



## Monday, May 18, 2026, AGENDA BOARD OF EDUCATION MEETING – 6:00 PM

### 1. CALL TO ORDER AND PLEDGE

- A. Establish a quorum and welcome visitors
- B. Pledge of Allegiance

### 2. CONSENT ITEMS - ADOPTION AND APPROVAL

- A. Minutes of the April 20, 2026, Board of Education meeting
- B. Financial Reports

#### **Description:**

- Financial Reports (Revenues & Expenditures) for the General Purpose, Federal Projects, School Nutrition, and Capital Projects Funds for the month of March 2026;
- Board Approval Listings of checks/electronic remittances paid during the month of March 2026;
- Budget revisions CP-BJ-01 and GP-BJ-06.

- C. Surplus/Obsolete Items

#### **Description:**

- Fairmount
- Tennessee Middle
- Tennessee High

- D. District Handbook

- E. Fiscal Agent

**Description:** Dr. Tudor is recommending board approval of David Adkisson as the Fiscal Agent for Bristol Tennessee City Schools for the term of July 1, 2026, through June 30, 2027.

### 3. RECOGNITIONS

- A. Employee Recognitions

**Description:** The Annual Employee Recognition Dinner will be held immediately following the board meeting in the dining hall of King University.

- B. Student Recognitions

#### **Description:**



<b>Future Business Leaders of America State Competition</b>	
Lily Hughes	Third Place Public Speaking

<b>Business Battle</b>	
Nancy Smith	Second Place \$1,000 Prize

<b>Skills USA State Officer Elections</b>	
Alexis Kennedy	Vice President of Skills USA for Tennessee

<b>Tennessee Association of School Librarians State Bookmark Contest</b>	
Greyson Jones	First Place, Digital Division
Daymara Ocampo	First Place, Hand-Drawn Division

<b>National Merit Scholarship Winner</b>	
Dominic Shipley	

<b>Bristol Optimist Club Oratory Contest</b>	
Penn Story	First Place



**ACTE Centennial Merch Contest Winner  
(National Contest for CTE)**

Lyla Pennington

**2026 MATE ROV Competition, East TN  
Regional  
MATE (Marine Advanced Technology  
Education)  
ROV (Remotely Operated Vehicle)  
Navigator Class (Underwater Robotics)  
First Place, Regional Champions**

THS JV Robotics Team  
(also known as Nordic Navigators)  
Mentor/Coach: Benji Lewis and Alyssa Ison  
Inaugural Season of the JV Robotics Team

Connor Stout (Team Captain, Co-CEO)  
Natalie Mays (Co-CEO)  
Austin Bush  
Collin Hankins  
Andrew Nolasco Miclos  
Kaylea Cunningham  
Kaylyn Conley  
Madison Hensley  
Oliver Magnan  
Tyler Hommel  
Esme Lin

4. **HEARING OF DELEGATES**

A. Anderson Elementary School

**Description:** Teachers will highlight the critical role of student data in guiding instruction and ensuring that the individual needs of each student are met. Building on this foundation, the presentation will then shift to emphasize the



importance of fostering positive school climates and strong relationships as key factors in student success.

5. **COMMENTS FROM THE PUBLIC**

**Description:**

The public may address the Board about any concerns except personnel matters. Personnel concerns should be addressed through the organizational structure until it becomes an agenda item.

- A. Comments from the Public
- B. Emergency Operations Public Comment

6. **NEW BUSINESS**

- A. Tenure Recommendations

**Description:** Dr. Tudor is recommending board approval of the following teachers for tenure.

1	Clark	Melissa	Haynesfield	Academic Tutor
2	Buckles	Rachel	Holston View	Speech/Language Pathologist
3	Holt	Joshua	Tennessee High	Computer Science
4	Littleton	Briona	Fairmount	Special Education
5	McMeans	Michael	Tennessee High	Physical Education
6	Pendleton	Joshua	Tennessee High	Social Studies
7	Rhea	Ashley	Haynesfield	Grade 2
8	Simcox	Jeffrey	Tennessee High	Welding
9	Taylor	Jesse	Tennessee High	History
1 0	Taylor	Judith	Avoca	Grade 2
1 1	Trivett	April	TOPS	English
1 2	Walker	Victoria	Anderson	SPED PreK



B. Behavioral Partnership Support Grant

**Description:** Dr. Tudor is recommending board approval of the Behavioral Partnership Support Grant.

C. 2027 CTE Perkins Basic Funding Application

**Description:** Dr. Tudor is recommending board approval of the 2027 CTE Perkins Basic Funding Application.

D. Policies on First Reading

**Description:**

- Policy 1.901 Charter School Applications
- Policy 3.600, Insurance Management
- Policy 5.103, Job Descriptions
- Policy 5.106, Application and Employment
- Policy 5.113, Inservice and Professional Learning Opportunities
- Policy 5.114, Personnel Records
- Policy 5.116, Staff Positions
- Policy 5.203, Recommendations and File Transfers
- Policy 5.3011, Bereavement Leave
- Policy 5.302, Sick Leave
- Policy 5.303, Personal and Professional Leave
- Policy 5.304, Extended Leaves of Absence
- Policy 5.305, Family and Medical Leave
- Policy 5.310, Vacations and Holidays
- Policy 5.400, Health Examinations Communicable Diseases
- Policy 5.403, Drug and Alcohol Testing
- Policy 5.404, Drug-Free Workplace
- Policy 5.600, Staff Rights Responsibilities



- Policy 5.602 Staff Time Schedules
- Policy 5.605, Staff Gifts and Solicitations
- Policy 5.606, Political Activities
- Policy 5.607, Non-School Employment
- Policy 5.610, Staff-Student Relations
- Policy 5.6021, Classification of Employees Full-time Part-time Employment Status
- Policy 5.700, Interim Employees
- Policy 5.701, Substitute Teachers
- Policy 5.800, Director of Schools
- Policy 6.204, Attendance of Non-Resident Students
- Policy 6.411, Student Wellness

E. FY 2025-2026 Amended Budget

**Description:**

- The General Purpose School Fund was amended to more closely align individual functions with expected expenditures. In addition, adjustments were made related to additional state grants awarded during the fiscal year. This resulted in an increase of \$164,777 in budgeted expenditures from the original to amended budgets as to not exceed budgeted amounts in each functional category.
- The School Capital Projects Fund was amended for projects/equipment carried over from the previous fiscal year and adjustments to projects/equipment planned for the current fiscal year. This resulted in an increase of \$402,500 in budgeted expenditures from the original and amended budgets as to not exceed budgeted amounts in the fund.
- The Federal Projects Fund is a non-budgeted fund per the City budget ordinance and guidance from the Office of the Comptroller of the Treasury. The fund does not require amendments outside those approved in TDOE's ePlan system.
- The School Nutrition Fund is not expected to require any budget amendments.

F. FY 2026-2027 Budget

**Description:** Dr. Tudor is recommending board approval of the FY 2026-2027 Budget.

G. Textbook Selection Committee

**Description:** Dr. Tudor is recommending board approval for the following to serve on the Textbook Selection Committee for the adoption of textbooks in the subject of K-5 ELA:



- Heather Boatman
- Jenny Dyer
- Sumer Humphrey
- Sherri Mech
- Jordan Robinette
- Joshlyn Vance
- Lily Watson
- Rachel Walk

H. K-5 ELA Textbook Adoption Recommendations

**Description:** Dr. Tudor is recommending board approval of the K-5 ELA textbook adoption recommendations.

I. Resolution for BuyBoard Agreement Use for Procurement

**Description:** Dr. Tudor is recommending board approval of the Resolution for BuyBoard Agreement Use for Procurement.

7. REPORT FROM THE DIRECTOR OF SCHOOLS

8. COMMENTS FROM THE CITY COUNCIL LIAISON

9. **COMMENTS FROM THE BOARD**

A. The next regular school board meeting is scheduled for June 15, 2026.

10. ADJOURNMENT



**Minutes of the Monday, April 20, 2026, BOARD OF EDUCATION MEETING – 6:00 PM**

1. **CALL TO ORDER AND PLEDGE**

A. Establish a quorum and welcome visitors

**Discussion:**

Board Chair Jim Butcher called the meeting to order, established a quorum, and welcomed everyone.

B. Pledge of Allegiance

**Discussion:** Avoca Elementary students Titus Light and Carter Shipley led the Pledge of Allegiance.

2. **DIRECTOR OF SCHOOLS CONTRACT**

**Action(s):**

**Motion to approve Director of Schools contract. This motion, made by Cuddy and seconded by Darnell, Carried.**

**Voting Detail:**

**Butcher: Yea**

**Cuddy: Yea**

**Darnell: Yea**

**Henson: Yea**

**Taylor: Yea**

**Voting Summary: Yea: 5, Nay: 0**



3. **CONSENT ITEMS - ADOPTION AND APPROVAL**

**Action(s):**

**Motion to approve the Consent Agenda. This motion, made by Taylor and seconded by Cuddy, Carried.**

**Voting Detail:**

**Butcher: Yea**

**Cuddy: Yea**

**Darnell: Yea**

**Henson: Yea**

**Taylor: Yea**

**Voting Summary: Yea: 5, Nay: 0**

A. Minutes of the March 23, 2026, Board of Education meeting

B. Financial Reports

- Financial Reports (Revenues & Expenditures) for the General Purpose, Federal Projects, School Nutrition, and Capital Projects Funds for the month of February 2026;
- Board Approval Listings of checks/electronic remittances paid during the month of February 2026;
- Budget revisions FP-BJ-06 and GP-BJ-05.

C. Surplus and Obsolete Items

- Surplus, Administration (over \$500)
- Surplus, Facilities and Maintenance
- Surplus, Anderson
- Surplus, Tennessee High



- Surplus, Holston View

#### 4. HEARING OF DELEGATES

##### A. SCOPE (STUDENT CONGRESS ON POLICIES IN EDUCATION) PRESENTATION

2026 Tennessee High School SCOPE Participants

Kayden Adams

Henna Lowe

Jacob Phillips

Luke Smith

Josh Helvey, Tennessee High Sponsor/Chaperone

**Discussion:** Tennessee High teacher Josh Helvey and THS junior Henna Lowe presented on their experience at this year's Tennessee School Boards Association SCOPE (Student Congress on Policies in Education) conference.

- B. Avoca Elementary School will present an overview of school initiatives focused on strengthening family and community engagement, along with efforts to promote a positive student culture through schoolwide behavior supports.

**Discussion:** Beth Light, Ashli Messer, and Cathy Bryant presented an overview of Avoca initiatives focused on strengthening family and community engagement, along with efforts to promote a positive student culture through schoolwide behavior supports.

##### 5. COMMENTS FROM THE PUBLIC

**Discussion:** The board heard comments from Jenna Wingo on the Education Freedom Act voucher expansion.

##### 6. OLD BUSINESS

##### A. Policies on Second Reading

- Policy 1.404, Appeals to and Appearances Before the Board (\*revisions since first reading)
- Policy 2.200, Annual Operating Budget
- Policy 2.400, Revenues



- Policy 2.700, Accounting System
- Policy 2.703, Audits
- Policy 2.900, Student Activity Funds Management
- Policy 3.202, Emergency Preparedness
- Policy 3.217, Therapy Dogs
- Policy 3.600, Insurance Management
- Policy 6.204, Attendance of Non-Resident Students (*changes since first reading*)

**Action(s):**

**Motion to approve policies on second reading. This motion, made by Taylor and seconded by Henson, Carried.**

**Voting Detail:**

**Butcher: Yea**

**Cuddy: Yea**

**Darnell: Yea**

**Henson: Yea**

**Taylor: Yea**

**Voting Summary: Yea: 5, Nay: 0**

**7. NEW BUSINESS**

**A. Preschool Development Grant**

**Action(s):**

**Motion to approve the Preschool Development Grant. This motion, made by Cuddy and seconded by Darnell, Carried.**

**Voting Detail:**



**Butcher: Yea**

**Cuddy: Yea**

**Darnell: Yea**

**Henson: Yea**

**Taylor: Yea**

**Voting Summary: Yea: 5, Nay: 0**

**B. Textbook Recommendation**

Dr. Tudor is recommending board approval of the Wellness textbook adoption recommendation.

Wellness

Human Kinetics

*Live Well, Foundations of High School Health*

**Action(s):**

**Motion to approve the Wellness textbook recommendation. This motion, made by Darnell and seconded by Taylor, Carried.**

**Voting Detail:**

**Butcher: Yea**

**Cuddy: Yea**

**Darnell: Yea**

**Henson: Yea**

**Taylor: Yea**

**Voting Summary: Yea: 5, Nay: 0**

**C. Lottery for Education: Afterschool Programs (LEAPS) Application**

**Action(s):**



**Motion to approve LEAPS application. This motion, made by Henson and seconded by Darnell, Carried.**

**Voting Detail:**

**Butcher: Yea**

**Cuddy: Yea**

**Darnell: Yea**

**Henson: Yea**

**Taylor: Yea**

**Voting Summary: Yea: 5, Nay: 0**

**D. Multi-Purpose Building at THS Track**

Dr. Tudor is recommending board approval of A/E Fee Proposal from Thompson and Litton (Bristol, TN) for the architectural and engineering services for the new Sports Auxiliary Facility project located at 1112 Edgemont Avenue in Bristol, Tennessee. The scope of these services will include design, bidding, and contract administration of a new 8,000-10,000 sf multi-purpose facility with an estimated construction cost of \$2,250,000. The proposed fee for this service is \$168,000, or approximately 7 ½% of the estimated construction cost.

**Action(s):**

**Motion to approve A/E Fee Proposal from Thompson and Litton (Bristol, TN) for the architectural and engineering services for the new Sports Auxiliary Facility project. This motion, made by Darnell and seconded by Taylor, Carried.**

**Voting Detail:**

**Butcher: Yea**

**Cuddy: Yea**

**Darnell: Yea**

**Henson: Yea**



**Taylor: Yea**

**Voting Summary: Yea: 5, Nay: 0**

- E. Awning at Haynesfield Elementary School  
Dr. Tudor is recommending board approval of PO 2002526300 in the amount of \$64,000 for supply and installation of Haynesfield Awning by Interstate Awning (Bluff City, TN). This project will be paid for utilizing PTA funds along with Capital Project Funds and will take place over the summer to avoid interrupting end of the year activities.

**Action(s):**

**Motion to approve PO 2002526300 in the amount of \$64,000 for supply and installation of Haynesfield Awning by Interstate Awning. This motion, made by Cuddy and seconded by Taylor, Carried.**

**Voting Detail:**

**Butcher: Yea**

**Cuddy: Yea**

**Darnell: Yea**

**Henson: Yea**

**Taylor: Yea**

**Voting Summary: Yea: 5, Nay: 0**

- F. THS Steep Slope Roof Contract Termination Authorization  
Based upon the failure to timely and appropriately complete the roof project at Tennessee High School by Richardson Construction Group (RCG) (Russellville, TN), we seek approval to inform Westfield Insurance Company (the surety for the performance bond) that we are considering declaring that RCG is in default for the contract. This is the first requirement to make a claim under the bond. The bond company will then request a meeting with school representatives and RCG representatives.

Based upon the failure to timely and appropriately complete the roof project at



Tennessee High School, by Richardson Construction Group, we seek approval for Dr. Tudor to have authorization to terminate the contract, if necessary. This is also a condition that needs to be met in order to make a claim under the bond.

In summary, we seek approval to (a) notify the bond company of our consideration of declaring Richardson Construction Group in default, (b) conduct the meeting with Richardson Construction Group and the bond company, and then, (c) authorize Dr. Tudor to terminate the contract with Richardson Construction Group, if necessary.

**Action(s):**

**Motion to approve notifying the bond company of consideration of declaring default, conducting meeting with Richardson Construction Group and the bond company, and to authorize Dr. Tudor to terminate the contract, if necessary. This motion, made by Darnell and seconded by Cuddy, Carried.**

**Voting Detail:**

**Butcher: Yea**

**Cuddy: Yea**

**Darnell: Yea**

**Henson: Yea**

**Taylor: Yea**

**Voting Summary: Yea: 5, Nay: 0**

**8. REPORT FROM THE DIRECTOR OF SCHOOLS**

**Discussion:** Dr. Tudor made the following comments and announcements:

- Thank you to Josh Helvey and Henna Lowe for the summary of the SCOPE conference.
- Thank you to Avoca for this evening's presentation and for all the hard work.
- Thank you to the Board for the contract renewal.
- The newest therapy dog is coming soon and will be assigned to Fairmount; his name is Patches.



- Testing started today across the district. Tennessee High will have a virtual day on Tuesday of this week for those students not testing that day.
- Arbor Day will be celebrated at Fairmount on April 24 at 1 p.m.
- The Power of Play Youth Sports Day is scheduled for Friday, May 1.
- Summer STREAM Camp registration is underway.

9. COMMENTS FROM THE CITY COUNCIL LIAISON

**Discussion:** There were no comments from the City Council liaison.

10. **COMMENTS FROM THE BOARD**

**Discussion:** Board of Education members offered comments and remarks.

A. The next regular school board meeting is scheduled for Monday, May 18, 2026.

11. ADJOURNMENT

**Discussion:** The meeting adjourned at 6:50 p.m.

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Charlie Taylor, Secretary

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Date

**BOARD OF EDUCATION**

Jim Butcher, Chair  
Debbie Darnell, Vice-Chair  
Charlie Taylor, Secretary  
Eric Cuddy  
Jennifer Henson

**ADMINISTRATION**

Annette Tudor, Ed.D.  
*Director of Schools*

David Adkisson  
*Chief Financial Officer*

Kristie Coleman, Ed.D.  
*Supervisor,  
Student Services*

Blair Henley, Ed.D.  
*Chief Information Officer*

Jennifer Padilla, SPHR,  
SHRM-SCP  
*Chief Human Resources  
Officer*

Curt Rutherford  
*Chief Facilities  
Maintenance Officer*

Amy Scott, Ed.D.  
*Supervisor, Secondary  
Curriculum & Instruction*

Rachel Walk, Ed.D.  
*Supervisor, Elementary  
Curriculum & Instruction*

May 6, 2026

Dr. Annette Tudor  
Director of Schools

Re: Agenda Items for May 18, 2026 Board of Education Meeting

Dr. Tudor,

Please include the following items on the agenda of the May 18, 2026 meeting of the Board of Education:

Consent Items

- Financial Reports (Revenues & Expenditures) for the General Purpose, Federal Projects, School Nutrition, and Capital Projects Funds for the month of March 2026;
- Board Approval Listings of checks/electronic remittances paid during the month of March 2026;
- Budget revisions CP-BJ-01 and GP-BJ-06.

New Business Items

- FY 2025-2026 Amended Budget
  - The General Purpose School Fund was amended to more closely align individual functions with expected expenditures. In addition, adjustments were made related to additional state grants awarded during the fiscal year. This resulted in an increase of \$164,777 in budgeted expenditures from the original to amended budgets as to not exceed budgeted amounts in each functional category.
  - The School Capital Projects Fund was amended for projects/equipment carried over from the previous fiscal year and adjustments to projects/equipment planned for the current fiscal year. This resulted in an increase of \$402,500 in budgeted expenditures from the original and amended budgets as to not exceed budgeted amounts in the fund.
  - The Federal Projects Fund is a non-budgeted fund per the City budget ordinance and guidance from the Office of the Comptroller of the Treasury. The fund does not require amendments outside those approved in TDOE's ePlan system.
  - The School Nutrition Fund is not expected to require any budget amendments.
- FY 2026-2027 Budget

Financial reports and board approval listings for April 2026 will be reported at the Board of Education meeting scheduled to occur in June 2026.

Thank you,



David Adkisson  
Chief Financial Officer

ENGAGE. CHALLENGE. INSPIRE.



btc.org



BristolTNCitySchools

X@BTCS\_District

Acct	Acct	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	Uncollected Revenue	Percent Collected
40000	LOCAL TAXES							
40110	CURRENT PROPERTY TAX	8,560,000.00	0.00	8,560,000.00	2,533,409.71	7,002,986.38	1,557,013.62	81.81%
40120	TRUSTEE'S COLLECTIONS - PRIOR	253,000.00	0.00	253,000.00	19,598.30	170,620.33	82,379.67	67.44%
40130	CIRCUIT CLK./CLK. & MASTER COL	124,000.00	0.00	124,000.00	215.58	3,198.07	120,801.93	2.58%
40140	INTEREST & PENALTY	95,000.00	0.00	95,000.00	4,142.00	20,227.58	74,772.42	21.29%
40150	PICKUP TAXES	245,000.00	0.00	245,000.00	111,510.28	116,865.35	128,134.65	47.70%
40210	LOCAL OPTION SALES TAX	8,825,000.00	0.00	8,825,000.00	883,286.20	5,373,494.09	3,451,505.91	60.89%
40320	BANK EXCISE TAX	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00	0.00%
40---	LOCAL TAXES	18,152,000.00	0.00	18,152,000.00	3,552,162.07	12,687,391.80	5,464,608.20	69.90%
41000	LICENSES AND PERMITS							
41110	MARRIAGE LICENSES	2,000.00	0.00	2,000.00	93.71	1,352.75	647.25	67.64%
41---	LICENSES AND PERMITS	2,000.00	0.00	2,000.00	93.71	1,352.75	647.25	67.64%
43000	CHARGES FOR CURRENT SERVICES							
43511	TUITION - REGULAR DAY STUDENTS	291,850.00	0.00	291,850.00	739.23	333,760.28	-41,910.28	114.36%
43990	OTHER CHARGES FOR SERVICES	73,000.00	0.00	73,000.00	300.00	58,615.00	14,385.00	80.29%
43---	CHARGES FOR CURRENT SERVICES	364,850.00	0.00	364,850.00	1,039.23	392,375.28	-27,525.28	107.54%
44000	OTHER LOCAL REVENUES							
44110	INVESTMENT INCOME	150,000.00	0.00	150,000.00	48,258.45	347,649.62	-197,649.62	231.77%
44120	LEASE/RENTALS	10,000.00	0.00	10,000.00	2,400.00	3,100.00	6,900.00	31.00%
44130	SALE OF MATERIALS & SUPPLIES	17,500.00	0.00	17,500.00	0.00	202.34	17,297.66	1.16%
44146	E-RATE	439,267.00	0.00	439,267.00	31,664.80	311,465.60	127,801.40	70.91%
44170	MISCELLANEOUS REFUNDS / REIMBS	41,430.00	0.00	41,430.00	500.00	14,273.04	27,156.96	34.45%
44530	SALE OF EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
44570	CONTRIBUTIONS & GIFTS	106,771.00	0.00	106,771.00	4,029.67	18,405.67	88,365.33	17.24%
44990	OTHER LOCAL REVENUE	4,500.00	0.00	4,500.00	829.80	16,181.14	-11,681.14	359.58%
44---	OTHER LOCAL REVENUES	769,468.00	0.00	769,468.00	87,682.72	711,277.41	58,190.59	92.44%

Acct	Acct	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	Uncollected Revenue	Percent Collected
46000	STATE OF TENNESSEE							
46175	ON BEHALF CONTRIBUTION-GASB 24	250,000.00	0.00	250,000.00	0.00	0.00	250,000.00	0.00%
46510	TISA	26,619,678.00	0.00	26,619,678.00	2,621,798.62	21,395,310.49	5,224,367.51	80.37%
46513	TISA ON-BEHALF PAYMENTS	39,490.00	0.00	39,490.00	0.00	0.00	39,490.00	0.00%
46515	EARLY CHILDHOOD EDUCATION	455,950.00	11,340.44	467,290.44	35,418.59	177,986.97	289,303.47	38.09%
46550	DRIVER EDUCATION	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00	0.00%
46590	OTHER STATE EDUCATION FUNDS	1,657,512.00	74,600.00	1,732,112.00	42,160.65	894,249.54	837,862.46	51.63%
46596	PAID PARENTAL LEAVE	125,000.00	0.00	125,000.00	29,135.08	29,135.08	95,864.92	23.31%
46610	CAREER LADDER	22,684.00	0.00	22,684.00	0.00	12,473.25	10,210.75	54.99%
46790	OTHER VOCATIONAL	348,304.00	-1,329.90	346,974.10	0.00	101,669.72	245,304.38	29.30%
46980	OTHER STATE GRANTS	0.00	83,829.58	83,829.58	0.00	3,187.77	80,641.81	3.80%
46---	STATE OF TENNESSEE	29,533,618.00	168,440.12	29,702,058.12	2,728,512.94	22,614,012.82	7,088,045.30	76.14%
47000	FEDERAL GOVERNMENT							
47590	OTHER FEDERAL THROUGH STATE	136,008.00	-3,662.83	132,345.17	19,336.77	73,506.08	58,839.09	55.54%
47640	ROTC REIMBURSEMENT	35,025.00	0.00	35,025.00	3,084.37	24,674.96	10,350.04	70.45%
47---	FEDERAL GOVERNMENT	171,033.00	-3,662.83	167,370.17	22,421.14	98,181.04	69,189.13	58.66%
48000								
48990	OTHER REVENUE-GOVNTS-CITIZENS	75,000.00	0.00	75,000.00	2,266.67	6,333.34	68,666.66	8.44%
48---		75,000.00	0.00	75,000.00	2,266.67	6,333.34	68,666.66	8.44%
49000	OTHER SOURCES							
49810	CITY GENERAL FUND TRANSFERS	5,215,429.00	0.00	5,215,429.00	417,952.41	3,961,571.77	1,253,857.23	75.96%
49---	OTHER SOURCES	5,215,429.00	0.00	5,215,429.00	417,952.41	3,961,571.77	1,253,857.23	75.96%
Grand Revenue Totals		54,283,398.00	164,777.29	54,448,175.29	6,812,130.89	40,472,496.21	13,975,679.08	74.33%

Acct	Acct	2025-26	2025-26	2025-26	March 2025-26	2025-26	Uncollected	Percent
		Original Budget	Budget Revisions	Revised Budget	Monthly Activity	FYTD Activity	Revenue	Collected

Number of Accounts: 55

\*\*\*\*\* End of report \*\*\*\*\*

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
71100		REGULAR INSTRUCTION PROGRAM						
71100	116	TEACHERS	15,674,113.00	-100,000.00	15,574,113.00	1,262,620.52	10,222,838.40	5,351,274.60
71100	117	CAREER LADDER PROGRAM	12,000.00	0.00	12,000.00	5,500.00	11,000.00	1,000.00
71100	128	HOMEBOUND TEACHERS	18,000.00	0.00	18,000.00	337.50	3,237.50	14,762.50
71100	163	EDUCATIONAL ASSISTANTS	752,597.00	-63,738.00	688,859.00	59,024.90	460,237.78	228,621.22
71100	188	BONUSES	440,000.00	0.00	440,000.00	0.00	442,000.00	-2,000.00
71100	189	OTHER SALARIES & WAGES	176,633.00	59,005.00	235,638.00	9,200.93	129,669.15	105,968.85
71100	195	CERTIFIED SUBSTITUTE TEACHERS	35,450.00	0.00	35,450.00	6,655.00	53,610.00	-18,160.00
71100	198	NON-CERTIFIED SUBSTITUTE TEACH	121,350.00	0.00	121,350.00	13,000.00	96,400.00	24,950.00
71100	201	SOCIAL SECURITY	1,028,726.00	1,578.00	1,030,304.00	80,406.38	680,300.08	350,003.92
71100	204	STATE RETIREMENT	1,112,600.00	1,145.00	1,113,745.00	87,527.63	740,540.95	373,204.05
71100	206	LIFE INSURANCE	9,851.00	-18.00	9,833.00	823.66	7,349.79	2,483.21
71100	207	MEDICAL INSURANCE	2,401,666.00	-5,235.00	2,396,431.00	198,459.00	1,761,914.44	634,516.56
71100	210	UNEMPLOYMENT COMPENSATION	20,000.00	0.00	20,000.00	0.00	441.28	19,558.72
71100	212	EMPLOYER MEDICARE	240,838.00	369.00	241,207.00	18,904.05	159,690.48	81,516.52
71100	215	ON BEHALF CONTRIBUTION-GASB 24	250,000.00	0.00	250,000.00	0.00	0.00	250,000.00
71100	217	SRT RETIREMENT	66,271.00	0.00	66,271.00	5,669.12	47,571.84	18,699.16
71100	330	OPERATING LEASE PAYMENTS	2,280.00	0.00	2,280.00	0.00	950.00	1,330.00
71100	356	TUITION	16,000.00	0.00	16,000.00	468.30	1,404.90	14,595.10
71100	399	OTHER CONTRACTED SERVICES	100,875.00	0.00	100,875.00	30.76	57,582.98	43,292.02
71100	429	INSTRUCTIONAL SUPPLIES & MATER	453,200.00	3,939.00	457,139.00	0.00	407,117.14	50,021.86
71100	430	ELECTRONIC TEXTBOOKS	0.00	0.00	0.00	0.00	3,250.00	-3,250.00
71100	449	TEXTBOOKS	298,000.00	200,000.00	498,000.00	0.00	262,395.18	235,604.82
71100	471	SOFTWARE	181,150.00	0.00	181,150.00	0.00	211,409.33	-30,259.33
71100	499	OTHER SUPPLIES & MATERIALS	47,000.00	0.00	47,000.00	1,314.28	15,845.55	31,154.45
71100	535	FEE WAIVERS	35,015.00	0.00	35,015.00	0.00	36,245.00	-1,230.00
71100	595	TISA ON-BEHALF PAYMENTS	29,490.00	0.00	29,490.00	0.00	0.00	29,490.00
71100	599	OTHER CHARGES	7,000.00	0.00	7,000.00	0.00	0.00	7,000.00
71100	722	REGULAR INSTRUCTION EQUIPMENT	5,900.00	0.00	5,900.00	717.00	2,113.00	3,787.00
7110-	---	REGULAR INSTRUCTION PROGRAM	23,536,005.00	97,045.00	23,633,050.00	1,750,659.03	15,815,114.77	7,817,935.23
71150		ALTERNATIVE INSTRUCTION PROGRA						
71150	116	TEACHERS	336,136.00	15,000.00	351,136.00	29,489.93	232,119.63	119,016.37
71150	188	BONUSES	8,000.00	0.00	8,000.00	0.00	10,000.00	-2,000.00
71150	195	CERTIFIED SUBSTITUTE TEACHERS	1,750.00	0.00	1,750.00	115.00	230.00	1,520.00
71150	198	NON-CERTIFIED SUBSTITUTE TEACH	1,125.00	0.00	1,125.00	100.00	1,250.00	-125.00
71150	201	SOCIAL SECURITY	20,560.00	0.00	20,560.00	1,796.53	14,719.42	5,840.58

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
71150		ALTERNATIVE INSTRUCTION PROGRA						
71150	204	STATE RETIREMENT	24,102.00	0.00	24,102.00	1,926.73	15,820.42	8,281.58
71150	206	LIFE INSURANCE	220.00	0.00	220.00	18.25	158.56	61.44
71150	207	MEDICAL INSURANCE	55,732.00	0.00	55,732.00	4,420.00	37,181.20	18,550.80
71150	212	EMPLOYER MEDICARE	4,810.00	0.00	4,810.00	420.16	3,442.49	1,367.51
71150	217	SRT RETIREMENT	1,921.00	0.00	1,921.00	102.44	841.74	1,079.26
7115-	---	ALTERNATIVE INSTRUCTION PROGRA	454,356.00	15,000.00	469,356.00	38,389.04	315,763.46	153,592.54
71200		SPECIAL EDUCATION PROGRAM						
71200	116	TEACHERS	1,740,187.00	1,583.00	1,741,770.00	143,764.32	1,155,615.70	586,154.30
71200	117	CAREER LADDER PROGRAM	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
71200	128	HOMEBOUND TEACHERS	18,500.00	0.00	18,500.00	1,368.75	11,656.25	6,843.75
71200	163	EDUCATIONAL ASSISTANTS	119,494.00	-4,239.83	115,254.17	10,838.38	62,662.94	52,591.23
71200	171	SPEECH PATHOLOGIST	253,790.00	0.00	253,790.00	19,230.67	149,259.41	104,530.59
71200	188	BONUSES	64,000.00	0.00	64,000.00	0.00	60,000.00	4,000.00
71200	195	CERTIFIED SUBSTITUTE TEACHERS	5,001.00	7,500.00	12,501.00	1,572.50	9,265.00	3,236.00
71200	198	NON-CERTIFIED SUBSTITUTE TEACH	24,999.00	0.00	24,999.00	2,750.00	17,250.00	7,749.00
71200	201	SOCIAL SECURITY	133,622.00	293.00	133,915.00	10,592.72	87,215.05	46,699.95
71200	204	STATE RETIREMENT	142,002.00	765.00	142,767.00	11,538.17	95,923.02	46,843.98
71200	206	LIFE INSURANCE	1,305.00	0.00	1,305.00	109.50	973.85	331.15
71200	207	MEDICAL INSURANCE	289,240.00	34,867.00	324,107.00	27,847.00	234,868.08	89,238.92
71200	212	EMPLOYER MEDICARE	31,249.00	69.00	31,318.00	2,486.85	20,431.79	10,886.21
71200	217	SRT RETIREMENT	10,008.00	0.00	10,008.00	930.64	7,477.36	2,530.64
71200	312	CONTRACTS W/PRIVATE AGENCIES	4,000.00	0.00	4,000.00	0.00	1,500.00	2,500.00
71200	336	MAINT & REPAIR SERVICES-EQUIP	900.00	0.00	900.00	0.00	912.00	-12.00
71200	399	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	1,440.00	-1,440.00
71200	429	INSTRUCTIONAL SUPPLIES & MATER	17,325.00	-2,554.56	14,770.44	0.00	6,318.49	8,451.95
71200	499	OTHER SUPPLIES & MATERIALS	6,000.00	-4,500.00	1,500.00	0.00	251.78	1,248.22
71200	595	TISA ON-BEHALF PAYMENTS	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
71200	599	OTHER CHARGES	10,500.00	-5,000.00	5,500.00	35.70	967.77	4,532.23
71200	725	SPECIAL EDUCATION EQUIPMENT	9,000.00	5,000.00	14,000.00	0.00	9,720.74	4,279.26
7120-	---	SPECIAL EDUCATION PROGRAM	2,892,122.00	33,782.61	2,925,904.61	233,065.20	1,933,709.23	992,195.38

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
71300	VOCATIONAL EDUCATION PROGRAM							
71300	116	TEACHERS	1,182,081.00	0.00	1,182,081.00	98,340.97	788,838.65	393,242.35
71300	117	CAREER LADDER PROGRAM	2,000.00	0.00	2,000.00	500.00	1,500.00	500.00
71300	188	BONUSES	34,000.00	0.00	34,000.00	0.00	34,000.00	0.00
71300	189	OTHER SALARIES & WAGES	21,654.00	21,610.00	43,264.00	5,571.17	25,769.34	17,494.66
71300	195	CERTIFIED SUBSTITUTE TEACHERS	2,000.00	12,000.00	14,000.00	2,065.00	11,110.00	2,890.00
71300	198	NON-CERTIFIED SUBSTITUTE TEACH	9,000.00	10,000.00	19,000.00	1,450.00	12,950.00	6,050.00
71300	201	SOCIAL SECURITY	75,209.00	161.00	75,370.00	6,431.65	52,329.52	23,040.48
71300	204	STATE RETIREMENT	85,931.00	134.00	86,065.00	7,166.84	58,728.10	27,336.90
71300	206	LIFE INSURANCE	748.00	0.00	748.00	65.70	562.10	185.90
71300	207	MEDICAL INSURANCE	151,870.00	0.00	151,870.00	13,797.00	114,085.00	37,785.00
71300	212	EMPLOYER MEDICARE	17,595.00	35.00	17,630.00	1,519.91	12,331.91	5,298.09
71300	217	SRT RETIREMENT	6,504.00	28.00	6,532.00	519.67	4,402.51	2,129.49
71300	336	MAINT & REPAIR SERVICES-EQUIP	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
71300	399	OTHER CONTRACTED SERVICES	4,000.00	0.00	4,000.00	0.00	647.20	3,352.80
71300	429	INSTRUCTIONAL SUPPLIES & MATER	0.00	34,140.51	34,140.51	1,693.98	17,627.51	16,513.00
71300	499	OTHER SUPPLIES & MATERIALS	100.00	0.00	100.00	0.00	0.00	100.00
71300	599	OTHER CHARGES	50,722.00	-48,722.00	2,000.00	79.75	569.82	1,430.18
71300	730	VOCATIONAL INSTR EQUIPMENT	3,000.00	10,000.00	13,000.00	2,790.00	7,638.24	5,361.76
7130-	---	VOCATIONAL EDUCATION PROGRAM	1,647,914.00	39,386.51	1,687,300.51	141,991.64	1,143,089.90	544,210.61
71400	STUDENT BODY EDUCATION PROGRAM							
71400	189	OTHER SALARIES & WAGES	618,684.00	-5,000.00	613,684.00	89,966.08	417,656.14	196,027.86
71400	201	SOCIAL SECURITY	34,978.00	0.00	34,978.00	5,136.46	23,797.40	11,180.60
71400	204	STATE RETIREMENT	32,998.00	0.00	32,998.00	2,387.93	21,158.69	11,839.31
71400	206	LIFE INSURANCE	44.00	0.00	44.00	3.65	32.85	11.15
71400	207	MEDICAL INSURANCE	15,768.00	0.00	15,768.00	1,340.00	11,670.00	4,098.00
71400	212	EMPLOYER MEDICARE	8,615.00	0.00	8,615.00	1,280.31	5,864.33	2,750.67
71400	217	SRT RETIREMENT	1,344.00	0.00	1,344.00	120.76	961.43	382.57
71400	399	OTHER CONTRACTED SERVICES	10,000.00	-5,000.00	5,000.00	0.00	4,332.00	668.00
71400	499	OTHER SUPPLIES & MATERIALS	0.00	5,000.00	5,000.00	0.00	3,652.95	1,347.05
71400	599	OTHER CHARGES	90,250.00	10,000.00	100,250.00	300.00	98,709.55	1,540.45
7140-	---	STUDENT BODY EDUCATION PROGRAM	812,681.00	5,000.00	817,681.00	100,535.19	587,835.34	229,845.66

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
72110		ATTENDANCE						
72110	105	SUPERVISOR/DIRECTOR	98,479.00	0.00	98,479.00	8,208.82	73,877.13	24,601.87
72110	162	CLERICAL PERSONNEL	33,987.00	0.00	33,987.00	2,647.12	19,407.22	14,579.78
72110	189	OTHER SALARIES & WAGES	59,466.00	0.00	59,466.00	4,955.50	44,599.50	14,866.50
72110	201	SOCIAL SECURITY	11,463.00	0.00	11,463.00	942.58	8,222.27	3,240.73
72110	204	STATE RETIREMENT	11,766.00	0.00	11,766.00	1,235.26	8,922.48	2,843.52
72110	206	LIFE INSURANCE	88.00	0.00	88.00	10.04	71.18	16.82
72110	207	MEDICAL INSURANCE	24,396.00	5,000.00	29,396.00	2,667.50	19,248.76	10,147.24
72110	212	EMPLOYER MEDICARE	2,681.00	0.00	2,681.00	220.44	1,922.94	758.06
72110	399	OTHER CONTRACTED SERVICES	4,800.00	15,000.00	19,800.00	0.00	4,858.00	14,942.00
72110	471	SOFTWARE	31,250.00	5,000.00	36,250.00	0.00	34,966.89	1,283.11
72110	499	OTHER SUPPLIES & MATERIALS	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
72110	524	IN-SERVICE/STAFF DEVELOPMENT	2,000.00	0.00	2,000.00	0.00	1,034.10	965.90
7211-	---	ATTENDANCE	281,876.00	25,000.00	306,876.00	20,887.26	217,130.47	89,745.53
72120		HEALTH SERVICES						
72120	105	SUPERVISOR/DIRECTOR	67,448.00	0.00	67,448.00	7,086.99	56,695.92	10,752.08
72120	131	MEDICAL PERSONNEL	356,619.00	0.00	356,619.00	26,117.92	234,147.76	122,471.24
72120	188	BONUSES	0.00	0.00	0.00	0.00	1,750.00	-1,750.00
72120	201	SOCIAL SECURITY	25,638.00	0.00	25,638.00	1,948.49	17,503.22	8,134.78
72120	204	STATE RETIREMENT	30,302.00	0.00	30,302.00	2,453.29	21,903.97	8,398.03
72120	206	LIFE INSURANCE	440.00	0.00	440.00	36.50	328.50	111.50
72120	207	MEDICAL INSURANCE	98,832.00	0.00	98,832.00	8,385.00	73,059.00	25,773.00
72120	212	EMPLOYER MEDICARE	5,995.00	0.00	5,995.00	462.98	4,122.65	1,872.35
72120	217	SRT RETIREMENT	3,165.00	0.00	3,165.00	258.70	2,357.49	807.51
72120	320	DUES & MEMBERSHIPS	300.00	0.00	300.00	0.00	50.00	250.00
72120	355	TRAVEL	50.00	0.00	50.00	0.00	42.42	7.58
72120	399	OTHER CONTRACTED SERVICES	4,500.00	0.00	4,500.00	69.64	2,297.05	2,202.95
72120	413	DRUGS & MEDICAL SUPPLIES	10,290.00	0.00	10,290.00	392.12	4,700.97	5,589.03
72120	471	SOFTWARE	9,525.00	0.00	9,525.00	0.00	9,350.00	175.00
72120	499	OTHER SUPPLIES & MATERIALS	13,250.00	0.00	13,250.00	1,104.14	8,222.34	5,027.66
72120	524	IN-SERVICE/STAFF DEVELOPMENT	4,550.00	0.00	4,550.00	0.00	2,874.86	1,675.14
72120	735	HEALTH EQUIPMENT	500.00	0.00	500.00	0.00	0.00	500.00
7212-	---	HEALTH SERVICES	631,404.00	0.00	631,404.00	48,315.77	439,406.15	191,997.85

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
72130		OTHER STUDENT SUPPORT						
72130	117	CAREER LADDER PROGRAM	1,000.00	0.00	1,000.00	500.00	1,000.00	0.00
72130	123	GUIDANCE PERSONNEL	910,716.00	0.00	910,716.00	75,409.58	594,374.44	316,341.56
72130	161	SECRETARY(S)	110,612.00	0.00	110,612.00	9,463.50	81,432.01	29,179.99
72130	188	BONUSES	32,000.00	0.00	32,000.00	0.00	32,000.00	0.00
72130	189	OTHER SALARIES & WAGES	169,124.00	-65,000.00	104,124.00	5,979.75	55,620.28	48,503.72
72130	201	SOCIAL SECURITY	71,524.00	0.00	71,524.00	5,247.35	44,208.42	27,315.58
72130	204	STATE RETIREMENT	84,767.00	0.00	84,767.00	6,576.19	54,826.27	29,940.73
72130	206	LIFE INSURANCE	785.00	0.00	785.00	62.05	556.33	228.67
72130	207	MEDICAL INSURANCE	201,316.00	-10,000.00	191,316.00	16,097.00	140,669.66	50,646.34
72130	212	EMPLOYER MEDICARE	17,068.00	0.00	17,068.00	1,227.19	10,339.11	6,728.89
72130	217	SRT RETIREMENT	5,504.00	0.00	5,504.00	503.34	4,098.42	1,405.58
72130	307	COMMUNICATION	600.00	0.00	600.00	38.14	350.93	249.07
72130	322	EVALUATION & TESTING	121,100.00	0.00	121,100.00	1,374.85	87,061.17	34,038.83
72130	355	TRAVEL	11,500.00	0.00	11,500.00	0.00	559.00	10,941.00
72130	399	OTHER CONTRACTED SERVICES	72,500.00	2,367.00	74,867.00	649.36	26,888.45	47,978.55
72130	471	SOFTWARE	16,056.00	0.00	16,056.00	0.00	0.00	16,056.00
72130	499	OTHER SUPPLIES & MATERIALS	24,600.00	820.77	25,420.77	554.93	15,832.53	9,588.24
72130	524	IN-SERVICE/STAFF DEVELOPMENT	23,700.00	0.00	23,700.00	2,014.60	8,701.25	14,998.75
72130	790	OTHER EQUIPMENT	17,000.00	0.00	17,000.00	1,858.56	17,718.80	-718.80
7213-	---	OTHER STUDENT SUPPORT	1,891,472.00	-71,812.23	1,819,659.77	127,556.39	1,176,237.07	643,422.70
72210		REGULAR INSTRUCTION PROGRAM						
72210	105	SUPERVISOR/DIRECTOR	326,931.00	0.00	326,931.00	27,245.76	245,210.34	81,720.66
72210	117	CAREER LADDER PROGRAM	1,000.00	0.00	1,000.00	500.00	1,000.00	0.00
72210	129	LIBRARIAN(S)	604,708.00	0.00	604,708.00	50,039.45	413,985.68	190,722.32
72210	136	AUDIOVISUAL PERSONNEL	64,206.00	0.00	64,206.00	5,350.50	48,154.50	16,051.50
72210	161	SECRETARY(S)	120,886.00	0.00	120,886.00	9,760.16	89,066.71	31,819.29
72210	172	INSTRUCTIONAL COACHES	215,290.00	0.00	215,290.00	26,315.54	152,204.30	63,085.70
72210	188	BONUSES	28,000.00	0.00	28,000.00	0.00	28,000.00	0.00
72210	189	OTHER SALARIES & WAGES	76,622.00	22,000.00	98,622.00	7,504.75	76,125.98	22,496.02
72210	195	CERTIFIED SUBSTITUTE TEACHERS	1,500.00	0.00	1,500.00	260.00	2,617.50	-1,117.50
72210	196	IN-SERVICE TRAINING	15,000.00	0.00	15,000.00	0.00	8,840.00	6,160.00
72210	198	NON-CERTIFIED SUBSTITUTE TEACH	3,000.00	0.00	3,000.00	150.00	2,200.00	800.00
72210	201	SOCIAL SECURITY	86,221.00	0.00	86,221.00	7,512.97	63,026.10	23,194.90
72210	204	STATE RETIREMENT	95,573.00	0.00	95,573.00	8,184.13	70,819.26	24,753.74
72210	206	LIFE INSURANCE	788.00	0.00	788.00	69.71	615.65	172.35

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72210			REGULAR INSTRUCTION PROGRAM					
72210	207	MEDICAL INSURANCE	205,051.00	13,000.00	218,051.00	20,708.80	174,217.92	43,833.08
72210	212	EMPLOYER MEDICARE	20,168.00	0.00	20,168.00	1,759.17	14,754.91	5,413.09
72210	217	SRT RETIREMENT	1,397.00	0.00	1,397.00	246.23	1,414.95	-17.95
72210	307	COMMUNICATION	660.00	0.00	660.00	38.14	305.00	355.00
72210	355	TRAVEL	1,500.00	0.00	1,500.00	0.00	365.17	1,134.83
72210	399	OTHER CONTRACTED SERVICES	98,200.00	-70,000.00	28,200.00	0.00	17,689.16	10,510.84
72210	471	SOFTWARE	20,750.00	0.00	20,750.00	14,597.22	26,405.42	-5,655.42
72210	499	OTHER SUPPLIES & MATERIALS	1,700.00	0.00	1,700.00	564.57	1,734.92	-34.92
72210	524	IN-SERVICE/STAFF DEVELOPMENT	88,600.00	0.00	88,600.00	7,409.69	36,009.42	52,590.58
72210	599	OTHER CHARGES	13,500.00	0.00	13,500.00	594.74	8,225.32	5,274.68
72210	790	OTHER EQUIPMENT	3,000.00	0.00	3,000.00	0.00	1,796.00	1,204.00
7221-	---	REGULAR INSTRUCTION PROGRAM	2,094,251.00	-35,000.00	2,059,251.00	188,811.53	1,484,784.21	574,466.79
72220			SPECIAL EDUCATION PROGRAM					
72220	105	SUPERVISOR/DIRECTOR	109,566.00	0.00	109,566.00	9,133.50	82,198.50	27,367.50
72220	124	PSYCHOLOGICAL PERSONNEL	84,552.00	0.00	84,552.00	7,046.17	56,384.36	28,167.64
72220	135	ASSESSMENT PERSONNEL	92,486.00	0.00	92,486.00	4,785.61	34,096.47	58,389.53
72220	161	SECRETARY(S)	24,817.00	0.00	24,817.00	1,901.70	18,330.30	6,486.70
72220	188	BONUSES	6,000.00	0.00	6,000.00	0.00	6,000.00	0.00
72220	189	OTHER SALARIES & WAGES	142,462.00	0.00	142,462.00	12,415.34	99,988.06	42,473.94
72220	196	IN-SERVICE TRAINING	0.00	0.00	0.00	0.00	50.00	-50.00
72220	201	SOCIAL SECURITY	28,291.00	0.00	28,291.00	2,109.70	17,801.16	10,489.84
72220	204	STATE RETIREMENT	28,975.00	0.00	28,975.00	2,505.14	20,894.10	8,080.90
72220	206	LIFE INSURANCE	246.00	0.00	246.00	20.44	180.36	65.64
72220	207	MEDICAL INSURANCE	52,282.00	0.00	52,282.00	5,089.80	42,982.59	9,299.41
72220	212	EMPLOYER MEDICARE	6,618.00	0.00	6,618.00	493.40	4,163.20	2,454.80
72220	217	SRT RETIREMENT	874.00	0.00	874.00	80.70	604.65	269.35
72220	308	CONSULTANTS	500.00	0.00	500.00	0.00	0.00	500.00
72220	312	CONTRACTS W/PRIVATE AGENCIES	130,000.00	0.00	130,000.00	20,695.66	75,350.24	54,649.76
72220	355	TRAVEL	0.00	0.00	0.00	0.00	279.72	-279.72
72220	499	OTHER SUPPLIES & MATERIALS	15,000.00	0.00	15,000.00	258.00	5,383.14	9,616.86
72220	524	IN-SERVICE/STAFF DEVELOPMENT	1,000.00	3,895.00	4,895.00	0.00	3,985.00	910.00
72220	790	OTHER EQUIPMENT	3,000.00	0.00	3,000.00	0.00	2,480.11	519.89
7222-	---	SPECIAL EDUCATION PROGRAM	726,669.00	3,895.00	730,564.00	66,535.16	471,151.96	259,412.04

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
72230	VOCATIONAL EDUCATION PROGRAM							
72230	105	SUPERVISOR/DIRECTOR	119,279.00	39,400.00	158,679.00	12,349.92	111,299.28	47,379.72
72230	117	CAREER LADDER PROGRAM	1,000.00	0.00	1,000.00	500.00	1,000.00	0.00
72230	189	OTHER SALARIES & WAGES	58,815.00	25,000.00	83,815.00	6,655.92	53,247.36	30,567.64
72230	201	SOCIAL SECURITY	11,063.00	-37.00	11,026.00	1,187.06	10,084.94	941.06
72230	204	STATE RETIREMENT	10,682.00	-35.00	10,647.00	1,273.25	10,734.13	-87.13
72230	206	LIFE INSURANCE	84.00	0.00	84.00	7.30	62.05	21.95
72230	207	MEDICAL INSURANCE	18,004.00	0.00	18,004.00	1,586.00	13,063.00	4,941.00
72230	212	EMPLOYER MEDICARE	2,589.00	-9.00	2,580.00	277.62	2,358.55	221.45
72230	217	SRT RETIREMENT	0.00	0.00	0.00	67.22	537.78	-537.78
72230	307	COMMUNICATION	500.00	0.00	500.00	43.14	334.14	165.86
72230	499	OTHER SUPPLIES & MATERIALS	0.00	0.00	0.00	0.00	485.18	-485.18
72230	524	IN-SERVICE/STAFF DEVELOPMENT	2,000.00	9,031.59	11,031.59	546.01	8,034.78	2,996.81
72230	599	OTHER CHARGES	200.00	0.00	200.00	0.00	0.00	200.00
7223-	---	VOCATIONAL EDUCATION PROGRAM	224,216.00	73,350.59	297,566.59	24,493.44	211,241.19	86,325.40
72250	EDUCATION TECHNOLOGY							
72250	105	SUPERVISOR/DIRECTOR	126,188.00	0.00	126,188.00	10,518.67	94,680.03	31,507.97
72250	161	SECRETARY(S)	43,985.00	0.00	43,985.00	3,370.50	30,974.89	13,010.11
72250	189	OTHER SALARIES & WAGES	584,390.00	0.00	584,390.00	48,360.17	436,143.16	148,246.84
72250	201	SOCIAL SECURITY	45,136.00	0.00	45,136.00	3,678.68	33,332.33	11,803.67
72250	204	STATE RETIREMENT	98,719.00	0.00	98,719.00	8,173.30	73,675.39	25,043.61
72250	206	LIFE INSURANCE	484.00	0.00	484.00	40.15	361.35	122.65
72250	207	MEDICAL INSURANCE	115,144.00	0.00	115,144.00	10,366.00	87,421.00	27,723.00
72250	212	EMPLOYER MEDICARE	10,557.00	0.00	10,557.00	860.33	7,795.51	2,761.49
72250	307	COMMUNICATION	4,500.00	0.00	4,500.00	243.84	1,950.00	2,550.00
72250	330	OPERATING LEASE PAYMENTS	840.00	0.00	840.00	41.90	296.73	543.27
72250	350	INTERNET CONNECTIVITY	483,050.00	0.00	483,050.00	40,098.78	320,531.83	162,518.17
72250	399	OTHER CONTRACTED SERVICES	103,540.00	0.00	103,540.00	0.00	24,480.89	79,059.11
72250	471	SOFTWARE	71,308.00	0.00	71,308.00	20,342.34	45,412.11	25,895.89
72250	499	OTHER SUPPLIES & MATERIALS	15,000.00	0.00	15,000.00	474.72	7,627.54	7,372.46
72250	524	IN-SERVICE/STAFF DEVELOPMENT	10,000.00	0.00	10,000.00	0.00	6,847.20	3,152.80
72250	790	OTHER EQUIPMENT	68,286.00	0.00	68,286.00	2,857.82	90,088.41	-21,802.41
7225-	---	EDUCATION TECHNOLOGY	1,781,127.00	0.00	1,781,127.00	149,427.20	1,261,618.37	519,508.63

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
72310 BOARD OF EDUCATION								
72310	118	SECRETARY TO BOARD	3,132.00	0.00	3,132.00	261.00	2,349.00	783.00
72310	201	SOCIAL SECURITY	194.00	0.00	194.00	15.94	143.82	50.18
72310	204	STATE RETIREMENT	565.00	0.00	565.00	47.08	423.72	141.28
72310	207	MEDICAL INSURANCE	0.00	0.00	0.00	0.00	836.51	-836.51
72310	212	EMPLOYER MEDICARE	45.00	0.00	45.00	3.73	33.63	11.37
72310	305	AUDIT SERVICES	49,330.00	0.00	49,330.00	0.00	53,064.00	-3,734.00
72310	320	DUES & MEMBERSHIPS	12,000.00	0.00	12,000.00	0.00	6,993.00	5,007.00
72310	331	LEGAL SERVICES	30,000.00	45,000.00	75,000.00	3,308.00	55,918.80	19,081.20
72310	399	OTHER CONTRACTED SERVICES	15,400.00	0.00	15,400.00	170.04	14,503.82	896.18
72310	499	OTHER SUPPLIES & MATERIALS	2,000.00	0.00	2,000.00	69.79	602.59	1,397.41
72310	506	LIABILITY INSURANCE	111,500.00	15,000.00	126,500.00	0.00	126,564.00	-64.00
72310	510	TRUSTEE'S COMMISSIONS	300,000.00	0.00	300,000.00	62,318.30	200,313.54	99,686.46
72310	513	WORKER'S COMPENSATION INSURANC	100,000.00	0.00	100,000.00	-987.05	94,397.00	5,603.00
72310	524	IN-SERVICE/STAFF DEVELOPMENT	10,000.00	0.00	10,000.00	0.00	13,469.14	-3,469.14
72310	533	CRIMINAL INVESTIGATION OF APPL	34,500.00	0.00	34,500.00	2,658.00	13,304.30	21,195.70
72310	599	OTHER CHARGES	32,000.00	0.00	32,000.00	1,599.74	24,571.34	7,428.66
72310	701	ADMINISTRATION EQUIPMENT	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
7231-	---	BOARD OF EDUCATION	702,666.00	60,000.00	762,666.00	69,464.57	607,488.21	155,177.79
72320 OFFICE OF SUPERINTENDENT								
72320	101	COUNTY OFFICIAL/ADMINISTRATIVE	186,583.00	0.00	186,583.00	15,548.60	139,937.40	46,645.60
72320	161	SECRETARY(S)	57,347.00	0.00	57,347.00	4,784.21	44,788.72	12,558.28
72320	201	SOCIAL SECURITY	14,429.00	0.00	14,429.00	1,211.44	10,752.62	3,676.38
72320	204	STATE RETIREMENT	21,024.00	0.00	21,024.00	1,752.47	16,084.99	4,939.01
72320	206	LIFE INSURANCE	88.00	0.00	88.00	7.30	65.70	22.30
72320	207	MEDICAL INSURANCE	18,672.00	0.00	18,672.00	2,235.00	15,116.00	3,556.00
72320	212	EMPLOYER MEDICARE	3,527.00	0.00	3,527.00	283.31	2,649.47	877.53
72320	307	COMMUNICATION	17,500.00	0.00	17,500.00	1,347.41	7,839.79	9,660.21
72320	320	DUES & MEMBERSHIPS	5,125.00	10,000.00	15,125.00	0.00	4,021.00	11,104.00
72320	330	OPERATING LEASE PAYMENTS	2,750.00	0.00	2,750.00	98.13	745.36	2,004.64
72320	336	MAINT & REPAIR SERVICES-EQUIP	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
72320	348	POSTAL CHARGES	12,000.00	0.00	12,000.00	2,174.98	11,044.53	955.47
72320	399	OTHER CONTRACTED SERVICES	1,500.00	0.00	1,500.00	1,573.20	1,573.20	-73.20
72320	435	OFFICE SUPPLIES	18,000.00	0.00	18,000.00	1,400.94	11,093.18	6,906.82
72320	499	OTHER SUPPLIES & MATERIALS	4,000.00	0.00	4,000.00	343.23	970.87	3,029.13
72320	524	IN-SERVICE/STAFF DEVELOPMENT	6,000.00	6,000.00	12,000.00	1,503.91	8,042.21	3,957.79

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
72320 OFFICE OF SUPERINTENDENT								
72320	599	OTHER CHARGES	500.00	0.00	500.00	606.58	1,145.74	-645.74
72320	701	ADMINISTRATION EQUIPMENT	3,000.00	0.00	3,000.00	0.00	1,678.00	1,322.00
7232-	---	OFFICE OF SUPERINTENDENT	373,045.00	16,000.00	389,045.00	34,870.71	277,548.78	111,496.22
72410 OFFICE OF PRINCIPAL								
72410	104	PRINCIPAL(S)	983,795.00	0.00	983,795.00	70,366.79	711,666.01	272,128.99
72410	117	CAREER LADDER PROGRAM	3,000.00	0.00	3,000.00	1,500.00	3,000.00	0.00
72410	119	ACCOUNTANTS/BOOKKEEPERS	202,245.00	0.00	202,245.00	15,547.01	156,007.67	46,237.33
72410	139	ASSISTANT PRINCIPAL(S)	925,567.00	0.00	925,567.00	77,189.69	685,866.04	239,700.96
72410	161	SECRETARY(S)	538,598.00	0.00	538,598.00	45,303.67	359,697.39	178,900.61
72410	162	CLERICAL PERSONNEL	11,025.00	0.00	11,025.00	0.00	0.00	11,025.00
72410	188	BONUSES	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00
72410	189	OTHER SALARIES & WAGES	531,798.00	0.00	531,798.00	53,334.51	365,135.77	166,662.23
72410	201	SOCIAL SECURITY	190,778.00	0.00	190,778.00	15,557.27	135,237.04	55,540.96
72410	204	STATE RETIREMENT	221,000.00	0.00	221,000.00	17,541.59	152,415.17	68,584.83
72410	206	LIFE INSURANCE	1,760.00	0.00	1,760.00	133.81	1,262.47	497.53
72410	207	MEDICAL INSURANCE	401,094.00	0.00	401,094.00	34,804.00	304,473.00	96,621.00
72410	212	EMPLOYER MEDICARE	43,980.00	0.00	43,980.00	3,638.44	31,655.35	12,324.65
72410	217	SRT RETIREMENT	3,558.00	0.00	3,558.00	196.68	1,770.12	1,787.88
72410	307	COMMUNICATION	67,175.00	0.00	67,175.00	9,422.64	46,266.73	20,908.27
72410	320	DUES & MEMBERSHIPS	6,500.00	0.00	6,500.00	0.00	6,500.00	0.00
72410	330	OPERATING LEASE PAYMENTS	54,840.00	0.00	54,840.00	4,232.81	29,460.96	25,379.04
72410	399	OTHER CONTRACTED SERVICES	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
72410	499	OTHER SUPPLIES & MATERIALS	1,000.00	0.00	1,000.00	0.00	49.99	950.01
72410	524	IN-SERVICE/STAFF DEVELOPMENT	400.00	0.00	400.00	0.00	0.00	400.00
72410	599	OTHER CHARGES	400.00	0.00	400.00	0.00	0.00	400.00
7241-	---	OFFICE OF PRINCIPAL	4,192,513.00	0.00	4,192,513.00	348,768.91	2,992,463.71	1,200,049.29
72510 FISCAL SERVICES								
72510	105	SUPERVISOR/DIRECTOR	119,383.00	135,000.00	254,383.00	9,430.92	221,772.39	32,610.61
72510	119	ACCOUNTANTS/BOOKKEEPERS	84,211.00	-78,000.00	6,211.00	0.00	5,263.18	947.82
72510	161	SECRETARY(S)	155,144.00	0.00	155,144.00	11,878.75	109,281.96	45,862.04
72510	201	SOCIAL SECURITY	21,997.00	0.00	21,997.00	1,312.70	20,710.94	1,286.06
72510	204	STATE RETIREMENT	49,360.00	0.00	49,360.00	2,628.44	36,034.61	13,325.39

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
72510		FISCAL SERVICES						
72510	206	LIFE INSURANCE	238.00	0.00	238.00	16.06	173.74	64.26
72510	207	MEDICAL INSURANCE	50,398.00	0.00	50,398.00	3,489.20	36,515.60	13,882.40
72510	212	EMPLOYER MEDICARE	5,145.00	0.00	5,145.00	306.99	4,843.63	301.37
72510	320	DUES & MEMBERSHIPS	1,800.00	0.00	1,800.00	250.00	2,139.00	-339.00
72510	399	OTHER CONTRACTED SERVICES	22,600.00	-7,500.00	15,100.00	2,470.00	12,544.79	2,555.21
72510	411	DATA PROCESSING SUPPLIES	1,000.00	0.00	1,000.00	0.00	336.75	663.25
72510	471	SOFTWARE	38,000.00	-8,000.00	30,000.00	0.00	0.00	30,000.00
72510	499	OTHER SUPPLIES & MATERIALS	1,000.00	0.00	1,000.00	0.00	73.39	926.61
72510	524	IN-SERVICE/STAFF DEVELOPMENT	8,000.00	0.00	8,000.00	110.00	4,701.24	3,298.76
72510	701	ADMINISTRATION EQUIPMENT	9,000.00	-3,000.00	6,000.00	0.00	679.00	5,321.00
7251-	---	FISCAL SERVICES	567,276.00	38,500.00	605,776.00	31,893.06	455,070.22	150,705.78
72520		HUMAN SERVICES(RESOURCES)/PERS						
72520	105	SUPERVISOR/DIRECTOR	120,373.00	0.00	120,373.00	10,034.09	90,303.81	30,069.19
72520	161	SECRETARY(S)	51,326.00	0.00	51,326.00	4,316.47	39,359.53	11,966.47
72520	189	OTHER SALARIES & WAGES	72,281.00	0.00	72,281.00	6,023.42	54,210.78	18,070.22
72520	201	SOCIAL SECURITY	14,845.00	0.00	14,845.00	1,235.73	11,151.95	3,693.05
72520	204	STATE RETIREMENT	36,575.00	0.00	36,575.00	3,055.12	27,588.34	8,986.66
72520	206	LIFE INSURANCE	132.00	0.00	132.00	10.95	98.55	33.45
72520	207	MEDICAL INSURANCE	18,664.00	0.00	18,664.00	1,586.00	13,818.00	4,846.00
72520	212	EMPLOYER MEDICARE	3,473.00	0.00	3,473.00	289.01	2,608.14	864.86
72520	302	ADVERTISING	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
72520	320	DUES & MEMBERSHIPS	700.00	0.00	700.00	0.00	250.00	450.00
72520	355	TRAVEL	100.00	0.00	100.00	0.00	227.14	-127.14
72520	399	OTHER CONTRACTED SERVICES	5,000.00	0.00	5,000.00	0.00	13.20	4,986.80
72520	471	SOFTWARE	4,750.00	0.00	4,750.00	0.00	5,195.06	-445.06
72520	499	OTHER SUPPLIES & MATERIALS	14,000.00	0.00	14,000.00	607.93	7,822.42	6,177.58
72520	524	IN-SERVICE/STAFF DEVELOPMENT	8,500.00	0.00	8,500.00	884.83	6,912.35	1,587.65
72520	599	OTHER CHARGES	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
72520	701	ADMINISTRATION EQUIPMENT	2,000.00	0.00	2,000.00	0.00	2,716.00	-716.00
7252-	---	HUMAN SERVICES(RESOURCES)/PERS	358,719.00	0.00	358,719.00	28,043.55	262,275.27	96,443.73

