541.52
	2 ea	SHG Drain Strainer Hooks (specify gallon size)	\$234.43	\$468.86
	2 ea	SF3 SWING DRAIN FUNNEL FOR TILTING KETTLES	\$531.01	\$1,062.02
	2 ea	CHS40ETSH Spring-assisted cover (40 gallon)	\$1,411.32	\$2,822.64
	2 ea	PCK Pan Carrier, for all floor model kettles 25 gal & larger except KDM-25-T	\$554.93	\$1,109.86
	2 ea	SKFK Single Pantry Kettle Filler, with 60" hose	\$891.43	\$1,782.86
	2 ea	FBKT Faucet Bracket (required for mounting faucet)	\$174.74	\$349.48
	2 ea	DKFK Double Pantry Kettle Filler, with 60" hose	\$1,071.79	\$2,143.58
	2 ea	FBKT Faucet Bracket (required for mounting faucet)	\$174.74	\$349.48

Item	Qty	Description	Sell	Sell Total
	2 ea	KAK Kettle Accessory Kit, includes: clean up brush, paddle, stainless steel whip, brush, draw-off brush, ladle	\$1,010.81	\$2,021.62
	2 ea	FBKT Faucet Bracket (required for mounting faucet)	\$174.74	\$349.48
			<b>ITEM TOTAL:</b>	<b>\$53,940.58</b>
3	1 ea	<b>KETTLE, ELECTRIC, COUNTERTOP</b> Cleveland Range Model No. KET6T Tilting Kettle, electric, countertop, 6-gallon (23L) capacity, 2/3 steam jacket design, self-contained, lever style tilting, anti-drip pour spout, IPX6 water protection controls, self-locking marine style safety latch, reinforced rolled rim, support console on right, stainless steel construction with 316 series stainless steel liner, 50 PSI rated	\$5,378.43	\$5,378.43
	1 ea	1-year parts & labor warranty, standard		
	1 ea	Extended Warranty, not to exceed 36 months from date of installation (K-12 Schools only)		
	1 ea	Performance start-up included at customer request after equipment is installed (Free Water Quality Check included) (contact Cleveland Sales Representative for details)		
	1 ea	Standard wattage		
	1 ea	(VOK2) 440-480v/60/3-ph, 8.2kW, 9.8 amp	\$742.21	\$742.21
	1 ea	Standard Controls, temperature control/main power ON/OFF dial with 1-10 settings, LED indicators for heat-ON, low water, standard		
	1 ea	CL6 Lift-Off Cover, 6 gallon, per each kettle	\$328.72	\$328.72
	1 ea	SPK19 Single Pantry Faucet And Bracket Kit (KET3T, KET6T, KET 12T, TKET3T, TKET6T, TKET12T)	\$385.81	\$385.81
	1 ea	ST28 Equipment Stand, for single kettles only, open base with sliding drain drawer & splash screen, 28" x 26", 18" high, stainless steel top and legs, allows unit to be hard piped to a floor drain	\$1,664.35	\$1,664.35
	1 ea	SG28 Retractable Splash Guard/Pan Shelf, for drain drawer, for ST28	\$176.90	\$176.90
			<b>ITEM TOTAL:</b>	<b>\$8,676.42</b>
4	1 ea	<b>CONVECTION OVEN, ELECTRIC</b> Blodgett Model No. ZEPH-100-E DBL Zephaire Convection Oven, electric, double-deck, standard depth, capacity (5) 18" x 26" pans per compartment, (SSI-D) solid state infinite controls with digital timer, two speed fan, vent connector, dependent glass doors, interior light, stainless steel front, sides and top, 6" stainless steel legs, ETL, NSF, ENERGY STAR®	\$7,625.40	\$7,625.40
	1 ea	2 year parts, 2 year labor and 1 additional year door warranty (parts only), standard		
	2 ea	480v/60/3-ph, 11.0 kW, 14.0 amps, 1/2 hp (per deck)	\$555.93	\$1,111.86
	1 ea	SSI-D Top Oven: Solid State infinite with digital timer, standard		
	1 ea	SSI-D Bottom Oven: Solid State infinite with digital timer, standard		
	1 st	6" legs, adjustable, stainless steel (set), standard		
			<b>ITEM TOTAL:</b>	<b>\$8,737.26</b>
5	1 ea	<b>FRYER BATTERY, ELECTRIC</b> Pitco Frialator Model No. SE14S-2FD Solstice™ Prepackaged Fryer System with Solstice™ Filter Drawer System, electric, (2) 50 lb. oil capacity full tanks, solid state controls, boil out, drain valve interlock, melt cycle, stainless steel tank, front &	\$16,350.31	\$16,350.31

Item	Qty	Description	Sell	Sell Total
		sides, under-fryer drawer filtration, total 34.0kW (-FF), ENERGY STAR®, cULus, NSF, CE, GS		
	1 ea	NOTE: Power supply for basket lifts and filter motor is hard wired at the factory for 208v, 240v models		
	1 ea	1 year parts and labor warranty from the date of installation up to a maximum of 15 months from the date of manufacture (with appropriate documentation), standard		
	1 ea	Startup program, for first serial number (submit on request at least 5 business days in advance on Pitco website, <a href="https://www.pitco.com/startup_request">https://www.pitco.com/startup_request</a> ) (NET)	\$266.25	\$266.25
	1 ea	Startup program, for each additional serial number at same location (submit on request at least 5 business days in advance on Pitco website, <a href="https://www.pitco.com/startup_request">https://www.pitco.com/startup_request</a> ) (NET) priced per each	\$79.88	\$79.88
	2 ea	(2) 480v/60/3-ph, 17 kW, DIRECT	\$423.02	\$846.04
	1 ea	Solid State Thermostat, standard		
	1 ea	BNB-SE14 Solstice™ Bread & Batter Cabinet, with BNB dump station, fryer match design, approximately 15-5/8" wide, includes 4-5/8" recessed pan and screen, standard finish, stainless steel front, sides & door, for prepackage system SE14 electric fryers, NSF	\$744.65	\$744.65
	1 ea	2nd Position location for Bread & Batter dump station (FBF)	\$585.32	\$585.32
	1 ea	PFW-1 Food Warmer, built-in, 750watt, CSA, NSF, UL	\$643.79	\$643.79
	1 ea	120v/60/1-ph, 6.3 amps, 750 watts, NEMA 5-15P		
	1 ea	Filter flush hose, each	\$285.42	\$285.42
	1 pk	PP10613 Filter Paper, envelope, heavy duty, 18-1/2" x 20-1/2", 100 per pack	\$187.02	\$187.02
	1 bx	PP10733 Filter powder, (120) 2 oz. packets (8 oz. by volume)	\$105.09	\$105.09
	1 ea	P6072145 Basket, (2) oblong/twin size, 13-1/2" x 6-1/2" x 5-3/4" deep, long handle, regular mesh (shipped std (n/c) with models "T" SG14, SG14R, SSH55, SE14, SE14X, SE14B, SG14T, 35+, 45+, fryer batteries shipped with (1) per fryer		
	2 ea	B2101505 Tank Cover, 18 gauge light duty, for models: SE14/14X/14R/14T/14TR/14TX/148/148R (with out basket lifts)	\$195.96	\$391.92
	1 ea	A3301001 Clean Out Rod, for cleaning fryer drain line	\$33.90	\$33.90
	1 ea	P6071397 Fryer Cleaner- 25 lb.	\$207.92	\$207.92
	1 ea	PP10056 Fryer Cleaning Brush, high temperature	\$66.67	\$66.67
	1 ea	D9109105 Fat Vat, safe oil transport system holds 40 lb. (5.3 gallons)	\$613.44	\$613.44
	1 ea	B5008101 Crumb Scoop, for removal of heavy sediment, for twin, SE and SH	\$58.20	\$58.20
	1 ea	PP10725 Skimmer- used for removing food particles from surface oil	\$40.12	\$40.12
	1 ea	9" legs, standard		
			<b>ITEM TOTAL:</b>	<b>\$21,505.94</b>


6	1 ea	<b>INDUCTION RANGE, BUILT-IN / DROP-IN</b>	\$2,676.08	\$2,676.08
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CookTek Model No. 604701 (MCD3002F) Heritage Induction Range, drop-in, double hob (front-to-back), glass-ceramic top, individual burner control knobs, microprocessor with (20) power cook settings & auto shut-off, self-diagnostics, automatic pan detection, LED display, integral cooling fan,

Item	Qty	Description	Sell	Sell Total
		patch cable from unit to box included, stainless steel & aluminum housing, 6 ft. cord, 200-240v/50/60/1-ph, 6000 watts, 26.0 amps, cETLus, NSF, CE, Made in USA		
	1 ea	Two year limited parts and labor warranty in US/Canada only and 7 year enrollment in the CookTek Advanced Replacement Program (ARP)		
	1 ea	Destination - US United States or Canada, NEMA 6-50P		
	1 ea	105211 Saute Pan, 12", 2.5mm tri-ply stainless steel with aluminum core, cast stainless steel tube handles and rivets	\$66.66	\$66.66
	1 ea	105213 Everyday Pan, with cover, 12", 5 qt., 2.5mm tri-ply stainless steel with aluminum core, cast stainless steel handles and rivets	\$104.34	\$104.34
	1 ea	105215 Sauce Pan, with cover and helper handle, 4 qt., 2.5mm tri-ply stainless steel with aluminum core, cast stainless steel tube handles and rivets	\$86.95	\$86.95
	2 ea	105216 Stock Pot, with cover, 12 qt., 2.5mm tri-ply stainless steel with aluminum core, cast stainless steel handles and rivets	\$115.94	\$231.88
			<b>ITEM TOTAL:</b>	<b>\$3,165.91</b>
7	1 ea	<b>WORK TABLE, CABINET BASE HINGED DOORS</b> Titan Stainless Model No. 16"STCD-34-14 Table Cabinet, 16"W x 34"D, 14/300 stainless steel flat top, cabinet base with hinged doors, middle shelf, stainless steel legs & adjustable bullet feet, 18/430 stainless steel body, NSF	\$1,226.54	\$1,226.54
	1 ea	LTC Table Cut, large (16" x 16" or more)	\$181.30	\$181.30
	1 ea	CPB Control Bracket Panel, for drop in	\$196.71	\$196.71
	1 ea	BOI Buy Out Installation, Wiring not Included, Buy Out provided by others	\$445.85	\$445.85
	1 ea	MOD Cord & Plug Access At Rear		
			<b>ITEM TOTAL:</b>	<b>\$2,050.40</b>
8	1 ea	<b>EQUIPMENT INSTALLATION</b> Food Equipment Service Company Model No. INSTALL Final connections for cooking equipment. PROPERLY-SIZED UTILITIES NEED TO BE WITHIN 4 FT. OF EACH UNIT	\$5,980.00	\$5,980.00
			<b>ITEM TOTAL:</b>	<b>\$5,980.00</b>
9	1 ea	<b>DISHWASHER, CONVEYOR TYPE</b> Hobart Model No. CL44EN-BAS+BUILDUP Conveyor Dishwasher, single tank, (202) racks/hour, insulated hinged doors, .62 gallon/rack, stainless steel enclosure panels, microprocessor controls with low temperature & dirty water indicators, NSF Pot & Pan mode, programable de-lime notification, ENERGY STAR®, Free factory startup for installations within a 100 mile radius of a Hobart service office; installation beyond 100 miles will be charged at the quoted rate by the local Hobart service office	\$22,328.47	\$22,328.47
	1 ea	Standard warranty - 1-Year parts, labor & travel time during normal working hours within the USA		
	1 ea	CL44EN-BASHTE15K Electric tank heat 15kW	\$2,469.84	\$2,469.84
	1 ea	CL44EN-BASERH30K 30kW electric booster	\$4,233.69	\$4,233.69
	1 ea	SGLPT-KIT4-CLE Single Point Electrical Connection, kit 4, for CLen units	\$597.89	\$597.89
	1 ea	HOBINST-SGLPT-CLE Accessory Installation - for installation within 100	\$484.58	\$484.58



Item	Qty	Description	Sell	Sell Total
		miles of a Hobart Service Office during normal business hours with appropriate notice; installation beyond 100 miles will be quoted by Service. Includes installation of this item only, final electrical or plumbing connections by others. Recommendation: coordinate accessory installation with machine assembly/ installation		
	1 ea	CL44EN-BASELE0AX 208v/60/3-ph		
	1 ea	CL44EN-BASHGTSTD Standard height		
	1 ea	CL44EN-BASDIR0RL Right to left operation		
	1 ea	CL44EN-BASFETSTD Standard feet		
	1 ea	WS40-NOINSTALL Water Softening System, 2,527 grains/lb capacity, 5 gallons regeneration volume, & salt alarm, holds 1 bag of salt, pricing DOES NOT include standard installation. INSTALLATION BY AUTHORIZED HOBART SERVICE OFFICE IS RECOMMENDED (NET)	\$2,184.32	\$2,184.32
	1 ea	DTV-CLEN Drain water tempering kit for CLEN models	\$1,424.65	\$1,424.65
	1 ea	Installation of DWT kit only (NET)	\$692.25	\$692.25
	2 ea	VNTHD/E-ADJ E-series vent hood domestic (adjustable)	\$1,059.36	\$2,118.72
	2 ea	BUNPAN-RACK Rack, bun pan	\$226.63	\$453.26
	2 ea	SHTPAN-RACK Rack, 6 sheet pan	\$328.77	\$657.54
	1 ea	CLE/TBL-SWITCH Table limit switch CLE-Series	\$433.88	\$433.88
	1 ea	CURTAIN-KITSTD KIT CURT'N SPLASH Standard E-SERIES	\$149.85	\$149.85
			<b>ITEM TOTAL:</b>	<b>\$38,228.94</b>
10	1 ea	<b>DISPOSER</b> InSinkErator Model No. SS-200 BUILDUP SS-200™ Disposer, basic unit only, 2 HP motor, stainless steel construction, includes mounting gasket, adjustable leg kit	\$1,860.56	\$1,860.56
				
