

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---May 3, 2021

The Hickman county Board of Education met on May 3, 2021, at 7:00 PM in Room 203 of the Central Office Building.

Call To Order

Moment of Silence

Pledge of Allegiance

Approval of April 5, 2021 Regular Board Meeting Minutes

Approval of Agenda

Special Recognition

Employee of the Month

CES Teacher of the Year

EHES Teacher of the Year

CIS Teacher of the Year

EHIS Teacher of the Year

EHMS Teacher of the Year

HCMS Teacher of the Year

EHHS Teacher of the Year

HCHS Teacher of the Year

District-Level Grades PreK-4 Teacher of the Year

District-Level Grades 5-8 Teacher of the Year

District-Level Grades 9-12 Teacher of the Year

Communications to the Board

Director's Report

Financial Report

TSBA OPEB Trust Quarterly Statement

Items Requiring Board Action

Trip Requests

Tennessee FFA State Convention

HICKMAN COUNTY BOARD OF EDUCATION  
REGULAR BOARD MEETING---May 3, 2021

Out of County Tuition Rate for 2021-2022

Budget Amendments

2021-2022 Work Ethic Distinction Program

Authorize Director of Schools to Submit Grants, Applications, Reports,  
Amendments and Addenda

Land Purchase

Declaration of Surplus Property

Fire Alarm Monitoring/Fire Alarm Service Repair & Equipment Replacement Bid

Concrete Pouring At Schools

Chromebook Units & Chrome OS Management Service License

Desktop Computers & Monitors

Revised Board Policies 6.400, 6.402 (2nd Reading)

Board Policy Review 6.409--6.506

Announcements

Special Called Board Meeting Date

May 10, 2021--Approve 2020-2021 Budgets

May 17, 2021--Budget reconsideration (if needed)

Board Retreat Date

Adjourn

Monday, April 5, 2021  
REGULAR BOARD MEETING MINUTES

The Hickman County Board of Education met in regular session on Monday, April 5, 2021, at 7:00 p.m. in Room 203 of the Central Office building. School board members in attendance at the meeting were Chair Amy Bryant, Tim Hobbs, Ron Gammons, Steve Gianakos, Jane Herron, Jim Hudgins, and Vance Willis.

Chair Amy Bryant asked the group to observe a moment of silence.

Chair Amy Bryant led the group in reciting the Pledge of Allegiance.

Ron Gammons made a motion to approve the minutes from the board meeting held on Monday, March 1, 2021. Jane Herron seconded the motion.

Monday, March 1, 2021  
REGULAR BOARD MEETING MINUTES

The Hickman County Board of Education met in regular session on Monday, March 1, 2021, at 7:00 p.m. in Room 203 of the Central Office building. School board members in attendance at the meeting were Chair Amy Bryant, Tim Hobbs, Ron Gammons, Steve Gianakos, Jane Herron, Jim Hudgins, and Vance Willis.

Chair Amy Bryant asked the group to observe a moment of silence.

Chair Amy Bryant led the group in reciting the Pledge of Allegiance.

Jane Herron made a motion to approve the minutes from the board meeting held on Monday, February 1, 2021. Jim Hudgins seconded the motion. On a voice vote, the motion was approved 7-0.

Ron Gammons made a motion to approve the agenda for the March 1, 2021 board meeting. Tim Hobbs seconded the motion.

The Hickman County Board of Education will meet in regular session on Monday, March 1, 2021, at 7:00 p.m. in Room 203 of the Central Office building. A work session will be held at 6:00 p.m. in Room 203 of the Central Office building.

- I. Call to Order
- II. Moment of Silence
- III. Pledge of Allegiance
- IV. Approval of February 1, 2021 Regular Board Meeting Minutes
- V. Approval of Agenda
- VI. Special Recognition
  - A. Employee of the Month--Amy Bryant

- VII. Communications to the Board
  - A. Director's Report--Director of Schools
  - B. Financial Report--Business Officer
- VIII. Items Requiring Board Action
  - A. Trip Request--HCHS JROTC--Sponsor and Students
  - B. Budget Amendments--Business Officer
  - C. Request for EHHS Prom--EHHS Prom Sponsor
  - D. Request for HCHS Prom--HCHS Prom Sponsor
  - E. EHES Job Share Request for 2021-2022--EHES Principal and K-5 Supervisor
  - F. School Bus Purchase--Transportation Director
  - G. ESSER 2.0--Director of Schools
  - H. Teacher Appropriation Bill--Director of Schools
  - I. Request to Hold Practice During the School Day for 2021-2022--Deputy Director of Schools
  - J. Revised Board Policies 6.313, 6.316, 1.700, 4.700 (1st Reading)--Director of Accountability
  - K. Revised Board Policy 1.901 (2nd Reading)--Director of Accountability
  - L. Board Policy Review 6.310--6.319 --Director of Accountability
- IX. Announcements
- X. Adjourn

On a voice vote, the motion was approved 7-0.

Ron Gammons made a motion to approve the Director's Report. Steve Gianakos seconded the motion.

Memorandum

To: Board Members  
 From: Michelle Gilbert  
 Date: February 22, 2021  
 RE: March Director's Report

**Leave of Absence**

Professional

Julie Rice

February 22- April 23, 2021 (FMLA)

Support Staff

**Hiring**

Professional

Support Staff

Raygan Adkins

EHMS Assistant Softball Coach

Sandra West

Bus Driver

Melina Baird

Substitute

Hallie Cox

Substitute

Riggs Erisman

Substitute

Makenzie Kelley

Substitute

Ashley Malugin

Substitute

Gracie McGuigan

Substitute

Alyssa Poff

Substitute

Isaiah Puckett\*

Substitute

Abigail Seaborn

Substitute

Colby Shelton\*

Substitute

Elizabeth Thornton

Substitute

**Resignation**

Professional

Support Staff

**Retirement**

- Professional
- Support Staff

**Transfers**

- Professional
- Support Staff

**Appointment**

- Professional
- Support Staff

**Open Positions**

- 1 Secondary Personal Finance/ Economics Position
- 1 Secondary Math Position
- 2 Special Education Positions
- 2 Secondary Science Positions
- 1 Alternative Learning Environment Position
- 1 Assistant Principal
- Bus Drivers

\* Denotes a relationship under board policy 1.108. Applicants are qualified for the positions.  
 On voice vote, the motion was approved 7-0.

Ron Gammons made a motion to approve the financial report. Jim Hudgins seconded the motion. On a voice vote, the motion was approved 7-0.

Ron Gammons made a motion to approve the HCHS JROTC trip request from April 29-May 1, 2021. Jim Hudgins seconded the motion. On a voice vote, the motion was approved 7-0.

Steve Gianakos made a motion to approve budget amendments 14-16. Jane Herron seconded the motion.

<u>Aye</u>	<u>Nay</u>	<u>Pass</u>	<u>Absent</u>
Amy Bryant			
Ron Gammons			
Steve Gianakos			
Jane Herron			
Tim Hobbs			
Jim Hudgins			
Vance Willis			

On a roll call vote, the motion was approved 7-0.

Jim Hudgins made a motion to approve the EHHS prom request for April 24, 2021. Steve Gianakos seconded the motion. On a voice vote, the motion was approved 7-0.

Tim Hobbs made a motion to approve the HCHS prom request for April 10, 2021. Ron Gammons seconded the motion. On a voice vote, the motion was approved 7-0.

Vance Willis made a motion to approve the job share request at East Hickman Elementary School for the 2021-2022 school year. Ron Gammons seconded the motion. On a voice vote, the motion was approved 7-0.

Vance Willis made a motion to approve the purchase of six school buses based on the prices of the 2019-2020 bid with the seat belt option. Jim Hudgins seconded the motion.

<u>Aye</u>	<u>Nay</u>	<u>Pass</u>	<u>Absent</u>
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Amy Bryant  
Ron Gammons  
Steve Gianakos  
Jane Herron  
Tim Hobbs  
Jim Hudgins  
Vance Willis

On a roll call vote, the motion was approved 7-0.

Vance Willis made a motion to approve the ESSER 2.0 spending plan. Jim Hudgins seconded the motion.

<u>Aye</u>	<u>Nay</u>	<u>Pass</u>	<u>Absent</u>
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Amy Bryant  
Ron Gammons  
Steve Gianakos  
Jane Herron  
Tim Hobbs  
Jim Hudgins  
Vance Willis

On a voice vote, the motion was approved 7-0.

The board took no action on the teacher appropriation item.

Steve Gianakos made a motion to approve the high school request to have athletic practice during the school day for the 2021-2022 school year. Jim Hudgins seconded the motion. On a voice vote, the motion was approved 7-0.

Amy Bryant made a motion to approve revised board policies 6.313, 6.316, 1.700 on first reading and to suspend 4.700 for student test scores. Vance Willis seconded the motion. On a voice vote, the motion was approved 7-0.

Jim Hudgins made a motion to approve revised board policy 1.901 on 2nd reading. Ron Gammons seconded the motion. On a voice vote, the motion was approved 7-0.

Amy Bryant made a motion to approve the review of board policies 6.310-6.319. Steve Gianakos seconded the motion. On a voice vote, the motion was approved 7-0.

Michelle Gilbert announced that freshmen and seniors would learn remotely on March 16, due to the administration of the ACT.

Amy Bryant announced that she had sent information for the evaluation instrument for the Director of Schools and requested board member feedback.

The meeting was adjourned at 7:39 p.m.

On a voice vote, the motion was approved 6-0.

Steve Gianakos made a motion to amend the agenda by moving Item L. Additional Appropriation for Employees to between items B. and C. on the agenda. And to add item P. Soccer Game During the Day on 4/21/21 during the day at 1:00 p.m. Jim Hudgins seconded the motion. On a voice vote, the motion was approved 7-0.

Jane Herron made a motion to approve the amended agenda. Steve Gianakos seconded the motion.

The Hickman County Board of Education will meet in regular session on Monday, April 5, 2021, at 7:00 p.m. in Room 203 of the Central Office building. A work session will be held at 6:00 p.m. in Room 203 of the Central Office building.

- I. Call to Order
- II. Moment of Silence
- III. Pledge of Allegiance
- IV. Approval of March 1, 2021 Regular Board Meeting Minutes
- V. Approval of Agenda
- VI. Special Recognition
  - A. Employee of the Month--Ron Gammons
- VII. Communications to the Board
  - A. Director's Report--Director of Schools
  - B. Financial Report--Business Officer
  - C. Director of Schools Evaluation Instrument--Board Chair
  - D. The Bulldog Bakery--HCHS ELC Teacher
- VIII. Items Requiring Board Action
  - A. Trip Requests
    1. HCHS Girls Basketball--Coach and Students
  - B. HCHS JROTC Event Request--Sponsor and Students
  - C. Additional Appropriation for Employees--Director of Schools
  - D. Budget Amendments--Business Officer
  - E. 2021-2022 Attendance Zones--Director of Schools
  - F. CIS Job Share Request for 2021-2022--CIS Principal and K-5 Supervisor
  - G. School Security Camera Systems Bid--Technology Coordinator/Business Officer
  - H. EHES Playground Equipment Bid--Maintenance Director
  - I. EHHS Greenhouse Glass Replacement Bid--Maintenance Director
  - J. Hygiene Paper Products Bid for 2021-2022--Maintenance Director
  - K. Painting Bid for 2021-2022--Maintenance Director
  - L. Fire Alarm Monitoring/Service/Repair Bid for 2021-2022--Maintenance Director

- M. Revised Board Policies 6.400, 6.402 (1st Reading)--Director of Accountability
  - N. Revised Board Policies 6.313, 6.316, 1.700, 4.700 (2nd Reading)--Director of Accountability
  - O. Board Policy Review - 6.400--6.4081 --Director of Accountability
  - P. Soccer Game during the Day--Steve Gianakos
- IX. Announcements
- X. Adjourn

On a voice vote, the motion was approved 7-0.

Ron Gammons recognized Valerie King from East Hickman Elementary School as Employee of the Month.

Vance Willis made a motion to accept the Director's Report. Steve Gianakos seconded the motion. On a voice vote, the motion was approved 7-0.

Ron Gammons made a motion to accept the financial report. Jim Hudgins seconded the motion. On a voice vote, the motion was approved 7-0.

Amy Bryant reported that feedback on the Director of Schools evaluation instrument was due by April 9, 2021.

Levi Griego presented information about the Bulldog Bakery conducted by the ELC class at Hickman County High School.

Vance Willis made a motion to approve an overnight trip for the HCHS girls basketball team to Bethel University on June 14-16, 2021. Jim Hudgins seconded the motion. On a voice vote, the motion was approved 7-0.

Ron Gammons made a motion to approve the HCHS JROTC overnight event request to attend Adventure Camp on May 22-May 27, 2021. Jim Hudgins seconded the motion. On a voice vote, the motion was approved 7-0.

Vance Willis made a motion to approve an additional employee appropriation for up to \$2,000 per licensed employee and up to \$1,500 per support staff employee as approved in ESSER 2.0 application. Tim Hobbs seconded the motion. Vance Willis declared a conflict of interest but would vote in the best interest of his constituents.

<u>Aye</u>	<u>Nay</u>	<u>Pass</u>	<u>Absent</u>
Amy Bryant			
Ron Gammons			
Steve Gianakos			
Jane Herron			
Tim Hobbs			
Jim Hudgins			
Vance Willis			

On a roll call vote, the motion was approved 7-0.

Amy Bryant made a motion to approve budget amendments 17-20. Steve Gianakos seconded the motion.

<u>Aye</u>	<u>Nay</u>	<u>Pass</u>	<u>Absent</u>
Amy Bryant			
Ron Gammons			
Steve Gianakos			
Jane Herron			
Tim Hobbs			
Jim Hudgins			
Vance Willis			

On a roll call vote, the motion was approved 7-0.

Steve Gianakos made a motion to accept the attendance zones for 2021-2022, as recommended, to stay the same. Jim Hudgins seconded the motion. On a voice vote, the motion was approved 7-0.

Amy Bryant made a motion to accept the job share proposal for Centerville Intermediate School for 2021-2022. Ron Gammons seconded the motion. On a voice vote, the motion was approved 7-0.

Amy Bryant made a motion to approve the school security camera systems bid award to Hischall and for the school system to negotiate with Hischall on specific cameras to purchase not to exceed \$45,000.00. Ron Gammons seconded the motion.

<u>Aye</u>	<u>Nay</u>	<u>Pass</u>	<u>Absent</u>
Amy Bryant			
Ron Gammons			
Steve Gianakos			
Jane Herron			
Tim Hobbs			
Jim Hudgins			
Vance Willis			

On a roll call vote, the motion was approved 7-0.

Steve Gianakos made a motion to award option 1 of the playground equipment to Playtopia for \$35,569.00. Vance Willis seconded the motion.

<u>Aye</u>	<u>Nay</u>	<u>Pass</u>	<u>Absent</u>
Amy Bryant			
Ron Gammons			
Steve Gianakos			
Jane Herron			
Tim Hobbs			

Jim Hudgins  
Vance Willis

On a roll call vote, the motion was approved 7-0.

Vance Willis made a motion to approve the bid award for the replacement of the greenhouse at East Hickman High School to Waverly Glass for \$94,130.00. Steve Gianakos seconded the motion.

<u>Aye</u>	<u>Nay</u>	<u>Pass</u>	<u>Absent</u>
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Amy Bryant  
Ron Gammons  
Steve Gianakos  
Jane Herron  
Tim Hobbs  
Jim Hudgins  
Vance Willis

On a roll call vote, the motion was approved 7-0.

Amy Bryant made a motion to approve the bid award for the 2021-2022 school year hygiene paper product to American Paper and Twine. Ron Gammons seconded the motion.

<u>Aye</u>	<u>Nay</u>	<u>Pass</u>	<u>Absent</u>
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Amy Bryant  
Ron Gammons  
Steve Gianakos  
Jane Herron  
Tim Hobbs  
Jim Hudgins  
Vance Willis

On a roll call vote, the motion was approved 7-0.

Amy Bryant made a motion to approve the bid award for the 2021-2021 school years painting to Heritage Craftsman. Ron Gammons seconded the motion.

<u>Aye</u>	<u>Nay</u>	<u>Pass</u>	<u>Absent</u>
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Amy Bryant  
Ron Gammons  
Steve Gianakos  
Jane Herron  
Tim Hobbs  
Jim Hudgins  
Vance Willis

On a roll call vote, the motion was approved 7-0.

Amy Bryant made a motion to approve revised board policies 6.400 and 6.402 on first reading. On a voice vote, the motion was approved 7-0.

Amy Bryant made a motion to approve revised board policies 6.313, 6.316, 1.700, and suspend 4.700 on second reading. Tim Hobbs seconded the motion. On a voice vote, the motion was approved 7-0.

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**AMY BRYANT**  
9589 S. Lick Creek Rd., Lyles, TN 37098

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

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

**JIM HUDGINS**  
1297 E. Grinders Switch Rd., Centerville, TN 37033

**JANE HERRON**  
1222 Hwy. 100., Centerville, TN 37033

**STEVE GIANAKOS**  
9792 Dogwood Dr., Bon Aqua, TN 37025

**VANCE WILLIS**  
2868 Hwy 48 N., Nunnely, TN 37137

**Michelle Gilbert**  
Director of Schools  
115 MURPHREE AVENUE  
CENTERVILLE, TN 37033

The Hickman County Board of Education will meet in regular session on Monday, May 3, 2021, at 7:00 p.m. in the library at Hickman County High School. A work session will be held at 6:00 p.m. in the HCHS Library.

- I. Call to Order
- II. Moment of Silence
- III. Pledge of Allegiance
- IV. Approval of April 5, 2021 Regular Board Meeting Minutes
- V. Approval of Agenda
- VI. Special Recognition
  - A. Employee of the Month--Amy Bryant
  - B. CES Teacher of the Year--Jim Hudgins
  - C. EHES Teacher of the Year--Ron Gammons
  - D. CIS Teacher of the Year--Jane Herron
  - E. EHIS Teacher of the Year--Steve Gianakos
  - F. EHMS Teacher of the Year--Tim Hobbs
  - G. HCMS Teacher of the Year--Vance Willis
  - H. EHHS Teacher of the Year--Amy Bryant
  - I. HCHS Teacher of the Year--Jim Hudgins
  - J. District-Level Grades PreK-4 Teacher of the Year--Jane Herron
  - K. District-Level Grades 5-8 Teacher of the Year--Steve Gianakos
  - L. District-Level Grades 9-12 Teacher of the Year--Tim Hobbs
- VII. Communications to the Board
  - A. Director's Report--Director of Schools
  - B. Financial Report--Business Officer
  - C. TSBA OPEB Trust Quarterly Statement--Board Chair
- VIII. Items Requiring Board Action
  - A. Trip Requests
    1. Tennessee FFA State Convention--EHHS Ag Instructor & Students
  - B. Out of County Tuition Rate for 2021-2022--Director of Schools
  - C. Budget Amendments--Business Officer
  - D. 2021-2022 Work Ethic Distinction Program--Director of Schools
  - E. Authorize Director of Schools to Submit Grants, Applications, Reports, Amendments, and Addenda--Director of Schools
  - F. Land Purchase--Director of Schools
  - G. Declaration of Surplus Property--Transportation Director
  - H. Fire Alarm Monitoring/Fire Alarm Service Repair & Equipment Replacement Bid--Maintenance Director

- I. Concrete Pouring At Schools Bid--Maintenance Director
- J. Chromebook Units & Chrome OS Management Service License Bid--Technology Coordinator
- K. Desktop Computers & Monitors Bid--Technology Coordinator
- L. Revised Board Policies 6.400, 6.402 (2nd Reading)--Director of Accountability
- M. Board Policy Review 6.409--6.506 --Director of Accountability

IX. Announcements

Special Called Board Meeting

May 10, 2021--Approve 2020-2021 Budgets

May 17, 2021--Budget reconsideration (if needed)

Board Retreat Date

X. Adjourn



**AMY BRYANT**  
9589 S. Lick Creek Rd., Lyles, TN 37098

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

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

**JIM HUDGINS**  
1297 E. Grinders Switch Rd., Centerville, TN 37033

**JANE HERRON**  
1222 Hwy. 100., Centerville, TN 37033

**STEVE GIANAKOS**  
9792 Dogwood Dr., Bon Aqua, TN 37026

**VANCE WILLIS**  
2868 Hwy 48 N., Nunnally, TN 37137

**Michelle Gilbert**  
Director of Schools  
115 MURPHREE AVENUE  
CENTERVILLE, TN 37033

Memorandum

To: Board Members  
From: Michelle Gilbert  
Date: April 26, 2021  
RE: May Director's Report

**Leave of Absence**

Professional

Shelby Hoover

April 19-May 20, 2021 (FMLA)

Support Staff

**Hiring**

Professional

Adam Fleming

HCHS Science (2021-2022 School Year)

Support Staff

**Resignation**

Professional

Lauren Powell

Speech-Language EHES

Support Staff

Roger Puckett

HCMS Girls Basketball Assistant

**Retirement**

Professional

Janie Choate

RTI EHES

Support Staff

Doris White  
Mike Smithson

HCHS Guidance Office Secretary  
Athletic Director HCHS

**Transfers**

Professional

Support Staff

Sarah Eisenhuth

Special Ed Assistant CES to HCMS

## **Appointment**

Professional

Support Staff

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## **Open Positions**

1 Secondary Personal Finance/ Economics Position

1 Secondary Math Position

2 Special Education Positions

1 Secondary Science Position

1 Alternative Learning Environment Position

2 Assistant Principal

Bus Drivers

EHMS Softball Head Coach

HCMS Volleyball Coach

HCMS Cheer Coach

HCHS Volleyball Coach

HCMS Girls Basketball Assistant Coach

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

*Account Activity Summary*

*Hickman*

*01/01/2021 - 03/31/2021*

<i>Beginning Value - Investment Account</i>	\$	2,358,769.62
<i>Beginning Value - Alternative Invest. Acct.</i>	\$	225,194.93
<b>Total Beginning Value<sup>1</sup></b> <small><sup>1</sup> See Definitions</small>	<b>\$</b>	<b>2,583,964.55</b>
<b><i>Additions<sup>2</sup></i></b>		
<i>Contributions<sup>3</sup></i>	\$	-
<i>Dividends &amp; Interest<sup>4</sup></i>	\$	8,334.88
<b><i>Withdrawals<sup>5</sup></i></b>		
<i>TSBA Fee<sup>6</sup></i>	\$	(1,614.98)
<i>MS Fees<sup>7</sup></i>	\$	(1,037.06)
<i>System Distributions<sup>8</sup></i>	\$	-
<b><i>Unadjusted Investment Earnings<sup>9</sup></i></b>	<b>\$</b>	<b>94,129.32</b>
<i>Ending Value - Investment Account</i>	\$	2,454,082.06
<i>Ending Value - Alternative Invest. Acct.</i>	\$	229,694.65
<b>Total Ending Value<sup>10</sup></b>	<b>\$</b>	<b>2,683,776.71</b>

**Definitions:**

1. **Beginning Value:** The total account value at the start of business on the first day of the specified reporting period.
2. **Additions:** All credits to the account in which total account value is increased within the specified reporting period.
3. **Contributions:** The sum of total cash deposits and/or other asset transfers into the Morgan Stanley account from outside of the Morgan Stanley account and by instruction of the client within the specified reporting period.
4. **Dividends and Interest:** The sum of all dividend, interest, and capital gain payments credited to the account and those in the which settlement date lies within the specified reporting period. **NOTE:** Any dividend, interest, or capital gain distribution in which a settlement date lies outside of the reporting period or in which was included in the beginning value will not be included 'Dividends and Interest' total for the period.
5. **Withdrawals:** The sum of total cash and/or other asset transfers out of the Morgan Stanley account to any other account whether inside or outside of the firm.
6. **TSBA Fee:** The fee calculated by instruction of the client and is based on the account value at the end of business on the last day of the prior quarter.
7. **MS Fees:** The sum of all quarterly fees charged by Morgan Stanley and any adjustments made to this charge within the specified reporting period in which client is in agreement for investment advisory and brokerage services provided.
8. **System Distributions:** The sum of any distributions to the beneficiary (public school system) of the GASB 45 Trust within the specified reporting period.
9. **Unadjusted Investment Earnings:** The earnings of asset investments in the Morgan Stanley account unadjusted for any fees charged or withdrawals in the account by instruction of Morgan Stanley or the client and within the specified reporting period.
10. **Ending Value:** The Account Value at the end of business on the last day of the specified reporting period.

The information and data contained in this report are from sources considered reliable, but their accuracy and completeness is not guaranteed. This report has been prepared for illustrative purposes only and is not intended to be used as a substitute for monthly transaction statements you receive on a regular basis from Morgan Stanley Smith Barney LLC. Please compare the data on this document carefully with your monthly statements to verify its accuracy. The Company strongly encourages you to consult with your own accountants or other advisors with respect to any tax questions.

Account Contribution Summary  
Hickman  
01/01/2021 - 03/31/2021

ACTIVITY DATE	ACTIVITY	DESCRIPTION		TYPE
		<b>Total Deposits</b>	<b>0.00</b>	

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Account Dividend & Interest Summary  
Hickman  
01/01/2021 - 03/31/2021

ACTIVITY DATE	ACTIVITY	DESCRIPTION		TYPE
01/04/2021	Dividend	PGIM SHORT-TERM CORP BOND Z	808.81	Cash
01/04/2021	Dividend	BLACKROCK HIGH EQ INCOME INST	582.84	Cash
01/04/2021	Dividend	NUVEEN STRATEGIC INCOME INST	371.11	Cash
01/04/2021	Dividend	PUTNAM FLOATING RATE INC Y	160.54	Cash
01/29/2021	Dividend	PGIM SHORT DUR HIG YLD OPP FD	263.52	Cash
01/29/2021	Interest Income	MORGAN STANLEY PRIVATE BANK NA	0.34	Cash
01/29/2021	Interest Income	MORGAN STANLEY BANK N.A.	0.03	Cash
02/01/2021	Dividend	PGIM SHORT-TERM CORP BOND Z	802.86	Cash
02/01/2021	Dividend	BLACKROCK HIGH EQ INCOME INST	427.99	Cash
02/01/2021	Dividend	NUVEEN STRATEGIC INCOME INST	324.05	Cash
02/01/2021	Dividend	PUTNAM FLOATING RATE INC Y	162.16	Cash
02/05/2021	Dividend	ISHARES GNMA BOND ETF	75.45	Cash
02/17/2021	Dividend	PERFORMANCE TRUST STRAT BD I	391.26	Cash
02/26/2021	Dividend	PGIM SHORT DUR HIG YLD OPP FD	263.52	Cash
02/26/2021	Interest Income	MORGAN STANLEY PRIVATE BANK NA	0.01	Cash
02/26/2021	Interest Income	MORGAN STANLEY PRIVATE BANK NA	0.29	Cash
02/26/2021	Interest Income	MORGAN STANLEY BANK N.A.	0.07	Cash
03/01/2021	Dividend	PGIM SHORT-TERM CORP BOND Z	736.01	Cash
03/01/2021	Dividend	BLACKROCK HIGH EQ INCOME INST	600.38	Cash
03/01/2021	Dividend	PUTNAM FLOATING RATE INC Y	162.16	Cash
03/05/2021	Dividend	ISHARES GNMA BOND ETF	76.37	Cash
03/16/2021	Dividend	PERFORMANCE TRUST STRAT BD I	397.67	Cash
03/31/2021	Dividend	PGIM SHORT DUR HIG YLD OPP FD	263.52	Cash
03/31/2021	Dividend	VANGUARD INDEX FDS S&P 500 ETF	426.73	Cash
03/31/2021	Dividend	ISHARES CORE S&P U.S. GROWTH	251.25	Cash
03/31/2021	Dividend	ISHARES CORE S&P U.S. VALUE	785.55	Cash
03/31/2021	Interest Income	MORGAN STANLEY PRIVATE BANK NA	0.31	Cash
03/31/2021	Interest Income	MORGAN STANLEY BANK N.A.	0.08	Cash
		<b>Total Dividends and Interest</b>	<b>8,334.88</b>	

The information and data contained in this report are from sources considered reliable, but their accuracy and completeness is not guaranteed. This report has been prepared for illustrative purposes only and is not intended to be used as a substitute for monthly transaction statements you receive on a regular basis from Morgan Stanley Smith Barney LLC. Please compare the data on this document carefully with your monthly statements to verify its accuracy. The Company strongly encourages you to consult with your own accountants or other advisors with respect to any tax questions.

*Account Fee Summary*  
*Hickman*  
*01/01/2021 - 03/31/2021*

ACTIVITY DATE	ACTIVITY	DESCRIPTION		TYPE
01/06/2021	CASH TRANSFER	FUNDS TRANSFERRED	-1,614.98	Cash
01/08/2021	Service Fee	ADV FEE 01/01-01/31	-356.85	Cash
01/20/2021	Service Fee Adj	NET PLATFORM CREDIT	4.62	Cash
02/05/2021	Service Fee	ADV FEE 02/01-02/28	-320.58	Cash
03/05/2021	Service Fee	ADV FEE 03/01-03/31	-364.25	Cash
		<b>Total Withdrawals</b>	<b>-2,652.04</b>	

**\*Cash Balance Includes Cash, Bank Deposits, MMF Balance, and Unsettled Cash.**

Unless otherwise indicated, this information is not intended to be a substitute for the official account statements that you receive from us. This information is approximate and subject to adjustment, updating and correction and is for illustrative and general reference purposes only. We are not responsible for any clerical, computational or other inaccuracies, errors or omissions. We obtain market values and other data from various standard quotation services and other sources, which we believe to be reliable. However, we do not warrant or guarantee the accuracy or completeness of any such information. The values that you actually receive in the market for any investment may be higher or lower than the values reflected herein. To the extent there are any discrepancies between your official account statement and this information, you should rely on the official account statement. This information should not be considered as the sole basis for any investment decision. The Bank Deposit Program (BDP) is a cash sweep feature whereby clients can chose to have their available free credit balances automatically deposited into interest bearing, FDIC-insured deposit accounts at up to three banks ("Program Banks"): (1) Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association (together, the "Morgan Stanley Banks"), or (2) Citibank, N.A. The Program Banks are FDIC members. Morgan Stanley Smith Barney LLC ("Morgan Stanley") is a registered broker-dealer, not a bank. Morgan Stanley and the Morgan Stanley Banks are affiliates. Unless specifically disclosed to you in writing, other investments and services offered to you through Morgan Stanley are not insured by the FDIC, are not deposits of or other obligations of, or guaranteed by, the Program Banks and involve investment risks, including possible loss of principal amount invested. External Assets - Certain assets listed in this view are based upon information provided by you, your client or other external sources and are not part of accounts that you manage at Morgan Stanley. Assets not held with Morgan Stanley may not be covered by SIPC protection or by additional protection under Morgan Stanley's excess insurance coverage plans. Morgan Stanley may include information about these external assets in this view solely as a service to you, and Morgan Stanley is not responsible for the accuracy of any information provided by external sources, including but not limited to, you, your client or another financial institution. You are responsible for ensuring the accuracy of such information. Generally, any financial institution that holds securities is responsible for year-end reporting (Internal Revenue Service (IRS) Form 1099) and separate periodic statements, which may vary from Morgan Stanley's information due to different tax reporting periods.