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72610		OPERATION OF PLANT						
72610	105	SUPERVISOR/DIRECTOR	58,554.00	0.00	58,554.00	4,880.96	43,967.14	14,586.86
72610	166	CUSTODIAL PERSONNEL	1,594,741.00	-50,000.00	1,544,741.00	114,278.39	1,076,675.63	468,065.37
72610	189	OTHER SALARIES & WAGES	69,779.00	0.00	69,779.00	5,567.92	50,686.66	19,092.34
72610	201	SOCIAL SECURITY	105,042.00	0.00	105,042.00	7,565.59	71,047.75	33,994.25
72610	204	STATE RETIREMENT	129,356.00	0.00	129,356.00	9,689.77	91,688.31	37,667.69
72610	206	LIFE INSURANCE	1,726.00	0.00	1,726.00	143.53	1,262.48	463.52
72610	207	MEDICAL INSURANCE	340,994.00	0.00	340,994.00	29,823.50	251,070.97	89,923.03
72610	212	EMPLOYER MEDICARE	24,566.00	0.00	24,566.00	1,769.35	16,615.66	7,950.34
72610	336	MAINT & REPAIR SERVICES-EQUIP	3,500.00	0.00	3,500.00	0.00	904.70	2,595.30
72610	351	RENTALS	15,000.00	0.00	15,000.00	0.00	5,432.23	9,567.77
72610	359	DISPOSAL FEES	61,000.00	0.00	61,000.00	5,399.53	39,318.39	21,681.61
72610	399	OTHER CONTRACTED SERVICES	95,495.00	0.00	95,495.00	6,681.89	60,848.52	34,646.48
72610	410	CUSTODIAL SUPPLIES	136,000.00	0.00	136,000.00	2,179.12	75,931.51	60,068.49
72610	415	ELECTRICITY	1,085,500.00	-20,500.00	1,065,000.00	98,617.24	713,805.00	351,195.00
72610	434	NATURAL GAS	157,200.00	0.00	157,200.00	31,623.04	136,867.72	20,332.28
72610	454	WATER & SEWER	101,900.00	0.00	101,900.00	7,452.63	61,315.72	40,584.28
72610	471	SOFTWARE	39,050.00	0.00	39,050.00	0.00	9,049.45	30,000.55
72610	499	OTHER SUPPLIES & MATERIALS	34,590.00	0.00	34,590.00	2,818.35	29,998.69	4,591.31
72610	720	PLANT OPERATION EQUIPMENT	5,000.00	0.00	5,000.00	0.00	1,234.60	3,765.40
7261-	---	OPERATION OF PLANT	4,058,993.00	-70,500.00	3,988,493.00	328,490.81	2,737,721.13	1,250,771.87
72620		MAINTENANCE OF PLANT						
72620	105	SUPERVISOR/DIRECTOR	58,554.00	0.00	58,554.00	4,880.96	43,927.14	14,626.86
72620	161	SECRETARY(S)	46,060.00	0.00	46,060.00	3,838.34	34,545.06	11,514.94
72620	167	MAINTENANCE PERSONNEL	836,404.00	0.00	836,404.00	57,652.93	590,159.80	246,244.20
72620	201	SOCIAL SECURITY	57,453.00	0.00	57,453.00	4,037.75	40,730.02	16,722.98
72620	204	STATE RETIREMENT	123,257.00	0.00	123,257.00	8,944.04	88,212.72	35,044.28
72620	206	LIFE INSURANCE	799.00	0.00	799.00	58.98	574.62	224.38
72620	207	MEDICAL INSURANCE	167,688.00	0.00	167,688.00	12,657.50	119,455.50	48,232.50
72620	212	EMPLOYER MEDICARE	13,437.00	0.00	13,437.00	944.29	9,525.48	3,911.52
72620	329	LAUNDRY SERVICE	8,000.00	0.00	8,000.00	316.08	2,882.29	5,117.71
72620	330	OPERATING LEASE PAYMENTS	1,300.00	0.00	1,300.00	70.95	461.45	838.55
72620	335	MAINT & REPAIR SERVICES-BLDG	326,200.00	0.00	326,200.00	1,027.47	191,542.34	134,657.66
72620	336	MAINT & REPAIR SERVICES-EQUIP	38,500.00	0.00	38,500.00	2,828.73	14,638.49	23,861.51
72620	399	OTHER CONTRACTED SERVICES	14,600.00	0.00	14,600.00	9.48	909.48	13,690.52
72620	418	EQUIPMENT & MACHINERY PARTS	210,000.00	0.00	210,000.00	12,980.74	88,316.81	121,683.19

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
72620		MAINTENANCE OF PLANT						
72620	426	GENERAL CONSTRUCTION MATERIALS	95,200.00	0.00	95,200.00	2,462.96	46,218.89	48,981.11
72620	499	OTHER SUPPLIES & MATERIALS	24,500.00	80,641.81	105,141.81	2,405.54	28,885.21	76,256.60
72620	524	IN-SERVICE/STAFF DEVELOPMENT	15,000.00	0.00	15,000.00	0.00	1,288.91	13,711.09
72620	599	OTHER CHARGES	100.00	0.00	100.00	0.00	552.20	-452.20
72620	701	ADMINISTRATION EQUIPMENT	25,500.00	0.00	25,500.00	0.00	0.00	25,500.00
72620	717	MAINTENANCE EQUIPMENT	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
72620	790	OTHER EQUIPMENT	0.00	0.00	0.00	4,572.48	9,320.08	-9,320.08
7262-	---	MAINTENANCE OF PLANT	2,072,552.00	80,641.81	2,153,193.81	119,689.22	1,312,146.49	841,047.32
72710		TRANSPORTATION						
72710	105	SUPERVISOR/DIRECTOR	32,826.00	0.00	32,826.00	2,736.27	24,625.68	8,200.32
72710	146	BUS DRIVERS	111,335.00	62,503.00	173,838.00	15,611.62	129,898.34	43,939.66
72710	162	CLERICAL PERSONNEL	11,329.00	0.00	11,329.00	882.38	6,469.08	4,859.92
72710	188	BONUSES	21,001.00	0.00	21,001.00	250.00	4,500.00	16,501.00
72710	189	OTHER SALARIES & WAGES	63,546.00	0.00	63,546.00	4,955.50	44,599.50	18,946.50
72710	201	SOCIAL SECURITY	13,515.00	3,874.00	17,389.00	1,349.62	11,714.91	5,674.09
72710	204	STATE RETIREMENT	8,809.00	4,919.00	13,728.00	1,491.05	13,049.09	678.91
72710	206	LIFE INSURANCE	84.00	84.00	168.00	17.34	140.56	27.44
72710	207	MEDICAL INSURANCE	19,912.00	9,201.00	29,113.00	4,780.50	33,850.24	-4,737.24
72710	212	EMPLOYER MEDICARE	3,456.00	907.00	4,363.00	344.80	2,947.09	1,415.91
72710	217	SRT RETIREMENT	0.00	0.00	0.00	4.38	41.26	-41.26
72710	312	CONTRACTS W/PRIVATE AGENCIES	500.00	0.00	500.00	0.00	0.00	500.00
72710	313	CONTRACTS WITH PARENTS	0.00	0.00	0.00	104.40	1,121.59	-1,121.59
72710	315	CONTRACTS WITH VEHICLE OWNERS	1,028,119.00	0.00	1,028,119.00	97,088.25	776,706.00	251,413.00
72710	338	MAINT & REPAIR SERVICES-VEHICL	15,000.00	0.00	15,000.00	0.00	1,305.00	13,695.00
72710	340	MEDICAL AND DENTAL SERVICES	4,000.00	0.00	4,000.00	65.00	1,685.00	2,315.00
72710	355	TRAVEL	1,000.00	0.00	1,000.00	709.92	1,797.04	-797.04
72710	399	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	358.60	2,247.68	-2,247.68
72710	425	GASOLINE	97,000.00	-22,000.00	75,000.00	6,263.46	47,705.66	27,294.34
72710	450	TIRES & TUBES	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
72710	453	VEHICLE PARTS	4,000.00	0.00	4,000.00	0.00	714.50	3,285.50
72710	471	SOFTWARE	2,350.00	0.00	2,350.00	0.00	2,306.55	43.45
72710	499	OTHER SUPPLIES & MATERIALS	500.00	0.00	500.00	0.00	300.00	200.00
72710	511	VEHICLE & EQUIPMENT INSURANCE	58,000.00	0.00	58,000.00	0.00	62,213.00	-4,213.00
72710	524	IN-SERVICE/STAFF DEVELOPMENT	18,000.00	0.00	18,000.00	0.00	0.00	18,000.00
72710	599	OTHER CHARGES	2,820.00	0.00	2,820.00	24.28	368.80	2,451.20

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
72710		TRANSPORTATION						
72710	729	TRANSPORTATION EQUIPMENT	7,500.00	65,000.00	72,500.00	71,225.00	74,048.26	-1,548.26
7271-	---	TRANSPORTATION	1,527,602.00	124,488.00	1,652,090.00	208,262.37	1,244,354.83	407,735.17
73100		FOOD SERVICE						
73100	105	SUPERVISOR/DIRECTOR	0.00	0.00	0.00	0.00	40.00	-40.00
73100	162	CLERICAL PERSONNEL	43,280.00	0.00	43,280.00	3,316.50	30,478.69	12,801.31
73100	189	OTHER SALARIES & WAGES	0.00	0.00	0.00	-3,180.32	0.00	0.00
73100	201	SOCIAL SECURITY	2,607.00	0.00	2,607.00	2.06	1,834.63	772.37
73100	204	STATE RETIREMENT	3,406.00	0.00	3,406.00	-154.86	2,398.58	1,007.42
73100	206	LIFE INSURANCE	43.00	0.00	43.00	3.65	32.85	10.15
73100	207	MEDICAL INSURANCE	9,336.00	0.00	9,336.00	793.00	6,909.00	2,427.00
73100	212	EMPLOYER MEDICARE	610.00	0.00	610.00	0.48	429.07	180.93
73100	422	FOOD SUPPLIES	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
73100	524	IN-SERVICE/STAFF DEVELOPMENT	1,100.00	0.00	1,100.00	0.00	0.00	1,100.00
73100	710	FOOD SERVICE EQUIPMENT	0.00	5,000.00	5,000.00	0.00	2,338.00	2,662.00
7310-	---	FOOD SERVICE	62,882.00	5,000.00	67,882.00	780.51	44,460.82	23,421.18
73300		COMMUNITY SERVICES						
73300	105	SUPERVISOR/DIRECTOR	10,335.00	-1,725.00	8,610.00	0.00	2,275.00	6,335.00
73300	116	TEACHERS	213,152.00	-6,749.00	206,403.00	18,112.50	136,993.75	69,409.25
73300	162	CLERICAL PERSONNEL	0.00	1,280.00	1,280.00	0.00	0.00	1,280.00
73300	163	EDUCATIONAL ASSISTANTS	11,378.00	-1,581.00	9,797.00	1,016.82	7,647.98	2,149.02
73300	189	OTHER SALARIES & WAGES	148,729.00	-83,678.00	65,051.00	4,357.50	46,584.69	18,466.31
73300	201	SOCIAL SECURITY	23,546.00	-5,405.00	18,141.00	1,340.12	11,124.56	7,016.44
73300	204	STATE RETIREMENT	21,854.00	-5,312.00	16,542.00	1,298.61	10,286.56	6,255.44
73300	206	LIFE INSURANCE	54.00	-40.00	14.00	0.91	8.19	5.81
73300	207	MEDICAL INSURANCE	15,902.00	-8,558.00	7,344.00	624.00	5,439.00	1,905.00
73300	212	EMPLOYER MEDICARE	5,508.00	-1,264.00	4,244.00	327.55	2,706.40	1,537.60
73300	217	SRT RETIREMENT	638.00	-40.00	598.00	46.59	353.63	244.37
73300	399	OTHER CONTRACTED SERVICES	215,299.00	13,021.00	228,320.00	18,117.32	138,635.93	89,684.07
73300	422	FOOD SUPPLIES	1,000.00	-300.00	700.00	0.00	198.79	501.21
73300	429	INSTRUCTIONAL SUPPLIES & MATER	2,604.00	-2,104.00	500.00	0.00	0.00	500.00
73300	499	OTHER SUPPLIES & MATERIALS	8,000.00	0.00	8,000.00	332.22	4,453.86	3,546.14
73300	524	IN-SERVICE/STAFF DEVELOPMENT	1,950.00	-450.00	1,500.00	0.00	198.87	1,301.13

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
73300		COMMUNITY SERVICES						
73300	599	OTHER CHARGES	177,095.00	-172,095.00	5,000.00	0.00	1,095.94	3,904.06
7330-	---	COMMUNITY SERVICES	857,044.00	-275,000.00	582,044.00	45,574.14	368,003.15	214,040.85
73400		EARLY CHILDHOOD EDUCATION						
73400	116	TEACHERS	378,943.00	0.00	378,943.00	31,578.60	252,628.80	126,314.20
73400	163	EDUCATIONAL ASSISTANTS	132,020.00	0.00	132,020.00	12,664.06	100,773.52	31,246.48
73400	188	BONUSES	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
73400	189	OTHER SALARIES & WAGES	14,000.00	0.00	14,000.00	512.50	7,075.00	6,925.00
73400	195	CERTIFIED SUBSTITUTE TEACHERS	2,500.00	0.00	2,500.00	115.00	1,437.50	1,062.50
73400	198	NON-CERTIFIED SUBSTITUTE TEACH	2,500.00	0.00	2,500.00	2,050.00	8,115.00	-5,615.00
73400	201	SOCIAL SECURITY	30,818.00	0.00	30,818.00	2,640.16	21,266.00	9,552.00
73400	204	STATE RETIREMENT	33,699.00	0.00	33,699.00	2,818.78	23,084.70	10,614.30
73400	206	LIFE INSURANCE	440.00	0.00	440.00	36.50	328.50	111.50
73400	207	MEDICAL INSURANCE	106,308.00	0.00	106,308.00	9,031.00	79,000.00	27,308.00
73400	212	EMPLOYER MEDICARE	7,207.00	0.00	7,207.00	624.91	5,084.17	2,122.83
73400	399	OTHER CONTRACTED SERVICES	1,156.00	0.00	1,156.00	83.30	666.40	489.60
7340-	---	EARLY CHILDHOOD EDUCATION	719,591.00	0.00	719,591.00	62,154.81	509,459.59	210,131.41
99100		TRANSFERS TO OTHER FUNDS						
99100	590	TRANSFERS OUT (COMPLETE SCHEDU	2,820,850.00	0.00	2,820,850.00	0.00	19,550.00	2,801,300.00
9910-	---	TRANSFERS TO OTHER FUNDS	2,820,850.00	0.00	2,820,850.00	0.00	19,550.00	2,801,300.00
Grand Expense Totals			55,287,826.00	164,777.29	55,452,603.29	4,168,659.51	35,887,624.32	19,564,978.97

Number of Accounts: 1458

\*\*\*\*\* End of report \*\*\*\*\*

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
GP-BJ-06	MISCELLANEOUS GP BUDGET AMENDMENTS	2025-2026	03/31/2026	Web Batch Entry/Import	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71100 116 000 00000 320		03/31/2026	0.00	34,000.00
2		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71100 116 000 01020 320		03/31/2026	0.00	36,000.00
3		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71100 116 000 03050 330		03/31/2026	0.00	30,000.00
4		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71100 163 000 03045 330		03/31/2026	0.00	35,000.00
5		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71100 449 000 00000 330		03/31/2026	200,000.00	0.00
6		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71150 116 000 00000 002		03/31/2026	3,000.00	0.00
7		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71150 116 000 00000 320		03/31/2026	12,000.00	0.00
8		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71200 195 000 00000 060		03/31/2026	7,500.00	0.00
9		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71200 207 000 01020 060		03/31/2026	37,000.00	0.00
10		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71200 429 000 00000 060		03/31/2026	0.00	5,000.00
11		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71200 499 000 00000 060		03/31/2026	0.00	4,500.00
12		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71200 599 000 00000 060		03/31/2026	0.00	5,000.00
13		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71300 189 000 00000 065		03/31/2026	9,000.00	0.00
14		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71300 189 000 03045 065		03/31/2026	10,000.00	0.00
15		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71300 195 000 00000 065		03/31/2026	12,000.00	0.00
16		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71300 198 000 00000 065		03/31/2026	10,000.00	0.00
17		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71300 429 000 03045 065		03/31/2026	20,000.00	0.00
18		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71400 189 000 00000 122		03/31/2026	0.00	5,000.00
19		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71400 399 000 00000 122		03/31/2026	0.00	5,000.00
20		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71400 499 000 00000 122		03/31/2026	5,000.00	0.00
21		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 71400 599 000 00000 390		03/31/2026	10,000.00	0.00
22		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72110 207 000 04000 340		03/31/2026	5,000.00	0.00
23		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72110 399 000 00000 340		03/31/2026	15,000.00	0.00
24		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72110 471 000 00000 030		03/31/2026	5,000.00	0.00
25		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72130 189 000 03045 330		03/31/2026	0.00	65,000.00
26		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72130 207 000 03045 330		03/31/2026	0.00	10,000.00
27		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72210 189 000 00000 040		03/31/2026	22,000.00	0.00
28		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72210 207 000 00000 040		03/31/2026	5,000.00	0.00
29		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72210 207 000 00000 320		03/31/2026	8,000.00	0.00
30		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72230 105 000 00000 065		03/31/2026	40,000.00	0.00
31		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72230 189 000 03045 065		03/31/2026	25,000.00	0.00
32		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72310 331 000 00000 350		03/31/2026	45,000.00	0.00
33		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72310 506 000 00000 360		03/31/2026	15,000.00	0.00
34		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72320 320 000 00000 350		03/31/2026	10,000.00	0.00
35		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72320 524 000 00000 350		03/31/2026	6,000.00	0.00
36		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72510 105 000 04000 360		03/31/2026	135,000.00	0.00
37		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72510 119 000 04000 360		03/31/2026	0.00	78,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
GP-BJ-06	MISCELLANEOUS GP BUDGET AMENDMENTS	2025-2026	03/31/2026	Web Batch Entry/Import	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
38		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72510 399 000 00000	360	03/31/2026	0.00	7,500.00
39		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72510 471 000 00000	360	03/31/2026	0.00	8,000.00
40		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72510 701 000 00000	360	03/31/2026	0.00	3,000.00
41		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72610 166 000 00000	070	03/31/2026	0.00	50,000.00
42		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 72610 415 000 03045	067	03/31/2026	0.00	20,500.00
43		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 73100 710 000 00000	340	03/31/2026	5,000.00	0.00
44		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 73300 189 000 00000	320	03/31/2026	0.00	83,678.00
45		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 73300 201 000 00000	320	03/31/2026	0.00	5,188.00
46		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 73300 204 000 00000	320	03/31/2026	0.00	4,828.00
47		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 73300 206 000 00000	320	03/31/2026	0.00	40.00
48		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 73300 207 000 00000	320	03/31/2026	0.00	8,558.00
49		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 73300 212 000 00000	320	03/31/2026	0.00	1,213.00
50		MISCELLANEOUS GP BUDGET AMENDMENTS	141 E 73300 599 000 00000	320	03/31/2026	0.00	171,495.00
TOTALS						676,500.00	676,500.00

\*\*\*\*\* End of report \*\*\*\*\*

Account Level			2025-26	2025-26	2025-26	March 2025-26	2025-26	Uncollected	Percent
Acct	Prj	Description	Original Budget	Budget Revisions	Revised Budget	Monthly Activity	FYTD Activity	Revenue	Collected
47131	800	CARL PERKINS	77,768.97	-10,759.19	67,009.78	0.00	51,269.93	15,739.85	76.51%
47131	802	PERKINS RESERVE GRANT	50,000.00	0.00	50,000.00	2,172.75	49,239.37	760.63	98.48%
47141	100	TITLE I - PART A	1,098,701.44	61,037.35	1,159,738.79	100,582.37	379,654.10	780,084.69	32.74%
47143	897	IDEA-AALN PRESCHOOL	20,000.00	0.00	20,000.00	0.00	3,542.08	16,457.92	17.71%
47143	898	IDEA-AALN K8	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00	0.00%
47143	899	IDEA-IMPLEMENTATION	100,000.00	0.00	100,000.00	7,260.86	40,017.17	59,982.83	40.02%
47143	900	IDEA PART B	944,084.00	92,615.39	1,036,699.39	0.00	309,654.60	727,044.79	29.87%
47145	910	IDEA PRESCHOOL	30,532.00	1,695.54	32,227.54	3,790.55	19,143.10	13,084.44	59.40%
47149	700	TITLE IX - MCKINNEY VENTO	32,271.87	0.00	32,271.87	3,431.94	14,097.45	18,174.42	43.68%
47189	200	TITLE II - PART A	177,122.67	-11,417.26	165,705.41	13,190.72	72,052.70	93,652.71	43.48%
47590	400	TITLE IV	78,922.40	31,989.25	110,911.65	15,914.29	61,084.78	49,826.87	55.08%
47590	440	STRONGER CONNECTIONS GRANT	588,562.42	21,521.18	610,083.60	0.00	136,060.92	474,022.68	22.30%
47590	950	LITERACY TRAINING STIPEND	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00	100.00%
Grand Revenue Totals			3,213,965.77	186,682.26	3,400,648.03	146,343.48	1,136,816.20	2,263,831.83	33.43%

Number of Accounts: 13

\*\*\*\*\* End of report \*\*\*\*\*

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
71100		REGULAR INSTRUCTION PROGRAM						
71100	116	TEACHERS	210,025.00	51,888.00	261,913.00	22,934.68	160,169.53	101,743.47
71100	163	EDUCATIONAL ASSISTANTS	299,707.00	-19,418.00	280,289.00	27,006.90	197,348.23	82,940.77
71100	189	OTHER SALARIES & WAGES	54,650.00	-2,528.00	52,122.00	3,639.17	34,091.36	18,030.64
71100	201	SOCIAL SECURITY	33,397.00	1,856.00	35,253.00	3,305.27	23,099.18	12,153.82
71100	204	STATE RETIREMENT	19,802.00	4,139.00	23,941.00	2,098.50	15,537.09	8,403.91
71100	206	LIFE INSURANCE	216.00	32.00	248.00	20.66	168.75	79.25
71100	207	MEDICAL INSURANCE	38,772.00	15,275.00	54,047.00	4,758.00	37,151.90	16,895.10
71100	212	EMPLOYER MEDICARE	8,167.00	435.00	8,602.00	773.02	5,631.81	2,970.19
71100	356	TUITION	0.00	2,231.69	2,231.69	0.00	780.70	1,450.99
71100	399	OTHER CONTRACTED SERVICES	24,307.00	0.00	24,307.00	0.00	22,293.76	2,013.24
71100	429	INSTRUCTIONAL SUPPLIES & MATER	13,484.00	5,848.96	19,332.96	2,938.84	5,014.14	14,318.82
71100	599	OTHER CHARGES	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00
7110-	---	REGULAR INSTRUCTION PROGRAM	702,527.00	61,759.65	764,286.65	67,475.04	501,286.45	263,000.20
71200		SPECIAL EDUCATION PROGRAM						
71200	116	TEACHERS	59,347.00	0.00	59,347.00	4,945.59	39,564.72	19,782.28
71200	163	EDUCATIONAL ASSISTANTS	671,527.00	22,534.00	694,061.00	81,516.26	598,053.87	96,007.13
71200	171	SPEECH PATHOLOGIST	71,344.00	-800.17	70,543.83	5,738.09	45,904.72	24,639.11
71200	201	SOCIAL SECURITY	60,223.00	1,348.00	61,571.00	5,670.24	42,030.32	19,540.68
71200	204	STATE RETIREMENT	24,443.00	-46.00	24,397.00	2,058.05	16,518.60	7,878.40
71200	206	LIFE INSURANCE	205.00	0.00	205.00	17.01	153.18	51.82
71200	207	MEDICAL INSURANCE	53,112.00	0.00	53,112.00	4,512.00	39,324.53	13,787.47
71200	212	EMPLOYER MEDICARE	14,342.00	316.10	14,658.10	1,326.14	9,829.88	4,828.22
71200	429	INSTRUCTIONAL SUPPLIES & MATER	18,500.00	0.00	18,500.00	23.28	9,980.57	8,519.43
71200	499	OTHER SUPPLIES & MATERIALS	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
7120-	---	SPECIAL EDUCATION PROGRAM	974,543.00	23,351.93	997,894.93	105,806.66	801,360.39	196,534.54
71300		VOCATIONAL EDUCATION PROGRAM						
71300	429	INSTRUCTIONAL SUPPLIES & MATER	26,400.00	-527.00	25,873.00	0.00	24,121.56	1,751.44
71300	471	SOFTWARE	11,000.00	-4,550.00	6,450.00	0.00	6,450.00	0.00
71300	499	OTHER SUPPLIES & MATERIALS	13,400.00	4,925.00	18,325.00	0.00	18,424.75	-99.75
71300	730	VOCATIONAL INSTR EQUIPMENT	51,300.00	-5,691.00	45,609.00	2,530.00	45,797.90	-188.90
7130-	---	VOCATIONAL EDUCATION PROGRAM	102,100.00	-5,843.00	96,257.00	2,530.00	94,794.21	1,462.79

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
72120		HEALTH SERVICES						
72120	189	OTHER SALARIES & WAGES	48,037.00	-14,000.00	34,037.00	2,209.73	11,659.29	22,377.71
72120	201	SOCIAL SECURITY	2,767.00	0.00	2,767.00	137.00	722.87	2,044.13
72120	212	EMPLOYER MEDICARE	648.00	0.00	648.00	32.04	169.06	478.94
7212-	---	HEALTH SERVICES	51,452.00	-14,000.00	37,452.00	2,378.77	12,551.22	24,900.78
72130		OTHER STUDENT SUPPORT						
72130	189	OTHER SALARIES & WAGES	320,074.94	-29,260.00	290,814.94	17,573.66	157,328.95	133,485.99
72130	201	SOCIAL SECURITY	19,382.00	-1,814.00	17,568.00	1,062.92	9,524.14	8,043.86
72130	204	STATE RETIREMENT	19,191.00	-2,788.00	16,403.00	1,146.05	10,310.28	6,092.72
72130	206	LIFE INSURANCE	157.00	-27.00	130.00	9.68	96.41	33.59
72130	207	MEDICAL INSURANCE	35,408.00	-3,732.00	31,676.00	2,527.20	23,943.21	7,732.79
72130	212	EMPLOYER MEDICARE	4,535.00	-424.00	4,111.00	248.59	2,227.45	1,883.55
72130	399	OTHER CONTRACTED SERVICES	356,838.40	22,600.60	379,439.00	28,792.50	224,167.00	155,272.00
72130	471	SOFTWARE	2,400.00	0.00	2,400.00	0.00	2,400.00	0.00
72130	499	OTHER SUPPLIES & MATERIALS	39,688.00	0.00	39,688.00	347.20	17,321.95	22,366.05
72130	524	IN-SERVICE/STAFF DEVELOPMENT	12,267.32	-1,326.36	10,940.96	0.00	9,840.58	1,100.38
72130	599	OTHER CHARGES	13,000.00	-2,084.83	10,915.17	2,376.00	2,655.00	8,260.17
72130	790	OTHER EQUIPMENT	19,900.00	6,400.00	26,300.00	4,087.60	16,923.71	9,376.29
7213-	---	OTHER STUDENT SUPPORT	842,841.66	-12,455.59	830,386.07	58,171.40	476,738.68	353,647.39
72210		REGULAR INSTRUCTION PROGRAM						
72210	105	SUPERVISOR/DIRECTOR	28,646.00	28,646.00	57,292.00	4,775.84	42,981.06	14,310.94
72210	172	INSTRUCTIONAL COACHES	215,153.00	-1,740.00	213,413.00	17,749.27	136,623.04	76,789.96
72210	189	OTHER SALARIES & WAGES	18,000.00	0.00	18,000.00	531.25	6,587.50	11,412.50
72210	201	SOCIAL SECURITY	16,429.00	1,668.00	18,097.00	1,339.60	10,874.66	7,222.34
72210	204	STATE RETIREMENT	14,947.00	4,309.00	19,256.00	1,452.06	11,717.43	7,538.57
72210	206	LIFE INSURANCE	143.00	11.00	154.00	12.78	111.59	42.41
72210	207	MEDICAL INSURANCE	29,642.67	-8,642.26	21,000.41	1,474.00	18,933.00	2,067.41
72210	212	EMPLOYER MEDICARE	3,843.00	-833.00	3,010.00	313.29	2,543.26	466.74
72210	499	OTHER SUPPLIES & MATERIALS	1,800.00	0.00	1,800.00	0.00	1,145.96	654.04
72210	524	IN-SERVICE/STAFF DEVELOPMENT	71,120.44	40,996.53	112,116.97	23,866.50	55,876.38	56,240.59
7221-	---	REGULAR INSTRUCTION PROGRAM	399,724.11	64,415.27	464,139.38	51,514.59	287,393.88	176,745.50

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
72220 SPECIAL EDUCATION PROGRAM								
72220	135	ASSESSMENT PERSONNEL	5,000.00	0.00	5,000.00	250.00	1,768.75	3,231.25
72220	189	OTHER SALARIES & WAGES	77,959.00	0.00	77,959.00	6,013.25	47,481.00	30,478.00
72220	201	SOCIAL SECURITY	4,383.00	0.00	4,383.00	335.78	2,657.56	1,725.44
72220	204	STATE RETIREMENT	4,518.00	0.00	4,518.00	349.18	2,743.51	1,774.49
72220	206	LIFE INSURANCE	44.00	0.00	44.00	3.65	32.85	11.15
72220	207	MEDICAL INSURANCE	10,764.00	0.00	10,764.00	915.00	7,971.00	2,793.00
72220	212	EMPLOYER MEDICARE	1,099.00	0.00	1,099.00	82.16	647.21	451.79
72220	524	IN-SERVICE/STAFF DEVELOPMENT	23,729.00	0.00	23,729.00	1,395.44	11,403.13	12,325.87
72220	790	OTHER EQUIPMENT	7,577.00	0.00	7,577.00	0.00	0.00	7,577.00
7222-	---	SPECIAL EDUCATION PROGRAM	135,073.00	0.00	135,073.00	9,344.46	74,705.01	60,367.99
72230 VOCATIONAL EDUCATION PROGRAM								
72230	524	IN-SERVICE/STAFF DEVELOPMENT	3,880.00	-681.00	3,199.00	0.00	4,175.35	-976.35
7223-	---	VOCATIONAL EDUCATION PROGRAM	3,880.00	-681.00	3,199.00	0.00	4,175.35	-976.35
72710 TRANSPORTATION								
72710	146	BUS DRIVERS	0.00	26,179.00	26,179.00	2,801.35	21,341.29	4,837.71
72710	189	OTHER SALARIES & WAGES	0.00	29,838.00	29,838.00	1,574.82	7,173.33	22,664.67
72710	201	SOCIAL SECURITY	0.00	3,472.00	3,472.00	261.05	1,686.60	1,785.40
72710	204	STATE RETIREMENT	0.00	2,060.00	2,060.00	220.47	1,679.59	380.41
72710	206	LIFE INSURANCE	0.00	40.00	40.00	3.65	29.20	10.80
72710	207	MEDICAL INSURANCE	0.00	8,557.00	8,557.00	793.00	6,154.00	2,403.00
72710	212	EMPLOYER MEDICARE	0.00	813.00	813.00	61.05	394.44	418.56
72710	315	CONTRACTS WITH VEHICLE OWNERS	825.00	-824.00	1.00	0.00	0.00	1.00
72710	599	OTHER CHARGES	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
7271-	---	TRANSPORTATION	1,825.00	70,135.00	71,960.00	5,715.39	38,458.45	33,501.55
Grand Expense Totals			3,213,965.77	186,682.26	3,400,648.03	302,936.31	2,291,463.64	1,109,184.39

Number of Accounts: 240

\*\*\*\*\* End of report \*\*\*\*\*

Acct	Acct	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	Uncollected Revenue	Percent Collected
43522	LUNCH PAYMENTS - ADULTS	20,000.00	0.00	20,000.00	1,007.55	8,287.35	11,712.65	41.44%
43525	ALA CARTE SALES	100,000.00	0.00	100,000.00	15,506.70	127,996.10	-27,996.10	128.00%
44110	INVESTMENT INCOME	4,000.00	0.00	4,000.00	212.73	2,153.48	1,846.52	53.84%
44170	MISCELLANEOUS REFUNDS / REIMBS	15,000.00	0.00	15,000.00	240.88	14,826.84	173.16	98.85%
44570	CONTRIBUTIONS & GIFTS	0.00	0.00	0.00	0.00	9,000.00	-9,000.00	0.00%
44990	OTHER LOCAL REVENUE	0.00	0.00	0.00	503.94	5,501.64	-5,501.64	0.00%
46520	SCHOOL FOOD SERVICE	19,000.00	0.00	19,000.00	0.00	0.00	19,000.00	0.00%
47111	USDA SCHOOL LUNCH PROGRAM	2,031,000.00	0.00	2,031,000.00	132,898.28	1,113,286.83	917,713.17	54.81%
47112	USDA COMMODITIES	350,000.00	0.00	350,000.00	0.00	0.00	350,000.00	0.00%
47113	USDA BREAKFAST	631,800.00	0.00	631,800.00	50,407.20	431,238.58	200,561.42	68.26%
47114	USDA OTHER	200,000.00	0.00	200,000.00	20,130.12	141,142.78	58,857.22	70.57%
Grand Revenue Totals		3,370,800.00	0.00	3,370,800.00	220,907.40	1,853,433.60	1,517,366.40	54.98%

Number of Accounts: 94

\*\*\*\*\* End of report \*\*\*\*\*

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
73100	105	SUPERVISOR/DIRECTOR	118,341.00	0.00	118,341.00	9,791.42	88,079.78	30,261.22
73100	165	CAFETERIA PERSONNEL	916,130.00	0.00	916,130.00	78,710.42	617,576.55	298,553.45
73100	201	SOCIAL SECURITY	62,610.00	0.00	62,610.00	5,339.84	42,604.40	20,005.60
73100	204	STATE RETIREMENT	97,464.00	0.00	97,464.00	8,780.88	73,726.31	23,737.69
73100	206	LIFE INSURANCE	1,201.00	0.00	1,201.00	94.83	870.48	330.52
73100	207	MEDICAL INSURANCE	258,098.00	0.00	258,098.00	21,130.00	192,230.00	65,868.00
73100	212	EMPLOYER MEDICARE	14,641.00	0.00	14,641.00	1,248.80	9,963.89	4,677.11
73100	307	COMMUNICATION	1,500.00	0.00	1,500.00	0.00	525.00	975.00
73100	336	MAINT & REPAIR SERVICES-EQUIP	5,000.00	0.00	5,000.00	1,486.02	5,253.13	-253.13
73100	355	TRAVEL	3,200.00	0.00	3,200.00	0.00	1,168.65	2,031.35
73100	399	OTHER CONTRACTED SERVICES	200,000.00	0.00	200,000.00	0.00	194,911.07	5,088.93
73100	421	FOOD PREPARATION SUPPLIES	95,000.00	0.00	95,000.00	7,192.77	71,258.47	23,741.53
73100	422	FOOD SUPPLIES	1,150,615.00	0.00	1,150,615.00	79,029.68	779,559.28	371,055.72
73100	435	OFFICE SUPPLIES	3,000.00	0.00	3,000.00	0.00	1,203.78	1,796.22
73100	469	USDA COMMODITIES	350,000.00	0.00	350,000.00	0.00	0.00	350,000.00
73100	499	OTHER SUPPLIES & MATERIALS	12,000.00	0.00	12,000.00	28.62	3,437.07	8,562.93
73100	524	IN-SERVICE/STAFF DEVELOPMENT	12,000.00	0.00	12,000.00	2,270.39	9,467.33	2,532.67
73100	599	OTHER CHARGES	15,000.00	0.00	15,000.00	1,195.71	8,955.53	6,044.47
73100	710	FOOD SERVICE EQUIPMENT	55,000.00	0.00	55,000.00	4,509.32	15,076.20	39,923.80
Grand Expense Totals			3,370,800.00	0.00	3,370,800.00	220,808.70	2,115,866.92	1,254,933.08

Number of Accounts: 146

\*\*\*\*\* End of report \*\*\*\*\*

Acct	Acct	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	Uncollected Revenue	Percent Collected
44000	OTHER LOCAL REVENUES							
44110	INVESTMENT INCOME	0.00	0.00	0.00	0.00	4,838.18	-4,838.18	0.00%
44530	SALE OF EQUIPMENT	5,000.00	0.00	5,000.00	0.00	16,850.00	-11,850.00	337.00%
44---	OTHER LOCAL REVENUES	5,000.00	0.00	5,000.00	0.00	21,688.18	-16,688.18	433.76%
49000	OTHER SOURCES							
49820	TRANSFER FROM GPSF	2,551,750.00	0.00	2,551,750.00	0.00	0.00	2,551,750.00	0.00%
49---	OTHER SOURCES	2,551,750.00	0.00	2,551,750.00	0.00	0.00	2,551,750.00	0.00%
Grand Revenue Totals		2,556,750.00	0.00	2,556,750.00	0.00	21,688.18	2,535,061.82	0.85%

Number of Accounts: 3

\*\*\*\*\* End of report \*\*\*\*\*

Acct	Obj	Obj	2025-26 Original Budget	2025-26 Budget Revisions	2025-26 Revised Budget	March 2025-26 Monthly Activity	2025-26 FYTD Activity	2025-26 FYTD Unexpended Bal
91300			EDUCATION CAPITAL PROJECTS					
91300	304	ARCHITECTS	100,000.00	150,000.00	250,000.00	0.00	52,895.06	197,104.94
91300	701	ADMINISTRATION EQUIPMENT	21,500.00	0.00	21,500.00	0.00	0.00	21,500.00
91300	706	BUILDING CONSTRUCTION	0.00	187,000.00	187,000.00	0.00	48,837.62	138,162.38
91300	707	BUILDING IMPROVEMENTS	2,720,000.00	-930,000.00	1,790,000.00	0.00	413,286.31	1,376,713.69
91300	708	COMMUNICATIONS EQUIPMENT	0.00	15,500.00	15,500.00	0.00	15,301.00	199.00
91300	711	FURNITURE & FIXTURES	100,000.00	650,000.00	750,000.00	0.00	8,080.00	741,920.00
91300	717	MAINTENANCE EQUIPMENT	105,000.00	15,000.00	120,000.00	0.00	0.00	120,000.00
91300	722	REGULAR INSTRUCTION EQUIPMENT	466,000.00	0.00	466,000.00	0.00	251,321.00	214,679.00
91300	729	TRANSPORTATION EQUIPMENT	85,000.00	250,000.00	335,000.00	31,490.00	249,155.00	85,845.00
91300	799	OTHER CAPITAL OUTLAY	0.00	65,000.00	65,000.00	0.00	64,999.00	1.00
9130-	---	EDUCATION CAPITAL PROJECTS	3,597,500.00	402,500.00	4,000,000.00	31,490.00	1,103,874.99	2,896,125.01
Grand Expense Totals			3,597,500.00	402,500.00	4,000,000.00	31,490.00	1,103,874.99	2,896,125.01

Number of Accounts: 34

\*\*\*\*\* End of report \*\*\*\*\*

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
CP-BJ-01	MISCELLANEOUS CP BUDGET AMENDMENTS	2025-2026	03/31/2026	Web Batch Entry/Import	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 304 000 25201 068		03/31/2026	44,250.00	0.00
2		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 304 000 25203 068		03/31/2026	10,500.00	0.00
3		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 304 000 25801 068		03/31/2026	105,000.00	0.00
4		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 304 000 25806 068		03/31/2026	0.00	100,000.00
5		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 304 000 26801 068		03/31/2026	35,000.00	0.00
6		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 304 000 00000 068		03/31/2026	55,250.00	0.00
7		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 706 000 25801 068		03/31/2026	187,000.00	0.00
8		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 707 000 00000 068		03/31/2026	308,500.00	0.00
9		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 707 000 22101 068		03/31/2026	35,000.00	0.00
10		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 707 000 25201 068		03/31/2026	0.00	480,000.00
11		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 707 000 25203 068		03/31/2026	469,000.00	0.00
12		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 707 000 25701 068		03/31/2026	30,000.00	0.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
CP-BJ-01	MISCELLANEOUS CP BUDGET AMENDMENTS	2025-2026	03/31/2026	Web Batch Entry/Import	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
13		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 707 000 25803 068		03/31/2026	0.00	120,000.00
14		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 707 000 25806 068		03/31/2026	0.00	750,000.00
15		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 707 000 25808 068		03/31/2026	0.00	340,000.00
16		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 707 000 26501 068		03/31/2026	67,500.00	0.00
17		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 707 000 26802 068		03/31/2026	0.00	150,000.00
18		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 708 000 25801 068		03/31/2026	15,500.00	0.00
19		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 711 000 00000 310		03/31/2026	0.00	100,000.00
20		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 711 000 01005 067		03/31/2026	150,000.00	0.00
21		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 711 000 01007 067		03/31/2026	100,000.00	0.00
22		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 711 000 01025 067		03/31/2026	100,000.00	0.00
23		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 711 000 01030 067		03/31/2026	100,000.00	0.00
24		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 711 000 03045 067		03/31/2026	300,000.00	0.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
CP-BJ-01	MISCELLANEOUS CP BUDGET AMENDMENTS	2025-2026	03/31/2026	Web Batch Entry/Import	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
25		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 717 000 00000	067	03/31/2026	15,000.00	0.00
26		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 729 000 00000	340	03/31/2026	250,000.00	0.00
27		ADJUST SCHOOL CAPITAL PROJECTS FUND FOR PRIOR YEAR CARRYOVER PROJECTS/EQUIPMENT AND CURRENT YEAR PLANNING	177 E 91300 799 000 03045	067	03/31/2026	65,000.00	0.00
TOTALS						2,442,500.00	2,040,000.00

\*\*\*\*\* End of report \*\*\*\*\*

BANK	CHECK	CHECK	CHECK		AMOUNT
CODE	NUMBER	TYPE	DATE	VENDOR	
REGIONS - POOLED CASH	69537	V	03/06/2026	SCOTT, AMY	-159.60
	70022	R	03/06/2026	A-Z OFFICE RESOURCE, INC.	455.18
	70023	R	03/06/2026	ABOVE EXPECTATIONS LLC	358.60
	70024	R	03/06/2026	ADKISSON, DAVID	110.00
	70025	R	03/06/2026	AGPARTS WORLDWIDE, INC.	895.00
	70026	R	03/06/2026	AIRGAS USA, LLC	198.04
	70027	R	03/06/2026	ALDRIDGE, AVA	120.00
	70028	R	03/06/2026	AMAZON CAPITAL SERVICES, INC.	4,531.03
	70029	R	03/06/2026	AMERICAN BUS SALES	71,225.00
	70030	R	03/06/2026	APPALACHIAN COMMERCIAL PRODUCTS, LLC	155.00
	70031	R	03/06/2026	APPLE INC	776.00
	70033	R	03/06/2026	BRIGHTSPEED -	2,323.84
	70034	R	03/06/2026	CAREERSAFE, LLC	1,260.00
	70035	R	03/06/2026	CARMODY, TAYLOR	140.00
	70036	R	03/06/2026	CINTAS CORPORATION NO. 2	440.47
	70037	R	03/06/2026	CITY OF BRISTOL TENNESSEE	102.00
	70038	R	03/06/2026	COALITION FOR KIDS INC.	18,000.00
	70039	R	03/06/2026	CURRICULUM ASSOCIATES LLC	212.80
	70040	R	03/06/2026	DELL MARKETING LP	4,087.60
	70041	R	03/06/2026	EZG MANUFACTURING	2,530.00
	70042	R	03/06/2026	FARRELL CALHOUN, INC.	756.50
	70043	R	03/06/2026	FERGUSON ENTERPRISES, INC. #20	1,945.56
	70044	R	03/06/2026	FISHER AUTO PARTS, INC.	1,428.58
	70045	R	03/06/2026	FLICK, RHONDA	150.00
	70046	R	03/06/2026	FOLLETT SCHOOL SOLUTIONS, LLC	14,597.22
	70047	R	03/06/2026	FORD SYSTEM, INC.	413.10
	70048	R	03/06/2026	FUTURE BUSINESS LEADERS OF AMERICA	2,376.00
	70049	R	03/06/2026	GRANGER, KATHRYN	20.00
	70050	R	03/06/2026	GRAYBAR ELECTRIC CO, INC	135.31
	70051	R	03/06/2026	GREAT MINDS PBC	3,900.00
	70052	R	03/06/2026	HOBBS & ASSOCIATES, INC.	916.70
	70053	R	03/06/2026	HOLSTON BUS COMPANY, INC	97,088.25
	70054	R	03/06/2026	HOLSTON HARDWARE COMPANY	16.46
	70055	R	03/06/2026	INTEGRATED SYSTEMS CORPORATION	1,110.00
	70056	R	03/06/2026	JUAREZ, HANNAH	709.92
	70057	R	03/06/2026	KELSAN, INC.	3,291.77
	70058	R	03/06/2026	LATHAM, JENNA	40.00
	70059	R	03/06/2026	LEWIS THOMASON KING	3,308.00
	70060	R	03/06/2026	LIGHTHOUSE SUPPLY CO., INC.	84.60

BANK	CHECK	CHECK	CHECK		AMOUNT
CODE	NUMBER	TYPE	DATE	VENDOR	
REGIONS - POOLED CASH	70061	R	03/06/2026	MCCOLLUM BOTTLED WATER LLC	57.35
	70062	R	03/06/2026	MCINNIS, NOELLE	70.00
	70063	R	03/06/2026	MINI MIRACLES PEDIATRIC THERAPY PLLC	8,268.15
	70064	R	03/06/2026	MORATAYA MATA, GERARDO	21.75
	70065	R	03/06/2026	MORGAN OSBORNE, SHELIA	79.75
	70066	R	03/06/2026	MOUNTAIN EMPIRE ANIMAL HOSPITAL	34.66
	70067	R	03/06/2026	PHILLIPS ABA THERAPY, LLC	1,292.50
	70068	R	03/06/2026	PITNEY BOWES INC	145.23
	70069	R	03/06/2026	PREMIERE SPEAKERS BUREAU, INC.	4,500.00
	70070	R	03/06/2026	PUBLIC CONSULTING GROUP	17,500.00
	70071	R	03/06/2026	PURCHASE POWER	2,029.75
	70072	R	03/06/2026	REALITYWORKS, INC	2,790.00
	70073	R	03/06/2026	REED, LANDON	240.00
	70074	R	03/06/2026	ROBERTS TOYOTA	31,490.00
	70075	R	03/06/2026	SCHARTUNG, JOAN R	500.00
	70076	R	03/06/2026	SCHOOL HEALTH CORPORATION	370.24
	70077	R	03/06/2026	SCOTT, AMY	159.60
	70078	R	03/06/2026	SECURIAN LIFE INSURANCE COMPANY	5,264.19
	70079	R	03/06/2026	SHERWIN-WILLIAMS CO	467.16
	70080	R	03/06/2026	SHI INTERNATIONAL INC.	20,342.34
	70081	R	03/06/2026	SIMOSON, CONNIE	500.00
	70082	R	03/06/2026	SKILLED SERVICES QUALITY CONSTRUCTION	21,236.66
	70083	R	03/06/2026	SKYWARD ACCOUNTING DEPT.	250.00
	70084	R	03/06/2026	SWORD, GINNY	30.00
	70085	R	03/06/2026	TENNESSEE CHILD SUPPORT	86.30
	70086	R	03/06/2026	TENNESSEE BUREAU OF INVESTIGATION	200.00
	70087	R	03/06/2026	TENNESSEE COLLEGE OF APPLIED TECHNOLOGY	468.30
	70088	R	03/06/2026	TMS SOUTH	176.33
	70089	R	03/06/2026	TRANE U.S. INC.	311.49
	70090	R	03/06/2026	UNITED DATA TECHNOLOGIES	7,667.83
	70091	R	03/06/2026	UNITED WAY OF BRISTOL	2,992.80
	70092	R	03/06/2026	VANCE, THOMAS	1,832.23
	70093	R	03/06/2026	VERIZON WIRELESS	34.02
	70094	R	03/06/2026	VERIZON WIRELESS	68.04
	70095	R	03/06/2026	VERIZON WIRELESS	1,273.90
	70096	R	03/06/2026	VERIZON CONNECT FLEET USA LLC	442.70
	70097	R	03/06/2026	WALDEN, JACKSON	80.00
	70098	R	03/06/2026	WALDRON, AARON	100.00
	70099	R	03/06/2026	WALK, RACHEL	82.65

BANK	CHECK	CHECK	CHECK		AMOUNT
CODE	NUMBER	TYPE	DATE	VENDOR	
REGIONS - POOLED CASH	70100	R	03/06/2026	WALKER, PEYTON	50.00
	70101	R	03/06/2026	WARWICK, CARLEIGH	40.00
	70102	R	03/06/2026	WILLIAMS ELECTRIC SUPPLY	4,312.65
	70103	R	03/06/2026	WINGARD, LIAM	60.00
	70104	R	03/06/2026	WM CORPORATE SERVICES, INC.	161.13
	70105	R	03/17/2026	ADAMS, MARSHIA	500.00
	70106	R	03/17/2026	AIRGAS USA, LLC	47.20
	70107	R	03/17/2026	ALDRIDGE, AVA	200.00
	70108	R	03/17/2026	AMERICAN PAPER & TWINE CO.	1,388.80
	70109	R	03/17/2026	BATTERIES PLUS -	90.00
	70110	R	03/17/2026	BLAIR, ROBIN	101.50
	70111	R	03/17/2026	BOYD, HAL	7.00
	70112	R	03/17/2026	CARMODY, TAYLOR	180.00
	70113	R	03/17/2026	DANIELS, SARAH	302.50
	70114	R	03/17/2026	DODSON PEST CONTROL	2,956.00
	70115	R	03/17/2026	FRONTIER HEALTH	25,000.00
	70116	R	03/17/2026	GAY, NIKKI	259.65
	70117	R	03/17/2026	GRANGER, KATHRYN	120.00
	70118	R	03/17/2026	GUESS, JEANNIE	418.00
	70119	R	03/17/2026	HILTON-PRILLHART, ANGELA	800.00
	70120	R	03/17/2026	LATHAM, EDWARD	154.00
	70121	R	03/17/2026	LATHAM, JENNA	50.00
	70122	R	03/17/2026	LOWE'S	2,495.78
	70123	R	03/17/2026	LUSTER, ANGELA	584.83
	70124	R	03/17/2026	MCCOLLUM BOTTLED WATER LLC	88.28
	70125	R	03/17/2026	MCINNIS, NOELLE	80.00
	70126	R	03/17/2026	MORRELL, SCOTT	65.00
	70127	R	03/17/2026	MOUNTAIN EMPIRE ANIMAL HOSPITAL	323.68
	70128	R	03/17/2026	OFFICE DEPOT	939.08
	70129	R	03/17/2026	OFFICE OF CHAPTER 13 TRUSTEE	1,136.00
	70130	R	03/17/2026	PENDLEY, DEIDRE	42.05
	70131	R	03/17/2026	REED, FRANK	30.00
	70132	R	03/17/2026	RUSSELL, JOSIE	253.85
	70133	R	03/17/2026	SCHOOL HEALTH CORPORATION	1,843.48
	70134	R	03/17/2026	SHIELDS ELECTRONICS SUPPLY	116.36
	70135	R	03/17/2026	SMITHPETERS, JESSICA	82.65
	70136	R	03/17/2026	TENNESSEE CHILD SUPPORT	620.00
	70137	R	03/17/2026	TUDOR, ANNETTE	636.91
	70138	R	03/17/2026	WALDEN, JACKSON	140.00

BANK	CHECK	CHECK	CHECK		AMOUNT
CODE	NUMBER	TYPE	DATE	VENDOR	
REGIONS - POOLED CASH	70139	R	03/17/2026	WALDRON, AARON	100.00
	70140	R	03/17/2026	WARD, KAY	139.00
	70141	R	03/17/2026	WARWICK, CARLEIGH	90.00
	70142	R	03/17/2026	WASHINGTON CO. GENERAL SESSIONS	1,274.71
	70143	R	03/17/2026	WINGARD, LIAM	220.00
	70144	R	03/17/2026	WISHON, BRANDIE	259.65
	70145	R	03/27/2026	ACT	432.00
	70146	R	03/27/2026	CHEM-AQUA, INC.	138.00
	70147	R	03/27/2026	CINTAS CORPORATION NO. 2	177.40
	70148	R	03/27/2026	CORNERSTONE THERAPY SERVICES, INC.	2,773.51
	70149	R	03/27/2026	EM COLLISION REPAIR, INC.	858.50
	70150	R	03/27/2026	FARRELL CALHOUN, INC.	249.00
	70151	R	03/27/2026	FERGUSON ENTERPRISES, INC. #20	495.00
	70152	R	03/27/2026	FRONTIER HEALTH	2,500.00
	70153	R	03/27/2026	HOBBS & ASSOCIATES, INC.	678.83
	70154	R	03/27/2026	INTEGRATED SYSTEMS CORPORATION	1,110.00
	70155	R	03/27/2026	JOHNSON CONTROLS FIRE PROTECTION LP	1,027.47
	70156	R	03/27/2026	LIGHTHOUSE SUPPLY CO., INC.	106.15
	70157	R	03/27/2026	MCCOLLUM BOTTLED WATER LLC	64.84
	70158	R	03/27/2026	MEADE TRACTOR	87.49
	70159	R	03/27/2026	MINI MIRACLES PEDIATRIC THERAPY PLLC	8,854.00
	70160	R	03/27/2026	MOUNTAIN EMPIRE ANIMAL HOSPITAL	34.66
	70161	R	03/27/2026	NSPRA	1,620.00
	70162	R	03/27/2026	REPUBLIC SERVICES #825	4,271.69
	70163	R	03/27/2026	SOUTHEAST RECYCLING TECHNOLOGIES, INC	966.71
	70164	R	03/27/2026	SOUTHERN REFRIGERATION CORPORATION	1,603.71
	70165	R	03/27/2026	STAPLES, INC.	41.62
	70166	R	03/27/2026	SUPER DUPER PUBLICATIONS	258.00
	70167	R	03/27/2026	SYSTEM INTEGRATIONS, INC	4,572.48
	70168	R	03/27/2026	TENNESSEE CHILD SUPPORT	86.30
	70169	R	03/27/2026	TENNESSEE BUREAU OF INVESTIGATION	1,000.00
	70170	R	03/27/2026	TMS SOUTH	140.48
	70171	R	03/27/2026	TRI-STATE SIGNS	525.00
	70172	R	03/27/2026	VERIZON WIRELESS	32.44
	70173	R	03/27/2026	VERIZON CONNECT FLEET USA LLC	442.70
	70174	R	03/27/2026	VERTICAL SOLUTIONS, INC.	2,500.00
	70175	R	03/27/2026	ZAYO EDUCATION	8,035.20
	202500894	W	03/02/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	540.76
	202500895	W	03/02/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	92.74

BANK	CHECK	CHECK	CHECK		
CODE	NUMBER	TYPE	DATE	VENDOR	AMOUNT
REGIONS - POOLED CASH	20250896	W	03/02/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	64.37
	20250898	W	03/03/2026	ATMOS ENERGY	2,164.60
	20250899	W	03/04/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	1,203.44
	20250900	W	03/04/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	489.78
	20250901	W	03/04/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	46.73
	20250902	W	03/04/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	276.98
	20250903	W	03/04/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	112.93
	20250904	W	03/04/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	79.29
	20250905	W	03/04/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	404.76
	20250906	W	03/04/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	183.40
	20250907	W	03/05/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	111.85
	20250908	W	03/05/2026	PAYROLL ACCOUNT	237,412.47
	20250909	W	03/05/2026	TENN CONS RETIREMENT SYSTEM	278,135.76
	20250910	W	03/06/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	350.03
	20250911	W	03/06/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	11.35
	20250912	W	03/06/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	148.86
	20250913	W	03/06/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	43.65
	20250914	W	03/06/2026	INTERNAL REVENUE SERVICE	55,374.63
	20250915	W	03/06/2026	VIRGINIA DEPT OF TAXATION	319.99
	20250917	W	03/09/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	111.87
	20250918	W	03/09/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	14.13
	20250919	W	03/09/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	749.27
	20250920	W	03/09/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	1,115.56
	20250921	W	03/09/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	104.76
	20250922	W	03/09/2026	EMPOWER RETIREMENT, LLC	9,112.99
	20250923	W	03/09/2026	EMPOWER RETIREMENT, LLC	1,199.18
	20250924	W	03/09/2026	TENN CONS RETIREMENT SYSTEM	8,644.96
	20250925	W	03/06/2026	REVTRAK	19.95
	20250926	W	03/10/2026	FUELMAN	3,187.29
	20250927	W	03/12/2026	PAYROLL ACCOUNT	1,715,303.92
	20250928	W	03/13/2026	AMERICAN FIDELITY ASSURANCE CO.	4,783.80
	20250929	W	03/13/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	373.65
	20250930	W	03/13/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	9.47
	20250931	W	03/13/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	337.31
	20250932	W	03/13/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	21.00
	20250933	W	03/13/2026	INTERNAL REVENUE SERVICE	534,650.85
	20250934	W	03/13/2026	VIRGINIA DEPT OF TAXATION	6,236.97
	20250937	W	03/13/2026	BRISTOL TENNESSEE SCHOOL NUTRITION	20,130.12
	20250938	W	03/16/2026	AMERICAN FIDELITY ASSURANCE CO	39,948.48

BANK CODE	CHECK NUMBER	CHECK TYPE	CHECK DATE	VENDOR	AMOUNT
REGIONS - POOLED CASH	202500939	W	03/16/2026	CANON U.S.A. INC	491.97
	202500940	W	03/16/2026	CANON U.S.A. INC	4,072.33
	202500941	W	03/16/2026	EMPOWER RETIREMENT, LLC	73,474.02
	202500942	W	03/16/2026	EMPOWER RETIREMENT, LLC	7,576.79
	202500943	W	03/09/2026	REGIONS BANK	407.13
	202500944	W	03/17/2026	ATMOS ENERGY	292.01
	202500945	W	03/17/2026	ATMOS ENERGY	14,727.05
	202500946	W	03/17/2026	ATMOS ENERGY	482.51
	202500947	W	03/17/2026	ATMOS ENERGY	652.41
	202500948	W	03/17/2026	ATMOS ENERGY	450.50
	202500949	W	03/17/2026	ATMOS ENERGY	662.58
	202500950	W	03/17/2026	ATMOS ENERGY	112.63
	202500951	W	03/17/2026	ATMOS ENERGY	3,070.04
	202500952	W	03/18/2026	ATMOS ENERGY	242.28
	202500953	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	3,599.68
	202500954	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	29,376.80
	202500955	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	2,361.77
	202500956	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	6,218.59
	202500957	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	7,549.74
	202500958	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	523.44
	202500959	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	7,904.26
	202500960	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	6,981.10
	202500961	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	-204.26
	202500962	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	294.30
	202500963	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	48.53
	202500964	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	12,801.77
	202500965	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	12,097.20
	202500966	W	03/18/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	2,875.40
	202500969	W	03/19/2026	ATMOS ENERGY	755.03
	202500970	W	03/19/2026	FUELMAN	3,209.70
	202500971	W	03/19/2026	PAYROLL ACCOUNT	312,559.72
	202500972	W	03/19/2026	BRISTOL TENNESSEE SCHOOL NUTRITION	183,305.48
	202500973	W	03/20/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	127.12
	202500974	W	03/20/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	459.49
	202500975	W	03/20/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	3.00
	202500976	W	03/20/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	64.35
	202500977	W	03/20/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	3.00
	202500978	W	03/20/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	127.17
	202500979	W	03/20/2026	INTERNAL REVENUE SERVICE	64,497.73

BANK CODE	CHECK NUMBER	CHECK TYPE	CHECK DATE	VENDOR	AMOUNT
REGIONS - POOLED CASH	202500980	W	03/20/2026	VIRGINIA DEPT OF TAXATION	326.45
	202500984	W	03/06/2026	TOTAL ADMINISTRATIVE SERVICES CORP.	2,418.00
	202500985	W	03/12/2026	TOTAL ADMINISTRATIVE SERVICES CORP.	2,559.82
	202500986	W	03/18/2026	TOTAL ADMINISTRATIVE SERVICES CORP.	6,367.32
	202500987	W	03/23/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	136.52
	202500988	W	03/23/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	135.77
	202500989	W	03/23/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	99.95
	202500990	W	03/24/2026	ATMOS ENERGY	1,160.40
	202500991	W	03/24/2026	ATMOS ENERGY	1,050.40
	202500992	W	03/24/2026	ATMOS ENERGY	177.91
	202500993	W	03/24/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	106.56
	202500994	W	03/25/2026	ATMOS ENERGY	350.41
	202500995	W	03/26/2026	ATMOS ENERGY	262.27
	202500996	W	03/26/2026	ATMOS ENERGY	5,010.01
	202500997	W	03/26/2026	INTERNAL REVENUE SERVICE	3,439.00
	202500998	W	03/26/2026	PAYROLL ACCOUNT	6,312.75
	202500999	W	03/27/2026	STATE OF TENNESSEE	340.49
	202501000	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	9.47
	202501001	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	71.12
	202501002	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	9.47
	202501003	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	1,037.21
	202501004	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	1,490.68
	202501005	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	49.99
	202501006	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	50.31
	202501007	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	261.57
	202501008	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	699.59
	202501009	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	51.88
	202501010	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	50.61
	202501011	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	374.10
	202501012	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	63.61
	202501013	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	917.88
	202501014	W	03/27/2026	CITY OF BRISTOL TENNESSEE-FINANCE DEPT	235.69
	202501015	W	03/27/2026	INTERNAL REVENUE SERVICE	14,626.09
	202501016	W	03/27/2026	PAYROLL ACCOUNT	59,782.72
	202501017	W	03/27/2026	VIRGINIA DEPT OF TAXATION	93.88
	202501018	W	03/27/2026	TREVIPAY - WALMART	407.20
	202501019	W	03/30/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	205.60
	202501020	W	03/30/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	101.37
	202501021	W	03/30/2026	BRISTOL TENNESSEE ESSENTIAL SERVICES	67.21

BANK CODE	CHECK NUMBER	CHECK TYPE	CHECK DATE	VENDOR	AMOUNT
REGIONS - POOLED CASH	202501022	W	03/16/2026	STATE OF TENNESSEE	516,341.07
	202501023	W	03/16/2026	STATE OF TENNESSEE	16,831.96
	202501024	W	03/16/2026	STATE OF TENNESSEE	2,909.67
	202501025	W	03/16/2026	STATE OF TENNESSEE	1,107.93
	202501026	W	03/16/2026	STATE OF TENNESSEE	184.35
	202501027	W	03/16/2026	STATE OF TENNESSEE	34.53
	202501028	W	03/23/2026	EMPOWER RETIREMENT, LLC	9,336.19
	202501029	W	03/23/2026	EMPOWER RETIREMENT, LLC	1,670.35
	202501030	W	03/27/2026	TENN CONS RETIREMENT SYSTEM	2,100.00
	202501031	W	03/30/2026	EMPOWER RETIREMENT, LLC	174.58
Totals for GPCAS					4,817,427.94
FIRST HORIZON - POOLED CASH	202500897	M	03/31/2026	FIRST HORIZON BANK	0.00
	202500916	W	03/06/2026	OMNI FINANCIAL GROUP - 403B	80.00
	202500936	W	03/13/2026	OMNI FINANCIAL GROUP - 403B	9,998.00
	202500981	W	03/20/2026	OMNI FINANCIAL GROUP - 403B	80.00
	252600030	M	03/31/2026	FIRST HORIZON BANK	0.00
	252600035	A	03/26/2026	FIRST HORIZON BANK	39,743.91
Totals for PRCAS					49,901.91
REGIONS - SCH NUTRITION CASH	15542	V	03/19/2026	RAY, KIMBERLY	-7.14
	15699	R	03/05/2026	AMAZON CAPITAL SERVICES, INC.	377.99
	15700	R	03/05/2026	ATECH	500.00
	15701	R	03/05/2026	BRISTOL TENNESSEE CITY SCHOOLS	767.75
	15702	S	03/05/2026	BRISTOL TENNESSEE CITY SCHOOLS	124,258.82
	15704	R	03/05/2026	DAIRY FARMERS OF AMERICA, INC.	9,317.76
	15705	R	03/05/2026	GORDON FOOD SERVICE, INC	37,800.57
	15706	R	03/05/2026	HERSHEY CREAMERY COMPANY	1,713.60
	15707	R	03/05/2026	PEPSI-COLA GEN. BOTTLERS INC.	631.20
	15708	R	03/05/2026	UNITED REFRIGERATION INC.	986.02
	15709	R	03/20/2026	BURLESON, JENNIFER	210.00
	15710	R	03/20/2026	DAIRY FARMERS OF AMERICA, INC.	6,262.58
	15711	R	03/20/2026	DOUGLAS EQUIPMENT	4,509.32
	15712	R	03/20/2026	GORDON FOOD SERVICE, INC	30,130.01
	15713	R	03/20/2026	RAY, KIMBERLY	7.14
	15714	R	03/27/2026	TSNA	1,310.00
	202500967	W	03/09/2026	REGIONS BANK	303.57
	202501120	W	03/20/2026	REGIONS BANK	136.72
	202501121	W	03/20/2026	REGIONS BANK	136.72



FUND SUMMARY

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
141	GENERAL PURPOSE	4,243,280.66	-32,725.17	537,690.34	4,748,245.83
142	FEDERAL PROJECTS	0.00	0.00	66,357.36	66,357.36
143	SCHOOL NUTRITION	124,258.82	-212.73	95,306.54	219,352.63
177	EDUCATIONAL CAPITAL PROJECTS	21,236.66	0.00	31,490.00	52,726.66
***	Fund Summary Totals ***	4,388,776.14	-32,937.90	730,844.24	5,086,682.48

\*\*\*\*\* End of report \*\*\*\*\*



# Bristol Tennessee City Schools

615 Martin Luther King Jr Blvd ♦ Bristol, TN 37620 ♦ (423) 652-9451 ♦ Fax (423) 652-9238

## GENERAL PURPOSE SCHOOL FUND - REVENUE / EXPENSE SUMMARY WITH FUND BALANCES

FY 25-26		Revenues - YTD	Expenses - YTD	Revenues - Month	Expenses - Month
July YTD	(826,327)	1,401,507	2,227,834	1,401,507	2,227,834
August YTD	(2,349,238)	4,775,262	7,124,500	3,373,755	4,896,666
September YTD	(2,659,740)	8,740,082	11,399,822	3,964,820	4,275,322
October YTD	(2,795,281)	12,903,757	15,699,038	4,163,675	4,299,216
November YTD	(1,984,597)	17,657,391	19,641,988	4,753,634	3,942,950
December YTD	(1,193,661)	22,554,539	23,748,200	4,897,148	4,106,212
January YTD	815,642	28,473,257	27,657,615	5,918,718	3,909,415
February YTD	1,941,400	33,660,365	31,718,965	5,187,108	4,061,350
March YTD	4,584,872	40,472,496	35,887,624	6,812,131	4,168,659
April YTD	-	-	-	-	-
May YTD	-	-	-	-	-
June YTD	-	-	-	-	-

FY 24-25		Revenues - YTD	Expenses - YTD	Revenues - Month	Expenses - Month
July YTD	(1,782,996)	252,555	2,035,551	252,555	2,035,551
August YTD	(3,259,442)	3,938,559	7,198,001	3,686,004	5,162,450
September YTD	(3,373,608)	7,895,262	11,268,870	3,956,703	4,070,869
October YTD	(3,873,553)	11,960,656	15,834,209	4,065,394	4,565,339
November YTD	(5,029,642)	15,889,565	20,919,207	3,928,909	5,084,998
December YTD	(4,993,329)	20,136,488	25,129,817	4,246,923	4,210,610
January YTD	(4,910,814)	24,189,677	29,100,491	4,053,189	3,970,674
February YTD	(625,018)	32,940,260	33,565,278	8,750,583	4,464,787
March YTD	3,690,094	41,264,566	37,574,472	8,324,306	4,009,194
April YTD	4,429,774	45,723,067	41,293,293	4,458,501	3,718,821
May YTD	768,443	46,622,543	45,854,100	899,476	4,560,807
June YTD	(3,205,867)	54,160,680	57,366,547	7,538,137	11,512,447

FY 23-24		Revenues - YTD	Expenses - YTD	Revenues - Month	Expenses - Month
July YTD	(689,067)	663,812	1,352,879	663,812	1,352,879
August YTD	(2,417,398)	3,155,880	5,573,278	2,492,069	4,220,399
September YTD	(1,609,620)	7,232,731	8,842,350	4,076,850	3,269,072
October YTD	(1,616,757)	10,971,815	12,588,572	3,739,084	3,746,221
November YTD	(1,679,820)	15,411,133	17,090,953	4,439,318	4,502,381
December YTD	(91,894)	21,075,072	21,166,966	5,663,939	4,076,013
January YTD	2,187,606	26,605,876	24,418,270	5,530,804	3,251,304
February YTD	2,685,710	30,840,524	28,154,814	4,234,648	3,736,544
March YTD	6,756,994	38,883,999	32,127,005	8,043,475	3,972,191
April YTD	7,237,483	43,039,414	35,801,931	4,155,415	3,674,926
May YTD	3,087,796	43,674,246	40,586,450	634,832	4,784,519
June YTD	3,218,500	52,305,484	49,086,984	8,631,238	8,500,534

GENERAL PURPOSE FUND BALANCE	FY 2025-26	FY 2024-25	FY 2023-24	FY 2022-23
Beginning of Fiscal Year Fund Balance	18,764,120	21,969,987	18,751,487	16,343,719
Fiscal Year Revenues	40,472,496	54,160,680	52,305,484	46,572,212
Fiscal Year Expenses	(35,887,624)	(57,366,547)	(49,086,984)	(44,164,444)
End of Fiscal Year Fund Balance	23,348,991	18,764,120	21,969,987	18,751,487
Increase / (Decrease) in Fund Balance	4,584,872	(3,205,867)	3,218,500	2,407,768
	<b>INCREASE</b>	<b>DECREASE</b>	<b>INCREASE</b>	<b>INCREASE</b>

December YTD			
	2025-26	2024-25	Difference
<b>Revenues:</b>			
Taxes	4,422,639.15	3,074,140.36	1,348,498.79
Licenses and Permits	955.48	998.20	(42.72)
Charges for Services	386,491.05	340,405.20	46,085.85
Other Local Revenues	477,136.88	679,588.67	(202,451.79)
Other Revenue - Govt/Citizens	4,066.67	-	4,066.67
State and Federal Funds	14,555,535.37	13,513,979.44	1,041,555.93
Other Rev. /Sources	-	-	-
Transfers In	-	19,663.91	(19,663.91)
City Appropriation	2,707,714.54	2,507,712.00	200,002.54
	<b>22,554,539.14</b>	<b>20,136,487.78</b>	<b>2,418,051.36</b>
<b>Expenditures:</b>			
Salaries and Benefits	19,695,682.28	17,630,412.33	(2,065,269.95)
Regular Capital Outlay	-	-	-
Noncapitalized Equipment	127,697.66	70,179.57	(57,518.09)
Other Expenditures	3,905,269.62	3,667,549.31	(237,720.31)
Transfers to Other Funds	19,550.00	3,761,676.02	3,742,126.02
	<b>23,748,199.56</b>	<b>25,129,817.23</b>	<b>1,381,617.67</b>
<b>Change in Reserves</b>	<b>(1,193,660.42)</b>	<b>(4,993,329.45)</b>	<b>3,799,669.03</b>

January YTD			
	2025-26	2024-25	Difference
<b>Revenues:</b>			
Taxes	7,214,266.15	3,839,398.53	3,374,867.62
Licenses and Permits	1,094.02	1,132.38	(38.36)
Charges for Services	391,426.05	370,581.39	20,844.66
Other Local Revenues	556,318.56	752,392.34	(196,073.78)
Other Revenue - Govt/Citizens	4,066.67	-	4,066.67
State and Federal Funds	17,180,418.36	16,280,844.89	899,573.47
Other Rev. /Sources	-	-	-
Transfers In	-	19,663.91	(19,663.91)
City Appropriation	3,125,666.95	2,925,664.00	200,002.95
	<b>28,473,256.76</b>	<b>24,189,677.44</b>	<b>4,283,579.32</b>
<b>Expenditures:</b>			
Salaries and Benefits	23,199,137.56	20,896,349.81	(2,302,787.75)
Regular Capital Outlay	-	-	-
Noncapitalized Equipment	128,788.25	76,028.61	(52,759.64)
Other Expenditures	4,310,138.84	4,137,923.03	(172,215.81)
Transfers to Other Funds	19,550.00	3,990,189.11	3,970,639.11
	<b>27,657,614.65</b>	<b>29,100,490.56</b>	<b>1,442,875.91</b>
<b>Change in Reserves</b>	<b>815,642.11</b>	<b>(4,910,813.12)</b>	<b>5,726,455.23</b>

February YTD			
	2025-26	2024-25	Difference
<b>Revenues:</b>			
Taxes	9,135,229.73	9,227,729.61	(92,499.88)
Licenses and Permits	1,259.04	1,317.38	(58.34)
Charges for Services	391,336.05	371,185.23	20,150.82
Other Local Revenues	623,594.69	830,871.69	(207,277.00)
Other Revenue - Govt/Citizens	4,066.67	-	4,066.67
State and Federal Funds	19,961,259.78	19,145,876.08	815,383.70
Other Rev. /Sources	-	-	-
Transfers In	-	19,663.91	(19,663.91)
City Appropriation	3,543,619.36	3,343,616.00	200,003.36
	<b>33,660,365.32</b>	<b>32,940,259.90</b>	<b>720,105.42</b>
<b>Expenditures:</b>			
Salaries and Benefits	26,816,908.58	24,233,229.13	(2,583,679.45)
Regular Capital Outlay	-	-	-
Noncapitalized Equipment	139,548.38	200,750.84	61,202.46
Other Expenditures	4,745,957.85	4,769,936.65	23,978.80
Transfers to Other Funds	19,550.00	4,361,361.02	4,341,811.02
	<b>31,721,964.81</b>	<b>33,565,277.64</b>	<b>1,843,312.83</b>
<b>Change in Reserves</b>	<b>1,938,400.51</b>	<b>(625,017.74)</b>	<b>2,563,418.25</b>

March YTD			
	2025-26	2024-25	Difference
<b>Revenues:</b>			
Taxes	12,687,391.80	14,228,875.29	(1,541,483.49)
Licenses and Permits	1,352.75	1,421.06	(68.31)
Charges for Services	392,375.28	371,898.77	20,476.51
Other Local Revenues	711,277.41	969,730.08	(258,452.67)
Other Revenue - Govt/Citizens	6,333.34	-	6,333.34
State and Federal Funds	22,712,193.86	21,911,408.85	800,785.01
Other Rev. /Sources	-	-	-
Transfers In	-	19,663.91	(19,663.91)
City Appropriation	3,961,571.77	3,761,568.00	200,003.77
	<b>40,472,496.21</b>	<b>41,264,565.96</b>	<b>(792,069.75)</b>
<b>Expenditures:</b>			
Salaries and Benefits	30,386,294.02	27,520,795.37	(2,865,498.65)
Regular Capital Outlay	-	-	-
Noncapitalized Equipment	223,569.24	214,385.96	(9,183.28)
Other Expenditures	5,258,211.06	5,366,398.95	108,187.89
Transfers to Other Funds	19,550.00	4,472,891.63	4,453,341.63
	<b>35,887,624.32</b>	<b>37,574,471.91</b>	<b>1,686,847.59</b>
<b>Change in Reserves</b>	<b>4,584,871.89</b>	<b>3,690,094.05</b>	<b>894,777.84</b>



615 Martin Luther King Jr. Blvd. • Bristol, TN 37620  
(423) 652-9451 • Fax (423) 652-9238 • www.btcs.org

Date: 4-23-26

School: TMS

The signatures below certify, to the best of our knowledge, that no individual piece of the surplus/obsolete items listed below or on the attached page is worth more than \$500.00.