	1 ea	(1) year parts & labor warranty from date of installation (standard)		
	1 ea	Standard height disposer body		
	1 ea	208v/60/3-ph, 3.6 amps		
	1 ea	AS101K-7 AquaSaver® control center AS-101, senses waste loads, automatically delivering only the water necessary for efficient use, automatic reverse with start/stop push buttons, NEMA 4 stainless steel enclosure, for SS-50 to SS-1000 disposers, 208-240v/50/60/3-ph, disposers, cULus (replaces AS101K-3)	\$2,145.44	\$2,145.44
	1 ea	#7 COLLAR SINK #7 collar adapter, weld in sink, provides 6-5/8" opening (12505)	\$161.35	\$161.35
	1 ea	SYPHON 45DEG Syphon breaker, chrome, 45° fittings (13412)	\$287.55	\$287.55
	1 ea	SOLENOID115 Solenoid valve 1/2", 115v	\$131.53	\$131.53
	1 ea	FCVALVE 7GPM Flow control valve 1/2" (7 GPM SS150-SS200)	\$54.85	\$54.85
			<b>ITEM TOTAL:</b>	<b>\$4,641.28</b>
11	1 ea	<b>CLEAN DISHTABLE</b> Titan Stainless Model No. 6CDT-L-14 Clean Dishtable, straight design, 72"W, right to left operation, 14/300 stainless steel top, stainless steel H-frame legs, NSF	\$1,045.86	\$1,045.86
	6 ea	CP-BS Capped Backsplash (per foot)	\$27.14	\$162.84
	4 ft	USR Sectional Removable Undershef, 16 gauge stainless steel construction (priced per linear foot)	\$72.77	\$291.08

Item	Qty	Description	Sell	Sell Total
	1 ea	LS-P Limit Switch Provision (Limit switch provided and installed by others)	\$212.75	\$212.75
	1 ea	30CTS-18 Shelf, cantilevered, 30"W x 18"D, 2" rear up turn, 16/300 stainless steel construction, NSF	\$332.30	\$332.30
	4 ea	FFS Flanged Feet, all-welded stainless steel construction	\$30.83	\$123.32
	6 ft	SD Sound Deadening (priced per linear foot)	\$47.48	\$284.88
			<b>ITEM TOTAL:</b>	<b>\$2,453.03</b>
12	1 ea	<b>TRAY DRYER</b>	\$2,763.68	\$2,763.68
		San-Aire Industries Model No. PD-100-M PowerDry™ Kitchenware Dryer, Electric, lighted on/off rocker switch, (2) 20" x 6" x 3/8" removable aluminum filter, 826 CFM blower, adjustable air distribution louver, stainless steel housing, UL, CUL, NSF		
	1 ea	120v/60/1, 4.33amps, 500w, cord with NEMA 5-15P		
	1 ea	HCM-PD-100M Hat Channel Mount	\$532.50	\$532.50
	1 st	FILTERX4 (SAN206) Filter Set, 6" x 20" x 3/8", washable, for PD-100M/100MCCORR/100F, set of 4	\$21.30	\$21.30
	1 ea	RD-101 RapiDrain™ Kitchenware Drainer, stainless steel construction, 1" x 3/16" flat bar with openings for water flow, 3/8" round rod cross bars, 16 ga. formed ends, 1-1/2" 90° lip	\$479.25	\$479.25
	1 ea	RD-101-E RapiDrain™ Kitchenware Drainer Extension, stainless steel construction, 1" x 3/16" flat bar with openings for water flow, 3/8" round rod cross bars, 16 ga. formed ends	\$372.75	\$372.75
			<b>ITEM TOTAL:</b>	<b>\$4,169.48</b>
13	1 ea	<b>VENT DUCTS FOR DISHMACHINE</b>	\$3,500.00	\$3,500.00
		Custom Per Specs, including installation by fabricator		
			<b>ITEM TOTAL:</b>	<b>\$3,500.00</b>
14	2 ea	<b>DRYING RACK UNIT</b>	\$1,127.49	\$2,254.98
		Metro Model No. PR48VX4-XDR MetroMax® i Mobile Drying Rack Unit with Drip Tray, 48"W x 24"D x 68"H, 4-tier, for trays/cutting boards/sheet pans & steam pans, includes: (4) open shelf frames, (4) 63" mobile posts, (2) cutting board/tray drying racks, (2) pan racks, (1) adjustable drip tray, (4) polymer swivel casters (2 with brakes), built in Microban® antimicrobial product protection, NSF		
				
			<b>ITEM TOTAL:</b>	<b>\$2,254.98</b>
15	1 ea	<b>HOBART INSTALL</b>	\$9,536.95	\$9,536.95
		ITW Installations Model No. INSTALL STANDARD HOBART INSTALLATION. NO ELECTRICAL WORK I.E. BREAKERS AND NEW WIRING, NO VENTALATION WORK. DISPOSE OF EXISTING AND CONNECTIONS OF NEW INCLUDING ALL PLUMBING. This includes the disposer.		
			<b>ITEM TOTAL:</b>	<b>\$9,536.95</b>
			Merchandise	\$188,971.74
			Freight	\$1,509.71
			Installation	\$4,433.85
			Total	\$194,915.30

The above prices do not include delivery, uncrating, and setting in place. These prices will be determined at the time of order. Fewer or combined trips will result in lower prices rather than several smaller trips. These are budget figures only.

PRICING PER SOURCEWELL CONTRACT #091918-TMK

This Quote shall be subject to TriMark's Terms of Sale <http://www.trimarkusa.com/SiteMedia/SiteResources/Terms/TriMark-Terms-and-Conditions-of-Sale.pdf> , which are incorporated herein by reference and shall govern. The parties specifically agree that no signature shall be required in order for this Quote or its applicable terms and conditions to be deemed legally binding and enforceable on Customer where the intent to be so bound can be inferred (including by acceptance or retention of products or services), notwithstanding contrary requirements under any law.

Regulated by The Texas Department of Licensing and Regulation, P.O. Box 12157, Austin, Texas 78711 1-800-803-9202, 512-463-6599, [www.tdlr.texas.gov](http://www.tdlr.texas.gov)  
AUSTIN: TACLB52729R / BEAUMONT: TACLA35912C / DALLAS: TALCB16860C  
HOUSTON: TACLB27580R

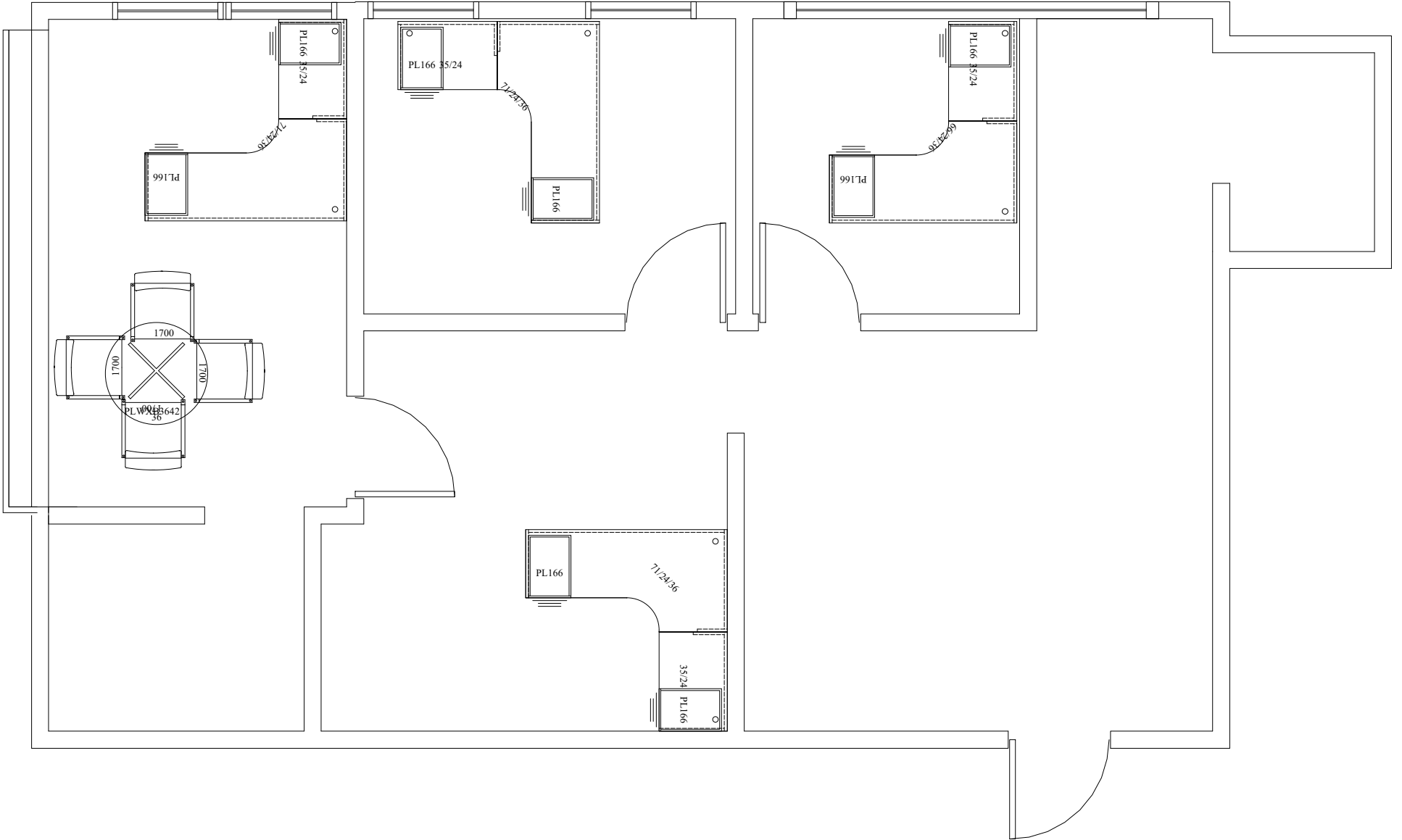
I understand, agree to and accept the above terms and conditions.

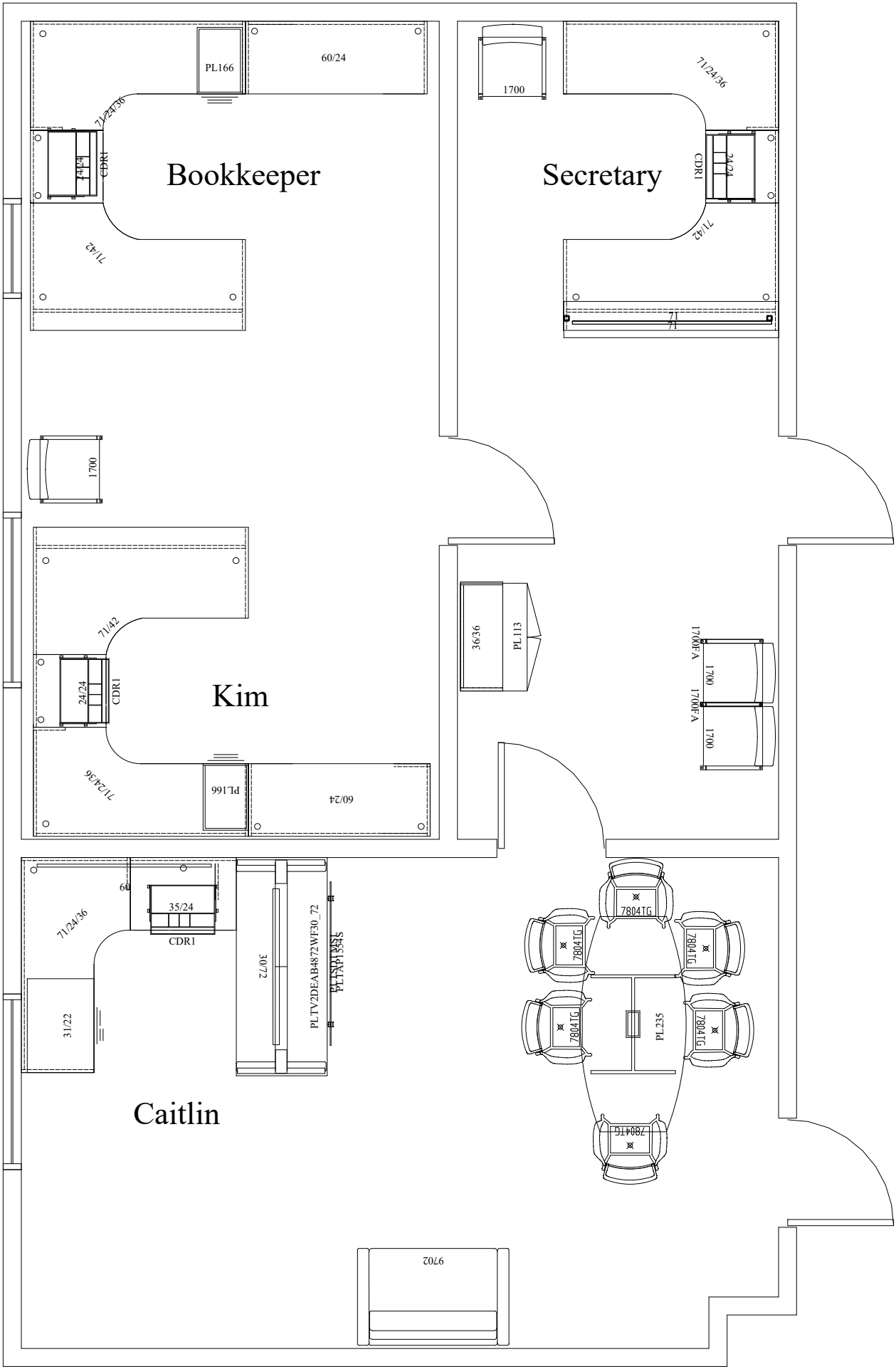
Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_

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

Project Grand Total: \$194,915.30

<a href="#">Nutrition Department/Academics Department</a>	<i>TN Office Supply</i>		<i>Office Planning Group</i>		<i>School and Office Supply</i>		<i>Inspire</i>		<i>School Speciality</i>
Total Cost Both Projects	\$15,011.93		\$9,943.50		\$10,960.49		\$21, 228.40		Did Not Bid





WASHINGTON COUNTY DEPARTMENT OF EDUCATION

Jonesborough, Tennessee

RECEIVED  
9/8/21 8m

School Educational OVERNIGHT Trip Authorization\*

8/20/21

Date of Request

School Jonesborough Middle Date of Trip 10/23/21 - 10/24/21

Estimated Time of Departure 7 AM - 10/23 and Return 12 pm - 10/24

Total Time Away 29 hours

Destination(include location) Gatlinburg, TN - Rocky Top Sports World

Teacher Tim Anderson Class Boys Basketball Grade 6, 7, 8

Chaperones Craig Cox Number of Students Involved 20

Jeremy Pearce Estimated Total Miles (Both Ways) of Trip 136

Bus Driver Alicia Wilson Bus Number \_\_\_\_\_

Will the chaperones have a list (roll) that they are responsible for? Yes

As you plan the trip, will all children be given instructions as to what they should do if they become separated (lost) from the group? Yes

Will you have on file parental release forms signed by parents or legal guardians? Yes

Explain the educational value of this trip:

The trip will be used to prepare for the upcoming basketball season. In addition, the trip will be used for a team bonding experience

Total Cost Estimate: \$1500.00

Plans for meeting the costs: Previous and current fundraising

Transportation cost for education trips shall be calculated in the following manner:

\$12.00 per hour for driver (2 hour minimum)

2.07 per hour to cover fixed charges (SS, Retirement, etc.)