**The information and data contained in this report are from sources considered reliable, but their accuracy and completeness is not guaranteed. This report has been prepared for illustrative purposes only and is not intended to be used as a substitute for monthly transaction statements you receive on a regular basis from Morgan Stanley Smith Barney LLC. Please compare the data on this document carefully with your monthly statements to verify its accuracy. The Company strongly encourages you to consult with your own accountants or other advisors with respect to any tax questions.**



Debbie Breece &lt;debbie.breece@hickmank12.org&gt;

**Re: EHHS Ag**

1 message

**Myles Williams** <myles.williams@hickmank12.org>  
To: Debbie Breece <debbie.breece@hickmank12.org>

Wed, Apr 28, 2021 at 10:20 AM

## Tennessee FFA State Convention

1. Location Gatlinburg, Tennessee
2. Dates June 28th to 30th, 2021
3. Itinerary (Tuesday)
  - a. Leave EHHS on Tuesday, 29th at 10:00 ~~pm~~ <sup>AM</sup>
  - b. Arrive in Gatlinburg, TN at approximately 1:30 pm
  - c. Check in to the hotel and get ready for the convention / awards ceremony for FFA State Degrees at 5:00pm.
    - i. Students Receiving Degrees
      1. Molly Christy
      2. Shelby Harris
      3. Abbey Deal
      4. Isabella Richard
      5. Ethan Crumpler
  - d. Ceremony for FFA State Degree will begin at approximately 4:30pm and will end at approximately 7:00 pm
  - e. Hotel and Sleep after Convention
4. Itinerary (Wednesday)
  - a. Awake and check out of hotel at approximately 10:00 am
  - b. Lunch and walk Gatlinburg (10:00 am to 2:00 pm)
  - c. Leave Gatlinburg and return to EHHS at approximately 5:30 pm

Myles Keogh Williams  
East Hickman High School Agriculture  
Work Based Learning Coordinator  
FFA Advisor and Golf Coach



**Steven George**  
**Director of Transportation**  
**115 Murphree Avenue**  
**Centerville, TN. 37033**

I am recommending the following vehicles be declared surplus property and sold at the next public auction

White Fleet Recommended for Surplus :

<u>Qty</u>	<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Plate#</u>	<u>VIN#</u>
1	2001	Ford	Ranger	1393 GA	1FTYR14V11PB21813
			20 years old mechanic truck w/ Powertrain issues making it unreliable.		
1	2001	Ford	Ranger.	1389 GA	1FTYR14V31PB21800
			20 years old, transmission issues		
1	2003	Ford	E350.	GZ 4069	1FBSS31L33HA70549
			18 year old van maintenance no longer uses		

Buses Recommended for Surplus :

<u>Qty</u>	<u>#</u>	<u>Year</u>	<u>Make</u>	<u>Plate#</u>	<u>VIN#</u>
1	#04	2004	International	GV 5488	4DRBGAAN04A961732
			Scraped bus for grant and no other like buses.		
1	#05	2004	International	GV 5486	4DRBGAAN24A961733
			Scraped bus for grant and no other like buses.		
1	#45W/C	2005	Ford/Bluebird	GW 9176	1FDXE45P25HA50674
			15+ years old, exceeds the state spec. of 15 years for SpEd buses, no like buses.		

The Hickman County Finance office is accepting Multi-Year Bid Contract for Fire Alarm Monitoring/Fire Alarm Service Repair and Equipment Replacement for the Hickman County School System.

All bidders are required to meet and be in compliance with any Federal and State codes regarding these services. Bids shall be for a 3 year period (2021-2022, 2022-2023, 2023-2024) with the **mutual option to extend for an additional 2 years.**

Bid Specifications are available at the Maintenance Office or online at: [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal).

All bidders will be required to submit a conflict of interest disclosure form that can be obtained at: [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal).

Sealed bids must be mailed or delivered to the Hickman County Finance Office, 114 North Central Avenue, Suite 203, Centerville TN 37033 and clearly marked on the envelope "Fire Alarm Monitoring/Fire Alarm Service Repair and Equipment Replacement Contract". Bids will be opened on Monday, April 5, 2021 at 11:00 a.m. in the Finance Office.

Hickman County Board of Education reserves the right to reject or accept any and all bids or parts of bids, and to waive any informalities that would prevent its acceptance of a better bid.

Present Penny Mayberry  
Candi Oant

Please see attached

# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 04/02/2021 Name: Joey Byrd / International Fire Protection, Inc.

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 04/02/2021

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



**NOTE:**

**Please use this sheet to enter your handwritten bid figures, and attach any necessary documents to the back of this bid sheet.**

**Scope/ Specs Part B: page 1**

**This bid is for the 2021-22, 2022-23, 2023-24 school years with a mutual extension clause the continue the bid an additional 2 years, provided no increase in charges or costs during the 5 years bid period with annual renewal contract letters of intent. (This will serve as a 5 year contract bid.)**

Part B Specifications: Fire Alarm Monitoring/Service Repair and Equipment Replacement bid multi-year contract: (Note Prices must be good the entire 5 years of the time duration of the contract, and any increase will be ground to null the bid and rebid the multi-year contract.)

Annual Fire Alarm monitoring for all eight school paid annually: \$ 4000.00

Annual Alarm testing and certification Servicing of Alarm Equipment and components:

At all eight schools, to be completed and scheduled and finished by July 15th of each calendar school year. This is to include a written check off report in accordance NAFTA, to be provided for each locations front office binder, with a hard copy of report and service ticket left with each school front office, and a mailed hard copies mailed to the Maintenance Director of Buildings Department.

\$ 3840.00

Cost of Service Repairing & or Replacing of Equipment:

Service Call Trip Charge: \$ 30.00 (note: limited to one trip charge per trip to same zip code, and multi trip charge will only be permitted if moving to a second zip code, but not to a second location within a zip code. (Our zip codes for 8 locations are Centerville Buildings 37033: CES, CIS, HCMS, HCHS; Lyles Buildings 37098: EHHS, EHES, EHS, EHMS).

Hourly rate per tech: \$ 85.00 (normal rate)

Hourly rate per tech: \$ 127.50 (over time)

Parts plus percentage of Mark-up 15 % (Note; all parts exceeding \$1000 in cost must accompany vendors actual cost invoices incurred and attached with too out billing invoices, to insure mark ups are accurate and correct.) Invoices without tickets will not be paid.

**Fire Annual Extinguisher Inspections and Servicing:**

One time retagged annual inspection fee per extinguisher by location \$ 3

Cost per fire extinguisher new replacement \$ 80 10lb by size

Cost per fire extinguisher per recharge \$ 35 10lb by size

Scope/ Specs Part B: page 2

Scope: Extinguishers cont'd:

This contract will allow for the bidding of the fire extinguishers to be checked off by location in each building and shall provide inspection, serviced by recharged, and or replaced if beyond container life cycle, and shall be annually retagged as prescribed in the Fire Marshals codes. Buildings are to be service 100% and accurately count all locations not missing any. Servicing will be for all 11 locations in the school system to include all School Buildings, HCHS B building, Central office, and bus garage. A hard copy of the checked off inspections report by location shall be left with each location front office and a hard copy to be mailed to the Maintenance Director office upon completion. At the bus garage there are spare extinguishers that are to be retagged, inspected and serviced for the buildings upstairs, and then downstairs in the garage are also bus vehicle extinguishers that are annually serviced, tagged and recharged and or replaced as needed.

**"Location mapping and checkoff sheets shall be the responsibility of the bidding vendor and not charged to the HCBOE."**

Note: This agreement contract will require that vendor return during the calendar year and at no charge and to tag & service any extinguishers that are missed, at no cost to the owner, in event it was not tagged during the summer inspections and found by Maintenance and or Fire Marshal walks.

**Fire Suppression hoods: Bi-Annual Fire Suppression Hoods**

The Hickman County Schools all have kitchens and some have multiple suppression hoods. All hoods suppression systems are to be properly serviced and new links are to be installed annually. In event of a discharge during the inspection the awarded vendor will be required to do the clean-up of any dry chemicals discharged on equipment.

All hoods are to be stickered upon inspection with the tag and date of inspection. Inspections shall be done within prescribed dates as required by Fire Marshal codes. The dates are to be serviced on or up to 2 days prior to date due. At no time shall the inspection be delayed beyond the date due. The contracted service awarded vendor(s) shall be responsible for the inspection dates and shall provide each kitchen manager a copy of the inspection the date it is completed prior to leaving, and to mail a hard copy of the inspection report to Maintenance Directors office.

In addition to the above, all suppression hoods are to have a new bi- annual inspection tag tied to the manual suppression pull device at each location.

Suppression inspections are to be the following kitchen locations:

CES \$ 320.00

CIS \$ 320.00

HCMS \$ 320.00

HCHS \$ 320.00

EHHS \$ 320.00

EHHS/Vocational Culinary Arts Kitchen \$ 320.00

EHES \$ 320.00

EHMS \$ 320.00

EHMS/ Gym Concessions \$ 320.00

**Total amount All the above**

**For 2 / Bi-Annual Suppression Hood Inspections per year: \$ 2800.00**

**Annual fire Alarm Monitoring by School:**

This bid is for Annual/monthly fire alarm monitoring cost per school per all 8 school building locations to be billed and paid annually for (CES, CIS, HCMS, HCHS, EHES, EHIS, EHMS, EHHS School Buildings ID locations)

\$ 4000.00 one time yearly fee

# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 3-31-21 Name: Tony Mallini

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 3-31-21 Signature: F Mallini

State Systems

State Systems  
Tommy Mallini

615-974-8153  
+ mallini@statesystemsinc.com

**NOTE:**

**Please use this sheet to enter your handwritten bid figures, and attach any necessary documents to the back of this bid sheet.**

**Scope/ Specs Part B: page 1**

**This bid is for the 2021-22, 2022-23, 2023-24 school years with a mutual extension clause the continue the bid an additional 2 years, provided no increase in charges or costs during the 5 years bid period with annual renewal contract letters of intent. (This will serve as a 5 year contract bid.)**

Part B Specifications: Fire Alarm Monitoring/Service Repair and Equipment Replacement bid multi-year contract: (Note Prices must be good the entire 5 years of the time duration of the contract, and any increase will be ground to null the bid and rebid the multi-year contract.)

Annual Fire Alarm monitoring for all eight school paid annually: \$ 4800

Annual Alarm testing and certification Servicing of Alarm Equipment and components:

At all eight schools, to be completed and scheduled and **finished by July 15th of each calendar school year**. This is to **include a written check off report in accordance NAFTA, to be provided for each locations front office binder**, with a hard copy of report and service ticket left with each school front office, and a **mailed hard copies mailed to the Maintenance Director of Buildings Department.**

\$ 9600.00

Cost of Service Repairing & or Replacing of Equipment:

Service Call Trip Charge: \$ 60.00 (note: **limited to one trip charge per trip to same zip code**, and multi trip charge will only be permitted if moving to a second zip code, but not to a second location within a zip code. (Our zip codes for 8 locations are Centerville Buildings 37033: CES, CIS, HCMS, HCHS; Lyles Buildings 37098: EHHS, EHES, EHS, EHMS).

Hourly rate per tech: \$ 130 (normal rate)

Hourly rate per tech: \$ 195 (over time)

Parts plus percentage of Mark-up 30 % (Note; **all parts exceeding \$1000 in cost must accompany vendors actual cost invoices incurred and attached with too out billing invoices, to insure mark ups are accurate and correct.**) **Invoices without tickets will not be paid.**

**Fire Annual Extinguisher Inspections and Servicing:**

One time retagged annual inspection fee per extinguisher by location \$ \_\_\_\_\_

Cost per fire extinguisher new replacement \$ \_\_\_\_\_ by size

Cost per fire extinguisher per recharge \$ \_\_\_\_\_ by size

**Scope/ Specs Part B: page 2**

Scope: Extinguishers cont'd:

This contract will allow for the bidding of the fire extinguishers to be checked off by location in each building and shall provide inspection, serviced by recharged, and or replaced if beyond container life cycle, and shall be annually retagged as prescribed in the Fire Marshals codes. Buildings are to be service 100% and accurately count all locations not missing any. Servicing will be for all 11 locations in the school system to include all School Buildings, HCHS B building, Central office, and bus garage. A hard copy of the checked off inspections report by location shall be left with each location front office and a hard copy to be mailed to the Maintenance Director office upon completion. At the bus garage there are spare extinguishers that are to be retagged, inspected and serviced for the buildings upstairs, and then downstairs in the garage are also bus vehicle extinguishers that are annually serviced, tagged and recharged and or replaced as needed.

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**Note: This agreement contract will require that vendor return during the calendar year and at no charge and to tag & service any extinguishers that are missed, at no cost to the owner, in event it was not tagged during the summer inspections and found by Maintenance and or Fire Marshal walks.**

**Fire Suppression hoods: Bi-Annual Fire Suppression Hoods**

The Hickman County Schools all have kitchens and some have multiple suppression hoods. All hoods suppression systems are to be properly serviced and new links are to be installed annually. In event of a discharge during the inspection the awarded vendor will be required to do the clean-up of any dry chemicals discharged on equipment.

All hoods are to be stickered upon inspection with the tag and date of inspection. Inspections shall be done within prescribed dates as required by Fire Marshal codes. The dates are to be serviced on or up to 2 days prior to date due. At no time shall the inspection be delayed beyond the date due. The contracted service awarded vendor(s) shall be responsible for the inspection dates and shall provide each kitchen manager a copy of the inspection the date it is completed prior to leaving, and to mail a hard copy of the inspection report to Maintenance Directors office.

In addition to the above, all suppression hoods are to have a new bi- annual inspection tag tied to the manual suppression pull device at each location.

Suppression inspections are to be the following kitchen locations:

CES \$ \_\_\_\_\_

CIS \$ \_\_\_\_\_

HCMS \$ \_\_\_\_\_

HCHS \$ \_\_\_\_\_

EHHS \$ \_\_\_\_\_

EHHS/Vocational Culinary Arts Kitchen \$ \_\_\_\_\_

EHES \$ \_\_\_\_\_

EHMS \$ \_\_\_\_\_

EHMS/ Gym Concessions \$ \_\_\_\_\_

**Total amount All the above**

**For 2 / Bi-Annual Suppression Hood Inspections per year: \$ \_\_\_\_\_**

**Annual fire Alarm Monitoring by School:**

This bid is for Annual/monthly fire alarm monitoring cost per school per all 8 school building locations to be billed and paid annually for (CES, CIS, HCMS, HCHS, EHES, EHIS, EHMS, EHHS School Buildings ID locations)

\$ 4800 one time yearly fee

State Systems - Tony Mallini  
615-974-8153  
tmallini@statesystemsinc.com

**NOTE:**

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**Scope/ Specs Part B: page 1**

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Annual Fire Alarm monitoring for all eight school paid annually: \$ \_\_\_\_\_

Annual Alarm testing and certification Servicing of Alarm Equipment and components:

At all eight schools, to be completed and scheduled and finished by July 15th of each calendar school year. This is to include a written check off report in accordance NAFTA, to be provided for each locations front office binder, with a hard copy of report and service ticket left with each school front office, and a mailed hard copies mailed to the Maintenance Director of Buildings Department.

\$ \_\_\_\_\_

Cost of Service Repairing & or Replacing of Equipment:

Service Call Trip Charge: \$ 70 (note: limited to one trip charge per trip to same zip code, and multi trip charge will only be permitted if moving to a second zip code, but not to a second location within a zip code. (Our zip codes for 8 locations are Centerville Buildings 37033: CES, CIS, HCMS, HCHS; Lyles Buildings 37098: EHHS, EHES, EHS, EHMS).

Hourly rate per tech: \$ 87 (normal rate)

Hourly rate per tech: \$ 135 (over time)

Parts plus percentage of Mark-up 30 % (Note; all parts exceeding \$1000 in cost must accompany vendors actual cost invoices incurred and attached with too out billing invoices, to insure mark ups are accurate and correct.) **Invoices without tickets will not be paid.**

**Fire Annual Extinguisher Inspections and Servicing:**

One time retagged annual inspection fee per extinguisher by location \$ 5<sup>00</sup> per Extinguisher

Cost per fire extinguisher new replacement \$ \_\_\_\_\_ by size

Cost per fire extinguisher per recharge \$ on page 2 by size

→ 5lb - \$65, 10lb - \$90, k-class - \$190

Scope/ Specs Part B: page 2

Scope: Extinguishers cont'd:

This contract will allow for the bidding of the fire extinguishers to be checked off by location in each building and shall provide inspection, serviced by recharged, and or replaced if beyond container life cycle, and shall be annually retagged as prescribed in the Fire Marshals codes. Buildings are to be service 100% and accurately count all locations not missing any. Servicing will be for all 11 locations in the school system to include all School Buildings, HCHS B building, Central office, and bus garage. A hard copy of the checked off inspections report by location shall be left with each location front office and a hard copy to be mailed to the Maintenance Director office upon completion. At the bus garage there are spare extinguishers that are to be retagged, inspected and serviced for the buildings upstairs, and then downstairs in the garage are also bus vehicle extinguishers that are annually serviced, tagged and recharged and or replaced as needed.

**"Location mapping and checkoff sheets shall be the responsibility of the bidding vendor and not charged to the HCBOE."**

**Note: This agreement contract will require that vendor return during the calendar year and at no charge and to tag & service any extinguishers that are missed, at no cost to the owner, in event it was not tagged during the summer inspections and found by Maintenance and or Fire Marshal walks.**

Recharge - 5lb - \$ 40

10lb - \$ 60

k-class - \$ 100

**Fire Suppression hoods: Bi-Annual Fire Suppression Hoods**

The Hickman County Schools all have kitchens and some have multiple suppression hoods. All hoods suppression systems are to be properly serviced and new links are to be installed annually. In event of a discharge during the inspection the awarded vendor will be required to do the clean-up of any dry chemicals discharged on equipment.

All hoods are to be stickered upon inspection with the tag and date of inspection. Inspections shall be done within prescribed dates as required by Fire Marshal codes. The dates are to be serviced on or up to 2 days prior to date due. At no time shall the inspection be delayed beyond the date due. The contracted service awarded vendor(s) shall be responsible for the inspection dates and shall provide each kitchen manager a copy of the inspection the date it is completed prior to leaving, and to mail a hard copy of the inspection report to Maintenance Directors office.

In addition to the above, all suppression hoods are to have a new bi- annual inspection tag tied to the manual suppression pull device at each location.

Suppression inspections are to be the following kitchen locations:

CES \$ 200

CIS \$ 200

HCMS \$ 200

HCHS \$ 200

EHHS \$ 200

EHHS/Vocational Culinary Arts Kitchen \$ 200

EHES \$ 200

EHMS \$ 200

EHMS/ Gym Concessions \$ 200

**Total amount All the above**

**For 2 / Bi-Annual Suppression Hood Inspections per year: \$ 1800**

**Annual fire Alarm Monitoring by School:**

This bid is for Annual/monthly fire alarm monitoring cost per school per all 8 school building locations to be billed and paid annually for (CES, CIS, HCMS, HCHS, EHES, EHIS, EHMS, EHHS School Buildings ID locations)

\$ \_\_\_\_\_ one time yearly fee

# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 4/1/2021 Name: SCOTT KILGORE

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 4/1/2021 Signature: 

**NOTE:**

**Please use this sheet to enter your handwritten bid figures, and attach any necessary documents to the back of this bid sheet.**

**Scope/ Specs Part B: page 1**

**This bid is for the 2021-22, 2022-23, 2023-24 school years with a mutual extension clause the continue the bid an additional 2 years, provided no increase in charges or costs during the 5 years bid period with annual renewal contract letters of intent. (This will serve as a 5 year contract bid.)**

Part B Specifications: Fire Alarm Monitoring/Service Repair and Equipment Replacement bid multi-year contract: (Note Prices must be good the entire 5 years of the time duration of the contract, and any increase will be ground to null the bid and rebid the multi-year contract.)

Annual Fire Alarm monitoring for all eight school paid annually: \$ 1920

Annual Alarm testing and certification Servicing of Alarm Equipment and components:

At all eight schools, to be completed and scheduled and **finished by July 15th of each calendar school year**. This is to **include a written check off report in accordance NAFTA, to be provided for each locations front office binder**, with a hard copy of report and service ticket left with each school front office, and a **mailed hard copies mailed to the Maintenance Director of Buildings Department**.

\$ 4765<sup>00</sup>

Cost of Service Repairing & or Replacing of Equipment:

Service Call Trip Charge: \$ 0<sup>00</sup> (note: **limited to one trip charge per trip to same zip code**, and multi trip charge will only be permitted if moving to a second zip code, but not to a second location within a zip code. (Our zip codes for 8 locations are Centerville Buildings 37033: CES, CIS, HCMS, HCHS; Lyles Buildings 37098: EHHS, EHES, EHIS, EHMS).

Hourly rate per tech: \$ 65<sup>00</sup> (normal rate)

Hourly rate per tech: \$ 75<sup>00</sup> (over time)

Parts plus percentage of Mark-up 25 % (Note; **all parts exceeding \$1000 in cost must accompany vendors actual cost invoices incurred and attached with too out billing invoices, to insure mark ups are accurate and correct.**) **Invoices without tickets will not be paid.**

**Fire Annual Extinguisher Inspections and Servicing:**

One time retagged annual inspection fee per extinguisher by location \$ N/A

Cost per fire extinguisher new replacement \$ N/A by size

Cost per fire extinguisher per recharge \$ N/A by size

**Scope/ Specs Part B: page 2**

Scope: Extinguishers cont'd:

This contract will allow for the bidding of the fire extinguishers to be checked off by location in each building and shall provide inspection, serviced by recharged, and or replaced if beyond container life cycle, and shall be annually retagged as prescribed in the Fire Marshals codes. Buildings are to be service 100% and accurately count all locations not missing any. Servicing will be for all 11 locations in the school system to include all School Buildings, HCHS B building, Central office, and bus garage. A hard copy of the checked off inspections report by location shall be left with each location front office and a hard copy to be mailed to the Maintenance Director office upon completion. At the bus garage there are spare extinguishers that are to be retagged, inspected and serviced for the buildings upstairs, and then downstairs in the garage are also bus vehicle extinguishers that are annually serviced, tagged and recharged and or replaced as needed.

**"Location mapping and checkoff sheets shall be the responsibility of the bidding vendor and not charged to the HCBOE."**

Note: This agreement contract will require that vendor return during the calendar year and at no charge and to tag & service any extinguishers that are missed, at no cost to the owner, in event it was not tagged during the summer inspections and found by Maintenance and or Fire Marshal walks.

**Fire Suppression hoods: Bi-Annual Fire Suppression Hoods**

The Hickman County Schools all have kitchens and some have multiple suppression hoods. All hoods suppression systems are to be properly serviced and new links are to be installed annually. In event of a discharge during the inspection the awarded vendor will be required to do the clean-up of any dry chemicals discharged on equipment.

All hoods are to be stickered upon inspection with the tag and date of inspection. Inspections shall be done within prescribed dates as required by Fire Marshal codes. The dates are to be serviced on or up to 2 days prior to date due. At no time shall the inspection be delayed beyond the date due. The contracted service awarded vendor(s) shall be responsible for the inspection dates and shall provide each kitchen manager a copy of the inspection the date it is completed prior to leaving, and to mail a hard copy of the inspection report to Maintenance Directors office.

In addition to the above, all suppression hoods are to have a new bi- annual inspection tag tied to the manual suppression pull device at each location.

Suppression inspections are to be the following kitchen locations:

CES \$   N/A  

CIS \$   N/A  

HCMS \$   N/A  

HCHS \$   N/A  

EHHS \$   N/A  

EHHS/Vocational Culinary Arts Kitchen \$   N/A  

EHES \$   N/A  

EHMS \$   N/A  

EHMS/ Gym Concessions \$   N/A  

**Total amount All the above**

**For 2 / Bi-Annual Suppression Hood Inspections per year: \$   N/A**

**Annual fire Alarm Monitoring by School:**

This bid is for Annual/monthly fire alarm monitoring cost per school per all 8 school building locations to be billed and paid annually for (CES, CIS, HCMS, HCHS, EHES, EHIS, EHMS, EHHS School Buildings ID locations)

\$   1920   one time yearly fee

The Hickman County Finance Office will be accepting sealed bids for Concrete Pouring at Schools for 2021-2022. All bidders must attach a TN business license, certificates of 1 million liability insurance, and workers compensation insurance, and adhere to all local, State, and Federal requirements (TAC 49-5-406) for working on any Schools properties. More information and specifications may be found online at [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal) or by calling 931-729-3391 ext. 3.

All bidders will be required to submit a conflict of interest disclosure form that can also be obtained at [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal).

All bids must be mailed or hand delivered to the Hickman County Finance Office, 114 North Central Avenue, Suite 203, Centerville TN 37033 and clearly marked on the outside of the mailing envelope "Concrete Pouring at Schools". Bids will be opened in the Finance Office on Tuesday, April 27, 2021 at 10:00 a.m.

The Hickman County Board of Education reserves the right to accept, or reject, any and all bids or parts of bids, and to waive any informalities that would prevent its acceptance of a better bid.

Present Penny Mayberry  
Candi Dae

Anderson Concrete Finishing  
(Please see attached)

# Concrete Bid

## Andersons Concrete Finishing

### Minimum Pouring:

It is realized that there has to be a minimum pour for trucks to deliver and job of reasonable size to meet a minimum job need.

Where at all possible, there may or will be additional concrete work added to meet a minimum pour price. This may be a different schools within a same campus grounds. But shall be cumulative and meet the minimum pour requirement set in this bid.

Bid Form: Please fill in this bid format or form and submit with your paperwork in your bid.

**Concrete Curbing** (tear drop sloping face oval style) 8 inch high- 12 inch base \$ 20.00/ linear ft.  
(Minimum pour 100 ft.)

**Flat work** ( excavated to 8 inches, formed, 4 inches  $\frac{3}{4}$  stone compacted, 4 inches 4000 psi- broom finish)  
\$ 7.00 square ft. with wire

\$ \_\_\_\_\_ square ft. (w/ wire and or 3/4 rebar)

\$ 7.00 square ft. (burnished-smooth finish, for interior floors.)

### **Ditch paving**

4 feet wide by the linear ft. \$ 30.00 with minimum pour 40 feet

5 feet wide by linear ft. \$ 40.00 with minimum pour 50 feet

6 feet wide by linear ft. \$ 50.00 with minimum pour 50 feet

**Demolition and site removal** by square foot \$ 5.00

### **Footers and Foundations:**

**By the linear foot:** \$ 20.00

**Block laying using all customer provided materials and block - (if offered):** \$ 10.00 per block labor, with minimum block need 100.

Invitation to  
Bid

The Hickman County Finance Office is accepting sealed bids for Chromebook Units and Chrome OS Management Service License for the 2021-2022 school year.

Bid with specifications are online at: [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal).

All bidders will be required to submit a conflict of interest disclosure form that can be obtained at [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal).

Sealed bids must be mailed or delivered to the Hickman County Finance Office, 114 North Central Avenue, Suite 203, Centerville, TN 37033 and clearly marked on the outside of the envelope "Chromebooks and Chrome Management Licenses". Bids will be opened on Tuesday, April 27th, 2021 at 10:30 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of bids and to waive any informalities that would prevent the acceptance of a better bid.

Present *Renny Mayberry*  
*Carolee*

Bids Rec'd  
Archangel Tablets  
CDW Government LLC  
Howard Technology Solutions  
Limitless USA Inc.  
Riverside Technologies, Inc.  
All bids are attached.

# Archangel Tablets

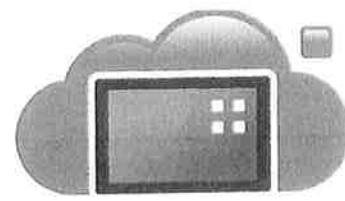


Hickman County  
Schools  
Centerville, TN

Chromebooks & Chrome  
Management Licenses

# References

(Confidential)



**ARCHANGEL**  
— TABLETS —

**Archangel Tablets provides classroom technology to over 300 schools, districts, and diocese throughout the United States. Below are several of our clients available for reference.**

**Meigs County Board of Education**  
**Deputy Director David Brown**  
[david@meigsboe.net](mailto:david@meigsboe.net)

345 N Main St  
Decatur, TN 37322  
(423) 334-5793

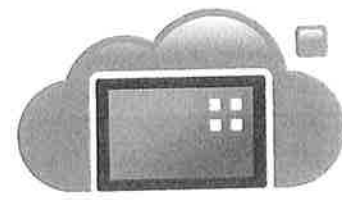
**Dickson County School District**  
**Coordinator of Technology Ben Lewis**  
[blewis@dcstn.org](mailto:blewis@dcstn.org)

817 N Charlotte St  
Dickson, TN 37055  
(615) 740-5903

**Trenton Special School District**  
**Technology Director Jon Michael Lee**  
[jonmichael.lee@trentonssd.org](mailto:jonmichael.lee@trentonssd.org)

201 W 10th St  
Trenton, TN 38382  
(731) 855-1191

# White Glove Services



## ARCHANGEL — TABLETS —



Quality assurance of each new device for appearance and operation.



Upgrade each device to the latest version of Chrome OS.