Classroom chair (7<sup>th</sup> grade floor)

	<u>Signature</u>	<u>Date</u>
Supervisor:	<u>L S-</u>	<u>4/23/26</u>
Maintenance Supervisor:	<u>[Signature]</u>	<u>04/24/26</u>
Director of Schools:	<u>[Signature]</u>	<u>4/23/26</u>
School Board Chairman:	<u>_____</u>	<u>_____</u>



Date: April 13, 2026

School: Tennessee High School

The signatures below certify, to the best of our knowledge, that no individual piece of the surplus/obsolete items listed below or on the attached page is worth more than \$500.00.

- 1 Black metal charcoal grill
- 10 Broken Student Chairs
- 4 Broken Student Desks
- 1 Metal Swivel Chair
- 1 Wood (Cherry) Office Desk w/ upper shelving unit and side attachment
- 1 Wood (Cherry) Small Office Filing Cabinet

Items will be found in the THS Cafeteria Alley, outside or inside the cage area.

	<u>Signature</u>	<u>Date</u>
School Principal:	<u>Paul S. Pendleton</u>	<u>4/13/26</u>
Maintenance Supervisor:	<u>[Signature]</u>	<u>04/16/26</u>
Director of Schools:	<u>[Signature]</u>	<u>4/15/26</u>
School Board Chairman:	_____	_____



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Date: May 5, 2026 \_\_\_\_\_

School: Fairmount Elementary \_\_\_\_\_

The signatures below certify, to the best of our knowledge, that no individual piece of the surplus/obsolete items listed below or on the attached page is worth more than \$500.00.

- 7 broken office chairs
- 1 4-drawer filing cabinet
- 1 wooden shelf
- 2 big book wooden tables
- 6 teacher podium charts
- 6 metal student stools
- 2 cots
- 1 set of Promethean board clickers
- 1 small wooden table
- 1 black 1-drawer desk
- 1 small teacher desk with 2 shelves
- 3 broken wobble stools
- 3 under desk pedal exercise
- 1 chart paper hanger
- 1 mini-trampoline

Supervisor: \_\_\_\_\_  
*J. Ay*

Maintenance Supervisor: \_\_\_\_\_

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

School Board Chairman: \_\_\_\_\_

Thank you for taking time to review the Bristol Tennessee City Schools **District Handbook for Students and Parents!** A culture of high expectations is necessary to foster success in both academics and life. Students, parents/guardians, teachers, staff, and administrators share the responsibility for maintaining order at school by complying with the privileges, rules, and codes of conduct of our district. This handbook's primary purpose is to communicate our intent to maintain a safe and orderly environment where each student's rights are protected, and each student is given equitable opportunity **to achieve college and career readiness through academic excellence.**

Bristol Tennessee City Schools is grounded in three core values: Excellence, Integrity, and Community.



The procedures and standards outlined within conform to the Bristol Tennessee Board of Education student discipline policy, in compliance with the Student and Employee Safe Environment Act. If you need a printed copy of this handbook, please contact your child's school. If you have questions regarding the contents, please contact your school principal.

Thank you for your cooperation and supporting our efforts to make the school environment safe for our students and employees.

## Bristol Tennessee City Schools

615 Martin Luther King, Jr. Boulevard; Bristol, TN 37620  
Phone: (423) 652-9451; Fax: (423) 652-9238; [www.btcs.org](http://www.btcs.org)

School	Phone	Fax
Anderson Elementary	(423) 652-9444	(423) 652-9497
Avoca Elementary	(423) 652-9445	(423) 652-4616
Fairmount Elementary	(423) 652-9311	(423) 652-9436
Haynesfield Elementary	(423) 652-9292	(423) 652-9214
Holston View Elementary	(423) 652-9470	(423) 652-9472
Tennessee Middle School	(423) 652-9449	(423) 652-9297
Tennessee High School	(423) 652-9494	(423) 652-9403
Tennessee Online Public School	(423) 652-9209	(423) 573-3128

*\*This District Handbook for Students and Parents is designed to align with Bristol Tennessee Board of Education policies. Please be aware that the handbook is updated annually, while policy adoption and revision may occur throughout the school year. The complete text of board policies, for which only some are excerpted in this handbook, is available under the Main Menu>Our District>[School Board Policies](#).*

To navigate each topic, please click on the plus (+) symbol to expand or minus (-) symbol to collapse the heading. The symbols are to the right of each heading.

### **ENGAGE. CHALLENGE. INSPIRE.**

#### **ACCIDENT INSURANCE**

Accident insurance is available to all students. Details of the coverage and cost are available in the school office. Students who participate in athletics must have this insurance or proof of coverage by a parent's insurance company. Student insurance is available through a group plan authorized by the School Board for both school-day and 24-hour coverage. Claims will originate in the school office and subsequently be administered by the insurance company.

Parents/guardians should know that the insurance carrier that provides student insurance is not endorsed by the school district. The policy is supplemental and may pay only a portion of the bill. Parents should check the policy terms before deciding about purchasing insurance. Checks for accident insurance should not be made payable to the school.

#### **ADVERTISING AND DISTRIBUTING MATERIALS TO STUDENTS**

Bristol Tennessee City Schools does not allow distributions from outside organizations. This includes prohibiting students from distributing materials to each other. For more information, please see School Board Policy 1.806.

## ATHLETICS

### **Athletic Insurance**

The Athletic Department purchases a secondary athletic insurance policy for athletes. This secondary coverage pays on the claim after the parents have filed their health insurance. The secondary coverage may not necessarily pay the complete balance due. ~~Parents of injured athletes should contact the school office to obtain insurance claim forms.~~ **If an athlete is injured, the secondary insurance company will reach out to parents after receiving information from the school.**

### **Elementary School**

The Dale Burns Youth Sports Program offers a variety of athletic opportunities for students in elementary school. Basketball, cheerleading, and soccer are some of the sports offered through this program, and each year, additional offerings will be considered. Information is provided to students prior to the start of each athletic season.

### **Middle and High School**

<b>Fall Season</b>	<b>Winter Season</b>	<b>Spring Season</b>
Cheerleading	Basketball (boys/girls)	Baseball
Cross Country (boys/girls)	Cheerleading	Dance
Dance	Dance	Soccer (boys)
Football	Swimming/Diving (boys/girls)	Softball
Golf (boys/girls)	Wrestling (boys/girls)	Tennis (boys/girls) – THS
Soccer (girls)		Track and Field (boys/girls)
Tennis (boys/girls) – TMS		<b>Volleyball (boys)</b>
Volleyball (girls)		

Grades 6-12 athletics are governed by TMSSAA and TSSAA regulations. Information is available at <http://www.tssaa.org>. Please contact the district athletic director or school principal with questions.

Activities sponsored by organizations other than the school (such as Junior Viking football, competitive travel sports, Scouts, Little League, etc.) are not monitored by the school district.

## ATTENDANCE

~~Recognizing that attendance and punctuality are essential for the progress of a student at school, the board has adopted the following rules and regulations. The parent, guardian, or other person having charge and control of a child is held responsible for the child's regular school attendance. It is the expectation of every student to be punctual and to have excellent attendance to be successful both as a student and as an adult. All students who arrive late are required to report to the office for a tardy slip.~~

~~**Definition of Absent**—Students are not in attendance in regularly scheduled classes at the school where they attend.~~

~~**Definition of Present**—Students are in attendance in regularly scheduled classes at the school where they attend.~~

~~**Definition of Tardy**—Students are not in their assigned area when class begins. This includes reporting to and from lunch, assemblies, or other activities.~~

### **Attendance and Student Success**

Regular school attendance plays an important role in student success. Students attend school to learn, build relationships, and develop skills for future goals. Consistent attendance supports academic progress, strengthens connections to the school community, and helps students build habits for lifelong success. When students are present each day, these experiences grow into confidence, connection, and success.

Bristol Tennessee City Schools is committed to supporting students and families in making daily attendance a priority. When attendance concerns arise, schools work in partnership with families to provide support and address barriers.

### **Why Showing Up Matters**

- Attendance is **one of the strongest indicators** of student success
- Students with strong attendance are significantly more likely to graduate
- Regular attendance helps students stay on track academically, build relationships, and develop routines that support lifelong success

**Reporting Absences** – When a student will be absent, the parent or guardian should notify the school office as soon as possible, preferably prior to or on the day of the absence.

<b>School</b>	<b>Phone Number</b>
Anderson	(423) 652-9444
Avoca	(423) 652-9445
Fairmount	(423) 652-9311
Haynesfield	(423) 652-9292
Holston View	(423) 652-9470
Tennessee Middle	(423) 652-9449
Tennessee High	(423) 652-9499

Parents and guardians should notify the school prior to or on the day of an absence or provide a note when the student returns. Timely communication helps ensure absences are recorded appropriately. If the school does not receive communication, the absence will be recorded as unexcused

## Attendance Definitions

- **Absent** – The student is not in attendance in scheduled classes at their assigned school.
- **Present** – The student is in attendance in scheduled classes at their assigned school.
- **Tardy** – The student is not in their assigned location when a class or scheduled activity begins, including transitions to and from lunch, assemblies, or other school activities.

## Illness—When should I send my child to school?

We believe that student success begins with attendance; however, there may be times when it is in the best interest of your child to stay home. Children are considered contagious if they experience any of the following: fever, vomiting, diarrhea, or conjunctivitis (pink eye). Your child should be fever free and/or symptom free for 24 hours without fever-reducing medication before coming back to school. Children with head lice are permitted to return to school once treated. If a student has a temperature over 100 degrees, the school nurse will call the parent/guardian to pick up their child from school. Do NOT medicate a child to reduce a fever before sending them back to school. Please note that written instructions to the school from a student's medical provider will take precedence over the above guidelines. For specific questions, please contact the school nurse.

## Illness & When to Keep Your Child Home

We believe student success begins with regular attendance; however, there are times when it is in the best interest of your child and others to remain at home.

Please keep your child home if they have:

- Fever (100.4°F or higher)
- Vomiting or diarrhea within the last 24 hours
- Eye redness with yellow or green drainage
- A new rash, especially if it is widespread, oozing, or accompanied by fever or other symptoms
- Persistent cough or wheezing

Your child may return to school when:

- They have been **fever-free for at least 24 hours without fever-reducing medication**
- They have been **free from vomiting and diarrhea for at least 24 hours**
- Symptoms have improved, and they are able to participate in normal school activities
- Any required treatment has been started (if applicable)

If a student develops a fever of 100.4°F or higher at school, the school nurse will contact a parent/guardian for prompt pickup. Please do not give fever-reducing medication and send your child to school, as this may mask symptoms and increase the risk of spreading illness.

Students diagnosed with head lice may return to school once appropriate treatment has been completed.

Written instructions from a licensed medical provider will take precedence over these general guidelines. If you have questions about your child's symptoms or return-to-school timing, please contact the school nurse.

**Reporting Absences**—When a student is to be absent, the parent/guardian must call the school office as soon as the need for an absence has been decided.

School	Phone Number
Anderson	(423) 652-9444
Avoca	(423) 652-9445
Fairmount	(423) 652-9311
Haynesfield	(423) 652-9292
Holston View	(423) 652-9470
Tennessee Middle	(423) 652-9449
Tennessee High	(423) 652-9499

Additionally, it is acceptable to send a parent/guardian note to excuse the absence when the student returns to school. If the parent/guardian fails to contact the school, the absence will be unexcused.

### Excused Absences

- Personal illness – A parent note or call may be used to excuse up to five (5) absences. After a parent has used the five (5) parent notifications, **additional documentation, such as** a doctor's excuse and/or parent conference may be required. **Any student with Absences totaling** five (5) or more absences ~~from any one in an~~ individual class would also require a doctor's excuse.
- **Illness** or incapacitating condition of a family member that requires the temporary help of a student (**physician statement required**). ~~(A physician's statement is required.)~~
- ~~A death~~ **Death** in the immediate family. ~~Family includes~~ **including** parents, stepparents, guardian, grandparents, brother, sister, stepbrother/sister, aunt, uncle (**written verification required**). ~~(A written verification must be provided.)~~
- Extreme weather conditions.
- Recognized religious holiday/events.
- Pregnancy.
- Required court appearance (**written verification from appropriate authorities required**). ~~(A written verification from appropriate authorities must be provided.)~~
- Approved school-related activities.
- Circumstances which, in the judgment of the principal, create emergencies over which the student has no control.
- Pre-approved cultural leave.

## Unexcused Absences

~~A student who is absent five (5) days without adequate excuse shall be reported to the BTCS director of attendance, who will, in turn, provide written notice to the parent/guardian of the student's absence. If the absence is an unexcused absence, any make-up work will be credited at 80% of its value.~~

When a student accumulates five (5) absences without adequate excuses/documentation, the attendance will be reviewed by the school and reported to the BTCS director of attendance. At that time, written communication will be provided to the parent or guardian to ensure awareness and to support improved attendance moving forward.

For absences that are determined to be unexcused, make-up work may be completed and will be credited at up to 80% of its value.

## Make-Up Work

Students are responsible for completing missed assignments.

Make-up work can be obtained by a student or parent/guardian from Canvas or by contacting the classroom teacher directly.

## Tardies and Early Dismissals

~~It is important that students arrive on time for school and remain at school the entire day. Excessive tardies and/or early dismissals will affect a student's school success. Students arriving late for school are to report directly to the office to sign in and obtain a tardy slip.~~

It is important for students to arrive on time and remain at school for the full instructional day to support their learning and success. Frequent tardies or early dismissals may impact student learning and will be reviewed by school staff, who will work with students and families to support improved attendance. Students arriving late should report to the office to sign in and obtain a tardy slip.

## Family/Cultural Leave & Non-School-Sponsored Extracurricular Activities (3 days maximum)

Students may be excused from school to participate in cultural, educational, or non-school-sponsored extracurricular activities. The following guidelines **apply when reviewing these requests**: shall be used by school principals in approving cultural/educational/non-school-sponsored extracurricular activities:

- ~~a) A maximum of **three (3) days per school year** will be available for family/cultural, educational, or non-school-sponsored extracurricular activities.~~
- ~~b) A request for the absences to be excused must be **filed with the principal prior to the activity.**~~
- ~~c) A request will not be approved after the activity has occurred, during the state-~~

~~mandated achievement testing, if the student is not passing all classes at the time of the request, or if the student has three (3) or more unexcused absences.~~

~~d) A request must be in writing on forms available in the school office or online and completed by a parent/guardian of the student. No other relative is permitted to complete this form.~~

~~e) Make-up work is the responsibility of the student and parent. The local school policy on make-up procedures will be followed.~~

- A maximum of three (3) days per school year may be approved
- Requests must be submitted to the principal in advance of the absence
- Requests will not be approved:
  - After the activity has occurred
  - During state testing
  - If the student is not passing all classes at the time of the request
  - If the student has three (3) or more unexcused absences
- Requests must be submitted in writing by a parent or guardian using the required form available in the school office or online and completed by a parent/guardian. No other relative is permitted to complete the form.
- Make-up work is the responsibility of students and families and should be completed in accordance with school policy to support continued learning.

### **Excessive Absences/Tardies**

~~Excessive absences and/or tardies will be reviewed regularly by school personnel. Students with excessive absences may be required to present doctors' excuses for all absences. This issue could be grounds for denying transfer or tuition requests and may result in a referral to the juvenile court offices.~~

~~A student absent five (5) days without adequate excuse shall be reported to the director of schools/designee, who will provide written notice to the parent/guardian of the student's absence. If a parent/guardian does not provide documentation within adequate time excusing those absences or request an attendance hearing, then the director of schools/designee shall implement the progressive truancy intervention plan described below prior to referral to juvenile court.~~

Student attendance is monitored regularly. When absences or tardies become excessive, schools will work with students and families to address concerns and provide support. Ongoing attendance concerns may impact eligibility for transfer or tuition requests and, when required, may result in a referral to juvenile court.

Students with excessive absences, five (5) days without an excuse, shall be required to provide medical documentation for future absences and will be referred to the BTCS director of attendance who will provide written notice to the parent. Excessive attendance concerns may also impact transfer or tuition eligibility and, when required by law, may result in referral for truancy intervention.

## Progressive Truancy Intervention Plan

~~Prior to referral to a juvenile court, the following progressive truancy intervention plan will be implemented.~~

~~(Tier I interventions shall begin upon the accumulation of five (5) days of unexcused absences.)~~

In accordance with Tennessee law, a progressive truancy intervention plan is implemented to support improved attendance prior to any referral to juvenile court.

Tier I interventions begin when a student accumulates between five (5) unexcused absences to provide early support and intervention.

### Tier I

~~Tier I of the progressive truancy intervention plan shall include the following:~~

- ~~1. A conference with the student and the student's parent/guardian.~~
- ~~2. An attendance contract, based on the conference, signed by the student, the parent/guardian, and an attendance supervisor/designee. The contract shall include the following:~~
  - ~~○ A specific description of the school's attendance expectations for the student.~~
  - ~~○ The period for which the contract is effective.~~
  - ~~○ Penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to juvenile court.~~
- ~~3. Regularly scheduled follow-up meetings to discuss the student's progress.~~

Tier I of the progressive truancy intervention plan includes the following supports:

1. A conference with the student and the student's parent or guardian to review attendance and identify any barriers to regular attendance.
2. Development of an attendance contract, based on the conference, signed by the student, parent or guardian, and an attendance supervisor or designee to support a shared plan for improved attendance.

The contract will include:

- A clear description of the school's attendance expectations for the student
  - The time period for which the contract will be in effect
  - Next steps if attendance concerns continue, which may include additional supports, school-based interventions, and potential referral to juvenile court in accordance with Tennessee law
3. Ongoing follow-up meetings to review progress, provide support, and adjust strategies as needed to improve attendance.

## **Tier II**

~~If a student accumulates additional unexcused absences in violation of the attendance contract in Tier I, the student will be subject to Tier II.~~

~~Under this tier, the school shall conduct an individualized assessment detailing the reasons a student has been absent from school. The assessment may result in the student being referred for counseling, community-based services, or other services to address the student's attendance problems.~~

If attendance concerns continue following Tier I, including additional unexcused absences after the attendance contract, the student will move to Tier II for additional support.

At this level, the school will conduct an individualized assessment to better understand the reasons for the student's absences and identify any barriers to regular attendance. Based on this assessment, the student may be connected to additional supports such as counseling, community-based services, or other resources to help improve attendance.

## **Tier III**

~~This tier shall be implemented if the truancy interventions under Tier II are unsuccessful. These interventions shall be determined by a team formed at each school. The interventions shall address student needs in an age-appropriate manner. Finalized plans shall be approved by the director of schools/designee.~~

If attendance concerns continue after Tier II supports have been implemented, the student will move to Tier III for more intensive support.

At this level, a school-based team will work collaboratively to develop an individualized intervention plan designed to address the student's specific needs in an age-appropriate manner. This plan may include additional supports and strategies to help improve attendance. Finalized plans will be reviewed and approved by the district attendance director.

## **BUS INFORMATION**

Bus transportation is provided at no charge to students. Bus numbers for routes and elementary school zone information can be accessed by entering your home address into the search engine located on the district website under the [Transportation Department](#). If you have additional questions concerning bus routes, please contact *Holston Bus Company* at (423) 989-3521. All other questions should be directed to the director of transportation at (423) 652-9244. A parent/guardian signed note is required if a student rides the bus to a different student's house/drop-off location or is to ride a different bus. A school administrator must also approve and sign the parent/guardian note before the student can ride a different bus than normal.

State law requires student attendance. It does not require that any school district provide transportation. Therefore, students who accept the privilege to ride the bus are expected to do the following:

- Obey the bus driver's directions
- Sit properly facing the bus driver
- Stay in one seat for the entire trip
- Keep hands, feet, and objects in their proper place
- Talk quietly

**Infractions on the bus will jeopardize the student's privilege to ride.**

## **CAFETERIA**

### **Student Meals**

Currently there is no charge for student meals. This includes breakfast, lunch, and after school meals.

To receive a free meal, the student must pick up enough food components to constitute a complete meal. The food components are:

- Vegetable
- Fruit
- Milk
- Meat/Meat Alternative (peanut butter, cottage cheese, yogurt, cheese, beans)
- Grain

Each meal must contain a fruit or a vegetable.

Breakfast must contain three (3) items, with one item being a fruit or vegetable.

Lunch must contain three (3) items from three (3) different components, with one being a fruit or vegetable.

If a complete meal is not chosen, the meal will be a la carte priced per item to the student's account.

### **A La Carte**

A la carte items, or extra items, include any items in addition to a complete meal and range from \$0.50 to \$2.25. Examples of a la carte items include:

- Additional Entrees
- Bottled Water or Drinks
- Snack Items
- Ice Cream

- Cookies

A la carte items cannot be charged to accounts. Purchases can be made with cash, check, or by using the student's account. Credit card payments may be processed by using [MySchoolBucks](#).

### **Adult, Staff, and Teacher Meal Prices**

- Breakfast - \$3.50
- Lunch - \$4.50

### **Accounts**

Students may still purchase food items outside the complete reimbursable meals, such as a la carte items. For these additional purchases, parents may continue to upload money to their child's account via [MySchoolBucks](#). All students have cafeteria account numbers and may prepay into their account anytime. The account will be used for breakfast, snacks, and lunch. Students use their five-digit student ID number to access their accounts in the cafeteria. Questions concerning School Nutrition policies should be directed to the school nutrition director at (423) 652-9221. Students may not use another student's account. There will be a \$20 returned check fee assessed to the student's account for each returned check occurrence.

There may be additional returned check fees assessed by *CheckRedi* for check recovery services. If the check is not recovered by *CheckRedi*, School Nutrition will assess the amount of the check and all fees will be charged to School Nutrition to the student meal account.

### **Student Accounts After Withdrawal or Graduation**

Students who graduate or withdraw from the district with funds remaining in their meal account may request a refund, transfer the balance to a sibling or other student account, or donate the funds to a student in need. Please contact the School Nutrition Office at (423) 652-9222 to initiate the request. In the event no request for refund or transfer has been made by the parent/guardian by June 15 following student graduation or withdrawal, the account will be considered abandoned, and the parent/guardian will forfeit the balance to offset uncollectable meal charges of other students in the district.

### **Online Payment**

Our district offers parents/guardians the ability to fund their child's meal account from any internet connection. In addition to funding the account, parents/guardians can view several days of account history and set spending limits for their child.

### **How to Enroll:**

1. Go to [www.myschoolbucks.com](http://www.myschoolbucks.com) and click SIGN UP TODAY.
2. Create an account for yourself and your child.
3. Your child's district ID number is the student's five-digit lunch number. Your child should

be able to give this to you. If not, please contact School Nutrition Services at (423) 652-9222.

4. You will also need your child's date of birth, school, and grade.
5. Provide credit or debit card information.
6. Select the Automatic Pre-Payment Option, if desired.

You may also call the **myschoolbucks.com** customer support center at 1-855-832-5226 for questions or assistance with enrollment. There is also a smart phone app for easy use via smart device. The support personnel are available Monday-Friday from 7 a.m.-7 p.m. ET. You can also email MySchoolBucks from their website.

## **Additional Resources**

Families may direct any questions to the School Nutrition Office at (423) 652-9222 or by emailing Amber Morris at [morrisa@btcs.org](mailto:morrisa@btcs.org).

## **U.S. Department of Agriculture Regulations and Policies**

~~In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.~~

~~To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf> from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:~~

### **~~MAIL~~**

~~U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or~~

### **~~FAX~~**

(833) 256-1665 or (202) 690-7442; or

**EMAIL**

[program.intake@usda.gov](mailto:program.intake@usda.gov)

*This institution is an equal opportunity provider.*

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

*USDA is an equal opportunity provider, employer, and lender.*

**CALENDAR**

<https://www.btcs.org/o/btcs/page/calendars>

## **CANCELLATION OF SCHOOL**

Cancellation of school may sometimes be necessary due to extreme weather, equipment failure, or public crisis. As soon as a decision is made about a schedule change, the information is made available in several ways: district website, district X, district Facebook, Weather Line (423) 652-9554, text message via Thrillshare, and local media. Please call Weather Line regarding schedule changes rather than calling the school. Also, be sure to discuss with your child what they should do if school is dismissed during normal school hours.

## **CANVAS**

Canvas is the learning management system used by Bristol Tennessee City Schools. Each student will have an account for accessing classroom modules, assignments, and information.

## **CHILD ABUSE AND NEGLECT**

**DCS Hotline: 1-877-542-2873**

All personnel shall be alert for any evidence of child abuse or neglect. Child abuse is defined as any wound, injury, disability, or physical or mental condition which is of such nature as to reasonably indicate that it has been caused by brutality, abuse, or neglect or which on the basis of available information reasonably appears to have been caused by such. **A child does not have to be the direct target of abuse to be considered a victim. If a child is present during an abusive act and that exposure harms or reasonably places the child's mental or emotional wellbeing at risk, a report is required.**

Staff members having knowledge or suspicion of any child who is suffering from abuse or neglect **or is a witness to abuse** shall report such harm immediately. The report shall be made to the judge having juvenile jurisdiction to the county office of the Department of Children's Services (DCS), and to the office of the chief law enforcement official where the child resides, and to the school's Child Abuse Coordinator or Alternate Coordinator. If alleged abuse involves someone employed by, previously employed by, or otherwise affiliated with the school, the report may be made directly to the DCS and law enforcement prior to notifying the school coordinator.

The report shall include, to the extent known by the reporter:

1. The name, address, telephone number, and age of the child.
2. The name, telephone number, and address of the parents or persons having custody of the child.
3. The nature and extent of the abuse or neglect; and

Any evidence to the cause or any other information that may relate to the cause or extent of the abuse or neglect. The person reporting shall be immune from liability, and their identity shall remain confidential except when the juvenile court determines otherwise. Failure to report to DCS is considered a misdemeanor and is punishable up to 11 months, 29 days in jail and a fine

of up to \$2,500.

District employees shall keep all information regarding any child abuse confidential in accordance with state law. School administrators and employees have a duty to cooperate and provide assistance and information in child abuse investigations, including permitting DCS teams to conduct interviews while the child is at school. The principal may control the time, place, and circumstances of the interview but may not insist that a school employee be present, even if the suspected abuser is a school employee or another student. The principal is not in violation of any laws by failing to inform the parent/guardian that the child is to be interviewed, even if the suspected abuser is not a member of the child's household.

For information about students' rights and services, contact the **Tennessee Department of Education**:

Andrew Johnson Tower  
710 James Robertson Parkway  
Nashville, TN 37243  
Phone: (615) 741-~~2731~~ 5158  
<https://www.tn.gov/education>

For information regarding child advocacy, contact the following groups:

**Sullivan County, Bristol Department of Children's Services**

2193 Feathers Chapel Road, Suite 2  
Blountville, TN 37617-5508  
Phone:(423)279-1460

**Children's Advocacy Center of Sullivan County**

150 Blountville Bypass  
Blountville, TN 37617  
(423) 279-1222

**BTCS Family Resource Center**

1115 Edgemont Avenue  
Bristol, TN 37620  
(423) 652-9223 or (423) 652-9251  
Email: Kay Ward [wardk@btcs.org](mailto:wardk@btcs.org)

**Kid Central Tennessee**

[kidcentraltn.com](http://kidcentraltn.com)

**CLINIC**

**School Health Clinic**

Each school is equipped with a health clinic and staffed with a licensed practical nurse (LPN) or registered nurse (RN). The clinic is a resource provided for students in need. Students abusing this resource will be subject to disciplinary action. A Student Health Form will be sent home at

the beginning of the school year and must be on file in the clinic for a student to receive **over the counter medications such as** acetaminophen, ibuprofen, cough drops, etc. The Student Health Form is **also** available on the school district website under the District Services tab at Health Services. Students are not allowed to use cell phones in the clinic unless directed to do so by the nurse or other staff.

### **Parent/Guardian Consent for Medical Treatment**

~~In accordance with the “Families Rights and Responsibilities Act,” Public Chapter No. 1061 (effective July 1, 2024), minor students cannot receive medical care without the consent of a parent/legal guardian. This includes, but is not limited to, cleaning and bandaging minor cuts/abrasions, providing an ice pack, and/or managing injuries. If a parent/legal guardian does NOT provide consent to treat, the school nurse and/or any other school employee can only treat the student in the case of an emergency. The Parents Rights and Responsibilities Act does not prohibit school staff from providing emergency care in life threatening situations.~~

~~Consent for treatment is included as part of the PowerSchool registration process. If consent to treat is not provided, it is important a parent/guardian remain reachable and available to come to the school in a timely manner should your child require medical attention. If we are unable to reach a parent/guardian promptly, emergency medical services (EMS) may be called to ensure your child’s safety.~~

### **Emergency Medication and Diabetic Supplies**

According to Tennessee state laws, students may carry on their person rescue medications, such as inhalers, epinephrine injections, and glucagon. Diabetic supplies such as insulin, **glucometers**, lancets, and needles may also be kept with the student. However, a Medication Form with a prescribing physician’s signature must be provided to the school. The physician must indicate if a student is to carry these items on their person or if ~~it~~ **they** must be kept in the school clinic and managed by the school nurse. The student’s name should be written on all rescue medications and diabetic supplies.

### **Epinephrine Auto-Injectors**

In accordance with Tennessee state law, T.C.A. 49-50-1602, the following procedures will be followed regarding epinephrine auto-injectors. Two epinephrine auto-injectors are stored on-site and may be used for emergency treatment of life-threatening allergic reactions. The injectors are intended to be administered to anyone who “in good faith” is believed to be experiencing an anaphylactic reaction, regardless of whether the person has a prescription for an epinephrine auto-injector or has previously been diagnosed with an allergy. The injectors are not intended to replace a person’s own personal epinephrine auto-injector and are not a substitute for emergency medical treatment. If an epinephrine auto-injector is administered, the person must leave campus and seek emergency medical attention immediately after administering the drug.

## Opioid Antagonist

In accordance with Tennessee state law, T.C.A. 49-50-1604, the following procedures will be followed regarding opioid antagonists. Opioid Antagonists are stored on-site at each school and may be administered by the school nurse, school resource officer, or other trained school personnel in response to a suspected opioid overdose. If an opioid antagonist is administered emergency medical services (EMS) will be called.

## Individual Health Plan (IHP)

If your child has an acute or chronic medical condition that requires health services at school or has a medical diagnosis that may result in a health crisis **requiring emergency care**, they should have an IHP. This plan provides the school nurse and school staff with important information for managing the student's medical needs and responding appropriately to a medical emergency. These forms are confidential and will be shared only with the staff involved with the student. These forms can be obtained from the school nurse, or you may indicate a need on the Student Health Form that is sent home in the Student Packet at the beginning of the school year.

~~If your child has developed a new medical condition that the school is not aware of, please discuss this with your school nurse. If you are unsure if your child needs an IHP, please reach out to your school nurse.~~

Parents/guardians are responsible for notifying the school nurse of any new medical conditions or changes to an existing medical condition. If your child has developed a medical concern that the school is not currently aware of, please contact the school nurse to discuss the condition and any necessary accommodations. If you are unsure whether your child requires an Individualized Health Plan (IHP), please reach out to your school nurse.

## Medication

**All student medication(s) should be administered by a parent or guardian at home unless exceptional circumstances exist.** If your child requires medication at school, the following guidelines must be followed:

- All appropriate paperwork must be on file with the school nurse. Medication will not be accepted by the school nurse unless the necessary completed paperwork is on file. New forms must be submitted each school year.
- **All medication must be turned in to the school nurse in person by a parent/guardian.**
- **All medication brought to school must be kept in the school nurse's office. Students are not allowed to carry medication on their person**, except for emergency medications (see above section on emergency medications).
- The first dose of any **medication, apart** from emergency medications, should be administered at home where the student can be observed for the possibility of an allergic reaction.
- All medication left beyond the end of the school year will be discarded. **All remaining**

- **unused medication must be picked up by a parent/guardian.**

In accordance with Tennessee state law and Bristol Tennessee Board of Education Policy, the following procedures will be followed by Bristol Tennessee City Schools regarding medications:

### **Prescription Medications**

For a student to receive a prescription medication during school hours, a completed Medication Form must be on file with the school nurse and must be signed by a parent/guardian and prescribing physician. A separate Medication Form is required for each medication. **The medication instructions provided by the healthcare provider on the Medication Form must match those printed on the prescription bottle.** The medication must be brought to school in the pharmacy labeled container. It will not be accepted in any other container. Students are not allowed to carry any medication on their person, except emergency medications (inhalers, epinephrine auto-injectors). However, emergency medications must also have a doctor's order on file with the school nurse (see above section on emergency medications).

### **Non-Prescription Medication**

Parents/guardians may choose to complete a Student Health Form which provides a selection of over-the-counter medications, such as cough drops or ibuprofen to be given as needed to students in the school clinic. This form must be signed and initialed by the parent/guardian and is available on the district website. For school-supplied medications, verbal consent from a parent/guardian must also be obtained prior to each medication administration. **Without verbal consent AND a signed student health form on file, medication will NOT be given.**

Parents/guardians may choose to bring other "as needed medications" not listed in the selection on the Student Health Form. The medication must be in the original unopened container to be kept in the school clinic throughout the school year. Parents/guardians must indicate the use and dose for each provided medication on the Medication Form. The school nurse or designee will dispense the medications as needed for the student and record them on a medication log.

If you have questions about the policy or other issues related to the administration of medication in the schools, please contact the school or school nurse. In fairness to those responsible for giving the medication and to protect the safety of your child, **THERE WILL BE NO EXCEPTIONS TO THIS POLICY.**

### **Niswonger Virtual Health Clinic**

The Niswonger Virtual Health Clinic (NVHC) is located inside the school clinic and maintains the same hours as our school nurse. The program operates much like an urgent care. It allows students and staff to be evaluated by the school nurse, and if needed, referred to a medical provider. The patient can then be seen via an internet connection by the provider, which will be a medical doctor, nurse practitioner, or physician assistant. Prior to a student being seen by a medical provider, the parent/guardian must complete the necessary paperwork. A paperwork packet is sent home at the beginning of the school year. It may also be obtained from our school nurse or accessed on the district website. NVHC accepts most insurance plans including

TennCare or a flat fee of \$49 \$55 will be billed to those without insurance. For more information, contact the school nurse.

## Screenings

In alignment with Tennessee Department of Education recommendations, Bristol Tennessee City Schools' Coordinated School Health Program provides free vision and hearing screenings for all new students entering the district and each *fall* for students in grades PK, K, 2<sup>nd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, AND 8<sup>th</sup>. The screenings conducted at school are not meant to replace a professional eye/ear exam or yearly physical. Nonetheless, the school screening tests are carefully and accurately performed and will provide an indication of each child's vision and hearing functioning at that time. ~~Consent for screenings is included in the PowerSchool registration process and must be on file before any screenings can be conducted.~~ **Consent forms for screenings will be sent home with students within a reasonable timeframe prior to scheduled screenings and must be returned to the school before any screenings can be conducted.** Parents/guardians will be notified if re-screening or further testing is necessary.

## Immunizations

Documentation of required immunizations must be presented in order to enroll in any school, and all immunizations must be kept current. No student, including those entering preschool, kindergarten, or 7<sup>th</sup> grade or those students from out-of-state or nonpublic schools, will be permitted to enroll and/or attend school without proof of immunizations, as defined by the Commissioner of Public Health, except as allowed by the McKinney/Vento Homeless Education Assistance Improvements Act of 2001 which includes students in foster care. Required immunizations must be documented on a Tennessee Department of Health Certificate of Immunization. It is the responsibility of the parent/guardian to have their child(ren) immunized and to provide proof of immunization to the school which the student is to attend. Exceptions will be granted to any student whose parent/guardian files with school authorities a signed, written statement that such measures conflict with one of the following:

- Their religious tenets and practices if in the absence of an epidemic or immediate threat of epidemic.
- Due to medical reasons, if the student has a written statement from the doctor excusing them from the immunization.

Students filing religious or medical exemptions must still provide the school with a Tennessee Department of Health Certificate of Immunization indicating such exemptions.

Additional information regarding immunization requirements in Tennessee may be found at <https://bit.ly/TNDeptHealth>.

## CLUBS

A variety of clubs are available for student enrichment, and all students are encouraged to participate in clubs of their choice. Please see Student Equal Access Policy 4.802. Clubs offered at schools can be found in each school's operating procedures. No student will be denied access to a club because they did not pay the associated fee. This also includes membership dues.

Below are the current dues/fees collected for the clubs offered at TMS AND THS:

**Tennessee Middle School**

Club Name	Dues/Fees
Beta Club	\$24

**Tennessee High School**

Club Name	Dues/Fees
American Sign Language Club	\$3
Anchor Club	\$20
Beta Club (and TOPS)	\$40
Civinettes	\$10
FBLA	\$30
French Club	\$5
HOSA	\$50-150
Student Council	\$20
The National Honor Society	\$35 Juniors \$30 Seniors
TSA	Split by # of members

**COMPLIANCE CONTACT PERSONS**

The Bristol Tennessee City School System does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to groups as designated by law and district policy. The following staff members serve as contact persons for the areas listed.

**Individuals with Disabilities Education Act (IDEA Special Education), Americans with Disabilities Act (ADA), Child-Find, and Gifted Services:** Robin Blair, Special Education Director, BTCS Administration Building, 615 Martin Luther King Jr. Blvd., Bristol, TN 37620. Phone: (423) 652-9451. Email: [blairr@btcs.org](mailto:blairr@btcs.org).

**Section 504 of the Rehabilitation Act:** Robin Blair, Special Education Director, BTCS Administration Building, 615 Martin Luther King Jr. Blvd., Bristol, TN 37620. Phone: (423) 652-9451. Email: [blairr@btcs.org](mailto:blairr@btcs.org).

**Title VI (Civil Rights Discrimination), and Title IX (Gender Discrimination) and Federal Programs:** Dr. Amy Scott, Supervisor of Secondary Curriculum and Instruction, BTCS Administration Building, 615 Martin Luther King Jr. Blvd., Bristol, TN 37620. Phone: (423)

652-9200. Email: [scotta@btcs.org](mailto:scotta@btcs.org).

**Nondiscrimination Compliance Officer:**

Dr. Jared Day, Director of Assessment & Federal Programs, BTCS Administration Building, 615 Martin Luther King Jr. Blvd., Bristol, TN 37620. Phone: (423) 652-9228. Email: [dayj@btcs.org](mailto:dayj@btcs.org).

**Safety (School Against Violence in Education Coordinator), Foster Care and Military Families:**

Dr. Kristie Coleman, Supervisor of Student Services, BTCS Administration Building, 615 Martin Luther King Jr. Blvd., Bristol, TN 37620. Phone: (423) 652-9233. Email [colemank@btcs.org](mailto:colemank@btcs.org).

**Attendance, Transportation, and Homelessness:**

Scott Latham, Director of Attendance & Transportation, BTCS Administration Building, 615 Martin Luther King Jr. Blvd., Bristol, TN 37620. Phone: (423) 652-9244. Email: [lathams@btcs.org](mailto:lathams@btcs.org).

**Nutrition Services Coordinator:**

Jennifer Burleson, Director of School Nutrition, BTCS Administration Building, 615 Martin Luther King Jr. Blvd., Bristol, TN 37620. Phone: (423) 652-9244. Email: [burlesonj@btcs.org](mailto:burlesonj@btcs.org).

**Building, Facilities, and Security Compliance Requirements:**

Curt Rutherford, Chief Facilities Maintenance Officer, BTCS Maintenance Building, 1000 Oakland Drive, Bristol, TN 37620, Phone: (423) 652-9447 Email: [rutherfordc@btcs.org](mailto:rutherfordc@btcs.org).

**NOTIFICATION**

**Gifted Services:** Intellectual giftedness is found throughout diverse populations and crosses all economic and cultural boundaries. Early identification and intervention are often required to meet the unique needs of these children. The definition of a gifted child is “one whose intellectual abilities and potential for achievement are so outstanding that special provisions are required to meet their educational needs.”

Anyone, including parent/guardian or community professionals, may refer a student for screening and possible evaluation. A screening team of educational professionals considers screening information, previous evaluations, and teacher/parent/guardian input to determine if a comprehensive evaluation is needed. The team’s decision is based on multiple data sources. An assessment team will determine the types of assessment needed. All procedural safeguards are followed to ensure evaluation procedures are non-discriminatory.

Eligibility for services as a gifted student is based on evaluation in each of the following component areas: creative thinking, academic performance, and cognition/intelligence.

Gifted students are served in the least restrictive environment with supports and services from special educators. Gifted students in Bristol Tennessee City Schools are most often served via differentiated instruction in the general curriculum. The Individualized Education Plan (IEP)

describes, through goals and objectives, what services will be provided for the gifted student. Individual goals are determined based on the student's needs.

**Child Find:** Federal law guarantees the right to a free and appropriate public education. Bristol Tennessee City Schools is responsible for locating and evaluating children who are suspected of having a developmental delay or disability ages 3 through 21 who live within the city limits of Bristol, Tennessee. If it is determined that the disability interferes with the child's learning, early childhood special education and/or other additional services may be recommended. If you suspect a child may have a developmental delay or disability, contact the office of special education at (423) 652-9451.

### CONFERENCES

There is one day set aside each year for general conferences between parents/guardians and teachers. Principals will often divide this day into two half days to better accommodate parents' schedules. Other conferences may be scheduled at the request of the parent, teacher, or guidance personnel.

Additional conferences may be scheduled with the student's teachers, counselors, the assistant principal, or the principal by contacting the school office.

### CONTACT INFORMATION

#### **Bristol Tennessee City Schools**

615 Martin Luther King, Jr. Boulevard; Bristol, TN 37620  
Phone: (423) 652-9451; Fax: (423) 652-9238; [www.btcs.org](http://www.btcs.org)

<b>School</b>	<b>Phone</b>	<b>Fax</b>
Anderson Elementary	(423) 652-9444	(423) 652-9497
Avoca Elementary	(423) 652-9445	(423) 652-4616
Fairmount Elementary	(423) 652-9311	(423) 652-9436
Haynesfield Elementary	(423) 652-9292	(423) 652-9214
Holston View Elementary	(423) 652-9470	(423) 652-9472
Tennessee Middle School	(423) 652-9449	(423) 652-9297
Tennessee High School	(423) 652-9494	(423) 652-9403
Tennessee Online Public School	(423) 652-9209	(423) 573-3128

### COUNSELING

#### School Counselor Mission Statement

Counselors will provide every student equitable access to a comprehensive, data-driven, school counseling program that addresses their academic, personal/social, and emotional needs.

Counselors also play an integral part in creating a school climate where every student feels safe, accepted, and advocated for in all areas of the student learning experience.

A school counselor is available to discuss the counseling program with you and is aware of agencies in the area which may assist a student and their parent/guardian in times of crisis. For more information, you may call the school to speak with a counselor.

<b>School</b>	<b>Phone</b>
Anderson Elementary	(423) 652-9444
Avoca Elementary	(423) 652-9445
Fairmount Elementary	(423) 652-9591
Haynesfield Elementary	(423) 652-9205
Holston View Elementary	(423) 652-9475
Tennessee Middle	(423) 652-9449
Tennessee High	(423) 652-9494
Tennessee Online Public School	(423) 652-9209

### **DISCIPLINE**

It is the philosophy of Bristol Tennessee City Schools to handle discipline in a positive manner when possible. Teachers and administrators strive to create a school environment favorable to the development of self-discipline, self-esteem, and self-direction. Acceptable behavior is essential to an effective school program. There are times, however, when specific actions must be taken in accordance with the discipline policy.

The school provides each student with the maximum opportunity to acquire an education. No student has the right to interfere with this opportunity by their actions, poor manners, or lack of consideration. All rules and regulations are developed and enforced with this thought in mind.

Students are under the supervision of many teachers during the school day. Individual teachers have classroom standards, and students must learn to abide by those standards. The teacher has the authority to maintain discipline and is expected to exercise the responsibility to do so.

### **APPROPRIATE SCHOOL BEHAVIOR**

The staff is authorized to take reasonable, safe measures to establish appropriate school behavior. Any professional employee shall have the authority to control the conduct of any student while under the supervision of the school district. This authority shall extend to all activities of the school, including all games and public performances of athletic teams and other school groups, trips, excursions, and all other activities under school sponsorship and direction. Such measures may include the use of reasonable force to restrain or correct students and maintain order.

A student shall not use violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct which causes the disruption, interference, or obstruction of any school purpose while on school property, in school vehicles or buses, or at any school-sponsored activity, function, or event, whether on or off campus. Neither shall a student urge other students to engage in such conduct.

Harassment, intimidation, and other conduct that may be considered ‘bullying’ will not be tolerated, including cyberbullying. **Cyberbullying** means bullying undertaken through the use of electronic devices. Electronic devices include, but are not limited to, telephones, cellular phones, or other wireless communication devices, personal digital assistants (PDAs), computers, electronic mail, instant messaging, text messaging, and websites.

Students shall not engage in conduct that has the effect of unreasonably interfering with another student’s academic development or that creates a hostile or offensive learning environment.

A student found guilty of such misbehavior may receive punishment ranging from verbal reprimand to suspension dependent on the severity of the offense and the offender’s prior record.

The student discipline procedure per School Board Policy 6.313 further describes expectations of student behavior.

A teacher’s authority to control student conduct extends to all activities of the school, including games of athletic teams, public performances of any school group, trips, excursions, and any other school activity. When a problem occurs, the teacher has the following options:

1. Confer with the student
2. Confer with the parent/guardian
3. Confer with a guidance counselor, when possible
4. Administer discipline in accordance with school and district rules
5. Refer the student to a school administrator – **any occurrence that involves sexual harassment, race, color, or national origin require an immediate office referral**

See the following school board policies for pertinent information regarding student discipline:

- Interrogations and Searches – School Board Policy 6.303
- Procedural Due Process – School Board Policy 6.302
- Suspension – School Board Policy 6.316
- Zero Tolerance Offenses – School Board Policy 6.309

## **DISCIPLINE OF STUDENTS WITH DISABILITIES**

Students with disabilities identified in the Individuals with Disabilities Act (IDEA) and served by an Individualized Education Plan (IEP) will be disciplined in accordance with federal and state regulations provided by this act and BTCS policy. These students may not be suspended for more than ten days cumulative in a school year without appropriate services being provided and may not be unilaterally remanded to an appropriate alternate interim placement for more than 45 days for any offenses including “zero tolerance” offenses.

## **TITLE IX & SEXUAL HARASSMENT**

Sexual harassment includes sexual assault, dating violence, domestic violence, and stalking, as unlawful discrimination on the basis of sex.

In order to maintain a safe, civil, and supportive learning environment, all forms of sexual harassment and discrimination on the basis of sex are prohibited. This shall cover employees, employees' behaviors, students, and students' behaviors while on school property, at any school-sponsored activity, on school-provided equipment or transportation, or at any official school bus stop in accordance with federal law.

The Title IX Coordinator shall respond promptly to all general reports, as well as formal complaints of sexual harassment. The coordinator shall be kept informed by school-level personnel of all investigations and shall provide input on an ongoing basis as appropriate.

Any individual may contact the Title IX Coordinator at any time using the information below:

**Title:** Supervisor of Secondary Curriculum and Instruction **Mailing address:** 615 Martin Luther King Jr Blvd, Bristol TN 37620 **Phone number:** (423) 652-9234 **Email:** [scotta@btcs.org](mailto:scotta@btcs.org)

For additional information concerning Title IX and sexual harassment, see School Board Policy 6.3041.

## **DRESS CODE**

Bristol Tennessee City Schools has dress standards in place to promote the culture of the school district as one of self-respect, as well as respect for others. Students shall dress and groom in a clean, neat, and modest manner so as not to distract or interfere with the operation of the school and to prepare for their future college and career expectations. Shirts and shoes are required at all school events.

School administrators have the obligation to determine when a student is attired in a manner which is likely to cause disruption or interference with the operation of the school and will take appropriate administrative action, which may include suspension. **The administrator has full discretion to determine what is inappropriate.** Teachers are to enforce the dress standards per the parameters below.

Clothes must not violate the following guidelines, even if the clothes are part of the prevailing fashion:

### **Shirts/Blouses:**

- Shirts/blouses must have a neckline that exposes **no cleavage**. If the shirt/blouse has buttons or a zipper, it must meet the above requirement.
- **Backless shirts are not allowed.**

- Muscle shirts, tank tops, midriff shirts, halter tops, tube tops, spaghetti strap tops, and backless or off-the-shoulder tops are not permitted.
- See-through clothing, mesh clothing, or cutouts are not allowed.
- Shirts/blouses worn outside the waistband must be of sufficient length so that no flesh is exposed.
- Cold shoulder shirts or dresses are allowed if undergarments are completely covered.
- ~~Sweaters/Sweatshirts:~~
- Sweaters, sweatshirts, and hoodies are permitted if they meet the shirt/blouse dress code or are worn over a shirt or blouse that meets the dress code. The hood may not be worn on the head.

#### **Shorts/Pants/Leggings/Jeggings/Yoga Pants/Other Similar Tight-Fitting Attire:**

- Must be worn at the waist and be size appropriate. No sagging is allowed.
- Must have “**NO HOLES** where skin above the shorts requirement and/or underwear is exposed.”
- Shorts must not be any shorter than the length of your fingertips when arms are extended by your side. All shorts, including athletic shorts, must meet these criteria.

#### **Skirts/Dresses/Jumpers:**

- Skirts, dresses, and jumpers must not be shorter than the length of your fingertips when arms are extended by your sides, **including when see-through leg coverings are worn under the skirt, dress, or jumper.** Dresses or skirts meeting this requirement will not be allowed if they have slits. The top of the dress must meet the shirt/blouse requirements of the dress code.

#### **Headwear/Hats:**

**No head coverings are permitted.** Head coverings are generally prohibited in the school building.

This includes, but is not limited to, hats, hoodies, scarves, sweatbands, stockings, do-rags, bandanas, toboggans, etc. These items must be removed upon entering the building. However, principals may make reasonable accommodations on the basis of students’ religious beliefs or medical conditions upon request.

#### **Facial Coverings:**

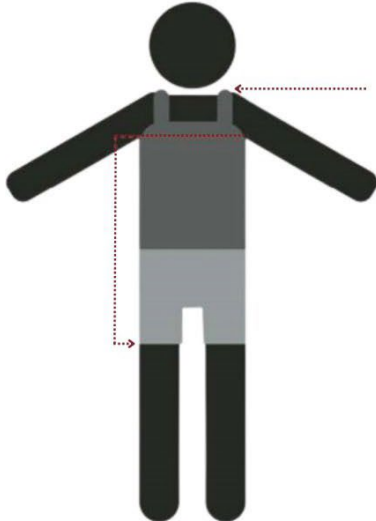
- There may be times when masks will be required by our school district. At other times, however, students may elect to wear a mask as a precautionary measure to help prevent the spread of sickness.

#### **Other General Rules:**

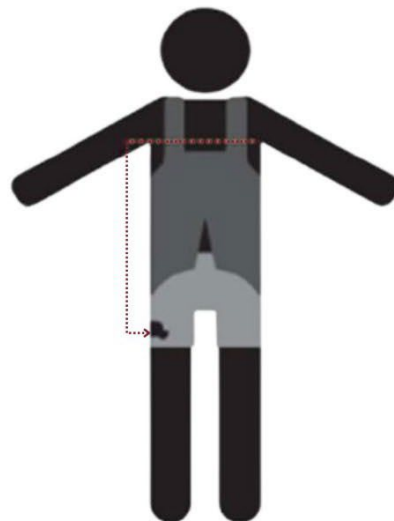
- Industrial chains, wallet chains, accessories with spikes, pet chains, and collars around

- the neck or wrists are prohibited.
- Clothing items that display the names of/or advertisements for drug, alcohol, tobacco and/or e- cigarette products and profane, vulgar, violent, illegal, immoral, hate messages, or sexual innuendos are prohibited.
  - Flags may not be worn as attire.
  - Accessories must be free of offensive or suggestive words or graphics and contain no references to drugs, alcohol, tobacco and/or e-cigarette products, illegal/immoral substances, or activities. Mushroom accessories are not allowed.
  - Shirts and shoes must be worn at all times.
  - Students are not allowed to wear, carry, and/or display bandanas or items associated with gangs. Student attire cannot be modified (for example – rolling up pant leg) to display gang affiliation.
  - No sunglasses may be worn or be visible at any time during the day.
  - Athletic/spirit group uniforms worn to school must meet all dress code requirements.
  - Blankets are prohibited.
  - Gloves are not allowed to be worn during class except where instructed by teacher (i.e., shop class).
  - No costumes or accessories, to include face painting or make-up that might be confused for face painting, resulting in a disruption of instructional time, are allowed. Accessories may include any item on a student that is not a clothing item.

### **Wear This**



### **Not This**



### **"Wear This" Image**

- Clothing must have straps.
- Clothing should cover entire area from armpit to armpit.
- Clothing should cover skin from the armpits down to the fingertips when arms are at the side.

## **"Not This" Image**

- Shirt may not fall below the armpit.
- There may not be a hole in the clothing above the fingertip length with arms by side.
- Midriff may not be showing.

## **DRIVER'S LICENSE/CERTIFICATE OF ATTENDANCE**

### **Application (Must allow three days to process each request)**

Tennessee law requires every school or school district to verify that a 15-, 16-, or 17-year-old applicant or holder of a Tennessee driver's license has met the compulsory attendance requirements. Students must request a Certificate of Attendance from the School Counseling Office to apply for their permit at the DMV.

### **Revocation of Driver's License**

Any student fifteen (15) years of age or older who becomes deficient in attendance shall be reported to the Department of Safety for driver's license revocation. A student shall be deemed deficient in attendance when the student has ten (10) consecutive or fifteen (15) days total unexcused absences during a single term. A copy of the notice sent to the Department of Safety by the director of attendance or the director of schools shall also be mailed to the student's parent or guardian.

## **DRUG AND ALCOHOL TESTING**

Principals are authorized to order drug tests for individual students when there is a reasonable cause. In addition, any student participating in extracurricular activities is required to adhere to the Bristol Tennessee City Schools Random Drug Testing Policy.

## **EMERGENCIES: ACCOUNTING FOR STUDENTS, FAMILY NOTIFICATION, AND REUNIFICATION**

Bristol Tennessee City Schools is committed to creating safe, secure, and respectful learning environments where all community members work together to promote the physical and psychological safety of students and staff. However, should an emergency occur, our staff members are trained to respond to numerous hazards that may impact our school community.

### **What is an Emergency?**

An emergency is a sudden, unexpected, or potentially dangerous situation that requires immediate action. The response to any situation depends on the possible impact it may have on the people or facilities involved.

## **How will students be accounted for during an emergency?**

Teachers assigned to students are responsible for accounting for those students throughout the course of an emergency. Attendance will be taken at each stage of an evacuation or relocation and submitted to the Student Accounting Leader. \*In the case of a school-wide emergency, student use of cell phones will not be in violation of this policy.

## **Family Notification of Emergencies**

The district team will oversee family notification that an emergency situation has occurred. Current information regarding the incident, the status of their children, and what families can do to assist will be communicated. The following communications measures ~~will~~ **may** be utilized for notifications: email, text, phone, district website, and district social media.

## **Reunification: How should parents respond during an emergency?**

It may be necessary to relocate students to a different site to reunite students with family members. Please do not report to the school campus or call the school. Staff and responders must give their full attention to the emergency and support our students and staff.

This plan for parents will include how they can help and steps they can take during an emergency event in preparation for reuniting with their children.

- Keep cell phones charged for receiving updated messages.
- Monitor your mobile device for district text messages, phone messages, and email.
- Check district website and district social media sites regularly.
- Have your picture ID (driver's license) ready for pick up (only legal guardians or those listed as emergency contacts in PowerSchool will be permitted to pick up students).
- Be patient and try to remain calm, knowing the information will be ongoing and forthcoming as quickly as possible.
- In case of an evacuation to a secondary location, information and instructions on where to reunite with your child will be announced via text, phone, email, district website, and district social media.
- **Please ensure your vehicle has a full tank of gas if a drive-up reunification process is implemented.**
- **When possible, coordinate with other family members in advance to meet prior to arrival at the reunification site to expedite the reunification process.**
- Stay informed and stay ready until directed with instructions from school leadership.

## **EMERGENCY CONTACT INFORMATION**

When students become ill or have an accident at school, emergency first aid will be given, and every attempt will be made to contact parents or guardians immediately in case of serious injury or illness. An emergency will be dealt with promptly by taking appropriate action, including sending the student to the hospital or summoning medical aid.

In case of an accident or illness in which school personnel are unable to reach parents/guardians, the name and phone number of emergency contacts should be on file with the school. Each student is **required** to have on file at the school office the following information:

1. Parent/guardian name(s)
2. Complete and up-to-date address
3. Home phone number and parent/guardian work phone number
4. Emergency phone number of friend or relative
5. Physician's name and phone number
6. Medical alert information
7. Parent/guardian email address

**Notify the school immediately of address or phone number changes.**

### **EMERGENCY DRILLS**

Emergency drills including fire drills, lockdown drills, tornado drills, etc. are conducted regularly as required by state and federal regulations. Each school shall make students and staff aware of the alarms specific to emergency alerts. When an alarm is sounded, it is important that students take it seriously by doing the following:

1. Listening carefully to the teacher's instructions.
2. Refraining from talking during the entire drill.
3. Proceeding directly to the designated "safety" area in an orderly manner.