\$14.07 Total to be remitted to the Central Office

Reimbursement for the bus and fuel shall be made at the rate of \$.75 per mile.

  
Principal's Signature

9-7-21  
Date

\*Refer to Board Policy 4.302

**APPROVED**  
~~BY WC SUPERINTENDENT~~  
Superintendent's Signature

9/8/21  
Date

\_\_\_\_\_  
Date Approved by the Board of Education



Mr. Jerry S. Boyd  
Superintendent

405 W. College St.  
Jonesborough, TN 37659  
Phone (423) 753-1100

## **Memorandum**

To: Washington County Schools Board of Directors  
From: Dr. Jarrod Adams, Chief Operations Officer  
RE: Current Purchasing Cooperatives Memberships  
Date: September 1, 2021

Board Members:

The following is a list of purchasing cooperatives to which Washington County Schools has current membership:

1. BuyBoard
2. Sourcewell
3. PEPPM Cooperative Purchasing
4. Tennessee Statewide Contracts
5. TIPS-USA
6. SAMS (Nutrition)
7. Landscape Structures
8. Omnia Partners

Board of Directors

Annette Buchanan  
Jason Day  
Mary Beth Dellinger

Keith Ervin  
Chad Fleenor  
David Hammond

Mike Masters  
Mitch Meredith  
Whitney Riddle



## STATEMENT OF WORK

This SOW Number **2021-02** is issued under and subject to all of the terms and conditions of the Master Services Agreement between Education Elements, Inc. ("**EdElements**") and **Washington County Schools** ("**Customer**"), dated as of **June 21, 2021**.

This SOW shall become effective (the "**Effective Date**") upon the date it is signed by both Parties.

EE Partner:	Kelly Freiheit
Pricing Valid to:	10/13/2021
Type:	Existing Customer

### Customer Information

Organization Name:	Washington County Schools
Customer Contact Name:	Jerry Boyd, Director of Schools cc: Twana McKinney cc: Jerry Whitaker
Customer Phone:	931-260-6091 (cell)
Customer Email:	boydj@wcde.org mckinneyt@wcde.org whitakerj@wcde.org

Billing Contact Name:	Jerry Boyd, Director of Schools cc: Twana McKinney cc: Jerry Whitaker
Billing Address:	405 W College St, Jonesborough, TN 37659
Billing Phone:	931-260-6091 (cell)
Billing Email:	boydj@wcde.org mckinneyt@wcde.org whitakerj@wcde.org @wcde.org

*Invoices will be delivered via email.*

### Offering

Services Fees (See Appendix A for additional details)

Service Name	Service Description	Dates	Fees
Professional Services	Education Elements will co-designed team monitoring processes will help the district and school leaders to support more impactful and sustained adoption of best practices across the organization.	09/30/2021 - 06/30/2022	\$115,000.00
Professional Services	Education Elements design and codify a process for enhancing active communication across Washington's stakeholders (e.g. students, parents, community, central leadership, school leaders), empowering and aligning program leads as they create messages about their initiative implementation and outcomes.	07/01/2022 - 6/30/2023	\$60,000.00
<b>Total Fees:</b>			<b>\$175,000.00</b>

### General Terms

- By signing this SOW, you are offering to subscribe and/or acquire (as applicable) the applications and/or services listed above. Your offer becomes a binding commitment upon acceptance by Education Elements, and is not subject to the issuance of any further purchase orders, confirmations or other events. The MSA and this SOW represent the entire agreement between the parties and cannot be overridden by terms contained in any later received document unless the additional terms are accepted in writing by Customer and Education Elements. Without limiting the generality of the foregoing, no condition of your order, to which notice of objection is hereby given, or in any future correspondence between us shall alter or supplement the terms of the MSA or this SOW, unless in writing executed by both parties. Neither Education Elements' performance nor delivery shall be construed as an acceptance of Customer's additional or different terms.
- This SOW may be executed in counterparts and may be exchanged by facsimile or electronically. Each such counterpart shall be deemed an original, all of which together shall constitute one and the same instrument.



101 Hickey Boulevard, Suite A #526  
South San Francisco, CA 94080  
www.edelements.com  
bizops@edelements.com

Special Terms

- 1. None.

Payment Schedule

Payment Schedule	Amount	Invoice Date	Payment Due Date
Payment 1	\$57,500.00	Upon full execution of this agreement.	Net 30
Payment 2	\$57,500.00	12/1/2021	Net 30
Payment 3	\$30,000.00	7/1/2022	Net 30
Payment 4	\$30,000.00	12/1/2022	Net 30

**Total Fees: \$175,000.00**

Acknowledged and Agreed

**CUSTOMER:** Washington County Schools

**EDUCATION ELEMENTS, INC.:**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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

## APPENDIX A – Proposal

### Education Elements, Inc.

101 Hickey Blvd., STE A #526  
South San Francisco, CA 94080

# Washington County Schools: Monitoring ESSER Planning Grant

August 31, 2021

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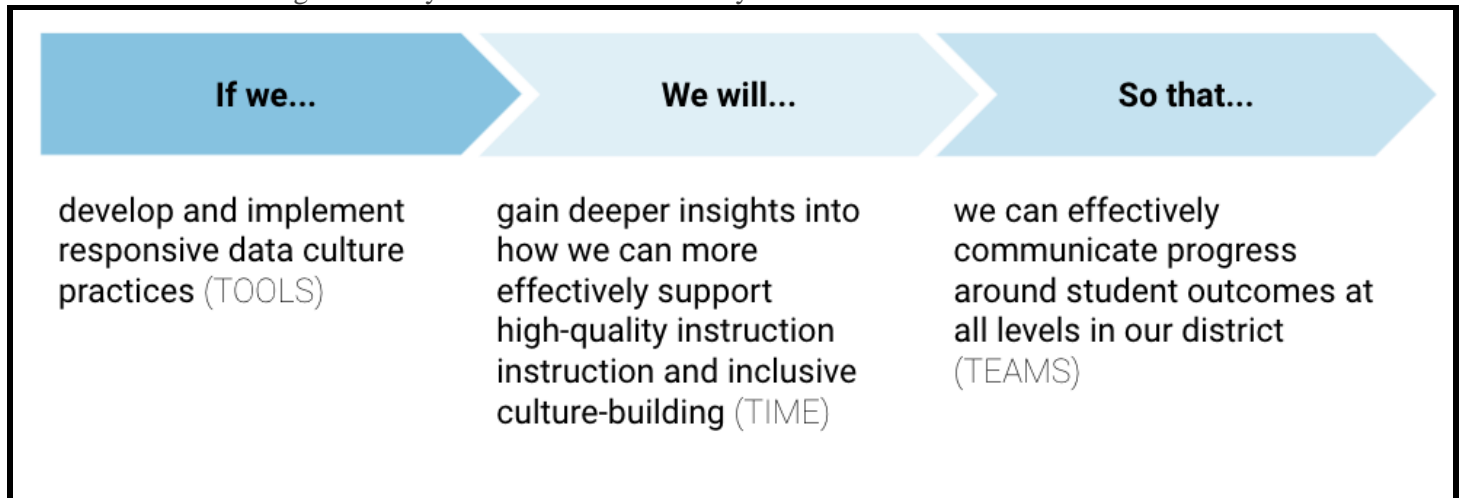
## Our Understanding

- Washington County Schools educates over 9,000 students and employs 580 teachers across the 16 campuses in the community. The district has a mission to provide educational experiences to inspire every student to reach their full potential.
- In order to prepare for the future direction of the district, Washington County Schools is in the process of proposing a plan to address the needs of every student, grades K-12, leveraging the funding from ESSER. Washington County Schools is committed to ensuring that their school leaders have the knowledge and skills to achieve ambitious goals for better achievement, staff engagement and higher quality school systems. They are seeking to develop their school leaders to be more effective and responsive organizational team members.
- During the retreat sessions with Education Elements in mid-July 2021, they built strong momentum around the priorities for the next school year. With tremendous participation and feedback, the Washington district team was able to solidify initial assumptions around their priorities by rethinking:
  - Teachers' approach to facilitate learning experiences catered to the unique needs of students
  - District's capacity to manage change and plan for the future specifically around sharing information amongst the district
  - Relationship between time and learning to alleviate learning gaps
  - Supporting students' social and emotional growth and learning
- Therefore, Washington County Schools would like to engage over the next two years with Education Elements who have worked with more than 750 schools and 250 school districts in more than 37 states since it was founded in 2010. As a recognized leader in K-12 education, with a proven track record in large-scale transformation, Education Elements is uniquely positioned to support Washington County's District Team and School Leaders to develop more responsive and effective practices for collaboration, decision-making, and planning around monitoring their ESSER funded programs. In addition, they want to build the capacity of school leadership teams across the 16 schools, K-12. Our work together will be based on the tenets of Anthony Kim's best-selling book *The NEW School Rules: 6 Vital Practices for Thriving and Responsive Schools*, and best practices, not only from other school districts, but also from other sectors that are successfully leading and sustaining innovation.

## Outcomes

Our ultimate goal is for Washington County Schools to become a **learning organization** that allows District + School Leaders to cultivate a learner’s mindset. The process of identifying a learning goal, learning, reflecting, and applying learning will support Washington County Schools with implementing practices to monitor ESSER funds, as well as provide a replicable process to use for other district programmatic planning.

In order to become a learning organization, we believe **sharing information** is a vital practice. Teams often get bogged down in determining the right size, the right audience, and the right time for sharing information. By developing district and school-wide systems for sharing information informed by data we can find new ways to increase alignment and collaboration across the organization. Over the course of year 1, Washington County Schools and Education Elements will co-design teaming practices that are centered around identifying a learning goal, learning, reflecting, and applying learning. We will rethink our systems for sharing information and find new ways to increase alignment and make decisions across Washington County Schools. Our work theory of action is shown below:



The partnership with Education Elements will be responsive based on what our needs are during that season. As of right now, we predict we’ll be developing organizational practices around planning in year 2, which will focus on developing the mindset that planning is a way of thinking, not a set “product” or “plan” that has value in and of itself. Washington County Schools will collectively co-design the structures that ensure that the district is “on track” toward its annual goals aligned to state and district ESSER funding and also leave enough room to respond to the needs as they arise. By the end of year 2 of our partnership with Education Elements, the district should have enough internal capacity to focus on refining and reimagining new organizational systems in Washington County Schools and expanding these practices amongst more teams within the district.

## Outcomes & Measuring the Effectiveness of the Engagement

Our goal is to implement a set of tools and processes that will measure Washington’s performance against goals and enable the program to continue key actions, course correct as needed, and celebrate early wins and progress.

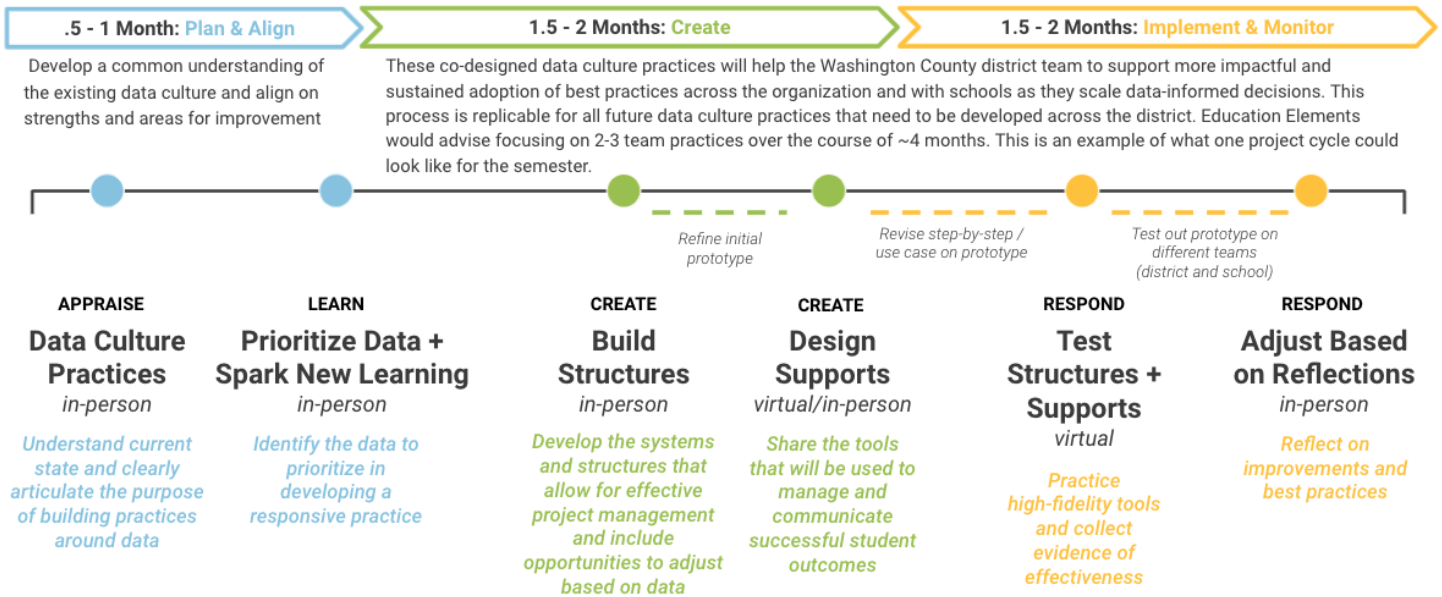
After refining and developing the process with Washington’s District and School Leaders, Education Elements will be onsite five times during the 2021-2022 SY in addition to the virtual strategy sessions and bi-weekly support calls to provide development opportunities and model progress monitoring sessions, with the goal of enabling the district and school leaders to lead meetings on their own in the interim and moving forward.