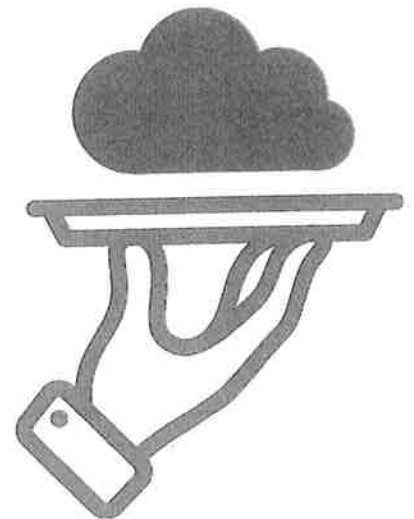
Enrollment of your school's entire fleet of devices with Google Management.



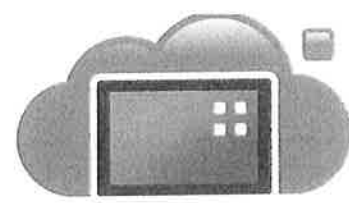
Assign and affix asset codes and tags.



Provide a spreadsheet with the corresponding serial numbers.



# Archangel Warranty + ADP

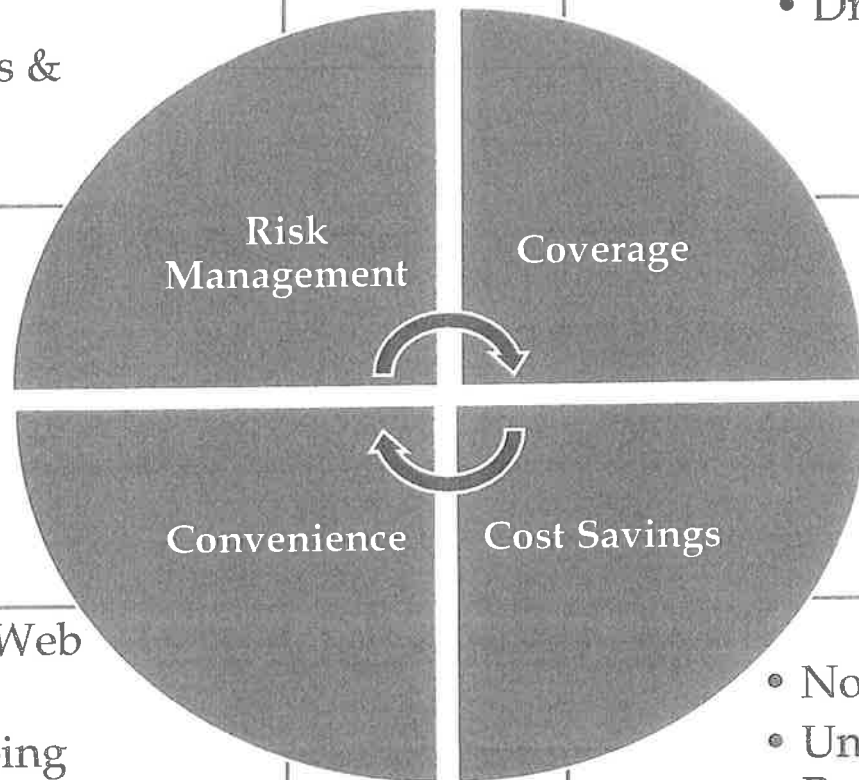


ARCHANGEL  
— TABLETS —

## Ultimate Protection Plan w/ ADP

- 3 Year Warranty
- Replaced If Un-Repairable
- Includes Parts & Labor

- Cracked Screens
- Liquid Damage
- Drops & Falls



- Easy To Use Web Portal
- Instant Shipping Labels
- 5-7 Day Turnaround

- No Deductible
- Unlimited Repairs
- Free UPS Shipping

- Unlimited warranty claims and repairs beyond the value of the device.
- School year term.
- Administered by Archangel Tablets, a Lenovo Authorized Service Provider.
  - Includes courier services for pickup and delivery.

## Lenovo 14e Chromebook 81MH000CUS

### Product

Lenovo 14e Chromebook

### Region

NA

### Country/Region

USA

### Machine Type

81MH

### TopSeller

TopSeller

### Processor

AMD A4-9120C (2C / 2T, 1.6 / 2.4GHz, 1MB L2)

### Graphics

Integrated AMD Radeon R4 Graphics

### Chipset

AMD SoC Platform

### Memory

8GB Soldered DDR4-1666

### Storage

64GB eMMC 5.1

### Display

14" FHD (1920x1080) IPS 250nits Anti-glare

### Touchscreen

10-point Multi-touch

### Optical

None

### Card Reader

MicroSD Card Reader

### Ethernet

None

### WLAN + Bluetooth

Qualcomm QCA6174A 11ac, 2x2 + BT4.2

### Camera

720p

### Microphone

2x, Array

### Surface Treatment

Anodizing Sandblasting

### Case Color

Mineral Grey

### Case Material

Aluminium (Top), PC / ABS (Bottom)

### Keyboard

Non-backlit, English

### Fingerprint Reader

None

### Security Chip

Google Security Chip H1

### Battery

Integrated 57Wh

### Power Adapter

45W USB-C

### Operating System

Chrome OS

### Bundled Software

None

### Base Warranty

1-year, Mail-in

### Bundled Service

None

### EAN / UPC / JAN

193268679986

### End of Support

2025-04-06

### Announce Date

2019-03-06

### Recommended Services

#### Best

3Y Depot + Accidental Damage Protection (School Year Term)  
(5PSON75610)

#### Batter

3Y Depot + Accidental Damage Protection One (School Year Term)  
(5PSONZ44683)

#### Good

3Y Depot (School Year Term) (5WS0N75691)

### Notes:

#### California Electronic Waste Recycling Fee

In California, per state law, Lenovo charges an electronic waste recycling fee on this covered device at the time of sale of the product. For more information, go to: <https://www.calrecycle.ca.gov/Electronics/Consumer>

 [WWW.LENOVO.COM](http://WWW.LENOVO.COM)

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<https://psref.lenovo.com>

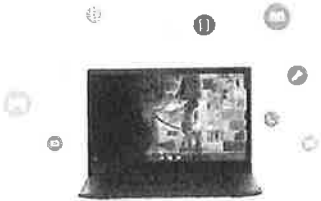
Visit psref website for the latest version of Product specifications Reference.

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Lenovo

Lenovo 14e Chromebook



**TERMS AND CONDITIONS**  
**Extended Service Plan ("Plan")**

**Plan Administrator ("Administrator"):**

**SAFEWARE**

**5700 Perimeter Dr. Ste. E.**

**Dublin OH 43017**

**(800) 800-1492**

**www.safeware.com**

**PLEASE READ THESE TERMS AND CONDITIONS CAREFULLY:** It describes the protection You will receive in return for payment by You. Please keep this document in a safe place along with the Declarations Page, Invoice or sales receipt You received when You purchased Your Product, as You may need these documents to verify Your coverage at the time of service. You must maintain the Product as recommended by the manufacturer's owner's manual or Product warranty. Refer to Your Declarations Page to determine the term of this Plan.

**DEFINITIONS:**

- (1) "Obligor", "We", "Us", and "Our" refers to the company obligated under this Plan: National Product Care Company in all states except; in Texas where it is National Product Care Company dba Texas National Product Care Company, Inc.; in Washington where it is ServicePlan, Inc; and in Arizona, Florida and Oklahoma where it is SERVICE SAVER, INCORPORATED (Florida license number 80173, Oklahoma license No. 861336). All are located at 175 West Jackson Blvd, Chicago, Illinois 60604, (800) 209-6206.
- (2) "You" and "Your" refer to the purchaser of the Product(s) covered by this Plan or to the person to whom this Plan was properly transferred;
- (3) "Product" means the item(s) shown in the Declaration Page, which You purchased and which is covered by this Plan;
- (4) "Failure" means the Failure of Your Product to perform its intended function due to mechanical or electrical breakdown resulting from defects in materials or workmanship during normal usage of Your Product;
- (5) "Deductible" means the amount you are required to pay, as set forth in the section entitled "DEDUCTIBLE" below for covered repairs and replacements;
- (6) "Administrator" and "SAFEWARE", 5700 Perimeter Drive, Suite E, Dublin, OH 43017 (800) 800-1492, means Safeware, The Insurance Agency Inc., in all states except in Alabama, Arkansas, California, Georgia, Minnesota, Missouri, Montana, Nevada, New Mexico, Oregon, Texas, Utah, and Wyoming where it is Safeware Inc, except in Florida, Indiana, Kentucky, Maryland, New Jersey, New York, and Oklahoma where it is Safeware Group Inc., except in Arizona, New Hampshire, and Wisconsin where it is Safeware, except in Vermont where it is Safeware Group.
- (7) "Plan" means the terms, conditions, limitations, exceptions and exclusions, including Your Product Declarations Page, Invoice or sales receipt.

**PRODUCT ELIGIBILITY:** This Plan covers Products purchased as new or factory-refurbished and manufactured for use in the United States, which at the time of purchase included a manufacturer's original or factory-refurbished warranty valid in the United States, and providing minimum coverage of ninety (90) days parts and labor. If You ordered using Your Account number the Plan will cover commercial use. Accessories and/or add-on options purchased separately and not essential to the basic function of the Product are not eligible for coverage.

**WHAT IS COVERED:** We agree to repair or replace Your Product in the event Your Product is rendered inoperable due to a mechanical or electrical Failure during the term of this Plan, if the Product is not covered under any insurance, warranty, guarantee and/or Plan. Parts used to repair or replace Your Product may be new, used, refurbished, or non-original manufacturer parts that perform to the factory specifications of Your Product. This Plan does not cover repair or replacement of the Product for any of the causes, or provide coverage for any losses set forth in the section entitled "EXCLUSIONS FROM COVERAGE" below.

**Replacement Plan:** If you purchased a Replacement Plan, in the event of a covered claim, We will replace the Product with a new, rebuilt or refurbished Product of equal or similar features and functionality or, at Our sole discretion, reimburse You for the replacement of the Product. The Replacement Plan is limited to one replacement for products purchased for less than \$500, excluding sales tax, and does not cover trip, labor or shipping charges. The replacement of Your Product will fulfill this Plan in its entirety and will discharge all further obligations under this Plan, where allowed by law. Replacement products will include a manufacturer's warranty and You will have the opportunity to purchase a new Plan if the replacement product is eligible for coverage. If You purchased a "Premium Replacement" Plan

**PLACE OF SERVICE:** At our discretion, for all Products that are deemed non-transportable by Us, We will arrange to repair or replace Your Product at Your location during normal business hours. For onsite or in-home service to be scheduled, You must provide the following: (1) accessibility to the Product; (2) a non-threatening and safe environment; and (3) an adult over the age of 18 to be present for the period of time Our authorized technician is scheduled for service and while Our authorized technician is on Your property servicing Your Product. In the event it is necessary to continue certain repair services at the repair center, You may be required to ship/transport the Product to the designated repair center; in such circumstances, the shipping/transportation charges will be covered by this Plan. Onsite and in-home service will be provided by the authorized service provider during regular business hours, local time, Monday through Friday, except holidays.

For all transportable Products, You must contact the Administrator for the appropriate authorized service center. Call the toll-free number at (800) 800-1492 between the hours of 8:00 AM and 6:00 PM eastern standard time or go online to [www.safeware.com](http://www.safeware.com). All repairs must be authorized by the Administrator prior to performance of work. Claims on unauthorized repairs may be denied. You may be asked for a credit card number prior to service being performed. Many oversights, which are not covered under this Plan, can be due to simple circumstances such as the Product not being switched on, being unplugged, or a fuse blown at the junction box. For a Product that uses batteries as the prime power supply, check that the batteries do not need replacing or recharging. If You refuse service on a Product after We have dispatched the repair servicer to Your location, You will be billed for that servicer's applicable trip charge.

**LIMIT OF LIABILITY:** The limit of liability under this Plan is the lesser of (1) the Product purchase price as shown on the Declaration Page, Invoice or sales receipt, (excluding sales tax and delivery costs) or (2) the cost of authorized repairs for the Product or (3) the replacement cost of the Product with a product with equal or similar features and functionality or (4) reimbursement for the cost of authorized repairs or replacement. Unless the Plan You purchased is a "Premium Replacement Plan" as noted on the Declarations Page of this Plan, Your Invoice or Your sales receipt, this Plan shall expire upon issuance of a replacement product, check, gift card or voucher. Unless the Plan You purchased is a "Premium Replacement Plan" or a "Premium Repair Plan" as noted on the Declarations Page of this Plan, Your Invoice or Your sales receipt, the total amount that We will pay for repairs made in connection with all claims that You make pursuant to this Plan shall not exceed the purchase price of Your Product, less taxes. In the event We make payments for repairs, which in the aggregate, are equal to the Product purchase price or we replace your Product, we will have no further obligations under this Plan. Unless the Plan You purchased is a "Premium Replacement Plan" IN NO EVENT SHALL THE TOTAL OF ALL CLAIMS OR REPLACEMENTS EXCEED THE ORIGINAL PRICE PAID BY YOU FOR THE PRODUCT, LESS TAXES. If you purchased a Premium Replacement Plan (as noted on the Declarations Page of this Plan, Your Invoice or Your sales receipt): If the cost of a replacement required exceeds the Product Purchase Price (less taxes), we will reimburse You an amount equal to the original Product Purchase Price (less taxes); If You purchase an eligible replacement product, this Plan can continue on the Your eligible replacement product until the Expiration Date of this Plan if You contact us with information about the replacement product.

**WE SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO: PROPERTY DAMAGE, LOST TIME OR LOST DATA RESULTING FROM THE FAILURE OF ANY PRODUCT OR EQUIPMENT OR FROM DELAYS IN SERVICE OR THE INABILITY TO RENDER SERVICE. WE SHALL NOT BE LIABLE FOR ANY AND ALL PRE-EXISTING CONDITIONS THAT OCCUR PRIOR TO THE EFFECTIVE DATE OF THIS PLAN, INCLUDING INHERENT PRODUCT FLAWS.**

SERVICE COSTS, TRIP CHARGES, FAILURE CHARGES, INSPECTION FEES, DIAGNOSTIC FEES OR ESTIMATE CHARGES FOR REPAIRS NOT COVERED UNDER THIS PLAN ARE YOUR RESPONSIBILITY.

**PLAN TERMS:**

1. Power Surge and ADH coverage is DOP coverage. A DOP Plan begins on the date of Product purchase or date of installation by the selling retailer (proof of installation date will be required if different from Product purchase date) and continues for the period of time defined on Your Declarations Page. This Plan is inclusive of the manufacturer's warranty; it does not replace the manufacturer's warranty but may provide certain benefits during the term of the manufacturer's warranty. Actual service coverage under this Plan begins upon expiration of the shortest portion of the manufacturer's original or factory-refurbished parts and/or labor warranty. During the manufacturer's warranty period, any parts, labor, on-site service or shipping costs covered by that warranty are the sole responsibility of the manufacturer. After each portion or all of the manufacturer's warranty expires, this Plan will furnish replacement parts and/or labor necessary to restore Your Product to standard manufacturer's operating condition.
2. All coverage that is not Power surge or ADH coverage begins upon expiration of the shortest portion of the original manufacturer's warranty. If for example, the manufacturer provides a split warranty coverage program where the term durations are unequal for parts and labor (e.g., three months of labor and twelve months of parts coverage), and you have purchased a 12 month (365 days) extended Plan, this Plan shall commence on day 91 when the shortest portion of the

IF YOUR COVERED PRODUCT EXPERIENCES A FAILURE OR DAMAGE THAT IS EXCLUDED FROM COVERAGE UNDER THIS SECTION OR IN THE EVENT OF A REPAIR INCIDENT WHEREIN THERE IS A "NO PROBLEM FOUND" DIAGNOSIS FROM THE MANUFACTURER OR A MANUFACTURER-AUTHORIZED REPAIR SOURCE, THEN YOU ARE RESPONSIBLE FOR ALL REPAIR COSTS INCLUDING SHIPPING COSTS AND/OR THE COST OF ON-SITE SERVICE.

SHOULD THE MANUFACTURER OF YOUR PRODUCT GO OUT OF BUSINESS OR THE MANUFACTURER NO LONGER PROVIDE PRODUCT SUPPORT AND ALL PARTS SOURCES HAVE BEEN EXHAUSTED DURING THE COVERAGE PERIOD OF THIS PLAN, THE OBLIGOR AND THE ADMINISTRATOR SHALL BE EXCUSED FROM PERFORMANCE HEREUNDER AND YOU SHALL RECEIVE A FULL REFUND OF THE PLAN PURCHASE PRICE PAID BY YOU LESS CLAIMS PAID.

**IN NO EVENT SHALL THE COMPANY OR ANY OF THE COMPANY'S AGENTS BE LIABLE FOR SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES WHETHER IN CONTRACT, TORT, OR NEGLIGENCE. THIS CONTRACT WILL NOT COVER LOSS OR DAMAGE NOT SPECIFICALLY LISTED UNDER "WHAT IS COVERED".**

**OUR RIGHT TO RECOVER PAYMENT:** If You have a right to recover against another party for anything We have paid under the Plan, Your rights shall become Our rights. You shall do whatever is necessary to enable Us to enforce these rights. We shall recover only the excess after You are fully compensated for Your loss. We will not pay for a Product repair or replacement if You impair these rights to recover.

**CANCELLATION:** You, as the original purchaser of this Plan, may cancel this Plan for any reason at any time by informing the selling dealer/retailer of Your cancellation request within thirty (30) days of the purchase of the Plan and You will receive a one-hundred percent (100%) refund of the full purchase price of the Plan. If You cancel after thirty (30) days of receipt of Your Plan, You will receive a pro-rata refund of the purchase price of the Plan paid based on the time remaining on Your Plan. No fees or past claims will be deducted from the refund, and the refund will be sent to You within thirty (30) business days from the cancellation request. If You do not receive a full refund or credit within thirty (30) days, a ten percent (10%) penalty per month shall be applied to the refund. We may not cancel this Plan except for fraud, material misrepresentation or non-payment by You, or if required to do so by a regulatory authority. Notice of such cancellation will be in writing and given at least thirty (30) days prior to cancellation. If We cancel, You will receive a pro-rata refund on funds paid based on the time remaining on Your Plan.

**TRANSFERABILITY:** The Replacement Plan is not transferable. The Repair Plan is transferable by the original purchaser for the balance of the original extended protection period. If You transfer ownership of Your Product, this Plan may be transferred by sending to the Administrator within 10 days of the transfer, at the address above, a copy of this Plan's Declarations Page, Invoice or sales receipt, along with the name, address, and phone number of the new owner, the date of new ownership, and a \$10.00 transfer fee. The manufacturer's warranty may not be transferrable. This Plan does not replace the manufacturer's warranty and provides no coverage therein, except as noted above.

**ARBITRATION:** This Plan requires binding arbitration if there is an unresolved dispute between You and Us concerning this Plan (including the cost of, lack of or actual repair or replacement arising from a Failure). Under this Arbitration provision, You give up Your right to resolve any dispute arising from this Plan by a judge and/or a jury. You also agree not to participate as a class representative or class member in any class action litigation, any class arbitration or any consolidation of individual arbitrations. In arbitration, a group of three arbitrators (each of whom is an independent, neutral third party) will give a decision after hearing Your and Our positions. The decision of a majority of the arbitrators will determine the outcome of the arbitration and the decision of the arbitrators shall be final and binding and cannot be reviewed or changed by, or appealed to, a court of law. To start arbitration, either You or We must make a written demand to the other party for arbitration. This demand must be made within one (1) year of the earlier of the date the Failure occurred or the dispute arose. You and We will each separately select an arbitrator. The two arbitrators will select a third arbitrator called an "umpire." Each party will each pay the expense of the arbitrator selected by that party. The expense of the umpire will be shared equally by You and Us. Unless otherwise agreed to by You and Us, the arbitration will take place in the county and state in which You live. The arbitration shall be governed by the Federal Arbitration Act (9 U.S.C.A. § 1 et. seq.) and not by any state law concerning arbitration. The rules of the American Arbitration Association ([www.adr.org](http://www.adr.org)) will apply to any arbitration under this Plan. The laws of the state of Illinois (without giving effect to its conflict of law principles) govern all matters arising out of or relating to this Plan and all transactions contemplated by this Plan, including, without limitation, the validity, interpretation, construction, performance and enforcement of this Plan.

**ENTIRE PLAN:** This is not a contract of insurance. This is the entire Plan between You and the Obligor, and no representation, promise or condition not contained herein shall modify these items except as required by law. The seller of the Plan is not a party to this Plan. Except in Washington state, the Obligor under this Plan is insured by a reimbursement insurance policy issued by Virginia Surety

9. **In Nevada:** You are not required to pay a deductible to receive covered repairs and replacements service. Section "ARBITRATION" is removed.
10. **In New Hampshire:** The following statement is added to Section "ENTIRE PLAN": "All arbitration or dispute resolution in New Hampshire is subject to and will not impede any consumer rights as provided for under New Hampshire RSA 542. In the event You do not receive satisfaction under this Plan, You may contact the New Hampshire Insurance Department, 21 South Fruit Street, Concord, New Hampshire, 03021, (603) 271-2261".
11. **In New Mexico:** Section "CANCELLATION" is deleted and replaced with: You, as the original purchaser of this Plan, may cancel this Plan for any reason at any time by informing the selling dealer/retailer of Your cancellation request within thirty (30) days of the purchase of the Plan and You will receive a one-hundred percent (100%) refund of the full purchase price of the Plan. If You cancel after thirty (30) days of receipt of Your Plan, You will receive a pro-rata refund of the purchase price of the Plan paid based on the time remaining on Your Plan. No fees or past claims will be deducted from the refund, and the refund will be sent to You within thirty (30) business days from the cancellation request. If You do not receive a full refund or credit within thirty (30) days, a ten percent (10%) penalty for each 30 day period or portion thereof shall be applied to a refund. If this Plan has been in force for a period of seventy (70) days, We may not cancel before the expiration of the Plan term or one (1) year, whichever occurs first, unless: 1) You fail to pay any amount due; 2) You are convicted of a crime which results in an increase in the service required under the Plan; 3) You engage in fraud or material misrepresentation in obtaining this Plan; or 4) You commit any act, omission, or violation of any terms of this Plan after the effective date of this Plan which substantially and materially increase the service required under this Plan
12. **In North Carolina:** The following statement is added to Section "ENTIRE PLAN": "You understand that the purchase of this Plan is not required to purchase or to obtain financing for the Product". Section "CANCELLATION" is amended as follows: "We may not cancel this Plan except for fraud, material misrepresentation or non-payment by You, or if required to do so by a regulatory authority. Notice of such cancellation will be in writing and given at least thirty (30) days prior to cancellation. If We cancel, You will receive a pro-rata refund on funds paid based on the time remaining on Your Plan." Is deleted and replaced with We may not cancel this Plan except for non-payment by You or for violation of any of the terms and conditions of the Plan.
13. **In Oregon:** Section "ARBITRATION" is removed.
14. **In Oklahoma:** The following statement is added to Section "CANCELLATION": "In the event the Plan is canceled by You, return of the Plan Retail Charge paid shall be based upon ninety percent (90%) of the unearned pro rata Plan Retail Charge paid less the actual cost of any service provided under this Plan. In the event the Plan is canceled by the association, return of Plan Retail Charge paid shall be based upon one hundred percent (100%) of unearned pro rata Plan Retail Charge paid less the actual cost of any service provided under this Plan". The following statement is removed from Section "ARBITRATION": "The laws of the state of Illinois (without giving effect to its conflict of law principles) govern all matters arising out of or relating to this Plan and all transactions contemplated by this Plan, including, without limitation, the validity, interpretation, construction, performance and enforcement of this Plan". The following statement is added to Section "ENTIRE PLAN": "NOTICE: This service warranty is not issued by the manufacturer or wholesale company marketing the Product. This service warranty will not be honored by such manufacturer or wholesale company. a) Coverage afforded under this Plan is not guaranteed by the Oklahoma Insurance Guaranty Association.; b) Obligations of the Obligor under this service warranty are insured by a service Plan reimbursement policy with Virginia Surety Company, Inc. 175 West Jackson Blvd. 11th Floor, Chicago, IL 60604(800) 209-6206; c) Oklahoma service warranty Statutes do not apply to commercial use references in service warranty contract".
15. **In South Carolina:** The following statement is added to Section "ENTIRE PLAN": "If You purchased this Plan in South Carolina, complaints or questions about this Plan may be directed to the South Carolina Department of Insurance, P.O. Box 100105, Columbia, South Carolina 29202-3105, telephone number (803) 737-6180".
16. **In Texas:** The following statement is added to Section "CANCELLATION": "If You cancel Your Plan within thirty (30) days of receipt of Your Plan, Your Plan will be voided. If Your Plan is voided and You do not receive a refund or credit within thirty (30) days of receipt of the returned service Plan, You may request a refund from Virginia Surety Company, Inc., 175 West Jackson Blvd, Chicago, Illinois, 60604". The following statement is added to Section "ENTIRE PLAN": "If You purchased this Plan in Texas, unresolved complaints or questions concerning the regulations of service contracts may be addressed to the Texas Department of Licensing and Regulation, P.O. Box 12157, Austin, Texas 78711, telephone number (512) 463-2906 or (800) 803-9202. The Service Contract Administrator license number for Safeware Inc is 605".
17. **In Utah:** Section "ARBITRATION" is deleted in its entirety and replaced with the following: "Any matter in dispute between You and Us may be subject to arbitration as an alternative to court action pursuant to the rules of The American Arbitration Association or other recognized arbitrator, a copy of which is available on request from Us. Any decision reached by arbitration shall be binding upon both You and Us. The arbitration award may include attorney's fees if allowed by state law and may be entered as a judgment in any court of proper jurisdiction. The laws of the state of Illinois (without giving effect to its conflict of law principles) govern all matters arising out of or relating to this Plan and all transactions contemplated by this Plan, including, without limitation, the validity,

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Invitation to  
Bid

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The Hickman County Finance Office is accepting sealed bids for Chromebook Units and Chrome OS Management Service License for the 2021-2022 school year.

Bid with specifications are online at: **[www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal)**.

All bidders will be required to submit a conflict of interest disclosure form that can be obtained at [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal).

Sealed bids must be mailed or delivered to the Hickman County Finance Office, 114 North Central Avenue, Suite 203, Centerville, TN 37033 and clearly marked on the outside of the envelope "Chromebooks and Chrome Management Licenses". Bids will be opened on Tuesday, April 27th, 2021 at 10:30 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of bids and to waive any informalities that would prevent the acceptance of a better bid.



# Hickman County Board of Education

**Chromebooks and Chrome OS Licenses**

4/27/2021

Original



CDW Government LLC  
230 N. Milwaukee Ave.  
Vernon Hills, IL 60061

All information and documents hereby submitted in response to the Request for Proposal (RFP) furnished by Hickman County Board of Education are the Proprietary and Confidential property of CDW Government LLC ("CDW•G").

© CDW Government LLC 2021



One CDW Way  
230 N. Milwaukee Ave.  
Vernon Hills, IL 60061  
P: 847.371.5800  
F: 847.465.6800  
Toll-Free: 800.808.4239  
[www.cdwg.com/PeopleWhoGetIT](http://www.cdwg.com/PeopleWhoGetIT)

## Hickman County Board of Education

114 North Central Avenue, Suite 203  
Centerville, TN 37033

4/27/2021

### RE: Chromebooks and Chrome OS Management Service License

Dear Brad Gilbert,

CDW•G understands the objective of the RFP is for Hickman County Board of Education to identify a reliable and experienced supplier partner capable of managing your client mobility needs. Our response demonstrates CDW•G's ability to contribute to the overall success of this initiative. Specific advantages of partnering with us include:

- CDW•G's Platinum Certified Business Partnership status with HP facilitates timely road mapping and other requests for information.
- Extensive customized configuration services ensures products arrive at your locations ready to plug and play, maximizing your staff's productivity
- Highly trained and experienced account team, including a dedicated account manager is responsible for coordinating all of your needs and ensuring customer satisfaction
- Valuable presales consulting expertise assists with developing solutions that provide robust functionality, efficiencies, and cost savings.

As always, we consistently strive to exceed your expectations. Should you have any questions regarding our response, please contact your account manager, Grant Rademacher, at (312) 705-0204, or via email at [granrad@cdwg.com](mailto:granrad@cdwg.com). We thank you for the opportunity to participate in this RFP process and are confident you will find our response advantageous from both a strategic and budgetary standpoint.

Sincerely,



Justin Schwier

Proposals Supervisor

CDW Government LLC

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## **Bid Specifications for Chromebooks:**

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Chrome OS

14 inch screen (non-touch) preferred

4 GB RAM preferred

16 GB Hard Drive Size Preferred

Wireless Compatible

USB and HDMI ports available

Headphone Jack

Prices are to include shipping and handling charges for delivery, asset tagging/configuration. Chromebooks should be named and enterprise enrolled to the proper school in Google Admin Console as determined by Hickman County Schools.

Any color choice is determined by Hickman County Schools.

12 month support warranty for Chromebook

Questions should be directed to Brad Gilbert, Technology Coordinator, via e-mail at [brad.gilbert@hickmank12.org](mailto:brad.gilbert@hickmank12.org)

A price breakout dependent on quantity purchased will be accepted. Bid prices will be good beginning July 1st, 2021 through June 30, 2022.

# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or other otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 4/21/21 Name: Justin Schwier

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 4/21/21 Signature: Justin Schwier



## CDW Government Overview

CDW is a leading multi-brand technology solutions provider to business, government, education and healthcare organizations in the United States, the United Kingdom and Canada. A Fortune 500 company with multi-national capabilities, CDW was founded in 1984 and employs more than 10,000 coworkers. We have an expansive network of offices near major cities and a large team of field coworkers across the United States.