**\*When emergency drills are in progress, please do not enter the school campus. Signs will be posted that indicate "Drill in Progress."**

### **ENROLLMENT**

#### **Admission**

Any children interested in the Pre-K programs must be four years old on or before August 15 of the school year for which they are enrolling. New kindergarten students must be five years old on or before August 15 of the school year in which they are enrolling.

When students enter school for the first time, they should provide the following documentation:

1. physical examination
2. proof of immunizations on a Tennessee School Immunization Certificate
3. record of birth (birth certificate, passport, visa, I-94)
4. proof of residency (ex: utility bill, lease agreement)

#### **Student Residence Defined**

A student's residence is established by the place where the parent/guardian or legal guardian resides. In the case of divorce, the child's residence is the residence of the parent/guardian

assigned physical custody. In the case of joint custody (where physical custody is not assigned), the city or school district attorney will be asked to determine residence. Students may not claim residence with other family or non-family members unless a judge of proper jurisdiction has conveyed full physical custody of the student to that individual except where TCA 49-6-3001 (c) (6) relating to Power of Attorney may be properly applied.

## **EXTENDED SCHOOL PROGRAMS**

### **School-Sponsored Programs**

Bristol Tennessee City Schools is a recipient of the **LEAPs** (Lottery for Education After-school Program) grant funding, which allows the district to provide many opportunities for students outside of regular school hours. LEAPs is a before- and after-school extended learning program available to students as grant funds allow. LEAPs provides students a meaningful, fun, and rewarding experience before and after school to support their academic, physical, and social development. The programming includes snacks, homework help, specialized tutoring, STEM (Science, Technology, Engineering, Math), CTE, sports, and games. The district partners with Coalition for Kids, Inc. to operate the after-school programming at each of the elementary schools. Students must complete the enrollment/application process for LEAPs at the school they attend. For additional information, please contact your child's school.

#### ***LEAPs Hours of Operation:***

##### **Elementary Schools:**

- *Morning Hours: 6:50-7:50 a.m.*
- *Afternoon Hours: 3:30-5:30 p.m.*

##### **Tennessee Middle School/Tennessee High School:**

- *Afternoon Hours: 2:30-5:30 p.m.*

### **~~Non-School Sponsored Programs~~**

~~Please contact your child's school for more information about after school care. The YMCA, YWCA, Boys & Girls Club of Bristol, and Girls Inc. are programs that may be available.~~

## **FEES**

According to state code, no student is obligated to pay fees. However, in order to properly and adequately maintain our programs, Bristol Tennessee City Schools appreciates any contributions to our fee program.

### **Elementary**

A \$20 **\$25** per year fee is requested from each student. Any parent/guardian who wishes to

submit an application for a waiver should contact the school office. A letter of explanation will be sent home at the beginning of the school year.

## Middle School

A ~~\$30~~ \$35 per year fee is requested from each student. Any parent/guardian who wishes to submit an application for a waiver should contact the school office.

## High School

Tennessee High School suggests a fee structure that enables students to have access to instructional materials and educational opportunities that exceed the state minimum standards.

Course	Fee
ACT/SAT Prep	\$5
AgroScience	\$15
Anatomy and Physiology	\$15
Animal Science	\$15
Art I	\$20
Art II, III, IV, and Advanced Placement	\$25
<del>Automotive Maintenance and Light Repair</del>	\$10
Band	\$15
Biology	\$15
Biology I – Honors	\$15
Biology – Advanced Placement	\$20
Bridge Math	\$5
Chemistry I	\$15
Chemistry – Advanced Placement	\$20
Chemistry – Honors	\$15
Computer Science Foundations	\$15
Concert Choir	\$15
Construction	\$10
Cosmetology	\$15
Criminal Justice	\$15
Culinary Arts I, II, III, and IV	\$20
Cyber Security	\$15
Digital Arts and Design	\$10
Digital Conversion	\$50
Drivers Education	\$20
<del>Ecology</del>	\$10
Engineering Design I and II	\$20
English I, II, III, and IV	\$5
English I, II, III – Honors	\$5

English IV – Advanced Placement	\$5
Fisheries and Wildlife Science	\$15
Foundations of Education	\$10
French I, II, III, and IV	\$10
German I, II, III, and IV	\$10
Government Economics – Honors	\$15
Health Science	\$15
Human Geography – Advanced Placement	\$20
Algebra I, Geometry, and Algebra II	\$5
JROTC (per semester)	\$15
Lifetime Fitness	\$10
Madrigals	\$15
Machining	\$10
Medical Therapeutics	\$15
Mythology/Etymology	\$20
Nursing Education/Health Science Clinicals	\$15
Pharmacological Science	\$15
Physical Education	\$10
Physical Education – Advanced	\$10
Physical Science	\$15
Physics	\$10
Physics – Advanced Placement	\$20
Plumbing Systems	\$15
Principles of Engineering	\$15
Principles of Manufacturing	\$15
Principles of Pipefitting	\$15
Psychology – Advanced Placement	\$15
Psychology	\$15
Rehabilitative Careers	\$15
Spanish I, II, III, and IV	\$5
Statistics – Honors/Dual Credit	\$5
Teaching as a Profession I, II, and III	\$10
United States History – Advanced Placement	\$15
Welding I	\$15
Welding II	\$15
Wellness	\$10

Bristol Tennessee City Schools retains the right to charge students or families for any damage to or vandalism of property and equipment.

Technology Usage Fee: See TECHNOLOGY

### **FIELD TRIPS**

Various field trips are provided throughout the school year as cultural enrichment or as an extension of the classroom learning experience, but they are considered optional. All required permission forms, health forms (if overnight stay is required), etc., must be completed before a student will be allowed to participate in the trip. A student who has excessive absences, excessive tardies, or excessive disciplinary issues may be excluded from field trips. Any case in question will be judged on its own merits by the administrative staff. The field trip may be canceled if we do not collect enough funds to cover the cost.

### **FOOD**

Only store-bought snacks and treats are permitted to be distributed to classes due to student allergies. If food is brought to a classroom function that does not meet these requirements, it will not be served to students.

### **GRADING**

Report cards are issued four times per year at nine-week intervals. Please refer to the school district calendar for interim and report card dates. Please see the following school board policies located on the Main Menu of the district website under [School Board Policies](#):

- Grading System – School Board Policy 4.600
- Promotion and Retention – School Board Policy 4.603
- Testing Programs – School Board Policy 4.700

#### **Grades PreK-1**

<b>Symbol</b>	<b>Description</b>
3	Consistently meets grade level expectations
2	Inconsistently meets expectations
1	Significantly below grade level

#### **Grades 2-8**

<b>Numerical Grade</b>	<b>Letter</b>
90-100	A
80-89	B
70-79	C

## Grades 9-12

When numerical grades (e.g., a 96 or an 87) issued by the school are converted to letter grades (e.g., an A or B) and/or the four-point (4.0) system for colleges, universities, or other purposes such as the BETA Club, the National Honor Society, NCAA, and rank in class, the following procedures will be used:

Final grades recorded in the student cumulative academic record will be converted to letter grades using the following scale:

Letter	Numerical Grade	Grade-Point Value
A	90-100	4 points
B	80-89	3 points
C	70-79	2 points
D	60-69	1 point
F	59 and below	0 points

The overall grade-point average is computed by totaling all the grade points and dividing the total by the number of courses taken. Transcripts from any regionally accredited schools will be marked according to the scale used by the sending school. If no scale is available from the sending school, grades will be recorded according to the following scale:

Letter	Numerical Grade	Grade-Point Value
A	93	4 points
B	85	3 points
C	75	2 points
D	65	1 point
F	55	0 points

## PowerSchool

Parents and students may access grades, assignments, and attendance through PowerSchool at [www.btcs.org](http://www.btcs.org). PowerSchool reflects a student's most current average. For login information, please contact your child's school.

## GRADUATION

School and Business Expectations of the Bristol Tennessee City Schools Graduate

- Has a good work ethic (dependable, punctual, and appropriately dressed).
- Has good attendance.
- Is committed to the job; takes the job seriously.
- Is a team player.
- Displays an enthusiastic attitude.
- Takes ownership; realizes the stake in company profits.
- Understands the economics of the company.
- Is innovative, creative, and imaginative; thinks "outside the box."

- Thinks and communicates with clarity and precision.
- Strives for accuracy.
- Is considerate of others.

Students who have met all graduation requirements on the day of graduation may choose to participate in graduation activities. See School Board Policy 4.605 for more information.

Graduating students and their parents who choose to participate in the high school graduation activities will be required to sign a graduation participation agreement. This agreement will outline the behaviors that are considered acceptable for participants in the ceremony. This signed agreement will be made available to the high school principal at least five days prior to the date set for graduation. See School Board Policy 4.606 for more information.

In addition to the Tennessee Diploma Project recognitions, we will honor the following for high school academic achievements: Graduates of Highest Distinction, Tri-Star Scholars, State of Tennessee Seal of Biliteracy, voluntary completion of at least ten (10) hours of community service, earned gold or platinum medal on National Career Readiness Certificate (WorkKeys), met all criteria for the Work Ethic Distinction, Tennessee Scholars, Valedictorians, The National Honor Society (NHS), and Beta Club. See School Board Policies 4.602 and 4.606 for more information. Additional information regarding graduation can be found in each high school's operating procedures.

### **LIABILITIES**

Students are held accountable for actions that cause any damage to school, commercial, or personal property of others, whether the damage is intentional or accidental. This includes actions that occur on the way to or from school, while at school, while at a school-sponsored activity, or on a school-sponsored field trip. Both disciplinary and financial consequences will be applied, as necessary.

### **MESSAGES FOR STUDENTS FROM PARENTS/GUARDIANS**

It is important to maximize time-on-task for all students while minimizing classroom interruptions; therefore, office personnel **will not** interrupt classes to deliver non-emergency messages to students. Parents/guardians should refrain from communicating (i.e., texting, phone calls, messaging, etc.) with students during instructional time.

### **NOTICES**

#### **ASBESTOS MANAGEMENT PLAN: NOTICE TO PARENTS, STAFF AND STUDENTS**

In accordance with the AHERA Management Plan required by the "Asbestos Hazard Emergency Response Act of 1968," Public Law 99-519 and United States Environment Protection Agency Rule: Asbestos Containing Material in Schools, 40 CFR Part 763, Subpart E, an environmental consulting firm has completed the required inspections and assurances regarding asbestos containing materials in our school buildings.

Asbestos poses a widespread concern for everyone since it was used extensively in buildings and homes constructed from 1946 to 1973 for insulation, acoustical treatment, and fire retardation. It has been determined that airborne asbestos fibers are a health hazard and have been linked with different types of abdominal and lung cancers.

As a school district, we are committed to managing the existing asbestos material remaining in our schools based upon existing law and the advice of experts knowledgeable in the management of asbestos containing material. Asbestos materials that remain in place are identified and protected. Asbestos materials that are removed are abated according to current best practices and in accordance with the laws.

The AHERA Management Plan is on file in the office of the chief facilities maintenance officer located at 1000 Oakland Drive in Bristol, Tennessee, and the main office of each school.

If you have any questions or concerns, please contact Curt Rutherford, chief facilities maintenance officer, who is the local education association designated person, at (423) 652-9447 or by email at [rutherfordc@btcs.org](mailto:rutherfordc@btcs.org).

## **CHILD NUTRITION PROGRAM**

In the operation of the child nutrition program, no student will be discriminated against because of race, sex, color, national origin, age, or disability. A student enrolled in the district may be eligible for free- or reduced-price meals and/or free milk if the following criteria is met:

Students will qualify for free- or reduced-price meals either by supplying Supplemental Nutrition Assistance Program information, income information, or by automatic case match with files provided by the Department of Human Services.

Students identified as in foster care, homeless, migrant, or runaway students are categorically eligible for free meals and free milk.

All students receive a free and reduced meal application at the beginning of the school year, or upon enrollment. A form can also be obtained by contacting the School Nutrition Office at (423) 652-9222.

An application for free- or reduced-price meals cannot be approved unless it contains complete information. All information provided on the application may be verified at any time during the school year.

For more information as to the free- or reduced-price meals or for questions as to the appeal process due to an application denial, please contact the School Nutrition Office at (423) 652-9222.

## **DIRECTORY INFORMATION**

“Directory information” means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to, the student’s name, address, telephone number, email address, photograph, date and place of birth, dates of attendance, grade level, enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and the most recent educational agency or institution attended.

Student directory information for eleventh and twelfth graders shall be made available upon request to persons or groups which make students aware of occupational and educational options,

including official recruiting representatives of the military forces of the state and the United States.

More about directory information is available in this section under “Student Records Annual Notification of Rights.”

## **EVERY STUDENT SUCCEEDS ACT (ESSA)**

Information regarding ESSA can be accessed at [www.ed.gov](http://www.ed.gov). One responsibility of schools is to help parents stay current on ESSA and to provide information, especially as it pertains to certain areas. Information regarding Bristol Tennessee Board of Education policies can be found at [btcs.org](http://btcs.org) or by requesting this information from an individual school or the Bristol Tennessee City Schools administration building.

### **Children In Transition (Homeless)**

In accordance with the McKinney-Vento Homeless Assistance Act, Title IX, Part A of ESSA, children and youth who lack a fixed, regular and adequate night-time residence qualify for services and support coordinated by the district’s homeless coordinator.

The McKinney-Vento Act’s definition of homeless includes children and youth whose families temporarily reside with others due to a loss of housing, economic hardship, or similar reason, as well as those living in shelters, motels, campgrounds, automobiles, and/or inadequate housing. The provisions of the McKinney-Vento Act also apply to unaccompanied youth who are living in a homeless situation without a parent or legal guardian present. Families and students may apply for services by contacting the district homeless coordinator at (423) 652-9451.

Students who qualify for McKinney-Vento services have the right to remain in the school of origin (the school they attended when they lost housing), or they may enroll in the school zoned for their temporary address. ESSA states school districts are to presume that remaining in the school of origin is in a homeless student’s best interest unless that is contrary to the request of the parent, guardian, or unaccompanied youth. If the parent, guardian, or unaccompanied youth wants to transfer the student to the school for which the temporary address is zoned, then the receiving school is legally required to enroll the student in school immediately, even if they lack documentation generally required for enrollment (such as a birth certificate, proof of school immunizations/physical, or school records).

Additional services and support available to McKinney-Vento eligible students include, but are not limited to, transportation assistance to and from the school of origin, school supplies, school meals assistance, and referrals for resources. If you have additional questions or are in need of assistance, contact the homeless coordinator at (423) 652-9451.

### **District Report Cards**

District report cards are published annually and may be accessed at [www.state.tn.us/education/](http://www.state.tn.us/education/). They convey statewide academic assessment results, including district/school achievement on state assessments. Additionally, the district report card indicates whether each school is making adequate yearly progress.

## **English Learner (EL) Program**

If a student is identified for participation in or is participating in an EL program, the child's parent/guardian has the right to the following information:

- Why the student is placed in the program and student's level of English proficiency.
- How that level was determined and the status of the student's academic achievement.
- Methods of instruction in the program in which the student is placed and those of other available programs.
- How the program will meet the educational needs of the student.
- How the program will help the student learn English and meet age-appropriate requirements for the program.
- In the case of a student with a disability, how the program meets the the student's IEP objectives and information about parental rights.
- How the parent can request their child be immediately removed from EL services, decline to enroll their child in the EL program, or choose another program or method of instruction.

## **ESSA Waiver Requests**

If a school district requests the U.S. Secretary of Education to waive any provision or regulation of the ESSA, it must provide notice and information about the waiver to the public in the way it customarily provides public notice.

## **Parent and Family Engagement**

Under the office of the director of federal programs, the school district shall provide the coordination and technical assistance to plan and implement the Title I program according to the guidelines set forth by law. There will be at least one annual meeting for Title I schools and an additional meeting for the planning, review, and improvement of Title I programs. Information regarding the school-parent involvement policy and school-parent compact will be available at the meetings.

## **National Assessment of Educational Progress**

Districts, schools, and students may voluntarily participate in the National Assessment of Educational Progress (NAEP). Parents of children selected to participate in any NAEP assessment must be informed before the assessment is administered that their child may be excused.

## **Schoolwide Programs**

Schools operating a schoolwide Title I program will make the comprehensive plan available to the school district, parents, and the public. The information contained in the plan will be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand.

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) affords parents and eligible students certain rights with respect to the student's education records. These rights are as follows:

The right to inspect and review the student's education records within 45 days after the day the school receives a request for access.

Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal [or appropriate school official] a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the school to amend their child's or their education record should write the school principal or appropriate school official to clearly identify the part of the record they want changed and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the school's or school district's annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or school district committee; or a parent, student, or other volunteer assisting another school official in performing their tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill their professional responsibility.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the office that administers FERPA are as follows:

Student Privacy Policy Office

U.S. Department of Education 400 Maryland Avenue, SW  
Washington, DC 20202

FERPA permits the disclosure of PII from a student's education records, without consent of the parent or eligible student if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations.

Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student:

- to other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- to officials of another school, school district, or institution of postsecondary education where the student seeks or intends to enroll or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- to authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or state and local educational authorities, such as the state educational agency (SEA) in the parent or eligible student's state. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of federal- or state-supported education programs, or for the enforcement of or compliance with federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)
- in connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- to state and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a state statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))
- to organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction, if applicable requirements are met. (§ 99.31(a)(6))
- to accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- to parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- to comply with a judicial order or lawfully issued subpoena if applicable requirements are met. (§ 99.31(a)(9))
- to appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- information the school has designated as "directory information" if applicable requirements under § 99.37 are met. (§ 99.31(a)(11))
- to an agency caseworker or other representative of a state or local child welfare agency or tribal organization who is authorized to access a student's case plan when such agency or organization is legally responsible, in accordance with state or tribal law, for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))
- to the Secretary of Agriculture or authorized representatives of the Food and Nutrition

Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))

## **MENINGITIS & FLU AWARENESS**

Per state law, the district is required to provide information to parents/guardians as to the following diseases.

Meningococcal meningitis is inflammation of the tissues and fluid surrounding the brain and spinal cord. It can be caused by bacteria or viruses. Symptoms can include fever, sudden severe headache, stiff neck, rash, nausea, and vomiting.

The bacteria that causes meningococcal meningitis is very common. Most people will carry this bacterium in the back of their nose and throat at some point in their lives without ever getting sick. In a few people, the bacteria overcomes the body's immune system and passes through the lining of the nose and throat into the bloodstream where it can cause meningitis.

Meningitis is spread through exchange of respiratory droplets or saliva with an infected person. Only a small percentage of people who are exposed to the bacteria will develop meningitis. The bacteria that causes meningitis is not spread by casual contact or by simply breathing the air where a person with meningitis has been.

There is a vaccine that will decrease the risk of some types of meningococcal meningitis, but it does not totally eliminate risk of the disease. Influenza is a contagious respiratory illness caused by influenza viruses that infect the nose, throat, and lungs. Symptoms can include fever, cough, sore throat, runny or stuffy nose, body aches, headache, chills, feeling tired, and sometimes vomiting and diarrhea.

Flu viruses are spread mainly by droplets made when someone with the flu coughs, sneezes, or talks. A person can also get the flu by touching something that has the flu virus on it and then touching their mouth, eyes, or nose.

There is a vaccine that can be received in the form of a flu shot or by nasal spray that can protect against the flu.

To receive additional information regarding these diseases, including locations to receive the vaccinations, please contact the Sullivan County Health Department at (423) 279-2777.

## **PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)**

PPRA affords parents of elementary and secondary students certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include, but are not limited to, the right to:

1. *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)–

- Political affiliations or beliefs of the student or student’s parent;
  - Mental or psychological problems of the student or student’s family;
  - Sex behavior or attitudes;
  - Illegal, anti-social, self-incriminating, or demeaning behavior;
  - Critical appraisals of others with whom respondents have close family relationships;
  - Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  - Religious practices, affiliations, or beliefs of the student or student’s parent; or
  - Income, other than as required by law to determine program eligibility.
2. *Receive notice and an opportunity to opt a student out of –*
- Any other protected information survey, regardless of funding
  - Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law; and
  - Activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others. (This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.)
3. *Inspect, upon request and before administration or use –*
- Protected information surveys of students and surveys created by a third party;
  - Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
  - Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under state law.

Bristol Tennessee City Schools has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Bristol Tennessee City Schools will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Bristol Tennessee City Schools will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt their child out of participation of the specific activity or survey. Bristol Tennessee City Schools will make this notification to parents at the beginning of the school year if the district has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided with an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this direct notification requirement:

- Collection, disclosure, or use of personal information collected from students for marketing, sales, or other distribution.

- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint by contacting Bristol Tennessee City Schools at (423) 652-9451.

## **STUDENT RECORDS ANNUAL NOTIFICATION OF RIGHTS**

Within the first three weeks of each school year, the school district shall notify parents of students and eligible\* students of each student's privacy rights. For students enrolling after the above period, this information shall be provided to the student's parents or the eligible student at the time of enrollment. The notice shall include the right of the student's parents or the eligible student to do the following:

1. Inspect and review the student's education records;
2. Seek correction of items in the record which are believed to be inaccurate, misleading, or in violation of the student's rights, including the right to a hearing upon request;
3. File a complaint with the appropriate state or federal officials when the school district violates laws and regulations relative to student records;
4. Obtain a copy of this policy and a copy of the student's educational records;
5. Exercise control over other people's access to the records (except when prior written consent is given or under circumstances as provided by law or regulations) or where the school district has designated certain information as "directory information." Parents of students or eligible students have two weeks after notification to advise the school district in writing of items they designate not to be used as directory information. The records custodian shall mark the appropriate student records for which directory information is to be limited, and this designation shall remain in effect until it is modified by the written direction of the student's parents or the eligible student.

\*An "eligible student" is aged 18 or older or a student enrolled in a post-secondary school.

## **OFF-CAMPUS ACTIVITIES/EVENTS**

Bristol Tennessee City Schools rules, policies, and procedures remain in effect regardless of where the school-related activity or event takes place. Consequences for infractions that occur after school hours may include not being allowed admittance to any other after-school activities or events for the remainder of the school year. While serving out-of-school suspensions, expulsions, or zero tolerance placements, students may not: (a) participate in extracurricular activities; (b) attend any school-related activities (on or off campus); and/or (c) enter or be upon any school district property. Students serving in-school suspensions may not: (a) participate in extracurricular activities; and/or (b) attend any school-related activities (on or off campus).

## **PARENT/GUARDIAN NOTIFICATION SYSTEM**

During the student registration process at the beginning of each school year, parents/guardians are given the opportunity to provide mobile phone numbers and emails for the school district to contact them for informational or emergency purposes. These contacts are made via phone, email, and text messages. Please read the below information for additional details:

- **District calls display the following caller ID: 423-793-7987.** School caller ID numbers display the school numbers. **All text messages originate from SMS short code 98900.**
- If you would like to change the phone numbers or email addresses you receive alerts to, you must contact your child's school.
- For text messages, parents/guardians and staff can also opt-out of messages at any time by replying STOP to a district or school message.

## **MOBILE APP**

Bristol Tennessee City Schools has a mobile app where users can access school and district news, calendars, breakfast/lunch menus, athletic schedules, and more. Users can also customize their experience by setting their feed or notifications for the district or specific schools. To download the app, visit the [Apple App Store](#) or the [Google Play Store](#) and search for BTCS.

## **PARENT TEACHER ASSOCIATION (PTA)**

The PTA is a vital part of Bristol Tennessee City Schools and provides opportunities for parents/guardians to remain active in the education of their children. All parents/guardians are welcome to become active members of this organization and to contribute to fostering the educational development of all students. Please contact your child's school for more information.

## **PERSONAL COMMUNICATION DEVICES AND ELECTRONIC DEVICES**

Students may possess personal communication devices and personal electronic devices in accordance with each school's operating procedures. Such devices include, but are not limited to, wearable technology such as eyeglasses, rings, or watches that have the capability to record, livestream, or interact with wireless technology; cell phones; laptops; tablets; and MP3 players. A teacher may grant permission for the use of these devices to assist with instruction in the classroom, and teachers are encouraged to integrate the devices into their coursework.

Unauthorized use or improper storage of a device in violation of this policy or school's operating procedures will result in confiscation and/or a fine until such time as it may be released to the student's parent/guardian. A student in violation of this policy is subject to disciplinary action. A teacher has the authorization to withhold a student's phone from the student for the duration of the instructional time if the student's phone is a distraction to the class or student.

## **PERSONAL ITEMS**

The school is not responsible for any loss or damage of personal property, including money. All personal items should be marked for identification prior to bringing them to school. Toys, electronic games, trading cards, CD players, CDs, DVDs, IPODs, headphones, cell phones, Meta smart eyeglasses, cameras, MP3 players, and other items for recreational purposes are not allowed except with teacher approval. Unauthorized items will be confiscated. Items not claimed by the end of each semester will be donated to charity. Children are not allowed to trade personal items or borrow money from others.

## **RECORDS**

Bristol Tennessee City Schools collects and maintains student records to assess the growth and development of individual students, to provide information to parents/guardians and authorized staff, and to provide a basis for the evaluation and improvement of school programs.

The school district keeps the following types of records:

1. Attendance
2. Scholastic records
3. Group test results
4. Individual assessment data
5. Medical information
6. Student activities, behaviors, discipline
7. Emergency contact information
8. Biographical data
9. Directory information

Parents/guardians have full access to records directly related to their child. Other than directory information, schools must have written consent of parents/guardians before releasing personally identifiable records to other than a specified list of exceptions. For additional details about directory information, please see the “Notices” section of this handbook. If a student moves, the student record will be sent to the new school upon written request from that school.

Most individual records are kept in the school in which a student is enrolled. A complete list of all records maintained, location of the records, and authorized custodians are on file in each school.

### **RESPONSIBILITY TO SCHOOL PERSONNEL**

Students are under the supervision of all school personnel during the entire school day. Students do not have the right to disrupt other students who are pursuing an education. All students are expected to abide by the teacher’s classroom rules and/or school personnel requests. When asked, students must identify themselves to any school personnel. Failure to do so will result in disciplinary action.

### **SAFETY**

#### **Security Measures**

Bristol Tennessee City Schools has the following security measures in place for students and staff:

- Our schools operate as closed campuses:
  - Students are prohibited from opening outside doors for individuals attempting to enter the buildings. Outside doors must be closed and locked.
  - All visitors are required to report to the front office, show photo identification (**driver’s license**), and obtain a visitor pass by signing in through the **Raptor visitor management** system.
  - Visitors must wear a visitor pass.
- Surveillance cameras have been installed at major traffic areas inside and outside of our school buildings. These cameras are designed to help provide a safer environment for learning. Please contact the school principal to answer questions about this system.
- SROs are assigned to every campus.
- The district contracts services with community organizations to provide mental health supports.
- The district’s parent communication platform is used to provide updates and alerts to

- family via text, email, and phone calls.
- Students, parents, staff, and the community may access the SafeTN App and Safe School Helpline to share suspicious activity or concerns and to report bullying, drugs, theft, thoughts of suicide, violence, and weapons.

### **School Resource Officers**

The Bristol Tennessee Police Department in partnership with Bristol Tennessee City Schools provides School Resource Officers (SROs) to our school district to assist with the creation and maintenance of a safe and secure learning environment for students and a safe working environment for educational staff. A school SRO is a law enforcement officer who has received training specific to the school environment. SROs are active law enforcement officers who are school and classroom resources. Like regular police officers, they can respond to calls, make arrests, and document incidents, both within the school and the community. While protection of our students and staff is the primary role, SROs are available to help students, staff, and parents by answering questions, providing guidance, and identifying appropriate resources. Through their presence in our schools, SROs may serve as mentors and teachers by interacting with our students and presenting on youth-related issues such as internet safety, bullying, drugs, and alcohol as appropriate for each grade level.

### **Safe School Helpline**

If you see something, say something! The Safe School Helpline is a convenient, confidential way for anyone to anonymously report information about situations that might affect safety at our schools. The Safe School Helpline is free and available 24/7. Examples of threatening situations include, but are not limited to, the following: bullying, drugs, theft, thoughts of suicide, violence, or weapons.

### **Safe School Choice**

A mandate of the federal legislation requires the Local Educational Agency to provide a “Safe School Choice” to any student who:

- Attends a persistently dangerous school or is the victim of a violent crime while at school.

Parents/guardians may find detailed guidance, including reporting forms, definitions of violent crime, and other information at the following website:

[www.state.tn.us/education/sp/spunsafeschoolchoice](http://www.state.tn.us/education/sp/spunsafeschoolchoice).

#### *Four Ways to Report to the Safe School Helpline*

- **Call:** 1-800-418-6423 or 1-800-4-1-VOICE (Ext. 359)
- **Text:** TIPS to 614-426-0240
- **Online:** [SafeSchoolHelpline.com](http://SafeSchoolHelpline.com)
- **Mobile App:** Download FREE on the [App Store](#) or [Google Play](#)

In addition, trained counselors are available 24 hours per day, 365 days per year to talk with individuals seeking assistance in coping with suicidal thoughts, depression, or feelings of loneliness and loss. Callers can press option '3' when prompted.

\*This does not replace 911. Please call 911 if you know an emergency is occurring.

## SEARCHES

### **Student Searches and Seizure**

To maintain a safe learning environment, authorized school personnel may conduct searches of students and their property when there is reasonable suspicion that a school rule or law has been violated or when a legitimate safety concern exists. Searches shall be reasonable in scope and not excessively intrusive in light of the student's age, gender, and the nature of the suspected violation.

Searches of personal possessions may include, but are not limited to, purses, bags, coats, clothing, electronic devices, and any other item brought onto school property or to a school sponsored activity.

Lockers, desks, backpacks and other school-owned property remain the property of the school district and may be inspected at any time. Students have no expectation of privacy in school-owned property.

Vehicles parked on school property or used in connection with school attendance or school-sponsored activities may be searched when there is reasonable suspicion. Parking on school property is a privilege and may be conditioned on compliance with school rules, policies, and procedures.

Any item found to be illegal, unsafe, or disruptive to the educational environment may be confiscated and may result in disciplinary action and or referral to law enforcement.

### **Searches Conducted By School Resource Officers and Police**

Law enforcement officers may search or be called to assist with a search when a violation of law is suspected, as governed by applicable law enforcement standards. School administrators may assist or be present when appropriate. Items obtained during a search may be used for both school disciplinary action and legal proceedings. Parents or guardians will be notified in accordance with law and district practice.

### **Use of Safety Measures**

To maintain a safe and secure learning environment, the school district reserves the right to utilize reasonable safety and security measures, including but not limited to

- Metal detection devices
- Drug/bomb detection dogs
- Vape/chemical air quality/smoke detectors
- Surveillance cameras and monitoring systems
- Random or targeted inspections of school property, lockers, or vehicles

These measures may be used as part of routine safety procedures or in response to specific concerns related to student or school safety.

## **Use of Drug/Explosive/Contraband Detection Dogs**

The use of detection dogs may be random or targeted, as part of routine safety measures or in response to specific safety concerns.

Detection dogs may be used to inspect school property, including lockers, classrooms, common areas, backpacks, vehicles parked on school property, and other items brought onto campus. Detection dogs will not be used to search a student's person.

A positive alert from a detection dog may establish reasonable suspicion, which will result in a follow-up search conducted by school administrators and law enforcement, according to state law. Any items found to be illegal, unsafe, or disruptive to the educational environment may be confiscated and may result in disciplinary action and or referral to law enforcement.

## **SKATEBOARDS**

Students must leave their skateboards in the front office for the school day. Students are not allowed to ride skateboards on school property. They will be confiscated, and violators will be subject to disciplinary action.

## **SPECIAL EDUCATION**

Bristol Tennessee City Schools offers special education services for students with certified disabilities **in accordance with federal and state law**. Referrals for special education services may be made by teachers or parents. For further information, contact the resource teacher, classroom teacher, school counselor, administrator, or the director of special education at (423) 652-9451. Special education services are accessed through a process of Referral, Evaluation, and Eligibility.

Parents/guardians of students with disabilities are entitled to rights and protections under the **Individuals with Disabilities Education Act (IDEA)**, including the right to participate in decisions regarding identification, evaluation, and educational placement. A copy of the Procedural Safeguards Notice is available upon request.

### **School-Aged Children**

The process of accessing services for school-aged children begins with the child's school and teacher. If you believe your child may need special education services, the first step is to contact the school to discuss your concerns with your child's teachers. Decisions involving a referral for special education are individual to the needs of each child. You may also contact the special education director at (423) 652- 9451 any time to contact someone who can assist with questions specific to your student.

### **Preschool-Aged Children/Early Intervention – Child Find**

Federal law guarantees the right to a free and appropriate public education (**FAPE**). Bristol Tennessee City Schools is responsible for locating and evaluating children who are suspected of having a developmental delay or disability aged three through 21 who live within the city limits of Bristol, Tennessee. If it is determined that the disability interferes with the child's learning, early childhood special education and/or other additional services may be recommended. If you suspect a child may have a developmental delay or disability, please contact the special education director at (423) 652-9451.

Parents of children aged three through five suspected of having a disability should contact the special education director at (423) 652-9451. The special education department evaluates children between the ages of three and five to determine eligibility and the need for special educational services. Educational needs are determined through parent interview and child evaluation. Areas evaluated may include, but are not limited to vision, hearing, speech and language, fine and gross motor, cognitive/pre-academic, social/emotional, and adaptive development. **Written parental consent is required prior to an initial evaluation or the initial provision of special education services.**

## **Tennessee Disability Pathfinder**

Tennessee Disability Pathfinder (Pathfinder) helps people with disabilities, their family members, educators, and other professionals find and access resources, support, and services available to meet their needs. They connect individuals to appropriate community resources. Their diverse staff includes professionals, family members, and/or individuals with disabilities who have many years of experience working in the disability field. Parents/guardians may access these resources by contacting the Tennessee Disability Pathfinder office at (800) 640-4636, searching their resource directory, and checking their community calendar. For additional information, please visit <https://www.tnpathfinder.org/>

Other helpful resources for parents/guardians:

- Tennessee Department of Education, Division of Special Education  
<https://www.tn.gov/education/student-support/special-education.html>
- Support and Training for Exceptional Parents (STEP), ~~712 Professional Plaza~~ 113 Austin Street, Greeneville, TN 37745, Phone: (423) 639-2464-0125 or Toll-Free (800) 280-7837, <http://www.tnstep.org>.

## **Why Use Tennessee Disability Pathfinder?**

Pathfinder is a single place to call or search for reliable disability-related services on the website. Pathfinder is a joint project of the Vanderbilt Kennedy Center for Excellence in Developmental Disabilities and the Tennessee Council on Developmental Disabilities. The statewide bilingual helpline is (800) 640- 4636. **Information is also available at Pathfinder website:** [www.familypathfinder.org](http://www.familypathfinder.org).

## **Pathfinder Online Database**

Community service information is organized by agency, not private providers. Agency information is searchable by county, keyword service category, or by agency name. Broad service categories include Advocacy, Camps, Education, Employment, Financial Assistance, Government Disability Assistance, Health Care Clinics, Housing, Information Services, Mental Health, Specific Disability Organizations Support for Families, Technology/Equipment, and Transportation.

## **Camino Seguro Database**

This database includes Spanish-speaking providers working at agencies across the state. Bilingual information is maintained by 14 service providers in East, West, and Middle Tennessee.

## **Disability Resources Library**

The library is organized into the following categories and includes national and state resources:

- Advocacy and Law
- Arts & Recreation
- Assistive Technology
- Emergency Preparedness
- Employment
- Housing
- Mental Health
- Religion & Spirituality
- Summer Camps
- Transportation Education

Vanderbilt Kennedy Center resources and tip sheets of various disability topics:

- Early Childhood
- School Age
- Support for Families
- Family Support
- Kids Support
- Parents Support

### **Statewide Calendar of Disability Events**

Tennessee Disability Pathfinder maintains a calendar with information from more than 160 agency representatives from across the state which includes information about training events, community activities, and upcoming meetings.

### **Downloadable Flyers & Materials**

The following downloadable flyers and materials are available online at the Tennessee Disability Pathfinder website: Statewide Parent Support Group list, Statewide Autism Resources list, and Autism Parent Guide.

## **TECHNOLOGY**

### **Access to the Internet**

Every student will have access to electronic media including access to the internet. The school district makes every effort to prevent access to inappropriate internet sites among students and staff. An internet filter system is used that blocks access to inappropriate sites, and the software is updated on a regular basis. The activity of school-issued devices is also tracked by the technology department so inappropriate activity can be identified. If access to the internet is a concern, parents/guardians are encouraged to meet with the school principal.

### **Laptops**

It is the intent of the district to provide every student with the best educational experience possible in a personalized environment. With that comes the responsibility of good digital citizenship and responsible use of laptops, chargers, and backpacks. Students are required to bring their fully-charged laptops to school each day. Use of a school-issued laptop is a privilege not a right and as such can be revoked for violation of district policies.

## **District Policies**

A violation of the district acceptable use policy will result in disciplinary action, possible monetary fines, and/or involvement of the Bristol Tennessee Police Department, depending on the severity of the violation.

### **Laptop Appearance**

- Do not change the appearance or operation of the laptop.
- Do not download games, programs, music, inappropriate pictures, etc.
- Do not apply stickers or decorate the laptop with paint or markers.
- Do not tamper with or remove laptop labels or asset tags.
- Do not touch or allow the screen to be touched by anything (pens, pencils, pointing devices).

### **Laptop Use**

- Laptops are intended for use at school each day.
- Students are responsible to bring their fully-charged laptop to all classes, unless specifically told not to do so by their teacher.
- A loaner laptop **may** ~~will~~ be available to students when their laptop needs repair.
- Any inappropriate material found on the laptop will result in disciplinary action.

### **Charging the Laptop**

- Laptops must be brought to school each day in a fully charged condition.
- Students must charge their laptops each evening.

### **Laptop Backpack**

- District-issued laptops must be carried in the backpacks provided by the district.
- The laptop and backpack are to be treated as if they are textbooks and required for class.
- Extreme care should be taken when carrying the laptop in the backpack, especially when putting it down or storing it.

### **Sound**

- Sound must be muted always unless permission is obtained from the teacher for instructional purposes.

### **Deleting Files**

- Students are not to delete any files or folders that they did not create or do not recognize.
- Deletion of certain files will result in computer failure and will interfere with the student's ability to complete class work and may affect class grades.

### **Music/Games/Programs**

- Music and games are a distraction during class and should not be brought to school unless you have permission from a teacher for a special project.
- Students are not allowed to download any games, music, apps, or software onto the laptop or to any other drive on the system server. This act of downloading puts the

computer and system at risk of also downloading a virus. Because it is difficult to discern which websites may be tainted with viruses, all downloaded games and/or software are a violation of the Responsible Use Policy (RUP). In addition, some games and software pull a large amount of bandwidth, which may make it difficult for others to access the internet.

- All software loaded on the laptop must be approved by Bristol Tennessee City Schools **Technology Department**.

### **Internet Use at Home**

- Monitoring of internet use outside of the district network is the responsibility of parents/guardians. The District Acceptable Use Policy applies to use of district laptops anywhere.
- Home internet use on the district laptop ~~is may be~~ monitored **and tracked** by district technology staff.

### **Media Consent and Release Liability**

Throughout the school year, the district may highlight students in efforts to promote district activities and achievements. For example, students may be featured in materials to increase public awareness of our schools through newspaper, radio, television, the internet, DVDs, displays, brochures, or other types of media.

For school and school-related programs, parents/guardians understand that their child may be interviewed, photographed, videotaped, and/or voice recorded, and their name, image, likeness, and voice may be used in district-approved photographs, videos, publications, news media, and web pages for special projects or publicity aimed at promoting school activities and sound teaching practices.

Parents/guardians understand the contents of the interview, photograph, video, or voice recording may be published, posted, distributed, or aired to the public.

Parents/guardians understand that, if the subject of a media release, their child will be under the supervision of a school staff member while being interviewed, filmed, or photographed, unless their child is part of a general background or group scene in which their child is not specifically identified.

During such a session or interview, their child reserves the right to refuse to answer any questions or participate in any discussions that make them feel uncomfortable or embarrassed, and at any time their child and/or the supervising school agent reserves the right to terminate the interview, photo, or video session.

Parents/guardians understand that the district is under no obligation to publish, post, distribute, or air the image, photo, videotape, and/or voice of their child. Parents/guardians understand that neither they nor their child will receive monetary compensation for allowing their child's image, voice, or likeness to be used, and that their child's appearance or the use of their voice in any publication, photo, televised form, or other media release does not grant any ownership rights to them or their child.

Parents/guardians further release and relieve BTCS, its director, employees, and other representatives from any liabilities, known or unknown, arising out of the use of any media release material contemplated herein.

Parents/guardians understand that this Media Opt-Out does not apply to photos, videos, and other recordings taken during a student's participation in school-sponsored extracurricular activities, including but not limited to, athletics, school performances, and awards programs. To opt out of the above Media Consent and Release Liability, please complete the required form, which may be obtained in the office at your child's school. The form is only valid for the school year in which it is completed.

### **Computer Network and Email Responsible Use Policy for Students and Employees**

Bristol Tennessee City Schools may provide students and employees with access to the internet, school network, and other electronic resources to meet their school-related needs. Employees working with students will help students develop the critical thinking skills necessary to discriminate among information resources, to identify information appropriate to their age and developmental levels, to evaluate and use information to meet educational goals that are consistent with the district's student learning outcomes, and to develop safe practices when using the internet and other online activities. The district will post links to online internet safety resources for community members, parents, and students as well as offer staff development sessions to educate staff members. Students may have access to the internet ONLY with a teacher's permission and ONLY for curricular needs. Access to the internet through school resources is a privilege, not a right, and may be revoked for inappropriate or unauthorized use as determined by district authorities. All students are responsible for contacting teachers immediately if they discover or are aware of inappropriate sites or inappropriate or unauthorized use. Because all computer hardware and software belong to the district, users have no reasonable expectation of privacy, including the use of email communications. The district archives all non-spam emails sent and/or received on the system for a maximum of 12 months or in accordance with Records Management for Municipal Governments. After the set time has elapsed, email communications may be discarded unless notification of pending litigation or other good cause exists for retaining email records. The Board of Education will review these guidelines annually during board work sessions. Unless specifically authorized, the district prohibits the following activities and any others determined to be unacceptable uses of school district technology:

- Allowing another person to use an assigned account.
- Use of technology for non-work or non-school related communications.
- Use of technology to access obscene or pornographic materials.
- Use of technology to transmit material likely to be offensive or objectionable to recipients.
- Use of technology to communicate through email for non-educational purposes or activities.
- Use of technology to participate in inappropriate and/or objectionable discussions or newsgroups.
- Use of technology to disseminate hate mail, harassment, discriminatory remarks, or other antisocial communication. Use of technology to plagiarize any information whether that results in a copyright violation or not.
- The illegal installation, distribution, reproduction, or use of copyrighted software on district computers.
- Use of technology to intentionally obtain or modify files, passwords, or data belonging to any other users.
- Use of technology to misrepresent other users on the network.
- Use of technology for fraudulent copying, communications, or modification of materials in violation of local, state, and federal laws.

- Loading, downloading, or use of unauthorized games, programs, files, or other electronic media, including peer-to-peer applications used to download songs, movies, or software illegally.
- Malicious use of computers or the network to develop or distribute programs that harass other users, infiltrate a computer system, and/or damage the software or components of a computer system.
- Destruction or theft of district hardware or software.
- Use of technology to facilitate any illegal activity.
- Use of technology for commercial or for-profit purposes.
- Use of technology for product advertisement or political lobbying.
- Use of technology to read another's mail or files without their consent.

Violation of the above is subject to, but not limited to, the suspension and/or dismissal of all parties involved.

Additionally, the district and/or its designees reserve the right to pursue civil and/or criminal prosecution as the situation warrants. In addition, an annual review of the network and data security protocols will be executed by the technology department and user passwords will be reset at a regular interval. A more extensive review by an outside source will take place every three years.

This policy is for the mutual protection of the district, its employees, and its students. The district respects certain rights to self-expression and concerted activity. This policy should not be interpreted or applied in a way that would interfere with the rights of employees to self-organize, form, join, or assist labor organizations or to engage in other concerted activities protected under the Professional Education Collaborative Conferencing Act. Because the policy deals with the district resources/devices, however, the district retains full editorial control as to any access, use, publication, or other activity relating to students.

### **AI Acceptable Use & Academic Integrity**

- In alignment with TCA § 49-6-4603, Bristol Tennessee City Schools (BTCS) integrates Artificial Intelligence platforms to support and enhance educational growth while maintaining rigorous academic standards.

**Authorized Use Only:** Students may access AI generative platform to complete assignments unless restricted by a teacher or administrator.

- **Academic Integrity:** Using AI to generate entire assignments or bypass learning objectives is considered a violation of the Responsible Use Policy (RUP), similar to plagiarism.
- **Verification:** Students are responsible for verifying all AI-generated output. AI is a tool for brainstorming and assistance, but final work must reflect the student's own understanding.
- **Data Privacy:** To comply with state law, students must never input personal identifiable information (PII)-such as home addresses, phone numbers, or passwords-into any AI prompt.

### **Student Email Guidelines**

It is the policy of Bristol Tennessee City Schools that student email will be used in a responsible,

legal, and ethical manner. Failure to do so will result in the termination of email privileges for the user. The use of the email must be in support of education and research and must be consistent with academic actions of Bristol Tennessee City Schools. Use of email for any illegal or commercial activities is prohibited.

Unless specifically authorized, the district prohibits the following activities and any others determined to be inappropriate uses of school district resources/devices:

- Revealing an account password to others, including family and other household members.
- Allowing another person to use an assigned account.
- Accessing obscene, lewd, pornographic, or non-age-appropriate material.
- Transmitting material likely to be offensive or objectionable to recipients.
- Communicating through email for purposes unrelated to school.
- Participating in inappropriate and/or objectionable discussions, chats, forums, newsgroups, or the like.
- Drafting and/or transmitting hate mail, harassment, discriminatory remarks, or other antisocial communications.
- Plagiarizing any information regardless of if it results in a copyright or trademark violation.
- Installing, distributing, reproducing, or using non-licensed software on district devices.
- Obtaining or modifying files, passwords, or data belonging to others.
- Misrepresenting other users or other third parties on the district network or on the internet.
- Copying or modifying materials in violation of local, state, and/or federal laws.
- Developing or distributing programs that infiltrate systems, bypass content filters, and/or damage systems or software.
- Destroying or stealing district hardware or software.
- Facilitating any type of illegal activity.
- Using district resources/devices for commercial or for-profit purposes.
- Developing or distributing advertisements or political materials.

### **Requested Technology Usage Fee**

1. The requested fee will be \$50 per year for grades 4-12. Any repair costs will be charged as listed below regardless of grade level.
2. The requested fee is payable when the computer is assigned to the student. The fee can be paid online during new/returning student registration. A Fee Waiver Form is available from the school secretary as well as during the online registration process.
3. Should a student withdraw, a prorated refund can be issued upon written request, provided the laptop is returned in operational order and in good condition.
4. Refunds will be in the amount of \$5 for each month (August – May) upon written request from the parent/guardian and approval at the school level. This will ensure the laptop, charger, and backpack are returned and in working/acceptable condition.
5. Funds will be used to assist with ongoing maintenance of the computers.
6. Willful and deliberate damages to the computers will result in Bristol Tennessee City Schools charging the student/parent the full cost of the replacement or repairs of the computer as listed below. Such cases will be considered vandalism and may be turned over to the Bristol Tennessee Police Department.
7. All damage incidents will be investigated by school administration and the technology staff.

8. Damage that does not affect the functionality of the machine will be documented but may not be repaired until deemed necessary by district staff.
9. The requested usage fee will NOT cover repairs from issues resulting from:
  - o Damage because of willful intent. Willful damage will be considered vandalism. (i.e., keys are pulled off the keyboard, initials carved into the laptop case, etc.).
  - o Damage because of negligence (i.e., the laptop is placed in an unsafe location or position, misuse or laptop not handled properly, involving food, drink, or other liquid on or near the laptop).
  - o Damage caused by use with products not distributed by the district.
  - o Damage resulting in a broken screen.
  - o Damage because of a pet.
  - o Damage because of the violation of the RUP.
  - o Damage caused by operating the product outside the permitted or intended uses described by the district.
  - o Damage caused by service performed by anyone who is not a representative of the district Technology Department.
  - o Damage to a part or product that has been modified to alter functionality or capability without the written permission of the district.
  - o Damage that is cosmetic, including, but not limited to, scratches, dents, and cracks in the case, that does not otherwise affect functionality or materially impair laptop use.
  - o Any issue when the district asset tag or Dell service tag numbers have been removed.
  - o Loaning an assigned laptop or charger to another student not assigned to that equipment.
  - o Leaving an assigned laptop or charger unattended.
10. A student will be made a day user until the repair fine has been paid.
11. If the student is a temporary homebound student, they may be required to resort to pencil and paper until they can return to school for in-person instruction, at which time they will be made a day user until the repair fine has been paid. Any deviation from this procedure must be approved by the principal of the student's school.

### **Repair Fines**

Fines will be charged based upon the type of device involved. Students may be made a day user or have all laptop privileges revoked until the fines are paid, depending on the severity of the damage.

### **Fines for School Year 2026-2027**

<b>Item</b>	<b>Item Cost</b>
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Motherboard	\$147
Daughterboard	\$26
Keyboard	\$67
Screen	\$37
Back Cover	\$38
Touch Pad	\$38
Bezel	\$44
Charger	\$27
Battery	\$37
Entire Chromebook	\$460
Backpack	\$68

### Windows Devices

Item	Item Cost
LCD Screen	\$100
Top Lid Assembly	\$50
Keyboard	\$25
Palm Rest	\$40
Motherboard	\$240
Hard Drive	\$70
Battery	\$100
Bottom Assembly	\$50
AC Adapter and Cord	\$42
Entire Laptop	\$550
Backpack	\$65

### Chromebooks

Item	Item Cost
Motherboard	\$140
Daughterboard	\$25
Keyboard	\$64
Screen	\$35
Back Cover	\$36
Touch Pad	\$36
Bezel	\$42
Charger	\$25
Battery	\$35
Entire Chromebook	\$320
Backpack	\$65

## TESTING

Tennessee Comprehensive Assessment Program (TCAP) has been the state's testing program since 1988. TCAP includes assessments in grades 2-8 in ELA **and math; science in grades 3-8; social studies in grades 6-8;** ~~math, and science; grades 6-8 social studies;~~ and end-of-course (EOC) assessments in high school for English I & II, Algebra I & II, Geometry, Biology, and U.S. History. The testing windows are available on the district website upon release.

The assessments are **primarily** administered online for all **elementary, middle, and high** school students ~~and high school EOC exams.~~ **The writing assessment in grades 2-5 will continue to be administered on paper.** All TCAP tests are timed, and each subtest takes approximately ~~35 to 95~~ **36 to 96 minutes in grades 2-5 and 42 to 114 minutes in grades 6-8 and high school.** The assessments are designed to assess true student understanding and not basic memorization and test taking skills. TCAP measures understanding of state standards. TCAP EOC assessments help measure a student's academic growth in a particular content area. Individual student reports, which detail student performance, are provided to parents/guardians as soon as they are released to the district by the Tennessee Department of Education.

The district administers multiple assessments to measure student progress toward mastery of the curriculum and student skill development over the course of the school year. These assessments include practice assessments or benchmarks in preparation for TCAP.

**State and federal law requires student participation in the TCAP state assessments. Given both the importance and legal obligation, parents may not refuse or opt a child out of participating in state assessments. Therefore, school districts are not authorized to adopt policies allowing these actions. Students are required to participate in all state, district, and school-level assessments. Collecting evidence-based data through these assessments is a vital part of our district's instructional model, allowing us to better support each student's growth.**

ACT is administered and used to measure college readiness and HOPE scholarship eligibility. Reports are provided to students by ACT approximately three to eight weeks after the administration of the assessment. Students in eleventh grade must participate in the ACT state test during the spring. Students in twelfth grade will participate in the ACT senior retake in the fall.

For more information and specific testing dates, please email Jared Day at [dayj@btcs.org](mailto:dayj@btcs.org) or visit: <https://www.btcs.org/page/assessment>

### **TOBACCO USE AND/OR POSSESSION**

The use or possession of tobacco products in any form (including e-cigarettes pursuant TCA 39-17-1503) on school premises and on school buses by students shall be prohibited. To "use" shall mean any holding of a lighted cigarette, cigar, or pipe, and inhaling or exhaling of the smoke of tobacco or e-cigarette product, and any chewing or dipping of any tobacco or e-cigarette product.

Possession shall mean holding the product, having it concealed in clothing, in personal articles, on your person, or in a school locker or backpack.

Tobacco and e-cigarette use shall be prohibited in any public seating areas, including but not limited to, bleachers used for sporting events or public restrooms.

Some tobacco and e-cigarette offenses are also a violation of existing law. Tobacco or e-cigarette

policy violations, which are also a violation of existing law, will be punishable under school district guidelines as well as through referral to the juvenile court system.

Violation of this policy on school property or at school events shall subject the student to the penalties as indicated hereunder:

Failure to comply with this policy will be considered Category II, and students will be subjected to penalties associated with the category. Repeated offenses could result in charges and associated penalties as a Category III offense which may include short-term and/or long-term suspension.

## TUITION

### **ATTENDANCE OF NON-RESIDENT STUDENTS**

1. Students residing outside the boundaries of the school district (**out-of-district non-resident students**) may attend schools within the school district as outlined in School Board Policy 6.204. **Click [HERE](#) for additional information regarding tuition.**
2. **Out-of-district** tuition applications must be submitted to the principal's office for approval before paying.
3. **Tennessee Online Public School is the online school operated by Bristol Tennessee City Schools. All students residing in the state of Tennessee are welcome to apply to attend Tennessee Online Public School, which is tuition-free.**
4. **Out-of-district tuition based on residence:**
  - a. If the student resides **out-of-district** in the state of Tennessee, the parent/guardian must pay a tuition fee established by the school board.
  - b. If residing in a state other than Tennessee, the parent/guardian must pay a tuition fee established in T.C.A. § 49-6-403 which states that every local board of education shall collect tuition from pupils who are not living in Tennessee, at the same rate as the average cost per pupil in the system attended.
5. **Out-of-district tuition payment:**
  - a. Tuition shall be paid to Bristol Tennessee City Schools and may be made in whole or two parts according to dates set by the director of schools. The first part shall be paid prior to the first day of school.
  - b. If the parent/guardian fails to make payment in the required time, the principal shall notify the supervisor of student services in writing, and the student will be subject to being dropped from enrollment.
  - c. **Out-of-district non-resident tax payer: If a student resides in Sullivan County with a parent or legal guardian who has sole ownership of a livable residential property located within the City of Bristol Tennessee limits, the parent or legal guardian may request a tuition waiver by submitting the required documentation to the Bristol Tennessee City Schools Student Services Department annually prior to the tuition deadline. All other eligibility requirements for out-of-district students must be met in accordance with district policy.**
  - d. The board may authorize a "tuition-free" program for designated **elementary** schools for students residing in Tennessee. The board will evaluate the parameters and effectiveness of the "tuition-free" program annually to determine its continuation per BTCS policy 6.204. Additional information regarding tuition-free schools can be found on the tuition page on the district website under the Department of Student Services.
    - o If a student attends a designated tuition-free **elementary** school, then no tuition is required for that school year.
6. Students whose parents/guardians become residents within the school district will be refunded any unused portion of the tuition on a pro-rated basis.
7. Middle school or senior high students who fail one or more subjects during the last

school year may be either placed on probation the next school year following such failures or may be asked not to re-enter Bristol Tennessee City Schools the following year. The decision shall be derived through a conference between the principal and the parents. The conference may include other faculty members or school officials who have knowledge relevant to the case.

8. If tuition students or parents/guardians of tuition students cause undue hardship to teachers, other students, or administrators, it may result in the student being asked to terminate their attendance in Bristol Tennessee City Schools. Each case requires that the principal notify the director of schools/~~designee~~ in writing of the problem, and, in turn, ~~the director of schools/designee~~, shall notify the parents/guardians of the date of the termination.

The principal's initial and continuing approval of tuition and transfer applications are contingent upon the student's ability to maintain acceptable attendance, satisfactory academic grades, and behavior standards, including on-time arrival for the school day and all classes.

In addition, TCA 49-6-3003 provides that:

- a. (c)(1)(A) Any parent, guardian, or other legal custodian who enrolls an out-of-district student in a school district and fraudulently represents the address for the domicile of the student for enrollment purposes is liable for restitution to the school district for an amount equal to the local per pupil expenditure identified by the Tennessee Department of Education for the district in which the student is fraudulently enrolled.
- b. (2)(A) Restitution shall be cumulative for each year the child has been fraudulently enrolled in the district. Such restitution shall be payable to the school district, and, when litigation is necessary to recover restitution, the parent, guardian, or other legal custodian shall be liable for costs and fees, including reasonable attorney fees, incurred by the school district.

~~All students residing in the state of Tennessee are welcome to apply to attend Tennessee Online Public School, which is tuition-free.~~

### VIDEOS/PICTURES

Any videos/pictures taken on school grounds cannot be shared, published, copied, or posted in any format without written permission of the school. The consequences are at the discretion of the administration. The consequences for recording altercations (i.e., fights) may be the same for those recording an altercation as those involved in the altercation.

### VISITORS

To maintain the conditions and atmosphere suitable for learning, no person shall enter onto school buses, or during school hours, enter upon the grounds or into the buildings of any school, except students assigned to that bus or school, the staff of the school, parents of students, and other persons with lawful and valid business on the bus or school premises.

All visitors shall report to the school office when entering the school. Authorization to visit elsewhere in the building or on the school campus will be determined by the principal/designee. All persons, other than enrolled students and employees of the school, shall obtain a visitor's pass by scanning a driver's license and then shall prominently display a visitor's pass. Visitors

and parents should not go to rooms or wait outside of classroom doors. Visitors are not permitted to complete observations. Office personnel will help you if you need to speak with a student or if you have lunch money, books, and notes to be delivered.

Students from other schools, including students from other Bristol Tennessee City Schools, may not visit other schools during the school day. Requests from students to bring friends, relatives, or others to school will not be approved.

The principal/designee has the authority to exclude from the school premises any persons disrupting the educational programs in the classroom or school, disturbing the staff or students on the premises, or committing an illegal act. The principal shall engage law enforcement officials when they believe the situation warrants such measures.

The Visitor Code of Conduct applies to all visitors. Parents acknowledge this during registration, receive a paper copy yearly, and it is posted for easy access at school entrances and district athletic facilities.

### **VISITOR CODE OF CONDUCT**

To ensure a safe, respectful, and productive environment for our students, staff, and guests, all visitors must adhere to the following Code of Conduct.

Parents, community members, and any other visitors to school property or during school programs/activities **MUST NOT:**

1. Act in a threatening manner toward another or others.
2. Injure or threaten another or others.
3. Damage school property or the personal property of another or others.
4. Disrupt classes, school programs, or other school activities in any way.
5. Communicate with another or others in an abusive, harassing, or threatening manner.
6. Audio or video record where there is an expectation of privacy (*i.e.*, classroom instruction, locker rooms, etc.).
7. Disrupt school transportation or confront transportation staff on a bus/vehicle, a road, a neighborhood, etc.
8. Distribute or wear materials which are vulgar, obscene, advocate illegal action, promote drugs, or are disruptive.
9. Harass or discriminate against another or others based on protected class status (*e.g.*, race, color, religion, etc.).
10. Enter school property, or certain areas of school property, when otherwise restricted from entering the same.
11. Fail to promptly leave school property upon being directed to do so by school administration or law enforcement.
12. Possess, consume, sell, distribute, or exchange alcoholic beverages, tobacco, vaping products, or illegal drugs.
13. Possess or use firearms or dangerous weapons, except in the case of law enforcement officers.
14. Gamble or encourage another or others to gamble.
15. Violate any applicable federal or state statute, local ordinance, or board policy.

This Code of Conduct has been reviewed for its legality and constitutionality by the school

system's attorney, Chris McCarty (Board of Professional Responsibility #025551), and approved by the Board of Education (Policy 1.501). For additional information, please contact Kristie Coleman, Supervisor of Student Services using the following telephone number: 423-652-9451.

### **WEBSITES**

Bristol Tennessee City Schools maintains a website at [www.btcbs.org](http://www.btcbs.org). Links for each individual school can be found on this website. These sites are in a constant state of development. They are maintained as an additional source of information about the district and schools and as a communication tool for parents/guardians and other interested parties.

### **YEARBOOK PHOTOGRAPHS/PICTURES**

To ensure consistent quality, all student photographs will be taken by the same company under contract with the school. No prank-style photographs (wigs, hats, inappropriate make-up, etc.) will be included in the yearbook. Pictures will be approved and printed based upon the discretion of the sponsor. The yearbook staff accepts no responsibility for lost photographs, including those submitted for student ads.

## Bristol (821) Public District - FY 2027 - Behavioral Partnership Support - Rev 0 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
<input type="checkbox"/>	5/1/2026 7:57:09 AM	Annette Tudor	Agreed to "By submitting this automated application, the local education agency representatives assure that the application will be authorized by the board of education of the local education agency, and the undersigned representatives have been duly authorized by formal action of the board to file this application for, and on behalf of, the local education agency, and otherwise to act as the authorized representatives of the local education agency in connection with this application. By submitting this automated application, the local education agency is acknowledging that it understands and agrees to abide by the applicable assurances attached to this application."	C
	5/1/2026 7:57:09 AM	Annette Tudor	Status changed to 'LEA Authorized Representative Approved'.	S
	5/1/2026 7:06:49 AM	David Adkisson	Status changed to 'LEA Fiscal Representative Approved'.	S
	5/1/2026 6:59:14 AM	Robin Blair	Status changed to 'Draft Completed'.	S
	5/1/2026 6:52:30 AM	David Adkisson	Status changed to 'LEA Fiscal Representative Returned Not Approved'.	S
	4/28/2026 10:24:36 AM	Robin Blair	Status changed to 'Draft Completed'.	S
	4/16/2026 10:15:59 AM	Robin Blair	Status changed to 'Draft Started'.	S
	3/31/2026 5:22:34 PM	Spencer Yonce	Status changed to 'Not Started'.	S

Allocations

**Bristol (821) Public District - FY 2027 - Behavioral Partnership Support - Rev 0 - Allocations**

Allocation Type	(1)	Behavioral Partnership	Total
Original		\$0.01	\$0.01
Incoming Carryover		\$0.00	\$0.00
Outgoing Carryover		\$0.00	\$0.00
Reallocated		\$0.00	\$0.00
Additional		\$0.00	\$0.00
Released		\$0.00	\$0.00
Consortium		\$0.00	\$0.00
Forfeited		\$0.00	\$0.00
FER Released		\$0.00	\$0.00
<b>Total</b>		<b>\$0.01</b>	<b>\$0.01</b>

**Bristol (821) Public District - FY 2027 - Behavioral Partnership Support - Rev 0 - Behavioral Partnership Support**

\* LEA #

821

\* LEA Name

Bristol City Schools

\* LEA Official Address

615 Martin Luther King Jr. Blvd, Bristol, TN 37620

\* Director of School's Name

Dr. Annette Tudor

\* Director of School 's Email Address

tudora@btcs.org

\* Director of School's Contact Phone Number

(423) 652-9451

\* Unique Entity Identifier (UEI) Number

LH14QDCTTNX5

1. Please select the most appropriate response.

- a. We intend to hire a full-time BCBA and/or RBT with these funds.
- b. We intend to reimburse ourselves for contracted behavioral services.
- c. We intend to partner with a neighboring district(s) to hire a full-time BCBA and/or RBT. - Identify the partnering districts.
- d. We intend to partner with a neighboring district(s) to contract with a BCBA and/or RBT. - Identify the partnering districts.
- e. Other - Explain what they are proposing.

2. Please select the amount of funding requested through this grant application for the 2026-2027 school year. LEAs may request up to \$100,000 if you are proposing hiring a full-time BCBA and/or RBT; LEAs may request up to \$50,000 if you are proposing reimbursement for contracted behavioral services. - *Note: You will only request the amount of funding needed for FY27. You will apply for continued funding during the next fiscal year's grant application.*

- a. \$25,000
- b. \$50,000
- c. \$75,000

d. \$100,000

e. Other - Enter amount requested

3. Please select your district's current APR determination

- a. Needs Substantial Intervention
- b. Needs Intervention
- c. Needs Assistance
- d. Meets Requirements

4. Please identify the PRIMARY targeted area of focus if awarded these funds:

- a. Reducing reliance on restraint and isolation
- b. Improving LRE for students with disabilities (Indicators 5 & 6)
- c. Reducing exclusionary discipline incidents (Indicator 4)
- d. Implementing proactive positive behavioral supports via RTI-B

Other - Explain your primary targeted area of focus

5. Please identify the SECONDARY targeted area of focus if awarded these funds:

- a. Reducing reliance on restraint and isolation
- b. Improving LRE for students with disabilities (Indicators 5 & 6)
- c. Reducing exclusionary discipline incidents (Indicator 4)
- d. Implementing proactive positive behavioral supports via RTI-B

e. Other - Explain your secondary targeted area of focus

Application Questions

**Bristol (821) Public District - FY 2027 - Behavioral Partnership Support - Rev 0 - Behavioral Partnership Support**

The Behavioral Partnership Support grants are intended to address critical gaps in supporting students with disabilities who have complex behavioral needs. Your grant application should include the necessary data and support to compel reviewers to fund your proposal. Data can include, but is not limited to, number of students with disabilities with FBAs/BIPs, number of restraint and isolation incidents, significant disproportionality status in discipline, indicator 4 status, or any other meaningful data available. You may also consider addressing the number of FBAs/BIPs or restraint/isolation incidents in relation to your demographics and size.

1. Based on your selection of the primary targeted area of concern (e.g., reducing reliance on restraint and isolation, improving LRE for students with disabilities (indicators 5&6), reducing exclusionary discipline incidents (indicator 4), implementing proactive positive behavioral supports via RTI-B, or other), discuss your LEA's data to support receipt of these grant funds. Consider including your root cause analysis and needs assessment data. Keep in mind that the narrative should be data-driven, student-focused, and aligned with your LEA's goals and annual plan.

BTCS has identified reducing reliance on restraint and other reactive interventions as our primary focus. While the district has consistently met Indicator 4 targets with no findings related to suspensions, expulsions, or disproportionality, our internal data shows a need to strengthen proactive supports for students with the most complex behavioral needs.