- **Project Management** - Support District leadership team and school leaders to design their working groups, build responsive project plans and calendars, develop norms for collaboration, and implement ways to lead change across their teams.
- **Communication** - Design and codify a process for enhancing active communication across Washington’s stakeholders (e.g. students, parents, community, central leadership, school leaders), empowering and aligning program leads as they create **messages about their initiative implementation and outcomes.**

- **Measures of Success** - Develop a strategy and design templates for collecting and monitoring strategic plan implementation metrics, with a tie back to the overall impact outcomes aligned to state and district ESSER funding.

## Detailed Approach for Year 1, Year 2

These co-designed team monitoring processes will help the district and school leaders to support more impactful and sustained adoption of best practices across the organization. This process is replicable for all future teaming processes that need to be developed in the district. Education Elements would advise focusing on 2-3 practices over the course of the next 10 months. Here is an example of what one sprint could look like for building a practice as an organization.



The following table outlines our proposed set of activities and deliverables to provide comprehensive support. We have provided a sample time-frame and set of onsite / virtual workshops to complete the work together. We would work together virtually to prepare for each on-site visit, summarize learnings, and prepare deliverables.

### YEAR 1: 2021-2022 SY

KEY TOUCHPOINTS AND OBJECTIVES	DELIVERABLES	TIMING + PARTICIPANTS
<b>SEPTEMBER - June 2022 - Support calls</b> (60 min x bi-weekly)	Varies depending on agenda around monitoring responsive practices in the district.	Ongoing - 10 total Project Leads
<b>SEPTEMBER/OCTOBER 2021 - Appraisal of Current Leadership Practices + Foundations</b> (2 x ½ days)  <i>Appraisal I Data Culture Practices (in-person) Understand current state and clearly articulate the purpose of building practices around data.</i>  <i>Strategy Session I - Planning: Plan For Change, Not Perfection (in-person) In this strategy session explore the tension between planning, preparation, and purpose to help further build out the monitoring systems to support the state and district ESSER programmatic programs.</i>	Audit of current data practices for baseline information  Supporting Resources for Meetings	½ Day Planning Time Project Leads  ½ Day Workshop District and School Leaders

<p><b>NOVEMBER - DECEMBER 2021 - Teaming</b> (1 x ½ day and 1 x 1 day)</p> <p><b>Prioritize Data + Spark New Learning (in-person)</b> In this learning session, we will identify the data to prioritize in developing a responsive practice.</p> <p><b>Build Structures (in-person)</b> In this session, we will develop the systems and structures that allow for effective project management and include opportunities to adjust based on data</p> <p><b>Design Supports (virtual)</b> In this session, the District Council and Project Leads will share the tools that will be used to manage and communicate successful student outcomes.</p> <p><b>Test Structures + Supports (virtual)</b> In this session, participants will practice the high-fidelity tools and collect evidence of effectiveness</p>	<p>Articulate the data points and key milestones for reporting on ESSER funding</p> <p>Initial / refined prototype to support data culture practice</p> <p>Define the meetings to discuss monitoring</p> <p>Revise step-by-step / use case on prototype</p> <p>Confirm the common language around the high-fidelity prototype for moving work forward</p>	<p>½ Day Planning Time Project Leads</p> <p>1 Day Workshop District and School Leaders</p> <p>3 hrs total of virtual strategy sessions with District and/or School Leaders</p> <p>1.5 hrs total of virtual strategy sessions with District and/or School Leaders</p>
<p><b>JANUARY 2022 - Managing Roles for Decision Making</b> (1 x ½ day, 1 x 1 day, 1 x ½ day)</p> <p><b>Adjust Based on Reflections (in-person)</b> In this strategy session we will step back and reflect on the first semester of the school and articulate what roles and accountabilities are needed to continue to monitor the ESSER funding. We explore how changing the way we communicate and share information can increase alignment and collaboration across the various stakeholders across Washington.</p> <p><b>Appraisal II Data Culture Practices (in-person)</b> Understand current state and clearly articulate the progress to date on the data culture practices.</p> <p><b>Prioritize Data + Spark New Learning (in-person)</b> In this learning session, we will identify the data to prioritize in developing a responsive practice for the second semester.</p>	<p>Refine the process for articulating the progress to date</p> <p>Clarify the data points that are helping to tell the storyline in Washington County Schools</p>	<p>2 x ½ days Workshop District and School Leaders</p> <p>1 x full day Workshop District and School Leaders</p>
<p><b>MARCH 2022 - Teaming</b> (1 x 1 day)</p> <p><b>Build Structures (in-person, ½ day)</b> In this session, we will develop the systems and structures that allow for effective project management and include opportunities to adjust based on data</p> <p><b>Design Supports (in-person, ½ day)</b> In this session, the District Council and Project Leads will share the tools that will be used to manage and communicate successful student outcomes.</p> <p><b>Test Structures + Supports (virtual)</b> In this session, participants will practice the high-fidelity tools and collect evidence of effectiveness</p>	<p>Develop common language around protocols for moving work forward</p> <p>Revise step-by-step / use case on prototype</p> <p>Confirm the common language around the high-fidelity prototype for moving work forward</p>	<p>1 Day Workshop District and School Leaders</p> <p>1.5 hrs total of virtual strategy sessions with District and/or School Leaders</p>
<p><b>MAY 2022 - Preparing for 2022- 2023 SY</b> (virtual, 2 hrs)</p>	<p>Reflect on the learnings and takeaways from year 1 of implementation</p>	<p>2 hrs Virtual Workshop District and School Leaders</p>

<p><b><i>The Learning Organization: Schools Grow When People Grow</i></b> We cultivate a learner's mindset across individuals, teams, and the organization as a whole, and use these guiding principles to lead the iteration and adjustment of for 2022-2021. This culture of innovation will help to guide appropriate levels of risk-taking throughout the next year.</p>	<p>Co-create the roadmap for next school year (i.e. including major milestones, roles/accountabilities)</p>	
<p><b>May/June 2022 - Strategy Session</b> (1 x 1 day)</p> <p>Topics will be determined according to project priorities, including, but not limited to:</p> <ul style="list-style-type: none"> <li>Identifying resources necessary to achieve objectives</li> <li>Identify relevant shifts in resource allocation</li> </ul>	<p>Responsive Monitoring Process</p> <ul style="list-style-type: none"> <li>Project management support, including systems, tools and process to Identify roles and accountabilities, monitor plan</li> <li>Tools to communicate process towards goals</li> </ul>	<p>1 Day Workshop District and School Leaders</p>

## YEAR 2: 2022-2023 SY

KEY TOUCHPOINTS AND OBJECTIVES	DELIVERABLES	TIMING + PARTICIPANTS
<p><b>JULY 2022 - JULY 2023 - Support calls</b> (60 min x monthly)</p> <p><i>Education Elements with project lead(s) to oversee, plan and support project implementation based on the school's needs and progress. This will be an opportunity to review the data collection of teaming practices and develop job-embedded professional learning experiences into team meetings.</i></p>	<p>Varies depending on agenda around monitoring responsive practices in the district.</p>	<p>Ongoing - 12 total  Project Leads</p>
<p><b>JULY / AUGUST 2022 - Planning</b> (1 x 1 day)</p> <p><i>Education Elements works with Project Sponsor, Project Leads and School Leaders to create a logic model which prioritizes teaming needs and best practices. In addition, there will be an updated road map for responsive practice support and identify ways to codify the playbook that outlines the organization's plays for monitoring ESSER funding in year 2 implementation.</i></p>	<p>Updated practices to progress monitor</p> <p>Identify the key milestones for the 2022-2023 SY</p>	<p>1 Day Workshop District and School Leaders</p>
<p><b>FALL 2022 - Harness the Flow of Information</b> (virtual, 2 hrs)</p> <p><i>We explore how changing the way we communicate and share information can increase alignment and collaboration across the various stakeholders across Washington, as well as to create common experiences regardless of which initiative or at which school a community member accesses information from. This helps to further build a community of practice across the teams to share practices, celebrate successes, collaboratively solve problems and ask for assistance when needed</i></p>	<p>Replicable process to determine strategic pivots according to fidelity, effectiveness, and impact</p>	<p>2 hrs Virtual Workshop District and School Leaders</p>
<p><b>LATE FALL 2022/WINTER 2023 - Retrospective</b> (1 x 1 day)</p>	<p>Protocol for hosting retrospective conversations</p>	<p>1 Day Workshop District and School Leaders</p>

<p><i>Lead one retrospective conversation to reflect on current progress of ESSER funding according to success metrics identified.</i></p> <ul style="list-style-type: none"> <li><i>Create and implement a process that will assess district's performance against goals and enable the district to continue key actions, course correct as needed, and celebrate early wins and progress.</i></li> </ul>	Updated data collection against the ESSER funding success metrics	
<p><b>SPRING 2023</b> (virtual, 2 hrs)</p> <p>Education Elements will work alongside the district and school leaders to review and sign off on the final teaming practices for the 2023-2024 SY. The leaders will spend time aligning on the goals and timing for the cadence of monitoring for the next school year.</p>	High-fidelity prototypes for monitoring the ESSER funding programmatic programs	2 hrs Virtual Workshop District and School Leaders
<p><b>JULY 2022 - MAY 2023 - FLEX Strategy Sessions</b> (choice between virtual or in-person based on need)</p> <p><i>Additional virtual or on-site support to be used as needed through conversations with the Education Elements and district team. Flex sessions can be spaced throughout the project.</i></p>	To be determined based on the needs of Washington County Schools.	6 hrs total of virtual strategy sessions across multiple sessions with District and/or School Leaders or 1/2 day strategy session on-site with District and/or School Leaders

## Project Governance

In order to successfully manage a scope of work of this size, we recommend a project governance and management structure that will ensure clear communication, engage stakeholders, and adequately inform decision-makers. This structure is a key component of our successful track-record of change management.

Our suggested structure identifies three teams that will be involved during various parts of the project:

- **Washington County Schools Sponsor** who signs off on major deliverables, clears organizational barriers for project success; highly recommends it being the Director of Schools. Recommend only 1 leader.
- **Washington County Schools Project Leads** are responsible for day-to-day management of the project, including managing planning, logistics, and communication in partnership with the Education Elements team, and elevating decisions. Recommended 2 people, including the Executive Director of Federal Programs and Academics. Recommend no more than 2 leaders.
- **Washington County Schools District and School Leaders Team** will participate in the sessions and various strategy sessions with at least 2 reps from each school including the Principal. These sessions will include readings, case studies, and activities so that participants leave each workshop with new knowledge and practices they can immediately apply to progress monitoring ESSER funding programmatic programs.

## Pricing

The pricing for the work is **\$115,000.00** for year one implementation during the 2021-2022 school year. The year two implementation for the 2022-2023 school year is **\$60,000.00**. Our pricing is inclusive of all expenses (e.g. workshop materials, up to 30 *The NEW School Rules* books, project management, travel costs).





Department of  
Education

## Educator Preparation Provider/ Local Education Agency State-Recognized Partnership Agreement

<b>Educator Preparation Provider (EPP)</b>	Tusculum University College of Education
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<b>Local Education Agency (LEA)</b>	Washington County Schools
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<b>Term of Agreement</b>	Three years, with automatic renewal for an additional 3-year term unless terminated in writing by either party.
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<b>EPP Contact/Designee</b>	
<b>Name:</b> Michelle Miller DeFord	<b>Title:</b> Director of Clinical Experience
<b>Email Address:</b> mclupper@tusculum.edu	<b>Phone Number:</b> 865-693-1177 ext. 5024
<b>LEA Contact/Designee</b>	
<b>Name:</b> Jerry S. Boyd	<b>Title:</b> Superintendent
<b>Email Address:</b> boydj@wcde.org	<b>Phone Number:</b> (423)753-1100
<b>LEA Administrator for Field Placement</b>	
<b>Name:</b> Cindy Hayes	<b>Title:</b> Chief Academic Officer
<b>Email Address:</b> hayesc@wcde.org	<b>Phone Number:</b> (423)753-1100

<b>Certification (Signatures verify partnership)</b>							
<b>EPP Unit Head</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b>Name:</b> Dr. Miriam Stroder</td> <td style="width: 50%;"><b>Date:</b> September 16, 2021</td> </tr> <tr> <td colspan="2"><b>Title:</b> Dean, College of Education</td> </tr> <tr> <td colspan="2"><b>Signature:</b> </td> </tr> </table>	<b>Name:</b> Dr. Miriam Stroder	<b>Date:</b> September 16, 2021	<b>Title:</b> Dean, College of Education		<b>Signature:</b>	
<b>Name:</b> Dr. Miriam Stroder	<b>Date:</b> September 16, 2021						
<b>Title:</b> Dean, College of Education							
<b>Signature:</b>							
<b>LEA Director of Schools</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b>Name:</b> Jerry S. Boyd</td> <td style="width: 50%;"><b>Date:</b> September 27, 2021</td> </tr> <tr> <td colspan="2"><b>Title:</b> Superintendent</td> </tr> <tr> <td colspan="2"><b>Signature:</b>  9-27-2021</td> </tr> </table>	<b>Name:</b> Jerry S. Boyd	<b>Date:</b> September 27, 2021	<b>Title:</b> Superintendent		<b>Signature:</b> 9-27-2021	
<b>Name:</b> Jerry S. Boyd	<b>Date:</b> September 27, 2021						
<b>Title:</b> Superintendent							
<b>Signature:</b> 9-27-2021							

**State-Recognized Partnership Agreement between  
WASHINGTON COUNTY SCHOOLS  
and**



THIS AGREEMENT is entered into by and between Tusculum University (hereinafter known as the Educator Preparation Program or EPP) and **WASHINGTON COUNTY SCHOOLS** (hereinafter known as the Local Education Agency or LEA).