### CDW QUICK FACTS

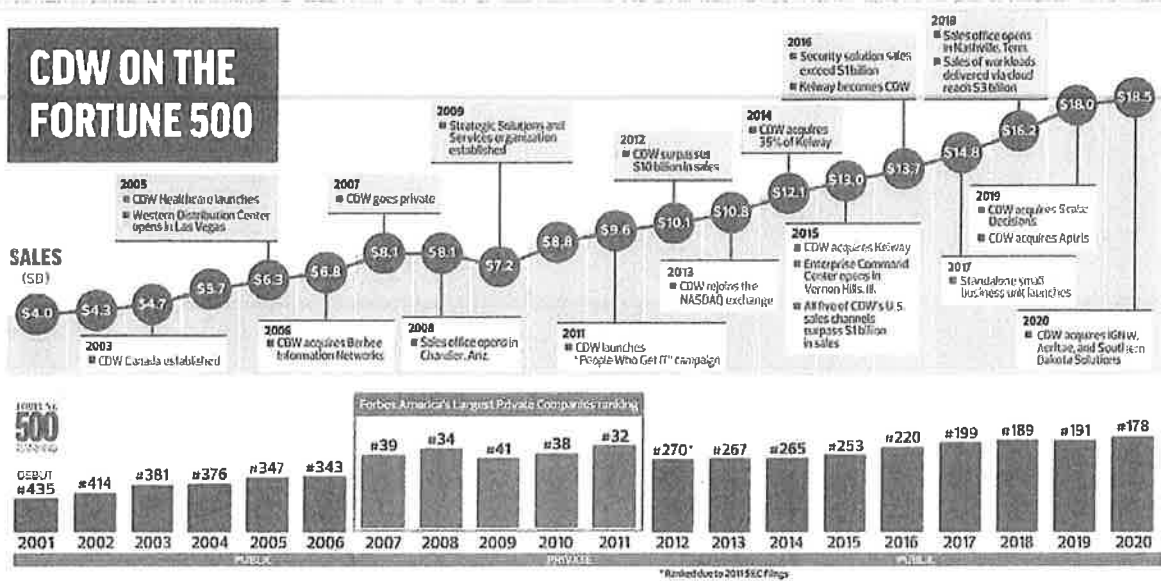
- **Headquarters:** Vernon Hills, IL
- **2020 Annual Net Sales:** \$18.5B
- **# of Coworkers:** ~10,000
- **# of U.S. Sales Offices:** 28
- **# of Customers:** 250,000+
- **Fortune 500 Rank (2020):** 178

Our broad array of offerings range from discrete hardware and software products to integrated IT solutions such as mobility, security, data center optimization, cloud computing, virtualization and collaboration. We are technology “agnostic,” with a product portfolio that includes more than 100,000 products from more than 1,000 brands. We provide our products and solutions through our sales and service delivery teams, consisting of nearly 6,000 customer-facing coworkers, including more than 2,000 field sellers, highly skilled technology specialists and advanced service delivery engineers.

CDW debuted on the Fortune 500 in 2001, at No. 435. CDW's rise in the rankings highlights its sustainable, profitable growth over the years, from \$4 billion in sales in 2001 to \$18.5 billion in 2020. CDW now ranks at number 178 on the FORTUNE 500 list for 2020. CDW ranks at No. 5 on CRN's 2020 Solution Provider 500 list.



CDW Government LLC is the wholly-owned subsidiary of CDW LLC. Our customer base is quite diverse, ranging from state and local government, federal, healthcare, K-12 and higher education.



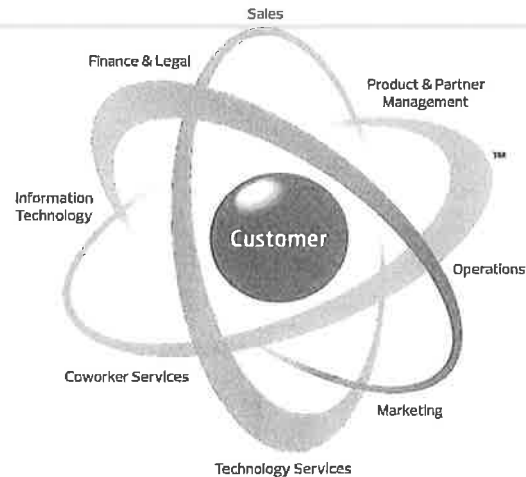
## Total Solutions

CDW offers a full range of products and services that enable your organization to develop the best total solution to meet your specific needs while attaining the most value for your organization. CDW provides expert consulting, design, configuration, installation, and lifecycle management services. Our offerings are extremely comprehensive as follows:

CDW OFFERINGS	
<b>PRODUCTS &amp; PARTNERSHIPS</b>	<b>100,000+ products</b> from more than 1,000 vendors including Acer, Adobe, Cisco, Dell, EMC, HP, IBM, Lenovo, Microsoft, NetApp, and VMware
<b>TECHNOLOGY SERVICES</b>	<ul style="list-style-type: none"> <li>e-Procurement integration</li> <li>Leasing services</li> <li>Managed services</li> <li>Pre-shipment configuration</li> <li>Professional services</li> <li>Warranty and maintenance</li> </ul>
<b>TOTAL SOLUTIONS</b>	<ul style="list-style-type: none"> <li>Cloud</li> <li>Collaboration</li> <li>Data center and networking</li> <li>Managed Print Services</li> <li>Point of Sale</li> <li>Security</li> <li>Software management</li> <li>Total Mobility Management</li> </ul>

## Customer-Focused Philosophy

CDW continues to maintain the strong customer focus that has been the key to our success. We adhere to a core philosophy known as the CDW Circle of Service, which means that everything we do revolves around you – the customer. It drives us to provide outstanding customer service and the best value. Our objective is to have Hickman County Board of Education view us as a valuable extension of your IT staff. We seek to achieve this goal by providing superior customer service through our large and experienced sales and service delivery teams. Our Market Research Team works with a third-party research firm to measure customer loyalty and satisfaction through customer surveys.



CDW Circle of Service

## Strengths, Best Practices, and Value

By aligning with CDW, your organization can take advantage of our strengths, best practices, and value-added services. Highlights include:

- Experienced account team supports your day-to-day IT needs and also helps develop appropriate strategies for future product and service needs.
- Value-added presales consulting resources ensure solutions are tailored to meet your operational and budgetary requirements.
- Strong partnerships with vendors enable us to provide technology roadmaps, quick responses to questions, and competitive pricing.
- On-line procurement capabilities streamline and standardize purchasing as well as support flexible reporting and improved decision making.
- Two large ISO 9001 certified distribution centers, efficient inventory management capabilities, and distribution channel partnerships result in quick product turnaround.
- Highly trained and experienced technicians provide pre-shipment configuration services and quality assurance checks to maximize productivity.
- Flexible logistical capabilities accommodate standard or urgent delivery.
- Our breadth and depth of capabilities enables us to deliver a streamlined and cost-effective total solution from planning to ongoing management.
- CDW's business model provides local and nationwide support.
- Our financial strength and leadership will enable us to continue supporting Hickman County Board of Education with leading-edge technology solutions.

## Large Onsite Inventories

CDW has two large strategically located distribution centers controlled by a state-of-the-art Warehouse Management System (WMS) that ensures speed and accuracy throughout the order fulfillment and distribution processes. CDW has a 450,000-square-foot distribution center located at our headquarters in Vernon Hills, IL and a 513,000-square-foot distribution center located in North Las Vegas, NV. These locations facilitate quick distribution of products to our growing customer base throughout the country. The Vernon Hills (VH) distribution center focuses on distributing products to customers east of the Mississippi River while the Las Vegas (LV) distribution center primarily serves the western part of the United States.

CDW holds \$220M of inventory, on average, in our two CDW-owned distribution centers that total almost 1M square feet. Our ISO 9001, 14001 and 28000 certified strategically located distribution centers provide speed, accuracy, and excellent geographic coverage across the United States. We have access to more than 100,000 top brand-name products from more than 1,000 leading manufacturers.



Due to the size of our facilities that span four levels of storage and three level picking modules, forklifts are required to stock and pick products as needed. Our product lineup includes desktops, notebooks, servers, peripherals, networking and communications equipment, software, accessories, plotters, network printers, desktop printers, and print supplies. CDW offers everything your IT operation could possibly need – from enterprise solutions to mouse pads.

## CDW's Partnerships

We maintain strong relationships with more than 1,000 vendor partners to provide the best products, services, and support to our customers. Choose from more than 100,000 technology products from industry-leading brands, and with the industry's largest in-stock inventories, you can be certain we'll have the technology you're looking for.

- Many of our top manufacturers and software publishers' representatives are onsite at CDW's sales offices to facilitate requests for information and assist with designing the best possible solutions.
- Your account team works with these resources to review product roadmaps, evaluate new models, and develop strategies for a smooth transition to new systems.
- We receive detailed insight into supply chain availability, manufacturing delays, distribution shortages and overstocks, as well as other disruptions related to supply and demand variability.
- We often secure additional inventory to offset any known supply issues.
- CDW works closely with our vendor partners to train and certify our account managers and technical staff and to deploy and manage technologies in customer environments.
- CDW has received awards and recognition from our partners for developing and delivering exceptional solutions.

Some of our strongest manufacturer and software publisher partnerships and designation levels are provided below.

PARTNER	DESIGNATION
Acer	Top Channel Partner in the US
Adobe	Top Channel Partner in US and World
Cisco	Largest U.S. Direct Reseller, Gold Certified Partner
Dell EMC	#1 Partner Worldwide, Titanium Black Partner
HP Enterprise	Platinum Partner
HP Inc.	#1 Commercial Channel Partner, Platinum Partner
IBM	Platinum Partner
Lenovo	#1 Global Partner
Microsoft	Gold Certified Partner
NetApp	#1 Corporate Reseller in the US
Symantec	Gold Partner
Tripp Lite	#1 US Partner
VMware	Largest Partner in North America

## HPE Platinum Business Partner

CDW has had a partnership with HP/HPE for the past 30 years. CDW is an HPE Platinum Partner and was honored with Hewlett Packard Enterprise's 2016 North America Network Service Provider (NSP) Partner of the Year Award at HPE's Global Partner Conference.



**Hewlett Packard  
Enterprise**

## HP Inc. Platinum Business Partner

CDW is an HP Inc. (HPI) Platinum Business Partner and HPI's #1 partner worldwide. We are authorized to sell HP's full suite of products and field a large onsite team that provides expert guidance and support.



**Platinum  
Partner**

# QUOTE CONFIRMATION



**DEAR BRAD GILBERT,**

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MBLR284	4/8/2021	MBLR284	1700994	\$47,683.31

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>HP Chromebook 14A G5 - 14" - A4 9120C - 4 GB RAM - 16 GB eMMC - US</u> Mfg. Part#: 7CZ87UT#ABA UNSPSC: 43211503 Contract: MARKET	150	5540903	\$255.00	\$38,250.00
<u>Google Chrome Education Upgrade</u> Mfg. Part#: CROS-SW-DIS-EDU-NEW Electronic distribution - NO MEDIA Contract: MARKET	150	5988499	\$31.00	\$4,650.00
<u>CDW•G EDU White Glove Service for Chromebooks and Chrome OS Devices T1</u> Mfg. Part#: CDWCHROMEOSV1 UNSPSC: 43232401 Contract: MARKET	150	3254461	\$6.00	\$900.00
<u>Customer Provided Asset Tag/Label applied to a device (CDW Configurations)</u> Mfg. Part#: CUSTASSETTAGW UNSPSC: 55121502 Contract: MARKET	150	338521	\$5.00	\$750.00
<u>Electronic HP Care Pack Pick-Up and Return Service with Accidental Damage P</u> Mfg. Part#: U1PU2E UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: MARKET	150	3616804	\$16.00	\$2,400.00
INSTALL SUMMARY				
ITEM	QTY	CDW#		
<b>HP Chromebook 14A G5 - 14" - A4 9120C - 4 GB RAM - 16 GB eMMC - US</b>	150	5540903		
<b>**ITEMS TO BE INSTALLED**</b>				
CDW•G EDU White Glove Service for Chromebooks and Chrome OS Devices T1	150	3254461		
Customer Provided Asset Tag/Label applied to a device (CDW Configurations)	150	338521		

PURCHASER BILLING INFO	SUBTOTAL	\$46,950.00
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<b>Billing Address:</b> HICKMAN COUNTY BOARD OF EDUCATION ACCTS PAYABLE 115 MURPHREE AVE CENTERVILLE, TN 37033-1443 <b>Phone:</b> (931) 729-3391 <b>Payment Terms:</b> NET 30 Days-Govt/Ed	<b>SHIPPING</b>	\$733.31
	<b>SALES TAX</b>	\$0.00
	<b>GRAND TOTAL</b>	<b>\$47,683.31</b>
<b>DELIVER TO</b>  <b>Shipping Address:</b> HICKMAN COUNTY BOARD OF EDUCATION BRAD GILBERT 115 MURPHREE AVE CENTERVILLE, TN 37033-1443 <b>Phone:</b> (931) 729-3391 <b>Shipping Method:</b> UPS Ground (2- 3 Day)	<b>Please remit payments to:</b>  CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION		
	Grant Rademacher	(887) 501-2982
		granrad@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>  
 For more information, contact a CDW account manager

© 2021 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

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## CDW•G Terms of Offer

All information and documents hereby submitted in response to the Request for Proposal ("RFP") furnished by Hickman County Board of Education are the property of and are proprietary to CDW Government, LLC ("CDW•G").

Notwithstanding anything to the contrary contained in the Proposal, CDW•G declares its understanding that CDW•G's Terms and Conditions of Product Sales and Service Projects ("T&C"), as updated from time to time and provided on CDW•G's website at <https://www.cdw.com/content/terms-conditions/product-sales.aspx>, constitute the terms and conditions controlling the transaction contemplated by the RFP, except as otherwise agreed upon in writing by the parties. CDW•G requests that Customer review and confirm acceptance of the T&C or, if necessary, negotiate with CDW a mutually agreeable final contract. CDW•G shall not be bound to any term(s) of the RFP or the Proposal or to any contract related to the RFP until or unless: (i) Customer confirms in writing its acceptance of the T&C; or (ii) authorized representatives of CDW•G and Customer execute a written contract that is separate from the Proposal.

Except as otherwise set forth above, CDW•G agrees to maintain the validity of the Proposal for a period of thirty (30) days from the RFP-established due date ("Validity Period"), provided that there are no extraordinary changes in pricing due to unique market conditions, product discontinuation, manufacturer price changes, or other extenuating circumstances. In order to ensure CDW•G's commitment to the pricing levels and other proposed offerings contained in the Proposal, Customer may notify CDW•G via mail or e-mail that either: (i) Customer accepts CDW•G's Proposal and agrees to be bound by the T&C, or (ii) Customer intends to negotiate with CDW•G a separate agreement during the Validity Period.

CDW•G will conduct any negotiation of a final agreement with Customer in good faith. Notwithstanding the foregoing, any prices or other privileges contemplated in the Proposal shall commence on the effective date of agreement between the parties or the date of agreement or amendment to an existing agreement between the parties.



**HOWARD**

888.912.3151 | howardcomputers.com



Response To  
**Hickman County BOE**  
Request for Proposals  
For  
Chromebooks and Chrome License  
Due:

April 27, 2021 @ 10:30 AM

Presented By



**HOWARD**edu

Our Vision and Strategy

**We do IT**



## Letter of Transmittal

April 27, 2021

Hickman County Finance Office  
114 North Central Ave., Suite 203  
Centerville, TN 37033

### **RE: Chromebooks and Chrome Management Licenses Bid**

Dear Hickman County Finance Office:

Howard Technology Solutions (a division of Howard Industries, Inc...**Federal ID Number 64-0466143** and SPIN 143022153) (Corporation) is pleased to offer a response to your bid. Howard Technology Solutions has read and understands the bid and are able to provide the services requested. Howard Technology Solutions, with its 40+ years of manufacturing experience, is well versed in the manufacturing and production of technology products and services.

Howard Technology Solutions, a division of Howard Industries, Inc., was established in 1998 with our parent company being founded in 1968. Howard Technology Solutions currently employs approximately 4,531 employees. Howard Technology Solutions is driven by helping our customers understand technology products and services that could benefit their organizations.

While Howard clients range from state governments and hospitals to the Kennedy Space Center, HOWARDedu focuses solely on the needs of K-12 schools and higher education facilities, supplying them with affordable, advanced technology—everything from distance learning and interactive 21st Century classroom products to network security and storage solutions.

The office location that will serve as the main point of contact is Howard Technology Solutions at 36 Howard Dr., Ellisville, MS 39437. (Phone) 601.425.3181; (Email) [bids@howardcomputers.com](mailto:bids@howardcomputers.com). Your point of contact for this RFP is: Krystal Avery: Bids & Contract Manager, (Phone) 601.399.5831 (Fax) 601.399.5077 (Email) [kavery@howard.com](mailto:kavery@howard.com)

36 Howard Drive • Ellisville, MS 39437  
P.O. Box 1590 • Laurel, MS 39441

**HOWARD**<sup>™</sup>  
TECHNOLOGY SOLUTIONS

888.912.3151 general • 601.399.5077 fax  
888.323.3151 technical support

[www.Howard.com](http://www.Howard.com)

A Division of Howard Industries, Inc.

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**Sales Contact**

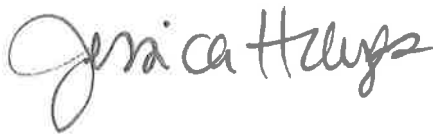
Mike Scherer

TN K12 Inside Sales Rep

601-399-5055

[mscherer@howard.com](mailto:mscherer@howard.com)

Sincerely,



Jessica Hayes

Bids Specialist

Phone: 601.425.3181 Ext: 5772

Fax: 601.399.5077

Email: [bids@howardcomputers.com](mailto:bids@howardcomputers.com)

Invitation to  
Bid

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Headphone Jack

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Any color choice is determined by Hickman County Schools.

12 month support warranty for Chromebook

Questions should be directed to Brad Gilbert, Technology Coordinator, via e-mail at [brad.gilbert@hickmank12.org](mailto:brad.gilbert@hickmank12.org)

A price breakout dependent on quantity purchased will be accepted. Bid prices will be good beginning July 1st, 2021 through June 30, 2022.

Phone: 1.888.912.3151  
Fax: 1.601.399.5077  
Online: www.howardcomputers.com



Howard Computers  
P.O. Box 1588  
Laurel, MS 39441

## Online Quotation

**Quote No:** MS5 1109196.00  
**Customer Name:** Brad Gilbert  
**Company Name:** Hickman County Schools  
**Quote Name:** Chromebook RFP Response

**Quote Date:** April 22, 2021  
**Phone Number:** 9317293391  
**Fax Number:**

### Item 1

Category	Description	Qty.	Unit Price	Ext. Price
<b>System Type:</b>	<b>Accessories</b>			
1:	ASUS Chromebook C403NA YS02 - Celeron N3350 / 1.1 GHz - Chrome OS - 4 GB RAM - 32 GB eMMC - 14" 1366 x 768 (HD) - HD Graphics 500 - Wi-Fi, Bluetooth - with 1 year Domestic ADP with product registration	1	\$269.00	\$269.00
2:	Google Chrome OS Management Console - License - academic	1	\$32.00	\$32.00
3:	White Glove Enterprise Enrollment Services for Chromebooks	1	\$6.00	\$6.00
4:	Asset Tagging Services for Chromebooks	1	\$4.00	\$4.00
			<b>Sub-Total:</b>	<b>\$311.00</b>
			<b>Parts &amp; Accessories Shipping:</b>	<b>Included</b>
			<b>Taxes:</b>	<b>Tax Exempt</b>
			<b>Total for Item 1:</b>	<b>\$311.00</b>

This quote will expire May 22, 2021.  
To expedite your order, please include your quote number with your Purchase Order.

### Total for all pre-configured items

<b>Sub-Total:</b>	<b>\$311.00</b>
<b>Parts &amp; Accessories Shipping:</b>	<b>Included</b>
<b>Taxes:</b>	<b>Tax Exempt</b>
<b>Total:</b>	<b>\$311.00</b>

#### Notes:

Pricing and availability subject to change without notice. Packaging, Shipping, and Handling fees are not included unless specifically stated. Prices and lease payments do not include applicable taxes. Ship dates are approximations and are not guarantees. Quick ship items not available in Alaska, Hawaii, or outside the United States. Specific state laws may affect shipment of products.

Any order for kiosks must be canceled prior to 21 days from the scheduled date of shipment to avoid incurring a 50% cancellation fee. Any cancellation made within that 21-day window will automatically incur a charge equivalent to 50% of the total kiosk order being canceled.

Howard reserves the right to charge a 25% restocking fee for cancellation of a purchase order after Howard has commenced fulfillment of the order. Howard may, with notice, cancel any purchase order at any time without any liability to the Purchaser. Howard reserves the right to charge the Purchaser full purchase price for delaying shipment of a purchase order for an extended period of time which then results in the cancellation of said order.

Given the current uncertainties related to international trade, Howard hereby reserves the right to unilaterally revise the prices quoted herein in the event its manufacturing or procurement costs for such goods increase due to the imposition by the United States or any other country of new or higher tariff(s) or of any other similar tax, fee or charge.

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If Purchaser fails to pay any invoice in full within the time quoted herein, Howard may, without notice, accelerate the due date of all outstanding invoices and require that all outstanding invoices, including any interest thereon, be immediately due and payable in full.

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Howard's product warranties and return policies and related information, which are available at <https://www.howardcomputers.com/support/warranties.cfm> and <https://www.howardcomputers.com/support/returnpolicy.cfm>, are fully adopted and incorporated herein by reference. These may also be obtained by calling 1-888-912-3151 or emailing [webmaster@howardcomputers.com](mailto:webmaster@howardcomputers.com).

THIS QUOTATION IS EXPRESSLY LIMITED TO, AND EXPRESSLY MADE CONDITIONAL ON, PURCHASER'S ACCEPTANCE OF THE TERMS SET FORTH OR INCORPORATED HEREIN; HOWARD OBJECTS TO ANY DIFFERENT OR ADDITIONAL TERMS.



# ASUS Chromebook Flip C434 2-in-1 C434TA

## The Best, Got Better

Completely redesigned with the most advanced features, including a superior 4 way NanoEdge slim bezel, 14 inch touchscreen display, a 360 degree hinge with ErgoLift capabilities, updated Intel Processors, premium aluminum alloy design with a diamond cut edge design. If you have wondered how the best Chromebook could get better, take a look at new ASUS Chromebook Flip C434 to find out.



## ASUS Chromebook Flip C434TA

Premium aluminum-alloy design with elegant diamond-cut edge design. 4-sided NanoEdge display with 87% screen to body ratio. Adjusting any-angle you like with 360° ErgoLift hinge. Auto-tilted hinge for best typing experience. Productive performance with latest intel processor, 4GB RAM 64GB EMMC storage. Chrome OS is secure by design. It has built in security, AI driven threat detection and has regular updates. Chrome Enterprise license also has granular controls including 200+ policies, app curation, and flexible mobility management.



### Inspired Design

The C434 employs a 360 degree hinge and adds an ErgoLift feature which can slightly raise the keyboard angle, allowing for a more comfortable typing experience.



### Nano Edge Display

First ASUS Chromebook to use this 4 way slim bezel technology and can improve the viewing experience of the device. It allows the 14inch screen to fit in a 13 inch chassis.



### Chrome OS

Secure by design, Chrome OS powers the ASUS C434 with a cloud-native operating system built to provide speed and simplicity for employees. With the addition of a Chrome Enterprise license, IT can manage devices at scale and integrate Chromebooks with their existing infrastructure.



### Faster Intel Processors

New Updated Intel® Core™ m3-8100Y Processor 1.1 GHz (4M Cache, up to 3.4 GHz).

## Product Specifications

- Model Name: C434TA-DSM4T
- Processor: Intel® Core™ m3-8100Y Processor 1.1 GHz (4M Cache, up to 3.4GHz)
- Display: 14" FHD (1920 x 1080) Touch Panel
- Memory: 4GB (LPDDR3)
- Storage: eMMC: 64GB
- Webcam: HD Web Camera
- Video: Intel® HD Graphics 615
- Battery: 48WHrs, 3S1P, 3-cell Li-ion
- USB Port: 1 x USB 3.1 Type-A, 2x USB 3.1 Type-C
- Audio: Built in speaker
- Weight: 3.31 lbs. (with battery)
- Wireless: 802.11AC with BT 4.0
- Dimensions: 7.95"(L) x 12.64"(W) x 0.62"(D)
- Keyboard: Illuminated Chiclet Keyboard
- AC Adapter: 45W AC Adapter Type-C

## Warranty and Support

All products come with a standard 1-year international warranty (different by country): <https://www.asus.com/us/support>. Selected products come with additional protection coverage such as ADP.

It's a fact – accidents happen. That's why select ASUS laptops are eligible for ASUS' **Accidental Damage Protection (ADP)**, free for 1 year on **selected ASUS laptop models\***, helps protect laptops from unintentional damages such as liquid spills, electrical surges, and drops.

Visit ASUS official site for more information: <https://www.asus.com/us/support/article/693>



**LIMITLESS USA INC.**

3950 Ponderosa Way  
Las Vegas, NV 89118

Brad Gilbert  
Technology Coordinator  
Hickman County School Systems

**Dear Mr. Gilbert,**

We submit herewith proposals for requested sourcing of **(100-200+) 14-inch 4RAM/16GB Chromebooks** with specifications outlined in RFP

Questions relating to any part of this proposal should be directed to Camille Roces or myself.

Your consideration of our submission is greatly appreciated.

Sincerely,

**Yossef Ezekiel**  
**(CEO)**

[Yossef@limitlessusa.com](mailto:Yossef@limitlessusa.com)

(818) 406-2600

**Proposal Pricing (option 1) - BRAND NEW**

Component	Unit	Cost
Hardware, Qty: 100-200+		
HP 14-CA061DX Intel Celeron N3350 1.1GHz 4RAM 32GB 14-inch Touchscreen		<b>\$287.00</b>
<b>Part Number: 3JQ73UA#ABA</b>		
Google Chrome Management License		
Educational Version		\$29.50
Warranty (1 Year Manufacturer Included+Extended 2 Year)		
For functionality & accidental damage		\$20.00
White Glove Service + Asset Tagging		
Device unboxing, set up, & enrollment		\$10.00
Secure Handling & Green Delivery		
Delivery to Centerville, TN 37033		\$15.00

**Proposal Pricing (option 2) - BRAND NEW**

Component	Unit	Cost
Hardware, Qty: 100-200+		
Acer CB315-3H-C263 Intel N4000 4RAM 32GB 15.6-inch NON-TOUCH		<b>\$275.00</b>
<b>Part Number: NX.HKBAA.002</b>		
Google Chrome Management License		
Educational Version		\$29.50
Warranty (1 Year Manufacturer Included+Extended 2 Year)		
For functionality & accidental damage		\$20.00
White Glove Service + Asset Tagging		
Device unboxing, set up, & enrollment		\$10.00
Secure Handling & Green Delivery		
Delivery to Centerville, TN 37033		\$15.00

**Proposal Pricing (option 3) - CERTIFIED REFURBISHED**

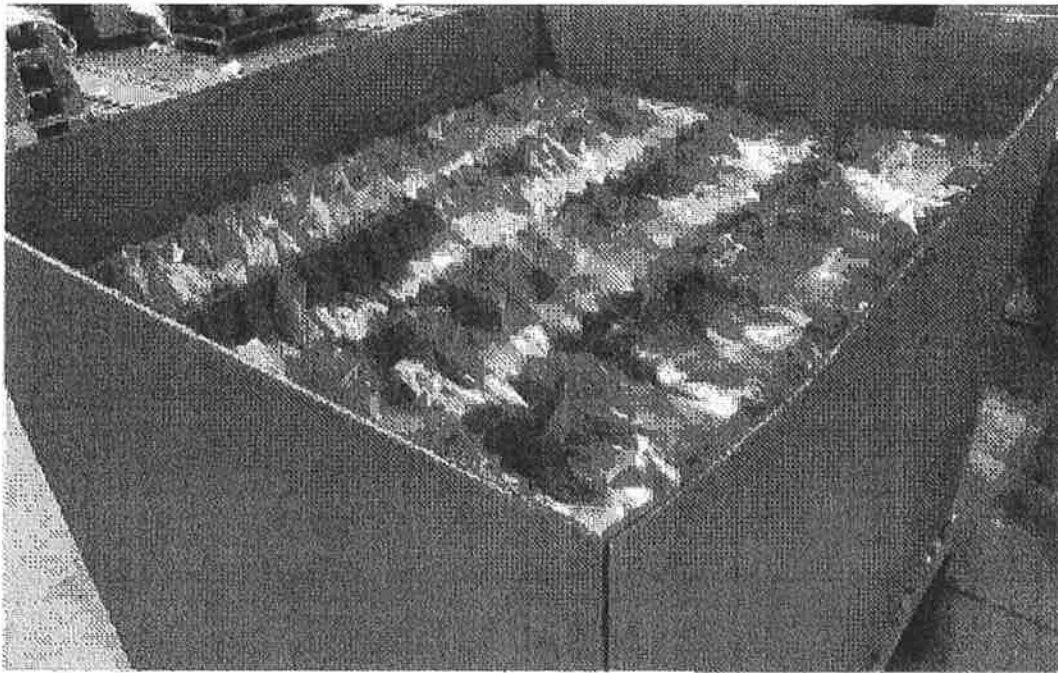
Component	Unit	Cost
Hardware, Qty: 100-200+		
Acer CB315-3H-C263 Intel N4000 4RAM 32GB 15.6-inch NON-TOUCH		<b>\$230.00</b>
<b>Part Number: NX.HKBAA.002</b>		
Google Chrome Management License		
Educational Version		\$29.50
2 Year Warranty (Fulfilled by Limitless USA)		
For functionality & accidental damage		\$10.00
White Glove Service + Asset Tagging		
Device unboxing, set up, & enrollment		\$10.00
Secure Handling & Green Delivery		
Delivery to Centerville, TN 37033		\$15.00
<b>Proposal Pricing (option 4) - CERTIFIED REFURBISHED</b>		
Component	Unit	Cost
Hardware, Qty: 100-200+		
LENOVO S330 Mediatek 2.1GHz 4RAM 32GB 14-inch NONTOUCH		<b>\$270.00</b>
<b>Part Number: 81JW0000US</b>		
Google Chrome Management License		
Educational Version		\$29.50
2 Year Warranty (Fulfilled by Limitless USA)		
For functionality & accidental damage		\$10.00
White Glove Service + Asset Tagging		
Device unboxing, set up, & enrollment		\$10.00
Secure Handling & Green Delivery		
Delivery to Centerville, TN 37033		\$15.00



3950 Ponderosa Way  
Las Vegas, NV 89118

## Green Delivery Description

Limitless USA bulk ship chromebooks in palletized Gaylord-style boxes with slotted foam or cardboard dividers to eliminate excess packaging and extra boxes. Not only does this shipping technique speed up the unloading process but also saves the time of disposing of empty individual boxes. Once chromebooks are removed by Gaylord-style boxes, they are compressed into reusable cardboard bales to be recycled.