BTCS serves 728 students with IEPs out of 3,899 total students (19%). Of those, 64 students (about 9%) are identified as having behavior that impedes learning. While this is a smaller group, these students require the most consistent and intensive support across the school day.

Our restraint and isolation data reflects inconsistency in how behavior is currently supported:

- 2022-2023: 67 restraints, 9 isolations
- 2023-2024: 49 restraints, 10 isolations
- 2024-2025: 133 restraints, 5 isolations
- 2025-2026 (to date): 76 restraints, 5 isolations

Over the past three years, discipline trends show a consistent pattern. ISS incidents have decreased overall (768 to 664), but the percentage involving students with disabilities has increased from 21% to 31%. OSS incidents have also decreased (359 to 265), yet students with disabilities now make up 43% of those incidents. At the secondary level, where the highest rates occur, the pattern is even more pronounced. For example, at the middle school level, ISS incidents decreased from 547 to 268, yet over 40% of those incidents involved students with disabilities in the most recent year. At the high school level, ISS incidents increased from 166 to 368, with students with disabilities accounting for a growing share of those incidents as well. Zero tolerance incidents have remained relatively steady (37 to 27 annually), reflecting continued escalation to more serious behaviors. Across both middle and high school settings, students with disabilities are consistently overrepresented.

While overall numbers fluctuate, outcomes for students with disabilities are not improving at the same rate. This points to a need for stronger, more consistent proactive systems.

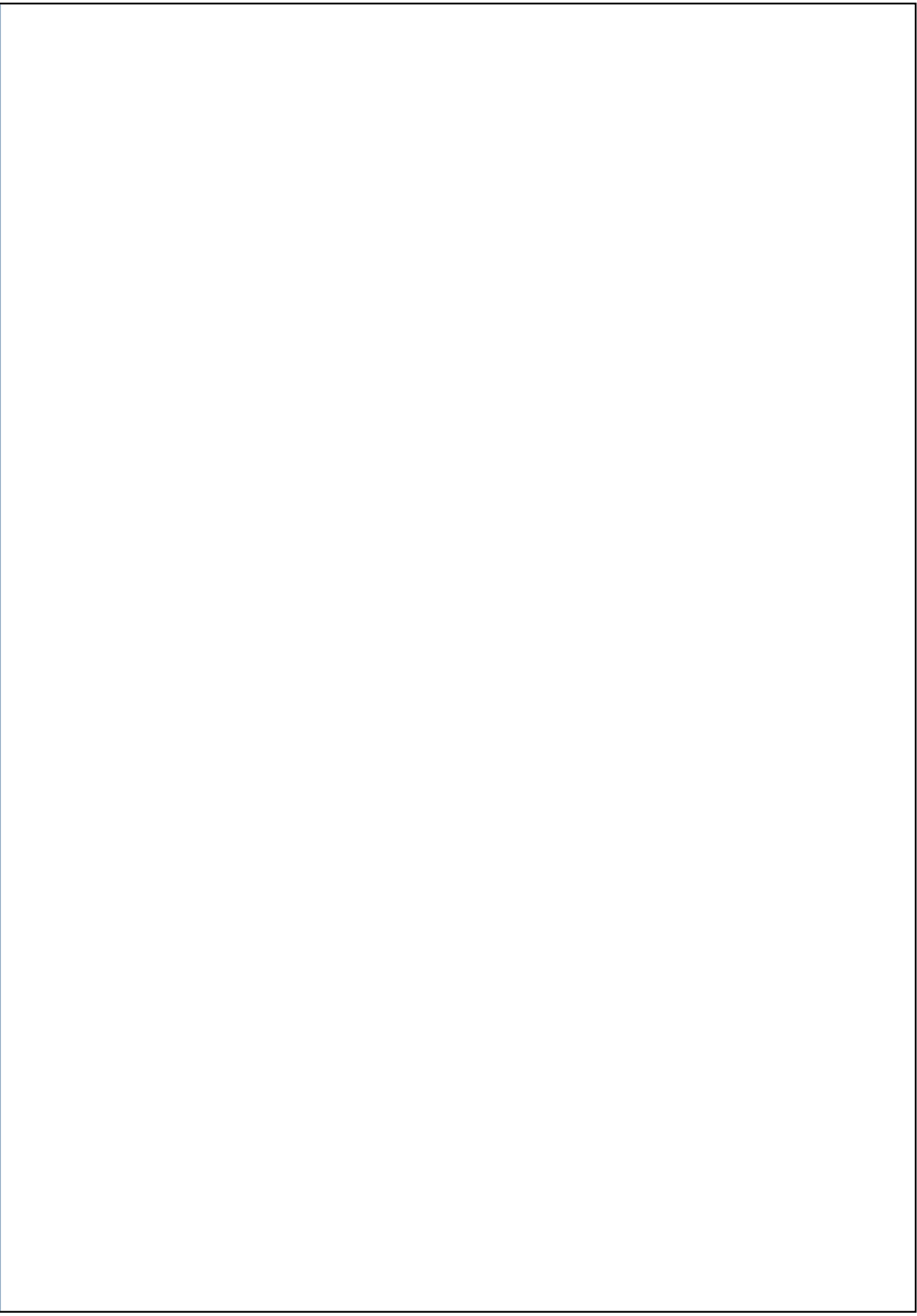
These trends highlight a few clear root causes. Access to BCBA-level expertise has been limited across schools, affecting the consistency and quality of FBAs and BIPs. Staff need ongoing, job-embedded coaching to implement supports with fidelity, but without it, practices vary across classrooms and schools. In many cases, systems are still responding after behavior escalates rather than preventing it, leading to continued reliance on reactive interventions such as restraint and removal from instruction.

This year, through support from the local Bill Gattion Foundation, BTCS added two BCBA's, and the impact has been positive. Staff report increased confidence, behavior plans are stronger, and implementation is more consistent. We are beginning to shift toward more proactive, preventative supports. However, current

<p>funding from the Bill Gattton Foundation will only sustain one position moving forward. Without additional support, losing one BCBA would significantly reduce our capacity and disrupt the foundation we have built.</p> <p>This grant is critical to sustaining both BCBA positions so we can continue building on this progress rather than losing momentum.</p>
<p>2. Based on your selection of the secondary targeted area of concern (e.g., reducing reliance on restraint and isolation, improving LRE for students with disabilities (indicators 5&amp;6), reducing exclusionary discipline incidents (indicator 4), implementing proactive positive behavioral supports via RTI-B, or other), discuss your LEA's data to support receipt of these grant funds. Consider including your root cause analysis and needs assessment data. Keep in mind that the narrative should be data-driven, student-focused, and aligned with your LEA's goals and annual plan.</p> <p>Our secondary focus is improving Least Restrictive Environment outcomes. Currently, more than 32% of students with disabilities in BTCS are not spending the majority of their day in general education settings. For a district serving 728 students with IEPs, this represents a significant number of students not consistently accessing grade-level instruction.</p> <p>Discipline data reinforces this concern. Students with disabilities make up 43% of OSS incidents in 2025-2026 and are more likely to be removed from instruction, particularly at the secondary level. This loss of instructional time directly impacts their ability to succeed in general education settings.</p> <p>With two BCBA's in place this year, schools have had more consistent access to coaching, stronger behavior plans, and better support for inclusion. We are beginning to see how this level of support can improve student outcomes. Reducing to one BCBA would limit our ability to provide consistent support across schools and slow progress toward improving LRE outcomes.</p> <p>Sustaining both positions will allow us to continue strengthening supports within general education settings so students can be more successful and less reliant on more restrictive placements.</p>
<p>3. What barriers (e.g., fiscal, logistical, staffing, etc.) have you encountered in providing intensive behavioral support in the past?</p> <p>BTCS has made meaningful progress this year, but several barriers remain. The most immediate challenge is fiscal. With anticipated district budget reductions of 3-5%, we are limited in our ability to sustain current levels of support. While the Bill Gattton Foundation allowed us to add two BCBA's this year, their funding will only support one position moving forward. As a result, we do not have the resources to maintain both positions without additional support.</p> <p>This directly impacts our capacity. Having two BCBA's this year has allowed us to support schools in a way we have not been able to before, particularly in providing ongoing coaching and ensuring more consistent implementation of behavior supports. Without both positions, it will be difficult to maintain that level of support across all schools.</p> <p>We have also learned that one-time training is not enough. Staff need ongoing, job-embedded coaching to consistently implement supports. This year's increased BCBA presence has helped build that consistency, but reduced capacity will limit our ability to continue that work.</p> <p>Additionally, having only one trained behavior technician per building is not sufficient. In many cases, those staff members are also responsible for providing specially designed instruction or supporting students with disabilities throughout the day. Because they are actively working with students, they do not have the time or flexibility to coach staff, model strategies, or help build capacity across the building. This makes it difficult to create consistent, school-wide systems and places greater strain on individual staff.</p> <p>Without maintaining both BCBA positions, especially in the context of reduced funding, we risk losing the ability to both support students directly and build staff capacity at the same time. This would likely result in a return to more reactive approaches rather than continuing to strengthen proactive systems.</p>
<p>4. Discuss short-term and long-term goals related to how these funds will improve outcomes for students with disabilities.</p> <p>In the short term, our goal is to sustain both BCBA positions and continue building on the foundation established this year. We aim to improve the quality and consistency of FBAs and BIPs, reduce restraint, ISS, and OSS incidents, and provide ongoing coaching for staff. We will also expand access to sensory and regulation supports and increase the number of staff trained in behavior technician practices.</p>

<p>Long term, we aim to maintain strong Indicator 4 outcomes while reducing the percentage of students in more restrictive settings (currently over 32%). Our goal is to increase student success in general education environments and fully implement a BCBA-led framework aligned with MTSS and PBIS. Sustaining both positions is essential to building the internal capacity needed to maintain this work over time.</p>
<p>5. Discuss your plan of implementation (consider including how you will hire or contract with a BCBA or RBT, identify roles and responsibilities, provide oversight, determine priorities, and monitor progress).</p> <p>BTCS will use Bill Gattou Foundation funds to sustain one BCBA position and this grant to maintain a second BCBA, ensuring continued support across the district. BCBAs will lead the development of FBAs and BIPs, provide ongoing coaching and modeling, and monitor student progress. School teams, including administrators, general education teachers, special education teachers, and educational assistants, will implement supports and track outcomes, with district leadership providing oversight and ensuring alignment with MTSS and PBIS frameworks.</p> <p>This work is already underway, and the focus moving forward is to strengthen and expand what has been established. Maintaining two BCBAs ensures consistent access to coaching across schools and allows for stronger follow-through and fidelity of implementation. To support consistency, the district has developed a BIP Fidelity tool for administrators and BCBAs to use during observations, as well as an Instructional Behavior Guide (IBG) that will be used alongside the existing Instructional Practice Guide (IPG) to monitor and support implementation.</p> <p>Students will be prioritized based on behavioral data, including restraint, OSS, and lack of progress. Select staff will be trained in behavior technician practices aligned to RBT expectations under BCBA supervision to support daily implementation. Progress will be monitored through regular review of behavior data, fidelity tools (BIP Fidelity and IBG/IPG), and student outcomes, with adjustments made as needed to ensure effectiveness.</p>
<p>6. How will your LEA ensure the long-term and short-term goals are achieved? If unsatisfactory progress is being made, what steps will your LEA take?</p> <p>BTCS will use a continuous improvement process to ensure both short-term and long-term goals are achieved. Progress will be monitored through regular review of restraint and isolation data, ISS and OSS trends, student outcomes, and fidelity of behavior plan implementation. BCBAs and administrators will use established tools, including the BIP Fidelity document and IBG/IPG processes, to ensure supports are implemented consistently across classrooms and schools.</p> <p>With two BCBAs in place, the district is able to provide ongoing monitoring, coaching, and timely feedback to staff. If progress is not meeting expectations, the district will adjust by revising intervention plans, increasing BCBA coaching and support, and providing targeted professional development to specific staff or schools. Resources will also be reallocated based on data to ensure the highest-need students and settings receive additional support.</p> <p>This process ensures the district remains responsive and focused on improving outcomes while continuing to strengthen proactive, consistent systems of support.</p>
<p>7. Discuss your plan to sustain this work post-grant award.</p> <p>BTCS is committed to sustaining this work beyond the grant period by continuing to build internal capacity and embed behavioral supports within MTSS and RTI-B systems. Sustaining both BCBA positions in the short term is critical to fully establishing these systems and ensuring consistent implementation across schools.</p> <p>Through ongoing coaching and training, including behavior technician practices, staff capacity will continue to grow, allowing the district to maintain these supports with greater independence over time. Tools such as the BIP Fidelity document and IBG/IPG processes will support this work by guiding implementation and ensuring consistency across classrooms and schools.</p> <p>The district will also prioritize behavioral supports in future planning and budgeting and continue exploring long-term funding options to maintain BCBA-level support. If grant funding is no longer available and support from the Bill Gattou Foundation is not sustained, BTCS is committed to maintaining at least one BCBA position to ensure continued access to behavioral expertise. However, due to current budget reductions of 3-5%, the district does not have the capacity to fund both positions at this time, which is the primary reason for this request.</p> <p>The progress made this year has demonstrated the impact of this work, and sustaining both positions for as long as possible will allow BTCS to fully establish</p>

these systems and continue addressing district needs. Without this level of support, progress would be more limited and the district would be less able to sustain the same level of consistency across schools.



Budget

**Bristol (821) Public District - FY 2027 - Behavioral Partnership Support - Rev 0 - Behavioral Partnership Support**

**Indirect Cost Guide**

Total Allocation	\$0.01
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$0.00
Indirect Cost Rate	5.72%
Max Available Budget In Categories Eligible for Indirect Cost	\$5,720.00
Max Indirect Cost	\$0.00

**Account Number**

72130 - Other Student Support	\$100,000.01	<b>Total</b>
99100 - Transfers Out	\$0.00	<b>Total</b>
	\$100,000.01	<b>Adjusted Allocation</b>
	\$0.01	<b>Remaining</b>
	(\$100,000.00)	

Budget Detail

**Bristol (821) Public District - FY 2027 - Behavioral Partnership Support - Rev 0 - Behavioral Partnership Support**

72130 - Other Student Support - \$100,000.01 ▼

**Budget Detail**

**Narrative Description**

**Account Number:** 72130 - Other Student Support  
**Line Item Number:** 189 - Other Salaries & Wages  
**Optional Program Code:**  
**Location Code:** Bristol (821)  
**Quantity:** 1.00  
**Cost:** \$77,705.00  
**Line Item Total:** \$77,705.00

BCBA (1 FTE)

**Account Number:** 72130 - Other Student Support  
**Line Item Number:** 201 - Social Security  
**Optional Program Code:**  
**Location Code:** Bristol (821)  
**Quantity:** 1.00  
**Cost:** \$4,753.00  
**Line Item Total:** \$4,753.00

Fringes for above salaries.

**Account Number:** 72130 - Other Student Support  
**Line Item Number:** 204 - Pensions  
**Optional Program Code:**

Fringes for above salaries.

Code:  
 Location Code: Bristol (821)  
 Quantity: 1.00  
 Cost: \$6,078.00  
 Line Item Total: \$6,078.00

Account Number: 72130 - Other Student Support  
 Line Item Number: 206 - Life Insurance  
 Optional Program Code:  
 Location Code: Bristol (821)  
 Quantity: 1.00  
 Cost: \$51.00  
 Line Item Total: \$51.00

Fringes for above salaries.

Account Number: 72130 - Other Student Support  
 Line Item Number: 207 - Medical Insurance  
 Optional Program Code:  
 Location Code: Bristol (821)  
 Quantity: 1.00  
 Cost: \$9,992.00  
 Line Item Total: \$9,992.00

Fringes for above salaries.

Account Number: 72130 - Other Student Support  
 Line Item Number: 212 - Employer Medicare

Fringes for above salaries.

**Number:**

**Optional**

**Program**

**Code:**

**Location** Bristol (821)

**Code:**

**Quantity:** 1.00

**Cost:** \$1,112.00

**Line Item** \$1,112.00  
**Total:**

**Account** 72130 - Other Student Support

**Number:**

**Line Item** 499 - Other Supplies and Materials

**Number:**

**Optional**

**Program**

**Code:**

**Location** Bristol (821)

**Code:**

**Quantity:** 1.00

**Cost:** \$309.01

**Line Item** \$309.01  
**Total:**

Materials that support proactive behavior interventions and safe learning environments, including but not limited to sensory and regulation supports such as flexible seating, weighted items, and calming tools. Funds will also be used for safety equipment for students and staff, including helmets and arm and shin guards. Materials may also include visual supports, reinforcement systems, and classroom tools that promote consistent implementation. Assessment materials will be purchased to support functional behavior assessments (FBAs) and behavior intervention plans (BIPs). These resources will help reduce reactive responses and support consistent implementation across settings.

**Total for 72130 - Other Student Support:** \$100,000.01

**Total for all other Account Numbers:** \$0.00

**Total for all Account Numbers:** \$100,000.01

**Adjusted Allocation:** \$0.01

**Remaining:** (\$100,000.00)

Budget Overview

**Bristol (821) Public District - FY 2027 - Behavioral Partnership Support - Rev 0 - Behavioral Partnership Support**

Indirect Cost Guide	
Total Allocation	\$0.01
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$0.00
Indirect Cost Rate	5.72%
Max Available Budget In Categories Eligible for Indirect Cost	\$5,720.00
Max Indirect Cost	\$0.00

Filter by Location: All - \$100,000.01 

Line Item Number	Account Number	72130 - Other Student Support	Total
189 - Other Salaries & Wages		77,705.00	77,705.00
201 - Social Security		4,753.00	4,753.00
204 - Pensions		6,078.00	6,078.00
206 - Life Insurance		51.00	51.00
207 - Medical Insurance		9,992.00	9,992.00
212 - Employer Medicare		1,112.00	1,112.00
499 - Other Supplies and Materials		309.01	309.01
<b>Total</b>		100,000.01	100,000.01
		<b>Adjusted Allocation</b>	0.01
		<b>Remaining</b>	-100,000.00

Assurances

**Bristol (821) Public District - FY 2027 - Behavioral Partnership Support - Rev 0 - Behavioral Partnership Support**

**Board Certified Behavioral Analysis (BCBA) Mini Grants**

CBA Mini-Grant (FY27) ASSURANCES

An authorized Grantee representative must sign below to indicate approval of the contents of the Grantee application and these Assurances for the BCBA Mini-Grants (FY27).

**The undersigned authorized representative hereby applies for the program funds requested in the application on behalf of the identified local education agency ("LEA") or the Tennessee Public Charter School Commission ("Commission") (collectively the "Grantee"). These Assurances, together with all application information submitted by the Grantee, constitute the "Grant Contract."**

\* The Grantee hereby agrees to the following Assurances:

1. The Grantee shall use discretionary grant funds only for the benefit of students with identified disabilities who are eligible for or are receiving special education services.
2. The Grantee understands that grants are funded for one (1) year only, July 1, 2026 - June 30, 2027, and that Grantees must reapply annually if continued funding is desired.
3. The Grantee intends to continue this program if proven successful when discretionary grant funds are no longer available.
4. The Grantee shall set up Grant funds in a federal IDEA sub-fund on or before July 1, 2026. The Grantee's grant budget shall not deviate from the State-approved budget. The Grantee shall properly code Grant expenditures to the appropriate federal sub-fund.
5. The Grantee shall ensure that funding awarded through this Grant is used to directly support grant activities. Additionally, funds provided under IDEA will be used to pay the excess cost of providing special education and related services to children with disabilities; shall be used to supplement the State, Local, and Federal funds and NOT to supplant such funds.
6. The Grantee shall use the grant funds to employ or contract with at least one (1) board certified behavior analyst (BCBA) to provide behavioral support. The Grantee shall ensure that employed or contracted BCBA's maintain active and current licenses as required by the Behavior Analyst Certification Board, the Tennessee Department of Health, and the Tennessee Applied Behavioral Analyst Licensing Committee for the duration of the Grant.

**State of Tennessee Assurances**

\* The LEA has attached a signed copy of the full assurances in the related document assurance link found below.

Type	Documents	Document Template	Document/Link
(Behavioral Partnership Support) Assurances [Upload at least 1 document(s)]		<a href="#">(Behavioral Partnership Support) Assurances</a>	



**Bristol (821) Public District - FY 2027 - Behavioral Partnership Support - Rev 0 - Behavioral Partnership Support Checklist**

Checklist cannot be viewed while the application is under review.

New Applicant Summary

**Bristol (821) Public District - FY 2027 - Behavioral Partnership Support - Rev 0 - New Applicant Summary**

Grant Name	Applicant Name	Application Number	Budget Amount	Applicant Score
Behavioral Partnership Support	Bristol	35	\$100,000.01	Not Assigned

CIP Improvement Plan

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**

**Overview of the CIP Improvement Plan**

Purpose: As mentioned in Section II (d)(3) of the Strengthening Career and Technical Education in Tennessee, each LEA will be assessed using the indicators of performance on an annual basis.

If an LEA does not meet the performance target level with at least safe harbor for consecutive years, the recipient will be required to take additional actions for the purpose of addressing identified gaps and improving student performance. The LEA will be required to budget no less than 5% of the basic allocation for the purpose of addressing identified gaps, improving student performance, and supporting actions to improve missed indicators of performance.

**The definitions of the secondary indicators:**

- Indicator 1S1: 4-Year Graduation Rate
- Indicator 2S1: Academic Proficiency in Reading/Language Arts
- Indicator 2S2: Academic Proficiency in Mathematics
- Indicator 2S3: Academic Proficiency in Science
- Indicator 3S1: Postsecondary Placement
- Indicator 4S1: Non-traditional Program Enrollment
- Indicator 5S3: Program Quality through Work-Based Learning (WBL)
- Indicator 5S4: Program Quality through "Ready Graduate" Attainment

**Safe Harbor: The Department will continue to utilize the practice of "Safe Harbor" when evaluating eligible recipient performance.**

Safe Harbor is used to describe actual performance which is equal to or above 90% of the performance level target.

An eligible recipient may meet a performance level target through Safe Harbor if the actual performance is 90% or higher of the performance level target for the indicator and the LEA made meaningful progress (.5 growth) toward the State Determined Performance goal during the reporting year.

**Corrective Actions in Year 1** - During the first year after an LEA is identified as not meeting a performance level target, the recipient must update the Department in the annual summary report to address each indicator in which 90% of the performance level target was not achieved. In the subsequent year, if an LEA meets the 90% level for each indicator, then no improvement plan will be required.

**Instructions**

In the table below, you will see your LEA's district performance level and the state determined level of performance for 2024-25. If the indicator was missed, the recipient must update the Department in the annual summary report to address each indicator in which 90% of the performance level target was not achieved. In the subsequent year, if the LEA meets the 90% level for each indicator, then no improvement plan will be required.

**District Performance**

	District Performance Level, SY2024-25	State Determined Level of Performance (SDLP) SY2024-25	SDLP Met For First Year?
<b>1S1</b>	98.79%	97.50%	TRUE
<b>2S1</b>	61.62%	46.50%	TRUE
<b>2S2</b>	48.28%	28.50%	TRUE
<b>2S3</b>	56.13%	38.50%	TRUE

<b>3S1</b>	98.65%	90.60%	TRUE
<b>4S1</b>	24.55%	34.80%	FALSE
<b>5S3</b>	30.77%	30.00%	TRUE
<b>5S4</b>	79.43%	47.00%	TRUE

**1S1 | Graduation Rate Indicator Met**

**2S1 | Reading/Language Arts Indicator Met**

**2S2 | Mathematics Indicator Met**

**2S3 | Science Indicator Met**

**3S1 | Postsecondary Placement Indicator Met**

**4S1 | Nontraditional Program Enrollment Indicator Met**

Identify student subgroups not meeting SDLP 4S1

Gender	Race/Ethnicity	Special Population	Career Cluster
<input checked="" type="checkbox"/> Female <input checked="" type="checkbox"/> Male	<input type="checkbox"/> American Indian or Alaskan Native <input checked="" type="checkbox"/> Asian <input checked="" type="checkbox"/> Black or African American <input checked="" type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input checked="" type="checkbox"/> White <input type="checkbox"/> Two or More Races	<input checked="" type="checkbox"/> Individuals with Disabilities <input checked="" type="checkbox"/> Individuals from Economically Disadvantaged Families <input checked="" type="checkbox"/> Individuals Preparing for Non-traditional Fields <input type="checkbox"/> Single Parents <input type="checkbox"/> Out of Workforce Individuals <input type="checkbox"/> English Learners <input checked="" type="checkbox"/> Homeless Individuals <input type="checkbox"/> Youth in Foster Care <input type="checkbox"/> Youth with Parent in Active Military <input type="checkbox"/> Migrant Students	<input type="checkbox"/> Agriculture, Food & Natural Resources <input checked="" type="checkbox"/> Architecture & Construction <input type="checkbox"/> Arts, AV Technology & Communications <input type="checkbox"/> Business Management & Administration <input checked="" type="checkbox"/> Education & Training <input type="checkbox"/> Finance <input type="checkbox"/> Government & Public Administration <input checked="" type="checkbox"/> Health Science <input type="checkbox"/> Hospitality & Tourism <input checked="" type="checkbox"/> Human Services <input type="checkbox"/> Information Technology <input type="checkbox"/> Law, Public Safety, Corrections & Security <input checked="" type="checkbox"/> Manufacturing <input type="checkbox"/> Marketing <input checked="" type="checkbox"/> Science, Technology, Engineering & Mathematics <input checked="" type="checkbox"/> Transportation, Distribution & Logistics

**Budget for 4S1 Non-traditional Program Enrollment**

\$  Amount

The amount box auto-populates based on the items tagged for 4S1 from the Budget Page.

**\* Outline the Action Step(s) to be taken to achieve SDLP.**

The Non-Traditional indicator CIP 4S1 (24.6% which is below SDLP at 34.8%) highlights ongoing gender disparities in certain CTE programs, particularly those traditionally dominated by one gender (e.g., males in advanced manufacturing or IT, females in health science). While participation is evident, performance suggests opportunities to strengthen recruitment, retention, and support strategies for learners pursuing non-traditional fields to ensure equitable access to high-skill, high-wage pathways. In CIP subject data disaggregated by gender, it shows that both male and female learners exceed the SDLP: Male learners achieved 59.1% ELA (SDLP 46.5%), 50% Math (SDLP 28.5%), and 56.3% Science (SDLP 38.5%), all exceeding the SDLP. Female learners achieved a rate of 64.9% ELA (SDLP 46.5%) 46% Math (SDLP 28.5%), and 55.9% Science (SDLP 38.5%). These results indicate strong outcomes for both genders; however, female learners outperform male learners overall. Continued monitoring will ensure equitable access to and success in high-skill, high-wage, and in-demand programs for all genders.

Overall, males are below the SDLP by 13.8% while females are below SDLP by only 6%. The programs of study we offer where males are non-traditional are: Animal Science (below by 1.5%), Teaching as a Profession (below by 11%) , Nursing Services and Therapeutic Services (below by only 0.3%) , and Cosmetology (below by 17.9%). The programs of study we offer where males are non-traditional are: Machining and Welding (below by 29.1%), Construction (below by 21.2%), Criminal Justice (EXCEEDS by 7.1%), Engineering (below by 31%, but only 26 students in program), and Automotive (below by 24.1%). Programs offered but have improved statewide so no longer are not on the Non-traditional list: Information Technology in Coding, Digital Arts, Business Management, Government and Public Admin, Hospitality and Tourism, and Marketing.

We plan to create marketing materials and resources such as videos, flyers, social media posts, visits to middle school from high school CTE Marketing Team, etc. that feature non-traditional genders in our CTE Programs of Study. We will allocate \$3,199 (5% of allocation) towards improving this Core Indicator of Performance 4S1.

**5S3 | Program Quality through Work-Based Learning (WBL) Enrollment Indicator Met**

**5S4 | Indicator 5S4: Program Quality through "Ready Graduate" Attainment Indicator Met**

**Resources**

[Click here to open the Technical Application Guide.](#)

Eligibility

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**

**CTE Director Employment Standard**

Identify the local Career and Technical Education director in your LEA responsible for the administration of Perkins funds and CTE funded programs.  
Note: All CTE directors including each CTE director that is a member of a consortium must complete the following information as part of the Local Annual Plan.

**CTE Director**

\* Name:

Deidre Pendley

\* Office Phone:

4236529494

Cell Phone:

4239142560

\* Email Address:

pendleyd@btcs.org

**Endorsement Codes**

List all Endorsement Codes held (including Career and Technical, Academic, and Administrative) and Title of Area of Endorsement

Endorsement Code	Title of Endorsement Area
* 443	ILL-P Professional Administrator (10 years)

\* Date Hired to Career and Technical Director Position:

07/01/2018

\* Teacher License #:

000284240

\* Indicate the Employment Standard Met:

- Hold an instructional leader license or a professional administrator license
- Hold a bachelor's degree with a major in career and technical education with at least three (3) years of teaching experience in an approved CTE program and at least two (2) years in an industry-related field.

**Programs of Study**

The programs of study that you identify for Perkins funding should be in place over time. These programs of study should meet all 5 size, scope, and quality

indicators.

To receive Perkins funds, an LEA must have two programs of study that include a postsecondary component. Each middle school that is a member of a consortium must declare a program of study. These programs of study must be a program of study that leads into a feeder high school program of study. Indicate the postsecondary component below and list the associated postsecondary institution.

**Enter the names of the programs of study (and the career cluster in which they are located) your LEA has selected in order to receive Perkins funds.**

\* 1. Program of Study:

Animal Science

\* 1. Career Cluster:

Agriculture, Food and Natural Resources ▼

**Indicate the associated postsecondary institution and the postsecondary component(s).**

Postsecondary Institution:

Northeast State Community College

\* Postsecondary components - Select one

Dual Enrollment

Dual Credit

Articulation Agreement

\* 2. Program of Study

Marketing

\* 2. Career Cluster

Marketing ▼

**Indicate the associated postsecondary institution and the postsecondary component(s).**

Postsecondary Institution:

Northeast State Community College

\* Postsecondary components - Select one

Dual Enrollment

Dual Credit

Statewide Dual Credit

Articulation Agreement

**Consortium**

Per the Strengthening Career and Technical Education for the 21st Century Act, Section 131(f), consortium requirements are:

(1) Alliance - Any local educational agency receiving an allocation that is not sufficient to conduct a program which meets the requirements of section 135 (Uses of Funds) is encouraged to

\* (A) form a consortium to enter into a cooperative agreement with an area career and technical education school or educational service agency offering programs that meet the requirements of section 135;

\* (B) transfer such allocation to the area career and technical education school or educational service agency; and

\* (C) operate programs that are of sufficient size, scope, and quality to be effective.

(2) Funds to Consortium - Funds allocated to a consortium formed to meet the requirements of this subsection shall be used only for purposes and programs that are mutually beneficial to all members of the consortium and can be used only for programs authorized under this title. Such funds may not be reallocated to individual members of the consortium for purposes or programs benefitting only 1 member of the consortium.

**\* Consortium Options:**

- LEA plans to join a consortium (Complete all of this page but DO NOT enter a budget or complete the other grant pages)
- LEA will act as the Fiscal Agent for other LEAs (Complete all of this page, enter a budget, and complete all other grant pages)
- LEA does not plan to join a consortium (DO NOT complete the remainder of this page, but please enter a budget and complete all other grant pages)

If your LEA has formed a consortium with another system, please address the following.

Consortium members (LEAs):

Consortium fiscal agent:

How are the consortium goals and action steps determined?

What is the process for reporting data on performance levels?

The CTE Directors for each consortium will be responsible for negotiating the local levels of performance for the LEA. The methodology for reaching agreement on local levels of performance with consortia is the same as with single recipients and will be negotiated separately for each LEA within the consortium.

**Assurances and Conditions**

\* I have read and agree to fulfill the Perkins V Assurances. - Check box to agree.

Click the [link to read the full assurances.](#)

\* I have read and agree to updated Perkins Application Assurances that are in the related documents.

Local Application Component

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**

**Describe how Local Application Component #1 is addressed in this application.** (A description of the results of the comprehensive local needs assessment.)

Local Application Component #1 a description of the results of the comprehensive needs assessment (CLNA) is addressed in Theory of Action Step #1; Action Steps 1-3 and 5 as well as Theory of Action Step #2, Action Steps 2, 3, and 4

The concern was that at the time of the CLNA, Postsecondary placement (CIP 3S1) and work-based learning participation (CIP 5S3) data reveal that special population learners are accessing career relevant experiences, but their engagement in high-demand or non-traditional programs may be less frequent than that of non-special population students. Learners enrolled in several high-skill, high-wage, or in-demand programs demonstrate strong performance: Science, Technology, Engineering, and Mathematics (STEM), Health Science, Information Technology, Arts, A/V Technology & Communications, Hospitality & Tourism, Marketing. Conversely, some programs aligned with in-demand industries fall below the SDLP: Transportation, Distribution & Logistics; Human Services, Manufacturing, and Construction.

According to the CCR Portal, for 2024-25, BTCS students earned a total of 371 industry credentials. Tennessee High School students earned 363 total industry certifications and TOPS earned 8 total. Tier 1 = 317, Tier 2 = 29, Tier 3 = 59. According to the CCR Portal, for 2023-24, BTCS students earned a total of 326 industry credentials. Tennessee High School students earned 315 total industry certifications and TOPS earned 11 total. Tier 1 = 212, Tier 2 = 58, Tier 3 = 94.

The Non-Traditional indicator CIP 4S1 (24.6% which is below SDLP at 34.8%) highlights ongoing gender disparities in certain CTE programs, particularly those traditionally dominated by one gender (e.g., males in advanced manufacturing or IT, females in health science). While participation is evident, performance suggests opportunities to strengthen recruitment, retention, and support strategies for learners pursuing non-traditional fields to ensure equitable access to high-skill, high-wage pathways.

When looking at CTE concentrator data, in 2024-25, there were 76 out of 247 who did WBL which is 30.8% compared to the SDLP at 30%. The programs with the most WBL students are: Health Science, Criminal Justice, Teaching, and Human Services. The area of greatest opportunity is in Construction. Local enrollment data for 2025-26 shows that total WBL enrollment is at 161 students (in the practicum courses only). We have created a new full time position due to the importance of growing our WBL opportunities in the future and are seeing promising practices in the first semester of implementation! Data from the CCR Portal shows that in 2023-24, 68 out of 183 (37%) participated in WBL.

**Describe how Local Application Component #2 is addressed in this application.** (Information on the CTE course offerings and activities to be provided with Perkins funds.)

Local Application Component #2, information on the CTE course offerings and activities, is addressed in Theory of Action Step #1, Action Step 2: Action Step 2: Professional development related to addressing subgroups and increasing CCR and TISA percentages in all student groups will be provided for counselors, SPED teachers, ELL teachers, CTE teachers, Educational Assistants, and administrators.

It is also addressed in Theory of Action 2, Action Step #3: We will continue to seek opportunities for professional development that is related to high quality CTE Programs of Study for teachers and participation in work based learning for students, counselors, educational assistants, work-based learning coordinators, and administrators. All CTE teachers will be provided opportunities for specific professional development related to their individual program of study such as regional State PD days, Summer CTE Institute, ACTE events, and ACTE online PD.

<p><b>Describe how Local Application Component #3 is addressed in this application.</b> (A description of how the eligible recipient will provide a series of career exploration and career guidance activities.)</p> <p>Local Application Component #3, career exploration and career guidance activities, is addressed in Theory of Action Step #1, Action Step 4. We will continue to strive to expand opportunities for students to explore and become aware of careers in middle and elementary school courses and activities. It is also addressed in Theory of Action 2, Action Step #2: We will promote non-traditional program enrollment by adding new CTE programs of study and activities in middle school.</p>
<p><b>Describe how Local Application Component #4 is addressed in this application.</b> (A description of how the eligible recipient will improve the academic and technical skills.)</p> <p>Local Application Component #4, improve the academic and technical skills, is addressed in Theory of Action Step #1, Action Step #5: CTE Teachers and regular education teachers will meet in Professional Learning Communities to collaborate about academic lessons integrated into the CTE curriculum including Math, ELA, Science, and STEM Integration with Project Based Learning. PLC meetings will also provide time for CTE teachers to monitor academic grades of all CTE students and arrange/provide tutoring and/or extra help for those at risk of failing courses (especially in ELA, Math, and Science). Accommodations and Modifications training will be provided.</p> <p>It is also addressed in Theory of Action Step #2, Action Step #1: We will analyze needs for equipment and supplies by consulting with CTE teachers, CTE Advisory members, and industry partners to purchase equipment and supplies/materials to create high quality CTE Programs in High School and Tennessee Middle School. Outcome: Students will gain hands-on skills on equipment and with supplies that align with current industry needs and recommendations</p>
<p><b>Describe how Local Application Component #5 is addressed in this application.</b> (A description of how the eligible recipient will provide activities to prepare special populations for high-skill, high-wage, or in-demand occupations; prepare CTE participants for nontraditional fields; provide equal access for special populations to CTE programs of study; and ensure that members of special populations will not be discriminated against on the basis of their status as members of special populations.)</p> <p>Local Application Component #5, provide activities to prepare special populations equity and access as well as non-traditional students, is addressed in Theory of Action Step #1, Action Step #1 and #2: We will work with post-secondary institutions to increase the number of dual enrollment and dual credit EPSCO opportunities for students in order to increase CCR and TISA percentages among student groups. AS#2: Professional development related to addressing subgroups and increasing CCR and TISA percentages in all student groups will be provided for counselors, SPED teachers, ELL teachers, CTE teachers, Educational Assistants, and administrators.</p>
<p><b>Describe how Local Application Component #6 is addressed in this application.</b> (A description of the WBL opportunities that the eligible recipient will provide to students participating in CTE programs and how the recipient will work with representatives from employers to develop or expand WBL opportunities.)</p> <p>Local Application Component #6, work-based learning opportunities, is addressed in Theory of Action #2, Action Step #3: We will continue to seek opportunities for professional development that is related to high quality CTE Programs of Study for teachers and participation in work based learning for students, counselors, educational assistants, work-based learning coordinators, and administrators. Action Step #4: All CTE teachers will be provided opportunities for specific professional development related to their individual program of study such as regional State PD days, Summer CTE Institute, ACTE events, and ACTE online PD.</p> <p>Theory of Action #2, Action Step #4: The CTE Director and Career Advising/WBL Coordinator will continue to seek partnerships and hold multiple student informational sessions, to increase Work Based Learning opportunities and activities.</p>
<p><b>Describe how Local Application Component #7 is addressed in this application.</b> (A description of how the eligible recipient will provide students participating in CTE the opportunity to gain postsecondary credit while still attending high school.)</p> <p>Local Application Component #7, post secondary credit, is addressed in Theory of Action Step #1, Action Step #1 and #2: We will work with post-secondary institutions to increase the number of dual enrollment and dual credit EPSCO opportunities for students in order to increase CCR and TISA percentages among student groups. AS#2: Professional development related to addressing</p>

<p>subgroups and increasing CCR and TISA percentages in all student groups will be provided for counselors, SPED teachers, ELL teachers, CTE teachers, Educational Assistants, and administrators.</p>
<p><b>Describe how Local Application Component #8 is addressed in this application.</b> (A description of how the eligible recipient will coordinate with the eligible agency and institutions of higher education to support the recruitment, preparation, retention, and training, including professional development, of teachers, faculty, administrators, and specialized instructional support personnel.)</p>
<p>Local Application Component #8, recruitment, preparation, retention, and training, is addressed in Theory of Action #1, Action Step #2: Professional development related to addressing subgroups and increasing CCR and TISA percentages in all student groups will be provided for counselors, SPED teachers, ELL teachers, CTE teachers, Educational Assistants, and administrators.</p> <p>It is also addressed in Theory of Action 2, Action Step #3: We will continue to seek opportunities for professional development that is related to high quality CTE Programs of Study for teachers and participation in work based learning for students, counselors, educational assistants, work-based learning coordinators, and administrators. All CTE teachers will be provided opportunities for specific professional development related to their individual program of study such as regional State PD days, Summer CTE Institute, ACTE events, and ACTE online PD.</p>
<p><b>Describe how Local Application Component #9 is addressed in this application.</b> (A description of how the eligible recipient will address disparities or gaps in performance between groups of students.)</p>
<p>Local Application Component #9, address disparities or gaps, is addressed in Theory of Action Step #1; Action Steps 1-3 and 5 as well as Theory of Action Step #2, Action Steps 2, 3, and 4.</p>
<p>The concern was that at the time of the CLNA, Postsecondary placement (CIP 3S1) and work-based learning participation (CIP 5S3) data reveal that special population learners are accessing career relevant experiences, but their engagement in high-demand or non-traditional programs may be less frequent than that of non-special population students. Some programs aligned with in-demand industries fall below the SDLP: Transportation, Distribution &amp; Logistics; Human Services, Manufacturing, and Construction.</p>
<p>The Non-Traditional indicator CIP 4S1 (24.6% which is below SDLP at 34.8%) highlights ongoing gender disparities in certain CTE programs, particularly those traditionally dominated by one gender (e.g., males in advanced manufacturing or IT, females in health science). While participation is evident, performance suggests opportunities to strengthen recruitment, retention, and support strategies for learners pursuing non-traditional fields to ensure equitable access to high-skill, high-wage pathways.</p>
<p>When looking at CTE concentrator data, in 2024-25, there were 76 out of 247 who did WBL which is 30.8% compared to the SDLP at 30%. The programs with the most WBL students are: Health Science, Criminal Justice, Teaching, and Human Services. The area of greatest opportunity is in Construction. Local enrollment data for 2025-26 shows that total WBL enrollment is at 161 students (in the practicum courses only). We have created a new full time position due to the importance of growing our WBL opportunities in the future and are seeing promising practices in the first semester of implementation! Data from the CCR Portal shows that in 2023-24, 68 out of 183 (37%) participated in WBL.</p>
<p><a href="#">Click here to access the FY27 CTE Perkins Basic Local Application Guide</a></p>

Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic

If, Then Statement

If we increase post-secondary opportunities such as Dual Enrollment, Dual Credit, as well as industry Certifications and supporting academic success, then we can expect the percentage of CCR and TSA qualified students to increase.

Action Step	Outcome	Evaluation Strategy	CIP			CPA			Timeline												PD Audience			Equipment List the names of items you purchase. For example, dry washers. It is not to list the brand name.	Equipment POS and School										
			55.1. Academic Proficiency -Reading/Language Arts	55.2. Academic Proficiency -Math	55.3. Academic Proficiency -Science	55.4. Postsecondary Placement	55.5. Non-Postsecondary Enrollment	55.6. WBL Graduate	1. Student Performance	2. Quality of Instruction	3. Growth Opportunities	4. Teacher Recruitment, Retention, and Development	5. Early Access and Development	6. Industry Credentials	7. Individualized Learning	8. Work-based Learning	9. Monthly	10. July	11. Aug	12. Sept	13. Oct	14. Nov	15. Dec			16. Jan	17. Feb	18. March	19. April	20. May	21. June	Teachers	Administrative Leadership	Counselors	Paraprofessionals
<p>Action Step 1: We will work with the CTE Director to increase the number of dual credit EP50 opportunities for students to increase CCR percentages (similar to 55.1).</p>	<p>Each semester, the CTE Director will meet or exceed the dual credit EP50 performance targets for CCR and students.</p>	<p>Each semester, the CTE Director will monitor the dual credit EP50 performance targets for CCR and students.</p>	55.1. Academic Proficiency -Reading/Language Arts	55.2. Academic Proficiency -Math	55.3. Academic Proficiency -Science	55.4. Postsecondary Placement	55.5. Non-Postsecondary Enrollment	55.6. WBL Graduate	1. Student Performance	2. Quality of Instruction	3. Growth Opportunities	4. Teacher Recruitment, Retention, and Development	5. Early Access and Development	6. Industry Credentials	7. Individualized Learning	8. Work-based Learning	9. Monthly	10. July	11. Aug	12. Sept	13. Oct	14. Nov	15. Dec	16. Jan	17. Feb	18. March	19. April	20. May	21. June						
<p>Action Step 2: We will continue to address CCR and TSA groups will be CTE teachers, SPED teachers, Counselors, and Administrators.</p>	<p>Each quarter, the CTE Director will monitor the CCR and TSA groups will be CTE teachers, SPED teachers, Counselors, and Administrators.</p>	<p>Each quarter, the CTE Director will monitor the CCR and TSA groups will be CTE teachers, SPED teachers, Counselors, and Administrators.</p>	55.1. Academic Proficiency -Reading/Language Arts	55.2. Academic Proficiency -Math	55.3. Academic Proficiency -Science	55.4. Postsecondary Placement	55.5. Non-Postsecondary Enrollment	55.6. WBL Graduate	1. Student Performance	2. Quality of Instruction	3. Growth Opportunities	4. Teacher Recruitment, Retention, and Development	5. Early Access and Development	6. Industry Credentials	7. Individualized Learning	8. Work-based Learning	9. Monthly	10. July	11. Aug	12. Sept	13. Oct	14. Nov	15. Dec	16. Jan	17. Feb	18. March	19. April	20. May	21. June	Professional development related to CCR and TSA groups will be provided for CTE teachers, SPED teachers, Counselors, and Administrators.					
<p>Action Step 3: We will continue to provide opportunities for students to earn industry credentials as well as the quality CTE Programs.</p>	<p>Each semester, the CTE Director will monitor the number of industry credentials earned by students as well as the quality CTE Programs.</p>	<p>Each semester, the CTE Director will monitor the number of industry credentials earned by students as well as the quality CTE Programs.</p>	55.1. Academic Proficiency -Reading/Language Arts	55.2. Academic Proficiency -Math	55.3. Academic Proficiency -Science	55.4. Postsecondary Placement	55.5. Non-Postsecondary Enrollment	55.6. WBL Graduate	1. Student Performance	2. Quality of Instruction	3. Growth Opportunities	4. Teacher Recruitment, Retention, and Development	5. Early Access and Development	6. Industry Credentials	7. Individualized Learning	8. Work-based Learning	9. Monthly	10. July	11. Aug	12. Sept	13. Oct	14. Nov	15. Dec	16. Jan	17. Feb	18. March	19. April	20. May	21. June	Professional development related to CCR and TSA groups will be provided for CTE teachers, SPED teachers, Counselors, and Administrators.					
<p>Action Step 4: We will continue to expand CTE programs for students to explore and advance careers in middle and elementary school and activities.</p>	<p>Each semester, the CTE Director will monitor the percentage of students who explore and advance careers in middle and elementary school and activities.</p>	<p>Each semester, the CTE Director will monitor the percentage of students who explore and advance careers in middle and elementary school and activities.</p>	55.1. Academic Proficiency -Reading/Language Arts	55.2. Academic Proficiency -Math	55.3. Academic Proficiency -Science	55.4. Postsecondary Placement	55.5. Non-Postsecondary Enrollment	55.6. WBL Graduate	1. Student Performance	2. Quality of Instruction	3. Growth Opportunities	4. Teacher Recruitment, Retention, and Development	5. Early Access and Development	6. Industry Credentials	7. Individualized Learning	8. Work-based Learning	9. Monthly	10. July	11. Aug	12. Sept	13. Oct	14. Nov	15. Dec	16. Jan	17. Feb	18. March	19. April	20. May	21. June	Professional development related to CCR and TSA groups will be provided for CTE teachers, SPED teachers, Counselors, and Administrators.					
<p>Action Step 5: We will continue to collaborate about academic programs integrated into the CTE program including Math, Science, and STEM.</p>	<p>Each quarter, the CTE Director will monitor the percentage of students who collaborate about academic programs integrated into the CTE program including Math, Science, and STEM.</p>	<p>Each quarter, the CTE Director will monitor the percentage of students who collaborate about academic programs integrated into the CTE program including Math, Science, and STEM.</p>	55.1. Academic Proficiency -Reading/Language Arts	55.2. Academic Proficiency -Math	55.3. Academic Proficiency -Science	55.4. Postsecondary Placement	55.5. Non-Postsecondary Enrollment	55.6. WBL Graduate	1. Student Performance	2. Quality of Instruction	3. Growth Opportunities	4. Teacher Recruitment, Retention, and Development	5. Early Access and Development	6. Industry Credentials	7. Individualized Learning	8. Work-based Learning	9. Monthly	10. July	11. Aug	12. Sept	13. Oct	14. Nov	15. Dec	16. Jan	17. Feb	18. March	19. April	20. May	21. June	Professional development related to CCR and TSA groups will be provided for CTE teachers, SPED teachers, Counselors, and Administrators.					

Action Step 1

\$ 0.00 Amount

Action Step 2

\$ 0.00 Amount

Action Step 3

\$ 0.00 Amount

Action Step 4

\$ 0.00 Amount

Action Step 5

\$ 0.00 Amount

The amount box auto-populates based on the items tagged for Action Item 1 from the Budget Page.

Outline the key priorities for spending.

The percentage of CTE Concentrators will meet or exceed the State Determined Level of Performance for CCR and TSA (Similar to 55.4).

The amount box auto-populates based on the items tagged for Action Item 2 from the Budget Page.

Outline the key priorities for spending.

All students in grades 9-12 will have current High School and Beyond plans recorded in PowerSchool.

**Action Step 3**

\$ 1200000 Amount

The amount box auto-populates based on the items tagged for Action Item 3 from the Budget Page.

Outline the key priorities for spending.

There will be an increase in the number of industry credentials earned at the Tier 2 and 3 levels.

**Action Step 4**

\$ 625000 Amount

The amount box auto-populates based on the items tagged for Action Item 4 from the Budget Page.

Outline the key priorities for spending.

There will be an increase in the number of CTE enrollments and high school credits earned at Tennessee Middle School.

**Action Step 5**

\$ 000 Amount

The amount box auto-populates based on the items tagged for Action Item 5 from the Budget Page.

Outline the key priorities for spending.

The percentage of CTE Concentrators will continue to meet or exceed the State determined Level of Performance for Graduation (IST), ELA (2S1), Math (2S2), and Science (2S3).

**Action Step 6**

\$ 000 Amount

The amount box auto-populates based on the items tagged for Action Item 6 from the Budget Page.

Outline the key priorities for spending.

**Action Step 7**

\$ 000 Amount

The amount box auto-populates based on the items tagged for Action Item 7 from the Budget Page.

Outline the key priorities for spending.

**Action Step 8**

\$ 000 Amount

The amount box auto-populates based on the items tagged for Action Item 8 from the Budget Page.

Outline the key priorities for spending.

**Action Step 9**

\$ 000 Amount

The amount box auto-populates based on the items tagged for Action Item 9 from the Budget Page.

Outline the key priorities for spending.

**Action Step 10**

\$ 000 Amount

The amount box auto-populates based on the items tagged for Action Item 10 from the Budget Page.

Outline the key priorities for spending.



**Action Step 7**

\$ 0.00 Amount

The amount box auto-populates based on the items tagged for Action Item 7 from the Budget Page.

Outline the key priorities for spending.

**Action Step 8**

\$ 0.00 Amount

The amount box auto-populates based on the items tagged for Action Item 8 from the Budget Page.

Outline the key priorities for spending.

**Action Step 9**

\$ 0.00 Amount

The amount box auto-populates based on the items tagged for Action Item 9 from the Budget Page.

Outline the key priorities for spending.

**Action Step 10**

\$ 0.00 Amount

The amount box auto-populates based on the items tagged for Action Item 10 from the Budget Page.

Outline the key priorities for spending.

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**

Please add a row for each unique "Other" position.

**Systemwide Administration - (Usually personnel working in the central office)**

	Perkins Basic	
	Head Count	FTE Full-time equivalent (FTE) is based on 1.0 if the employee spends 100% of their time in this job. If the bookkeeper oversees four departments, the FTE for Perkins would be .25.
CTE Supervisor	1	100.00
CTE Teacher	24	0.95
Coordinator	0	0.00
Bookkeeper	1	0.20
Secretary	1	0.20
Other (please specify) WBL Coordinator	1	100.00
<b>Total</b>	28	201.35

1,500 \* Approximately how many students does this Perkins Basic application serve?

Budget

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**

**Indirect Cost Guide**

Total Allocation	\$63,980.03
Existing Budget In Categories Not Eligible for Indirect Cost	\$8,307.03
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$55,673.00
Indirect Cost Rate	5.72%
Max Available Budget In Categories Eligible for Indirect Cost	\$52,660.81
Max Indirect Cost	\$3,012.19

<b>Account Number</b>	<b>Total</b>
71300 - Vocational Education Program	\$43,956.03
72130 - Other Student Support	\$16,000.00
72230 - Support Services/Vocational Education Program	\$3,199.00
72710 - Transportation	\$825.00
99100 - Transfers Out	\$0.00
<b>Total</b>	<b>\$63,980.03</b>
<b>Adjusted Allocation</b>	<b>\$63,980.03</b>
<b>Remaining</b>	<b>\$0.00</b>

Budget Detail

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**

71300 - Vocational Education Program - \$43,956.03

**Budget Detail**

**Narrative Description**

**Account Number:** 71300 - Vocational Education Program

**Line Item Number:** 429 - Instructional Supplies & Materials

**Theory of Action:** Theory of Action 2

**Action Steps:** Action Step 1

**Use of Funds:** Career Exploration and Career Devel...

Technical Skill Development

Integration of Academic Skills

Program of Study Implementation

Program Evaluations, Including CLNA

**Performance Indicators:**

**Optional Program Code:**

**Location Code:** Bristol (821)

**Quantity:** 1.00

**Cost:** \$10,000.00

**Line Item Total:** \$10,000.00

Students will have opportunity to learn skills using high quality supplies.

**Account Number:** 71300 - Vocational Education Program

**Line Item Number:** 429C - Instructional Supplies & Materials (Consumables)

**Theory of Action:** Theory of Action 2

**Action Steps:**

CTE Programs will have appropriate high quality consumables

**Action Step 1**

**Use of Funds:**  
Technical Skill Development  
Integration of Academic Skills  
Program of Study Implementation

**Performance Indicators:**  
**Optional Program Code:**  
Bristol (821)  
**Quantity:** 1.00  
**Cost:** \$3,199.00  
**Line Item Total:** \$3,199.00

**Account Number:** 71300 - Vocational Education Program

**Line Item Number:** 471 - Software

**Theory of Action:** Theory of Action 2

**Action Steps:** Action Step 1

**Use of Funds:**  
Career Exploration and Career Development  
Technical Skill Development  
Integration of Academic Skills  
Program of Study Implementation  
Program Evaluations, Including CLNA

**Performance Indicators:**  
**Optional Program Code:**  
Bristol (821)  
**Location Code:**

Students will have opportunity to learn skills using high quality software.

Quantity: 1.00  
Cost: \$10,450.00  
Line Item Total: \$10,450.00

Account Number: 71300 - Vocational Education Program

Line Item Number: 499 - Other Supplies and Materials

Theory of Action: Theory of Action 1

Action Steps: Action Step 3

Use of Funds: Technical Skill Development

Integration of Academic Skills

Program of Study Implementation

Performance Indicators:

Optional Program Code:

Location Code: Bristol (821)

Quantity: 1.00  
Cost: \$12,000.00  
Line Item Total: \$12,000.00

Account Number: 71300 - Vocational Education Program

Line Item Number: 730 - Vocational Instruction Equipment

Theory of Action: Theory of Action 2

Action Steps: Action Step 1

Use of Funds: Technical Skill Development

Student Industry Certifications

Equipment for Quality CTE Programs

Integration of Academic Skills

Program of Study Implementation

Performance Indicators:

Optional Program Code:

Location Bristol (821)

Code:

Quantity: 1.00

Cost: \$8,307.03

Line Item Total: \$8,307.03

Total for 71300 - Vocational Education Program: \$43,956.03

Total for all other Account Numbers: \$20,024.00

Total for all Account Numbers: \$63,980.03

Adjusted Allocation: \$63,980.03

Remaining: \$0.00

Budget Detail

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**  
72130 - Other Student Support - \$16,000.00

**Budget Detail**

**Narrative Description**

**Account Number:** 72130 - Other Student Support  
**Line Item Number:** 524PD - In-Service / Staff Development (PD)  
**Theory of Action:** Theory of Action 2  
**Action Steps:** Action Step 4  
**Use of Funds:** Professional Development  
**Performance Indicators:**  
**Optional Program Code:**  
**Location Code:** Bristol (821)  
**Quantity:** 1.00  
**Cost:** \$4,000.00  
**Line Item Total:** \$4,000.00

CTE teachers will increase knowledge of their content area.

**Account Number:** 72130 - Other Student Support  
**Line Item Number:** 599C - Other Charges (CTSO)  
**Theory of Action:** Theory of Action 2  
**Action Steps:** Action Step 1  
**Use of Funds:** Technical Skill Development  
**Performance Indicators:**

CTSO Lodging and transportation

Optional  
Program  
Code:

Location Bristol (821)  
Code:

Quantity: 1.00

Cost: \$12,000.00

Line Item  
Total: \$12,000.00

<b>Total for 72130 - Other Student Support:</b>	\$16,000.00
<b>Total for all other Account Numbers:</b>	\$47,980.03
<b>Total for all Account Numbers:</b>	\$63,980.03
<b>Adjusted Allocation:</b>	\$63,980.03
<b>Remaining:</b>	\$0.00

Budget Detail

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**  
 72230 - Support Services/Vocational Education Program - \$3,199.00 ▼

**Budget Detail**

**Narrative Description**

**Account Number:** 72230 - Support Services/Vocational Education Program

CTE Director PD

**Line Item Number:** 524 - In-Service / Staff Development

**Theory of Action:** Theory of Action 2

**Action Steps:** Action Step 4

**Use of Funds:** Professional Development  
 Program Evaluations, Including CLNA

**Performance Indicators:**

**Optional Program Code:**

**Location Code:** Bristol (821)

**Quantity:** 1.00

**Cost:** \$3,199.00

**Line Item Total:** \$3,199.00

<b>Total for 72230 - Support Services/Vocational Education Program:</b>	\$3,199.00
<b>Total for all other Account Numbers:</b>	\$60,781.03
<b>Total for all Account Numbers:</b>	\$63,980.03
<b>Adjusted Allocation:</b>	\$63,980.03
<b>Remaining:</b>	\$0.00

Budget Detail

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**

72710 - Transportation - \$825.00

**Budget Detail**

**Narrative Description**

**Account Number:** 72710 - Transportation

**Line Item Number:** 315 - Contracts with Vehicle Owners

**Theory of Action:** Theory of Action 1

**Action Steps:** Action Step 4

**Use of Funds:** Career Exploration and Career Devel...

**Performance Indicators:**

**Optional Program Code:**

**Location Code:** Bristol (821)

**Quantity:** 1.00

**Cost:** \$825.00

**Line Item Total:** \$825.00

Middle School and High School students will participate in career exploration events such as CareerQuest with non-LEA Buses

<b>Total for 72710 - Transportation:</b>	\$825.00
<b>Total for all other Account Numbers:</b>	\$63,155.03
<b>Total for all Account Numbers:</b>	\$63,980.03
<b>Adjusted Allocation:</b>	\$63,980.03
<b>Remaining:</b>	\$0.00

Budget Overview

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**

Indirect Cost Guide	
Total Allocation	\$63,980.03
Existing Budget In Categories Not Eligible for Indirect Cost	\$8,307.03
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$55,673.00
Indirect Cost Rate	5.72%
Max Available Budget In Categories Eligible for Indirect Cost	\$52,660.81
Max Indirect Cost	\$3,012.19

Filter by Location: All - \$63,980.03 ▼

Line Item Number	Account Number	71300 - Vocational Education Program	72130 - Other Student Support	72230 - Support Services/Vocational Education Program	72710 - Transportation	Total
315 - Contracts with Vehicle Owners					825.00	825.00
429 - Instructional Supplies & Materials		10,000.00				10,000.00
429C - Instructional Supplies & Materials (Consumables)		3,199.00				3,199.00
471 - Software		10,450.00				10,450.00
499 - Other Supplies and Materials		12,000.00	0.00	0.00		12,000.00
524 - In-Service / Staff Development				3,199.00		3,199.00
524PD - In-Service / Staff Development (PD)			4,000.00			4,000.00
599C - Other Charges (CTSO)			12,000.00			12,000.00

Account Number	71300 - Vocational Education Program	72130 - Other Student Support	72230 - Support Services/Vocational Education Program	72710 - Transportation	Total
Line Item Number					
730 - Vocational Instruction Equipment	8,307.03				8,307.03
Total	43,956.03	16,000.00	3,199.00	825.00	63,980.03
			<b>Adjusted Allocation</b>		63,980.03
			<b>Remaining</b>		0.00

Budget Tag Summary

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**




**Budget Tag Summary**

Tag Group	Tag	Budget Amount
Theory of Action	Theory of Action 1	\$12,825.00
Theory of Action	Theory of Action 2	\$51,155.03
Action Steps	Action Step 1	\$43,956.03
Action Steps	Action Step 2	\$0.00
Action Steps	Action Step 3	\$12,000.00
Action Steps	Action Step 4	\$8,024.00
Action Steps	Action Step 5	\$0.00
Action Steps	Action Step 6	\$0.00
Action Steps	Action Step 7	\$0.00
Action Steps	Action Step 8	\$0.00
Action Steps	Action Step 9	\$0.00
Action Steps	Action Step 10	\$0.00
Use of Funds	Career Exploration and Career Development Activities	\$21,275.00
Use of Funds	Professional Development	\$7,199.00
Use of Funds	Technical Skill Development	\$55,956.03
Use of Funds	Integration of Academic Skills	\$43,956.03
Use of Funds	Program of Study Implementation	\$43,956.03
Use of Funds	Program Evaluations, Including CLNA	\$23,649.00
Performance Indicators	1S1	\$0.00
Performance Indicators	2S1	\$0.00
Performance Indicators	2S2	\$0.00
Performance Indicators	2S3	\$0.00
Performance Indicators	3S1	\$0.00
Performance Indicators	4S1	\$0.00
Performance Indicators	5S3	\$0.00
Performance Indicators	5S4	\$0.00



Related Documents

**Bristol (821) Public District - FY 2027 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic**

Required Documents	
Type	Document/Link
(CTE Perkins) Assurances [Upload at least 1 document(s)]	<a href="#"> <u>CTE Perkins Assurances</u></a>
	<a href="#"> <u>CTE Perkins Assurances for Bristol City Schools</u></a>
Optional Documents	
Type	Document/Link
(CTE Perkins Basic) Job Descriptions	N/A
(CTE Perkins Basic) Additional Supporting Documents	<a href="#"> <u>TCAT Elizabethton Bristol City Schools 26-27 DE Agreement</u></a>

# Bristol Tennessee City Schools

Monitoring:	Descriptor Term: <b>Charter School Applications</b>	Descriptor Code: <b>1.901</b>	Issued Date: <b>03/23/26</b>
		Rescinds: <b>1.901</b>	Issued: <b>08/18/25</b>

## 1 *General*

2 This policy shall apply to sponsors and potential sponsors of charter schools. It shall not apply to  
3 charter schools converting from existing public schools. Proposals from existing charter school  
4 operators or replicators and applicants proposing to contract with educational service providers shall be  
5 in accordance with state law.<sup>1</sup>

## 6 **APPLICATION PROCESS**

7 A prospective charter school sponsor shall send notice to the director of schools or designee of its  
8 intent sixty (60) calendar days prior to February 1 of the year preceding the year in which the proposed  
9 charter school plans to begin operation as a charter school. The director of schools or designee shall  
10 confirm receipt of the letter and provide the sponsor with current state and federal per pupil funding  
11 estimate within five (5) business days.<sup>2</sup>

12 A sponsor seeking board approval of an initial charter school application shall complete the forms  
13 developed by the State Board of Education in coordination with the Tennessee Public Charter School  
14 Commission (“the Commission”). The application shall provide all the information required by state  
15 law. The sponsor shall demonstrate that the proposed charter school meets the purpose prescribed by  
16 state law for the formation of a charter school, and the proposed charter school will be able to  
17 implement a viable program of quality education for its students.

18 Electronic copies of applications shall be submitted to the board and the Commission on or before  
19 11:59 p.m. Eastern **Central** Time on February 1 of the year preceding the year in which the proposed  
20 charter school plans to begin operation as a charter school. If the first of February falls on a Saturday,  
21 Sunday, or holiday on which the school district offices are closed, applications will be accepted on the  
22 next business day on or before 11:59 p.m. Late applications will not be accepted, without exception.  
23 The sponsor shall pay an application fee of \$2,500.00. The director of schools/designee shall report  
24 each initial application received to the Commission no later than ten (10) days after receipt.<sup>3</sup>

## 25 **REVIEW TEAM<sup>1</sup>**

26 If necessary, the director of schools or designee shall appoint a review team to assist in reviewing and  
27 evaluating charter school applications. The team shall be comprised of members of the administrative  
28 staff for the district, community members with relevant educational, organizational, financial, and legal  
29 experience. At the board meeting in December of each year, the director of schools or designee shall  
30 make a recommendation to the board on which members of the administrative staff should be  
31 appointed to the team. The board shall name the members of the team at its meeting in January of each  
32 year. The board shall designate a chair of the review team as the contact person for answering

1 questions about the application process and receiving applications. The director of schools or designee  
2 shall develop an orientation for the team to ensure consistent evaluation standards and the elimination  
3 of real or perceived conflicts of interest.

4 The board shall require the director of schools or designee to develop a procedure for receiving,  
5 reviewing, and ruling on applications for the establishment of charter schools by the review team. The  
6 procedure shall include a timeline for the application and review process. A copy of the procedure,  
7 including the review criteria, shall be available on the district's website.

8 The review team shall:

- 9 1. Evaluate all charter school applications based on the review criteria established by state law;  
10 and  
11  
12 2. Recommend one of the following options to the board for each application: approve or reject.<sup>4</sup>

### 13 **APPROVAL/DENIAL OF APPLICATION**<sup>5</sup>

14 The board shall rule by resolution on the approval or denial of an initial charter school application  
15 within ninety (90) calendar days of receipt of the completed application, or the application shall be  
16 deemed approved by state law. The director of schools or designee shall report the action taken by the  
17 board to the Department of Education and the Commission no later than ten (10) calendar days after  
18 approval or denial. If an application is denied, the report shall also include the reason for denial.

#### 19 *Approval*

20 The sponsor of a charter school that is approved by the board shall enter into a written agreement with  
21 the board which shall be binding on the charter school's governing body. The charter school agreement  
22 shall be in writing and signed by the sponsor and the board.