**WITNESSETH**

In consideration of the mutual promises contained herein, the parties have agreed and do hereby enter into this agreement according to the following provisions:

**I. Purpose and Responsibility**

The EPP is engaged in preparing candidates to be effective educators. In order to help ensure that a supply of qualified new teachers is available to be hired, the LEA wishes to participate in the clinical education of teacher education candidates. Candidates enrolled in clinical experience courses at the EPP will be considered by the LEA for participation in observational and classroom activities, including student teaching. Job embedded Candidates (a candidate who has been hired as a fulltime teacher by the LEA and whom the EPP has recommended for a Practitioner Teacher License) enrolled in content mentoring courses at the EPP will be assigned a content mentor by the LEA.

The purpose of this agreement is to define the responsibilities of the EPP and the LEA in providing these direct experiences for candidates in the EPP's Initial Teacher Licensure Programs. Because of their differing functions, the LEA and the EPP have unique responsibilities. Therefore, frequent and clear communication between the LEA's designated contact person and the EPP's Director of Clinical Experiences and/or the EPP's Director of edTPA is critical. Sharing of responsibility is needed if all parties are to derive maximum benefit from this program. It is agreed that continuous effort will be made by both the LEA and the EPP to accept this shared responsibility.

**II. Scope and Sequence of Clinical Experiences**

Clinical Experiences are defined as follows:

- a. Clinical I – Initial clinical experience of 60 classroom hours completed during instructional time while students are present. These 60 hours are split into 2 separate 30 hour placements. The first 30 hours will be in a Title I school and will be in either:
  1. primary or intermediate grade span for K-5 licensure;
  2. middle school or high school grade span for 6-12 licensure; or

3. elementary school, middle school or high school grade span for K-12 licensure  
The candidate primarily observes and works with students one-on-one and in small groups during this placement. The second 30 hours will be in a different school and will be in the alternate grade span listed for each licensure area above. During the second 30 hours, the candidate is required to teach at least one small group lesson which will be observed and evaluated by the university clinical supervisor using a Modified TEAM Rubric. The Clinical I experience is designed to provide the candidate with opportunities to demonstrate his or her developing effectiveness and positive impact on students' learning and development in diverse learning environments that cover a significant breadth of the candidate's licensure area.
- b. Clinical II – Pre-student teaching experience of 80 classroom hours completed during instructional time while students are present. The candidate actively observes, works with students one-on-one and in small groups, and teaches at least three whole group lessons: the first evaluated by the cooperating teacher and the university clinical supervisor using the TEAM rubric, the second evaluated by the cooperating teacher using a Modified TEAM rubric, and the third evaluated by the university clinical supervisor using the TEAM rubric. The entire 80 hours of this experience are in a single placement. Ideally, the candidate remains in this placement for the student teaching semester. The Clinical II experience is designed to provide the candidate with opportunities to demonstrate his or her developing effectiveness and positive impact on students' learning and development in a consistent learning environment with diverse groups of learners.
- c. Student Teaching – Culminating experience of a minimum of 15 full-time weeks to provide the candidate with sufficient depth of experience for a significant duration of time. The candidate works as an apprentice teacher, engaged in all of the duties and responsibilities of a regular classroom teacher, and maintains the same schedule as the classroom teacher. The candidate spends a minimum of 13 weeks with the primary cooperating teacher and 2 weeks with an alternate teacher as approved by the principal. The candidate is required to teach a total of 5 formally-observed lessons, in addition to lessons required for edTPA. The first observed lesson will be evaluated by the cooperating teacher and the university clinical supervisor using the TEAM rubric, the second by the cooperating teacher using a Modified TEAM rubric, the third by the university clinical supervisor using the TEAM rubric, the fourth by the cooperating teacher using a Modified TEAM rubric, and the fifth by the cooperating teacher and the clinical supervisor using the TEAM rubric. Tusculum University strongly encourages one full week of solo-teaching time or at least two full weeks of co-teaching with the cooperating teacher. The student teaching experience is designed to provide the candidate with consistent opportunities to demonstrate his or her developing effectiveness and positive impact on students' learning and development in a learning environment with diverse groups of learners.

### **III. Scope and Sequence of Content Mentoring Program**

The purpose of the content mentoring program is to provide job embedded candidates with purposeful, structured, and specific support by an assigned content mentor. The content mentor will be a resource throughout their first two semesters of full-time teaching.

Throughout this experience, candidates will meet with an assigned mentor to discuss how to apply content and pedagogical knowledge in P-12 settings that progressively develop and demonstrate the knowledge, skills, and dispositions necessary to demonstrate positive impact on all P-12 students' learning and development. Additionally, job embedded candidates will complete 10 hours of observation in the content mentor's classroom per semester.

- a. *Content Mentoring I-* As part of the "Intent to Hire" letter (appendix form JB.1), building or district administrators will assign the job embedded candidate with a content mentor who currently teaches in the same or similar content area, in the same school or school district as the candidate. Job embedded candidates will meet with weekly with their mentor throughout the semester. The content mentor will provide coaching of mentee in mentee's classroom. Job embedded candidates will complete 10 hours of observation in mentor's classroom. The Job embedded candidate will document the 10 hours of observation in LiveText. Content mentor will complete one formal observation of the candidate using the Modified TEAM template and complete one evaluation of the candidate's disposition and professional skills. Tusculum University Clinical Supervisor will complete one formal observation of the job-embedded candidate using the Modified TEAM template.
- b. *Content Mentoring II-* Job embedded candidates will meet with their mentor weekly throughout the semester. The content mentor will provide coaching of mentee in mentee's classroom. Job embedded candidates will complete 10 hours of observation in mentor's classroom. The Job embedded candidate will document the 10 hours of observation in LiveText. Content mentor will complete one formal observation of the candidate using the Modified TEAM template and complete one evaluation of the candidate's disposition and professional skills. Tusculum University Clinical Supervisor will complete one formal observation of the job-embedded candidate using the Modified TEAM template and complete one evaluation of the candidate's disposition and professional skills

### **IV. Recruitment and Selection Strategies and Goals**

The EPP is committed to the recruitment of candidates from diverse backgrounds and those seeking the high-needs endorsement areas of its partnering districts. To achieve the goals of strengthening recruitment in these two areas, the EPP, in collaboration with the LEA will:

- a. At the request of guidance counselors, work with high school guidance counselors to target high school juniors and seniors who have shown an interest or aptitude in a helping profession, and provide any potential candidates with information about the teaching profession and the EPP

- b. At the request of guidance counselors and the potential candidates, be available to meet with students in urban areas who are considering majoring in education in order to provide specific counseling regarding high-needs endorsement areas

## **V. Responsibilities of the LEA**

### **Responsibilities of the LEA related to Clinical Experience:**

- a. The LEA may refuse to accept any teacher education candidate assigned to train in the School System for any non-discriminatory reason.
- b. The LEA will designate an administrator and/or principal(s) to serve as its contacts for field placements. These administrators will serve as liaisons between the School System and EPP's designated contact in managing all candidate visits in the School System. Any questions or problems arising which involve field placements will be brought to the attention of the EPP Director of Clinical Experience by the School System's Administrator for Field Placement or the building principal.
- c. Placement of teacher education candidates will be under the direction and control of the Director of Schools or an appointed designee from the LEA in collaboration with the Director of Clinical Experiences at Tusculum University. Placements will be made only with the consent of the principal and the cooperating teacher.
- d. Candidates will be placed according to their content area and grade span of emphasis.
- e. All teacher education candidates have a completed background check on file with the EPP and have met the criteria required by the Tennessee Department of Education (TCA 49-5-5610). If required by the LEA, a second background check through the appropriate vendor will be obtained by teacher candidates prior to clinical placement. The LEA will inform the Director of Clinical Experiences if the district requires an additional background check and/or drug testing.
- f. The LEA will endeavor to provide placements for EPP candidates with the greatest potential for providing maximum benefit for the candidate and for the School System. Cooperating teachers chosen to work with teacher education candidates must meet the following criteria:
  - i. Recommended by the school principal.
  - ii. Highly-effective in the classroom based on TEAM evaluations and TVAAS data, including an overall LOE score of 4 or 5.
  - iii. Minimum of 3 years classroom experience required; 4+ years of classroom experience preferred.
  - iv. Ability to engage diverse groups of learners.
  - v. Ability and willingness to provide authentic feedback to teacher candidates about their strengths and areas for improvement.
  - vi. Ability and willingness to communicate effectively with university clinical supervisors about candidate strengths and areas for improvement.
  - vii. Willingness to host and mentor a teacher candidate allowing him/her opportunity to gain consistent experience within the classroom.

- g. Principals will provide orientation meetings at the school for the candidates at the beginning of their clinical experiences and will monitor the professional relationship between teachers and teacher education candidates.
- h. The Director of Clinical Experiences will provide Cooperating Teachers with appropriate guidelines and expectations.
- i. Cooperating teachers will be given the opportunity at the end of each placement to provide open-ended feedback of the candidate, university clinical supervisor, overall EPP program and its supports through a web-based system (LiveText). This data will be used by the EPP to make program improvements for subsequent semesters.
- j. The principals of participating schools have responsibility for determining the degree to which EPP candidates conform to school policies. Problems arising from any breach of policy of field placement candidates should be referred by the principal to LEA's Administrator for Field Placement. However, if the principal deems it necessary, he/she may remove the field placement candidate from the school until the situation can be resolved through collaboration with the EPP Director of Clinical Experience.
- k. The LEA agrees to share the LEA's Human Capital Report with the EPP.

Responsibilities of LEA related to Content Mentoring:

- a. The LEA will endeavor to provide a content mentor for each EPP job embedded candidate with the greatest potential for providing maximum benefit for the candidate, the school district, and the students. Content mentors chosen to work with job embedded candidates must meet the following criteria:
  - i. Hold an active Tennessee license with an endorsement in the area or a closely related area where they will be supervising the job-embedded candidate.
  - ii. Highly-effective in the classroom based on TEAM evaluations and TVAAS data, including an overall Level of Effectiveness of 4 (above expectations) or 5 (significantly above expectations) for the prior school year.
  - iii. Hold a Master's Degree in Education from an accredited college or university.
  - iv. Obtain recommendation of school administrator.
  - v. Possess knowledge of the use of formative assessment in instructional planning, pacing charts, benchmark testing, and the TEAM rubric.
  - vi. Demonstrate ability to communicate and model implementation of content standards, effective instructional approaches, incorporation of resources and technologies.
- b. The LEA agrees to the conditions associated with the duties and responsibilities that come with the position of content mentor. Content mentor responsibilities include the following:
  - i. The role will run for 2 consecutive semesters, unless the candidate is enrolled only in Content Mentoring II.
  - ii. The LEA will provide 3 half days of leave time, or the equivalent thereof, from mentor's classroom per semester to be spent in the mentee's

- classroom for onsite coaching and collaboration. Mentor will use one visit to complete a lesson observation using a Modified TEAM rubric. The times and dates of these visits will be recorded by the content mentor on the “Weekly Points of Contact” form.
- iii. Mentor will initiate weekly points of contact with mentee through email, phone call, video conference, and/or face to face meetings
  - iv. Job embedded candidates will complete 10 hours of observation in mentor’s classroom.
- c. The LEA will designate an administrator and/or principal(s) to serve as its contacts for content mentors. These administrators will serve as liaisons between the School System and EPP’s designated contact. Any questions or problems arising which involve content mentoring will be brought to the attention of the Director of edTPA at Tusculum University by the School System’s Administrator for Job-Embedded Teachers or the building principal.
  - d. Selection of content mentors will be under the direction and control of the Director of Schools or an appointed designee from the LEA.
  - e. The LEA agrees to share the LEA’s Human Capital Report with the EPP.

## **VI. Responsibilities of the EPP**

- a. The EPP designee for Clinical Experience:
  - I. The EPP has designated the Office of Clinical Experience to assume the responsibility for coordinating all observations, clinical experiences, and student teaching placements in the LEA. Any questions arising which are related to the initial placement in clinical experiences should be brought to the attention of the EPP’s Office of Clinical Experience.