3950 Ponderosa Way  
Las Vegas NV 89118  
United States  
818-658-1380

## Statement of School Computer Experience & References

*Our team has extensive experience with the preparation aspect of service such as loading software, instituting mobile device management, and asset tagging as requested by buyer.*

### Reference #1:

#### Clark County School District

Contact: Purchasing and Contracts Coordinator - Veronica Jackson

Address - 500 Whitehead Road Athens, GA 30606

E: [jacksonv@clarke.k12.ga.us](mailto:jacksonv@clarke.k12.ga.us) / O: 706-546-7721

### Reference #2:

#### Downingtown Area School District

Contact: Matt House

Address - 540 Trestle Place Downingtown, PA 19335

E: [mhouse@dasd.org](mailto:mhouse@dasd.org) / O: 610-269-8460

### Reference #3:

#### Salem Middle/High School

Contact: Rob Carpo

E: [carpo@salemnj.org](mailto:carpo@salemnj.org) / O: 856-935-3900 ext. 3540

PASSION CREATIVITY & TEAMWORK

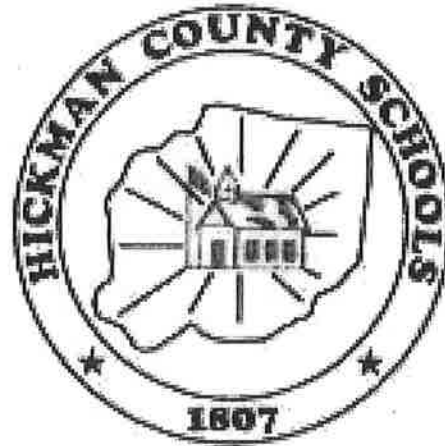
# RTI<sup>®</sup>

RIVERSIDE TECHNOLOGIES, INC.

105 Gateway Drive | North Sioux City, SD 57049

## Request for Proposal for

### **Hickman County Schools Chromebooks and Chrome Management Licenses**



### **Hickman County Schools**

114 North Central Ave Suite 203  
Centreville, TN 37033



April 21, 2021

Brad Gilbert  
Hickman County Schools  
114 North Central Ave Suite 203  
Centreville, TN 37033

Dear Brad Gilbert,

Riverside Technologies, Inc. (RTI) is pleased to provide Hickman County Schools with the following response to request for proposal "***Chromebooks and Chrome Management Licenses***". We are confident that our Chromebook solution provided by our education solution team will exceed your expectations for affordability, quality, performance and customer support.

Driven by passion, creativity and teamwork, RTI is committed to providing you with the best hardware and customer service possible. With years of experience in engineering, technology support, Chromebook deployments, and customer service your account management team stands ready to assist you. RTI has deployed over 150,000 Chromebooks successfully for multiple school districts across the United States. RTI can provide the following services to Hickman County Schools:

- **Asset Tagging/Reporting:** RTI labels each system with an identification tag. Your Asset Management information is detailed in a report that includes: bar-coded asset numbers, computer manufacturer, model number, serial number and any other custom information requested.
- **Green Delivery:** RTI removes all packaging materials and disposes of, or recycles the materials. RTI bulk ships your orders in our custom shipping container that minimizes waste, is easily collapsible and recyclable.
- **Google Enrollment:** RTI sets up your Chromebook to have the most up to date operating system and software.
- **Laser Engraving/Decals:** RTI's laser engraving helps you promote your brand and protect your investment.
- **Imaging:** Using your supplied image, we'll validate, load and test units to confirm there are no failures. Each system's hard drive is loaded to your exact specifications, so the units are ready to be used straight out of the box - saving valuable hours (and headaches).

We are aware that you are selecting a partner who has provided outstanding customer service, professionalism, advanced technical ability and premium product. We look forward to collaboration with your business and employees to make a difference in Hickman County Schools! Please do not hesitate to reach out with any questions to Todd Butters at (866) 804-4388 ext. 1427. We appreciate the opportunity to do business with you!

Sincerely,

**Kevin Heiss**  
**President**  
**Riverside Technologies, Inc.**  
Cell | 712-490-9981  
[kevinh@lrti.com](mailto:kevinh@lrti.com)

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**Bid Specifications for Chromebooks:**

Chrome OS

14 inch screen (non-touch) preferred

4 GB RAM preferred

16 GB Hard Drive Size Preferred

Wireless Compatible

USB and HDMI ports available

Headphone Jack

Prices are to include shipping and handling charges for delivery, asset tagging/configuration. Chromebooks should be named and enterprise enrolled to the proper school in Google Admin Console as determined by Hickman County Schools.

Any color choice is determined by Hickman County Schools.

12 month support warranty for Chromebook

Questions should be directed to Brad Gilbert, Technology Coordinator, via e-mail at [brad.gilbert@hickmank12.org](mailto:brad.gilbert@hickmank12.org)

A price breakout dependent on quantity purchased will be accepted. Bid prices will be good beginning July 1st, 2021 through June 30, 2022.

# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: April 21, 2021 Name: Kevin Heiss

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: April 21, 2021 Signature: Kevin Heiss



Hickman County SD Chromebooks and Chrome Management Licenses 2021


Quote #b063538 v1


Prepared For:  
**Hickman County School District**  
Main  
Brad Gilbert  
115 Murphree Ave  
Centerville, TN 37033  
P: 9317293391 x-2229  
E: brad.gilbert@hickmank12.org

Prepared by:  
**Riverside Technologies**  
Todd Butters  
748 N 109th Court  
Omaha, NE 68154  
P: 866.804.4388 x-1427  
E: tbutters@riversidetechnologies.com

Date Issued:  
**04.20.2021**  
Expires:  
**05.20.2021**

Contract:

Hardware		Price	Qty	Ext. Price
1A715UT#ABA	 <b>HP Chromebook 14 G6 14" Chromebook - HD - 1366 x 768 - Intel Celeron N4020 Dual-core (2 Core) 1.10 GHz - 4 GB RAM - 32 GB Flash Memory - Chrome OS - Intel UHD Graphics 600 - English Keyboard - 13.50 Hour Battery Run Time - IEEE 802.11a/b/g/n/ac Wireless L</b>	\$259.00	1	\$259.00
RTSWR-T0023	<b>Google Management Console</b>	\$32.00	1	\$32.00
<b>Hickman County SD White Glove Services</b>	<b>Hickman County SD White Glove Services</b>	\$11.00	1	\$11.00
RTWHS-T0025	<b>Google Enrollment Service</b>		1	
RTWHS-T0003	<b>Asset Tag</b>		1	
RTWHS-T0002	<b>Green Delivery</b>		1	
			Subtotal:	<b>\$302.00</b>

Bags & Shields - * Contains Optional Items		Price	Qty	Ext. Price
<b>Hickman County 14 Chrome Case W Logo</b>	<b>Hickman County 14 Chrome Case W Logo</b>	\$20.50	1*	\$20.50
TPCCX-142-1401	 <b>Mobility Case 14" - Great fit for Chromebooks. Large accessory pocket in the front that is perfect for your power brick and other cords. Non-scratch interior lining. All around padding for protection. Water resistant coating. Slip pocket</b>		1	
RTWHS-T0009	<b>Embroidery Hickman County Schools Logo</b>		1	
			* Optional Subtotal:	<b>\$20.50</b>

Quote Summary	Amount
Hardware	\$302.00
<b>Total:</b>	<b>\$302.00</b>

*Optional Expenses	One-Time
Bags & Shields	\$20.50
<b>Optional Subtotal:</b>	<b>\$20.50</b>

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.



# HP Chromebook 14 G6

An essential, large-screen Chromebook for frontline workers, educators, and students

Seize your day with the durable HP Chromebook 14 G6 and its manageable, secured, and intuitive Chrome OS and Intel® processors.<sup>1</sup> Expand with future-ready USB-C™ and HDMI, get maximum uptime from a long-running battery, and prevent remote camera hacking with the optional HP Privacy Camera.<sup>2</sup>



## Designed for working and learning

- Master your to-do list with a 14" diagonal screen, Intel® processors<sup>1</sup>, Chrome OS, fast-charging battery, and up to 8 GB<sup>2</sup> memory and 128 GB<sup>2,3</sup> storage. Connect in dense areas with WLAN 802.11 ac<sup>4</sup>, MU-MIMO<sup>5</sup>, and HP Extended Range Wireless LAN.<sup>6</sup>

## Built for reliability

- Get a device built for everyday wear and tear with metal corner reinforcements. It undergoes a 70 cm drop test<sup>7</sup> on concrete, HP's Total Test Process<sup>8</sup>, and MIL-STD 810G testing.<sup>9</sup> The keyboard resists spills of up to 350 ml (12 oz) of water.<sup>8</sup>

## Designed for easy collaboration

- Collaborate in the room with an optional narrow bezel, wide viewing angle IPS screen<sup>2</sup>, wide-angle HD webcam, and dual mics. Add your display, projector or accessories with HDMI and USB-C™. Navigate in low light with the optional backlit keyboard.<sup>2</sup>
- Breathe easy with the low-maintenance, highly manageable, and secured Chrome OS. With automatic software updates through June 2026 and built-in anti-virus protection, your device is safe and always up to date.<sup>10</sup>
- Unplug and work at different sites throughout the day with a long-running battery. Charge to 90% battery life in 90 minutes with HP Fast Charge.<sup>11</sup>
- Select a 14" diagonal, non-touch, anti-glare HD or FHD screen, HD touchscreen or anti-glare FHD touchscreen. Each has a narrow bezel so you see more of your work.<sup>2</sup>
- Never wonder if someone is watching you with the added peace of mind that comes from the optional, integrated HP Privacy Camera. The camera's physical shutter protects users from malicious surveillance.<sup>2</sup>
- Charge your Chromebook and USB-C™ accessories through the USB-C™ port, or add an optional HP USB-C™ dock to access your external display and USB-A accessories and connect to your wired network.<sup>13</sup>
- Easily deploy, manage, and control users, devices, and apps on 10s, 100s, and even 1000s of HP Chromebooks with Google's optional Chrome Enterprise Upgrade or Chrome Education Upgrade.<sup>2,12</sup>
- Customize your Chromebook with the latest apps, tools, extensions and themes.<sup>12</sup>
- Get access to Google's G Suite of office productivity software that keeps you productive and connected to your e-mail, calendars, documents, spreadsheets, slides, and more in the cloud.<sup>12</sup>
- Rely on support you can trust with HP's world-class limited warranty. Extend your protection to cover accidents, travel, next-business day needs, and more with optional HP Care Pack services.<sup>14</sup>

## HP Chromebook 14 G6 Specifications Table



Available Operating Systems	Chrome OS™ 64
Processor family	Intel® Celeron® processor
Available Processors <sup>1,2</sup>	Intel® Celeron® N4120 with Intel® UHD Graphics 600 (1.1 GHz base frequency, up to 2.6 GHz burst frequency, 4 MB cache, 4 cores) Intel® Celeron® N4020 with Intel® UHD Graphics 600 (1.1 GHz base frequency, up to 2.8 GHz burst frequency, 4 MB cache, 2 cores) Intel® Celeron® N4000 with Intel® UHD Graphics 600 (1.1 GHz base frequency, up to 2.6 GHz burst frequency, 4 MB cache, 2 cores)
Display size (diagonal)	14"
Maximum memory	8 GB LPDDR4-2400 SDRAM Onboard memory. Supports Dual Channel Memory.
Internal storage	16 GB up to 128 GB eMMC 5.0 <sup>3</sup>
Display <sup>7,9</sup>	14" diagonal HD SVA eDP anti-glare micro-edge WLED-backlit, 220 nits, 45% NTSC (1366 x 768) 14" diagonal FHD IPS eDP anti-glare micro-edge WLED-backlit, 250 nits, 45% NTSC (1920 x 1080) 14" diagonal HD SVA BrightView TOP micro-edge WLED-backlit touch screen, 220 nits, 45% NTSC (1366 x 768) 14" diagonal FHD SVA anti-glare TOP micro-edge WLED-backlit touch screen, 250 nits, 45% NTSC (1366 x 768)
Available Graphics	Integrated: Intel® UHD Graphics 600 <sup>7</sup> (Support HD Decode, DX12, and HDMI 1.4b.)
Audio	HD audio, dual speakers, dual array microphone
Wireless technologies <sup>5,6</sup>	Intel® Dual Band Wireless-AC 9560 802.11 a/b/g/n/ac (2x2) Wi-Fi® and Bluetooth® 5 Combo, non-vPro™ (MU-MIMO and Chromecast support)
Expansion slots	1 multi-format digital media reader (Supports SD, SDHC, SDXC.)
Ports and Connectors	2 USB 3.1 Gen 1; 1 USB 3.1 Type-C™ Gen 1 (Charge and video support, data transfer, power delivery); 1 Micro card reader; 1 headphone/microphone combo; 1 HDMI 1.4b (HDMI cable sold separately.)
Available Keyboards	Full-size island-style Chrome keyboard, cool gray, spill resistant, optional backlit <sup>8</sup>
Available Pointing Devices	Touchpad with multi-touch gesture support, taps enabled as default
Camera <sup>7,17</sup>	720p HD camera; HD Privacy webcam
Software included <sup>11</sup>	Chrome Enterprise Upgrade; Chrome Education Upgrade
Security management <sup>12</sup>	Nano Security lock slot; Google H1 Security Chip
Power	HP Smart 45 W USB Type-C™ adapter
Battery type	HP Long Life 2-cell, 47.36 Wh Li-ion polymer Battery is internal and not replaceable by customer. Serviceable by warranty.
Battery life <sup>13</sup>	Up to 13 hours and 30 minutes
Dimensions	12.85 x 8.93 x 0.72 in; 32.65 x 22.7 x 1.83 cm
Weight	Starting at 3.38 lb; Starting at 1.54 kg
Energy efficiency compliance <sup>15</sup>	ENERGY STAR® certified; EPEAT® 2019 Silver
Environmental specifications <sup>16</sup>	Low halogen; TCO 8.0 Certified
Warranty	HP Services offers 1-year limited warranties and 90 day software limited warranty options depending on country. Batteries have a default one year limited warranty except for Long Life batteries which will have same 1-year or 3-year limited warranty as the platform. Refer to <a href="http://www.hp.com/support/batterywarranty/">http://www.hp.com/support/batterywarranty/</a> for additional battery information. On-site service and extended coverage is also available. HP Care Pack Services are optional extended service contracts that go beyond the standard limited warranties. To choose the right level of service for your HP product, use the HP Care Pack Services Lookup Tool at: <a href="http://www.hp.com/go/cpc">http://www.hp.com/go/cpc</a> .

# HP Chromebook 14 G6

## Accessories and services (not included)

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HP 45W USB-C LC Power Adapter



Power and charge your HP Chromebook<sup>1</sup> from its USB-C™ port with the HP 45W USB-C LC Power Adapter.  
Product number: 1M201AA

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HP Recycled Series 15.6-inch Backpack



Helps protect the planet and your notebook<sup>1</sup> and daily essentials with the stylish, durable HP Recycled Series 15.6" Backpack, a carryall made from recycled plastics.<sup>2</sup>  
Product number: 5KN28AA

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HP USB-C/A Universal Dock G2



Get to work fast with one cable from your USB-A- and USB-C™-enabled notebooks<sup>1</sup> to your displays, devices, and wired network with the flexible, compact HP USB-C/A Universal Dock G2. The dock is driven by DisplayLink and compatible with notebooks from HP, Apple®, Dell, Lenovo, and more.<sup>2</sup>  
Product number: 5TW13AA

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HP Sure Key Cable Lock



Take the guess work out of securing your notebook, display, dock, and accessories with the removable, interchangeable heads of the HP Sure Key Cable Lock.<sup>1</sup>  
Product number: 6UW42AA

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HP Essential Backpack



The HP Essential Backpack is a great notebook carrying solution for both students and business professionals.  
Product number: H1D24AA

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HP Comfort Grip Wireless Mouse



The HP Comfort Grip Wireless Mouse features a 30-month battery life<sup>1</sup> and a bold, modern design that integrates seamlessly with HP Business Notebooks.  
Product number: H2L63AA

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Additional Services (Not included)



HP Care Pack

UQ990E - HP 3 year Pickup and Return Hardware Support for Notebooks  
UQ996E - HP 3 year Pickup and Return Hardware Support w/Accidental Damage Protection  
UQ994E - HP 3 year Next business day onsite Hardware Support w/Accidental Damage Protection

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# HP Chromebook 14 G6

## Messaging Footnotes

- <sup>1</sup> Multi-core is designed to improve performance of certain software products. Not all customers or software will necessarily benefit from use of this technology. Performance and clock frequency will vary depending on application workload and your hardware and software configurations. Intel's numbering branding and/or naming is not a measurement of higher performance.
- <sup>2</sup> Sold separately or as an optional feature that must be configured at the time of purchase.
- <sup>3</sup> For storage drives, GB = 1 billion bytes. Actual formatted capacity is less. Up to 5.1 GB is reserved for system recovery software.
- <sup>4</sup> Wireless access point and internet service required and sold separately. Availability of public wireless access points limited. Wi-Fi 5 (802.11 ac) is backwards compatible with prior 802.11 specs.
- <sup>5</sup> Multiple-Input Multiple-Output (MIMO) is a wireless technology that uses multiple transmitters and receivers to enhance data transfer. MIMO requires a MU-MIMO router, sold separately.
- <sup>6</sup> Based on internal testing vs. previous generation product with 802.11ac wireless LAN module.
- <sup>7</sup> Drop test is not a guarantee of future performance under these test conditions. Any accidental damage requires an optional HP Accidental Damage Protection Care Pack.
- <sup>8</sup> HP Total Test Process testing is not a guarantee of future performance under these test conditions. Any accidental damage requires an optional HP Accidental Damage Protection Care Pack.
- <sup>9</sup> MIL-STD testing is not intended to demonstrate fitness for U.S. Department of Defense contract requirements or for military use. Test results are not a guarantee of future performance under these test conditions. Any accidental damage requires an optional HP Accidental Damage Protection Care Pack.
- <sup>10</sup> See <https://support.google.com/chrome/a/answer/6220366?hl=en> for more information.
- <sup>11</sup> Recharges the battery up to 90% within 90 minutes when the system is off or in standby mode, when used with the power adapter provided with the notebook, and no external devices are connected. After charging has reached 90% capacity, charging speed will return to normal. Charging time may vary +/-10% due to System tolerance.
- <sup>12</sup> Internet access required and sold separately. Some apps may require purchase.
- <sup>13</sup> Sold separately. See product QuickSpecs for compatible HP docks.
- <sup>14</sup> HP Care Pack services sold separately. Service levels and response times for HP Care Packs may vary depending on your geographic location. Service starts on date of hardware purchase. Restrictions and limitations apply. For details, visit [www.hp.com/go/cpc](http://www.hp.com/go/cpc). HP services are governed by the applicable HP terms and conditions of service provided or indicated to Customer at the time of purchase. Customer may have additional statutory rights according to applicable local laws, and such rights are not in any way affected by the HP terms and conditions of service or the HP Limited Warranty provided with your HP Product.

## Technical Specifications Footnotes

- <sup>1</sup> Multicore is designed to improve performance of certain software products. Not all customers or software applications will necessarily benefit from use of this technology. Performance and clock frequency will vary depending on application workload and your hardware and software configurations. Intel's numbering, branding and/or naming is not a measurement of higher performance.
- <sup>2</sup> Processor speed denotes maximum performance mode; processors will run at lower speeds in battery optimization mode.
- <sup>3</sup> For storage drives, GB = 1 billion bytes. Actual formatted capacity is less. Up to 6.1 GB is not user available.
- <sup>4</sup> Google Drive offer is tied to this device and is non-transferable. If this device is returned, the extra storage will be revoked. In order to redeem this offer, you will need to be on Chrome OS™ Z3 or later. Internet access is required and not included. Additional information about storage plan refunds, renewals, cancellations and expiration is available at the Google website: <https://support.google.com/chromebook/answer/2703646?hl=en>.
- <sup>5</sup> Wireless access point and internet service required and sold separately. Availability of public wireless access points limited.
- <sup>6</sup> Multiple-Input Multiple-Output (MIMO) is a wireless technology that uses multiple transmitters and receivers to enhance data transfer. MIMO requires a MU-MIMO router, sold separately.
- <sup>7</sup> HD content required to view HD images.
- <sup>8</sup> Backlit keyboard is an optional feature.
- <sup>9</sup> Resolutions are dependent upon monitor capability, and resolution and color depth settings.
- <sup>11</sup> Chrome Enterprise Upgrade and Chrome Education Upgrade are sold separately and require one-time setup, subscription, Google Admin Console, and your organization's domain. Please see <https://support.google.com/a/answer/60216>.
- <sup>12</sup> Security lock is sold separately.
- <sup>13</sup> Testing conducted by HP using Google Chrome OS power\_LoadTest. Battery life will vary and the maximum capacity of the battery will naturally decrease with time and usage and battery optimization activation. See <http://www.chromium.org/chromium-os/testing/power-testing> for test details.
- <sup>14</sup> HP Care Packs are sold separately. Service levels and response times for HP Care Packs may vary depending on your geographic location. Service starts on date of hardware purchase. Restrictions and limitations apply. For details, visit [www.hp.com/go/cpc](http://www.hp.com/go/cpc). HP services are governed by the applicable HP terms and conditions of service provided or indicated to Customer at the time of purchase. Customer may have additional statutory rights according to applicable local laws, and such rights are not in any way affected by the HP terms and conditions of service or the HP Limited Warranty provided with your HP Product.
- <sup>15</sup> Based on US EPEAT® registration according to IEEE 1680.1-2018 EPEAT®. Status varies by country. Visit [www.epeat.net](http://www.epeat.net) for more information.
- <sup>16</sup> External power supplies, power cords, cables and peripherals are not Low Halogen. Service parts obtained after purchase may not be Low Halogen.
- <sup>17</sup> HD Privacy webcam is sold separately or as an optional feature.

Sign up for updates [hp.com/go/getupdated](http://hp.com/go/getupdated)

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4AA7-6676, 2020 January 21



## Green Delivery

*Minimizing Waste and Lowering Cost*



At Riverside Technologies, Inc. (RTI), our innovative Green Delivery solution saves you valuable time and makes it easy for your organization to cost-effectively decrease your shipping waste. Optimal for large rollouts, Green Delivery will save you valuable hours of receiving, inventory, and deployment. We will handle the details so you don't have to.

### Benefits of Green Delivery

- Decreases your environmental impact
- Lowers your costs associated with disposing/recycling of shipping materials
- Increases your deployment efficiencies
- Adds an extra layer of security and protection to your delivery
- Streamlines large deployments to multiple locations
- Enables us to palletize and label each location's devices for quick, easy delivery

When you have a large organization, unpacking each device and disposing of the packaging can take several hours. We've come up with a solution that minimizes waste and streamlines your deployment process. Our innovative shipping containers are one of a kind. Designed to fit on a standard pallet, our reusable and recyclable containers help minimize waste by up to 95%, plus they are easily collapsible and recyclable.

### How It Works

- RTI's climate-controlled, secure warehouse receives your equipment.
- We remove, dispose, and recycle all packaging materials, saving you time and money.
- RTI can streamline your deployment process even more by combining your devices and accessories with our TechProducts360.com branded carrying cases that are embroidered with your logo.
- We bulk ship your units in our customized shipping container so that you can easily and quickly distribute your devices.

**Riverside Technologies, Inc. (RTI)** is an IT service provider specializing in managed services, IT hardware, warehouse services, and technology deployment. We understand your challenges, develop creative solutions, and provide unmatched responsiveness. We service corporate clients, educational institutions, and state and local governments nationwide. RTI is your complete IT source.



## Riverside Technologies, Inc. (RTI)

*Your Complete IT Source*

**Riverside Technologies Inc. (RTI)** is the next generation of an IT service provider. Beyond specializing in IT solutions—managed services, IT hardware, warehouse services, and technology deployment—we add our blend of passion, creativity, and teamwork. We understand your unique challenges, develop creative solutions, and provide unmatched responsiveness. RTI is **trusted** throughout the nation and across various industries for being a **complete IT source**.

### 1:1 Solutions

#### Tailored for You

Excellent equipment and trusted partnerships backed by RTI's expert customization.

### Managed Services

#### Filling the Gaps

An extension of your IT department, we hit your sweet spot, from simple IT support to complete outsourcing.

### Enterprise Solutions

#### Maximize Your ROI

Our start-to-finish solutions will help maximize your IT investment and achieve your business goals.

### Customization

#### Make a Statement

Customization solutions from RTI will create a complete, branded solution that makes a statement.

### Integration

#### Bring It All Together

No headaches, hassles, or wasted time. We'll make the integration process as seamless as possible.

### Deployment

#### Nailing the Details

Attention to detail is critical. We'll handle the little things to ensure ongoing success for your organization.

### Education

#### Smart Student Solutions

Simple, end-to-end answers to designing, integrating, and managing learning environments.

### Managed Print

#### Free Up Resources

Focus on your business and let RTI manage and optimize your printers and copiers.

### Assessments

#### Evolve Your IT

Our certified IT engineers complete various invaluable, industry-leading assessments.



# Riverside Technologies, Inc. (RTI)

Dedicated Team for:

## Hickman County Schools

### **Todd Butters, Account Executive**

Phone: 605-242-5028 Ext. 1427

Cell: 712-490-4910

tbutters@lrti.com

### **Bill Burke, Director of Sales - East**

Phone: 605-242-5028 Ext. 1017

Cell: 712-223-0351

bburke@lrti.com

### **Tristen Morris, Customer Service Specialist**

Phone: 866.804.4388 x1046

Fax: 866-812-5370

tmorris@lrti.com

### **Kevin Heiss, President**

Phone: 605-242-5028 Ext. 1002

Cell: 712-490-9981

kevinh@lrti.com



[www.RiversideTechnologies.com](http://www.RiversideTechnologies.com)



866.804.4388

## Invitation To Bid

The Hickman County Finance Office is accepting bids for Desktop Computers and Monitors.

Bid specifications are online at: [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal)

All bidders will be required to submit a conflict of interest disclosure form that can be obtained at [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal).

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Bids will be opened on Tuesday, April 27, 2021 at 11:00 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of bids and to waive any informalities that would prevent the acceptance of a better bid.

Present Penny Magberry  
Misty Weems

Bids Rec'd

Trox

System Liquidation Inc.

Hypertec Direct

Please see attached

# TROX™

**PARTNERING WITH EDUCATORS TO IMPROVE  
LEARNING AND MAKE IT MORE ACCESSIBLE**

## **HICKMAN COUNTY FINANCE OFFICE**

ITB: Desktop Computers & Monitors

Due: April 27, 2021 @ 11:00AM



**A TECHNOLOGY PROPOSAL CREATED FOR HICKMAN COUNTY FINANCE OFFICE**  
SUBMITTED ON APRIL 22, 2021  
SUBMITTED BY CDI DALLAS, LLC

**Barry Masters, Account Executive**  
Phone Number: 888-226-5727 Ext. 3892  
Fax Number: 905-946-3700  
Email Address: [bmasters@trox.com](mailto:bmasters@trox.com)

## The Evolution of the Trox Brand

For nearly 40 years, Trox has been helping educators, staff and students reach their goals by championing the ability to learn without limits.

**Our mission is simple:  
Improve learning and make it more accessible.**

With a solid understanding of when and how an investment should take place, we work with educators to optimize their technology investments so they can derive the greatest benefits and maximize overall value.

Trox is an affiliate group which is composed of Troxell Purchaser, LLC and its subsidiaries Troxell Communications, Inc., CDI Computer Dealers Inc., CDI Computers (US) Corporation, CDI Dallas LLC, and Lifespan International Inc. Trox affiliates are leading providers of computing and presentation solutions elementary education, higher education and government customers in the United States of America and Canada. Trox product offerings range from personal computing devices (laptop and desktop computers), software, interactive and non-interactive large format displays, cameras, video/broadcast equipment, and audio amplification equipment. Trox affiliates also provide various installation, maintenance, and asset disposal services to their customers and refurbish personal computers for resale.

Currently, the combined Trox affiliates serve the needs of 27 million students in the U.S., Puerto Rico, and Canada through strong relationships with thousands of public and private K12 schools and hundreds of higher learning institutions. Our end-to-end portfolio of over 100,000 products and services from over 800 technology vendors, combined with our personal and differentiated level of service sets us apart in the industry.

### **A Family of Companies Driven by a Passion for Improving Learning**

Understanding all Trox can offer is daunting, as the combinations are endless. The Trox brand represents several affiliate companies — each with its own set of directors and officers, and its own unique value to serve a set defined set of needs. This structure allows us to provide simplicity do doing business to our customers, while we continue to expand and grow. Yet, we can all work harmoniously, under the Trox brand umbrella, to help advance a single cause... learning without limits.

Contractually, you may partner with one or many of our affiliates. Yet, they work together behind the scenes to help you reap the benefits of scale, cost savings and services that come with a holding company with multiple affiliates. *Thus, Trox's unique value comes in helping educators, all with different needs, confidently plan, purchase, implement, use, maintain and sustain purpose-built education solutions – all from a related set of affiliates.*

Trox affiliate group is composed of Troxell Purchaser, LLC and its subsidiaries Troxell Communications, Inc., CDI Computer Dealers Inc., CDI Computers (US) Corporation, CDI Dallas LLC, and Lifespan International Inc. Trox affiliates are leading providers of computing and presentation solutions and services to K12 education, higher education and government customers in the United States and Canada. Trox product offerings cover a broad-spectrum including computing devices (e.g., laptop and desktop computers), software, interactive and

non-interactive large format displays, cameras, video/broadcast equipment, audio amplification equipment, peripherals and accessories. Trox affiliates also provide various services including installation, maintenance, warranty, and asset disposal to their customers, as well provide recertified devices for resale.

In 2020, we created the Trox brand. This made us the single biggest EdTech solutions provider in the United States. As we grow our partnership, you may be exposed to one or more of our affiliates depending on your needs. Our affiliates include:

- Troxell Communications, Inc.
- CDI Computer Dealers, Inc.
- CDI Computers (US) Corporation
- CDI Dallas, LLC
- Integrated AV Systems, LLC
- Lifespan International, Inc.