23 The board will receive an annual authorizer fee of three percent (3%) of the annual per student state  
24 and local allocations or thirty-five thousand dollars (\$35,000), whichever is less.<sup>6</sup>

25 Charter schools approved by the board are expected to implement the application as submitted and  
26 approved. Material variations in operations from the approved application require amendment pursuant  
27 to state law and the charter school agreement.<sup>7</sup>

28 The board shall not provide services to charter schools that are not requested during the application  
29 process except for those services that are required under state or federal law. Services agreed to be  
30 provided to the charter school by the board shall be provided at the board's actual cost. The board and  
31 charter school shall execute a service contract for any additional services.

32 New charter school agreements are approved for a ten (10) year period.<sup>8</sup> The board may revoke or deny  
33 renewal of a charter school agreement for any of the reasons enumerated in state law.<sup>9</sup>

#### 34 *Denial*

- 1 If the initial charter school application is denied, the board shall notify the sponsor in writing within  
2 ten (10) calendar days, specifying the objective reasons for the denial and the deadline by which the  
3 sponsor may submit an amended application. Upon written receipt of the grounds for denial, the  
4 sponsor shall have thirty (30) calendar days within which to submit an amended application to correct  
5 the deficiencies. The board shall have sixty (60) calendar days either to deny or to approve the  
6 amended application, or the application shall be deemed approved by state law.<sup>5</sup>
- 7 If the amended charter school application is denied, the board shall notify the sponsor in writing within  
8 five (5) calendar days, specifying the objective reasons for denial and the sponsor's right to an appeal.  
9 Within ten (10) calendar days of final denial, an appeal may be filed with the Tennessee Public Charter  
10 School Commission.<sup>10</sup>

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#### Legal References

1. [TCA 49-13-106; State Board of Education Policy 6.111](#)
2. [TCA 49-13-107; TCA 1-3-102; TCA 49-13-108; TRR/MS 0520-14-01-.01\(1\)\(b\)](#)
3. [TRR/MS 0520-14-01-.01\(1\)\(d\), \(e\)](#)
4. [TRR/MS 0520-14-01](#)
5. [TCA 49-13-108; TRR/MSS 0520-14-01](#)
6. [TCA 49-13-128](#)
7. [TCA 49-13-110\(d\); TRR/MSS 0520-14-01-.01](#)
8. [TCA 49-13-110\(c\)](#)
9. [TCA 49-13-122](#)
10. [TCA 49-13-108\(b\)\(5\)](#)

# Bristol Tennessee City Schools

	Descriptor Term: <b>Job Descriptions</b>	Descriptor Code: <b>5.103</b>	Issued Date: <b>08/16/21</b>
		Rescinds: <b>5.103</b>	Issued: <b>01/15/18</b>

- 1 ~~A job description file~~ **Job Descriptions** shall be maintained by Human Resources and made available  
2 as requested. Each employee shall be given a copy of their job description upon hire. Any employee  
3 directly affected by a change in a job description will be provided a copy of the new job description  
4 when the change becomes final.
- 5 Job descriptions will be reviewed as needed and updated to conform to the duties and responsibilities  
6 of the positions.
- 7 Charts depicting the administrative organization or the school system shall be developed, maintained,  
8 and revised periodically by the director of schools.

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Cross References

Evaluation 5.109  
Qualifications/Duties of the Director of Schools 5.802

# Bristol Tennessee City Schools

Descriptor Term: <b>Application and Employment</b>	Descriptor Code: <b>5.106</b>	Issued Date: <b>06/17/24</b>
	Rescinds: <b>5.106</b>	Issued: <b>08/16/21</b>

## 1 APPLICATION

2 An individual desiring a position with the school system shall submit their application for the open  
3 position they wish to be considered for online at [www.btcs.org](http://www.btcs.org). To ensure the safety and welfare of  
4 students and staff, the district shall require criminal history background checks and fingerprinting of all  
5 new hires.<sup>1</sup> If applying for a teaching position, the director of schools or designee shall also check the  
6 applicant's license status in the State Board of Education's database to determine if there is a hold on  
7 that applicant's license, and if so, the reasoning behind the hold.<sup>2</sup> The cost of TBI/FBI fingerprint  
8 background check will be paid by the school system.<sup>4</sup>

9 Knowingly falsifying information shall be sufficient grounds for termination of employment and shall  
10 also constitute a Class A misdemeanor which must be reported to the District Attorney General for  
11 prosecution.<sup>3</sup>

12 The application should include a transcript of credits earned at the colleges or universities attended  
13 (when appropriate) along with references from persons such as previous employers, college professors,  
14 and supervisors of student teachers. Other information shall include whether such applicant has been  
15 dismissed for cause from any employer.<sup>5</sup> ~~If previously employed by a local board of education, the~~  
16 ~~applicant shall provide evidence of acceptable resignation.~~

17 No person shall be employed:

- 18 1. Who does not hold a valid license to teach or a temporary permit to teach from the State Board  
19 of Education, if the position requires such licensure;<sup>6</sup>
- 20 2. Who has been identified by the Department of Children's Services, or on a similar registry in  
21 another jurisdiction, as a perpetrator of child abuse, severe child abuse, child sexual abuse, or  
22 child neglect, or who poses an immediate threat to the health, safety, or welfare of children;<sup>7</sup>
- 23 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department  
24 of Health, or on a similar registry in another jurisdiction;<sup>7</sup>
- 25 4. Who refuses to take and subscribe to an oath to support the Constitution of the State of  
26 Tennessee and of the United States of America;<sup>9</sup>
- 27 5. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from  
28 employment for cause;
- 29 6. Who does not receive a satisfactory background check;<sup>10</sup>
- 30 7. Who does not meet the established drug screening requirements; and
- 31 8. Who has not complied with the Immigration Reform and Control Act of 1986.<sup>11</sup>

## 1 EMPLOYMENT

2 After checking references and receiving written recommendations, the director of schools shall  
3 authorize the hiring and assigning of qualified applicants.

### 4 *Initial Employment*

5 Upon initial employment, the director of schools or designee shall notify such person, in writing, of the  
6 offer and conditions of employment. Upon receipt of employment notification, such person shall  
7 respond within the timeframe established by state law.<sup>12</sup>

8 From the date of the written acceptance, such person is considered to be under employment with the  
9 board and is subject to all rights, privileges, and duties.

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#### Legal References

1. [TCA 49-5-406](#); [TCA 49-5-413](#)
2. [State Board of Education Policy 5.501](#)
3. [TCA 49-5-406\(a\)\(2\)\(A\)](#)
4. [TCA 49-5-413\(c\)](#)
5. [TCA 49-2-131](#)
6. [TCA 49-5-403](#); [TCA 49-5-101](#); [TCA 49-5-106](#)
7. [TCA 49-5-413\(e\)](#)
8. [TCA 49-5-405](#)
9. [TCA 49-5-413\(a\), \(f\)](#)
10. [Immigration Reform and Control Act of 1986, Pub. L. No. 99-603, 100 Stat. 3359, 8 USCA § 1101 et seq.](#)
11. [TCA 49-5-406\(b\)](#)

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#### Cross References

Orientation and Probation 5.107  
Compensation Guides & Contracts 5.110  
Background Investigations 5.118  
Recommendations and File Transfers 5.203  
Interim Employees 5.700  
Qualifications and Duties of the Director of Schools 5.802

# Bristol Tennessee City Schools

Descriptor Term: <b>In-Service and Professional Learning Opportunities</b>	Descriptor Code: <b>5.113</b>	Issued Date: <b>08/16/21</b>
	Rescinds: <b>5.113</b>	Issued: <b>01/15/18</b>

## 1 **IN-SERVICE EDUCATION**

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

### 5 **Administrative and Supervisory Employees**

6 Administrative and supervisory employees shall show evidence of continual professional growth by  
7 attendance at in-service programs, seminars, and institutes, studying professional literature, meeting with  
8 other professionals for discussion, and otherwise keeping abreast of research in methodology,  
9 curriculum, and student growth and development.<sup>2</sup>

### 10 **Certified Employees**

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

14 A minimum of five (5) days in-service education shall be provided for certified personnel. Each day of  
15 in-service education included in the school calendar shall be equivalent to at least six (6) hours of planned  
16 activities.

17 In-service credit shall not be given during teaching hours, nor while performing duties which are required  
18 as part of teaching assignments or for activities identified in the Tennessee State Department of  
19 Education's in-service guidelines as inappropriate. Individuals who do not complete all of the required  
20 in-service activities shall have their last salary payment of that school year adjusted to compensate for  
21 the day(s) missed (except in cases where the individual has prior approval of the director of schools).

### 22 **Classified Employees**

23 The immediate supervisor, along with the employee, shall be responsible for providing or identifying  
24 appropriate in-service training. Absences to attend meetings relating to the employee's job description  
25 may be granted without loss of pay to the employee.

## 26 **STAFF DEVELOPMENT PROGRAM**

27 The State Model may be used for teacher improvement plans and may be included in professional growth  
28 activities for all professional personnel.

1 Staff development programs and activities shall reflect the Standards for Professional Learning<sup>3</sup> and  
2 shall reflect the needs identified in school improvement plans.

3 The board may pay expenses of selected personnel who participate in the professional growth training  
4 sessions. **For such expenses to be eligible for payment by the school system, the employee is expected**  
5 **to attend the full conference/seminar as scheduled during the employee's standard workday, unless**  
6 **otherwise approved by the Director of Schools or designee. Employees may be required to submit**  
7 **appropriate records, such as certificates, materials, notes, etc., confirming the employee attended all**  
8 **required conference/seminar sessions. If an employee fails to meet these expectations as outlined, the**  
9 **employee may be subject to disciplinary action and/or and loss of paid time off to account for the**  
10 **missed work time.**

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Legal References

1. TCA 49-1-214(b); TCA 49-6-3004(c)(1); TCA 49-5-1007; TCA 49-6-1901; TCA 49-5-414; TCA 49-6-4213(h)

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Cross References

School District Planning 1.701

2. TCA 49-5-5703(a)
3. State Board of Education Policy 5.200

School Calendar 1.800  
Curriculum Development 4.200  
Reporting Student Progress 4.601  
Staff Time Schedules 5.602  
Staff Meetings 5.603  
Student Suicide Prevention 6.415  
Drug-Free Schools 6.307

# Bristol Tennessee City Schools

Descriptor Term: <b>Staff Positions</b>	Descriptor Code: <b>5.116</b>	Issued Date: <b>01/15/18</b>
	Rescinds: <b>6.125</b>	Issued: <b>10/13/16</b>

## 1 CREATION OF POSITION

2 All staff positions shall be approved through the budget process in accordance with an organizational  
3 plan submitted by the director of schools to the Board of Education.<sup>1</sup>

4 The director of schools may revise the organizational plan as long as budgetary amounts are not exceeded  
5 and board policy is not violated. In the event of reorganization, the director of schools shall adhere to all  
6 applicable reduction in force guidelines and shall inform, in a timely manner, the board of the change  
7 and include the change in the director's report at the next board meeting. If changes in personnel create  
8 additional encumbrances on a future budget, prior approval of the board is required.

## 9 REDUCTION IN FORCE

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

## 13 Licensed Personnel

14 Reductions in staff shall be made in an attempt to have the least detrimental effect on ~~children~~ **students**.  
15 In general, this objective dictates a staff reduction policy which **retains the most effective teachers**;

- 16 1. **Avoids undue increases in class size**; and  
17 2. ~~Provides consideration for the exceptional teacher without exclusive emphasis on seniority.~~

18 The elimination of a position does not necessarily mean the person occupying the position will be dis-  
19 missed. When an employee is released, the director of schools shall make the decision based upon a  
20 composite of the following criteria:

- 21 1. Effectiveness in teaching and in related professional responsibilities evidenced by teacher  
22 evaluation;
- 23 2. Adaptability to other assignments (academic and extracurricular);
- 24 3. Evidence of professional growth as well as specialized or advanced training;
- 25 4. Previous history of grade levels and subject areas taught; and
- 26 5. Type, length, and quality of service made to the teaching profession and the school system.

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

### 3 **Non-Licensed Personnel**

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

### 7 **RECALL**

8 The director of schools shall maintain a re-employment list for tenured teachers whose positions are  
9 abolished.<sup>3</sup> The fitness of any teacher for re-employment shall be determined on the basis of the teacher's  
10 competence, compatibility, and suitability to properly discharge the duties required by the position with  
11 consideration for the best interests of the students in the school where the vacancy exists.<sup>2</sup>

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

15 Any teacher who has been on the list for re-employment for two (2) consecutive years shall, by April 1  
16 of the second consecutive year, receive notice that the teacher's name shall be removed from the list. The  
17 director shall send the notice to the last known address of the teacher. A teacher who wishes to remain  
18 on the list for re-employment after the second year shall notify the director of schools in writing by April  
19 15 of the second year and each subsequent year of their desire to remain on the list for re-employment.<sup>4</sup>

20 Employees returning from lay-off shall have all previously accrued sick leave and years of service re-  
21 instated, but they shall not receive benefits for the period of the layoff.

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#### Legal References

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

# Bristol Tennessee City Schools

	Descriptor Term:	Descriptor Code: <b>5.203</b>	Issued Date: <b>10/22/18</b>
	<b>Recommendations and File Transfers</b>	Rescinds: <b>5.203</b>	Issued: <b>09/04/18</b>

1 Other than the routine transmission of administrative and personnel files, district employees are  
2 prohibited from assisting a school employee, contractor, or agent in obtaining a new job if the individual  
3 knows, or has probable cause to believe, that the person seeking a job change engaged in sexual  
4 misconduct regarding a minor or student in violation of the law.<sup>1</sup>

5 These requirements shall not apply if:

- 6 1. The information giving rise to probable cause has been properly reported to the appropriate law  
7 enforcement agency; and
- 8  
9 2. The matter has been officially closed in one of the following ways:
  - 10  
11 a. The prosecutor or police have investigated the allegations and notified school officials  
12 that there is insufficient information to establish probable cause;
  - 13  
14 b. The employee, contractor, or agent has been charged and either acquitted or exonerated;  
15 or
  - 16  
17 c. The case remains open, and there have been no charges or indictment filed within four  
18 (4) years of the date the information was reported to the law enforcement agency.

19 Neither the district nor the board shall enter into, or require a current or former employee to enter into,  
20 a non-disclosure agreement during a settlement for any act of sexual misconduct.<sup>1</sup>

21 ~~The director of schools shall develop administrative procedures to enforce this policy and comply with~~  
22 ~~federal and state law.~~

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#### Legal References

1. 20 USCA § 7926; Public Acts of 2018, Chapter No. 938

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#### Cross References

Application and Employment 5.106  
Separation Practices for Tenured Teachers 5.200  
Separation Practices for Non-Tenured Teachers 5.201  
Separation Practices for Non-Certified Employees 5.202  
Child Abuse and Neglect 6.409

# Bristol Tennessee City Schools

	Descriptor Term: <b>Personal and Professional Leave</b>	Descriptor Code: <b>5.303</b>	Issued Date: <b>08/21/23</b>
		Rescinds: <b>5.303</b>	Issued: <b>01/15/18</b>

1 Personal and professional leave shall be granted in accordance with the laws of the State of Tennessee  
2 and the rules and regulations of the State Board of Education.

### 3 **Personal Leave**

4 Subject to the following conditions, personal leave may be taken at the discretion of the employee:

- 5 1. Except in emergency, each employee shall give their supervisor at least one day's notice in  
6 writing of intent to take leave;
- 7 2. The approval of the principal of the school shall be required:<sup>2</sup>
  - 8 a. If more than ten percent (10%) of the teachers in any given school request its use on the  
9 same day;
  - 10 b. If requested during any prior established student examination period;
  - 11 c. If requested on the day immediately preceding or following a holiday or vacation period;
  - 12 d. If personal leave is requested for days scheduled for professional development or in-  
13 service training, according to a school calendar adopted by the local board of education  
14 prior to the commencement of the school year; or
  - 15 e. If personal leave is requested for days scheduled for parent-teacher conferences,  
16 according to a school calendar adopted by the local board of education prior to the  
17 commencement of the school year.

18 An employee may accrue one (1) day annually up to a maximum of twenty (20) days. Any remaining  
19 unused portion of personal leave not used by June 30 of each year will be converted to sick leave.

20 Upon completion of ten (10) years of employment, when the employee leaves the school system, the  
21 unused personal leave balance will be paid to the employee.

22 If, at the termination of services, any employee has been absent for more days than leave has been earned,  
23 an amount sufficient to cover the excess days used shall be deducted from the employee's final salary  
24 payment.  
25  
26  
27

## 1 Professional Leave

2 Professional leave is a short, temporary absence from work for the purpose of attending workshops and  
3 other meetings relating to school business or professional development purposes.<sup>1</sup>

4 Annually, a maximum of three (3) days per school year of professional leave may be granted with no  
5 loss of pay to attend a university or college. Travel time will be included in the three days if distance  
6 requires it.

7 Requests for professional leave shall be submitted to the principal at least five (5) days prior of the  
8 requested leave. ***If an employee is utilizing professional leave to attend a conference/seminar paid  
9 for by the school district, the employee is expected to attend all conference sessions as scheduled  
10 during the employee's standard workday. If an employee fails to attend even part of that  
11 conference/seminar occurring during the employee's standard workday, professional leave may no  
12 longer be paid and the employee may be charged vacation, personal leave, or unpaid time off to  
13 account for the missed work time.***  
14

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### Legal References

1. TCA 49-5-205
2. TCA 49-5-711(c)(1)

# Bristol Tennessee City Schools

Descriptor Term: <b>Extended Leaves of Absence</b>	Descriptor Code: <b>5.304</b>	Issued Date: <b>01/15/18</b>
	Rescinds: <b>6.142</b>	Issued: <b>02/17/14</b>

1 Requests for an extended leave of absence include any request for an additional leave of absence after  
2 all applicable and approved leaves of absence have expired or are impermissible, including, but not  
3 limited to, leaves of absence granted pursuant to Board Policy 5.3011, 5.303, 5.306, 5.301, 5.309, and  
4 5.305.

5 Each request must be made in writing to the director of schools. Requests shall be made at least thirty  
6 (30) days in advance (except in the case of an emergency) and shall specify the length of the requested  
7 leave, reason for the leave request, intended return to work date, and any supporting documentation, to  
8 include physician's statements.<sup>1</sup> The director of schools or designee will review the request and inform  
9 the employee of the decision in writing regarding the employee's leave request within 15 days from the  
10 date of receipt.<sup>2</sup>

11 Part-time or intermittent leaves of absence may be granted by the director of schools or designee upon  
12 written request for the same conditions as for full-time leave utilizing the same process listed above.  
13 When leave is needed for planned medical treatment, however, an employee must make a reasonable  
14 effort to schedule treatment so as not to unduly disrupt the employee's work schedule and/or the school  
15 system's operations.

16 While on any approved leave of absence under Board Policy 5.301 – 5.311, an employee may not be  
17 employed elsewhere, unless said employee is on active duty with the military.

18 Any teacher on leave shall notify the director of schools at least thirty (30) days prior to the date of return  
19 if the teacher does not intend to return to the position from which they are on leave. Failure to give such  
20 notice shall be considered breach of contract.<sup>3</sup>

21 Certified teaching positions vacated for less than twelve (12) months by teachers on an approved leave  
22 shall be filled with an interim teacher for such time as the teacher is on leave. Upon return of the teacher  
23 within the twelve (12) months, the interim teacher shall relinquish the position, and the teacher shall  
24 return to the position. If the leave exceeds twelve (12) months, the teacher shall be placed in the same or  
25 a comparable position upon return from leave.<sup>4</sup> Apart from the foregoing or other state/federal laws,  
26 however, any extended leave of absence granted under this policy shall not be considered job-protected  
27 leave. The school system will attempt to return the employee to their same or equivalent position  
28 whenever possible and appropriate. A teacher on extended leave shall retain any accumulated tenure,  
29 salary, or fringe benefit credits; and the leave shall not be construed **to work** a forfeiture of any  
30 accumulated tenure, salary, or fringe benefit credits.<sup>5</sup>

## 1 **PAY AND BENEFITS**

2 Absences for reasons not authorized by the director of schools or similar policies will result in deductions  
3 of pay and may result in termination of employment.

4 Unless an employee is utilizing personal leave, professional leave, sick leave, and/or Sick Leave Bank  
5 benefits granted by board policy and Tennessee law, all leave granted in conformance with this policy  
6 shall be without pay. As noted in Board Policy 5.305, the school system will continue to pay its share  
7 of an employee's chosen insurance premium(s) during any leave granted under the Family and Medical  
8 Leave Act (FMLA). After leave granted under Board Policy 5.305 is exhausted, or in situations not  
9 involving Board Policy 5.305, the employee shall have the opportunity to continue participation, at  
10 their own expense, in group insurance plans subject to restrictions of the carrier.

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### Legal References

1. TCA 49-5-702
2. TCA 49-5-703
3. TCA 49-5-706
4. TCA 49-5-705
5. TCA 49-5-708

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### Cross References

Family and Medical Leave 5.305  
Military Leave 5.306  
Physical Assault Leave 5.307  
Sabbatical Leave 5.308  
Legislative Leave 5.309  
Interim Employees 5.700

# Bristol Tennessee City Schools

Descriptor Term: <b>Family and Medical Leave</b>	Descriptor Code: <b>5.305</b>	Issued Date: <b>08/18/25</b>
	Rescinds: <b>5.305</b>	Issued: <b>08/21/23</b>

## 1 ELIGIBILITY

2 Anyone who has been employed for at least twelve (12) months by Bristol Tennessee City Schools and  
3 anyone who has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be  
4 credited for service for purposes of FMLA eligibility<sup>1</sup>) during the previous twelve-month period shall  
5 be eligible to use FMLA leave.<sup>2</sup> For the purposes of calculating FMLA leave, Bristol Tennessee City  
6 Schools uses a fixed calendar year beginning July 1 and ending June 30.

## 7 GENERAL PRINCIPLES

8 An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a fixed  
9 calendar year for the following reasons:

- 10 1. The birth of a child;
- 11
- 12 2. The placement of a child with the employee for adoption or foster care;
- 13
- 14 3. A serious health condition of the employee that makes the employee unable to perform the  
15 essential functions of his or her job position;
- 16
- 17 4. The care of a spouse, child, or next of kin of the employee who has a serious health condition;  
18 and
- 19
- 20 5. Any qualifying circumstances arising out of the fact that a spouse, child, or parent of the  
21 employee is on covered active duty or has been notified of an impending call or order to  
22 covered active duty in the Armed Forces.

23 Granting of leave under this policy shall be subject to, and in accordance with, the provisions of  
24 applicable federal and state laws. An employee may substitute accrued paid leave for unpaid time. Use  
25 of accrued paid leave shall run concurrently with and be counted toward the employee's total period of  
26 FMLA leave.

## 27 MATERNITY/PATERNITY LEAVE

- 28 1. *Relationship between FMLA leave and Tennessee Maternity Leave Act-* FMLA leave shall run  
29 concurrently with leave provided under the Tennessee Maternity Act, which affords eligible  
30 employees leave for a period not to exceed four (4) months for the adoption, pregnancy,  
31 childbirth, and nursing of a newborn child.<sup>3</sup>
- 32

- 1           2. *Teachers' Leave* - In accordance with state law, any teacher who goes on maternity or paternity  
2 leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave for  
3 maternity leave purposes. In order to be eligible to use sick leave, written request of the teacher  
4 accompanied by a statement from the teacher's physician verifying pregnancy shall be submitted.  
5 Upon verification by a written statement from an adoption agency or other entity handling an  
6 adoption, a teacher may also be allowed to use accumulated leave for adoption of a child. If both  
7 adoptive parents are teachers employed by the district, however, only one (1) parent is entitled  
8 to use such leave.<sup>4</sup>  
9
- 10           3. Spouses who are both eligible employees of the school district are limited to a combined total of  
11 twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is taken  
12 for the birth and care of a newborn child, for the placement of a child for adoption or foster care,  
13 or to care for a parent who has a serious health condition. Under certain circumstances, spouses  
14 who share leave for the birth or adoption of a child may be eligible for limited amounts of  
15 additional leave for other qualifying FMLA reasons.<sup>5</sup>  
16
- 17           4. Paid Parental Leave – Under state law, an additional six (6) work weeks of paid leave is available  
18 to eligible full time employees after a birth, stillbirth, or adoption of a newly placed minor child.<sup>6</sup>  
19 An eligible employee taking leave under this provision shall not be required to utilize any other  
20 type of accrued leave during this period. Eligible employees include teachers, principals,  
21 supervisors, or other individuals required by law to hold a valid license of qualification for  
22 employment and who meet the following requirements:  
23
- 24               a. Possess a valid license or an emergency credential issued by the Department of  
25 Education per TCA 49-5-106, required for the position the employee holds;  
26
- 27               b. Have been employed with Bristol Tennessee City Schools full time for at least twelve  
28 (12) consecutive months in a position for which the employee is required by law to hold  
29 the license or an emergency credential referenced above at the time of the qualifying  
30 event; and  
31
- 32               c. Have held a valid license or an emergency credential issued by the Department of  
33 Education per TCA 49-5-106 for the entire twelve consecutive months of fulltime  
34 employment.  
35

36 Employees shall provide notice to the school district thirty (30) days prior to the intended use  
37 of the leave. If the employee learns about the need for leave less than thirty (30) days in  
38 advance, the employee shall give notice as soon as possible and must request in writing  
39 approval from the director of schools. Requests shall specify the reason the teacher was unable  
40 to provide thirty (30) days' notice and include any documentation to support the teacher's  
41 request.  
42

43 This paid leave shall be either: (1) taken consecutively, except in extenuating circumstances, as  
44 approved by the director of schools; or (2) taken nonconsecutively, but in increments of no less  
45 than one (1) week. The paid leave shall be used within twelve (12) months of the qualifying  
46 event and shall run concurrently with FMLA leave.<sup>7</sup>

## 1 LEAVE FOR A SERIOUS HEALTH CONDITION<sup>8</sup>

2 Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when they  
3 are unable to work because of a serious health condition or to care for an immediate family member with  
4 a serious health condition. Employees shall contact Human Resources to determine if the reason for  
5 leave qualifies as FMLA leave. If the leave is foreseeable, the employee shall give thirty (30) days'  
6 notice. If the leave is not foreseeable, the employee shall notify Human Resources as soon as  
7 practicable—generally, either the same or next business day.

## 8 LEAVE FOR MILITARY FAMILY MEMBERS

9 1. *Qualifying Exigency Leave*<sup>9</sup> - Eligible employees are entitled to up to twelve (12) workweeks  
10 of leave because of any qualifying exigency arising out of the fact that the spouse, son,  
11 daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has been  
12 notified of an impending call to active duty, or has been notified of an impending call to active  
13 duty status in the Armed Forces. Qualifying exigencies may include:

- 14
- 15 a. Issues arising from the service member's short notice deployment;
  - 16 b. Military events and related activities (e.g. official ceremonies, support programs);
  - 17 c. Making or updating financial and legal arrangements;
  - 18 d. Attending counseling;
  - 19 e. Taking up to fifteen (15) days leave to spend time with a covered service member who  
20 is on short-term rest and recuperation leave during deployment; or
  - 21 f. Attending post-deployment activities.
- 22

23 2. *Military Caregiver Leave*<sup>10</sup> - An eligible employee who is the spouse, son, daughter, parent, or  
24 next of kin of a covered service member or covered veteran with a serious injury or illness is  
25 entitled to up to twenty-six (26) workweeks of leave in a single twelve (12) month period. A  
26 covered service member is a current member of the Armed Forces, including a member of the  
27 National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is  
28 otherwise in out-patient status, or is otherwise on the temporary disability retired list for a serious  
29 injury or illness.

30

31 A covered veteran is an individual who was a member of the Armed Forces at any time during  
32 the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy  
33 that has a serious injury or illness who is currently receiving medical treatment, recuperation, or  
34 therapy.

35

36 The single twelve (12) month period for military caregiver leave begins on the first day the  
37 employee takes leave for this reason and ends twelve (12) months later. An eligible employee is  
38 limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered  
39 service member. The maximum of twenty-six (26) workweeks may include no more than twelve  
40 (12) workweeks of leave that is taken for the birth and care of a newborn child, for the placement  
41 of a child for adoption or foster care, for care of a parent who has a serious health condition, or  
42 for the employee's own serious health condition.

## 43 INTERMITTENT LEAVE<sup>11</sup>

1 Eligible employees may take FMLA leave intermittently when medically necessary to care for a  
2 seriously ill family member, because of the employee's own serious health condition, or for the care for  
3 a newborn, a newly adopted child, or a newly placed foster care child. When an employee requests  
4 foreseeable leave for planned medical treatment and the employee would be on leave for greater than  
5 20% of the total number of working days in the period during which the leave would extend, the school  
6 district may require that such employee elect either to take the leave for periods of a particular duration,  
7 not to exceed the duration of the planned medical treatment, or to transfer temporarily to an available  
8 alternative position offered by the school district for which the employee is qualified and that has  
9 equivalent pay and benefits and better accommodates recurring periods of leave. Employees needing  
10 intermittent leave for foreseeable medical treatment should work with BTCS to schedule the leave so as  
11 not to unduly disrupt the district's operations, subject to approval of the employee's health care provider.  
12

## 13 RESTRICTIONS

### 14 1. Notice Requirements

- 15
- 16 a. *Employee Notice*<sup>12</sup>- For foreseeable leave, the employee shall provide the director of  
17 schools with at least thirty (30) days written notice before the beginning of the anticipated  
18 leave.
- 19
- 20 b. District Notice- Once it has been established that the leave requested qualifies for  
21 FMLA, the director of schools or designee shall notify the employee within three (3)  
22 business days (absent extenuating circumstances) that any leave taken pursuant to state  
23 leave statutes (paid vacation leave, personal leave, sick leave, or workers'  
24 compensation) shall run concurrently with FMLA leave.<sup>13</sup> The notice may be given  
25 orally or in writing. If the notice is oral, it shall be confirmed in writing, no later than  
26 the following pay day.<sup>14</sup>  
27

### 28 2. Certification Requirement<sup>15</sup>

- 29
- 30 a. The director of schools may require that a request for leave be supported by certification  
31 issued by a health care provider with the following information:  
32
- 33 i. The date on which the serious health condition commenced;
- 34 ii. The probable duration of the condition;
- 35 iii. The appropriate medical facts within the knowledge of the health care provider  
36 regarding the condition; and
- 37 iv. A statement that the eligible employee is needed to care for the son, daughter,  
38 spouse, or parent and an estimate of the amount of time that such employee is  
39 needed.
- 40
- 41 b. If there is any reason to doubt the validity of the certification provided, the director of  
42 schools may require, at the expense of the school district, an opinion of a second health  
43 care provider.

44 Employees must return a "complete and sufficient" certification within fifteen (15) days,  
45 unless there are unusual circumstances. If the employee fails or refuses to return a

1 certification without good cause, the leave shall not be treated as authorized under FMLA.  
2 It is the employee's responsibility to follow up with Bristol Tennessee City Schools to  
3 make sure their certification is timely received and to follow up with their health care  
4 provider if it is not. It is also the employee's responsibility to keep Bristol Tennessee City  
5 Schools apprised of their diligent, good-faith efforts to obtain the necessary certification.

6 3. Period Near the End of an Academic Term (Professional Employees)<sup>16</sup>  
7

- 8 a. If leave is taken more than five (5) weeks prior to the end of the term, the director of  
9 schools may require the employee to continue taking leave until the end of the term if  
10 the leave is at least three (3) weeks of duration and the return of employment would  
11 occur during the three (3) week period before the end of the term.  
12  
13 b. If the leave is taken five (5) weeks prior to the end of the term, the director of schools  
14 may require the employee to continue taking leave until the end of the term if the leave  
15 is greater than two (2) weeks duration and the return to employment would occur during  
16 the two (2) week period before the end of the term.

17 **REQUIREMENTS OF THE BOARD**<sup>17</sup>

- 18 1. The employee shall be restored to the same position of employment or an equivalent position  
19 with no loss of benefits, pay, or other terms of employment, except where otherwise provided  
20 by law.  
21  
22 2. The employee shall be kept under any group health plan for the duration of the leave.  
23  
24 3. The board may recover the premium paid under the following conditions:  
25 a. The employee fails to return from leave after the period of leave has expired; and  
26  
27 b. The employee fails to return to work for a reason other than the continuation,  
28 recurrence, or onset of a serious health condition or other circumstances beyond the  
29 control of the employee.  
30  
31 4. Employees on leave of absence under this policy may not be employed elsewhere (whether by  
32 a third party or self-employed) during the time of leave.

## Legal References

1. [Hinson v. Tecumseh Products Co., 2000 U.S. App. LEXIS 26778, at \\*1—10 \(6th Cir. Oct. 17, 2000\)](#)
2. [29 USCA § 2601, 2611—2619](#)
3. [TCA 49-5-702; TCA 4-21-408](#)
4. [TCA 49-5-710\(a\)\(2\); TCA 8-50-802\(a\)\(4\)](#)
5. [29 CFR § 825.120\(a\)\(3\)](#)
6. [Public Acts of 2025, Chapter No. 163](#)
7. [TCA 8-50-814; Public Acts of 2025, Chapter No. 235](#)
8. [29 CFR § 825.113](#)
9. [29 CFR § 825.126](#)
10. [29 CFR § 825.124; 29 CFR § 825.127](#)
11. [29 CFR § 825.202](#)
12. [29 CFR § 825.302-825.304](#)
13. [29 CFR § 825.207](#)
14. [OP Tenn. Atty Gen 94-006 \(Jan 13, 1994\); Plant v. Morton International, Inc., 212 F. 3d 929, 932 \(6th Cir. 2000\)](#)
15. [29 CFR § 825.305-825.313](#)
16. [29 CFR § 825.602](#)
17. [29 USCA § 2614](#)

## Cross References

- Sick Leave 5.302  
Long-Term Leaves of Absence 5.304

# Bristol Tennessee City Schools

Descriptor Term: <b>Personnel Health Examinations / Communicable Diseases</b>	Descriptor Code: <b>5.400</b>	Issued Date: <b>12/16/24</b>
	Rescinds: <b>5.400</b>	Issued: <b>01/15/18</b>

- 1 Employees shall inform the director of schools whenever they contract a communicable disease and may
- 2 not perform their duties in any location where such might endanger the health of school children.<sup>1</sup>
- 3 The director of schools shall require such employee to submit to a physical examination by a physician
- 4 and reassign or suspend any employee who is suspected of having a communicable disease which might
- 5 endanger the health of children.<sup>2</sup>
- 6 The director of schools may refer the case to the County Health Office or other medical experts to assist
- 7 in determining what impact it may have, if any, on the employment of the employee.

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#### Legal References

1. [TCA 49-5-404](#)
2. [TCA 49-2-203\(b\)\(2\); TCA 49-5-710\(a\)\(7\)](#)

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#### Cross References

Section 504 & ADA Grievance Procedures 1.802  
~~Suspension/Dismissal 5.200-202~~

# Bristol Tennessee City Schools

Descriptor Term:

**Drug & Alcohol Testing for Employees**

Descriptor Code:

**5.403**

Issued Date:

**08/21/23**

Rescinds:

**6.111**

Issued:

**01/15/18**

## 1 PRE-EMPLOYMENT DRUG SCREENING

2 Prior to employment, as a condition of any job offer, substance screens will be required.

3 Applicants will sign an acknowledgement prior to substance screening, permitting the summary result  
4 to be sent to the Director of Schools or designee.

5 Refusal to sign the acknowledgment or to submit to substance screening will be considered as withdrawal  
6 of the individual's application for employment. The applicant will not be permitted to reapply for  
7 employment for at least twelve (12) months.

8 If substance screening shows a confirmed positive result for which there is no current physician's  
9 prescription, any job offer will be revoked. The applicant will not be permitted to reapply for  
10 employment for at least twelve (12) months.

## 11 REASONABLE SUSPICION DRUG TESTING

12 Supervisors have the responsibility to observe and document the cause for reasonable suspicion and  
13 when appropriate, refer the matter to the director of schools or designee. It is not the supervisor's  
14 responsibility to attempt diagnosis. **All information, facts and circumstances leading to and supporting  
15 this suspicion, should be included in a written report detailing the basis for the suspicion. After the  
16 report is filed, the employee should be notified. Upon verification of the reasonable suspicion that an  
17 employee's job performance or behavior may be impaired by illegal drugs, including improper use  
18 of prescribed drugs, or alcohol, the Director or designee may require the employee to undergo drug  
19 or alcohol testing.**

20 **An employee who is required to submit to drug or alcohol testing based upon reasonable suspicion  
21 and refuses the drug test shall be charged with insubordination, and necessary procedures will be  
22 taken to terminate the employee in accordance with board policy and state law, where applicable.**

23 **An employee who tests positive on a reasonable suspicion test will be in violation of this policy and  
24 subject to termination.**

25 **The Director or authorized designee are the only individuals in the district authorized to make the  
26 determination that reasonable suspicion or cause exists to order a drug screen and are the only  
27 individuals who may order an employee to submit to a drug screen.**

28 **Two types of cases for which reasonable suspicion procedures may be invoked are:**

1 **1. Chronic Case: Deteriorating job performance or changes in personal traits characteristics**  
2 **where the use of alcohol or drugs may be reasonably suspected as the cause.**

3  
4 **2. Acute Case: Appearing in a specific incident or observation to then be under the present**  
5 **influence of alcohol or drugs, or investigation of an accident where the use of alcohol or**  
6 **drugs is reasonably suspected to be a contributing cause.**

7 **Circumstances under which substance screening may be considered, in either the chronic or acute**  
8 **cases, include, but are not limited to, the following:**

9 **1. Observed use, possession, or sale of illegal drugs and/or use, possession, sale, or abuse of**  
10 **alcohol and/or the illegal use or sale of prescription drugs.**

11  
12 **2. Apparent physical state of impairment of motor functions.**

13  
14 **3. Marked changes in personal behavior not attributable to other factors.**

15  
16 **4. Employee involvement in or contribution to an accident where the use of alcohol or drugs is**  
17 **reasonably suspected or employee involvement in a pattern of repetitive accidents, whether or**  
18 **not they involve actual or potential injury.**

19  
20 **5. Violations of criminal drug law statutes involving the use of illegal drugs, alcohol, or**  
21 **prescription drugs and/or violations of drug statutes.**

22 **The circumstances under which substance screening may be considered, as outlined above, are**  
23 **strictly limited in time and place to employee conduct on duty or during work hours, or on or in**  
24 **Board of Education property, or at school system-approved or school-related functions.**

25 **Drug and alcohol screening shall be conducted by Board approved, independent, certified**  
26 **laboratories utilizing recognized techniques and procedures.**

27 ~~Any employee may be required to submit to substance screening if the following conditions exist: (list~~  
28 ~~is not inclusive):~~

29 ~~1. Observed use, possession or sale of illegal drugs and/or use, possession, sale, or abuse of alcohol~~  
30 ~~and/or prescription drugs;~~

31 ~~2. Apparent physical state of impairment of motor functions;~~

32 ~~3. Marked changes in personal behavior not attributed to other factors;~~

33 ~~4. Employee involvement in or contribution to an accident where the use of alcohol or drugs is~~  
34 ~~reasonably suspected or employee involvement in a pattern of repetitive accidents whether or not~~  
35 ~~they involve actual or potential injury; or~~

36 ~~5. Violation of criminal statutes involving the use of illegal drugs, alcohol or prescription drugs~~  
37 ~~and/or violations of drug statutes.~~

## 1    **TESTING FOR CDL EMPLOYEES & OTHER EMPLOYEES WHO DRIVE SYSTEM** 2    **VEHICLES**

3    All drivers and applicants for driver positions who are required to hold a Commercial Driver's License  
4    (CDL) or drive system-owned vehicles to perform their job function must adhere to the requirements of  
5    this policy and all procedures relating to this policy.<sup>1</sup>

6    The use, possession, sale, purchase or transfer of any controlled substances except medically prescribed  
7    drugs on school property, while on school business or while operating school vehicles and equipment is  
8    prohibited. Drinking alcoholic beverages during working hours, four (4) hours before reporting to work  
9    or having any measurable amount of alcohol in their system during working hours is prohibited, whether  
10   on or off school property. Working hours include all breaks. Off-duty use of drugs and alcohol is  
11   prohibited to the extent that it affects driver's attendance or performance and their ability to pass required  
12   DOT alcohol and controlled substance tests. Any violation of this policy is grounds for termination as  
13   an employee of the board and possible legal prosecution.

14   The use of any prescription drug that could affect the central nervous system or one that would impair  
15   reaction time shall be reported to the director of schools or designee. Notice shall be given of non-  
16   prescription (over-the-counter) drugs being taken on a regular basis. The notice shall include the duration  
17   of ingestion and the possible side effects.

### 18    **Procedures**

19   The execution and enforcement of this policy will follow set procedures to screen bodily fluids, conduct  
20   breath testing, and/or search all employee/applicants for alcohol and drug use, and those employees  
21   suspected of violating this policy who are involved in a reportable accident or who are periodically or  
22   randomly selected. The procedures are designed not only to detect violations of this policy, but also to  
23   ensure fairness to each employee. Disciplinary action will be taken as necessary.

### 24    **Implementation**

25   The director of schools or designee is authorized to implement this policy and procedures for the drug  
26   testing program, including a periodic review of the program to address any problems, changes and/or  
27   revisions of it, maintenance of all records required by the federal regulations, and determination upon  
28   board approval of how the program will be accomplished, whether in-house, contracted or by  
29   consortium.

### 30    **Dissemination**

31   The director of schools or designee shall be responsible for communicating this policy and the  
32   procedures to all employees affected by this policy and shall be accountable for its consistent  
33   enforcement.<sup>2</sup> The director of schools or designee is designated to answer questions about this policy,  
34   procedures and all other matters involved in alcohol and controlled substance testing of CDL drivers  
35   and the reasonable suspicion testing of all other employees.  
36

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Legal References

1. 49 USCS § 5331; Alcohol and Controlled Substances Testing (Omnibus Transportation Employee Testing Act of 1991)
2. 49 CFR 382.601

# Bristol Tennessee City Schools

Descriptor Term: <b>Drug-Free Workplace</b>	Descriptor Code: <b>5.404</b>	Issued Date: <b>09/16/19</b>
	Rescinds: <b>5.404</b>	Issued: <b>01/15/18</b>

## 1 *General*

2 Bristol Tennessee City Schools has a longstanding commitment to provide a safe and productive  
3 environment for staff and students. Alcohol and drug abuse and misuse pose a threat to the health and  
4 safety of everyone involved. For these reasons, Bristol Tennessee City Schools is committed to the  
5 elimination of drug and/or alcohol use and abuse in the workplace.

6 Any employee who violates the terms of this policy shall be subject to disciplinary action, including  
7 but not limited to, suspension, dismissal, and/or referral for prosecution.<sup>1</sup>

8 The director of schools shall be responsible for providing a copy of this policy to all school district  
9 employees.

## 10 **DEFINITIONS**

11 “Workplace” shall include any school building or any school premise; any school-owned or any other  
12 school-approved vehicle used to transport students to and from school or school activities; and off-  
13 school property during any school-sponsored or school approved activity, event, or function.

14 “Illegal drugs” shall include any narcotic drug, hallucinogenic drug, amphetamine, barbiturate,  
15 marijuana, or any other controlled substance as defined by federal law.<sup>2</sup>

16 “Unauthorized drugs” shall include, but are not limited to, inhalants; any designer, synthetic,  
17 derivative, analogous, or "look-alike" substances that are manufactured, designed, or intended to  
18 resemble and/or mimic the effects of illegal drugs; any legally prescribed drugs being used in a manner  
19 for which they were not intended or prescribed including, but not limited to, the use of prescription  
20 drugs prescribed for another individual; and any lawful substances that could result in impairment of  
21 physical or mental capacity that is threatening to the health or safety of the employee or others.<sup>3</sup>

22 “Alcohol” shall include, but is not limited to, spirits, liquor, wine, beer, and any liquid  
23 containing alcohol as defined by state and federal law.<sup>4</sup>

## 24 **ALCOHOL & DRUG-FREE WORKPLACE**

25 No employee while on or in the workplace shall unlawfully manufacture, distribute, dispense, possess,  
26 use, or be under the influence of any illegal or unauthorized drugs<sup>1</sup> or any alcohol.<sup>5</sup>

## 27 **PHYSICAL EXAMINATION/SCREENING BASED UPON REASONABLE SUSPICION**

- 1 ***Whenever the Director of Schools or authorized designee reasonably suspects that an employee's***  
2 ***work performance or on-the-job behavior may have been affected in any way by illegal drugs or***  
3 ***alcohol or that an employee has otherwise violated this policy, the employee may be required to***  
4 ***submit to drug and alcohol testing as detailed in Policy 5.403 Drug & Alcohol Testing.***

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Legal References

1. Drug Free Workplace Act of 1988, 41 USCA § 8103; [34 CFR §§ 84.205 – 84.215](#)
2. 21 USCA § 812
3. TCA 49-5-1003 [\(b\)\(16\), \(17\), \(18\)](#)
4. TCA 57-4-102; 26 USCA § 5002
5. TCA 39-17-715

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Cross References

- Supervision 5.108  
Drug & Alcohol Testing for Employees 5.403  
Drug-Free Schools 6.307

## Bristol Tennessee City Schools

	Descriptor Term: <b>Staff Rights &amp; Responsibilities</b>	Descriptor Code: <b>5.600</b>	Issued Date: <b>08/21/23</b>
		Rescinds:	Issued:

1 In fulfilling any rights and responsibilities, employees shall give proper consideration to the  
2 educational welfare of students and ensure that no conflict exists with their duties.

3 Each staff member has the right to a work environment free from sexual, racial, ethnic, and religious  
4 discrimination/harassment.<sup>1</sup>

5 Educators have the right to:<sup>2</sup>

6 1. Be treated with civility and respect ~~as well as having their professional judgement and~~  
7 ~~discretion respected;~~

8  
9 2. Have their professional judgment and discretion respected;

10  
11 3. Report any errant, offensive, or abusive content or behavior of a student to the principal and/or  
12 appropriate agencies;

13  
14 4. Provide students with a safe environment;

15  
16 5. Defend themselves and their students from physical violence or harm;<sup>3</sup>

17  
18 6. Share information regarding a student's educational experience, health, or safety with the  
19 student's parent(s)/guardian(s) unless otherwise prohibited;<sup>4</sup>

20  
21 7. Review all instructional material or curriculum before being utilized by students;

22  
23 8. Not be required to use personal money to appropriately equip a classroom;

24  
25 9. Report students who commit offenses of assault and battery or vandalism on school property  
26 endangering the life, health, or safety of others pursuant to state law;<sup>5</sup> and

27  
28 10. Receive benefits in accordance with state law if the educator is a teacher who is on leave due to  
29 a physical assault or other violent criminal act committed during the course of employment.<sup>6</sup>

30 Each staff member has the responsibility to:

31 1. Make themselves familiar with and abide by the laws of the state, the policies of the board, and  
32 the procedures designed to implement them;

33 2. To adhere to the Teacher Code of Ethics, to the extent applicable;<sup>7</sup>

- 1        3. Exercise good judgment in selecting issues for discussion and balance the relative maturity of
- 2            students and the students' right to know;
- 3        4. Be courteous and helpful in interacting and responding to parent(s)/guardian(s), visitors, and
- 4            members of the public;
- 5        5. Keep all records and prepare and submit promptly all reports that may be required by state law,
- 6            State Board of Education rules and regulations, board policy, and administrative procedures; and
- 7        6. Wear appropriate dress for work according to local school rules.

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**Legal References**

1. 42 USCA § 2000e-2(a), (b); TCA 49-6-8004
2. TCA 49-5-209; Public Acts of 2023, Chapter No. 153
3. TCA 49-6-2802
4. 20 USCA § 1232g
5. TCA 49-6-4301
6. TCA 49-5-714
7. TCA 49-5-1001 et seq.

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**Cross References**

Curriculum Development 4.200  
Controversial Issues 4.800  
Religious Content of Courses 4.804  
Staff-Student Relations 5.610  
Ethics 5.611

# Bristol Tennessee City Schools

	Descriptor Term: <b>Staff Time Schedules</b>	Descriptor Code: <b>5.602</b>	Issued Date: <b>08/16/21</b>
		Rescinds: <b>5.602</b>	Issued: <b>04/20/20</b>

## 1 WORK SCHEDULES

2 The workday for full-time licensed and professional staff will be a minimum of seven hours and thirty  
3 minutes<sup>1</sup> and will continue until professional responsibilities to the student and the school are completed.  
4 Administrative meetings, curriculum development, student supervision, assigned duties, parent  
5 conferences, group or individual planning, and extra-curricular activities may require hours beyond the  
6 stated minimum. Teachers shall be allotted an individual duty-free planning period of two and one-half  
7 (2 1/2) hours each week to provide time for planning, preparation for effective teaching, and attention to  
8 major program improvement.<sup>2</sup> Work schedules for other employees will be defined by the director of  
9 schools or designee, consistent with the Fair Labor Standards Act and provisions of this policy.

## 10 WORKWEEK DEFINED

11 Working hours for all employees not exempted under the Fair Labor Standards Act,<sup>3</sup> including, but not  
12 limited to, secretaries, bus drivers, cafeteria, janitorial, and maintenance personnel will conform to  
13 federal and state regulations. The director of schools will ensure that job positions are classified as  
14 exempt or non-exempt and that employees are made aware of such classifications. Supervisors will  
15 make every effort to avoid circumstances which will require non-exempt employees to work more than  
16 forty (40) hours each week.

## 17 OVERTIME AND COMPENSATORY TIME<sup>4</sup>

18 The board expects that employees will work in excess of standard hours when requested. When work  
19 in excess of standard hours is required, non-exempt employees will be compensated for all hours  
20 worked in accordance with state and federal wage and hour laws.

21 Overtime is defined as time actually worked or covered by approved paid leave in excess of forty (40)  
22 hours per work week. Authorized and scheduled short break periods (generally 20 minutes or less) are  
23 considered hours worked, but bona fide meal break periods are not.

24 All supervisory personnel must monitor overtime. Principals and supervisors will monitor employees'  
25 work, will ensure that overtime provisions of this policy and the Fair Labor Standards Act are followed,  
26 and will ensure that all employees are compensated for any overtime worked. Principals or supervisors  
27 may need to adjust schedules within the same workweek to prevent non-exempt employees from working  
28 more than forty (40) hours in a workweek. Accurate and complete time sheets of actual hours worked  
29 during the workweek will be signed by each employee and their supervisor and submitted to the payroll  
30 department for processing. The ~~finance director~~ chief financial officer will review work records of  
31 employees on a regular basis to make an assessment of overtime use.

1 Any employee who works overtime without receiving prior approval **will may** be subject to disciplinary  
2 action, up to and including termination.

3 In lieu of overtime compensation, non-exempt employees may receive compensatory time off at a rate  
4 of not less than one and one-half (1.5) hours for every one hour of overtime over 40 hours worked in a  
5 pay week, if such compensatory time (1) is pursuant to an agreement between the employer and  
6 employee reached before overtime work is performed, and (2) is authorized by the immediate supervisor.

7 Employees will be allowed to use compensatory time within a reasonable period after requesting such  
8 use if the requested use of the compensatory time does not unduly disrupt the operation of the school  
9 division. Employees may accrue a maximum of 240 compensatory time hours before they will be pro-  
10 vided overtime pay at the rate earned by the employee at the time the employee receives such payment.  
11 In addition, upon leaving the school division, an employee must be paid for any unused compensatory  
12 time at the rate of not less than the higher of (1) the average regular rate received by the employee during  
13 their last three (3) years of employment, or (2) the final regular rate received by the employee.

#### 14 **LUNCH PERIODS**

15 All employees classified as “non-exempt” pursuant to the Fair Labor Standards Act shall have at least  
16 a thirty (30) minute unpaid rest break or meal period if scheduled to work six (6) hours consecutively.

17 Meal breaks shall not routinely be scheduled during or before the first hour, or during the last hour, of  
18 an employee’s scheduled work shift.

19 During this scheduled meal break, the employee shall be relieved of all duties of any nature.

#### 20 **ATTENDANCE EXPECTATIONS**

21 All employees are expected to be present during all work hours. Absence without prior approval, chronic  
22 absences, habitual tardiness, or abuses of designated working hours are all considered neglect of duty  
23 and will result in disciplinary action up to and including dismissal.

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##### Legal References

1. TRR/MS 0520-01-02-.31(5)
2. TRR/MS 0520-01-02-.31(6); TCA 49-1-302(e)(2)
3. 29 CFR § 553.20—23
4. 29 CFR § 541.100—101, 200, 204, 300, 303

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##### Cross References

- School Day 1.801
- Curriculum Development 4.200
- Reporting Student Progress 4.601
- In-Service and Professional Learning Opportunities 5.113

# Bristol Tennessee City Schools

	Descriptor Term: <b>Staff Gifts and Solicitations</b>	Descriptor Code: <b>5.605</b>	Issued Date: <b>01/15/18</b>
		Rescinds: <b>6.106</b>	Issued: <b>10/13/14</b>

## 1 GIFTS

2 Employees of the board shall not accept gifts from students unless the gifts are of token value only.

3 Individual employees of the system will refrain from giving gifts to staff members who exercise  
4 administrative or supervisory jurisdiction over them, either directly or indirectly. The collection of  
5 money for group gifts is discouraged except in special circumstances such as bereavement, serious  
6 illness, or for mementos at retirement.

7 Employees are prohibited from accepting things of material value from individuals, companies, or  
8 organizations doing business with the school system. Exceptions to this policy are the acceptance of  
9 minor items which are generally distributed to all by the companies through public relations programs.

## 10 SOLICITATIONS

11 No organization may solicit funds from employees within the schools. ***Such requests must comply with***  
12 ***policy 1.806 – Advertising and Distribution of Materials in the Schools.*** ~~Flyers or other materials~~  
13 ~~related to fund drives shall not be distributed through the schools without the written approval of the~~  
14 ~~director of schools.~~

15 ~~Employees will not be responsible for the collection of any money or the distribution of any fundraising~~  
16 ~~materials within the schools unless such activity has the director of schools' written approval.~~

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### Cross References

Advertising & Distribution of Materials in Schools 1.806  
Fundraising Activities 2.601  
Vendor Relations 2.809  
Staff Conflicts of Interest 5.601  
Student Gifts 6.710

# Bristol Tennessee City Schools

	Descriptor Term: <b>Political Activities</b>	Descriptor Code: <b>5.606</b>	Issued Date: <b>08/16/21</b>
		Rescinds: <b>5.606</b>	Issued: <b>01/15/18</b>

1 Employees have a right to express their views on any political issue on their own time, but must in each  
2 case make clear that the view expressed is not the official view of the Board or school system.

3 Employees may, on their own time, campaign for or against any candidate or referendum, but are  
4 prohibited from using system owned property to engage in political activity. System owned property  
5 includes, but are not limited to: all buildings, signage, message boards, telephonic equipment, electronic  
6 equipment, and email accounts. **District-owned property, including school buildings, district offices,  
7 and other facilities, shall not be used as a location for filming or recording content intended for  
8 political promotion or solicitation.** Employees shall not use audio or video messages to engage in any  
9 political promotion or solicitation during school hours.<sup>1</sup>

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#### Legal References

1. TCA 49-6-2009

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#### Cross References

- Board-Community Relations 1.500  
News Releases, News Conferences & Interviews 1.503  
Advertising & Distribution of Materials in Schools 1.806

# Bristol Tennessee City Schools

	Descriptor Term: <b>Non-School Employment</b>	Descriptor Code: <b>5.607</b>	Issued Date: <b>01/15/18</b>
		Rescinds:	Issued:

1 A given professional exempt position may require additional hours during evenings or other times when  
2 offices may be closed. Outside employment is regarded as employment for compensation that is not  
3 within the duties and responsibilities of the employee's regular position with the school system.

4 No employee will perform any duties related to an outside job during their regular working hours or  
5 during the additional time that the responsibilities of the position require, nor will an employee use any  
6 district facilities, equipment, or materials in performing outside work. This includes the board's computer  
7 systems and networks and any configuration of hardware and software. The systems and networks  
8 include all of the computer hardware, operating system software, stored text, and data files. This includes  
9 but is not limited to, electronic mail, local databases, externally accessed databases (such as the Internet),  
10 CD-ROM, optical media, clip art, digital images, digitized information, communications technologies,  
11 and new technologies as they become available. The school district reserves the right to have all  
12 technology resource activity monitored.

13 The board's technology resources will be used only for learning, teaching, and administrative purposes  
14 consistent with the board's mission and its goals. Commercial use of the board's system is strictly  
15 prohibited.

16 When the periods of work are such that certain evenings, days, or vacation periods are duty-free, the  
17 employee may use such off-duty time for the purposes of compensation provided all the following  
18 conditions are met:

- 19 1. The work in no way interferes with the degree of effectiveness of their work in the school system;
- 20 2. The work in no way reflects detrimentally upon the school system or its prestige;
- 21 3. Such outside obligations do not prevent the individual from assuming duties required by the  
22 regular position; and
- 23 4. The individual does not receive compensation for work that is customarily within their regular  
24 position.<sup>1</sup>

25 Any employee who wishes to provide to students of Bristol Tennessee City Schools outside the school  
26 workday the same or similar services for which they are employed by the school system must have  
27 written approval from the director of schools.<sup>2</sup> ~~This shall not apply to services rendered through the  
28 extended contracts awarded by the Extended Learning Program.~~

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Legal References

1. TCA 49-5-410
2. TCA 49-5-1003; TCA 49-2-405(a)

# Bristol Tennessee City Schools

	Descriptor Term: <b>Staff-Student Relations</b>	Descriptor Code: <b>5.610</b>	Issued Date: <b>08/21/23</b>
		Rescinds: <b>5.610</b>	Issued: <b>08/16/21</b>

1 Staff members shall maintain professional relationships with students at all times and develop  
2 wholesome and constructive relationships with them. Staff members shall be expected to regard each  
3 student as an individual and to accord each student the rights and respect that is due.

4 Staff members shall promote a learning environment that encourages fulfillment of each student's  
5 potential in regard to their program, consistent with district goals and with optimal opportunities for  
6 students. This goal may be reached by adapting instruction to individual needs by:

- 7 1. Insisting on reasonable standards of scholastic accomplishment for all students;
- 8 2. Creating a positive atmosphere in and out of the classroom;
- 9 3. Extending courtesy and respect to students; and
- 10 4. Treating all students with consistent fairness.<sup>1</sup>

11 Staff members shall use good judgment in their relationships with students beyond their work  
12 responsibilities and/or outside the school setting and shall avoid excessive informal and social  
13 involvement with individual students.

14 This includes unprofessional and inappropriate communication on social media sites or other electronic  
15 communications.

16 Examples of unprofessional and inappropriate communications include, but are not limited to:

- 17 1. employees fraternizing or communicating with students in a peer to peer or unduly familiar  
18 manner;
- 19 2. writing personal letters, e-mailing, texting, or calling students on their cell phones about subject  
20 matter that is beyond the scope of their professional relationship;
- 21 22 3. sending suggestive, lewd, or indecent pictures or images to students;
- 23 24 4. discussing or revealing to students inappropriate aspects of private lives or inviting students to  
25 do the same; being overly familiar, and
- 26 27 5. engaging in unnecessary and/or non-curricular dialogue concerning topics of a sexual nature.  
28

- 1 Employees must guard against associations with students that are outside the normal scope of  
2 employment and appropriate educator/student relationship. Employees engaging in such inappropriate  
3 conduct will be subject to disciplinary action, up to and including immediate termination of their  
4 employment. Any extenuating circumstances will be considered on an individual basis by the supervisor  
5 and/or director of schools.
- 6 Employees who have reason to believe that another employee is inappropriately involved with a  
7 student, as described above, are obligated to report this information to their school principal, the  
8 director of schools, or chief human resources officer immediately.
- 9 Any appearance of impropriety shall be avoided. Sexual relationships between employees and students  
10 shall be prohibited.<sup>2</sup>

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Legal References

1. TCA 49-5-1003
2. TCA 39-13-506; TCA 39-13-527

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Cross References

Staff Rights & Responsibilities 5.600  
Ethics 5.611  
Student Discrimination, Harassment, Bullying, Cyber-  
bullying, and Intimidation 6.304  
Reporting Child Abuse 6.409

# Bristol Tennessee City Schools

	Descriptor Term: <b>Classification of Employees Full-Time/Part-Time Employment Status</b>	Descriptor Code: <b>5.6021</b>	Issued Date: <b>08/21/23</b>
		Rescinds: <b>5.6021</b>	Issued: <b>01/15/18</b>

1 Any employee who regularly works less than thirty (30) scheduled hours per week will be classified as  
2 a part-time employee by the Bristol Tennessee City School System. Part-time employees who  
3 regularly work less than 30 hours, but not less than 20 hours per week, will be eligible to participate in  
4 the voluntary Section 125 (cafeteria) benefits through the district's third party provider, but will not be  
5 eligible to participate in the state health, dental, or vision or the group life insurance plan. Part-time  
6 employees working less than 30 hours per week are not eligible to accrue any paid time off.

7 A regular work schedule of thirty (30) hours or more is required for an employee to be classified as  
8 full-time. Full-time employees are eligible for all health and welfare benefits.

9 ~~Temporary and seasonal workers may be hired for up to forty (40) hours per week for a defined period~~  
10 ~~of time with no benefits.~~

# Bristol Tennessee City Schools

	Descriptor Term: <b>Interim Employees</b>	Descriptor Code: <b>5.700</b>	Issued Date: <b>01/15/18</b>
		Rescinds:	Issued:

1 Certified vacancies occurring after the first day of the school year will be filled as temporary  
2 replacements for the remainder of the school year. Employees may also be hired on an interim basis to  
3 fill a vacancy created by a staff member's approved leave of absence.<sup>1</sup>

4 Such positions will be filled at the discretion of the director of schools in such a manner as to cause the  
5 least disruption in the educational process for students and as quickly as possible to ensure a continuous  
6 function of the position. Exceptions may be made for special assignments or hard-to-fill positions as  
7 recommended by the director of schools. **Persons filling temporary positions shall have no expectation**  
8 **of continued employment.**

9 Persons filling any temporary positions shall have no expectancy of continued employment, but such  
10 person may be considered for employment in filling vacancies as specified in the section dealing with  
11 initial employment.

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## Legal References

1. TCA 49-2-203(a)(1)(A); TCA 49-5-702

# Bristol Tennessee City Schools

	Descriptor Term: <b>Substitute Teachers</b>	Descriptor Code: <b>5.701</b>	Issued Date: <b>08/18/25</b>
		Rescinds: <b>5.701</b>	Issued: <b>08/19/24</b>

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies  
2 until a licensed teacher is available.<sup>1,2</sup> Substitute teachers may be employed and paid directly by the  
3 board of education or by a third party employer through an agreement between such third party employer  
4 and the board of education.

5 Substitute teachers employed by third party entities shall be subject to the same unemployment benefit  
6 eligibility conditions as substitute teachers employed directly by the board of education.<sup>2</sup>

## 7 **APPLICATION/QUALIFICATIONS**

8 Criminal history record checks and fingerprinting of applicants for substitute teaching are required.<sup>3</sup>

9 Applicants with revoked licenses or certificates according to the Department of Education shall not be  
10 hired.<sup>4</sup>

11 Qualifications for substitute teachers shall be determined by the director of schools in compliance with  
12 state laws and regulations.

## 13 **COMPENSATION**

14 If employed directly by the board of education, the compensation of substitute teachers shall be  
15 determined annually by the board.

16 In order to be paid as a degreed substitute, a copy of college transcript showing date degree was conferred  
17 or a copy of college diploma is required.

18 Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same  
19 as a retired substitute teacher with an active teaching license. This only applies to teachers who retired  
20 after July 1, 2011 through July 1, 2016.<sup>5</sup>

## 21 **CERTIFICATION**

22 When substituting for a regular teacher who has been absent for thirty (30) consecutive days, a substitute  
23 teacher must possess a teaching certificate with endorsement in the discipline(s) to be taught or shall be  
24 a retired teacher that held the appropriate endorsement.<sup>6</sup> When substituting for a teacher without paid  
25 time off, the substitute shall be certified and paid according to the state and local salary schedules.<sup>1</sup>

## 26 **EMERGENCY NEEDS**

1 All ~~teacher aides, secretaries, and clerks~~ **staff** are approved substitute teachers for use in emergency  
2 situations. Emergency use shall be defined as less than a full day due to the regular or substitute teacher  
3 being unable to arrive on time or remain for the full day.

#### 4 **TRAINING AND ORIENTATION**

5 The director of schools shall be responsible for ensuring that there are appropriate training and  
6 development programs for substitute teachers that includes the annual school safety training required by  
7 state law.<sup>7</sup>

#### 8 **RESPONSIBILITIES**

9 Substitute teachers shall assume the same responsibilities as the regular teacher, including, but not  
10 limited to, bus duty and playground supervision, if required.

#### 11 **RE-EMPLOYMENT/TERMINATION**

12 On a regular basis, the director of schools, with input from the principals, shall determine which  
13 substitute teachers performed at an acceptable level. Substitute teachers who performed below an  
14 acceptable level shall not be re-employed.

15 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying  
16 Human Resources and/or third party employer if they wish to terminate their service as substitutes.

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#### Legal References

1. [TRR/MS 0520-01-02-.04\(5\)](#)
2. [TCA 49-5-709](#)
3. [TCA 49-5-413\(a\)\(2\)](#)
4. [TCA 49-2-203\(a\)\(14\)\(C\)](#)
5. [TCA 49-3-312\(b\)](#)
6. [TCA 49-3-312\(a\); TRR/MS 0520-01-02-.04\(5\)\(b\)](#)
7. [TCA 49-6-805\(7\)](#)

#### Cross References

Background Investigations 5.118  
Employment of Retirees 5.119

# Bristol Tennessee City Schools

	Descriptor Term: <b>Director of Schools</b>	Descriptor Code: <b>5.800</b>	Issued Date: <b>08/21/23</b>
		Rescinds: <b>5.800</b>	Issued: <b>01/15/18</b>

- 1 The director of schools shall be the chief executive officer of the school system and shall have, under  
2 the direction of the board, general supervision of all the public schools, personnel, and departments of  
3 the school system. ***The Director of Schools is the only employee directly employed by the Board of***  
4 ***Education. All other employees of the district are employed, supervised, and managed under the***  
5 ***authority of the Director of Schools.***<sup>1</sup>
- 6 The Director of Schools is responsible for the management of the schools ***under all applicable laws***  
7 ***and regulations and Board policies*** and is accountable to the board.<sup>2</sup>
- 8 The Director of Schools may delegate any assigned duties to other school personnel as needed.