The Director of the EPP’s Clinical Experience Program is:  
Michelle Miller DeFord  
Tusculum University  
60 Shiloh Road  
Greeneville, TN 37745  
Office Phone: 865-693-1177 ext. 5024  
Cell Phone: 865-230-3967  
Email Address: [mclupper@tusculum.edu](mailto:mclupper@tusculum.edu)
  - II. The Director of Clinical Experience will provide the LEA with specific assignments for each field placement in order to ensure clear communication about the purposes and the expectations for the experience. The EPP will also provide an orientation for candidates involved in field placements to communicate the purposes and expectations of the experience. Where possible, the EPP will conduct staff development sessions with LEA personnel to provide opportunities for discussion and collaboration about field experiences.
- b. The EPP designee for Content Mentoring:

- i. The EPP has designated the Director of edTPA to assume the responsibility for coordinating all content mentors in the LEA. Any questions arising which are related to content mentoring should be brought to the attention of the Director of edTPA.  
The Director of the EPP's Content Mentoring Program is:  
Stephanie Kirby  
Tusculum University  
60 Shiloh Road  
Greeneville, TN 37745  
Office Phone: 865-693-1177 ext. 5026  
Cell Phone: 865-776-9708  
Email Address: [skirby@tusculum.edu](mailto:skirby@tusculum.edu)
  - ii. The Director of edTPA will provide the LEA with specific requirements for each Content Mentoring course in order to ensure clear communication about the purposes and the expectations for the experience. The EPP will provide orientation and training information which will inform content mentors and job-embedded candidates of the purposes and expectations of the experience.
- c. University Clinical Supervisors employed to work with teacher education candidates must meet the following criteria:
    - Documented evidence of having been a highly-effective teacher
    - Minimum of 5 years classroom experience
    - Ability to provide candidates with strategies for engaging diverse learners in meaningful learning
    - Ability and willingness to provide constructive feedback to teacher candidates about their strengths and areas for improvement
    - Ability and willingness to communicate effectively with teacher candidates and cooperating teachers
    - Ability and willingness to foster positive relationships between and among school-based administrators, teachers, teacher candidates, and university faculty and staff
    - Current knowledge of and training on TEAM, Praxis exams, edTPA, and current trends in education to aid in the retention of mentors who demonstrate a positive impact on candidates' development and pre-K-12 student learning and development
    - Consistent demonstration of professionalism
  - d. University clinical supervisors and teacher education candidates will be provided appropriate guidelines and expectations from the Tusculum Director of Clinical Experiences. Additionally, clinical supervisors will be provided on-going support through workshops and seminars.
  - e. University clinical supervisors will be given the opportunity at the end of each placement to provide open-ended feedback of the candidate, cooperating teacher,

- overall EPP program and its supports. This data will be used by the EPP to make program improvements for subsequent semesters.
- f. Teacher candidates will be given the opportunity at the end of Clinical I, Clinical II, and Student Teaching to provide open-ended feedback of the university supervisor, cooperating teacher, overall EPP program and its supports. Job embedded candidates will be given an opportunity at the end of Content Mentoring I and Content Mentoring II to provide open-ended feedback of the university supervisor, content mentor, the overall EPP program and its supports. This data will be used by the EPP to make program improvements for subsequent semesters.
  - g. EPP will provide online training for cooperating teachers and content mentors on mentoring candidates and will provide access to any planned workshops for candidates to aid in the retention and training of teachers who demonstrate a positive impact on candidates' development and pre-K-12 student learning and development.
  - h. Tusculum University will, in advance of the field experience, provide the LEA with a list of candidates who are eligible for field placements along with appropriate information about the candidates.
  - i. All teacher education candidates have a completed background check on file with the EPP and have met the criteria required by the Tennessee Department of Education (TCA 49-5-5610). If required by the LEA, a second background check through the appropriate vendor will be obtained by teacher candidates prior to clinical placement. The LEA will inform the Director of Clinical Experiences if the district requires an additional background check and/or drug testing.
  - j. The EPP will inform all candidates who will be completing field experiences in the LEA of their obligation to observe the policies of the School System, as well as the school in which the candidates are placed. Candidates are subject to the rules, regulations, and policies of the School System and EPP, including recognizing the confidential nature of information regarding students and their records, and performance during emergency situations.
  - k. Teacher Candidates will be required to video record a learning segment in order to complete their teacher performance assessment for licensure (edTPA). Prior to recording these lessons, the teacher candidate will obtain a video authorization consent form from the parents of students in their respective classroom.
  - l. Teacher education candidates who are student teaching are required to maintain membership in an approved professional teacher organization which provides liability insurance.
  - m. The EPP will coordinate all field placements through the Director of Clinical Experience. No affiliates of the EPP will make independent agreements for field experiences with individual schools or staff members.
  - n. The EPP Director of Clinical Experience is responsible for removing an EPP candidate from a field placement. Withdrawal may be the result of a request initiated within the School System or from a source within the EPP.

- o. The EPP will communicate in a timely manner with appropriate LEA administrators in the event that there is a significant issue or pattern of issues involving a cooperating teacher or a content mentor.
- p. Tusculum University agrees to the following exchange of yearly data: the EPP's Annual State Report.

## **VII. Additional Provisions**

- a. The parties agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section of 504 of the Rehabilitation Act of 1973, Executive Order 11,246, ADA, and the related Regulations of each. Each party assures that it will not unlawfully discriminate against any individual because of race, religion, creed, color, gender identity, sexual orientation, age, mental or physical disability, or national origin.
- b. No provision of this agreement will act or be deemed to be a waiver by the LEA of any immunity or of any provision of the TENNESSEE GOVERNMENTAL TORT LIABILITY ACT. Tenn. Code Ann. 29-20-101 et seq. Any liability to the EPP or third parties for any claims, damages, losses, or costs arising out of, or related to acts performed by the LEA under this agreement will be governed and limited by the provisions of the Tennessee Governmental Tort Liability Act, Tenn. Code. Annotated, Section 29-20-101 et seq.
- c. EPP will be responsible for personal injury and/or damage resulting from the gross negligence of the University performing any responsibility specifically required under the terms of this agreement. Damages recoverable against the LEA will be expressly limited by the Tennessee Governmental Tort Liability Act, Tennessee Code Annotated, Section 29-20-101 et seq.
- d. Nothing in this Agreement will be construed or deemed to create any relationship between the LEA and EPP other than that of independent entities contracting with each hereunder, solely for the purpose of effecting the provisions of this Agreement. Neither of the parties nor any of their respective officers, directors, or employees will be construed to be the agent, employer, or representative of the other except as provided herein.
- e. The term of this Agreement will be for three years from the date set forth above and will renew for subsequent three-year terms from the date set forth above unless terminated in writing by either party. Any termination of this Agreement will be effective at the conclusion of the EPP's academic semester, except that candidates participating in student teaching will be entitled to complete student teaching at the school notwithstanding any prior termination.
- f. Candidates will not be deemed to be employees or agents of the LEA at any time. Candidates will not displace regular School System employees but will work under the supervision of existing staff. This agreement does not entitle candidates to a job in the LEA at the conclusion of the student teaching experience.

IN WITNESS WHEREOF, the parties have, by their duly authorized representative, set their signatures on the partnership agreement cover page.



# STRATEGIC PLAN

**2021 - 2026**

WASHINGTON COUNTY BOARD OF EDUCATION

Annette Buchanan  
Mary Beth Dellinger  
Jason Day

Keith Ervin  
Chad Fleenor  
David Hammond

Mike Masters  
Mitch Meredith  
Whitney Riddle

In partnership with the students, families, educators, and community leaders of Washington County Schools, the Washington County Board of Education has created the following guiding principles to set the following principles by which we will work collaboratively to ensure the success of all students we serve:

### **OUR VISION**

To educate all students to be inspired to strive for excellence and thrive throughout their lifetime.

### **OUR MISSION**

Inspire all students to reach their full potential every day.

**OUR DAILY ACTIONS:** INSPIRE. STRIVE. THRIVE.

### **OUR CORE VALUES**

1. Our students are our top priority, and our decisions are based on what is best for all of them.
2. Student success is a shared responsibility of teachers, parents, students and staff.
3. Family and community engagement is critical for the success of our students.
4. We value high expectations for students to empower them with the attitudes, skills, and abilities necessary to be successful in life.
5. We value a districtwide culture of trust and collaboration.
6. We value a constructive working relationship among all stakeholders.
7. We value effective, systemic communications within our schools, our district, and our community.
8. We value an environment that elicits high morale and support among our teachers and staff.

# STRATEGIC PRIORITIES

The Washington County Board of Education sets the following priorities that will guide all planning and actions of the district to realize our vision, achieve our daily mission, and serve all students and families of Washington County Schools:

## 1 FOCUS ON STUDENT SUCCESS EVERY DAY

*We will ensure that every student has access to a guaranteed and viable curriculum in all areas led by a qualified, inspired, and effective teacher in every classroom who is supported by a committed team of excellent school and district educators. Each student will be provided a safe, secure, and challenging learning environment with strong supports to grow academically, emotionally, and socially.*

## 2 INVEST IN OUR PEOPLE

*We will take deliberate actions to attract, develop, retain, and support the best team members to serve our students and families in our district. Through efforts to provide competitive compensation, a collaborative culture, and opportunities for continuous learning and growth, we will build and sustain a positive work environment that promotes teamwork and a commitment to a shared vision of excellence by all.*

## 3 PARTNER WITH OUR STAKEHOLDERS

*We will establish and maintain processes that create shared purpose and ownership through open communication and active engagement of employees, students, families, and community members. We will foster strong partnerships with individuals, groups, and organizations that will join us in our commitment to provide all students with access to opportunities and resources that will enable them to realize their full potential, no matter the path they seek for their future.*

## 4 ACT WITH RESPONSIBLE STEWARDSHIP

*In all aspects of our district and school operations, we will meet all local, state, and federal guidelines in the management of public funds, property, and services. We will utilize best practices, follow industry standards, and maintain a focus on continuous improvement to ensure the most efficient and effective operations of all services we provide to our community.*

# MILESTONES OF SUCCESS

Over the five-year period of this strategic road map (“strategic plan”) for improvement, the achievement of six key milestones will provide a strong indication of growth of our district and success of our students.

Additional key performance indicators (KPIs) will be developed and will be used to measure the annual progress to the attainment of our goals. Through KPIs that will address all four strategic priorities as defined by the Board, the milestones are focused on ambitious goals specific to student achievement outcomes. All other performance measures associated with all four strategic priority areas are intended to support student achievement.

**By end of the 2025 – 2026 school year, our district will meet or exceed six (6) Milestones of Success:**

- 1. LITERACY FOUNDATIONS:** At least 50% of WCS 3<sup>rd</sup> grade students will meet or exceed the state proficiency level on the 3<sup>rd</sup> grade ELA state assessment (TCAP).
- 2. HIGH SCHOOL MATH READINESS:** At least 50% of WCS 7<sup>th</sup> grade students will meet or exceed the state proficiency level on the 7<sup>th</sup> grade math state assessment (TCAP).
- 3. FUTURE READY STUDENTS:** 75% of all WCS graduates will complete at least one early post-secondary opportunity (EPSO) and/or complete an industry certification exam in a state approved program of study in CTE.
- 4. CAREER EXPLORATION:** 15% of the graduating class of 2026 will have completed at least one work-based learning experience.
- 5. COLLEGE AND CAREER READINESS:** The average ACT composite score for the graduating class of 2026 will be 22 with at least 35% meeting all four ACT college readiness benchmarks.
- 6. GRADUATION RATE:** The graduation rate for the class of 2026 (freshman class of 2022) will be 97% or higher.

# AREAS OF FOCUS

With Key Strategies for Action

1 FOCUS ON STUDENT SUCCESS EVERY DAY	
<b>ACCELERATE ACADEMIC ACHIEVEMENT</b>	<ul style="list-style-type: none"> <li>✓ Support K-2 strong foundational skills instruction using systematic, sound-first phonics with rich development of background knowledge in all K-2 classrooms.</li> <li>✓ Provide access to high quality instructional materials for every student in all grade levels and subject areas.</li> <li>✓ Provide targeted, job-embedded professional learning to support all teachers in providing a guaranteed and viable curriculum.</li> <li>✓ Ensure grade-level instruction and student tasks in all Tier 1 classrooms.</li> <li>✓ Implement high dosage, low ratio tutoring during the school day for students in grade K-5.</li> <li>✓ Develop and implement a district instructional framework to anchor supports for improvements in curriculum, instruction, and assessments.</li> </ul>
<b>STUDENT SUPPORTS</b>	<ul style="list-style-type: none"> <li>✓ Fully implement multi-tiered systems of support (MTSS) that encompass prevention, wellness promotion, and interventions that increase with intensity based on student need, and that promote close school– community collaboration.</li> <li>✓ Improve and expand inclusive services for English learners, students with disabilities, and economically disadvantaged students in all schools.</li> <li>✓ Continue with full implementation of tiered truancy interventions to minimize student absences and missed learning opportunities.</li> <li>✓ Increase student access to career counseling and mental health supports by identifying ways to increase availability of school counselors and school social workers.</li> <li>✓ Increase the number of schools that effectively implement school-wide positive behavior supports and trauma informed practices.</li> </ul>
<b>FUTURE READY GRADUATES</b>	<ul style="list-style-type: none"> <li>✓ Create K-12 career awareness, exploration, and connection strategies that include the utilization of the MajorClarity platform to support counselors in guiding students and parents in making choices about possible future careers.</li> <li>✓ Expand afterschool programs to include Science, Technology, Engineering, Arts, and Math (STEAM) exploratory programs.</li> <li>✓ Expand Early Post-Secondary Credit Opportunities for all students to include advanced academic courses as well as Industry Certifications in all CTE programs of study.</li> <li>✓ Expand work-based learning opportunities for high school juniors and seniors to include job-shadowing, apprenticeships, and internships (paid or unpaid).</li> </ul>
2 INVEST IN OUR PEOPLE	
<b>IMPROVE SALARIES AND WAGES</b>	<ul style="list-style-type: none"> <li>✓ Annually seek support and resources to improve the salary and wages of certified and non-certified employees.</li> <li>✓ Benchmark salaries and wages with comparable school districts.</li> </ul>
<b>IMPROVE RECRUITMENT AND RETENTION</b>	<ul style="list-style-type: none"> <li>✓ Fully implement the human resource management system (Frontline) to simplify the application and hiring process of potential employees.</li> <li>✓ Utilize exit interviews and customer service surveys to obtain feedback from former and existing employees to improve employee support services</li> <li>✓ Regularly attend regional job recruitment fairs.</li> </ul>
<b>CREATE PATHWAYS FOR GROWTH</b>	<ul style="list-style-type: none"> <li>✓ Provide personalized professional learning opportunities for both certified and non-certified employees to improve job-related skills and knowledge specific to individual needs.</li> <li>✓ Create tiered district-wide leadership academies for teacher leaders and aspiring administrators.</li> </ul>
<b>RECOGNIZE AND CELEBRATE TEAMWORK</b>	<ul style="list-style-type: none"> <li>✓ Develop and implement an employee recognition program for all employees demonstrating excellence in service and teamwork.</li> <li>✓ Celebrate and promote the achievements of our students, employees, and community.</li> </ul>