Each is part of a carefully executed strategy to hone our resources, skills, and offerings to provide the most diverse and scalable portfolio of education technology and services available. Together, we provide single-source simplicity to our education clients. That means you don't have to work with multiple independent providers to address your requirements.

## **Balancing Compliance with Convenience**

As with all successful growth, the laws and regulations require we remain structured a certain way to transact business compliantly. As we grow, we're carefully consolidating to a smaller number of affiliates to provide more versatility and simplicity of doing business.

For now, each affiliate operates independently with its own name, directors, officers, and FEIN for contractual purposes. Our affiliates include:

- Troxell Communications, Inc.
- CDI Computer Dealers, Inc.
- CDI Computers (US) Corporation
- CDI Dallas, LLC
- Integrated AV Systems, LLC
- Lifespan International, Inc.

In the future, the final state of Trox affiliates will be composed of two operating companies: a United States affiliate (Troxell Communications, Inc.) and a Canada affiliate (CDI Computer Dealers, Inc.) respectively. These affiliates will maintain separate tax/employer identification numbers indefinitely but will operate under the Trox brand name to provide single-source simplicity to our valued customers.

## Trox Group of Companies

Troxell Communications, Inc., Integrated AV Systems, LLC d.b.a. Summit Integration Systems, CDI Computer Dealers Inc., CDI Computers (US) Corp., CDI Dallas LLC, and LifeSpan International, Inc. (individually an "Affiliate" and collectively the "Companies") now compose a group that represents the Trox brand.

The Companies are currently marketing themselves under the Trox brand to bring awareness to the common ownership of the Affiliates. Under that common ownership, the Companies are positioned well to bring an unprecedented line of technology products and services to customers in the education market, but with respect to the legal substance of any purchase/sale between the Companies and a customer, the sale will represent a transaction with a single Affiliate. Contracts, purchase orders, and other documents to a sale should bear the full corporate name of a single Affiliate as determined by the relevant account executive, the product being sold, or the existing and unmodified contracts or agreements that cover such purchases/sales. Until at which time you are informed otherwise, each Affiliate will continue to transact business as a standalone entity under the same names and FEIN numbers as before. The business has not changed for any of the Companies in this regard.

For this project, CDI Dallas, LLC. will be the Affiliate contracting with Hickman County School District. If you have any further questions or need additional information about the company, please feel free to contact us.

Sincerely,

Michael Fabio  
Vice President of Finance  
Troxell Communications, Inc.  
Integrated AV Systems, LLC  
d.b.a. Summit Integration Systems  
michael.fabio@trox.com

Naipaul Sheosankar  
Chief Financial Officer  
CDI Computer Dealers Inc.  
CDI Computers (US) Corp.  
LifeSpan International, Inc.  
nsheosankar@cditechnologies.com

## Invitation To Bid

The Hickman County Finance Office is accepting bids for Desktop Computers and Monitors.

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Bids will be opened on Tuesday, April 27, 2021 at 11:00 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of bids and to waive any informalities that would prevent the acceptance of a better bid.

# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or other otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 4-21-21 Name: Michael Fabio, VP of Finance

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

N/A

I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 4-21-21 Signature: 

## **PART B SPECS FOR DESKTOP COMPUTERS & MONITORS**

Windows 10 Pro 64-bit Operating System

All-in-one desktop with built in webcams will be considered. If stand alone computer, SFF preferred.

HP or Dell preferred but other brands will be considered

Each CPU should come correctly provided with sysprep for an OOBE (out of box experience) that would allow for seamless domain addition and integration.

Each CPU should have no additional security programs, etc. other than what is included from Windows 10.

If all in one computer, must support HDMI display out

If stand alone computer, secondary video card supporting dual displays with VGA and HDMI Out (EVGA Brand Preferred, Fan-less Preferred)

8 GB memory minimum, 256 GB SSD minimum, 512 GB SSD preferred

DVD drive installed

Refurbished computers with 3-5 year replacement warranty will be considered

Delivery will be at the location requested by Hickman County Schools

Minimum 60 computers will be ordered with more possible

Bid price shall be good through June 30th, 2021

## **PART B SPECS FOR MONITORS**

HP or Dell preferred but other brands will be considered

21" - 24" inch screen size preferred

HD resolution preferred

Contact Brad Gilbert via e-mail at [brad.gilbert@hickmank12.org](mailto:brad.gilbert@hickmank12.org) if you need more information



CDI Dallas LLC

4675 E. Cotton Center Blvd. Suite 155  
Phoenix, AZ 85040

Quote Number: QUO-51663-45331  
Created On: 4/20/2021

**HICKMAN CO SCHOOL DISTRICT**

Contact: Brad Gilbert  
Email: brad.gilbert@hickmank12.org  
115 MURPHREE AVE  
CENTERVILLE, Tennessee, 37033-1443

**HICKMAN CO SCHOOL DISTRICT**

115 MURPHREE AVE  
CENTERVILLE, TN, 37033-1443

Terms: Net 30

FOB: Destination

Customer #: 51663

Expires: 6/30/2021

Item	Description	Sell Price	Qty	Ext.Price
<b>Dell recertified system</b>				
1	<b>DELL,OPTIPLEX 5050, SFF, I5 6500, 3.2 GHZ, DDR4, 8.0 GB, SSD 512GB, DVD, GB NIC</b> CDI Recertified Dell Keyboard Kit 5 YEAR PREMIUM EXTENDED WARRANTY (COMPUTER) Bulk pack PC 6 per box Windows 10 Professional 64 bit QLF-00574 ,NEW,EVGA,210 SDDR3 1GB D+V+HDMI with Low Profile bracket dual monitor support	\$384.95	60	\$23,097.00
				Non-Taxable
<b>OPTIONAL UPGRADE TO 16GB RAM</b>				
2	<b>OPTIONAL/ UPGRADE MEMORY TO 16GB RAMMEMORY 8GB, DDR4 2133 FOR PC, Dell Optiplex</b> MEMORY 4GB, DDR4 2133 FOR PC, Dell Optiplex installed	\$40.50	60	\$2,430.00
				Non-Taxable
3	<b>DELL,P2214HB, VGA &amp; DVI &amp; DISPLAYPORT, 22W LCD, BLACK/GREY</b> TROX RECERTIFIED WILL BE THIS MODEL OR ANOTHER DELL LCD WITH THE SAME SPECS. 5 YEAR PREMIUM EXTENDED WARRANTY (LCD MONITOR) LCD Bulk Pack Greater than 32 Units Resolution 1920 x 1080, full HD, Refresh 60 Hz Brightness 250 cd/m2  Contrast 1,000:1 Colors 16.7 Million  Response Time 8ms, full HD	\$86.00	60	\$5,160.00
				Non-Taxable
4	<b>DELL,ST2420LB, VGA &amp; DVI &amp; HDMI, 24W LCD, Black, REGULAR STAND</b> TROX RECERTIFIED WILL BE THIS MODEL OR ANOTHER DELL LCD WITH THE SAME SPECS. 5 YEAR PREMIUM EXTENDED WARRANTY (LCD MONITOR) LCD Bulk Pack Greater than 32 Units Resolution 1920 x 1080, full HD, Refresh 60 Hz  Response Time 5ms, full HD Brightness 250 cd/m2  Contrast 1,000:1	\$129.00	60	\$7,740.00
				Non-Taxable
5	<b>SHIPPING</b> SHIP WITH LIFTGATE	\$0.00	1	\$0.00
				Non-Taxable

**Subtotal \$38,427.00**  
**Total \$38,427.00**



**CDI Dallas LLC**  
4675 E. Cotton Center Blvd. Suite 155  
Phoenix, AZ 85040

Quote Number: QUO-51663-45331  
Created On: 4/20/2021

**Thank You,**



**BARRY MASTERS**

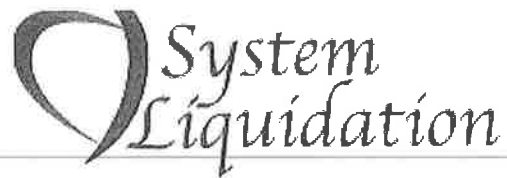
Account Executive  
O: 1-888-226-5727 #3892 C: 647-997-6219  
4675 E. Cotton Center Blvd. Suite 155  
Phoenix, AZ 85040  
[Website](#) | [Product Catalog](#)  
[Twitter](#) [Facebook](#) [LinkedIn](#)  
TroX: Formerly Troxell-CDI

## Covid Statement

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Due to unforeseen effects of the current COVID-19 outbreak, including but not limited to decreases in manufacturer operations and shipping, governmental restrictions and tariffs, and access to necessary sites/personnel, CDI Dallas, LLC may experience delays in receiving equipment from manufacturers.

Understand that we are in constant communication with our manufacturers and will keep you apprised of any potential changes in product availability or pricing, while working with you on solutions to mitigate downtime.



Hickman County Finance Office.  
114 North Central Avenue Suite 203  
Centerville, TN 37033

**Desktop Computers & Monitors Bid**

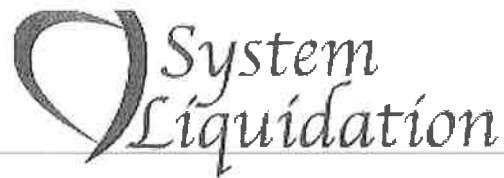
**Index**

- Page 1-4. Cover Letter.
- Page 5. Option 1 Quote and Description
- Page 6. Option 2 Quote and Description
- Page 7. Option 3 Quote and Description
- Page 8. Warranty Policy.
- Page 9. Product preparation and testing.
- Page 10. Conflict of Interest Disclosure Form

System Liquidation Inc  
1652, South 2<sup>ND</sup> Street  
Plainfield, NJ 07061  
Ph: 908-668-0008 X 322  
Fax: 908-668-0088  
Contact: Ken@systemliquidation.com



① A handwritten signature in black ink, appearing to be 'Ken', with a circled '1' to its left.



### **Company Overview**

System Liquidation. is North America's leading provider of refurbished information technology equipment. A Microsoft Authorized Gold Certified Partner and Refurbisher, we have access to millions of dollars of IT products from Tier 1 vendors like: HP, Dell, IBM, Lenovo, Samsung, and others. We have 2 warehouses-One 20,000 square foot located in New jersey and 2nd 75,000 square foot located in Ontario, Canada. We sell our top-quality equipment to many vertical including: Government, Education, Healthcare, Manufacturers and Value-Added Resellers. System Liquidation Inc offers a strategic approach to information technology resource management and provides a cost-effective IT solution to today's demanding marketplace. System Liquidation understands that corporate capital expenditures are continuously constrained by the ever-changing economic IT marketplace.

### **Company Strategy and Mission**

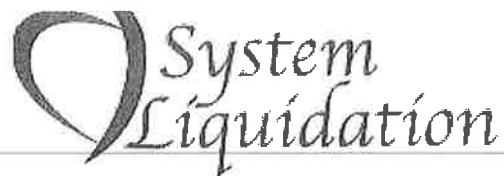
Through an efficient and diversified multi-channel marketing system, we provide customers a unique shopping experience by offering the best prices and great service on a broad selection of products and services. The mission of System Liquidation is to provide our customers with strategic cost-effective quality solutions to help resolve the continually evolving budgetary challenges associated with today's information technology.

### **Business Scope**

Asset Disposition planning is at the core of our business model. We help our partners with the safe and environmentally conscious removal of IT equipment as their technology needs evolve. Further, as much of this equipment continues to retain value, it is our goal to allocate top value to these devices toward the purchase of newer, current, and relevant IT devices.

**System Liquidation Inc**  
1652, South 2<sup>ND</sup>Street  
Plainfield, NJ 07061  
Ph: 908-668-0008 X 322  
Fax: 908-668-0088  
Contact: Ken@systemliquidation.com





### **Background and Workforce**

System Liquidation founded in 2007 Plainfield NJ. System Liquidation and their sister company employs over 100 individuals who have a wide range of industry certification including: MCSE's, CCNA's and A+. The number is expected to increase in the coming years. In addition to, our employee collectively has many years of relevant work experience with professional relationships within a multitude of industries. Our staff is also able to communicate in over 10 languages. This talented group of people possess post-secondary education in many fields including; Business, Computer Science, and Electronic Engineering.

System Liquidation are dedicated to continuous measurable improvement in all our activities, which meet our customer requirements. Honesty and trust and mutual respect will be the basis for all dealings with our associates, customers, suppliers and society at large. We will constantly strive to be the industry's best suppliers of high-quality products and services. We are committed to the continuous improvement of all that we offer our clients.

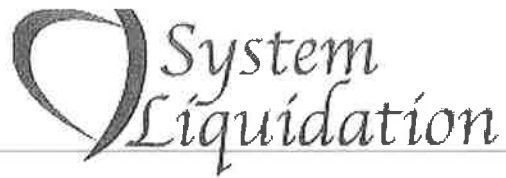
### **Trust**

We trust our customers implicitly and run our company accordingly. A good example is our warranty policy. When a customer needs to fulfill warranty, we no longer have to verify whether they are at fault or retrieve the damaged equipment first. Our clients simply tell us what parts are needed and we ship them. This way of thinking permeates through everything we do and the end result is that you never have to fight us to do what you want—we're always on the same side.

**System Liquidation Inc**  
1652, South 2<sup>ND</sup> Street  
Plainfield, NJ 07061  
Ph: 908-668-0008 X 322  
Fax: 908-668-0088  
Contact: [Ken@systemliquidation.com](mailto:Ken@systemliquidation.com)



③ A handwritten signature in black ink, appearing to be "Ken", with a circled number "3" to its left.



### **Financial and Business Viability**

System Liquidation Inc. confirms that we have not:

- a) Declared bankruptcy or made a voluntary assignment in bankruptcy;
- b) Made a proposal under any legislation related to bankruptcy or insolvency; or,
- c) Been subject to or instituted any proceedings, arrangement, or compromise with creditors including having had a receiving and/or manager appointed to hold its assets.

### **Proof of Insurance**

System Liquidation Inc. confirms that we are able to obtain Insurance Coverage for this assignment.

### **Deliverables**

System Liquidation Inc. confirms that we can complete and execute the Deliverables outlined in our submission document.

### **Non-Collusion**

System Liquidation Inc. certifies that this proposal is made without any previous understanding, agreement or connection with any person, firm, or corporation making a proposal for the same project, and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action.

### **Bid Compliance**

System Liquidation Inc. has complied with all bid requirements and agrees to the terms and conditions as outlined in the bid document.

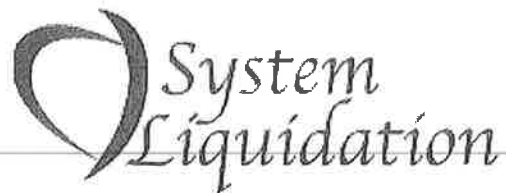
### **Willingness to Enter Into Agreement**

System Liquidation Inc. confirms that we are prepared to enter into an agreement with the School District.

**System Liquidation Inc**  
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(4) A handwritten signature in black ink, appearing to be "K" followed by a flourish.



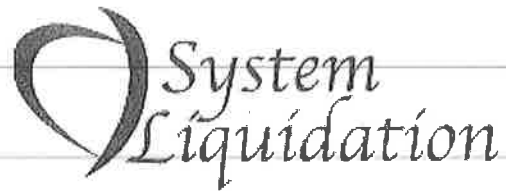
**Option 1: HP ELITEDESK 800 G1 SFF**

Model	HP ELITEDESK 800 G1 SFF
Processor	Intel Core i5-4570 3.2GHz 4th Gen
Ram	8GB DDR3 Ram
Video	EVGA GF 210 MODEL # 01G-P3-1313-KR <b>-BRAND NEW</b>
Sound	On-Board
Hard Drive	<b>512GB</b> Solid State Hard Drive
Optical Drive	DVD +/-RW
Network	10/100/1000 Onboard NIC
Operating System	Windows 10 Pro 64-Bit
Warranty	5 year on system. Video card carries manufacturer Warranty
Price	<b>\$264 Each Inclusive of Freight</b> Includes a USB Keyboard, Mouse and WIFI adaptor
Upgrade to 16GB Ram	Additional <b>\$28</b>

System Liquidation Inc  
1652, South 2<sup>ND</sup> Street  
Plainfield, NJ 07061  
Ph: 908-668-0008 X 322  
Fax: 908-668-0088  
Contact: Ken@systemliquidation.com



System Liquidation Inc.  
1652 South 2nd Street  
Plainfield, New Jersey 07063



**Option 2: HP EliteDesk 800 G2 SFF**

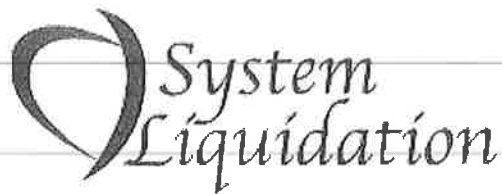
Model	HP EliteDesk 800 G2 SFF
Processor	Intel Core i5-6500 3.2GHz 6 <sup>th</sup> Gen
Ram	8GB DDR4 Ram
Video	EVGA GF 210 MODEL # 01G-P3-1313-KR - <b>BRAND NEW</b>
Sound	On-Board
Hard Drive	<b>512GB</b> Solid State Hard Drive
Optical Drive	DVD +/-RW
Network	10/100/1000 Onboard NIC
Operating System	Windows 10 Pro 64-Bit
Warranty	5 year on system. Video card carries manufacturer Warranty
<b>Price</b>	<b>\$295 Each Inclusive of Freight</b> Includes a USB Keyboard, Mouse and WIFI adaptor
Upgrade to 16GB Ram	Additional <b>\$28</b>

System Liquidation Inc  
1652, South 2<sup>ND</sup> Street  
Plainfield, NJ 07061  
Ph: 908-668-0008 X 322  
Fax: 908-668-0088  
Contact: Ken@systemliquidation.com



System Liquidation Inc.  
1652 South 2nd Street  
Plainfield, New Jersey 07063

6



**Option 3: Monitors**

Model	DELL 22" LCD GRADE A WIDESCREEEN
Screen Size	22"
Warranty	5 years
<b>Price</b>	<b>\$59 Each inclusive of Freight</b>
Includes	VGA cable, Display cable and Power cord

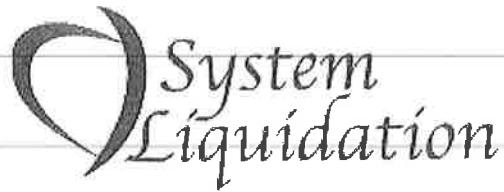
Model	HP 22" LCD GRADE A WIDESCREEEN
Screen Size	22"
Warranty	5 years
<b>Price</b>	<b>\$54 Each inclusive of Freight</b>
Includes	VGA cable, Display Cable and Power cord

System Liquidation Inc  
1652, South 2<sup>ND</sup> Street  
Plainfield, NJ 07061  
Ph: 908-668-0008 X 322  
Fax: 908-668-0088  
Contact: Ken@systemliquidation.com



**System Liquidation Inc.**  
1652 South 2nd Street  
Plainfield, New Jersey 07063

⑦



## Warranty Policy

System Liquidation Inc Re-Certified computers are scrutinized closely prior to shipment that we include a **5 Years parts replacement Warranty** on all of our fully Re-Certified Desktops.

No matter how good our hardware, or how thorough our process, a small percentage of our units will have "issues" during the course of the warranty period. If you do experience any trouble with your hardware, and your equipment is within the original warranty period, the process is simple: You call us or e-mail us – your choice.

If you call during our standard business hours of 9:30am to 5:30pm Eastern Time, you will be greeted by a live person and transferred to a technician dedicated to resolving your issue. You will be walked through a series of very basic steps to qualify and diagnose your specific issue. If it is determined that a replacement part is required, the replacement part will generally ship that same day.

When a warranty part is needed, a school staff member can contact either sales rep or their support staff for obtaining items needed. The communication can be via email or phone. To obtain a warranty part, provide the part needed along with the service tag on the machine that needs a replacement and the part will be sent out to the school at the address requested. Parts are usually shipped in 48-72 hrs, **We pay for shipping both ways.**

System Liquidation inc also offers the option of providing the school with buffer stock units, so that they can swap the units on-site. This can be discussed with your sales rep.

Customer support: Call 1-888-714-1545 Or Email [rma@systemliquidation.com](mailto:rma@systemliquidation.com)

System Liquidation Inc  
1652, South 2<sup>ND</sup> Street  
Plainfield, NJ 07061  
Ph: 908-668-0008 X 322  
Fax: 908-668-0088  
Contact: [Ken@systemliquidation.com](mailto:Ken@systemliquidation.com)



8

A handwritten signature in black ink, appearing to be "Ken", is written over a horizontal line.

## Product Preparation and Testing

All our products are originated from end of the lease corporate customers, ensuring they are the highest quality corporate grade models from clean office environments.

1. Asset Tag  
Every computer gets a unique asset tag number. This number is labeled, bar coded and scanned into our system allowing us to track every single component, every technician who tested it and other pertinent information (service work, custom upgrades, quality assurance, etc.)
2. Power up tests  
All the units we receive are powered up to make sure no immediate and obvious failures occurred during receiving.
3. Dust Removal  
Cases are removed and our state-of-the-art dust containment station uses a combination of pressurized air and suction system to remove every bit of dust from within the unit, including such hard-to-reach places as power supply and CPU fans.
4. Surface Cleaning  
Using non-toxic, environmentally friendly cleaners our cleaning team cleans all external surfaces. Specialized chemicals are used for specific cleaning tasks (sticker glue removed, general cleaning, etc.)
5. Total Cleaning  
Individual techs hand cleans each unit, paying special attention to hard-to-reach places as well as any grime missed by the surface cleaners.
6. Component Check  
Using custom diagnostic software each unit connects to our testing server where every single component is checked and verified. This both ensures that components are all working and that the unit has the same original components it was manufactured with (for proper imaging).
7. Windows Driver Test  
Units are plugged in and allowed to boot up fully to windows. Every driver is checked to make sure there are no conflicts or invisible hardware. Basic functions are tested as is the fidelity of the custom image. Units that pass the above tests are placed on the shelf ready for sale
8. Custom Imaging (Upon Request)  
Custom imaging is done on customer's request.

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Plainfield, NJ 07061  
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 **Microsoft**  
AUTHORIZED  
Refurbisher

⑨ 

# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: **April 20 2021** Name: **Rohit Gera**

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

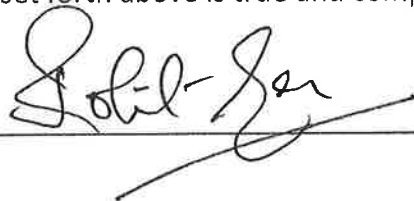
I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

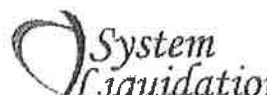
N/A

I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: **April 20 2021** Signature: \_\_\_\_\_

 4/20/2021

**System Liquidation Inc**  
1652, South 2<sup>ND</sup> Street  
Plainfield, NJ 07061  
Ph: 908-668-0008 X 322  
Fax: 908-668-0088  
Contact: Ken@systemliquidation.com

 **Microsoft**  
AUTHORIZED  
Refurbisher  
**System Liquidation Inc**  
1652 South 2nd Street  
Plainfield, New Jersey 07063

## Invitation To Bid

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The Hickman County Finance Office is accepting bids for Desktop Computers and Monitors.

Bid specifications are online at: [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal)

All bidders will be required to submit a conflict of interest disclosure form that can be obtained at [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal).

Sealed bids must be mailed or delivered to the Hickman County Finance Office, 114 North Central Avenue, Suite 203, Centerville, TN 37033 and clearly marked outside of the envelope "Desktop Computers & Monitors".

Bids will be opened on Tuesday, April 27, 2021 at 11:00 a.m. in the Finance Office.

The Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of bids and to waive any informalities that would prevent the acceptance of a better bid.

## PART B SPECS FOR DESKTOP COMPUTERS & MONITORS

Windows 10 Pro 64-bit Operating System

All-in-one desktop with built in webcams will be considered. If stand alone computer, SFF preferred.

HP or Dell preferred but other brands will be considered

Each CPU should come correctly provided with sysprep for an OOBE (out of box experience) that would allow for seamless domain addition and integration.

Each CPU should have no additional security programs, etc. other than what is included from Windows 10.

If all in one computer, must support HDMI display out

If stand alone computer, secondary video card supporting dual displays with VGA and HDMI Out (EVGA Brand Preferred, Fan-less Preferred)

8 GB memory minimum, 256 GB SSD minimum, 512 GB SSD preferred

DVD drive installed

Refurbished computers with 3-5 year replacement warranty will be considered

Delivery will be at the location requested by Hickman County Schools

Minimum 60 computers will be ordered with more possible

Bid price shall be good through June 30th, 2021

**UNIT PRICE: \$542.37 EXTENDED PRICE: \$32,542.20**

## PART B SPECS FOR MONITORS

HP or Dell preferred but other brands will be considered

21" - 24" inch screen size preferred

HD resolution preferred

**UNIT PRICE \$113.49 EXTENDED PRICE\$6,809.40**

Contact Brad Gilbert via e-mail at [brad.gilbert@hickmank12.org](mailto:brad.gilbert@hickmank12.org) if you need more information

**Hypertec Direct USA**

1868 E. Broadway Rd  
Tempe, Arizona 85282  
United States  
<http://www.hypertecdirect.com/>  
(P) 1-866-787-0426 (F) 480-626-9001

**Customer Notes**  
**Notes**

Delivery 30 Days ARO

<b>Quotation (Open)</b>	
<b>Date</b>	Apr 07, 2021 09:03 AM MDT
<b>Modified Date</b>	Apr 23, 2021 12:46 PM MDT
<b>Doc #</b>	69343 - rev 1 of 1
<b>Description</b>	DESKTOP COMPUTERS & MONITORS
<b>SalesRep</b>	Farfante, Stephen (P) 4806269000 ext. 4214
<b>Customer Contact</b>	Gilbert, Brad (P) 931.729.3391 brad.gilbert@hickmank12.org

**Customer**

Hickman County School System (HC12563)  
Gilbert, Brad  
114 North Central Avenue, Ste 203  
Centerville, TN 37033  
United States  
(P) 931-729-3391

**Bill To**

Hickman County School System  
114 North Central Avenue, Ste 203  
Centerville, TN 37033  
United States  
(P) 931-729-3391

**Ship To**

Hickman County School System  
114 North Central Avenue, Ste 203  
Centerville, TN 37033  
United States  
(P) 931-729-3391

**Shipping and Payment Info**

**Customer PO:**



**Terms:**  
Undefined

**Ship Via:**  
FedEx Ground

**Special Instructions:**

**Carrier Account #:**

**Products**

#	Image	Description	Part #	Tax	Qty	Unit Price	Total
1		Dell OptiPlex 3080 SFF - Core i3 10100 / 3.6 GHz - RAM 8 GB - SSD 256 GB - NVMe, Class 35 - DVD-Writer - UHD Graphics 630 - GigE - Win 10 Pro 64-bit - monitor: none - with 3 Years Hardware Service with Onsite - Disti SNS	MFY2Y	Yes	60	\$542.37	\$32,542.20
2		Dell E2221HN LED monitor - 21.5" (21.5" viewable) - 1920 x 1080 Full HD (1080p) @ 60 Hz - TN - 250 cd/m <sup>2</sup> - 1000:1 - 5 ms - HDMI, VGA - with 3 years Advanced Exchange Basic Warranty	DELL-E2221HN	Yes	60	\$113.49	\$6,809.40

**Subtotal:** \$39,351.60  
**Tax (9.7500%):** \$3,836.78  
**Shipping:** \$0.00  
**Total:** \$43,188.38

Hypertec Direct USA  
 1868 E. Broadway Rd  
 Tempe, AZ 85282  
 1-866-787-0426



## Dell OptiPlex 3080

SFF - Core i3 10100 / 3.6 GHz - RAM 8 GB - SSD 256 GB - NVMe, Class 35 - DVD-Writer - UHD Graphics 630 - GigE - Win 10 Pro 64-bit - monitor: none - with 3 Years Hardware Service with Onsite - Disti SNS



Manufacturer: Dell  
 Part #: MFX2Y  
 Printed On: Apr 23, 2021 12:51 PM MDT

### Main Specifications

Product Description	Dell OptiPlex 3080 - SFF - Core i3 10100 3.6 GHz - 8 GB - SSD 256 GB
Type	Personal computer - small form factor
Bundled Services	3 Years Hardware Service with Onsite - Disti SNS
Processor	Intel Core i3 (10th Gen) 10100 / 3.6 GHz (4.3 GHz) (Quad-Core)
Processor Main Features	Intel Turbo Boost Technology 2
Cache Memory	6 MB
Cache Per Processor	6 MB
RAM	8 GB (installed) / 64 GB (max) - DDR4 SDRAM - non-ECC
Storage Controller	SATA
Hard Drive	SSD 256 GB - PCI Express - M.2 - NVM Express (NVMe), Class 35
Optical Storage	DVD-Writer
Graphics Controller	Intel UHD Graphics 630
Audio Output	4 channel surround
Networking	GigE
Power	AC 120/230 V (50/60 Hz)
OS Provided	Windows 10 Pro 64-bit Edition
Color	Black
Dimensions (WxDxH)	3.6 in x 11.5 in x 11.4 in

Weight 11.07 lbs

### General

Type Personal computer

Bundled Services 3 Years Hardware Service with Onsite - Disti SNS

Product Form Factor Small form factor

Color Black

### Expansion / Connectivity

Bays 1 (total) / 1 (free) x internal 3.5"

Slots 1 (total) / 1 (free) x PCIe 3.0 x16 - half-height | 1 (total) / 1 (free) x PCIe 3.0 x1 - half-height | 1 (total) / 0 (free) x M.2 Card - 2230/2280 | 1 (total) / 1 (free) x M.2 Card - 2230

Interfaces 2 x USB 2.0 (2 in front) | 1 x LAN (Gigabit Ethernet) | 2 x USB 3.2 Gen 1 - Type A (2 front, 2 rear) | 2 x USB 2.0 (supports SmartPower On) | 1 x HDMI | 1 x DisplayPort | 1 x audio line-out | 1 x headphones/microphone (1 in front)

### Miscellaneous

Included Accessories M.2 caddy

Theft/Intrusion Protection Security lock slot (cable lock sold separately), chassis intrusion switch

Security Slot Type Kensington security slot

### RAM

Installed Size 8 GB / 64 GB (max)

Technology DDR4 SDRAM - non-ECC

Form Factor DIMM 288-pin

Slots 2 (total) / 1 (empty)

Configuration Features 1 x 8 GB

### Networking

Ethernet Controller Realtek RTL8111HSD-CG

Data Link Protocol Ethernet, Fast Ethernet, Gigabit Ethernet

### Power

Device Type Power adapter

Nominal Voltage AC 120/230 V (50/60 Hz)

Power Provided 200 Watt

80 PLUS Certification 80 PLUS Bronze

Efficiency 85%

### Environmental Parameters

Min Operating Temperature 50 °F

Max Operating Temperature 95 °F

Humidity Range Operating 20 - 80% (non-condensing)

### Storage Controller

Type 1 x SATA

### Cache Memory

Installed Size 6 MB

Cache Per Processor 6 MB

### Optical Storage

Type DVD-Writer DVD-Writer

### Monitor

Monitor Type None.