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## Legal References

1. TCA 49-2-301(a)
2. ***TCA 49-2-301(b)(1)(A)***



# Bristol Tennessee City Schools

Descriptor Term:  <b>Student Wellness</b>	Descriptor Code: <b>6.411</b>	Issued Date: <b>08/18/25</b>
	Rescinds: <b>6.411</b>	Issued: <b>01/15/18</b>

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

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

6 All schools shall implement the CDC's Coordinated School Health (CSH) program for approach to  
7 ~~managing new and existing~~ wellness related programs and services in schools and the surrounding  
8 community based on State law and State Board of Education CSH standards and guidelines. The  
9 ~~school~~ district's Coordinated School Health Coordinator ~~or supervisor~~ shall be responsible for  
10 overseeing compliance with State Board of Education CSH standards and guidelines in the school  
11 district.

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

13 A ~~school~~ district ~~School~~ Health Advisory Council shall be established to serve as a resource to schools  
14 ~~sites~~ for implementing policies and programs ~~and develop an active working relationship with the~~  
15 ~~county health council~~. The council shall consist of individuals representing the school and community,  
16 including parents, students, teachers, school administrators, health professionals, school food service  
17 representatives, and ~~members of the public~~ ~~other stakeholders concerned with the health and wellness~~  
18 ~~of students~~. The primary responsibilities of the council include, but are not limited to ~~reviewing the~~  
19 ~~CSH plan, and as necessary, making recommendations as to procedures and programs.~~ ÷

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

27 The State Board of Education's Coordinated School Health and physical activity policies shall be used  
28 as guidance by the council to make recommendations. The board will consider recommendations of  
29 the council in making policy changes or revisions.

30 Additionally, each school ~~will~~ ~~shall~~ have a Healthy School Team ~~that is representative of all eight (8)~~  
31 ~~components of the CSH program. The team members shall consist~~ ~~consisting~~ of the principal, teachers,

1 ~~staff~~, students, parents, and **community members** ~~administrators~~ **with at least half of the team members**  
2 **being non-school personnel.**<sup>2</sup> The team will hold Healthy School Team meetings during the school  
3 year to assess needs and oversee planning and implementation of school health efforts. The director of  
4 schools or designee will ensure ~~schools are in~~ compliance with the ~~Student~~ **school wellness** policy, to  
5 include an assessment of the implementation of the **wellness** policy and the progress made in attaining  
6 the policy goals. The assessment will be made available to the public.

## 7 **COMMITMENT TO NUTRITION**

8 All schools within the district shall participate in the USDA child nutrition programs, which may  
9 include but not be limited to, the National School Lunch Program, the School Breakfast Program, the  
10 Summer Food Service Program, and the After School Snack Program.<sup>4,5,6</sup>

11 **Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given adequate**  
12 **time to enjoy healthy meals and relax in a pleasant environment. Good nutritional habits shall be**  
13 **encouraged.** All food **and beverages** including vending machines, fundraising items, and concessions  
14 ~~must~~ **shall** meet guidelines set forth by the Healthy, Hunger-free Kids Act, ~~of 2010,~~ **and Smart Snacks**  
15 **in Schools.**<sup>4,5,6</sup> The ~~school~~ principal/designee shall be responsible for overseeing the school district's  
16 compliance with the State Board of Education **rules and regulations** for sale of food items ~~and food and~~  
17 ~~beverage marketing~~ in the school district.<sup>2,4,5,6</sup>

### 18 ***Fundraising***

19 Food and beverages sold that can be consumed on campus during the school day must meet or exceed  
20 the USDA Smart Snacks guidelines in school nutrition standards. Schools shall follow the limit on  
21 days per semester in which non-healthy foods may be used for fundraisers.<sup>5,4</sup>

## 22 **DISTRICT GOALS**

23 The **school** district will promote healthy nutrition through various activities, including nutrition-related  
24 newsletters, informational links on the **school** district website, healthy eating posters, and bulletin  
25 boards in dining areas, and informational booths at various community functions. Nutrition  
26 ~~Education~~ **education** will be offered as part of a standards-based program designed to provide  
27 students with the knowledge and skills needed to promote and protect their health as outlined in  
28 the State Board of Education Health Education and Lifetime Wellness Standards. Nutrition  
29 ~~Education~~ **education** will discourage teachers from using high fat, sugar, and sodium foods as rewards  
30 and encourage students to start each day with a healthy breakfast. ~~The district will develop and~~  
31 ~~maintain a plan for management and evaluation of the Student Wellness policy.~~ If a district engages in  
32 food or beverage marketing, all marketing shall comply with the Smart Snacks in School nutrition  
33 standards.<sup>7,6</sup>

## 34 **COMMITMENT TO PHYSICAL ACTIVITY AND PHYSICAL EDUCATION**<sup>8,7</sup>

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

1 Physical education classes shall be offered as part of a standards-based program designed to provide  
 2 developmentally appropriate moderate to vigorous physical activity as an integral part of the class. All  
 3 physical education classes shall comply with the State Board of Education's Physical Education  
 4 Standards.

5 Unstructured physical activity periods shall be offered in addition to the school district's physical  
 6 education program. Elementary school students shall receive a minimum of forty (40) minutes of  
 7 physical activity each full school day. Middle and high school students shall receive a minimum of  
 8 ninety (90) minutes of physical activity each full school week.

9 Physical activity will be conducted outside if weather permits. The following activities shall not be  
 10 considered physical activity: walking to and from class, time spent on an electronic device, and time  
 11 spent in a physical education class.

12 Schools shall continue to offer after-school sports and activities. Physical activity shall not be  
 13 employed as a form of discipline. Physical activity shall not be withheld from a student as a form of  
 14 punishment.

#### 15 **COMMITMENT TO CURRICULUM<sup>32</sup>**

16 All applicable courses of study ~~should~~ shall be based on state-approved curriculum standards.

#### 17 **SCHOOL HEALTH INDEX<sup>2</sup>**

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

#### 21 **RECORD KEEPING COMPLIANCE**

22 The ~~school~~ district's Coordinated School Health Coordinator shall ensure that records demonstrating  
 23 compliance with community involvement requirements are maintained. The Coordinated School  
 24 Health Coordinator shall additionally document that the ~~school Student Wellness~~ **wellness** policy and  
 25 triennial assessments are made available to the public.<sup>98</sup>

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#### Legal References

1. [TCA 49-6-1022](#)
2. [State Board of Education Policy 4.204](#)
3. ~~[State Board of Education Policy 4.206](#)~~
4. [42 USCA § 1758b; TRR/MS 0520-01-06-.04](#)
5. [TRR/MS 0520-01-06](#)
6. [7 CFR § 210; 7 CFR § 220](#)
7. [7 CFR 210.31\(c\)\(3\)\(iii\)](#)
8. [TCA 49-6-1021; Public Acts of 2025, Chapter No. 306; State Board of Education Policy 4.206](#)
9. [7 CFR § 210.31\(f\)](#)

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#### Cross References

Student Suicide Prevention 6.415

<b>Bristol Tennessee City Schools</b>			
	Descriptor Term: <b>Insurance Management</b>	Descriptor Code: <b>3.600</b>	Issued Date: <b>04/20/26</b>
		Rescinds: <b>3.600</b>	Issued: <b>06/17/24</b>

1 The insurance program shall provide coverages in a minimum of the following broad categories:

- 2 1. Property: Buildings and contents against fire, extended coverage, vandalism and malicious  
3 mischief, boiler and machinery explosion as provided by the City of Bristol Tennessee.
- 4 2. Liability: Vehicles operated by the school system.
- 5 3. Liability: Board members, director of schools and employees resulting from discharging their  
6 duties and students participating in work-based learning;<sup>1</sup>
- 7 4. Worker’s compensation; and
- 8 5. Fidelity: Blanket bond and fiscal agent’s bond as required by statute.<sup>2</sup>

9 The director of schools or designee shall continually review the insurance program to ensure that  
10 adequate protection is being provided at a reasonable price.

11 **TERM-LIFE INSURANCE**

12 The board shall pay the individual premium for employees eligible and participating in the school  
13 system's term-life insurance program. Additional term-life insurance is available and shall be at the  
14 expense of the employee.

15 **GROUP HEALTH<sup>3</sup>**

16 The board will participate in the State of Tennessee Group Insurance Program which includes different  
17 health coverage options. The board will pay the full employee only premium for at least one, if not  
18 more, of the plan options. The board may contribute additional funds above the individual employee  
19 only premium, including contributions to the Health Savings Accounts (HSA) owned by the employee,  
20 not to exceed the maximum allowed by federal law. Additional contributions made by the board shall  
21 be reviewed annually.

22 The director of schools or designee shall ensure the district is compliant with regard to the privacy of  
23 HIPPA protected information as required by law.<sup>4</sup>

24 For employees selecting a family coverage option, the board will pay at least seventy (70) percent  
25 toward the employee’s selected coverage option. The employee will pay the remaining portion of the  
26 selected premium.

1 The board will continue payment of an employee's medical insurance premium if the employee  
2 receives a disability that requires leave up to one (1) year or until the employee becomes eligible for  
3 Medicare, whichever occurs first. The premium paid by the board will be the same as other employees.  
4 The employee will be responsible for the remaining portion of any selected coverage premium.

## 5 RETIREES

1 Bristol Tennessee City Schools employees who retire with at least ~~eight (8)~~ **ten (10)** years of continuous  
2 service with the district immediately preceding retirement, and who meet the eligibility requirements for  
3 full benefits or disability under the Tennessee Consolidated Retirement System (TCRS) may continue in  
4 the medical insurance plan if deemed eligible by the State of Tennessee Group Insurance Program. The  
5 board will pay a maximum of ~~\$1,800~~ **\$3,600** annually toward the individual premium until the retiree  
6 becomes eligible for Medicare or for a maximum of fifteen years, **whichever comes first.**

~~1. For retirees hired prior to July 1, 2015 and deemed ineligible to remain on the state medical  
2 insurance plan due only to years of service, the board will pay the retiree the \$1,800  
3 annually, divided in equal monthly payments, toward the purchase of a medical insurance  
4 plan procured by the retiree until the retiree becomes eligible for Medicare or for a  
5 maximum of fifteen (15) years.~~

17  
18 **2.** Retirees hired on or after July 1, 2015, or retirees who have not maintained membership in  
19 a TCRS Legacy Pension plan based on eligible service prior to July 1, 2015, and are  
20 covered through the state medical insurance plan for at least three years immediately  
21 preceding retirement from the district, may receive the ~~\$1,800~~ **\$3,600** annual amount toward  
22 the purchase of a medical insurance plan procured by the retiree until the retiree becomes  
23 eligible for Medicare or for a maximum fifteen (15) years.

23 The board will pay a maximum of \$500 per year toward the purchase of a Medicare supplement upon  
24 the retiree reaching Medicare age or becoming eligible for a Medicare supplement plan due to a  
25 disability for individuals who retire from the system and meet the eligibility requirements for full  
26 benefits or disability under TCRS guidelines or were eligible for the ~~\$1,800~~ **\$3,600** annual amount prior  
27 to Medicare age.

27 For the purposes of this policy, "employment" shall be defined as continuous full-time employment  
28 with full benefits. An approved leave of absence shall not alter the continuous employment status but  
29 shall not count as part of the years of continuous service requirement.

## 30 ANNUITIES<sup>5</sup>

31 The board may choose to contract with a third-party administrator to administer an employer-  
32 sponsored retirement plan. All employees will be able to participate in the plan. Any company that  
33 wishes to participate in the plan must abide by the information sharing and IRS requirements.

1. [TCA 49-11-902](#)
2. [TCA 49-2-102](#); [TCA 8-19-101](#)
3. [TCA 49-2-209](#)
4. [45 CFR § 164.302](#)
5. [TCA 49-2-208](#)

Payroll 2.802  
Work-Based Learning 4.211

# Bristol Tennessee City Schools

Descriptor Term: <b>Sick Leave</b>	Descriptor Code: <b>5.302</b>	Issued Date: <b>08/21/23</b>
	Rescinds: <b>5.302</b>	Issued: <b>08/16/21</b>

1 **Benefit-eligible** professional personnel shall earn one (1) day of sick leave for each month employed  
2 during the school year, and these days shall accumulate for an unlimited number of days.<sup>1</sup>

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

7 A teacher, upon employment, may transfer their accumulated sick leave from another Tennessee school  
8 system, provided that the director of schools or designee of the system in which the accumulated leave  
9 was held provides notarized verification.<sup>3</sup>

10 Full-time, non-certified personnel shall earn one (1) day of sick leave for each month an employee is  
11 employed.

12 ~~At the termination of the employment of any employee, all unused sick leave accumulated by the  
13 employee shall be forfeited.~~

14 A certificate **Documentation** from the **employee's** physician ~~on forms furnished by the board~~ may be  
15 required in support of any claim for sick leave pay. A falsified statement shall be grounds for  
16 dismissal. **An employee absent for five (5) consecutive working days shall submit a doctor's  
17 statement verifying illness or injury of the employee or immediate family member.**

18 **Frequent use and/or suspected misuse of sick leave by an employee are sufficient grounds for  
19 requiring a physician's certificate stating the reason for absence.**

20 **At the termination of the employment of any classified employee, all unused sick leave accumulated  
21 by the employee shall be forfeited.**

## 22 SICK LEAVE BANK

23 The purpose of the sick leave bank is to provide sick leave to all contributing employees<sup>4</sup> who have  
24 suffered an unplanned personal illness, injury, disability, or quarantine and whose paid time off is  
25 exhausted.

26 Employees wishing to participate shall initially give a maximum of three (3) days of sick leave. These  
27 days are to be deducted from the employee's personal accumulation and donated to the sick leave bank.  
28 Donations of sick leave to the bank are nonrefundable and nontransferable.<sup>5</sup>

- 1 Any time deemed advisable, the trustees shall assess each member one (1) or more days of accumulated  
 2 sick leave. If an employee has no accumulated sick leave at the time of assessment, the first earned days  
 3 shall be donated as they are accrued by the employee.<sup>5</sup>
- 4 An employee who is a member of the sick leave bank may request an allotment of days (for the  
 5 employee's personal illness only or on account of an illness of the employee's minor child) in the manner  
 6 designated by the trustees. The need for these days must be verified by a statement from a doctor.<sup>6</sup>
- 7 By written notice to the trustees, an employee may withdraw from bank participation by June 30 of any  
 8 year.<sup>7</sup> Membership withdrawal results in forfeiture of all days contributed.
- 9 The sick leave bank shall be operated in accordance with state law.<sup>8</sup>

---

 Legal References

1. TCA 49-5-710(a)(1)
2. TRR/MS 0520-01-02-.04(2)
3. TCA 49-5-710(a)(5)
4. TCA 49-5-811
5. TCA 49-5-807
6. Public Acts of 2023, Chapter No. 151—TCA 49-5-  
808(i), (m)
7. TCA 49-5-808(j)—806(d)
8. TCA 49-5-801 *et seq.*

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 Cross References

Workers' Compensation 3.602  
 Family and Medical Leave 5.305  
 Physical Assault Leave 5.307



# Bristol Tennessee City Schools

	Descriptor Term: <b>Vacations and Holidays</b>	Descriptor Code: <b>5.310</b>	Issued Date: <b>06/17/24</b>
		Rescinds: <b>5.310</b>	Issued: <b>08/16/21</b>

1 **VACATIONS<sup>1</sup>**

2 Classified, full-time personnel employed on a 12-month basis shall earn vacation time per fiscal year  
3 per the chart below and may accumulate vacation days to a maximum of thirty (30) days:

Number of Years Completed	Days
0-9-5	10
10-14-6 - 10	15
15-11+	20

4 Classified, full-time personnel employed on a less than 12-month basis shall earn vacation time per fiscal  
5 year per the chart below and may accumulate vacation days to a maximum of thirty (30) days:

	180 - 200 Day Personnel	220 Day Personnel
Number of Years Completed	Days	Days
0-9-5	0	0
10-14-6 - 10	1	2
15-11+	2	3

6 Full-time administrators employed on a 12-month basis shall earn twenty (20) days of vacation each  
7 fiscal year and may accumulate vacation days to a maximum of sixty (60) days.

8

9 Vacation days may be taken at the discretion of the employee and approval of the immediate  
10 supervisor.

11 **Seasonal** or part-time employees shall not earn vacation leave.

12 Any remaining unused portion of vacation days in excess of the maximum allowable accrual not used  
13 by June 30 of each year will be converted to sick leave.

14 After an employee has determined a retirement date, they may request to be paid their maximum  
15 accumulated vacation days prorated over the next twelve months provided they give the director of  
16 schools written notification at least twelve months prior **to of the employee's retirement date intent to**  
17 **retire. If the employee prefers, Otherwise, the any** accumulated vacation days shall be paid in a lump  
18 sum following the date of retirement, resignation, or termination for any reason.

1 **If, at the termination of employment, any employee has been absent for more days than leave has**  
 2 **been earned, an amount sufficient to cover the excess days used shall be deducted from the**  
 3 **employee’s final salary payment (within federal minimum wage requirements).**  
 4

5 **HOLIDAYS**

6 Full time 12-month administrators and classified personnel, if on active payroll at the time, shall be  
 7 entitled to the following holidays:

<b>Holiday</b>	<b>Number of Days</b>
Martin Luther King Jr Day	1
Independence Day	1
Labor Day	1
Thanksgiving	3
Christmas	3
New Year’s	3
Good Friday	1
Memorial Day	1

8 Classified full time personnel employed on a less than 12-month basis shall be entitled to receive  
 9 eleven (11) paid holidays.

10 Equivalent days, as approved by the director of schools, may be taken when these days fall on  
 11 weekends or when school is in session.

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Legal References

1. [TCA 49-6-3004\(b\)](#)

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Cross References

- Orientation and Probation 5.107  
 Short Term Leaves of Absence 5.300

# Bristol Tennessee City Schools

	Descriptor Term: <b>Bereavement Leave</b>	Descriptor Code: <b>5.3011</b>	Issued Date: <b>04/20/20</b>
		Rescinds: <b>5.3011</b>	Issued: <b>01/15/18</b>

1 **All regular full- and part-time** employees shall be granted three (3) consecutive days of paid leave due  
2 to the death of the employee's grandparent, sibling, current mother-in-law, current father-in-law,  
3 current daughter-in-law, current son-in-law, current brother-in-law, current sister-in-law, aunt, uncle,  
4 niece, or nephew. ~~This time shall be granted without charge to the affected employees' personal or~~  
5 ~~sick leave.~~

6 A maximum of five (5) consecutive days of leave per school year per incident may be granted due to  
7 the death of the employee's wife or husband, mother or father, children, grandchildren, stepchildren, or  
8 stepparents.

9 ***This time shall be granted without charge to the affected employees' personal or sick leave.***

10 Additional time beyond the days listed above may be charged against personal leave or sick leave **if**  
11 **applicable.**

# Bristol Tennessee City Schools

Descriptor Term: <b>Personnel Records</b>	Descriptor Code: <b>5.114</b>	Issued Date: <b>08/21/23</b>
	Rescinds: <b>5.114</b>	Issued: <b>08/16/21</b>

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

- 4 1. Employee applications and contracts;
- 5 2. Professional certificates and other documents required by state and federal laws and  
6 regulations;<sup>1</sup>
- 7 3. Evaluations;
- 8 4. Cumulative information files; **and**
- 9 5. **INS Form I-9;<sup>2</sup> and**
- 10 6. **Disciplinary action, as appropriate and any response from the employee.**

11 The following guidelines shall be followed:

- 12 1. Information contained in personnel records shall be limited to job-related matters;
- 13
- 14 2. The director of schools shall be responsible for notifying all employees of the types of records  
15 kept;
- 16
- 17 3. Employees shall be granted an opportunity to respond in writing to material placed in records;  
18
- 19 4. Employee records are public records, except for matters deemed confidential by law, and shall  
20 be open for inspection during regular business hours;<sup>3</sup> The individual making the request for  
21 records will be required to present a photo ID and complete the required open records request  
22 form before any records are made available.
- 23
- 24 5. In accordance with federal law, the district shall release information regarding the professional  
25 qualifications and degrees of teachers and the qualifications of paraprofessionals to  
26 parents/**guardians** upon request for any teacher or paraprofessional who is employed by a  
27 school receiving Title I funds and who provides instruction to their child at that school.<sup>4</sup>
- 28
- 29 6. Members of the public may not obtain the home telephone number, personal cell phone  
30 number, bank account information, social security number, residential street address, driver  
31 license information (except where driving or operating a vehicle is considered to be a part of  
32 the employee's duties), or the results of individual teacher evaluations of an employee unless  
33 release of this information is expressly authorized by the employee.<sup>5</sup>
- 34
- 35 7. A record of the person inspecting and the date of inspection shall be recorded; and
- 36

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

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Legal References

1. TCA 49-2-301(b)(1)(M)
2. Immigration Reform and Control Act of 1986, Pub. L. No. 99-603, 100 Stat. 3359
3. TCA 10-7-503, 504
4. 20 USCA § 6311(g)(2)
5. TCA 10-7-504(f)(1); TCA 10-7-504(a)(23)
6. TCA 10-7-506; TCA 49-2-301(b)(1)(AA)

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Cross References

Teacher Effect Data 5.1141

# Bristol Tennessee City Schools

Descriptor Term:  <b>Attendance of Non-Resident Students</b>	Descriptor Code:  <b>6.204</b>	Issued Date:  <b>04/20/26</b>
	Rescinds:  <b>6.204</b>	Issued:  <b>08/18/25</b>

1 Students residing outside the boundaries of the school system may attend Bristol Tennessee City  
2 Schools as a non-resident student under the following conditions:

## 3 1. APPLICATION

4 Applications must be approved by the director of schools or designee annually.<sup>1</sup>

5 Applications should be submitted for approval to the principal of the school the student attends  
6 or is applying to attend at least two (2) weeks prior to the first day of school. The board may  
7 choose to establish an earlier application deadline.<sup>1</sup>

8 Non-resident student applications may be accepted throughout the school year for new students  
9 as well as from students currently attending Bristol Tennessee City Schools in kindergarten-  
10 twelfth grades.<sup>3</sup> Applications must be approved by the principal prior to district approval  
11 allowing initiation of tuition payment.

## 12 2. ADMISSION CRITERIA

13 Admission to Bristol Tennessee City Schools is based on the following criteria:

- 14 • Space must be available
- 15 • Appropriate academic or support programs are available
- 16 • The student has acceptable attendance and discipline records
- 17 • The student has a satisfactory academic record
- 18 • The student is in good financial standing regarding any owed fees

19 With the exception of Tennessee Online Public School, students who are suspended or expelled  
20 from another school system will not be admitted to Bristol Tennessee City Schools.

21 All non-resident students seeking enrollment or re-enrollment in Bristol Tennessee City  
22 Schools must complete an application each year, regardless of whether the student is currently  
23 or previously enrolled as a non-resident student. For each school year, Bristol Tennessee City  
24 Schools will evaluate a non-resident applicant's eligibility consistent with this policy.

1 Attendance data, including excessive absences, tardies, and early withdrawals, as well as  
2 discipline records, will be reviewed quarterly and may result in probation or denial of  
3 admission for the following school year.

4 Middle school or high students who fail one or more subjects during the last school year may  
5 be either placed on probation the next school year following such failures or may be asked not  
6 to re-enter Bristol Tennessee City Schools the following year. The decision shall be derived  
7 through a conference between the principal and the parents. The conference may include other  
8 faculty members or school officials who have knowledge relevant to the case.

9 Non-resident students, or parents of non-resident students, who cause undue hardship to  
10 teachers, other students, or administrators may result in the student being dropped from  
11 enrollment. The principal shall notify the director of schools, and parents will be notified of the  
12 date of termination.

13 If a parent of a student teaches outside the school system of the parent's residency, the student  
14 may attend such school system, provided the appropriate non-resident requirements are met.<sup>4</sup>

15  
16 Requests from students from adjoining states to attend Bristol Tennessee City Schools shall be  
17 considered on a case-by-case basis.<sup>5</sup>

### 18 3. ADMISSIONS PRIORITY

19  
20 Parents or legal guardians must apply annually for their child's non-resident student status, and  
21 non-resident student students shall be assigned to schools on an annual basis.

22  
23 The application and assignment of a student who has previously attended a school in Bristol  
24 Tennessee City Schools shall be considered before new non-resident applications and  
25 assignments to a particular school or grade. Applications must be received in accordance with  
26 the schedule published by the director of schools. Applications for tuition status during an  
27 academic year may be approved on the condition that the applicant substantiates extenuating  
28 circumstances (such as a change of residence).

29  
30 The board of education shall grant priority status to out-of-zone and non-resident out-of-district  
31 applications for children of Bristol Tennessee City Schools employees.<sup>5</sup>

32  
33 After placement of system employees' children, the priority order in which out-of-zone (i.e.  
34 students who reside in the school district but want an inter-district transfer to another school)  
35 and non-resident students who are out-of-district will be admitted are as follows<sup>5</sup>:

36  
37 Priority One: Out-of-zone (transfer) students enrolled the previous year

38 Priority Two: Siblings of currently enrolled out-of-zone transfer students

39 Priority Three: New out-of-zone transfer students

40 Priority Four: Non-resident students enrolled the previous year

41 Priority Five: Siblings of currently enrolled non-resident students

1 Priority Six: New non-resident students

2  
3 **4. TUITION RATES**

4  
5 Tennessee Non-Resident Students

6  
7 If the student resides in the state of Tennessee, the parent/guardian must pay a non-resident  
8 tuition fee established by the board. Yearly tuition per student may not exceed an amount  
9 equal to the amount of funds actually used for school purposes by the school system per student  
10 during the preceding school year, minus any funds received from the state or from the student's  
11 resident system. The board may authorize to discount tuition for children of school system  
12 employees residing in Tennessee.

13  
14 Out-of-State Non-Resident Students

15  
16 Tuition for out-of-state students shall be charged at the same rate as the average cost per  
17 student in the system attended.<sup>2</sup>

18  
19 Tennessee Online Public Schools (TOPS)

20  
21 A student participating in Tennessee Online Public School (TOPS) who resides in the state of  
22 Tennessee is not required to pay tuition but shall pay an application fee contingent upon TOPS  
23 procedures and principal discretion. At the discretion of the principal, Tennessee Online Public  
24 School (TOPS) may offer individual courses to students who are not enrolled full-time with the  
25 district for a fee as determined by the administration and/or as part of Tennessee's Course  
26 Access Program Act.

27 **5. PAYMENT**

28 Tuition shall be paid to Bristol Tennessee City Schools and may be made in two (2) parts. The  
29 first payment shall be paid by a date established by the director of schools, which will be prior  
30 to the first day of school. The second payment shall be paid prior to the end of the first semester  
31 no later than a date established by the director of schools. If the student fails to make payment  
32 in the required time, the principal shall notify the director of schools or designee, and the  
33 student will be subject to being dropped from enrollment.

34 Students whose parents/guardians become residents of the school system will be refunded any  
35 unused portion of the tuition on a prorated basis.

36 Should the custodial parent or guardian with whom the tuition student resides die during the  
37 academic year or if guardianship changes due to a Department of Children Services (DCS)  
38 recommendation, foster care placement, or a temporary order of protection, a student who is  
39 enrolled as a non-resident tuition student will retain their existing status for the remainder of  
40 the academic year. The tuition rate will be calculated for the upcoming academic year, if  
41 necessary, based on the student's current place of residence at that time.

1

2

### 3 **TRANSPORTATION**

4 Bristol Tennessee City Schools does not provide transportation to students who attend as an out-of-  
5 zone or non-resident student.

6

### 7 **TUITION-FREE DESIGNATED SCHOOLS**

8 The board may authorize a "tuition-free" program for any school serving students residing in  
9 Tennessee. The board will evaluate the parameters and effectiveness of the "tuition-free" program  
10 annually to determine its continuation.

11

12 Students accepted into a "tuition-free" program who meet the criteria of attendance, behavior, and  
13 academic progress will be allowed to attend the designated tuition-free school, regardless of the  
14 continuation of accepting new students into the "tuition-free" program after the yearly school board  
15 review. The student will remain tuition free until the student transitions out of the designated school in  
16 accordance with the district grade band structure.

17

18 Families whose students attend a tuition free school will be required to pay the appropriate tuition rates  
19 if their student later enrolls in a school that is not part of the tuition free program.

20

21 Applications of students exiting a "tuition-free" program and then applying to attend a "non-tuition  
22 free school" in the district or returning to the school district will be considered the same as an initial  
23 application.

24

25 Admittance to schools designated as a part of the "tuition-free" program for Bristol Tennessee City  
26 Schools will be based on space and program availability in each grade per year, and all other  
27 parameters of this policy will apply, except those pertaining to tuition payment.

### 28 **RESIDENCY VERIFICATION**

29 1. ~~For the purpose of this policy, "residing outside the corporate limits of the city of Bristol" refers~~  
30 ~~to the legal residence of a pupil. A pupil can have only one legal residence. The legal residence~~  
31 ~~of a pupil cannot be changed to a location other than that of the pupil's custodial parent(s), legal~~  
32 ~~custodian, or legal guardian without a court order from a court of competent jurisdiction~~  
33 ~~changing the custody or guardianship of that pupil.~~

34 **A student can have only one legal residence. The legal residence of a student is generally**  
35 **presumed to be the residence of the student's custodial parent(s), legal custodian, or legal**  
36 **guardian. Pursuant to Tenn. Code Ann. 34-6-304, a student residing with another adult**  
37 **caregiver under a properly executed State of Tennessee Power of Attorney for Care of a Minor**  
38 **Child (TN Power of Attorney) form may be considered for enrollment under the "Other"**

1 provision of the form solely for enrollment in and attendance at Bristol Tennessee City  
2 Schools, in accordance with applicable law, board policy, and residency verification  
3 requirements.

- 4 a. All other district enrollment and residency requirements for non-resident students shall  
5 remain applicable, unless enrollment through the TN Power of Attorney Form is  
6 otherwise mandated when selecting one of the compulsory reasons beyond “Other”  
7 (e.g., hospitalization of a parent, death of a parent, etc.);  
8 b. The completed TN Power of Attorney form shall be submitted to the school principal or  
9 designee for review and final approval.

10  
11 2. ~~Residence cannot be established merely by owning or renting a house or apartment, by~~  
12 ~~furnishing a house or an apartment so as to make it suitable for living, or by merely paying~~  
13 ~~property taxes to the district.~~

14  
15 3. “Residence” shall be defined as the place at which the pupil’s parent(s), legal custodian (court-  
16 appointed or approved **State of Tennessee Power of Attorney designated adult caregiver**), or  
17 legal guardian (court-appointed or approved **State of Tennessee Power of Attorney designated**  
18 **adult caregiver**) remains when not called elsewhere for work, recreation, travel, or other  
19 temporary purpose. A pupil’s residency may be shown by factors such as where the pupil keeps  
20 his or her personal belongings, receives mail, spends his or her time, eats meals, sleeps most  
21 nights, returns to most days, etc. In essence, a pupil’s residence is the place he or she considers  
22 “home” in the commonly understood sense of the term.

23  
24 4. If Bristol Tennessee City Schools has reasonable cause to believe that a pupil resides outside of  
25 the boundaries of the Bristol Tennessee City School System, the director of schools, or  
26 designee may investigate to determine a student’s residence under this policy, including, but  
27 not limited to, conducting home visits and requiring updated documentation to verify the  
28 pupil’s residence. This documentation may include, but is not limited to, utility bills, voter  
29 registration, vehicle registration, credit card statements, phone bills, pay stubs, rental/mortgage  
30 agreement, and Deed of Sale.

31  
32 5. Fraudulent Enrollment and False Residency

- 33 a. Providing false or misleading information regarding a student’s residence or eligibility  
34 for enrollment is prohibited.  
35 b. Any parent, guardian, or other individual who falsifies residency information or  
36 fraudulently enrolls a student may be subject to withdrawal of the student, repayment of  
37 tuition or per-pupil costs to the school system, and referral for legal action as permitted  
38 by Tennessee law.

1. [TCA 49-6-3104](#)
2. [TCA 49-6-3003](#); [TCA 49-6-403\(f\)](#)
3. [TCA 49-6-3105](#)
4. [TCA 49-6-3113](#); [TCA 49-6-3103](#)
5. [TCA 49-6-3108](#); [TCA 49-6-403\(f\)](#)

Revenues 2.400  
Students from Military Families 6.506  
**TSSAA Transfer Revision Supplement**  
**House Bill 1785**

**BRISTOL TENNESSEE CITY SCHOOLS  
FISCAL YEAR 2025-2026  
REVISED BUDGET**

FUND INFORMATION	FY 2026 ORIGINAL	FY 2026 REVISIONS	FY 2026 REVISED
<b>GENERAL PURPOSE SCHOOL</b>			
<b>Revenues</b>			
Local Taxes & Licenses	18,104,000	-	18,104,000
Intergovernmental	29,829,651	164,777	29,994,428
Other	1,134,318	-	1,134,318
Transfers from Other Funds	5,215,429	-	5,215,429
<b>Total Revenues</b>	<b>54,283,398</b>	<b>164,777</b>	<b>54,448,175</b>
<b>Expenditures</b>			
Salaries & Benefits	44,387,066	(7,354)	44,379,712
Operating	7,906,224	90,132	7,996,356
Capital	173,686	82,000	255,686
Transfers to Other Funds	2,820,850	-	2,820,850
<b>Total Expenditures</b>	<b>55,287,826</b>	<b>164,778</b>	<b>55,452,604</b>
<b>Net Change in Fund Balance</b>	<b>(1,004,428)</b>	<b>(1)</b>	<b>(1,004,429)</b>
Fund Balance, Beginning	17,604,900		18,764,120
Fund Balance, Ending	16,600,472		17,759,691
<b>SCHOOL FEDERAL PROJECTS</b>			
The budget for the School Federal Projects Fund for FY 2026 shall be the budget approved for special projects of the City of Bristol, Tennessee Board of Education within the fund by the Tennessee Department of Education. The Tennessee Department of Education provides both guidance and oversight related to federal grants administered by the local board of education.			
<b>SCHOOL NUTRITION</b>			
<b>Revenues</b>			
Intergovernmental	3,231,800	-	3,231,800
Other	139,000	-	139,000
<b>Total Revenues</b>	<b>3,370,800</b>	<b>-</b>	<b>3,370,800</b>
<b>Expenditures</b>			
Salaries & Benefits	1,468,485	-	1,468,485
Operating	1,847,315	-	1,847,315
Capital Outlay	55,000	-	55,000
<b>Total Expenditures</b>	<b>3,370,800</b>	<b>-</b>	<b>3,370,800</b>
<b>Net Change in Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>
Fund Balance, Beginning	1,666,836		1,867,623
Fund Balance, Ending	1,666,836		1,867,623
<b>SCHOOL CAPITAL PROJECTS</b>			
<b>Revenues</b>			
Other	5,000	-	5,000
Transfers from Other Funds	2,551,750	-	2,551,750
<b>Total Revenues</b>	<b>2,556,750</b>	<b>-</b>	<b>2,556,750</b>
<b>Expenditures</b>			
Capital Outlay	3,597,500	402,500	4,000,000
<b>Total Expenditures</b>	<b>3,597,500</b>	<b>402,500</b>	<b>4,000,000</b>
<b>Net Change in Fund Balance</b>	<b>(1,040,750)</b>	<b>(402,500)</b>	<b>(1,443,250)</b>
Fund Balance, Beginning	1,040,750		2,334,479
Fund Balance, Ending	-		891,229



# Fiscal Year 2026-2027 Budget



## Strategic Plan



**Accelerating Student Achievement and Growth**



**Providing a Safe, Supportive, and Healthy Environment**



**Preparing Future Ready Graduates**



**Recruiting and Retaining Great Teachers and Staff**

### Board Members

**Jim Butcher, Chair  
Debbie Darnell, Vice-Chair  
Charlie Taylor, Secretary  
Eric Cuddy  
Jennifer Henson**

### Director of Schools

**Dr. Annette Tudor**

### Senior Leadership

**David Adkisson  
Dr. Kristie Coleman  
Dr. Blair Henley  
Jennifer Padilla  
Curt Rutherford  
Dr. Amy Scott  
Dr. Rachel Walk**

## Core Values



615 Martin Luther King Jr Blvd

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# ORGANIZATIONAL STRUCTURE

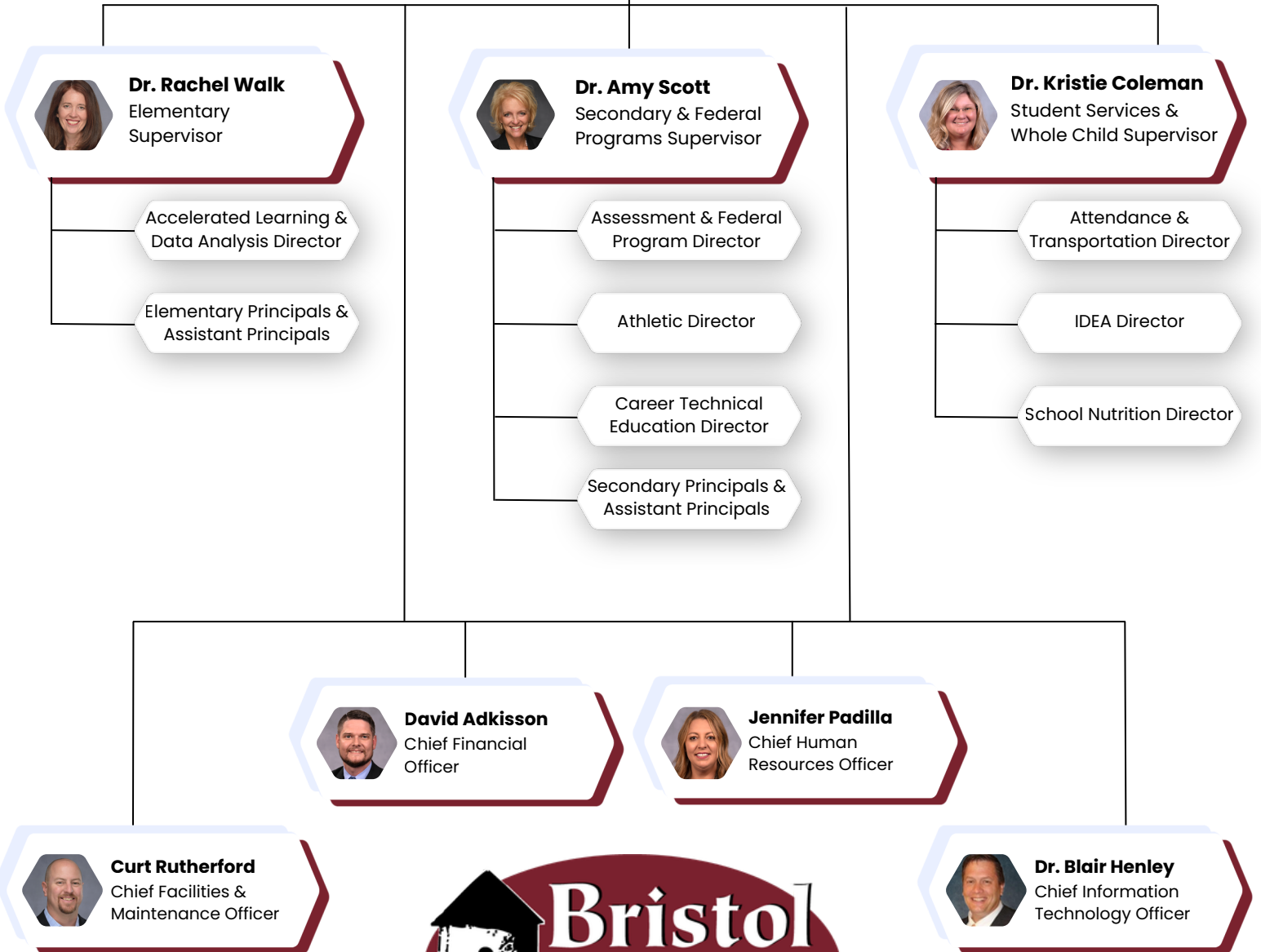
## BOARD OF EDUCATION

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**Dr. Annette Tudor**  
DIRECTOR OF SCHOOLS



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# **BUDGET SUMMARY**

**BRISTOL TENNESSEE CITY SCHOOLS  
FISCAL YEAR 2026-2027  
BUDGET**

FUND INFORMATION	FY 2025 ACTUAL	FY 2026 BUDGETED	FY 2026 REVISED	FY 2026 PROJECTED	FY 2027 PROPOSED
<b>GENERAL PURPOSE SCHOOL</b>					
<b>Revenues</b>					
Local Taxes & Licenses	18,475,349	18,104,000	18,104,000	18,667,250	18,104,000
Intergovernmental	28,737,460	29,829,651	29,994,428	29,921,333	29,121,475
Other	1,712,779	1,134,318	1,134,318	1,351,970	1,372,253
Transfers from Other Funds	5,235,093	5,215,429	5,215,429	5,215,429	5,015,429
<b>Total Revenues</b>	<b>54,160,681</b>	<b>54,283,398</b>	<b>54,448,175</b>	<b>55,155,982</b>	<b>53,613,157</b>
<b>Expenditures</b>					
Salaries & Benefits	40,655,787	44,387,066	44,379,712	44,122,217	45,462,367
Operating	7,334,983	7,906,224	7,996,356	7,596,292	7,916,843
Capital	241,822	173,686	255,686	272,946	380,619
Transfers to Other Funds	9,133,955	2,820,850	2,820,850	1,496,721	6,527,200
<b>Total Expenditures</b>	<b>57,366,547</b>	<b>55,287,826</b>	<b>55,452,604</b>	<b>53,488,176</b>	<b>60,287,029</b>
Fund Balance, Beginning	21,969,986	17,604,900	18,764,120	18,764,120	20,431,926
Fund Balance, Ending	18,764,120	16,600,472	17,759,691	20,431,926	13,758,054
Employee Positions (Full time)	461.6	467.6	469.6	469.6	470.6
<b>SCHOOL FEDERAL PROJECTS</b>					
The budget for the School Federal Projects Fund for FY 2026 and FY 2027 shall be the budget approved for special projects of the City of Bristol, Tennessee Board of Education within the fund by the Tennessee Department of Education. The Tennessee Department of Education provides both guidance and oversight related to federal grants administered by the local board of education.					
Employee Positions (Full time)	21.4	21.4	19.4	19.4	12.4
<b>SCHOOL NUTRITION</b>					
<b>Revenues</b>					
Intergovernmental	2,739,578	3,231,800	3,231,800	2,892,500	3,441,000
Other	193,165	139,000	139,000	197,500	155,000
<b>Total Revenues</b>	<b>2,932,743</b>	<b>3,370,800</b>	<b>3,370,800</b>	<b>3,090,000</b>	<b>3,596,000</b>
<b>Expenditures</b>					
Salaries & Benefits	1,369,636	1,468,485	1,468,485	1,381,608	1,513,322
Operating	1,675,680	1,847,315	1,847,315	1,723,225	2,040,500
Capital	56,905	55,000	55,000	25,000	25,000
<b>Total Expenditures</b>	<b>3,102,221</b>	<b>3,370,800</b>	<b>3,370,800</b>	<b>3,129,833</b>	<b>3,578,822</b>
Fund Balance, Beginning	2,030,466	1,666,836	1,867,623	1,867,623	1,827,790
Purchase Method Inventory Adjustment	6,635	-	-	-	-
Fund Balance, Ending	1,867,623	1,666,836	1,867,623	1,827,790	1,844,968
Employee Positions (Full time)	30.0	28.0	26.0	26.0	26.0
<b>SCHOOL CAPITAL PROJECTS FUND</b>					
<b>Revenues</b>					
Other	81,732	5,000	5,000	71,900	5,000
Transfers from Other Funds	8,049,653	2,551,750	2,551,750	1,227,621	6,265,000
<b>Total Revenues</b>	<b>8,131,385</b>	<b>2,556,750</b>	<b>2,556,750</b>	<b>1,299,521</b>	<b>6,270,000</b>
<b>Expenditures</b>					
Capital	5,796,906	3,597,500	4,000,000	3,634,000	6,270,000
<b>Total Expenditures</b>	<b>5,796,906</b>	<b>3,597,500</b>	<b>4,000,000</b>	<b>3,634,000</b>	<b>6,270,000</b>
Fund Balance, Beginning	-	1,040,750	2,334,479	2,334,479	-
Fund Balance, Ending	2,334,479	-	891,229	-	-
<b>Total Expenditures (Excluding School Federal Projects)</b>	<b>66,265,674</b>	<b>62,256,126</b>	<b>62,823,404</b>	<b>60,252,009</b>	<b>70,135,851</b>
<b>Total Full Time Positions</b>	<b>513.00</b>	<b>517.00</b>	<b>515.00</b>	<b>515.00</b>	<b>509.00</b>

## GENERAL PURPOSE BUDGET SUMMARY FOR FY 2027

Revenues and other Financing Sources				
Account and Description	Original FY 2027 Budget	Original FY 2026 Budget	Change	Budget Change Explanation
40110 - Current Property Taxes	8,560,000	8,560,000	-	The amount was held level. County estimates and WFTEADA splits were not available to incorporate into the budget at this time.
40120 to 40150 - Other Property Taxes	717,000	717,000	-	Budget was adjusted between accounts based on historical trends but was not increased/decreased in total between the accounts. County estimates and WFTEADA splits were not available to incorporate into the budget at this time.
40210 - Local Option Sales Tax	8,825,000	8,825,000	-	The amount was held level. Minimal sales tax growth to date. County estimates and WFTEADA splits were not available to incorporate into the budget at this time.
43511 to 43517 - Tuition	310,000	291,850	18,150	Tuition was increased based upon additional students attending from out of state and current collections.
44110 - Investment Income	150,000	150,000	-	This account has been held level to account for variability in interest rates since it is incorporated in Maintenance of Effort calculations. The FY 2027 Budget was built with a known deficit to consider the additional interest earnings which are not being reflected in the actual document.
46510 to 46513 - TN Investment in Student Achievement	26,736,836	26,659,168	77,668	Estimate is based upon the March TISA estimate from Tennessee Department of Education. An increase was budgeted due to an increase in the base rate and related weights and funding floor provisions. Outcomes funding has also been incorporated based on a conservative average.
49810 - City General Fund Operating Transfer	4,765,429	4,765,429	-	This amount was held level. No adjustment requested for inflationary increase.
49810 - City General Fund Capital Transfer	250,000	450,000	(200,000)	FY 2026 was the third and final year of a three year agreement for additional funding. FY 2027 requests continuing original \$250,000 capital contribution agreement from prior years.
Other Revenues Not Detailed	3,298,892	3,864,951	(566,059)	Decreases in state funding for teacher bonuses received in FY 2026 and expiration of ISM grant; combined with increases in eRate funding and donations from private sources; other minimal adjustments to revenues
<b>Total Revenue and Transfers In</b>	<b>53,613,157</b>	<b>54,283,398</b>	<b>(670,241)</b>	

## GENERAL PURPOSE BUDGET SUMMARY FOR FY 2027

### Expenditures and Other Financing Uses

All Employees - Step increases and 2.0% salary schedule increases.

Numerous adjustments were made to salary scales based on recommendations from the compensation study. Adjustments include: adjusting program assistants to 11-month elementary assistant principals; lane adjustments for RNs, DOS executive assistant, maintenance employees, and technology system analysts; steps adjustments for years of experience for classified hourly employees

Medical insurance premiums were adjusted for an expected increase of 10% based on TDOE estimates of increase.

TCRS rates adjusted for increase in certified legacy employees.

Account and Description	Original FY 2027 Budget	Original FY 2026 Budget	Change	Budget Change Explanation
100 Object Codes - Wage Related Expenditures & 200 Objects Codes - Benefits Related Expenditures	45,462,367	44,387,066	1,075,301	Personnel costs and related benefits are the largest cost category in the District's budget. Wages related accounts comprise 74% of the total General Purpose School Fund's budgeted expenditures and operating transfers FY 2027.
71100-449-320 & 330 - Textbooks	625,000	298,000	327,000	Textbooks are budgeted long-term based upon adoption cycles. The budget can vary from year to year based which textbooks are next for adoption. Major textbook purchases for FY 2027 include social studies curriculum adoption and ELA gap year curriculum.
72710-315-340 - Contracts with Vehicle Owners	1,061,475	1,028,119	33,356	The budget for this account decreased overall though the contract with Holston Bus Company increased by the contractual rate of 2% plus an additional requested 1%.
99100-590-101 - Transfer to City for Debt Service	262,200	269,100	(6,900)	The budget is based upon the fixed rate debt service schedule for the District's portion of debt related to construction of Tennessee Middle School.
99100-590-177 - Transfer to School Capital Projects Fund	6,265,000	2,551,750	3,713,250	The transfer to the School Capital Projects Fund was planned to increase in FY 2026 with strategic usage of one-time fund balance. Refer to the Capital Improvement Plan in the document for more detail.
Other Expenditures Not Detailed	6,610,987	6,753,791	(142,804)	
<b>Total Expenditures and Transfers Out</b>	<b>60,287,029</b>	<b>55,287,826</b>	<b>4,999,203</b>	
	(6,673,872)	(1,004,428)	(5,669,444)	

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The logo for Bristol Tennessee City Schools is a light purple oval containing a stylized cityscape with a house on the left and a school building on the right. The text "Bristol" is written in a large, light purple serif font, with "TENNESSEE" and "CITY SCHOOLS" in smaller, light purple sans-serif fonts below it.

# **SUMMARY BY FUND**

## GENERAL PURPOSE SCHOOL FUND SUMMARY

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027	Budget 27 vs 26	% Change
<b><u>REVENUES</u></b>							
Taxes	18,473,018	18,102,000	18,102,000	18,665,000	18,102,000	-	0.0
Licenses and Permits	2,331	2,000	2,000	2,250	2,000	-	0.0
Intergovernmental	28,737,460	29,829,651	29,994,428	29,921,333	29,121,475	(708,176)	(2.4)
Charges for Services	386,200	364,850	364,850	407,500	383,000	18,150	5.0
Investment Related Income	592,143	150,000	150,000	440,000	150,000	-	0.0
Other	734,436	619,468	619,468	504,470	839,253	219,785	35.5
<b>Total Revenues</b>	<b>48,925,588</b>	<b>49,067,969</b>	<b>49,232,746</b>	<b>49,940,553</b>	<b>48,597,728</b>	<b>(470,241)</b>	<b>(1.0)</b>
<b><u>EXPENDITURES</u></b>							
Regular Instruction Program	21,242,923	23,536,005	23,633,050	23,536,797	23,788,855	252,850	1.1
Alternative Instruction Program	405,995	454,356	469,356	464,864	478,323	23,967	5.3
Special Education Program	2,749,262	2,892,122	2,925,904	2,915,336	3,306,804	414,682	14.3
Vocational Education Program	1,546,602	1,647,914	1,687,301	1,670,018	1,631,100	(16,814)	(1.0)
Student Body Education Program	771,249	812,681	817,681	811,378	830,911	18,230	2.2
<b>Total Direction Instruction</b>	<b>26,716,031</b>	<b>29,343,078</b>	<b>29,533,292</b>	<b>29,398,393</b>	<b>30,035,993</b>	<b>692,915</b>	<b>2.4</b>
Attendance	252,935	281,876	306,876	296,655	293,212	11,336	4.0
Health Services	662,609	631,404	631,404	615,833	693,475	62,071	9.8
Other Student Support	1,761,580	1,891,472	1,819,660	1,775,766	1,927,570	36,098	1.9
Regular Instruction Program	1,977,417	2,094,251	2,059,251	2,043,396	2,103,171	8,920	0.4
Special Education Program	533,282	726,669	730,564	712,990	747,190	20,521	2.8
Vocational Education Program	317,665	224,216	297,567	291,572	250,654	26,438	11.8
Education Technology	1,702,668	1,781,127	1,781,127	1,698,489	1,967,418	186,291	10.5
<b>Total Instructional Support</b>	<b>7,208,156</b>	<b>7,631,015</b>	<b>7,626,449</b>	<b>7,434,701</b>	<b>7,982,690</b>	<b>351,675</b>	<b>4.6</b>
Board of Education	652,895	702,666	762,666	749,201	744,135	41,469	5.9
Office of the Superintendent	353,601	373,045	389,045	383,976	399,079	26,034	7.0
Office of the Principal	3,869,766	4,192,513	4,192,513	4,184,728	4,358,494	165,981	4.0
Fiscal Services	532,668	567,276	605,776	586,978	528,247	(39,029)	(6.9)
Human Resources/Personnel	331,353	358,719	358,719	351,605	400,917	42,198	11.8
<b>Total Administration</b>	<b>5,740,283</b>	<b>6,194,219</b>	<b>6,308,719</b>	<b>6,256,488</b>	<b>6,430,872</b>	<b>236,653</b>	<b>3.8</b>
Operation of Plant	3,721,496	4,058,993	3,988,493	3,890,323	4,095,573	36,580	0.9
Maintenance of Plant	2,005,506	2,072,552	2,153,194	2,052,582	2,097,695	25,143	1.2
<b>Total Operation and Maintenance</b>	<b>5,727,002</b>	<b>6,131,545</b>	<b>6,141,687</b>	<b>5,942,905</b>	<b>6,193,268</b>	<b>61,723</b>	<b>1.0</b>
Transportation	1,452,322	1,527,602	1,652,090	1,612,464	1,709,626	182,024	11.9
Food Service	136,232	62,882	67,882	65,204	65,380	2,498	4.0
Community Services	589,404	857,044	582,044	563,911	601,723	(255,321)	(29.8)
Early Childhood Education	663,162	719,591	719,591	717,389	740,277	20,686	2.9

(Continued)

## GENERAL PURPOSE SCHOOL FUND SUMMARY

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027	Budget 27 vs 26	%
							Change
<b><u>EXPENDITURES (CONTINUED)</u></b>							
Regular Capital Outlay	-	-	-	-	-	-	0.0
Total Expenditures	48,232,592	52,466,976	52,631,754	51,991,455	53,759,829	1,292,853	2.5
Excess (Deficiency) of Revenues Over (Under) Expenditures	692,996	(3,399,007)	(3,399,008)	(2,050,902)	(5,162,101)	(1,763,094)	51.9
<b><u>OTHER FINANCING SOURCES (USES)</u></b>							
Insurance Recoveries	-	-	-	-	-	-	0.0
Sale of Assets	-	-	-	-	-	-	0.0
Transfers From:							
Federal Projects Fund	19,664	-	-	-	-	-	0.0
General Fund for Operations	4,765,429	4,765,429	4,765,429	4,765,429	4,765,429	-	0.0
General Fund for Capital	450,000	450,000	450,000	450,000	250,000	(200,000)	(44.4)
Transfers To:							
Debt Service Fund	(354,302)	(269,100)	(269,100)	(269,100)	(262,200)	6,900	(2.6)
School Federal Projects Fund	(730,000)	-	-	-	-	-	0.0
School Capital Projects Fund	(8,049,653)	(2,551,750)	(2,551,750)	(1,227,621)	(6,265,000)	(3,713,250)	145.5
Total Other Financing Sources (Uses)	(3,898,862)	2,394,579	2,394,579	3,718,708	(1,511,771)	(3,906,350)	(163.1)
Net Change in Fund Balance	(3,205,866)	(1,004,428)	(1,004,429)	1,667,806	(6,673,872)	(5,669,444)	564.4
<b>FUND BALANCE (BEGINNING)</b>	21,969,986	17,604,900	18,764,120	18,764,120	20,431,926	2,827,026	16.1
<b>FUND BALANCE (ENDING)</b>	18,764,120	16,600,472	17,759,691	20,431,926	13,758,054	(2,842,418)	(17.1)
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	57,366,547	55,287,826	55,452,604	53,488,176	60,287,029	4,999,203	9.0

3 month fund balance based on FY 27 budgeted operating expenditures = 13,439,957

**FEDERAL PROJECTS FUND SUMMARY (INFORMATIONAL PURPOSES ONLY)**

	Actual Activity FY 2025	Original Applications FY 2026	Revised Applications FY 2026	Projected Activity FY 2026	Projected Funding FY 2027
<b>GRANT PROGRAMS</b>					
<b>Entitlement Programs:</b>					
800 Carl D. Perkins Basic	85,049	77,769	67,010	67,010	63,980
910 IDEA Preschool	30,134	30,532	32,228	32,228	29,830
900 IDEA, Part B	960,973	944,084	1,036,699	1,036,699	884,761
100 Title I, Part A	1,139,356	1,098,701	1,159,739	1,134,739	1,112,794
200 Title II, Part A	207,476	177,123	165,705	165,705	158,855
400 Title IV	94,763	78,922	110,912	102,412	91,654
Total Entitlement Programs Funding	<u>2,517,751</u>	<u>2,407,131</u>	<u>2,572,293</u>	<u>2,538,793</u>	<u>2,341,874</u>
<b>Competitive Programs:</b>					
898 Access for All Learning Network (K-8)	42,781	15,000	15,000	15,000	50,000
897 Access for All Learning Network (Preschool)	28,270	20,000	20,000	20,000	10,000
891 Behavioral Partnership Support	-	-	-	-	100,000
802 Carl D. Perkins Reserve	47,479	50,000	50,000	50,000	50,000
899 IDEA Partnership for Systemic Change - Implementation	87,848	100,000	100,000	100,000	-
440 Stronger Connections	297,268	588,562	610,084	450,084	160,000
700 Title IX - McKinney Vento	36,246	32,272	32,272	27,272	37,000
Total Competitive Programs Funding	<u>539,892</u>	<u>805,834</u>	<u>827,356</u>	<u>662,356</u>	<u>407,000</u>
<b>Prior Year Grants:</b>					
935 ARP Act - ESSER 3.0	281,955	-	-	-	-
Total Prior Year Grants	<u>281,955</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL FUNDS AVAILABLE (PROJECTIONS)</b>	<b><u>3,339,598</u></b>	<b><u>3,212,965</u></b>	<b><u>3,399,649</u></b>	<b><u>3,201,149</u></b>	<b><u>2,748,874</u></b>

**FUND BALANCE RESERVE**  
(3 Months of Expenditures for  
Entitlement Programs -  
Rounded) **590,000**

Note:  
This data is being presented for informational purposes only.  
The budget for the School Federal Projects Fund shall be the budget approved for special projects of the City of Bristol, Tennessee Board of Education within the fund by the Tennessee Department of Education. The Tennessee Department of Education provides both guidance and oversight related to federal grants administered by the local board of education.

## SCHOOL NUTRITION FUND SUMMARY

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027	Budget 27 vs 26	% Change
<b><u>REVENUES</u></b>							
Intergovernmental	2,739,578	3,231,800	3,231,800	2,892,500	3,441,000	209,200	6.5
Charges for Services	140,281	120,000	120,000	161,000	152,000	32,000	26.7
Investment Related Income	3,007	4,000	4,000	3,000	3,000	(1,000)	(25.0)
Other	49,877	15,000	15,000	33,500	-	(15,000)	(100.0)
<b>Total Revenues</b>	<b>2,932,743</b>	<b>3,370,800</b>	<b>3,370,800</b>	<b>3,090,000</b>	<b>3,596,000</b>	<b>225,200</b>	<b>6.7</b>
<b><u>EXPENDITURES</u></b>							
Food Service	3,102,221	3,370,800	3,370,800	3,129,833	3,578,822	208,022	6.2
<b>Total Expenditures</b>	<b>3,102,221</b>	<b>3,370,800</b>	<b>3,370,800</b>	<b>3,129,833</b>	<b>3,578,822</b>	<b>208,022</b>	<b>6.2</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(169,478)	-	-	(39,833)	17,178	17,178	100.0
<b>FUND BALANCE (BEGINNING)</b>	<b>2,030,466</b>	<b>1,666,836</b>	<b>1,867,623</b>	<b>1,867,623</b>	<b>1,827,790</b>	<b>160,954</b>	<b>9.7</b>
Purchase Method Adjustment	6,635	-	-	-	-	-	0.0
<b>FUND BALANCE (ENDING)</b>	<b>1,867,623</b>	<b>1,666,836</b>	<b>1,867,623</b>	<b>1,827,790</b>	<b>1,844,968</b>	<b>178,132</b>	<b>10.7</b>

## SCHOOL CAPITAL PROJECTS FUND SUMMARY

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027	Budget 27 vs 26	% Change
<b><u>REVENUES</u></b>							
Investment Related Income	3,388	-	-	4,900	-	-	0.0
Other	66,233	-	-	50,000	-	-	0.0
<b>Total Revenues</b>	<b>69,621</b>	<b>-</b>	<b>-</b>	<b>54,900</b>	<b>-</b>	<b>-</b>	<b>0.0</b>
<b><u>EXPENDITURES</u></b>							
Educational Capital Projects	5,796,906	3,597,500	4,000,000	3,634,000	6,270,000	2,672,500	74.3
<b>Total Expenditures</b>	<b>5,796,906</b>	<b>3,597,500</b>	<b>4,000,000</b>	<b>3,634,000</b>	<b>6,270,000</b>	<b>2,672,500</b>	<b>74.3</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(5,727,285)	(3,597,500)	(4,000,000)	(3,579,100)	(6,270,000)	(2,672,500)	74.3
<b><u>OTHER FINANCING SOURCES</u></b>							
<b><u>(USES)</u></b>							
Sale of Assets	12,111	5,000	5,000	17,000	5,000	-	0.0
Transfers From:							
General Fund for Capital	8,049,653	2,551,750	2,551,750	1,227,621	6,265,000	3,713,250	145.5
<b>Total Other Financing Sources (Uses)</b>	<b>8,061,764</b>	<b>2,556,750</b>	<b>2,556,750</b>	<b>1,244,621</b>	<b>6,270,000</b>	<b>3,713,250</b>	<b>145.2</b>
<b>Net Change in Fund Balance</b>	<b>2,334,479</b>	<b>(1,040,750)</b>	<b>(1,443,250)</b>	<b>(2,334,479)</b>	<b>-</b>	<b>1,040,750</b>	<b>(100.0)</b>
<b>FUND BALANCE (BEGINNING)</b>	<b>-</b>	<b>1,040,750</b>	<b>2,334,479</b>	<b>2,334,479</b>	<b>-</b>	<b>(1,040,750)</b>	<b>(100.0)</b>
<b>FUND BALANCE (ENDING)</b>	<b>2,334,479</b>	<b>-</b>	<b>891,229</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0</b>
<b>TOTAL EXPENDITURES AND TRANSFERS OUT</b>	<b>5,796,906</b>	<b>3,597,500</b>	<b>4,000,000</b>	<b>3,634,000</b>	<b>6,270,000</b>	<b>2,672,500</b>	<b>74.3</b>

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The logo for Bristol Tennessee City Schools is centered in the background. It features a stylized illustration of a school building with a flag on top, set against a circular backdrop. The text "Bristol" is written in a large, white, serif font, with "TENNESSEE" and "CITY SCHOOLS" in smaller, white, sans-serif fonts below it.