<span style="font-size: 24px; font-weight: bold; border: 1px solid white; border-radius: 50%; padding: 2px 8px; display: inline-block; margin-right: 10px;">3</span> <b>PARTNER WITH OUR STAKEHOLDERS</b>	
<b>CONSISTENT COMMUNICATIONS</b>	<ul style="list-style-type: none"> <li>✓ Develop clear communication protocols and resource guides to ensure consistency in all forms of internal and external communications at the district, program, school, and classroom level.</li> <li>✓ Implement a districtwide mass communication system to enable voice, email, text, and social media communications to targeted stakeholder groups to be utilized for emergency notifications as well as distribution of essential updates.</li> </ul>
<b>AUTHENTIC ENGAGEMENT</b>	<ul style="list-style-type: none"> <li>✓ Create district advisory groups that include parents, teachers, support staff, community leaders, and business/industry leaders to provide actionable feedback for improvement.</li> <li>✓ Ensure that all schools have an active, viable parent-teacher organization.</li> <li>✓ Schedule listening sessions throughout the school year with targeted stakeholder groups for feedback and ideas to improve services.</li> </ul>
<b>INTENTIONAL PARTNERSHIPS</b>	<ul style="list-style-type: none"> <li>✓ Continue to develop and implement the Technical Middle College Concept with the TCAT Elizabethton to support regional workforce development.</li> <li>✓ Engage with business and civic leaders in the community to support high quality educational opportunities PreK – Career.</li> <li>✓ Foster summer internship for teachers in local/regional business to gain insight into workforce readiness needs of employers.</li> </ul>
<span style="font-size: 24px; font-weight: bold; border: 1px solid white; border-radius: 50%; padding: 2px 8px; display: inline-block; margin-right: 10px;">4</span> <b>ACT WITH RESPONSIBLE STEWARDSHIP</b>	
<b>SAFE, SECURE, AND HEALTHY ENVIRONMENTS</b>	<ul style="list-style-type: none"> <li>✓ Improve access to school-based mental health supports by ensuring adequate staffing levels in terms of school-employed mental health professionals who are trained to infuse prevention and intervention services into the learning process and to help integrate services provided through school–community partnerships into existing school initiatives.</li> <li>✓ Integrate ongoing positive climate and safety efforts with crisis prevention, preparedness, response, and recovery to ensure that crisis training and plans: (a) are relevant to the school context, (b) reinforce learning, (c) make maximum use of existing staff resources, (d) facilitate effective threat assessment, and (e) are consistently reviewed and practiced.</li> <li>✓ Ensure ongoing training and support for custodial staff to ensure effective cleaning and sanitization practices of the school and work environment for students, employees, and visitors.</li> </ul>
<b>EFFICIENT AND EFFECTIVE OPERATIONS</b>	<ul style="list-style-type: none"> <li>✓ Continue to implement best practices to provide timely, high quality district services in transportation, facilities and grounds management, school nutrition, and technology services.</li> <li>✓ Regularly review all business and operations practices to improve quality and efficiency of services.</li> <li>✓ Develop a current 10 year long-range facilities plan that includes an assessment of deferred maintenance needs as well as future facilities needs due to population changes.</li> </ul>
<b>STRATEGIC BUDGETING AND PLANNING</b>	<ul style="list-style-type: none"> <li>✓ Meet all financial requirements of the Tennessee Comptroller’s Office in a reliable, transparent, and timely manner.</li> <li>✓ Maximize alignment of all budgeting and expenditure decisions with the goals, strategies, and actions of the strategic plan.</li> <li>✓ Develop clear strategies and procedures to ensure efficient procurement and management of public assets.</li> <li>✓ Create annual program evaluation/return on investment analysis to inform budget development and instructional planning.</li> <li>✓ Study and evaluate the benefits of implementing student-based budgeting improve equity of distribution of district allocation of funds among schools to address diverse student needs.</li> </ul>
<b>LEVERAGING TECHNOLOGY</b>	<ul style="list-style-type: none"> <li>✓ Maintain safe, secure, and accessible technology services that supports personalized learning experiences for students as well as supports the high productivity of teaching, administrative, and business practices.</li> <li>✓ Update and provide device replacement schedules for instructional and business operation devices.</li> <li>✓ Maximize resources to maintain a highly reliable network for users to access and share digital information and resources.</li> </ul>

# NEXT STEPS

The district leadership team, with input from a variety of stakeholders, will develop Key Performance Indicators (KPIs) aligned to each of the strategic priorities, areas of focus, and key strategies for action to reflect available data based on state and local performance measures.

## **SEPTEMBER 2021 – DECEMBER 2021:**

Finalize all KPIs for each of the four strategic priorities to be included as an annual review that will include baseline data for 2021.

Develop and implement a full communication plan for the sharing of the strategic priorities, milestones of success, areas of focus, and key strategies for action.

## **JANUARY 2022 – FEBRUARY 2022**

Share updated and finalized KPIs with baseline data and annual targets for progress with the Board at a scheduled Board work session or mid-year strategic planning retreat.

## **JULY 2022 – AUGUST 2022**

Provide full review of all progress of all strategic priorities, milestones of success, areas of focus, and key strategies for action based on available 2021-2022 school year data.

# Proposal for BCE Playground

Boones Creek Elementary Parent Teacher Organization

# **Boones Creek Elementary - Parent Teacher Organization**

President - Linzi Hatley

Vice President - Ashley Lamson

Secretary - Candice Huggins

Treasurer - Brittany Rogers

We want to start off with a big Thank You for taking the time to listen to our proposal! Thanks for your time and attention!

# Why is a playground important?

Do you remember playing on the playground when you were a child in elementary school?

Having a playground will help-

- Improve fine and gross motor skills
- Develop conflict resolution
- Improve communication skills
- Boost physical health
- Foster creative thinking
- Improves attention spans
- Decreases stress and anxiety
- Improves motivation and helps them try new things
- Our students deserve a playground.

Experts agree that play is an essential part of learning! When kids play they learn a wide range of skills such as cognitive abilities, social awareness, motor skills, coordination skills, teamwork, and much more.

**Without good play, a child's ability to learn and develop is hugely impeded.**

# Test scores have been proven to increase with outdoor play!

- **Teacher Feedback**

- Teachers can tell a huge difference in kids that do not get outdoor playtime such as lack of focus in the classroom.
- The children need a place to communicate with classmates and get their wiggles out in a positive way.

- **Parent Concerns**

- Parents of students at BCE are highly upset with children not having a playground!
- One parent stated - My current 2nd grader has never experienced having a playground to play on during recess.

# Donations -

- LPI donated \$102,609.00 worth of equipment
  - Due to ADA regulations, some of the equipment cannot be utilized
- Still using \$1327 worth of equipment
  - Picnic tables - \$306
  - Trash cans - \$253
  - Benches - \$479
  - Basketball goal
  - Swings - \$289

# Proposal for moving forward:

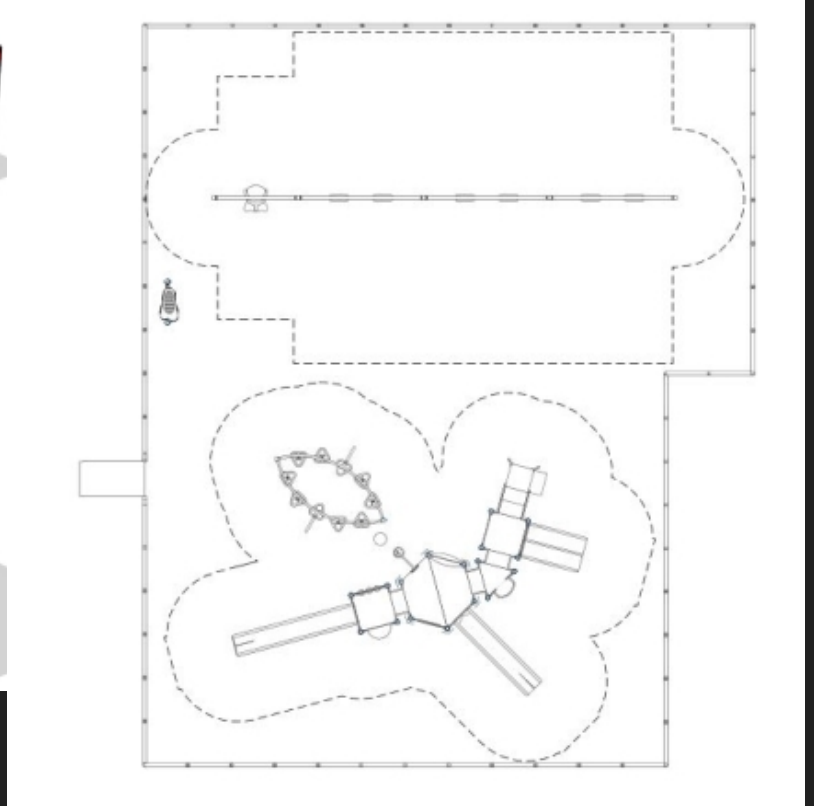
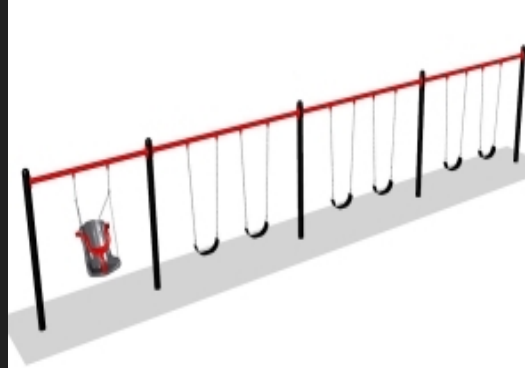
- **Option #1 – \$300,000 All In Total**
  - **\$150,000 from ESSER funds / \$150,000 from the board**
- Option #2 – All in total 150,000 from ESSER money for phase 1
  - Phase #2 at a later date - PTO will continue to use fundraising to save up along with possible board match
  - Grant funding considering ADA requirements
- Jake Peterman from Great Southern Recreation will present the equipment presentation

# Pre K - 2 Playground - \$67,000



# Pre K - 2 Playground \$67,000

- 2-12 Structure
- 3 Bay Swings
- Inclusive Seat
- Instrument
- Wood mulch
- Borders
- Installation
- Freight

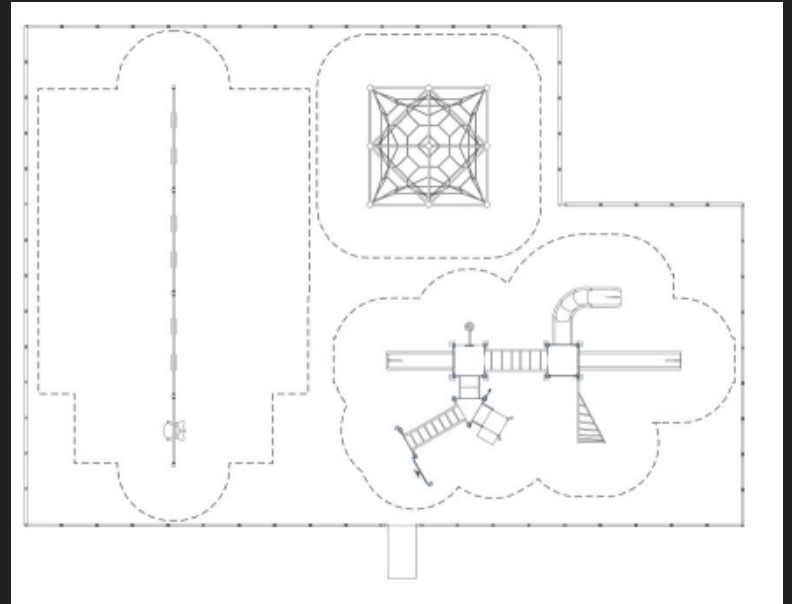
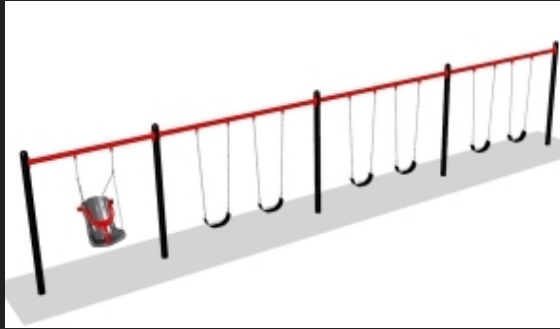