### Graphics Controller

Graphics Processor Intel UHD Graphics 630

Video Interfaces HDMI, DisplayPort

### Audio Output

Sound Output Mode 4 channel surround

Compliant Standards High Definition Audio

### Operating System / Software

OS Provided Windows 10 Pro 64-bit Edition

Software Microsoft Office (30 days trial)

### Hard Drive

Type SSD - M.2

Capacity 1 x 256 GB

Interface Type PCI Express

Features NVM Express (NVMe), Class 35

### Input Device

Type Mouse (on selected markets only), keyboard (on selected markets only)

### Dimensions & Weight

Width 3.6 in

Depth 11.5 in

Height 11.4 in

Weight 11.07 lbs

### Keyboard

Keyboard Name Dell KB216 Wired Keyboard

### Mouse

Mouse Name Dell MS116 USB Optical Mouse

Technology Optical

Interface USB

### Processor / Chipset

CPU Intel Core i3 (10th Gen) 10100 / 3.6 GHz

Max Turbo Speed 4.3 GHz

Number of Cores Quad-Core

CPU Qty 1

Max CPU Qty 1

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Processor Main Features Intel Turbo Boost Technology 2

Chipset Type Intel B460

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# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 04/23/2021 Name: HYPERTEC USA, INC.,(HYPERTEC DIRECT)

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 04/23/2021 Signature:   
Angela Marracino, Contract Manager



**Misty Shelton**  
**Director of Accountability**  
Hickman County Schools  
115 Murphree Avenue  
Centerville, Tennessee 37033

To: School Board Members  
From: Misty Shelton  
Date: May 2021

**2nd reading:**

**6.400- Student Guidance Program-** TSBA's model policy 6.400 is more condensed (see attached). It covers the information found in the board's current policies 6.400, 6.401, 6.406, and 6.407. This is not a change required by law, but they recommend it as a best practice to streamline the policy manual. Additionally, they recommend placing more detailed information about these types of programs in administrative procedures. Model policy is attached.

**6.402- Physical Examinations and Immunizations-**

TSBA has changed some language under the section on immunizations (see current board policy lines 21-24). They wanted to clarify that under state law, there is always a medical exemption available for vaccinations. The religious exemption, however, is not an option during an epidemic. While this legislation could change in the future, they wanted to be sure that the current state of the law was clear and reflected in those lines. Proposed changes are highlighted on the attached policy.

**Up for review:**

- 6.409 Reporting Child Abuse
- 6.410 Accidents and Illnesses
- 6.411 Student Wellness
- 6.413 Prevention and Treatment of Sports Related Concussions
- 6.414 Prevention and Treatment of Sudden Cardiac Arrest
- 6.415 Student Suicide Prevention
- 6.500 Special Education Students
- 6.501 Married and/or Pregnant Students
- 6.502 Foreign Exchange Students
- 6.503 Homeless Grant
- 6.504 Migrant Students
- 6.505 Students in Foster Care
- 6.506 Students from Military Families

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

931-729-3391 ext. 2226

[misty.shelton@hickmank12.org](mailto:misty.shelton@hickmank12.org)

fax 931-729-3834

# Model Policy

[Click here to choose a school board.](#)

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Promoting Student Welfare</b>	Descriptor Code: <b>6.400</b>	Issued Date:
		Rescinds:	Issued:

The Director of Schools shall develop procedures to promote and protect the health and welfare of students. These should provide, at a minimum, for the following:<sup>1</sup>

1. Student guidance services;
2. School health services;
3. School psychological services; and
4. School social work services.

The development of these programs and the scope of the services provided shall be consistent with state law.<sup>1</sup>

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#### Legal References

1. TRR/MS 0520-01-03-.08(1)

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#### Cross References

Acquired Immune Deficiency Syndrome 5.401  
Attendance 6.200  
Drug-Free Schools 6.307  
Physical Examinations and Immunizations 6.402  
Student Communicable Diseases 6.403  
Acquired Immune Deficiency Syndrome 6.404  
Medicines 6.405  
Reporting Child Abuse 6.409  
Student Suicide Prevention 6.415

# Hickman County Board of Education

	Descriptor Term: <b>Student Guidance Program</b>	Descriptor Code: <b>6.400</b>	Issued Date: <b>12/03/18</b>
		Rescinds: <b>6.400</b>	Issued: <b>08/02/99</b>

1 Each school shall provide a guidance program for all students through the cooperative efforts of the  
2 principal, teachers and guidance counselor.<sup>1</sup>

3 The program of guidance services shall include such services and activities as:

- 4 1. Orientation of parents and students to the school program;
- 5 2. Student referral and/or welfare provisions;
- 6 3. Collection and maintenance of student data and record systems;
- 7 4. Student program planning and placement; and
- 8 5. Educational and occupational information for use by students, parents and teachers;

13 The classroom teacher, because of close contacts with the student, shall be a key person in the guidance  
14 program.

15 The high school guidance counselor shall provide leadership to teachers in the guidance area and help  
16 them in the selection of guidance tools and materials and in the administration and interpretation of  
17 individual or group tests.

18 School administrators are authorized to work with recognized groups who may furnish special services  
19 to students.

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Legal References

1. TRR/MS 0520-1-3-.08(1)(b)

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Cross References

Advanced College Placement 4.203  
Enrollment in College Level Courses 4.205  
Graduation Requirements 4.605  
Testing Programs 4.700

# Hickman County Board of Education

Descriptor Term: <b>Physical Examinations and Immunizations</b>	Descriptor Code: <b>6.402</b>	Issued Date: <b>12/03/18</b>
	Rescinds: <b>6.402</b>	Issued: <b>11/04/12</b>

## PHYSICAL EXAMINATIONS<sup>1</sup>

The principal shall ensure that there is a complete physical examination of each student prior to:

1. Entering school for the first time.<sup>2</sup> This applies to kindergarten, first grade and other students for whom there is no health record; and
2. Participation as a member of any athletic team or in any other strenuous physical activity program.<sup>3</sup>

Cost of the examination shall be borne by the parent or guardian of the student. These records shall be on file in the principal's office.

Screening tests for vision, hearing, scoliosis and lice will be conducted. Parents/Guardians will receive written notice of any screening result that indicates a condition that might interfere or tend to interfere with a student's progress.

In general, the school district will not conduct physical examinations of a student without parental consent to do so or by court order, unless the health or safety of the student or others is in question.<sup>4</sup>

## IMMUNIZATIONS

No students entering school, including those entering kindergarten or first grade, those from out-of-state and those from nonpublic schools, will be permitted to enroll (or attend) without proof of immunization, as determined by the Commissioner of Public Health.<sup>1,3</sup> It is the responsibility of the parents or guardians to have their children immunized and to provide such proof to the principal of the school which the student is to attend.<sup>5</sup>

Exceptions will be granted to any student whose parent/guardian files with school authorities a signed, written statement that such measures conflict with the one of the following:

1. His/her religious tenets and practices if in the absence of an epidemic or immediate threat of an epidemic;<sup>6</sup> or
2. Due to medical reasons if the student has a written statement from his/her doctor excusing him/her from the immunization.<sup>7</sup>

Proof of exceptions will be in writing and filed in the same manner as other immunization records.

- 1 The Director of Schools shall ensure that appropriate immunization records are maintained for each
- 2 student.
- 3 A list of transfer students shall be kept at each school throughout the school year in order that their
- 4 records can be monitored by the Department of Health and Environment.

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Legal References

1. 20 USCA § 1232h(c)
2. TRR/MS 0520-1-03-.08(2)(a)
3. TRR/MS 0520-01-03-.08(2)(b)
4. Tennessee School Health Screening Guidelines,  
[https://www.tn.gov/content/dam/tn/education/csh/csh\\_school\\_health\\_screening\\_guidelines.pdf](https://www.tn.gov/content/dam/tn/education/csh/csh_school_health_screening_guidelines.pdf)
5. TCA 49-6-5001(a), (c)
6. TCA 49-6-5001(b)(2)

<b>Hickman County Board of Education</b>			
	Descriptor Term: <b>Reporting Child Abuse</b>	Descriptor Code: <b>6.409</b>	Issued Date: <b>10/05/20</b>
		Rescinds: <b>6.409</b>	Issued: <b>02/04/19</b>

1 *General*

2 The Director of Schools shall:<sup>1</sup>

- 3 1. Designate one employee as the Child Abuse Coordinator (the Coordinator) and an additional  
4 employee to serve as the Alternate Child Abuse Coordinator (the Alternate) for each school;  
5  
6 2. Require that the Coordinator and the Alternate receive appropriate training;  
7  
8 3. Supply the Coordinator with all necessary resources;  
9  
10 4. Ensure that all school personnel annually complete the child abuse training program required  
11 by state law.<sup>2</sup>

12 The Coordinator shall assist any employee with appropriately reporting and responding to instances of  
13 child abuse or child sexual abuse.

14 **REPORTING**

15 All personnel shall be alert for any evidence of child abuse, sexual abuse, or neglect.<sup>3</sup> If personnel  
16 know or have reasonable cause to suspect child abuse, sexual abuse, or neglect, a report shall be filed  
17 immediately with the Coordinator, the Department of Children's Services (DCS), and law  
18 enforcement.<sup>4</sup>

19 The report shall include, to the extent known by the reporter:<sup>5</sup>

- 20 1. The name, address, telephone number, and age of the child;  
21  
22 2. The name, telephone number, and address of the parents or persons having custody of the child;  
23  
24 3. The nature and extent of the abuse or neglect; and  
25  
26 4. Any evidence to the cause or any other information that may relate to the cause or extent of the  
27 abuse or neglect.

28 The Director of Schools/designee shall develop reporting procedures, including sample indicators of  
29 abuse and neglect, and shall disseminate the procedures to all school personnel.

## 1 **CONFIDENTIALITY**

2 District employees shall keep all information regarding any child abuse confidential in accordance  
3 with state law.

## 4 **INVESTIGATIONS**

5 School administrators and employees have a duty to cooperate, provide assistance, and information in  
6 child abuse investigations<sup>6</sup> including permitting DCS teams to conduct interviews while the child is at  
7 school. The principal may control the time, place, and circumstances of the interview but may not  
8 insist that a school employee be present even if the suspected abuser is a school employee or another  
9 student. The principal is not in violation of any laws by failing to inform parent(s)/guardian(s) that the  
10 child is to be interviewed even if the suspected abuser is not a member of the child's household.<sup>7</sup>

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### Legal References

1. Public Acts of 2020, Chapter No. 708
2. TCA 37-1-408
3. TCA 37-1-403(a)(1); TCA 37-1-412; TCA 37-1-602; TCA 37-1-605(a)(4)
4. TCA 37-1-403(a)(2); Public Acts of 2020, Chapter No. 708
5. TCA 37-1-403(b)
6. TCA 37-1-611(b)
7. Tenn. Op. Atty. Gen. No. 87-101 (June 9, 1987)

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### Cross References

Recommendations and File Transfers 5.203  
Staff-Student Relations 5.610  
Interrogations and Searches 6.303  
Student Discrimination, Harassment, Bullying, Cyberbullying, and Intimidation 6.304  
Title IX & Sexual Harassment 6.3041  
Promoting Student Welfare 6.400

<b>Hickman County Board of Education</b>			
	Descriptor Term: <b>Accidents and Illnesses</b>	Descriptor Code: <b>6.410</b>	Issued Date: <b>02/04/19</b>
		Rescinds: <b>6.410</b>	Issued: <b>08/02/99</b>

1 Parent(s) of all students shall provide the schools with medical authorization which shall contain the  
 2 following information:

- 3 1. Parents' location and phone number during the school day;
- 4
- 5 2. The name, address and phone number of the student's physician(s);
- 6
- 7 3. Directions in the event that medical treatment is needed;
- 8
- 9 4. Information concerning a student's particular physical disability or medical condition.

10 The authorization will be required annually and will be kept on file in the principal's office.

11 If a student suffers an injury or becomes ill, the staff member in charge shall have the responsibility to  
 12 render first-aid or ensure that it is rendered.

13 In the event of serious injury or illness to a student, the parent(s) will be notified as to whether to pick  
 14 up the child at school or meet the child at the hospital. If the parent(s) cannot be reached, the student  
 15 will be transported to the hospital emergency room and the physician identified by the parent(s) on the  
 16 emergency medical authorization form will be notified of the accident. Efforts to notify the parent(s)  
 17 will continue until they are reached.

18 Principals will inform the director of schools immediately of any serious injuries suffered by students  
 19 while under jurisdiction of the school. A report of each accident taking place in a school will be filed in  
 20 the offices of both the principal and the director of schools. Forms for reporting accidents will be made  
 21 available from the office of the director of schools. In all accidents serious enough to require medical  
 22 attention or requiring the student to be taken home, or in all cases that the staff member in charge deems  
 23 desirable, reports will be made and filed as stated above.

24 No student will be taken and left at home or sent home unless a parent, or someone designated by the  
 25 parent(s), is at home to accept the responsibility of the student.

26 Parents who object to the procedures contained in this policy shall submit to the principal a written  
 27 emergency plan for his approval.

# Hickman County Board of Education

	Descriptor Term:  <b>Student Wellness</b>	Descriptor Code: <b>6.411</b>	Issued Date: <b>01/06/20</b>
		Rescinds: <b>6.411</b>	Issued: <b>02/04/19</b>

1 The Hickman County Board recognizes the value of proper nutrition, physical activity, and other  
2 health conscious practices and the impact that such practices have on student academic achievement,  
3 health, and wellbeing. In order to provide an environment conducive to overall student wellness, this  
4 policy shall be followed by all schools in the Hickman County School District.<sup>1</sup>

## 5 **COMMITMENT TO COORDINATED SCHOOL HEALTH**

6 All schools shall implement CDC's Coordinated School Health approach to managing new and existing  
7 wellness-related programs and services in schools and the surrounding community based on State law  
8 and State Board of Education CSH Standards and Guidelines. The district's coordinated school health  
9 coordinator shall be responsible for overseeing compliance with State Board of Education CSH  
10 Standards and Guidelines in the school district.

## 11 **SCHOOL HEALTH ADVISORY COUNCIL<sup>2,3</sup>**

12 An advisory council shall be established to serve as a resource to school sites for implementing  
13 policies. The council shall consist of individuals representing the school and community, including  
14 parents, students, teachers, school administrators, health professionals, school food service  
15 representatives, and members of the public. The primary responsibilities of the council include but are  
16 not limited to:

- 17 1. Developing, implementing, monitoring, reviewing and as necessary, making recommendations  
18 as to physical activity and nutrition;
- 19 2. Ensuring all schools within the district create and implement an action plan related to all  
20 School Health Index modules;
- 21 3. Ensuring results of the action plan are annually reported to the council; and,
- 22 4. Ensuring school level results include measures of progress on each indicator of the School  
23 Health Index.

24 The State Board of Education's Coordinated School Health and Physical Education Policies shall be  
25 used as guidance by the Council to make recommendations. The Hickman County School Board may  
26 consider recommendations of the Council in making policy changes or revisions.

27 Additionally, each school will have a Healthy School Team consisting of teachers, students, parents,  
28 and administrators.<sup>2</sup> The Team shall hold Healthy School Team meetings during the school year to  
29 assess needs and oversee planning and implementation of school health efforts.

1 The director of schools/designee will ensure compliance with the school Wellness Policy, to include an  
2 assessment of the implementation of the Wellness Policy and the progress made in attaining the policy  
3 goals. The assessment will be made available to the public.

#### 4 **COMMITMENT TO NUTRITION**

5 All schools within the Hickman County District shall participate in and are committed to offering  
6 school meals that are consistent with the USDA child nutrition programs, which may include but not  
7 be limited to, the National School Lunch Program, the School Breakfast Program, the Summer Food  
8 Service Program, and the After School Snack Program.<sup>4,5,6</sup>

9 Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given 10  
10 minutes of breakfast and 20 minutes after sitting down for lunch to enjoy healthy meals and relax in a  
11 pleasant environment. Good nutritional habits shall be encouraged. All food including vending  
12 machines, fundraising items, and concessions must meet guidelines set forth by the Healthy, Hunger-  
13 free Kids Act, 2010, Smart Snacks in Schools.<sup>4,5,6</sup> Schools shall follow the State Child Nutrition  
14 Program limit on days in which non-healthy foods may be used for fundraisers.

15 It is the intent of the Hickman County School District to protect and promote student's health by  
16 permitting advertising and marketing for only those foods and beverages that are permitted to be sold  
17 on the school campus, consistent with the District's wellness policy. Food and beverage marketing is  
18 defined as advertising and other promotions in schools. Food and beverage marketing often includes an  
19 oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage  
20 product made by the producer, manufacturer, seller, or any other entity with a commercial interest in  
21 the product.

22 All foods offered on the school campus may meet or exceed the USDA Smart Snacks in School  
23 nutrition standards including through: celebrations and parties, classroom snacks brought by parents,  
24 rewards, and incentives.

25 The school principal/designee shall be responsible for overseeing the school district's compliance with  
26 the State Board of Education Rules and Regulations for sale of food items in the school district.<sup>2,5,6</sup>

#### 27 **DISTRICT GOALS**

28 The Hickman County District will promote healthy nutrition through various activities, including  
29 nutrition related newsletters, informational links on the district website, healthy eating posters and  
30 bulletin boards in dining areas, and informational booths at various community functions. Nutrition  
31 Education will be offered as part of a standards based program designed to provide students with the  
32 knowledge and skills needed to promote and protect their health as outlined in the State Board of  
33 Education Health Education and Lifetime Wellness Standards. District nutrition goals, and  
34 measurement of their effectiveness, are updated annually in the state Coordinated School Health  
35 report.

## 1 **COMMITMENT TO PHYSICAL ACTIVITY AND PHYSICAL EDUCATION**<sup>7</sup>

2 The board recognizes that physical activity is extremely important to the overall health of a child.  
3 Schools shall support and promote physical activity. Physical activity may be integrated into any areas  
4 of the school program.

5 Physical Education classes shall be offered as part of a standards based program designed to provide  
6 developmentally appropriate moderate to vigorous physical activity as an integral part of the class. All  
7 physical education classes shall comply with the State Board of Education's Physical Education  
8 Standards. In addition to the district's physical education program, non-structured physical activity  
9 periods shall be offered as required by law. Supervised recess/physical activity shall be offered daily to  
10 all K-8 students.

11 Schools shall continue to offer after school sports and activities. Physical activity shall not be  
12 employed as a form of discipline or punishment.

## 13 **COMMITMENT TO CURRICULUM**<sup>3</sup>

14 All applicable courses of study should be based on State-approved curriculum standards.

## 15 **SCHOOL HEALTH INDEX**<sup>3</sup>

16 All schools within the district shall annually administer a baseline assessment on each of the  
17 recommended School Health Index modules. Results shall be submitted to the School Health Advisory  
18 Council and reported to the State Department of Education.

## 19 **COMPLIANCE**<sup>8</sup>

20 The superintendent/designee will ensure compliance with the school Wellness Policy, to include an  
21 assessment of the implementation of the Wellness Policy and the progress made in attaining policy  
22 goals.

### 23 *Recordkeeping*

24 Coordinated School Health will retain records to document compliance with the requirements of the  
25 wellness policy.

### 26 *Annual Notification of Policy*

27 Coordinated School Health will inform families and the public each year of information about the  
28 wellness policy, including updates and implementation status. This information will be made to the  
29 public via district website and/or district wide communications, and actively encourage their  
30 involvement.

### 31 *Triennial Progress Assessments*

32 Every three years, Coordinated School Health will evaluate compliance with the wellness policy to  
33 assess the implementation of the policy and include:

- 1       • Compliance with the wellness policy
- 2       • How the wellness policy compares to the wellness policy assessment tool
- 3       • Description of the progress made in attaining the goals of the wellness policy, which are the
- 4       annual goals found in the Coordinated School Health annual report.

5       The School Health Coordinator is responsible for managing the triennial assessment. The School  
 6       Health Advisory Council and the individual schools will monitor schools' compliance with the  
 7       wellness policy. Coordinated School Health will inform families and community members of the  
 8       availability of the triennial assessment via district website and/or district-wide communications.

#### 9       *Revisions and Updating the Policy*

10      The School Health Advisory Council will update or modify the wellness policy based on the results of  
 11      the annual School Health Index and triennial assessments. The wellness policy will be assessed and  
 12      updated as indicated at least every three years, following the triennial assessment. The District will  
 13      notify the public about the content of or any updates to the wellness policy annually through the  
 14      district website and/or district-wide communications.

#### 15     *Community Involvement, Outreach, and Communications*

16      The District is committed to being responsive to community input. Hickman School District will  
 17      actively communicate with representatives of the School Health Advisory Council and others can  
 18      participate in the development, implementation, and periodic review and update of the wellness policy  
 19      through a variety of means appropriate for the district.

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#### Legal References

1. TCA 49-1-1002
2. State Board of Education Policy 4.204
3. State Board of Education Policy 4.206
4. 42 USCA § 1758b (Section 204 of the Healthy, Hunger-Free Kids Act of 2010 (Public Law 111-296))
5. TRR/MS 0520-01-06
6. 7 C.F.R. § 210 and 220
7. TCA 49-6-1021
8. 7 C.F.R. § 210.31(f)

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#### Cross References

Student Suicide Prevention 6.415

# Hickman County Board of Education

Descriptor Term: <b>Prevention and Treatment of Sports-Related Concussions</b>	Descriptor Code: <b>6.413</b>	Issued Date: <b>02/04/19</b>
	Rescinds: <b>6.413</b>	Issued: <b>10/03/16</b>

1 A concussion is a traumatic brain injury caused by a direct or indirect blow to the head or body. In order  
2 to ensure the safety of students that participate in interscholastic athletics, it is imperative that student  
3 athletes, coaches, and parents are educated about the nature and treatment of sports related concussions.  
4 The Board recognizes that concussions can be a serious health issue and should be treated as such.

5 The Board adopts the guidelines and other pertinent information and forms developed by the Tennessee  
6 Department of Health to inform and educate coaches, school administrators, student athletes, and  
7 parent(s) / guardian(s) of the nature, risk and symptoms of concussions and head injuries. These  
8 guidelines and materials may be viewed on the Department of Health's website and shall be made  
9 available to interested parties through the Central Office.

10 This policy shall govern all activities and those individuals involved in those activities which constitute  
11 an organized athletic game or competition against another team or in practice or preparation for an  
12 organized game or competition. It does not govern those activities or individuals involved in those  
13 activities which are entered into for instructional purposes only or those that are incidental to a  
14 nonathletic program or lesson.

## 15 **REQUIRED TRAINING<sup>1</sup>**

16 The director of schools shall ensure that each school's athletic director and coaches, employed or  
17 volunteer, annually complete the *Concussion in Sports – What You Need to Know* online course. This  
18 course may be accessed online at [www.nfhslearn.com](http://www.nfhslearn.com).

19 Prior to the annual initiation of practice or competition, the following persons must review and sign a  
20 concussion and head injury information sheet approved by the Tennessee Department of Health: the  
21 director of schools, licensed healthcare professionals (if appointed), each school athletic director, and  
22 each coach, employed or volunteer.

23 In addition, prior to the annual initiation of practice or competition, all student athletes and their  
24 parent(s)/guardian(s) shall review the concussion and head injury information sheet approved by the  
25 Tennessee Department of Health. A form confirming this review shall be signed and returned by the  
26 student athlete, if the athlete is eighteen (18) years of age or older; or by the student athlete's parent (s) /  
27 guardian (s), for athletes younger than eighteen (18) years of age.

28 All documentation of the completion of a concussion recognition and head injury safety education course  
29 program and signed concussion and head injury information sheets shall be maintained by the director  
30 of schools or his/her designee for a period of three (3) years.

## 1 REMOVAL FROM ATHLETICS<sup>1</sup>

2 Any student athlete who shows signs, symptoms and/or behaviors consistent with a concussion during  
3 an athletic activity or competition shall be immediately removed for evaluation by a licensed healthcare  
4 professional, if available, and if not, by the coach or other designated individuals.

5 No student athlete who has been removed from an athletic activity or competition due to a concussion  
6 or suspected concussion shall be allowed to return to any supervised team activities involving physical  
7 exertion, including games, competitions, or practices, until the student athlete has been evaluated by and  
8 received written clearance on forms approved by the Department of Health from a licensed health care  
9 provider for a full or graduated return. "Health care provider" means a Tennessee licensed medical doctor  
10 (M.D.), osteopathic physician (D.O.), or a clinical neuropsychologist with concussion training or a  
11 physician's assistant (P.A.) with concussion training who is a member of a health care team supervised  
12 by a Tennessee licensed medical doctor or osteopathic physician.<sup>2</sup>

13 This requirement for clearance prior to a student athlete returning to an athletic activity shall not apply  
14 if there is a legitimate explanation other than a concussion for the signs, symptoms, and/or behaviors  
15 observed.

16 The director of schools or his/her designee shall ensure that all protocols approved by the Tennessee  
17 Department of Health or required by law relative to the provisions of this policy are followed and  
18 implemented within each school.

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### Legal References

1. TCA 68-55-502
2. TCA 68-55-501

# Hickman County Board of Education

	Descriptor Term:	Descriptor Code: <b>6.414</b>	Issued Date: <b>02/04/19</b>
	<b>Prevention and Treatment of Sudden Cardiac Arrest</b>	Rescinds: <b>6.414</b>	Issued: <b>03/07/16</b>

1 Sudden cardiac arrest (SCA) is a condition in which the heartbeat stops abruptly and unexpectedly,  
2 preventing blood flow to the brain, the heart, and the rest of the body. In order to ensure the safety of  
3 students that participate in interscholastic athletics, it is imperative that student athletes, coaches, and  
4 parents are educated about the nature and treatment of sudden cardiac arrest. The Board recognizes that  
5 sudden cardiac arrest is a serious health issue and should be treated as such.

6 The Board adopts the guidelines and other pertinent information and forms developed by the  
7 Tennessee Department of Health to inform and educate coaches, school administrators, student  
8 athletes, and parent(s) / guardian(s) of the nature, risk and symptoms of sudden cardiac arrest. These  
9 guidelines and materials may be viewed on the Department of Health's website and shall be made  
10 available to interested parties through the Central Office.

11 This policy shall govern all activities and those individuals involved in those activities which constitute  
12 an organized athletic game or competition against another team or in practice or preparation for an  
13 organized game or competition. It does not govern those activities or individuals involved in those  
14 activities which are entered into for instructional purposes only or those that are incidental to a  
15 nonathletic program or lesson.

## 16 **REQUIRED TRAINING<sup>1</sup>**

17 The director of schools shall ensure that each school's athletic director and coaches, employed or  
18 volunteer, annually complete the *National Federation of State High School Associations Elective*  
19 *Course – Sudden Cardiac Arrest* online course. This course may be accessed online at  
20 [www.nfhslearn.com](http://www.nfhslearn.com).

21 Prior to the annual initiation of practice or competition, the following persons must review and sign a  
22 sudden cardiac arrest information sheet approved by the Tennessee Department of Health: each school  
23 athletic director, licensed healthcare professionals (if appointed), and each coach, employed or  
24 volunteer.

25 In addition, prior to the annual initiation of practice or competition, all student athletes and their  
26 parent(s) / guardian(s) shall review the sudden cardiac arrest information sheet approved by the  
27 Tennessee Department of Health. A form confirming this review shall be signed and returned by the  
28 student athlete, if the athlete is eighteen (18) years of age or older; or by the student athlete's parent(s) /  
29 guardian(s), for athletes younger than eighteen (18) years of age.

1 All documentation of the completion of a sudden cardiac arrest education course program and signed  
2 sudden cardiac arrest information sheets shall be maintained by the director of schools or his/her  
3 designee for a period of three (3) years.

#### 4 **Removal from Athletics<sup>1</sup>**

5 Any student athlete who shows signs, symptoms and/or behaviors consistent with sudden cardiac arrest  
6 during or after an athletic activity or competition shall be immediately removed for evaluation by a  
7 licensed healthcare professional, if available, and if not, by a coach or other designated individuals.  
8 Signs, symptoms and/or behaviors include, but are not limited to: passing out; fainting; unexplained  
9 shortness of breath; chest pains; dizziness; racing heart rate; and extreme fatigue.

10 Student athletes who have been removed from an athletic activity or competition shall not return to any  
11 supervised team activities involving physical exertion, including games, competitions, or practices,  
12 until the student athlete has been evaluated by and received written clearance on forms approved by the  
13 Department of Health from a licensed health care provider for a full or graduated return.

#### 14 **Penalties<sup>1</sup>**

15 A coach found in violation of the provisions of this policy related to removal from play and return to  
16 play shall be subject to the following penalties:

- 17 1. For a first violation, suspension from coaching any athletic activity for the remainder of the  
18 season;
- 19 2. For a second violation, suspension from coaching any athletic activity for the remainder of the  
20 season and the next season; and
- 21 3. For a third violation, permanent suspension from coaching any athletic activity.  
22

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#### Legal References

1. TCA 68-6-101, et seq.

# Hickman County Board of Education

	Descriptor Term: <b>Student Suicide Prevention</b>	Descriptor Code: <b>6.415</b>	Issued Date: <b>02/04/19</b>
		Rescinds: <b>6.415</b>	Issued: <b>07/11/16</b>

1 The Board is committed to protecting the health and well-being of all students and understands that  
2 physical, behavioral, and emotional health are integral components of student achievement. Students  
3 are strongly encouraged to report if they, or a friend, are feeling suicidal or in need of help. Students  
4 will be provided information regarding The National Suicide Prevention Lifeline – 1-800-273-8255  
5 (TALK).