Grade 2nd - 4th - \$72,000



# Grade 2nd - 4th - \$72,000

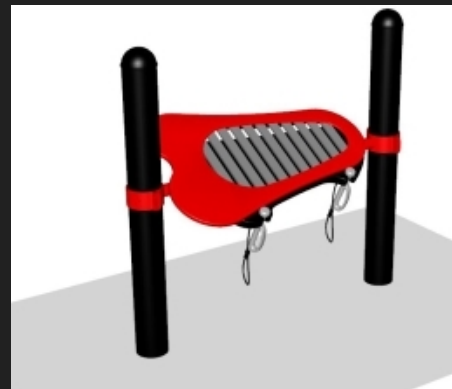
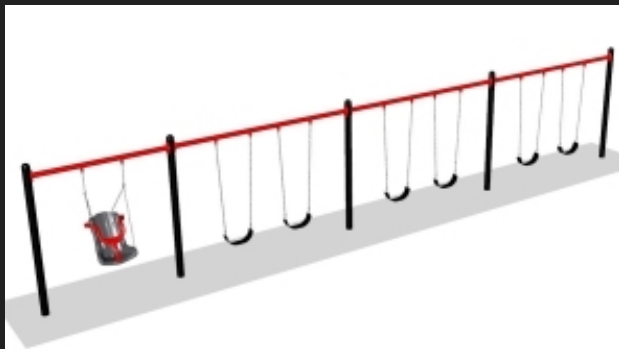
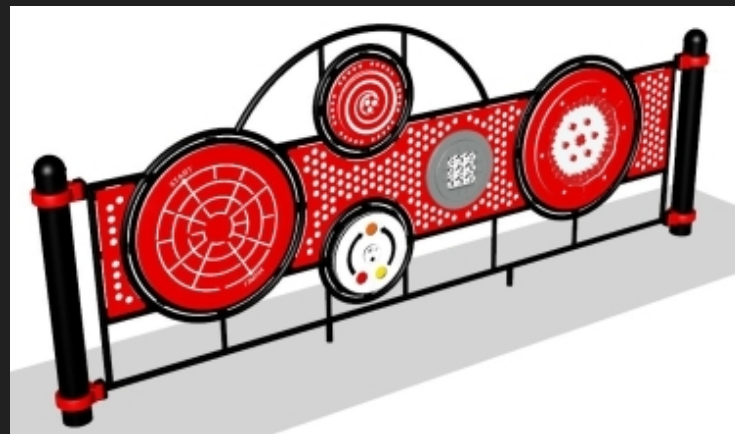
- 5-12 Structure
- Inclusive Seat
- Net Climber
- Swings
- Borders
- Wood Mulch
- Installation
- Freight



Pre K - 2 - \$127,000

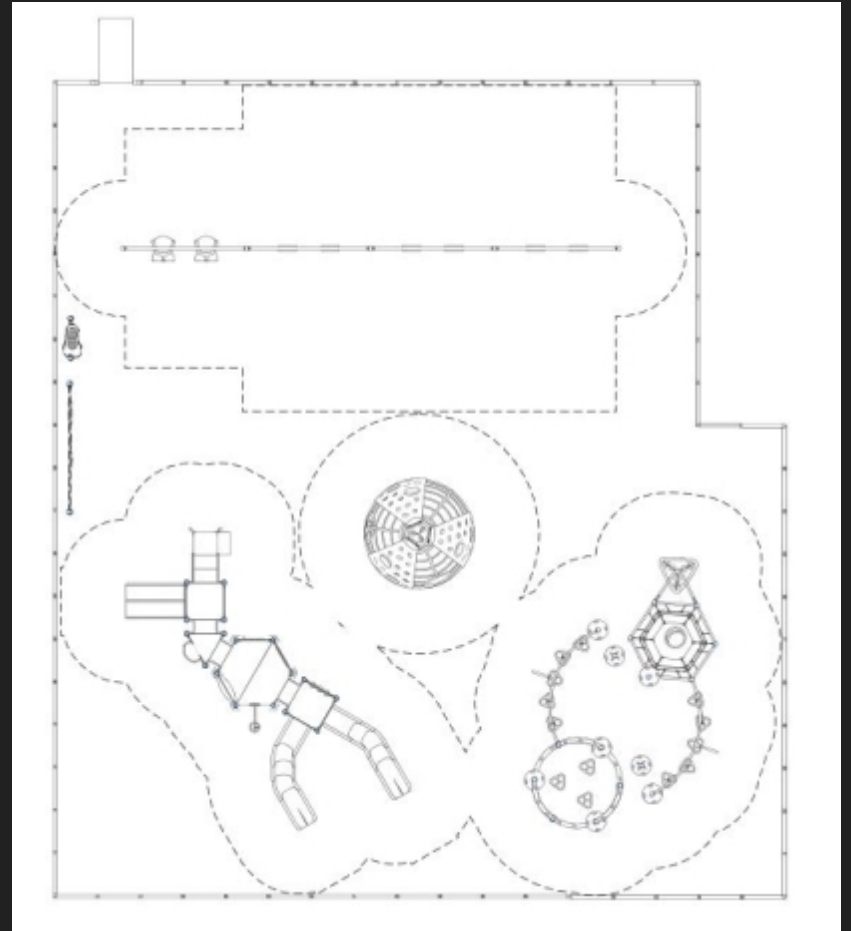


Pre K - 2 - \$127,000

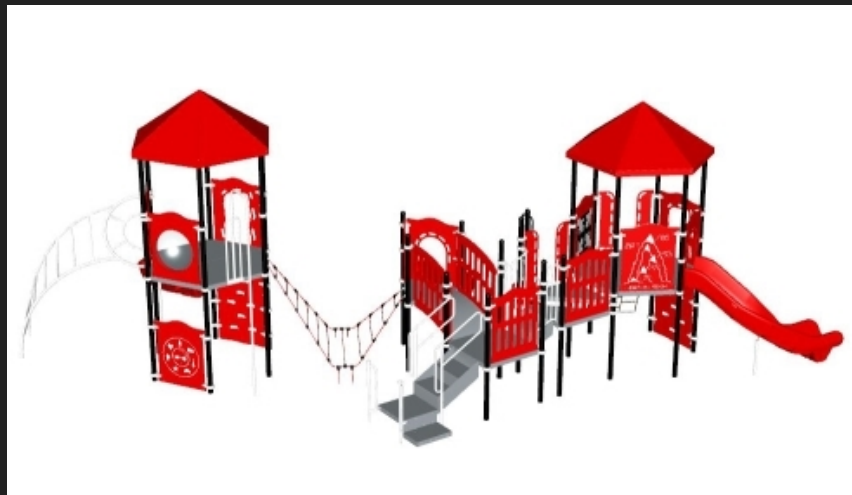


# Pre K - 2 - \$127,000

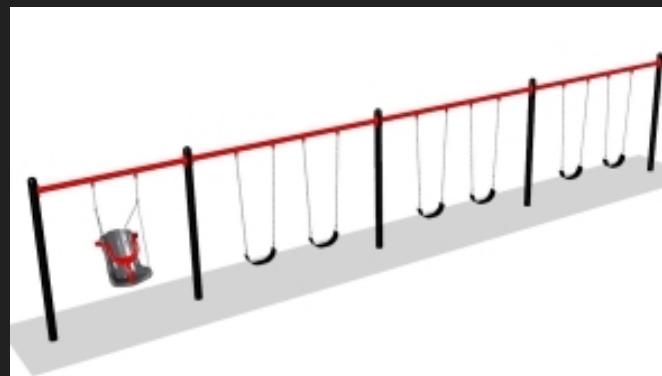
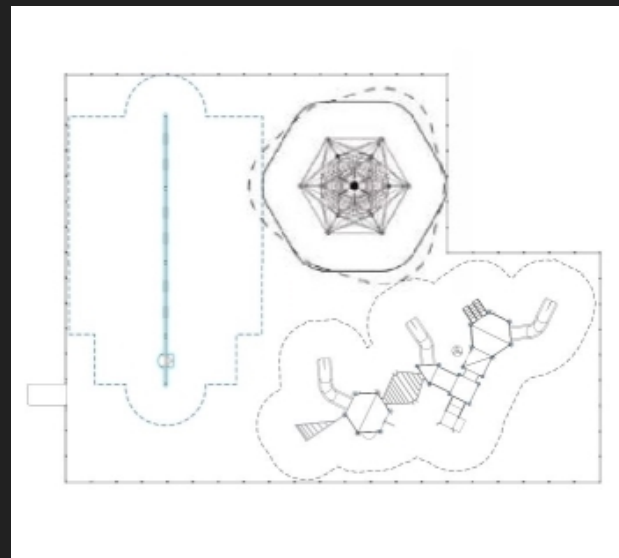
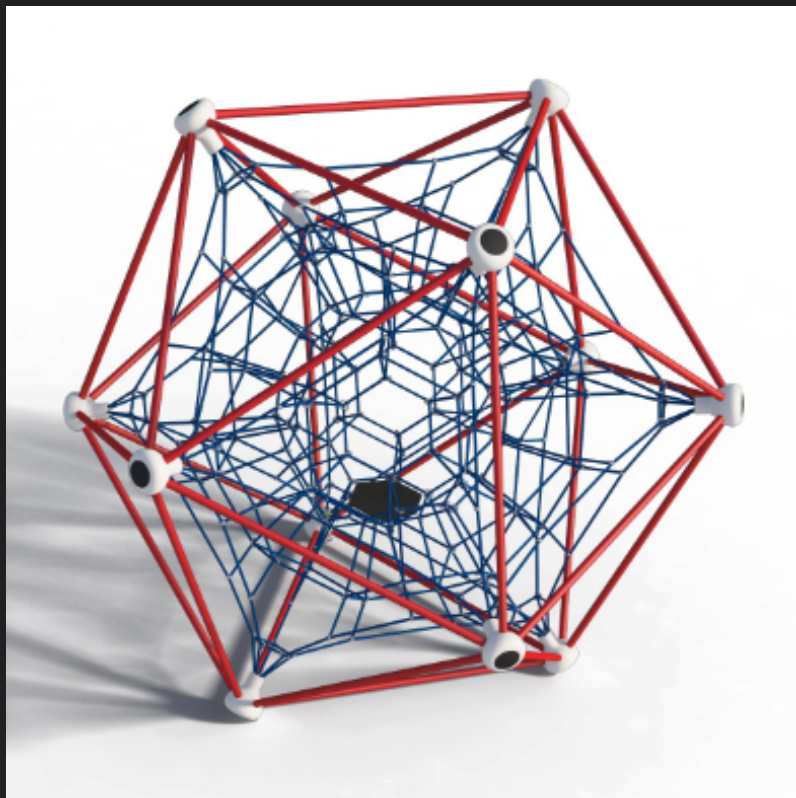
- 2-12 age structures
  - Revolution
  - Post and Deck
- Thunderdome
- 3 Bay swings with Inclusive bay
- Sensory Panel
- Instrument Panel
- Wood Mulch
- Border
- ADA Ramp



Pre 2-4 - \$111,000



Pre 2-4 - \$111,000



# PTO Fundraising

- PTO funds to BCE teachers and staff have been reduced in order to save money for playground
- Another barrier in fundraising is due to COVID and being virtual
  - In person events such as Fall Festival and school dances did not happen last school year which was cause for less intake of funds
- Current PTO balance is higher than in previous years, but not enough to support funding the playground total amount
- Title 1 school makes it hard to raise funds

**Thank you for your time and attention!**

**Questions?**

**Discussion on how we can work together on moving forward with this playground project at BCE.**

**COVID Pay Expense Estimates FY22**

**Certified Staff (In the Classroom)**

Regular Teachers	465	
Sp. Ed. Teachers	51	
Vocational Teachers	33	
		549
Sub Cost Per Day	\$	70.00
Total Daily Gross Pay Potential	\$	38,430.00
FICA	\$	2,382.66
Med-D	\$	557.24
Retirement		
Total Daily Potential Expense	\$	41,369.90

Educational Assistants	124	
SPED IA's	63	
		187
Sub Cost Per Day	\$	70.00
Total Daily Gross Pay Potential	\$	13,090.00
FICA	\$	811.58
Med-D	\$	189.81
Retirement		
Total Daily Potential Expense	\$	14,091.39

**Dietary Staffing**

Dietary Full-Time	64	
		64
Average Daily Expense	\$	87.71
Total Daily Gross Pay Potential	\$	5,613.44
FICA	\$	348.03
Med-D	\$	81.39
Retirement	\$	539.45
Total Daily Potential Expense	\$	6,582.32

Total Daily Expense Total	\$	62,043.60
Total 6-Day Expense Total	\$	372,261.60
Total 7-Day Expense Total	\$	434,305.20
Total 10-Day Expense Total	\$	620,436.00

# DRAFT

## Temporary COVID-19 Sick Leave Bank 2021-2022 School Year

While the paid leave mandates under the Families First Coronavirus Response Act (FFCRA) expired on December 31, 2020, **The Washington Board of Education** is electing to offer access to all employees for paid COVID-19 sick leave under the circumstances outlined below for the duration of the 2021-2022 School Year.

### COVID-19 Sick Leave Recovery Bank

Recovery of paid sick leave will be available to an employee if the employee is unable to work because the employee:

1. Is subject to a federal, state, or local quarantine or isolation order,
2. Has been advised by a health-care provider to self-quarantine,
3. Is experiencing symptoms associated with COVID-19 and is seeking a medical diagnosis,
4. Is waiting for the results of a COVID-19 test,
5. Is receiving a COVID-19 vaccine, or
6. Is recovering from side effects related to the COVID-19 vaccine.
7. Has a minor dependent child who is quarantined or has been diagnosed with COVID-19.

In order to qualify for the **recovery of COVID-19 Sick Leave**, the employee must:

1. Provide a signed statement and supporting documentation from a health care provider verifying COVID-19 as the cause of for absence. Such documentation shall be provided by the employee in order to access the COVID Sick Leave Bank. The required form will be available to all employees on the district website. The completed form(s) shall promptly be given to the immediate supervisor and school nurse by the employee in support that all claims of sick leave are related to Covid-19. A falsified statement shall be grounds for dismissal.
2. Employees must be willing to accept remote assignments, if able and if such assignments are available.

**Full-time employees** may access up to 8 days paid sick leave via the COVID Sick Leave Bank.

**Part-time employees** may access the COVID-19 Sick Leave Bank for sick leave amounting to the number of hours the employee is scheduled each regular work day not to exceed a total of 8 days.

*The WCS COVID Sick Leave Bank shall be effective retroactive to July 1, 2021 for all employees employed on or after that date for COVID-19 related absences as described above during the 2021-2022 school year.*