## 6 **PREVENTION<sup>1</sup>**

7 All district employees shall attend either the annual in-service training in suicide prevention or  
8 participate in other equivalent training approved by the director of schools. The training shall include,  
9 but not be limited to, identification of risk factors, warning signs, intervention and response  
10 procedures, referrals, and postvention.

11 The director of schools shall identify a district suicide prevention coordinator responsible for planning  
12 and coordinating the implementation of this policy. Each school principal shall designate a school  
13 suicide prevention coordinator to act as a point of contact in each school for issues relating to suicide  
14 prevention and policy implementation.

## 15 **INTERVENTION<sup>1</sup>**

16 Any employee who has reason to believe that a student is at imminent risk of suicide shall report such  
17 belief to the principal or designee. Belief that a student is at imminent risk of suicide shall include, but  
18 not be limited to, the student verbalizing the desire to commit suicide, evidence of self-harm, or a  
19 student self-refers.

20 Upon notification, the principal or designee shall ensure the student is placed under adult supervision.  
21 Emergency medical services shall be contacted immediately if an in-school suicide attempt occurs. The  
22 principal or designee shall contact the director of schools or designee as soon as practicable.

23 Prior to contacting the student's parent/guardian, the director of schools or designee shall determine if  
24 there could be further risk of harm resulting from parent/guardian notification. If parent/guardian  
25 notification could result in further risk of harm or endanger the health or well-being of the student, then  
26 local law enforcement and the Department of Children's Services shall be contacted.<sup>2</sup>

1 If appropriate, the director of schools or designee shall contact the student's parent/guardian and  
2 provide the following information:

- 3 1. Inform the parent/guardian that there is reason to believe the student is at imminent risk of  
4 suicide;
- 5 2. Assure the parent/guardian that the student is currently safe or inform the parent/guardian that  
6 emergency medical services were contacted;
- 7 3. Ask the parent/guardian whether he/she is aware of the student's mental state;
- 8 4. Ask the parent/guardian whether he/she wishes to obtain or has obtained mental health  
9 counseling for the student;
- 10 5. Provide the names of community mental health counseling resources if appropriate.

11 The director of schools or designee will seek parental permission to communicate with outside mental  
12 health care providers regarding a student. If the student is under the age of 18 and the parent/guardian  
13 refuses to seek appropriate assistance, the director of schools or designee shall contact the Department  
14 of Children's Services.<sup>2</sup>

15 The director of schools or designee shall document the contact with the parent/guardian by recording:

- 16 1. The time and date of the contact;
- 17 2. The individual contacted;
- 18 3. The parent/guardian's response; and
- 19 4. Anticipated follow-up.

20 The director of schools or designee shall ensure the student is under adult supervision until a  
21 parent/guardian or other authorized individual accepts responsibility for the student's safety.

22 Prior to a student returning to school, the director of schools or designee and/or principal shall meet  
23 with the student's parent/guardian, and student if appropriate. The parent/guardian shall provide  
24 documentation from a mental health care provider stating that the student has received care and is no  
25 longer a danger to themselves or others. The principal will identify an employee to periodically check  
26 in with the student to ensure the student's safety and address any problems with re-entry.

## 27 **POSTVENTION<sup>1</sup>**

28 Immediately following a student suicide death, the Crisis Team shall meet and implement the Crisis  
29 Management plan. At a minimum, the Crisis Management plan shall address the following:

- 30 1. Verification of death;
- 31 2. Preparation of postvention response to include support services;
- 32 3. Informing faculty and staff of a student death;
- 33 4. Informing students that a death has occurred; and
- 34 5. Providing information on the resources available to students.

35 The Crisis Team shall work with teachers to identify the students most likely to be impacted by the  
36 death in order to provide additional assistance and counseling if needed. Additionally, staff and faculty  
37 will immediately review suicide warning signs and reporting requirements. The director of schools or  
38 designee shall be responsible for all media inquiries.

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Legal References

1. TCA 49-6-1901, et seq.
2. TCA 37-1-403

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Cross References

News Releases, News Conferences and Interview 1.503  
Crisis Management 3.203  
Student Discrimination, Harassment, Bullying, Cyber-  
bullying and Intimidation 6.304  
Promoting Student Welfare 6.400  
Student Wellness 6.411

# Hickman County Board of Education

	Descriptor Term: <b>Special Education Students</b>	Descriptor Code: <b>6.500</b>	Issued Date: <b>02/01/21</b>
		Rescinds: <b>6.500</b>	Issued: <b>02/04/19</b>

1 Special education students between the ages of three (3) and twenty-one (21), inclusive, shall receive the  
2 benefit of a free appropriate public education. These students shall be educated with the general student  
3 population to the maximum extent appropriate and should be placed in separate or special classes only  
4 when the severity of the disability is such that education in regular classes, even with the use of  
5 supplementary aids and services, cannot be accomplished satisfactorily.<sup>1</sup>

6 Eligibility standards and options of service for special education services shall be based upon the criteria  
7 specified in state regulations.<sup>2</sup>

8 Students receiving special education services shall not be restrained except as permitted by state law and  
9 regulations.<sup>3,4</sup> The Director of Schools shall develop administrative procedures to govern the following:

- 10 1. Personnel authorized to use isolation and restraint;
- 11
- 12 2. Training requirements for personnel working with special education students; and
- 13
- 14 3. Incident reporting procedures.<sup>4</sup>

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#### Legal References

1. TCA 49-10-103(c)
2. TRR/MS 0520-01-09-.01
3. TCA 49-10-1301 *et seq.*
4. TRR/MS 0520-01-09-.23

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#### Cross References

Special Education 4.202  
Compulsory Attendance Ages 6.201  
Alternative Education 6.319

# Hickman County Board of Education

	Descriptor Term: <b>Married and/or Pregnant Students</b>	Descriptor Code: <b>6.501</b>	Issued Date: <b>02/04/19</b>
		Rescinds: <b>6.501</b>	Issued: <b>08/02/99</b>

1 Married students, pregnant students, and student-parents shall have the same educational opportunities—  
2 curricular and extracurricular—as all other students.<sup>1</sup> They shall be expected to assume the same  
3 responsibilities and abide by the same rules and regulations governing all students.<sup>2</sup>

4 These students shall be allowed to represent their school in all school activities. They shall further be  
5 eligible for elected offices and for receiving school honors and awards.

6 Pregnant students must inform the guidance counselor and/or school principal once aware of being  
7 pregnant in order that support services may be provided as needed. Upon verification by a physician that  
8 the pregnancy has reached a stage where the health of the student will be impaired, health services will  
9 be provided as for any other health-impaired student.<sup>3</sup>

10 No student shall bring a dependent child to the school premises for the purpose of child care during  
11 school hours.

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## Legal References

1. 20 U.S.C. § 1703
2. *State vs. Priest* 27 S. 2d 173 (1946); *In re Goodwin*, 39 S. 2d 731 (1949)
3. TRR/MS 0520-01-02-.10(3)

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## Cross References

Homebound Instruction 4.206

# Hickman County Board of Education

	Descriptor Term: <b>Foreign Exchange Students</b>	Descriptor Code: <b>6.502</b>	Issued Date: <b>02/04/19</b>
		Rescinds: <b>6.502</b>	Issued: <b>08/03/15</b>

1 Any foreign student is eligible for acceptance into the foreign exchange student program, provided  
2 he/she is participating through any agency endorsed by the Council on Standards for International  
3 Educational Travel and is sponsored by an individual or organization and has a J-1 visa.<sup>1</sup> Before approval  
4 by the Board, the exchange program representative must make written application on behalf of the  
5 student in the local school serving the host family by June 15 for the next academic year. No foreign  
6 exchange student shall be brought into the United States by the sponsor unless he/she has been accepted  
7 **in writing** as a student by the director of schools/designee of the school in which he/she is to be enrolled.  
8 The school may accept the student after determining the following:

- 9 1. The student will have a sufficient command of the English language to enable them to participate  
10 in the general curriculum;
- 11 2. Appropriate curriculum offerings can be provided for the student; and
- 12 3. An overcrowded situation will not be further aggravated.

15 Prior to enrolling a foreign student, the principal or designee shall require, in addition to a valid student  
16 visa, the following documentation:

- 17 1. Citizenship;
- 18 2. Birthdate;
- 19 3. Health/immigration records, appropriate Tennessee Immunization record: i.e. green card;
- 20 4. Custody (including phone number, name and address of person responsible for the student); and
- 21 5. School records, including a transcript of academics (in English).

26 Admission requirements and all other considerations and expectations shall be the same for foreign  
27 students as for United States students. Students will be accepted only in grades 9-12. No more than two  
28 (2) foreign students and no more than two of the same nationality shall be placed in one school.

29 Students must have had acceptable academic achievement in their native countries and must have been  
30 screened for maturity and ability to get the maximum benefit from an exchange program. Exchange  
31 students must have an adequate command of the English language and be able to function without special

1 assistance in regular classes. The principal shall be responsible for assignment to the appropriate grade  
2 level.

3 Each school shall name a faculty member as a student representative to serve as a liaison between the  
4 school and exchange program agency and as an adviser to exchange students. Contact person in Hickman  
5 County will be a counselor at the high school where the student will be enrolled.

6 The sponsoring individual/organization shall provide evidence to the school that the student will receive  
7 adequate financial support for the duration of his/her stay. Schools shall not hold fund-raising events to  
8 pay expenses incurred by exchange students.

9 Privately sponsored exchange students on an F-1 visa may be enrolled if an adult resident of the district  
10 has temporary guardianship and the student lives in the home of that guardian. Exchange students on an  
11 F-1 visa are required to pay tuition at the established district rate. F-1 visa student admission is limited  
12 to secondary schools and attendance may not exceed twelve (12) months.<sup>2</sup>

13 The sponsoring organization shall abide by all regulations of the Council on Standards for International  
14 Educational Travel, The State of Tennessee Department of Education, and the Hickman County Board  
15 of Education. Failure to do so could result in the refusal to continue education program for the exchange  
16 student in Hickman County.

17 The exchange student should be placed in the home of a host family which includes one or more students  
18 attending the particular high school or a family which has close contact with the school.

19 No exchange student will be issued a diploma from Hickman County Schools. However, each student  
20 will be allowed to participate in senior class activities for social interaction.

21 The area or state representative of the sponsoring organization will contact the high school counselor at  
22 least once a month for updates on the student.

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Legal References

1. 22 CFR § 62.25
2. Immigration and Nationality Act § 214  
(3)(m)(1)

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Cross References

School Admissions 6.203

## Hickman County Board of Education

Descriptor Term: <b>Homeless Students</b>	Descriptor Code: <b>6.503</b>	Issued Date: <b>02/04/19</b>
	Rescinds: <b>6.503</b>	Issued: <b>10/03/16</b>

1 A homeless student shall have equal access to the same free, appropriate public education as provided  
2 to other children and youths.<sup>1</sup>

3 Homeless students are individuals who lack a fixed, regular, and adequate nighttime residence.<sup>2</sup>  
4 Homeless students include:<sup>2</sup>

- 5 1. Students sharing the housing of other persons due to loss of housing, economic hardship, or  
6 similar reason; students living in motels, hotels, trailer parks, or camping grounds due to the lack  
7 of alternative adequate accommodations; students living in emergency or transitional shelters; or  
8 students abandoned in hospitals;
- 9 2. Students who have a primary nighttime residence that is a public or private place not designed  
10 for or ordinarily used as a regular sleeping accommodations for human beings;
- 11 3. Students living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or  
12 trains stations, or similar settings; and
- 13 4. Migratory students who are living in circumstances described above.

### 14 ENROLLMENT

15 Homeless students shall be immediately enrolled, even if the student is unable to produce records  
16 normally required for enrollment (i.e. academic records, immunization records, health records, proof of  
17 residency), or missed the district's application or enrollment deadlines.<sup>3</sup> Parents/guardians are required  
18 to submit contact information to the district's homeless coordinator.<sup>3</sup>

### 19 PLACEMENT

20 For the purposes of this policy, school of origin shall mean the school that the student attended when  
21 permanently housed or the school in which the student was last enrolled, including a preschool/pre-k  
22 program.<sup>9</sup> School of origin shall also include the designated receiving school at the next grade level when  
23 the student completes the final grade level served by the school or origin.<sup>4</sup>

24 Placement shall be determined based on the student's best interest.<sup>5</sup> At all times, a strong presumption  
25 that keeping the student in the school of origin is in the student's best interest shall be maintained, unless  
26 doing so would be contrary to a request made by the student's parent/guardian or the student in the case  
27 of an unaccompanied youth.<sup>6</sup> When determining placement, student-centered factors, including but not  
28 limited to impact of mobility on achievement, education, health, and safety shall be considered.<sup>6</sup> The  
29 choice regarding placement shall be made regardless of whether the student lives with their homeless  
30 parents/guardians or has been temporarily placed elsewhere.<sup>7</sup>

31 If it is not in the student's best interest to attend the school of origin, or the school requested by the  
32 parent/guardian or unaccompanied youth, the director or his/her designee shall provide a written

1 explanation of the reasons for the determination, in a manner and form that is understandable to the  
2 parent/guardian or unaccompanied youth.<sup>6</sup> The written explanation shall include a statement regarding  
3 the right to appeal the placement decision.<sup>6</sup> If the placement decision is appealed, the district shall refer  
4 the parent/guardian or unaccompanied student to the homeless coordinator, who shall carry out the  
5 dispute resolution process as expeditiously as possible and in accordance with the law.<sup>8</sup> Upon notice of  
6 an appeal, the director of schools shall immediately enroll the student in the school in which enrollment  
7 was sought pending a final resolution of the dispute, including all available appeals.<sup>8</sup>

## 8 **RECORDS**

9 Records ordinarily kept by the school shall be maintained for all homeless students. Information  
10 regarding a homeless student's living situation shall be treated as a student education record, and shall  
11 not be considered directory information.<sup>9</sup>

## 12 **SERVICES<sup>10</sup>**

13 The director of schools shall ensure that each homeless student is provided services comparable to those  
14 offered to other students within the district, including transportation, special education services,  
15 programs in career and technical education (CTE), programs for gifted and talented students, and school  
16 nutrition.

17 The director of schools shall designate a district homeless coordinator who shall ensure this policy is  
18 implemented throughout the district. The homeless coordinator shall ensure:

- 19 1. Homeless students are quickly identified and have access to education and support services, to  
20 include Head Start and district pre-k programs;
- 21 2. Coordination with local social service agencies and other entities providing services to homeless  
22 students;
- 23 3. Coordinate transportation, transfer of records, and other interdistrict activities with other school  
24 districts;
- 25 4. Coordinate transportation to the school or origin or choice for homeless students;
- 26 5. Refer homeless students and their families to health care services, dental services, mental health  
27 and substance abuse services, and housing services;
- 28 6. Assist homeless students in obtaining immunizations, medical or immunization records, and any  
29 additional assistance that may be needed;
- 30 7. Public notice of the educational rights of homeless students is disseminated in places frequented  
31 by parents/guardians of homeless students, including schools, shelters, public libraries, and soup  
32 kitchens; and
- 33 8. Unaccompanied youth are enrolled and informed of their status and independent students.

34 The director of schools shall develop procedures to ensure that homeless students are recognized  
35 administratively and that the appropriate and available services are provided for these students. The  
36 director shall ensure professional development is provided to school personnel providing services to  
37 homeless students.

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**Legal References**

1. 42 USCA §§ 11431 to 11435; McKinney-Vento Education Assistance Improvements Act of 2001, § 721
2. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 725
3. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(C)(i), § 722(g)(3)(H)
4. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(G)
5. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(A)
6. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(B)
7. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(F)
8. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(E)
9. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(D)
10. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(4) - (6)

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**Cross References**

Student Transportation 3.400  
Parent and Family Engagement 4.502  
Promotion and Retention 4.603  
School Admissions 6.203  
Student Assignments 6.205  
Transfers Within the System 6.206  
Migrant Students 6.504

<b>Hickman County Board of Education</b>			
	Descriptor Term: <b>Migrant Students</b>	Descriptor Code: <b>6.504</b>	Issued Date: <b>02/04/19</b>
		Rescinds: <b>6.504</b>	Issued: <b>11/04/02</b>

1 The Board directs the administration to identify migratory students in the district, as required by law,  
 2 and to develop written administrative procedures for ensuring that migrant students receive services for  
 3 which they are eligible. In developing and implementing a program to address the needs of migratory  
 4 students the district will:<sup>1</sup>

- 5 1. Identify migratory students and assess the educational and related health and social needs of each  
 6 student.
- 7
- 8 2. Provide a full range of services to migrant students including applicable Title I programs, special  
 9 education, gifted education, vocational education, language programs, counseling programs,  
 10 elective classes, fine arts classes, etc.
- 11
- 12 3. Provide migratory children with the opportunity to meet the same statewide assessment standards  
 13 that all students are expected to meet.
- 14
- 15 4. To the extent feasible, provide advocacy and outreach programs to migratory students and their  
 16 families and professional development for district staff.
- 17
- 18 5. Provide parents an opportunity for meaningful participation in the program.

19 If a migrant student is identified by the district, the director of schools or designee will notify the  
 20 Tennessee Department of Education and request assistance if needed.

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Legal References

- 1. 20 USCA §§ 6318, 6391, 6399

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Cross References

- School Admissions 6.203
- Homeless Students 6.503

# Hickman County Board of Education

	Descriptor Term: <b>Students in Foster Care</b>	Descriptor Code: <b>6.505</b>	Issued Date: <b>02/04/19</b>
		Rescinds: <b>6.505</b>	Issued: <b>01/09/17</b>

1 The Hickman County School System shall provide all students in foster care, to include those awaiting  
2 foster care placement, with a free and appropriate public education.

## 3 **ENROLLMENT**

4 Students in foster care, to include those awaiting foster care placement, shall be immediately enrolled,  
5 even if the student is unable to produce records normally required for enrollment (i.e. academic records,  
6 immunization records, health records, proof of residency), or missed the district's application or  
7 enrollment deadlines.<sup>1</sup>

## 8 **PLACEMENT**

9 The district and the child welfare agency shall determine whether placement in a particular school is in  
10 a student's best interest. Other parties, including the student, foster parents, and biological parents (if  
11 appropriate), shall be consulted. If the child has an IEP or a Section 504 plan, then the relevant school  
12 staff members shall participate in the best interest decision process. This determination shall be made as  
13 quickly as possible to prevent educational disruption.

14 Placement shall be determined based on the student's best interest. At all times, a strong presumption  
15 that keeping the student in the school of origin is in the student's best interest shall be maintained.<sup>2</sup> For  
16 the purposes of this policy, school of origin shall mean the school in which the student was enrolled,  
17 including a preschool/pre-k program, at the time of placement in foster care or at the time of a placement  
18 change if the student is already placed in foster care.<sup>3</sup>

19 When determining placement, student-centered factors including, but not limited to, the following shall  
20 be considered:

- 21 1. Preferences of the student;
- 22 2. Preferences of the student's parent(s) or education decision maker(s);
- 23 3. The student's attachment to the school, including meaningful relationships with staff and peers;
- 24 4. Placement of the student's siblings;
- 25 5. Influence of the school climate on the student, including safety;
- 26 6. The availability and quality of the services in the school to meet the student's educational needs;
- 27 7. History of school transfers and how they have impacted the student;
- 28 8. How the length of the commute would impact the student;
- 29 9. Whether the student is receiving special education and related services, and if so, the availability  
30 of those required services in a school other than the school of origin; and
- 31 10. Whether the student is an EL and is receiving language services, and, if so, the availability of  
32 those required services in a school other than the school of origin.

- 1 Transportation costs should not be considered when determining a student's best interest.
- 2 If it is not in the student's best interest to attend the school of origin, the director or his/her designee shall  
3 provide a written explanation of the reasons for the determination. The written explanation shall include  
4 a statement regarding the right to appeal the placement decision. If the placement decision is appealed,  
5 the district shall refer the student to the district coordinator for children in foster care, who shall carry  
6 out the dispute resolution process as expeditiously as possible and in accordance with the law.<sup>2</sup> Until the  
7 dispute is resolved, to the extent feasible, the student shall remain in his/her school of origin.<sup>2</sup>

## 8 **TRANSPORTATION<sup>3,4</sup>**

9 The district shall collaborate with the local child welfare agency to develop and implement clear and  
10 written procedures governing how transportation to a student's school or origin shall be provided,  
11 arranged, and funded. This transportation will be provided for the duration of the student's time in  
12 foster care.

13 The director of schools shall develop administrative procedures to provide for transportation of  
14 students in foster care.<sup>5</sup> These procedures must ensure that:

- 15 1. Students in foster care needing transportation to their schools of origin will promptly receive  
16 that transportation in a cost-effective manner and in accordance with federal law; and
- 17 2. If there are additional costs incurred in providing transportation to the school of origin, the  
18 district will provide such transportation if:
- 19 a. the local child welfare agency agrees to reimburse the district for the cost of such  
20 transportation;
- 21 b. the district agrees to pay for the cost; or
- 22 c. the district and local child welfare agency agree to share the cost.<sup>4</sup>

23 The district will ensure that a student in foster care, to include a student awaiting foster care placement,  
24 remains in his/her school of origin while any disputes regarding transportation costs are being  
25 resolved.

- 
- |   |   |
|---|---|
| 1. Elementary and Secondary Education Act (ESEA), as amended by ESSA (Pub. L. 114-95) § 1111(g)(1)(E)(ii)-(iii)   | Attendance 6.200<br>School Admissions 6.203 |
| <hr/>   |   |
| 2. Elementary and Secondary Education Act (ESEA), as amended by ESSA (Pub. L. 114-95), § 1111 (g)(1)(E)(i)-(iv)   |   |
| 3. Elementary and Secondary Education Act (ESEA), as amended by ESSA (Pub. L. 114-95), § 1111 (g)(1)(E)   |   |
| 4. Elementary and Secondary Education Act (ESEA), as amended by ESSA (Pub. L. 114-95), § 1112 (c)(5); § 475(4)(A) of the Social Security Act, 42 U.S.C. § 675(4)(A) |   |
| 5. Elementary and Secondary Education Act (ESEA), as amended by ESSA (Pub. L. 114-95), § 1112 (c)(5)(B)(i)  |   |

# Hickman County Board of Education

	Descriptor Term: <h2 style="text-align: center;">Students from Military Families</h2>	Descriptor Code: <h3 style="text-align: center;">6.506</h3>	Issued Date: <h3 style="text-align: center;">10/07/19</h3>
		Rescinds:	Issued:

1 *General*

2 The Director of Schools shall develop the necessary administrative procedures to ensure that students  
 3 with parent(s)/guardian(s) in the armed services are identified and that appropriate and available  
 4 services are provided for these students.<sup>1</sup>

5 **RELOCATION OF MILITARY SERVICE MEMBER<sup>2</sup>**

6 A student who does not currently reside within the school district shall be allowed to enroll if he/she is  
 7 a dependent child of a service member who is being relocated to Tennessee on military orders. To be  
 8 eligible for enrollment, the student will need to provide documentation that he/she will be a resident of  
 9 the school district on relocation.

10 Within fifteen (15) days of enrollment, the parent(s)/guardian(s) of the student shall provide proof of  
 11 residency within the school district.

12 **ABSENCES**

13 Principals shall provide students with a one (1) day excused absence prior to the deployment of and a  
 14 one (1) day excused absence upon the return of a parent/guardian serving active military service.

15 Principals shall also allow up to ten (10) excused cumulative absences per year for students to visit a  
 16 parent/guardian during a deployment cycle. The student shall provide documentation to the school as  
 17 proof of his/her parent's/guardian's deployment. Students shall be permitted to make up school work  
 18 missed during these absences.<sup>3</sup>

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Legal References

1. State Board of Education Policy 2.103
2. Public Acts of 2019, Chapter No. 138
3. TCA 49-6-3019

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Cross References

- Attendance 6.200  
 School Admissions 6.203

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name Boys & Girls Basketball

Proposed fundraising activities: Summer Team Camp  
for Middle school teams

Purposed Uses of funds raised

Purchase equipment, uniforms, ~~apparel~~ apparel

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

Boys & Girls teams & other schools' teams

Method by which school will receive profit Gate/concession/team  
entry fee

Requested by Zach Bentley  
Name/Title

Date March 18, 2021

Approved by Ima S. Sheppin  
Principal

Date 3-25-21

Approved by Michelle Hivert  
Director of Schools\*

Date 4/6/21

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

## PROPOSED FUNDRAISING ACTIVITIES



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

Fund/Account Name EHHS Cheerleading

Account Number 614

Proposed fundraising activities: paint party at Painted Grace studio in Dickson, TN

Purposed Uses of funds raised: uniform offset, competition fees, bus fees, signs

Expected Student involvement (school-wide or specific school organization): school / county-wide; families / friends of community

Method by which school will receive profit: check

Requested by: Rachel Smith  
Name/Title

4-7-21  
Date

Approved by: [Signature]  
Principal

4-8-21  
Date

Approved by: \_\_\_\_\_  
Director of Schools\*

\_\_\_\_\_  
Date

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

# PROPOSED FUNDRAISING ACTIVITIES



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

Fund/Account Name Family and Consumer Sciences

Account Number 820

Proposed fundraising activities: Sell food truck orders to teachers

Purposed Uses of funds raised: Used to buy classroom supplies.

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

Students in Culinary arts 2 will prepare, sell, and deliver the food to teachers.

Method by which school will receive profit: Cash or check from teachers.

Requested by: Charlotte Boehms

Name/Title

3/25/2021

Date

Approved by: *Andi Peon*

Principal

4-7-21

Date

Approved by: *Michelle Herbert*

Director of Schools\*

Date

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

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name Basketball Cheerleading

Proposed fundraising activities: Peach Sell in June/July

Purposed Uses of funds raised Uniforms/Jackets

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

Method by which school will receive profit Cash

Requested by Alison Stanley / HCHS Basketball cheer coach Date \_\_\_\_\_  
Name/Title

Approved by Ken D. East Date 4/19/2021  
Principal

Approved by Michelle Hewitt Date 4/21/21  
Director of Schools\*

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

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name Basketball Cheerleading

Proposed fundraising activities: Calendar- people sponsor a day- May

Purposed Uses of funds raised Camp/Uniforms

Expected student involvement (school-wide or specific school organization) Basketball Cheerleaders

Method by which school will receive profit Cash

Requested by Alison Stanley / Basketball Cheer Coach Date \_\_\_\_\_  
Name/Title

Approved by Ken D. Eoff Date 4/19/2021  
Principal

Approved by Michelle Albert Date 4/21/21  
Director of Schools\*

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

PROPOSED FUNDRAISING ACTIVITIES

Fund/account name HC HS Track Team

Proposed fundraising activities: Distribute Sponsorship letters. See attached letter

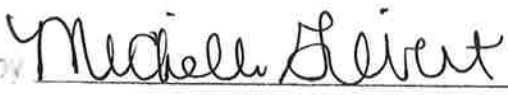
Purposed Uses of funds raised Uniforms, travel, equipments, team meals, and team entry fees.

Expected student involvement (school-wide or specific school organization) Due to Covid 19, there will be no student involvement.

Method by which school will receive profit Checks or Money Order

Requested by D.J. Key I.S.S. Teacher/Coach Date 3/22/21  
Name/Title

Approved by  Date 3/22/2021  
Principal

Approved by  Date 3/9/21  
Director of Schools\*

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

March 22, 2021

Re: Request for Hickman County High School Track team

Dear Prospective Sponsor,

I would first like to thank you in advance for taking time out of your busy schedule to read this letter and consider our needs.

On behalf of the players and management of the Hickman County High School Track team, it is with a great sense of hope that I write this letter to you. Without taking any more of your time, I would like to come straight to the point. The main aim of this letter is to request your individual sponsorship of our track team. Your support will be used for uniforms, travel, equipment, team meals, and team entry fees. All sponsors who contribute will receive recognition by sign, social media and event announcements.

We strongly believe that with your financial support, our team will become properly equipped and ready for success.

We are also encouraged by the fact that you are an avid supporter of our community and schools. We thank you in anticipation of your positive response. Hoping to hear from you soon.

Make checks payable to:  
HCHS Track Team  
1645 Bulldog Blvd  
Centerville, TN 37033

Yours truly,

DJ Key  
Head Coach  
HCHS Track Team

### PROPOSED FUNDRAISING ACTIVITIES

Fund/account name Physical Education / 905

Proposed fundraising activities: Concessions (during field day)

Purposed Uses of funds raised

To build PE fund

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

School wide

Method by which school will receive profit Selling snacks

Requested by Mason Rochelle / Physical Education Date 4-26-2021  
Name/Title

Approved by Mary Tidwell Date 4-26-21  
Principal

Approved by Michelle Bevent Date 4/27/21  
Director of Schools\*

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

\* cannot compete w/ lunch program -  
\* must follow guidelines for snacks

Exhibit 1

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name EHMS Cheer

Proposed fundraising activities: ~~World's finest chocolate bars~~  
World's finest chocolate bars

Purposed Uses of funds raised Team fees

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

Method by which school will receive profit Cash

Requested by Cayle Moutt  
Name/Title

Date 04-27-21

Approved by Bryan Ayfe  
Principal

Date 4/27/21

Approved by Michelle Hwert  
Director of Schools\*

Date 4/30/21

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

Exhibit 1

**PROPOSED FUNDRAISING ACTIVITIES**

Fund/account name Football - \$21 for 2021

Proposed fundraising activities: For each player to get 5 people to sponsor a player with \$21 donation

Purposed Uses of funds raised Equipment as needed, Game officials, Pre-game Meals

Expected student involvement (school-wide or specific school organization) Each Football Player

Method by which school will receive profit All \$21 goes toward football program. Goal: \$2500 - \$3000

Requested by Ryan Harrison/Coach Date 4-29-21  
Name/Title

Approved by Ina S. Shupier Date 4-29-21  
Principal

Approved by Michelle Hebert Date 4/30/21  
Director of Schools\*

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