**DETAIL LINE  
ITEM BY FUND**

**GENERAL PURPOSE SCHOOL FUND  
REVENUES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>Taxes</b>					
40110 Current Property Taxes	8,903,490	8,560,000	8,560,000	9,045,000	8,560,000
40120 Trustee's Collections - Prior Year	189,836	253,000	253,000	250,000	253,000
40130 Circuit Clk./Clk. & Master Coll. - Prior Yrs.	105,323	124,000	124,000	50,000	124,000
40140 Interest & Penalty	88,105	95,000	95,000	75,000	95,000
40150 Pickup Taxes	315,208	245,000	245,000	245,000	245,000
40210 Local Option Sales Tax	8,871,056	8,825,000	8,825,000	9,000,000	8,825,000
<b>Total Taxes</b>	<b>18,473,018</b>	<b>18,102,000</b>	<b>18,102,000</b>	<b>18,665,000</b>	<b>18,102,000</b>
<b>Licenses and Permits</b>					
41110 Marriage Licenses	2,331	2,000	2,000	2,250	2,000
<b>Total Licenses and Permits</b>	<b>2,331</b>	<b>2,000</b>	<b>2,000</b>	<b>2,250</b>	<b>2,000</b>
<b>Intergovernmental Revenue</b>					
40320 Bank Excise Tax	41,769	50,000	50,000	40,000	50,000
46175 On Behalf Contributions for OPEB	146,146	250,000	250,000	200,000	250,000
46510 TN Investment in Student Achievement (TISA)	25,894,559	26,619,678	26,619,678	26,627,908	26,700,508
46513 TISA On-Behalf Payments	95,973	39,490	39,490	39,514	36,328
46515 Early Childhood Education Program	417,411	455,950	467,290	432,143	432,150
46550 Driver Education	23,714	15,000	15,000	26,241	25,000
46590 Other State Education Funds	816,140	1,657,512	1,732,112	1,727,750	1,043,698
46596 Paid Parental Leave	169,668	125,000	125,000	100,000	125,000
46610 Career Ladder	25,885	22,684	22,684	22,684	22,684
46790 Other Vocational	676,458	348,304	346,974	346,975	-
46980 Other State Grants	85,660	-	83,830	55,830	80,642
47590 Other Federal Through State	168,525	136,008	132,345	124,676	140,000
47640 ROTC Reimbursement	36,319	35,025	35,025	37,012	65,465
48990 Other	139,233	75,000	75,000	140,600	150,000
<b>Total Intergovernmental Revenue</b>	<b>28,737,460</b>	<b>29,829,651</b>	<b>29,994,428</b>	<b>29,921,333</b>	<b>29,121,475</b>
<b>Charges for Services</b>					
43511 Tuition - Regular Day Students	313,820	291,850	291,850	337,500	310,000
43990 Other Charges for Services	72,380	73,000	73,000	70,000	73,000
<b>Total Charges for Services</b>	<b>386,200</b>	<b>364,850</b>	<b>364,850</b>	<b>407,500</b>	<b>383,000</b>
<b>Investment Related Income</b>					
44110 Investment Income	592,143	150,000	150,000	440,000	150,000
<b>Total Investment Related Income</b>	<b>592,143</b>	<b>150,000</b>	<b>150,000</b>	<b>440,000</b>	<b>150,000</b>
<b>Other Local Revenue</b>					
44120 Lease/Rentals	4,542	10,000	10,000	5,700	9,900
44130 Sale of Materials & Supply	22,410	17,500	17,500	4,000	17,500
44146 eRate Funding	441,221	439,267	439,267	406,457	580,440
44170 Miscellaneous Refunds	61,193	41,430	41,430	45,613	47,113
44570 Contributions & Gifts	178,550	106,771	106,771	18,950	169,300
44990 Other Local Revenue	26,520	4,500	4,500	23,750	15,000
<b>Total Other Local Revenue</b>	<b>734,436</b>	<b>619,468</b>	<b>619,468</b>	<b>504,470</b>	<b>839,253</b>
<b>GRAND TOTAL</b>	<b>48,925,588</b>	<b>49,067,969</b>	<b>49,232,746</b>	<b>49,940,553</b>	<b>48,597,728</b>

**GENERAL PURPOSE SCHOOL FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>71100 Regular Instruction Program</b>					
116 Teachers	14,610,489	15,674,113	15,574,113	15,550,163	15,813,566
117 Career Ladder Program	12,000	12,000	12,000	11,000	11,000
128 Homebound Teachers	5,906	18,000	18,000	5,238	10,000
163 Educational Assistants	649,521	752,597	688,859	641,664	714,268
188 Bonus Payments	72,550	440,000	440,000	442,000	-
189 Other Salaries & Wages	169,083	176,633	235,638	234,869	262,429
195 Certified Substitute Teachers	55,835	35,450	35,450	71,260	35,450
198 Non-certified Substitute Teachers	137,038	121,350	121,350	137,600	121,350
201 Social Security	924,042	1,028,726	1,030,304	1,027,531	1,007,305
204 State Retirement	1,049,328	1,112,600	1,113,745	1,107,949	1,163,099
206 Life Insurance	9,755	9,851	9,833	10,290	11,184
207 Medical Insurance	2,089,581	2,401,666	2,396,431	2,352,116	2,527,484
210 Unemployment Compensation	6,562	20,000	20,000	441	10,000
212 Employer Medicare	217,973	240,838	241,207	241,032	239,657
215 On-behalf Payments to OPEB	146,146	250,000	250,000	200,000	250,000
217 Retirement - Hybrid Stabilization	-	66,271	66,271	71,499	127,914
330 Operating Lease Payments	2,280	2,280	2,280	950	-
356 Tuition	3,670	16,000	16,000	4,000	5,000
399 Other Contracted Services	100,763	100,875	100,875	81,680	90,470
429 Instructional Supplies & Materials	419,403	453,200	457,139	449,500	422,445
430 Textbooks - Electronic	500	-	-	3,250	3,500
449 Textbooks - Bound	212,612	298,000	498,000	560,396	625,000
471 Software	178,820	181,150	181,150	211,420	221,137
499 Other Supplies and Materials	29,107	47,000	47,000	44,670	43,500
535 Fee Waivers	44,370	35,015	35,015	36,245	32,550
595 TISA On-Behalf Payments	64,560	29,490	29,490	28,515	29,328
599 Other Charges	3,406	7,000	7,000	7,000	5,000
722 Regular Instruction Equipment	27,623	5,900	5,900	4,519	6,219
<b>Total Regular Instruction Program</b>	<b>21,242,923</b>	<b>23,536,005</b>	<b>23,633,050</b>	<b>23,536,797</b>	<b>23,788,855</b>
<b>71150 Alternative Instruction Program</b>					
116 Teachers	309,583	336,136	351,136	350,668	364,379
163 Educational Assistants	2,108	-	-	-	-
188 Bonus Payments	-	8,000	8,000	10,000	-
195 Certified Substitute Teachers	495	1,750	1,750	230	1,750
198 Non-certified Substitute Teachers	903	1,125	1,125	1,250	1,125
201 Social Security	18,447	20,560	20,560	22,071	22,193
204 State Retirement	22,594	24,102	24,102	23,566	25,406
206 Life Insurance	219	220	220	224	255
207 Medical Insurance	47,332	55,732	55,732	50,441	55,693
212 Employer Medicare	4,314	4,810	4,810	5,161	5,191
217 Retirement - Hybrid Stabilization	-	1,921	1,921	1,253	2,331
<b>Total Alternative Instruction Program</b>	<b>405,995</b>	<b>454,356</b>	<b>469,356</b>	<b>464,864</b>	<b>478,323</b>

**GENERAL PURPOSE SCHOOL FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>71200 Special Education Program</b>					
116 Teachers	1,672,489	1,740,187	1,741,770	1,768,760	1,904,395
117 Career Ladder Program	2,000	1,000	1,000	-	-
128 Homebound Teachers	17,730	18,500	18,500	16,656	18,500
163 Educational Assistants	103,961	119,494	115,254	91,963	212,420
171 Speech Pathologist	247,053	253,790	253,790	249,520	312,364
188 Bonus Payments	49,250	64,000	64,000	60,000	-
189 Other Salaries & Wages	3,320	-	-	-	-
195 Certified Substitute Teachers	12,360	5,001	12,501	12,500	5,001
198 Non-certified Substitute Teachers	23,940	24,999	24,999	24,500	24,999
201 Social Security	125,839	133,622	133,915	134,169	145,513
204 State Retirement	137,617	142,002	142,767	146,979	178,666
206 Life Insurance	1,303	1,305	1,305	1,387	1,713
207 Medical Insurance	264,869	289,240	324,107	324,307	396,847
212 Employer Medicare	29,593	31,249	31,318	31,419	35,195
217 Retirement - Hybrid Stabilization	-	10,008	10,008	11,386	22,241
312 Contracts with Private Agencies	3,000	4,000	4,000	4,000	4,000
336 Maintenance & Repair Services - Equipment	-	900	900	920	950
399 Other Contracted Services	-	-	-	1,440	-
429 Instructional Supplies & Materials	12,022	17,325	14,770	11,700	14,000
471 Software	1,250	-	-	-	-
499 Other Supplies and Materials	777	6,000	1,500	1,500	4,500
595 TISA On-Behalf Payments	31,413	10,000	10,000	10,000	10,000
599 Other Charges	428	10,500	5,500	2,500	6,500
725 Special Education Equipment	9,048	9,000	14,000	9,730	9,000
<b>Total Special Education Program</b>	<b>2,749,262</b>	<b>2,892,122</b>	<b>2,925,904</b>	<b>2,915,336</b>	<b>3,306,804</b>
<b>71300 Vocational Education Program</b>					
116 Teachers	1,134,136	1,182,081	1,182,081	1,208,783	1,217,249
117 Career Ladder Program	2,000	2,000	2,000	1,500	1,000
188 Bonus Payments	-	34,000	34,000	34,000	-
189 Other Salaries & Wages	28,492	21,654	43,264	25,769	22,260
195 Certified Substitute Teachers	7,155	2,000	14,000	14,000	2,000
198 Non-certified Substitute Teachers	12,018	9,000	19,000	19,500	9,000
201 Social Security	70,758	75,209	75,370	78,916	75,250
204 State Retirement	83,678	85,931	86,065	87,439	90,396
206 Life Insurance	767	748	748	793	865
207 Medical Insurance	140,472	151,870	151,870	155,253	163,433
212 Employer Medicare	16,597	17,595	17,630	18,553	17,603
217 Retirement - Hybrid Stabilization	-	6,504	6,532	6,448	11,944
336 Maintenance & Repair Services - Equipment	785	1,500	1,500	-	1,000
399 Other Contracted Services	2,772	4,000	4,000	1,252	3,000
429 Instructional Supplies & Materials	13,251	-	34,141	12,380	14,000
471 Software	6,099	-	-	-	-
499 Other Supplies and Materials	1,234	100	100	-	100
599 Other Charges	508	50,722	2,000	2,000	2,000
730 Vocational Instruction Equipment	25,880	3,000	13,000	3,432	-
<b>Total Vocational Education Program</b>	<b>1,546,602</b>	<b>1,647,914</b>	<b>1,687,301</b>	<b>1,670,018</b>	<b>1,631,100</b>
<b>71400 Student Body Education Program</b>					
188 Bonus Payments	2,000	-	-	-	-
189 Other Salaries & Wages	570,036	618,684	613,684	609,192	629,893
201 Social Security	32,309	34,978	34,978	35,499	36,686
204 State Retirement	32,339	32,998	32,998	28,683	35,026
206 Life Insurance	40	44	44	46	51
207 Medical Insurance	11,690	15,768	15,768	15,690	16,884
212 Employer Medicare	7,975	8,615	8,615	8,606	9,032
217 Retirement - Hybrid Stabilization	-	1,344	1,344	962	3,089
399 Other Contracted Services	6,800	10,000	5,000	10,000	6,000
499 Other Supplies and Materials	10,247	-	5,000	3,660	3,900
599 Other Charges	97,813	90,250	100,250	99,040	90,350
<b>Total Student Body Education Program</b>	<b>771,249</b>	<b>812,681</b>	<b>817,681</b>	<b>811,378</b>	<b>830,911</b>

**GENERAL PURPOSE SCHOOL FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>72110 Attendance</b>					
105 Supervisor / Director	93,453	98,479	98,479	98,526	101,141
162 Clerical Personnel	20,391	33,987	33,987	30,911	35,235
188 Bonus Payments	3,500	-	-	-	-
189 Other Salaries & Wages	56,376	59,466	59,466	59,467	61,553
201 Social Security	10,247	11,463	11,463	11,371	11,819
204 State Retirement	11,353	11,766	11,766	12,377	13,080
206 Life Insurance	77	88	88	110	102
207 Medical Insurance	19,104	24,396	29,396	27,252	26,117
212 Employer Medicare	2,397	2,681	2,681	2,661	2,765
399 Other Contracted Services	2,275	4,800	19,800	17,920	5,000
471 Software	31,884	31,250	36,250	34,970	33,200
499 Other Supplies and Materials	224	1,500	1,500	50	1,200
524 In-Service / Staff Development	1,654	2,000	2,000	1,040	2,000
<b>Total Attendance</b>	<b>252,935</b>	<b>281,876</b>	<b>306,876</b>	<b>296,655</b>	<b>293,212</b>
<b>72120 Health Services</b>					
105 Supervisor / Director	155,522	67,448	67,448	87,166	90,089
131 Medical Personnel	294,777	356,619	356,619	315,600	372,561
188 Bonus Payments	17,100	-	-	1,750	-
201 Social Security	27,625	25,638	25,638	24,404	28,046
204 State Retirement	33,347	30,302	30,302	30,147	35,645
206 Life Insurance	422	440	440	492	535
207 Medical Insurance	93,300	98,832	98,832	98,214	111,456
212 Employer Medicare	6,469	5,995	5,995	5,736	6,558
217 Retirement - Hybrid Stabilization	-	3,165	3,165	3,184	6,740
320 Dues & Memberships	141	300	300	250	200
355 Travel	35	50	50	100	75
399 Other Contracted Services	6,009	4,500	4,500	5,070	3,600
413 Drugs & Medical Supplies	6,457	10,290	10,290	12,470	11,620
471 Software	9,075	9,525	9,525	9,350	9,900
499 Other Supplies and Materials	7,671	13,250	13,250	18,010	13,250
524 In-Service / Staff Development	2,983	4,550	4,550	3,390	3,200
735 Health Equipment	1,676	500	500	500	-
<b>Total Health Services</b>	<b>662,609</b>	<b>631,404</b>	<b>631,404</b>	<b>615,833</b>	<b>693,475</b>
<b>72130 Other Student Support</b>					
117 Career Ladder Program	1,000	1,000	1,000	1,000	1,000
123 Guidance Personnel	920,884	910,716	910,716	902,289	945,993
161 Secretary(s)	103,627	110,612	110,612	112,090	114,736
188 Bonus Payments	14,800	32,000	32,000	32,000	-
189 Other Salaries & Wages	103,305	169,124	104,124	102,909	102,485
201 Social Security	66,033	71,524	71,524	68,093	67,045
204 State Retirement	82,726	84,767	84,767	82,037	85,800
206 Life Insurance	766	785	785	791	867
207 Medical Insurance	170,923	201,316	191,316	188,960	202,823
212 Employer Medicare	15,443	17,068	17,068	16,150	17,054
217 Retirement - Hybrid Stabilization	-	5,504	5,504	6,214	11,676
307 Communication	629	600	600	600	600
322 Evaluation & Testing	144,007	121,100	121,100	121,100	131,600
355 Travel	20,894	11,500	11,500	10,500	11,500
399 Other Contracted Services	36,098	72,500	74,867	46,346	81,510
471 Software	5,428	16,056	16,056	6,000	14,500
499 Other Supplies and Materials	30,464	24,600	25,421	24,377	29,101
524 In-Service / Staff Development	18,495	23,700	23,700	13,960	47,880
599 Other Charges	97	-	-	-	-
790 Other Equipment	25,961	17,000	17,000	40,350	61,400
<b>Total Other Student Support</b>	<b>1,761,580</b>	<b>1,891,472</b>	<b>1,819,660</b>	<b>1,775,766</b>	<b>1,927,570</b>

**GENERAL PURPOSE SCHOOL FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>72210 Support Services/Regular Instruction Program</b>					
105 Supervisor / Director	310,051	326,931	326,931	335,577	382,718
117 Career Ladder Program	1,000	1,000	1,000	1,000	1,000
129 Librarian(s)	583,710	604,708	604,708	610,336	619,164
136 Audiovisual Personnel	60,428	64,206	64,206	64,145	66,418
161 Secretary(s)	117,583	120,886	120,886	124,229	126,138
172 Instructional Coaches	206,778	215,290	215,290	202,261	222,718
188 Bonus Payments	16,200	28,000	28,000	28,000	-
189 Other Salaries & Wages	109,644	76,622	98,622	98,670	92,553
195 Certified Substitute Teachers	1,665	1,500	1,500	3,405	1,500
196 In-Service Training	8,110	15,000	15,000	8,840	12,000
198 Non-certified Substitute Teachers	3,658	3,000	3,000	2,450	3,000
201 Social Security	83,165	86,221	86,221	88,256	90,347
204 State Retirement	107,848	95,573	95,573	96,309	103,246
206 Life Insurance	804	788	788	850	924
207 Medical Insurance	179,811	205,051	218,051	223,240	224,064
212 Employer Medicare	19,478	20,168	20,168	20,659	21,130
217 Retirement - Hybrid Stabilization	-	1,397	1,397	1,861	4,076
307 Communication	457	660	660	600	660
355 Travel	220	1,500	1,500	1,500	1,500
399 Other Contracted Services	102,139	98,200	28,200	17,880	3,090
471 Software	-	20,750	20,750	26,410	21,000
499 Other Supplies and Materials	2,494	1,700	1,700	2,465	1,725
524 In-Service / Staff Development	45,694	88,600	88,600	69,506	89,200
599 Other Charges	15,951	13,500	13,500	12,647	12,000
790 Other Equipment	529	3,000	3,000	2,300	3,000
<b>Total Support Services/Regular Instruction Program</b>	<b>1,977,417</b>	<b>2,094,251</b>	<b>2,059,251</b>	<b>2,043,396</b>	<b>2,103,171</b>
<b>72220 Support Services/Special Education Program</b>					
105 Supervisor / Director	103,845	109,566	109,566	109,630	112,682
124 Psychological Personnel	79,824	84,552	84,552	86,000	87,237
135 Assessment Personnel	76,241	92,486	92,486	66,483	5,550
161 Secretary(s)	45,359	24,817	24,817	25,652	26,514
188 Bonus Payments	4,450	6,000	6,000	6,000	-
189 Other Salaries & Wages	12,829	142,462	142,462	152,181	226,041
196 In-Service Training	-	-	-	50	-
201 Social Security	19,720	28,291	28,291	26,944	26,815
204 State Retirement	21,376	28,975	28,975	31,290	33,038
206 Life Insurance	170	246	246	256	286
207 Medical Insurance	34,208	52,282	52,282	58,252	65,669
212 Employer Medicare	4,612	6,618	6,618	6,300	6,344
217 Retirement - Hybrid Stabilization	-	874	874	902	1,614
308 Consultants	-	500	500	-	500
312 Contracts with Private Agencies	110,415	130,000	130,000	130,000	137,000
355 Travel	-	-	-	280	-
399 Other Contracted Services	13	-	-	-	-
499 Other Supplies and Materials	17,478	15,000	15,000	10,000	7,900
524 In-Service / Staff Development	639	1,000	4,895	-	6,000
790 Other Equipment	2,103	3,000	3,000	2,770	4,000
<b>Total Support Services/Special Education Program</b>	<b>533,282</b>	<b>726,669</b>	<b>730,564</b>	<b>712,990</b>	<b>747,190</b>

**GENERAL PURPOSE SCHOOL FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>72230 Support Services/Vocational Education Program</b>					
105 Supervisor / Director	220,899	119,279	158,679	156,254	111,029
117 Career Ladder Program	1,000	1,000	1,000	1,000	-
188 Bonus Payments	2,000	-	-	-	-
189 Other Salaries & Wages	27,592	58,815	83,815	79,129	82,914
201 Social Security	15,476	11,063	11,026	14,459	11,800
204 State Retirement	16,417	10,682	10,647	14,873	15,796
206 Life Insurance	131	84	84	87	95
207 Medical Insurance	26,424	18,004	18,004	17,603	19,984
212 Employer Medicare	3,619	2,589	2,580	3,382	2,759
217 Retirement - Hybrid Stabilization	-	-	-	799	3,577
307 Communication	517	500	500	500	500
499 Other Supplies and Materials	263	-	-	486	-
524 In-Service / Staff Development	3,134	2,000	11,032	3,000	2,000
599 Other Charges	193	200	200	-	200
<b>Total Support Services/Vocational Education Program</b>	<b>317,665</b>	<b>224,216</b>	<b>297,567</b>	<b>291,572</b>	<b>250,654</b>
<b>72250 Education Technology</b>					
105 Supervisor / Director	119,717	126,188	126,188	126,266	129,624
161 Secretary(s)	41,437	43,985	43,985	43,951	45,512
188 Bonus Payments	22,000	-	-	-	-
189 Other Salaries & Wages	551,936	584,390	584,390	584,545	608,777
201 Social Security	43,629	45,136	45,136	45,264	46,322
204 State Retirement	96,806	98,719	98,719	98,654	103,267
206 Life Insurance	482	484	484	513	561
207 Medical Insurance	103,500	115,144	115,144	118,519	130,610
212 Employer Medicare	10,204	10,557	10,557	10,587	10,832
307 Communication	2,922	4,500	4,500	2,930	4,500
330 Operating Lease Payments	524	840	840	840	840
350 Internet Connectivity	479,796	483,050	483,050	481,880	480,650
399 Other Contracted Services	91,677	103,540	103,540	25,530	48,740
471 Software	81,403	71,308	71,308	45,420	67,183
499 Other Supplies and Materials	14,748	15,000	15,000	11,900	15,000
524 In-Service / Staff Development	7,497	10,000	10,000	10,000	10,000
790 Other Equipment	34,390	68,286	68,286	91,690	265,000
<b>Total Education Technology</b>	<b>1,702,668</b>	<b>1,781,127</b>	<b>1,781,127</b>	<b>1,698,489</b>	<b>1,967,418</b>
<b>72310 Board of Education</b>					
118 Secretary to Board	2,992	3,132	3,132	3,333	3,728
201 Social Security	183	194	194	144	231
204 State Retirement	540	565	565	424	673
207 Medical Insurance	-	-	-	3,345	-
212 Employer Medicare	43	45	45	34	54
305 Audit Services	47,402	49,330	49,330	58,894	50,915
320 Dues & Memberships	6,862	12,000	12,000	9,493	16,670
331 Legal Services	35,519	30,000	75,000	75,000	40,000
399 Other Contracted Services	11,065	15,400	15,400	18,000	12,450
499 Other Supplies and Materials	1,868	2,000	2,000	2,000	2,000
506 Liability Insurance	108,788	111,500	126,500	135,564	145,564
510 Trustee's Commission	279,880	300,000	300,000	285,000	290,000
513 Workers Compensation	94,912	100,000	100,000	98,000	100,000
524 In-Service / Staff Development	10,430	10,000	10,000	13,470	14,000
533 Criminal Investigation of Applicants - TBI	14,509	34,500	34,500	15,500	30,000
599 Other Charges	30,834	32,000	32,000	31,000	35,850
701 Administration Equipment	7,068	2,000	2,000	-	2,000
<b>Total Board of Education</b>	<b>652,895</b>	<b>702,666</b>	<b>762,666</b>	<b>749,201</b>	<b>744,135</b>

**GENERAL PURPOSE SCHOOL FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>72320 Office of the Superintendent</b>					
101 County Official/Administrative Officer	178,221	186,583	186,583	186,583	190,315
161 Secretary(s)	56,913	57,347	57,347	58,841	67,872
188 Bonus Payments	4,000	-	-	-	-
189 Other Salaries & Wages	1,000	-	-	-	-
201 Social Security	14,451	14,429	14,429	14,508	15,414
204 State Retirement	22,064	21,024	21,024	21,286	24,235
206 Life Insurance	88	88	88	92	102
207 Medical Insurance	17,616	18,672	18,672	21,821	28,161
212 Employer Medicare	3,472	3,527	3,527	3,527	3,605
307 Communication	13,045	17,500	17,500	13,000	17,500
320 Dues & Memberships	4,302	5,125	15,125	15,125	5,125
330 Operating Lease Payments	1,280	2,750	2,750	1,400	2,750
336 Maintenance & Repair Services - Equipment	-	1,000	1,000	-	-
348 Postal Charges	11,214	12,000	12,000	14,000	13,000
399 Other Contracted Services	2,029	1,500	1,500	1,600	1,500
435 Office Supplies	13,922	18,000	18,000	15,500	18,000
499 Other Supplies and Materials	1,496	4,000	4,000	2,825	2,000
524 In-Service / Staff Development	5,814	6,000	12,000	10,000	6,000
599 Other Charges	-	500	500	1,190	500
701 Administration Equipment	2,674	3,000	3,000	2,678	3,000
<b>Total Office of the Superintendent</b>	<b>353,601</b>	<b>373,045</b>	<b>389,045</b>	<b>383,976</b>	<b>399,079</b>
<b>72410 Office of the Principal</b>					
104 Principal(s)	934,523	983,795	983,795	977,639	1,007,443
117 Career Ladder Program	3,000	3,000	3,000	3,000	3,000
119 Accountants/Bookkeepers	225,069	202,245	202,245	207,243	196,838
139 Assistant Principal(s)	769,840	925,567	925,567	961,405	953,562
161 Secretary(s)	454,836	538,598	538,598	520,311	558,977
162 Clerical Personnel	7,579	11,025	11,025	11,025	8,250
188 Bonus Payments	78,500	2,000	2,000	2,000	-
189 Other Salaries & Wages	507,160	531,798	531,798	502,416	568,108
201 Social Security	173,510	190,778	190,778	191,482	195,176
204 State Retirement	219,166	221,000	221,000	213,489	235,873
206 Life Insurance	1,581	1,760	1,760	1,797	1,897
207 Medical Insurance	324,379	401,094	401,094	411,490	448,521
212 Employer Medicare	41,121	43,980	43,980	44,821	45,649
217 Retirement - Hybrid Stabilization	-	3,558	3,558	2,705	4,725
307 Communication	71,556	67,175	67,175	69,915	67,175
320 Dues & Memberships	4,600	6,500	6,500	6,500	6,500
330 Operating Lease Payments	51,660	54,840	54,840	57,240	55,000
399 Other Contracted Services	1,400	2,000	2,000	-	-
499 Other Supplies and Materials	-	1,000	1,000	250	1,000
524 In-Service / Staff Development	286	400	400	-	400
599 Other Charges	-	400	400	-	400
<b>Total Office of the Principal</b>	<b>3,869,766</b>	<b>4,192,513</b>	<b>4,192,513</b>	<b>4,184,728</b>	<b>4,358,494</b>

**GENERAL PURPOSE SCHOOL FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>72510 Fiscal Services</b>					
105 Supervisor / Director	113,219	119,383	254,383	250,114	116,320
119 Accountants/Bookkeepers	80,221	84,211	6,211	5,263	68,797
161 Secretary(s)	143,854	155,144	155,144	151,493	156,242
188 Bonus Payments	10,800	-	-	-	-
201 Social Security	21,366	21,997	21,997	25,060	21,061
204 State Retirement	47,418	49,360	49,360	44,412	38,680
206 Life Insurance	237	238	238	241	268
207 Medical Insurance	47,563	50,398	50,398	46,984	53,949
212 Employer Medicare	4,997	5,145	5,145	5,861	4,926
320 Dues & Memberships	2,171	1,800	1,800	2,200	1,530
399 Other Contracted Services	14,113	22,600	15,100	15,000	17,380
411 Data Processing Supplies	671	1,000	1,000	1,500	1,000
471 Software	28,992	38,000	30,000	30,100	35,094
499 Other Supplies and Materials	727	1,000	1,000	250	1,000
524 In-Service / Staff Development	14,573	8,000	8,000	6,000	8,000
701 Administration Equipment	1,746	9,000	6,000	2,500	4,000
<b>Total Fiscal Services</b>	<b>532,668</b>	<b>567,276</b>	<b>605,776</b>	<b>586,978</b>	<b>528,247</b>
<b>72520 Human Resources/Personnel</b>					
105 Supervisor / Director	114,193	120,373	120,373	120,455	123,692
161 Secretary(s)	48,684	51,326	51,326	52,142	56,102
188 Bonus Payments	6,000	-	-	-	-
189 Other Salaries & Wages	67,513	72,281	72,281	72,281	74,843
201 Social Security	14,435	14,845	14,845	14,913	15,451
204 State Retirement	35,499	36,575	36,575	36,697	38,232
206 Life Insurance	131	132	132	138	153
207 Medical Insurance	17,616	18,664	18,664	18,576	19,980
212 Employer Medicare	3,376	3,473	3,473	3,487	3,614
302 Advertising	1,600	2,000	2,000	1,500	1,500
320 Dues & Memberships	364	700	700	750	750
355 Travel	-	100	100	230	100
399 Other Contracted Services	-	5,000	5,000	20	2,500
471 Software	6,161	4,750	4,750	5,200	25,000
499 Other Supplies and Materials	4,991	14,000	14,000	10,000	23,000
524 In-Service / Staff Development	5,551	8,500	8,500	8,500	8,500
599 Other Charges	3,985	4,000	4,000	4,000	4,000
701 Administration Equipment	1,254	2,000	2,000	2,716	3,500
<b>Total Human Resources/Personnel</b>	<b>331,353</b>	<b>358,719</b>	<b>358,719</b>	<b>351,605</b>	<b>400,917</b>
<b>72610 Operation of Plant</b>					
105 Supervisor / Director	55,510	58,554	58,554	58,614	60,194
166 Custodial Personnel	1,362,859	1,594,741	1,544,741	1,519,561	1,652,383
188 Bonus Payments	76,500	-	-	-	-
189 Other Salaries & Wages	65,046	69,779	69,779	67,400	72,212
201 Social Security	94,741	105,042	105,042	100,274	108,530
204 State Retirement	121,305	129,356	129,356	128,526	137,309
206 Life Insurance	1,613	1,726	1,726	1,922	2,098
207 Medical Insurance	285,373	340,994	340,994	340,542	395,767
212 Employer Medicare	22,158	24,566	24,566	23,454	25,380
328 Janitorial Services	17,850	-	-	-	-
336 Maintenance & Repair Services - Equipment	1,156	3,500	3,500	3,500	3,500
351 Rentals	5,653	15,000	15,000	7,500	10,000
359 Disposal Fees	58,873	61,000	61,000	60,000	60,000
399 Other Contracted Services	66,658	95,495	95,495	120,000	116,000
410 Custodial Supplies	111,001	136,000	136,000	125,000	135,000
415 Electricity	1,064,867	1,085,500	1,065,000	1,019,300	976,600
434 Natural Gas	138,508	157,200	157,200	170,700	162,700
454 Water & Sewer	97,864	101,900	101,900	91,850	91,850
471 Software	20,869	39,050	39,050	9,050	39,050
499 Other Supplies and Materials	45,820	34,590	34,590	38,130	42,000
701 Administration Equipment	637	-	-	-	-
720 Plant Operation Equipment	6,635	5,000	5,000	5,000	5,000
<b>Total Operation of Plant</b>	<b>3,721,496</b>	<b>4,058,993</b>	<b>3,988,493</b>	<b>3,890,323</b>	<b>4,095,573</b>

**GENERAL PURPOSE SCHOOL FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>72620 Maintenance of Plant</b>					
105 Supervisor / Director	55,510	58,554	58,554	58,574	60,194
161 Secretary(s)	43,280	46,060	46,060	46,016	47,646
167 Maintenance Personnel	725,488	836,404	836,404	819,240	850,401
188 Bonus Payments	31,500	-	-	-	-
201 Social Security	52,074	57,453	57,453	56,571	58,675
204 State Retirement	115,435	123,257	123,257	121,961	120,974
206 Life Insurance	686	799	799	818	845
207 Medical Insurance	134,478	167,688	167,688	155,050	179,471
212 Employer Medicare	12,179	13,437	13,437	13,211	13,189
329 Laundry Service	4,150	8,000	8,000	5,200	6,000
330 Operating Lease Payments	1,287	1,300	1,300	1,300	1,300
335 Maintenance & Repair Services - Building	254,839	326,200	326,200	310,000	300,000
336 Maintenance & Repair Services - Equipment	34,780	38,500	38,500	25,000	40,000
399 Other Contracted Services	29,784	14,600	14,600	3,000	15,000
418 Equipment & Machinery Parts	306,749	210,000	210,000	150,000	210,000
426 General Construction Materials	63,640	95,200	95,200	153,000	100,000
499 Other Supplies and Materials	35,617	24,500	105,142	38,220	68,000
524 In-Service / Staff Development	14,571	15,000	15,000	10,000	15,000
599 Other Charges	30	100	100	1,000	1,000
701 Administration Equipment	-	25,500	25,500	25,000	-
717 Maintenance Equipment	10,581	10,000	10,000	10,000	10,000
790 Other Equipment	78,848	-	-	49,421	-
<b>Total Maintenance of Plant</b>	<b>2,005,506</b>	<b>2,072,552</b>	<b>2,153,194</b>	<b>2,052,582</b>	<b>2,097,695</b>
<b>72710 Transportation</b>					
105 Supervisor / Director	31,151	32,826	32,826	32,843	33,714
146 Bus Drivers	72,500	111,335	173,838	176,637	195,063
162 Clerical Personnel	217	11,329	11,329	10,304	11,745
188 Bonus Payments	14,250	21,001	21,001	5,000	19,501
189 Other Salaries & Wages	56,377	63,546	63,546	66,697	85,429
201 Social Security	9,504	13,515	17,389	16,462	19,409
204 State Retirement	5,973	8,809	13,728	17,894	19,363
206 Life Insurance	33	84	168	229	282
207 Medical Insurance	7,836	19,912	29,113	50,572	67,729
212 Employer Medicare	2,490	3,456	4,363	4,149	4,811
217 Retirement - Hybrid Stabilization	-	-	-	38	20
312 Contracts with Private Agencies	-	500	500	500	500
313 Contracts with Parents	-	-	-	1,500	1,000
314 Contracts with Public Carriers	80,000	-	-	-	-
315 Contracts with Vehicle Owners	1,037,066	1,028,119	1,028,119	1,038,126	1,061,475
338 Maintenance & Repair Services - Vehicles	2,729	15,000	15,000	8,000	14,500
340 Medical and Dental Services	2,655	4,000	4,000	3,000	4,000
355 Travel	-	1,000	1,000	3,500	1,000
399 Other Contracted Services	199	-	-	2,250	2,500
425 Gasoline	64,506	97,000	75,000	80,000	77,000
450 Tires & Tubes	887	3,000	3,000	1,000	2,400
453 Vehicle Parts	5,752	4,000	4,000	3,500	3,880
471 Software	-	2,350	2,350	2,350	1,500
499 Other Supplies and Materials	164	500	500	400	485
511 Vehicle and Equipment Insurance	55,434	58,000	58,000	63,813	66,320
524 In-Service / Staff Development	1,617	18,000	18,000	4,200	9,000
599 Other Charges	982	2,820	2,820	1,500	2,500
729 Transportation Equipment	-	7,500	72,500	18,000	4,500
<b>Total Transportation</b>	<b>1,452,322</b>	<b>1,527,602</b>	<b>1,652,090</b>	<b>1,612,464</b>	<b>1,709,626</b>

**GENERAL PURPOSE SCHOOL FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>73100 Food Service</b>					
105 Supervisor / Director	320	-	-	40	-
162 Clerical Personnel	40,903	43,280	43,280	43,248	44,867
188 Bonus Payments	65,250	-	-	-	-
201 Social Security	6,523	2,607	2,607	2,620	2,705
204 State Retirement	9,879	3,406	3,406	3,404	3,532
206 Life Insurance	44	43	43	50	52
207 Medical Insurance	8,808	9,336	9,336	9,288	9,991
212 Employer Medicare	1,526	610	610	614	633
422 Food Supplies	1,993	2,500	2,500	2,500	2,500
524 In-Service / Staff Development	986	1,100	1,100	1,100	1,100
710 Food Service Equipment	-	-	5,000	2,340	-
<b>Total Food Service</b>	<b>136,232</b>	<b>62,882</b>	<b>67,882</b>	<b>65,204</b>	<b>65,380</b>
<b>73300 Community Services</b>					
105 Supervisor / Director	4,700	10,335	8,610	8,610	8,610
116 Teachers	212,074	213,152	206,403	206,403	206,403
162 Clerical Personnel	-	-	1,280	1,280	1,280
163 Educational Assistants	11,822	11,378	9,797	9,797	9,797
188 Bonus Payments	1,000	-	-	-	-
189 Other Salaries & Wages	65,328	148,729	65,051	58,168	68,613
201 Social Security	17,046	23,546	18,141	17,770	18,358
204 State Retirement	16,872	21,854	16,542	16,675	16,875
206 Life Insurance	14	54	14	11	13
207 Medical Insurance	5,943	15,902	7,344	7,311	7,862
212 Employer Medicare	4,145	5,508	4,244	4,156	4,294
217 Retirement - Hybrid Stabilization	-	638	598	598	598
399 Other Contracted Services	222,961	215,299	228,320	220,392	243,320
422 Food Supplies	631	1,000	700	700	700
429 Instructional Supplies & Materials	446	2,604	500	500	500
499 Other Supplies and Materials	18,952	8,000	8,000	8,000	8,000
524 In-Service / Staff Development	439	1,950	1,500	1,500	1,500
599 Other Charges	1,862	177,095	5,000	2,040	5,000
790 Other Equipment	5,169	-	-	-	-
<b>Total Community Services</b>	<b>589,404</b>	<b>857,044</b>	<b>582,044</b>	<b>563,911</b>	<b>601,723</b>
<b>73400 Early Childhood Education</b>					
116 Teachers	358,549	378,943	378,943	379,576	390,285
163 Educational Assistants	118,978	132,020	132,020	132,220	140,400
188 Bonus Payments	10,000	10,000	10,000	10,000	-
189 Other Salaries & Wages	9,688	14,000	14,000	7,075	14,000
195 Certified Substitute Teachers	1,210	2,500	2,500	1,438	2,500
198 Non-certified Substitute Teachers	6,823	2,500	2,500	8,115	2,500
201 Social Security	28,105	30,818	30,818	30,989	31,131
204 State Retirement	33,270	33,699	33,699	32,884	36,723
206 Life Insurance	431	440	440	480	510
207 Medical Insurance	88,446	106,308	106,308	106,093	113,791
212 Employer Medicare	6,662	7,207	7,207	7,359	7,281
399 Other Contracted Services	1,000	1,156	1,156	1,160	1,156
<b>Total Early Childhood Education</b>	<b>663,162</b>	<b>719,591</b>	<b>719,591</b>	<b>717,389</b>	<b>740,277</b>
<b>GRAND TOTAL</b>	<b>48,232,592</b>	<b>52,466,976</b>	<b>52,631,754</b>	<b>51,991,455</b>	<b>53,759,829</b>

**GENERAL PURPOSE SCHOOL FUND  
OTHER FINANCING SOURCES / (USES) BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>Transfers from Other Funds</b>					
49800 Federal Projects Fund Transfers	19,664	-	-	-	-
49810 City General Fund Transfers	5,215,429	5,215,429	5,215,429	5,215,429	5,015,429
<b>Total Transfers from Other Funds</b>	<b>5,235,093</b>	<b>5,215,429</b>	<b>5,215,429</b>	<b>5,215,429</b>	<b>5,015,429</b>
<b>Transfers to Other Funds</b>					
99100 Transfers Out	(9,133,955)	(2,820,850)	(2,820,850)	(1,496,721)	(6,527,200)
<b>Total Transfers to Other Funds</b>	<b>(9,133,955)</b>	<b>(2,820,850)</b>	<b>(2,820,850)</b>	<b>(1,496,721)</b>	<b>(6,527,200)</b>
<b>GRAND TOTAL OTHER FINANCING SOURCES/USES</b>	<b>(3,898,862)</b>	<b>2,394,579</b>	<b>2,394,579</b>	<b>3,718,708</b>	<b>(1,511,771)</b>

**SCHOOL NUTRITION FUND  
REVENUES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>Intergovernmental Revenue</b>					
46520 School Food Service	18,316	19,000	19,000	20,500	21,000
47111 USDA School Lunch Program	1,635,669	2,031,000	2,031,000	1,710,000	2,200,000
47112 USDA Commodities	179,111	350,000	350,000	260,000	350,000
47113 USDA School Breakfast Program	695,264	631,800	631,800	700,000	650,000
47114 USDA - Other	211,218	200,000	200,000	202,000	220,000
<b>Total Intergovernmental Revenue</b>	<b>2,739,578</b>	<b>3,231,800</b>	<b>3,231,800</b>	<b>2,892,500</b>	<b>3,441,000</b>
<b>Charges for Services</b>					
43522 Lunch Payments - Adults	12,895	20,000	20,000	11,000	12,000
43525 Ala Carte Sales	127,386	100,000	100,000	150,000	140,000
<b>Total Charges for Services</b>	<b>140,281</b>	<b>120,000</b>	<b>120,000</b>	<b>161,000</b>	<b>152,000</b>
<b>Investment Related Income</b>					
44110 Investment Income	3,007	4,000	4,000	3,000	3,000
<b>Total Investment Related Income</b>	<b>3,007</b>	<b>4,000</b>	<b>4,000</b>	<b>3,000</b>	<b>3,000</b>
<b>Other Local Revenue</b>					
44170 Miscellaneous Refunds	45,751	15,000	15,000	15,000	-
44570 Contributions & Gifts	-	-	-	12,000	-
44990 Other Local Revenue	4,126	-	-	6,500	-
<b>Total Other Local Revenue</b>	<b>49,877</b>	<b>15,000</b>	<b>15,000</b>	<b>33,500</b>	<b>-</b>
<b>GRAND TOTAL REVENUES</b>	<b>2,932,743</b>	<b>3,370,800</b>	<b>3,370,800</b>	<b>3,090,000</b>	<b>3,596,000</b>

**SCHOOL NUTRITION FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>73100 Food Service</b>					
105 Supervisor / Director	111,077	118,341	118,341	117,456	120,722
165 Cafeteria Personnel	827,863	916,130	916,130	837,563	949,400
201 Social Security	56,512	62,610	62,610	57,915	62,000
204 State Retirement	98,527	97,464	97,464	98,312	105,000
206 Life Insurance	1,308	1,201	1,201	1,198	1,200
207 Medical Insurance	261,131	258,098	258,098	255,621	260,000
212 Employer Medicare	13,218	14,641	14,641	13,543	15,000
307 Communication	980	1,500	1,500	3,725	3,500
336 Maintenance & Repair Services - Equipment	7,259	5,000	5,000	7,500	10,000
355 Travel	2,567	3,200	3,200	1,500	5,000
399 Other Contracted Services	189,801	200,000	200,000	204,000	230,000
421 Food Preparation Supplies	91,054	95,000	95,000	110,000	100,000
422 Food Supplies	1,155,410	1,150,615	1,150,615	1,100,000	1,300,000
435 Office Supplies	2,558	3,000	3,000	2,000	3,000
469 USDA Commodities	179,111	350,000	350,000	260,000	350,000
499 Other Supplies and Materials	16,269	12,000	12,000	6,500	7,000
524 In-Service / Staff Development	19,422	12,000	12,000	18,000	17,001
599 Other Charges	11,249	15,000	15,000	10,000	14,999
710 Food Service Equipment	56,905	55,000	55,000	25,000	25,000
<b>Total Food Service</b>	<b>3,102,221</b>	<b>3,370,800</b>	<b>3,370,800</b>	<b>3,129,833</b>	<b>3,578,822</b>
 <b>GRAND TOTAL EXPENDITURES</b>	 <b>3,102,221</b>	 <b>3,370,800</b>	 <b>3,370,800</b>	 <b>3,129,833</b>	 <b>3,578,822</b>

**SCHOOL CAPITAL PROJECTS FUND  
REVENUES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>Investment Related Income</b>					
44110 Investment Income	3,388	-	-	4,900	-
<b>Total Investment Related Income</b>	<b>3,388</b>	<b>-</b>	<b>-</b>	<b>4,900</b>	<b>-</b>
<b>Other Local Revenue</b>					
44570 Contributions & Gifts	66,233	-	-	50,000	-
<b>Total Other Local Revenue</b>	<b>66,233</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>-</b>
<b>GRAND TOTAL</b>	<b>69,621</b>	<b>-</b>	<b>-</b>	<b>54,900</b>	<b>-</b>

**SCHOOL CAPITAL PROJECTS FUND  
EXPENDITURES BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>91300 Educational Capital Projects</b>					
304 Architects	189,562	100,000	250,000	256,500	95,000
701 Administration Equipment	321,194	21,500	21,500	-	194,250
706 Building Construction	-	-	187,000	65,000	2,755,000
707 Building Improvements	2,626,998	2,720,000	1,790,000	1,590,200	2,845,000
708 Communications Equipment	933,550	-	15,500	15,300	-
709 Data Processing Equipment	28,076	-	-	-	-
711 Furniture and Fixtures	11,903	100,000	750,000	741,000	52,000
717 Maintenance Equipment	47,628	105,000	120,000	113,000	190,000
722 Regular Instruction Equipment	214,487	466,000	466,000	465,000	138,750
724 Site Development	829,533	-	-	-	-
729 Transportation Equipment	30,893	85,000	335,000	323,000	-
790 Other Equipment	358,146	-	-	-	-
799 Other Capital Outlay	204,936	-	65,000	65,000	-
<b>Total Educational Capital Projects</b>	<b>5,796,906</b>	<b>3,597,500</b>	<b>4,000,000</b>	<b>3,634,000</b>	<b>6,270,000</b>
<b>GRAND TOTAL</b>	<b>5,796,906</b>	<b>3,597,500</b>	<b>4,000,000</b>	<b>3,634,000</b>	<b>6,270,000</b>

**SCHOOL CAPITAL PROJECTS FUND  
OTHER FINANCING SOURCES / (USES) BY LINE ITEM**

	Actual FY 2025	Original Budget FY 2026	Revised Budget FY 2026	Projected Activity FY 2026	Original Budget FY 2027
<b>Sale of Assets</b>					
44530 Sale of Equipment	12,111	5,000	5,000	17,000	5,000
<b>Total Sale of Assets</b>	<b>12,111</b>	<b>5,000</b>	<b>5,000</b>	<b>17,000</b>	<b>5,000</b>
<b>Transfers from Other Funds</b>					
49820 General Purpose Transfers	8,049,653	2,551,750	2,551,750	1,227,621	6,265,000
<b>Total Transfers from Other Funds</b>	<b>8,049,653</b>	<b>2,551,750</b>	<b>2,551,750</b>	<b>1,227,621</b>	<b>6,265,000</b>
<b>GRAND TOTAL OTHER FINANCING SOURCES/USES</b>	<b>8,061,764</b>	<b>2,556,750</b>	<b>2,556,750</b>	<b>1,244,621</b>	<b>6,270,000</b>

The background features a large, semi-transparent watermark of the Bristol City Council logo. The logo is circular and contains the text 'Bristol' in a large, stylized font, with 'CITY COUNCIL' and 'CITY SCHOOLS' in smaller text below it. The logo is set against a light blue background with a silhouette of a city skyline.

# **CAPITAL IMPROVEMENT PLAN**

**BRISTOL TENNESSEE CITY SCHOOLS  
SCHOOL CAPITAL PROJECTS FUND  
CAPITAL IMPROVEMENT PLAN**

Projected Activity	FY 2026	Projected for Future Years						FY 27-31 CIP Total
		Proposed FY 2027	Projected FY 2028	Projected FY 2029	Projected FY 2030	Projected FY 2031		
<b>EXPENDITURES (91300)</b>								
<i>Facility Improvements</i>								
Administration Building	82,000	100,000	-	350,000	-	-	-	450,000
Facilities and Maintenance Building	-	200,000	-	-	-	-	-	200,000
Anderson Elementary School	745,000	570,000	100,000	-	380,000	1,040,000	-	2,090,000
Avoca Elementary School	-	-	-	-	-	30,000	-	30,000
Fairmount Elementary School	25,000	-	-	-	50,000	150,000	-	200,000
Haynesfield Elementary School	65,000	250,000	450,000	150,000	-	-	-	850,000
Holston View Elementary School	-	-	-	-	1,200,000	125,000	-	1,325,000
Tennessee Middle School	30,000	-	-	1,500,000	-	-	-	1,500,000
Tennessee High School	980,000	4,075,000	4,515,000	850,000	100,000	750,000	-	10,290,000
Viking Academy	-	500,000	-	-	-	-	-	500,000
<i>Information Technology Equipment</i>								
	465,000	333,000	300,000	300,000	300,000	300,000	300,000	1,533,000
<i>Mobile Equipment</i>								
	436,000	190,000	205,000	205,000	225,000	200,000	200,000	1,025,000
<i>Various Capital Outlay</i>								
	806,000	52,000	100,000	100,000	100,000	100,000	100,000	452,000
<b>Total</b>	<b>3,634,000</b>	<b>6,270,000</b>	<b>5,670,000</b>	<b>3,455,000</b>	<b>2,355,000</b>	<b>2,695,000</b>	<b>2,695,000</b>	<b>20,445,000</b>

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<b>Project</b>	<b>Administration Building</b>	<b>Responsible Department: Board of Education</b>
<b>Program</b>	<b>Bristol Tennessee City Schools</b>	
<b>Summary</b>	FY 2026 • Installation of secure entryway. FY 2027 • Replacement of office flooring. FY 2029 • Replacement of HVAC, lighting, and acoustical ceiling tiles. Out Years • Renovate office spaces.	
Renovations to Administration Building which was constructed in 1971.		

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years					Out Years	
			FY 2028	FY 2029	FY 2030	FY 2031	Total		
Expenditure Allocation									
Central Office Renovations	62,000	100,000		350,000				450,000	500,000
Secure Entryway	20,000								
<b>Total Allocation</b>	<b>82,000</b>	<b>100,000</b>	<b>0</b>	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>450,000</b>	<b>500,000</b>
Source of Funds									
School Capital Fund (Transfer)	82,000	100,000		350,000				450,000	500,000
Other									
<b>Total Funds</b>	<b>82,000</b>	<b>100,000</b>	<b>0</b>	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>450,000</b>	<b>500,000</b>

<b>Project</b>	<b>Anderson Elementary School</b>
<b>Program</b>	<b>Bristol Tennessee City Schools</b>
<b>Summary</b>	Responsible Department: <b>Board of Education</b>
Renovations to the Anderson Elementary School which was constructed in 1957. Expansions to the building were made in 1999 and 2002.	<ul style="list-style-type: none"> <li>FY 2026 • Completion of main school roofing replacement. Begin HVAC replacement.</li> <li>FY 2027 • Installation of secure entryway and completion of HVAC replacement.</li> <li>FY 2028 • Gym floor replacement.</li> <li>FY 2030 • Replace domestic water system and VAT abatement.</li> <li>FY 2031 • Additional HVAC replacement and installation of ADA lift for accessibility.</li> </ul>

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years					Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031			
Expenditure Allocation									
Bank Stabilization									
Domestic Water			100,000			200,000			150,000
Gym Floor Replacement	480,000	420,000					1,000,000		350,000
HVAC Replacement	265,000	150,000							
Roofing									
Secure Entryway						180,000			150,000
VAT Abatement							40,000		180,000
ADA Lift									40,000
<b>Total Allocation</b>	<b>745,000</b>	<b>570,000</b>	<b>100,000</b>	<b>0</b>	<b>380,000</b>	<b>1,040,000</b>	<b>1,040,000</b>	<b>2,090,000</b>	<b>500,000</b>
Source of Funds									
School Capital Fund (Transfer)	745,000	570,000	100,000		380,000	380,000	1,040,000	2,090,000	500,000
Other									
<b>Total Funds</b>	<b>745,000</b>	<b>570,000</b>	<b>100,000</b>	<b>0</b>	<b>380,000</b>	<b>1,040,000</b>	<b>1,040,000</b>	<b>2,090,000</b>	<b>500,000</b>

<b>Project</b>	<b>Avoca Elementary School</b>	
<b>Program</b>	<b>Bristol Tennessee City Schools</b>	<b>Responsible Department: Board of Education</b>
<b>Summary</b>	FY 2030 • Storm drain replacement Out Years • Construct covered walkway for dismissal area.	
Renovations to the Avoca Elementary School which was constructed in 1953. Expansions to the building were made in 1959 and 1985.		

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years				Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031		
Expenditure Allocation Covered Walkway Storm Drain Replacement						30,000	250,000	
<b>Total Allocation</b>	0	0	0	0	0	30,000	250,000	
Source of Funds School Capital Fund (Transfer) Other						30,000	250,000	
<b>Total Funds</b>	0	0	0	0	0	30,000	250,000	

<b>Project</b>	<b>Facility and Maintenance Shop</b>	
<b>Program</b>	<b>Bristol Tennessee City Schools</b>	<b>Responsible Department: Board of Education</b>
<b>Summary</b>	FY 2027 • Additional improvements for the maintenance shop. Out Years • Maintenance shop expansion.	
Renovations to the Facilities and Maintenance Office and Warehouse constructed in the 1940s.		

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years				Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031		
Expenditure Allocation New Building Additional Improvements		200,000				200,000	1,500,000	
<b>Total Allocation</b>	0	200,000	0	0	0	200,000	1,500,000	
Source of Funds School Capital Fund (Transfer) Other		200,000				200,000	1,500,000	
<b>Total Funds</b>	0	200,000	0	0	0	200,000	1,500,000	

<b>Project</b>	<b>Fairmount Elementary School</b>
<b>Program</b>	<b>Bristol Tennessee City Schools</b>
<b>Summary</b>	<b>Responsible Department: Board of Education</b>
Renovations to Fairmount Elementary School which was constructed in 2009.	<ul style="list-style-type: none"> <li>FY 2026 • Completion of interior lighting system replacement.</li> <li>FY 2027 • Completion of installation of intercom system and security.</li> <li>FY 2030 • Completion of gym floor refinish.</li> <li>FY 2031 • Installation of secure entryway.</li> <li>Out Years • Replacement of roofing system.</li> </ul>

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years					Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031			
Expenditure Allocation Gym Floor Refinish Lighting Secure Entry Renovation Roofing	25,000				50,000		150,000	50,000	1,500,000
<b>Total Allocation</b>	25,000	0	0	0	50,000		150,000	200,000	1,500,000
Source of Funds School Capital Fund (Transfer) Other	25,000	0			0		150,000	200,000	1,500,000
<b>Total Funds</b>	25,000	0	0	0	50,000		150,000	200,000	1,500,000

<b>Project</b>	<b>Haynesfield Elementary School</b>	
<b>Program</b>	<b>Bristol Tennessee City Schools</b>	
<b>Summary</b>	Responsible Department: <b>Board of Education</b>	
Renovations to Haynesfield Elementary School which was constructed in 1936. Expansions to the building were made in 1949 and 1966.	<ul style="list-style-type: none"> <li>FY 2026 • Installation of covered walkway.</li> <li>FY 2027 • Commence flat roof replacement.</li> <li>FY 2028 • Completion of flat roof replacement.</li> <li>• Replacement of classroom sinks.</li> <li>FY 2029 • ACM abatement of ceiling tiles.</li> <li>Out Years • Additional roofing replacements.</li> </ul>	

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years				Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031		
Expenditure Allocation								
ACM Abatement of Ceiling Tiles			100,000	150,000			150,000	
Classroom Sinks	65,000	250,000	350,000				100,000	
Covered Walkway							600,000	400,000
Roofing								
<b>Total Allocation</b>	65,000	250,000	450,000	150,000	0	0	850,000	400,000
Source of Funds								
School Capital Fund (Transfer)	15,000	250,000	450,000	150,000			850,000	400,000
Other	50,000							
<b>Total Funds</b>	65,000	250,000	450,000	150,000	0	0	850,000	400,000

<b>Project</b>	<b>Holston View Elementary School</b>	
<b>Program</b>	<b>Bristol Tennessee City Schools</b>	<b>Responsible Department: Board of Education</b>
<b>Summary</b>	<p>FY 2030 • Replacement of domestic water system and exterior doors.          • Replacement of Roof (Finish in 2031).          Out Years • Update HVAC system and replace main electrical distribution panels/building distribution.          constructed in 1971.</p>	

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years					Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031			
Expenditure Allocation									
Domestic Water					100,000			100,000	500,000
Electrical					100,000			100,000	1,000,000
Exterior Doors									
HVAC							125,000	125,000	
Exterior Lighting and Fence									
Roofing					1,000,000			1,000,000	1,000,000
<b>Total Allocation</b>	0	0	0	0	1,200,000		125,000	1,325,000	2,500,000
Source of Funds									
School Capital Fund (Transfer)		0			1,200,000		125,000	1,325,000	2,500,000
Other									
<b>Total Funds</b>	0	0	0	0	1,200,000		125,000	1,325,000	2,500,000

<b>Tennessee High School</b>		<b>Responsible Department: Board of Education</b>
<b>Project</b>	<b>Bristol Tennessee City Schools</b>	
<b>Program</b>	<b>Responsible Department: Board of Education</b>	
<b>Summary</b>	<p>FY 2026 • Replace lighting controls and completion of roofing replacement projects.          • Begin design and renovations to the Valhalla athletic facility to continue into FY 2028.          • Begin design and build of multipurpose athletic facility at track to continue into FY 2027.          • Additional repairs to seating at the Stone Castle.</p> <p>FY 2027 • Friendship Career Center roofing replacement.          • Installation of artificial turf at Tod Houston baseball field.</p> <p>FY 2028 • Replace Stone Castle artificial turf.          • Continued renovations to the Tod Houston baseball field.</p> <p>FY 2029 • Improvements to the Tennessee High School practice field and Rotary Field.          Out Years • Replace HVAC units and additional Stone Castle renovations.</p>	

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years				Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031		
Expenditure Allocation								
Baseball Field Improvements		1,000,000	1,000,000				2,000,000	
Friendship Career Center Roof		500,000				200,000	500,000	1,000,000
HVAC						100,000	200,000	
Lighting and Controls	100,000						100,000	
Roofing - Steep Slope	200,000							
Roofing - Flat Roof	20,000							
Stone Castle	75,000		1,000,000				1,000,000	250,000
Valhalla	300,000	850,000	790,000				1,640,000	
Track Multi-Purpose	100,000	2,000,000	1,500,000				2,000,000	
THS Practice Field Improvements				750,000			1,500,000	
Rotary Field Improvements							750,000	
<b>Total Allocation</b>	795,000	4,350,000	4,290,000	750,000	0	300,000	9,690,000	1,250,000
Source of Funds								
School Capital Fund (Transfer)	795,000	4,350,000	4,290,000	750,000		300,000	9,690,000	1,250,000
Other								
<b>Total Funds</b>	795,000	4,350,000	4,290,000	750,000	0	300,000	9,690,000	1,250,000

<b>Project</b>	<b>Tennessee Middle School</b>
<b>Program</b>	<b>Bristol Tennessee City Schools</b>
<b>Summary</b>	Responsible Department: <b>Board of Education</b>
<p>FY 2026 • Exterior finishes at Central field house</p> <p>Tennessee Middle School was constructed in 2021. The Tennessee Middle School campus has been expanded.</p>	

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years				Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031		
Expenditure Allocation Central Field Improvements TMS Practice Field Improvements	30,000			1,500,000			1,500,000	
<b>Total Allocation</b>	30,000	0	0	1,500,000	0	0	1,500,000	0
Source of Funds School Capital Fund (Transfer) Other	30,000			1,500,000			1,500,000	
<b>Total Funds</b>	30,000	0	0	1,500,000	0	0	1,500,000	0

<b>Project</b>	<b>Viking Hall</b>
<b>Program</b>	<b>Bristol Tennessee City Schools</b>
<b>Summary</b>	<b>Responsible Department: Board of Education</b>
Renovations to Viking Hall which was constructed in 1980.	<ul style="list-style-type: none"> <li>FY 2026 • Implement electrical improvements.</li> <li>• Update finishes in locker rooms, concourse upgrades, and railing improvements.</li> <li>FY 2027 • Update finishes in locker rooms, concourse upgrades, and railing improvements.</li> <li>FY 2028 • Update finishes in locker rooms, concourse upgrades, and railing improvements.</li> <li>FY 2029 • Installation of fencing around the track.</li> <li>FY 2030 • Commence refinish of gym flooring.</li> <li>FY 2031 • Commence Roof Overlay</li> <li>Out Years • Roof overlay and stage bleachers replacement.</li> </ul>

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years				Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031		
Expenditure Allocation								
Concourse/Interior Renovations	85,000	225,000	225,000			450,000		
Electrical Improvements				100,000		100,000		
Fencing for Track	100,000							
Flooring for Locker Rooms					100,000	100,000		100,000
Gym Floor Refinish							300,000	400,000
Roofing							150,000	150,000
HVAC Replacement								
Stage Bleachers								
<b>Total Allocation</b>	<b>185,000</b>	<b>225,000</b>	<b>225,000</b>	<b>100,000</b>	<b>100,000</b>	<b>1,100,000</b>	<b>450,000</b>	<b>650,000</b>
Source of Funds								
School Capital Fund (Transfer)	185,000	225,000	225,000	100,000	100,000	1,100,000	450,000	650,000
Other								
<b>Total Funds</b>	<b>185,000</b>	<b>225,000</b>	<b>225,000</b>	<b>100,000</b>	<b>100,000</b>	<b>1,100,000</b>	<b>450,000</b>	<b>650,000</b>

<b>Project</b>	<b>District Wide Improvements</b>
<b>Program</b>	<b>Bristol Tennessee City Schools</b>
<b>Summary</b>	Responsible Department: <b>Board of Education</b>
<p>Ongoing</p> <ul style="list-style-type: none"> <li>• Replacement of furniture in school facilities..</li> <li>• LED electrical lighting upgrades at various facilities throughout the school system.</li> </ul>	

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years					Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031			
Expenditure Allocation Furniture/Playground Replacement LED Electrical Upgrades	806,000	52,000	100,000	100,000	100,000	100,000	452,000	500,000 1,125,000	
<b>Total Allocation</b>	806,000	52,000	100,000	100,000	100,000	100,000	452,000	1,625,000	
Source of Funds School Capital Fund (Transfer) Other	806,000	52,000	100,000	100,000	100,000	100,000	452,000	1,625,000	
<b>Total Funds</b>	806,000	52,000	100,000	100,000	100,000	100,000	452,000	1,625,000	

<b>Equipment</b>	
<b>Project</b>	
<b>Program</b>	<b>Bristol Tennessee City Schools</b>
<b>Summary</b>	<b>Responsible Department: Board of Education</b>
<p>Ongoing • Replacement plan for communication equipment, facilities and maintenance equipment, information technology equipment, and transportation equipment.</p>	

Project Budget	Projected FY 2026	Proposed FY 2027	Projected for Future Years				Total	Out Years
			FY 2028	FY 2029	FY 2030	FY 2031		
Expenditure Allocation								
Information Technology Equipment	465,000	333,000	300,000	300,000	300,000	300,000	1,533,000	
Mobile Equipment	436,000	190,000	205,000	205,000	225,000	200,000	1,025,000	
<b>Total Allocation</b>	901,000	523,000	505,000	505,000	525,000	500,000	2,558,000	0
Source of Funds								
School Capital Fund (Transfer)	901,000	523,000	505,000	505,000	525,000	500,000	2,558,000	
Other								
<b>Total Funds</b>	901,000	523,000	505,000	505,000	525,000	500,000	2,558,000	0



**SALARY  
SCHEDULES**



**BRISTOL TENNESSEE CITY SCHOOLS  
SALARY SCHEDULE  
TEACHERS  
2026-2027**

**Payable Effective July 1, 2026**

Years Experience					
	Bachelor's	Master's	M + 30	Ed.S.	Ed.D.
0	53,251	57,329	61,451	62,414	66,251
1	54,820	58,968	63,089	64,023	67,877
2	55,890	60,071	64,239	65,219	69,141
3	56,353	60,534	64,720	65,675	69,627
4	57,248	61,441	65,597	66,584	70,539
5	58,154	62,368	66,534	67,471	71,407
6	59,049	63,296	67,446	68,420	72,362
7	59,957	64,220	68,385	69,356	73,277
8	60,876	65,148	69,293	70,262	74,206
9	61,775	66,054	70,212	71,178	75,126
10	62,698	66,956	71,128	72,114	76,050
11	63,604	67,884	72,096	73,005	76,963
12	64,535	68,798	72,976	73,934	77,891
13	65,425	69,720	73,917	74,855	78,806
14	66,348	70,664	74,832	75,785	79,719
15	67,277	71,580	75,761	76,714	80,643
16	68,075	72,378	76,569	77,504	81,435
17	68,876	73,192	77,368	78,319	82,050
18	69,670	73,985	78,178	79,112	83,048
19	70,478	74,776	78,985	79,920	83,855
20	71,282	75,599	79,774	80,722	84,641
21	71,885	76,197	80,384	81,322	85,249
22	72,392	76,714	80,883	81,843	85,755
23	72,989	77,319	81,505	82,439	86,370
24	73,507	77,829	82,006	82,950	86,870
25	74,435	78,735	82,934	83,871	87,805
26	75,143	79,462	83,656	84,591	88,527
27	75,890	80,177	84,386	85,315	89,242
28	76,633	80,956	85,149	86,092	90,013
29	77,427	81,714	85,912	86,857	90,779
30	78,184	82,484	86,691	87,625	91,563

<b>SUBSTITUTE TEACHERS RATES PER DAY FOR 2026-2027</b>	
<b>Non Degreed Substitute Teacher</b>	<b>\$ 105.00</b>
<b>Degreed Substitute Teacher</b>	<b>\$ 105.00</b>
<b>Certified TN Substitute Teacher</b>	<b>\$ 120.00</b>
<b>BTCS Retired Teacher Substitute</b>	<b>\$ 150.00</b>

<b>Student Workers</b>	<b>\$15.37 per hour</b>
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**BRISTOL TENNESSEE CITY SCHOOLS  
SALARY SCHEDULE  
105 DAY TEACHERS  
2026-2027**

**Payable Effective July 1, 2026  
(Based on Teacher Salary Schedule)**

Years Experience					
	Bachelor's	Master's	M + 30	Ed.S.	Ed.D.
0	27,956	30,099	32,263	32,768	34,783
1	28,780	30,961	33,121	33,614	35,636
2	29,342	31,536	33,724	34,240	36,300
3	29,584	31,780	33,978	34,482	36,553
4	30,054	32,256	34,439	34,273	37,033
5	30,531	32,744	34,928	35,422	37,485
6	30,999	33,229	35,408	35,920	37,990
7	31,477	33,714	35,902	36,411	38,470
8	31,958	34,203	36,378	36,890	38,958
9	32,432	34,678	36,861	37,366	39,442
10	32,917	35,149	37,342	37,858	39,925
11	33,394	35,639	37,852	38,329	40,408
12	33,881	36,119	38,312	38,815	40,894
13	34,350	36,604	38,807	39,300	41,375
14	34,832	37,098	39,287	39,786	41,853
15	35,321	37,579	39,774	40,273	42,337
16	35,740	37,997	40,198	40,690	42,750
17	36,160	38,423	40,622	41,117	43,079
18	36,577	38,841	41,045	41,534	43,601
19	36,999	39,257	41,468	41,959	44,023
20	37,423	39,692	41,882	42,378	44,436
21	37,739	40,004	42,200	42,693	44,756
22	38,007	40,273	42,467	42,968	45,022
23	38,321	40,594	42,790	43,282	45,345
24	38,592	40,860	43,052	43,548	45,607
25	39,079	41,337	43,540	44,030	46,097
26	39,449	41,719	43,919	44,413	46,476
27	39,842	42,093	44,301	44,788	46,853
28	40,234	42,499	44,703	45,197	47,256
29	40,650	42,898	45,104	45,598	47,658
30	41,047	43,303	45,515	46,003	48,073



**BRISTOL TENNESSEE CITY SCHOOLS  
SALARY SCHEDULE  
205 DAY TEACHERS / OTHER STAFF  
2026-2027**

**Payable Effective July 1, 2026  
(Based on Teacher Salary Schedule)**

Years Experience	Bachelor's	Master's	M + 30	Ed.S.	Ed.D.
	0	54,583	58,761	62,988	63,972
1	56,191	60,442	64,665	65,624	69,573
2	57,287	61,571	65,845	66,849	70,869
3	57,762	62,048	65,037	67,320	71,367
4	58,677	62,977	67,235	68,249	72,304
5	59,608	63,930	68,197	69,158	73,193
6	60,525	64,878	69,134	70,128	74,171
7	61,455	65,826	70,093	71,091	75,109
8	62,399	66,777	71,025	72,019	76,060
9	63,319	67,707	71,966	72,958	77,005
10	64,266	68,628	72,907	73,914	77,952
11	65,191	69,580	73,900	74,830	78,889
12	66,148	70,517	74,800	75,782	79,839
13	67,060	71,463	75,768	76,726	80,778
14	68,006	72,430	76,705	77,679	81,715
15	68,958	73,370	77,657	78,632	82,661
16	69,775	74,188	78,484	79,444	83,469
17	70,598	75,022	79,304	80,277	84,099
18	71,411	75,832	80,132	81,090	85,125
19	72,238	76,646	80,960	81,917	85,953
20	73,065	77,486	81,770	82,738	86,756
21	73,681	78,101	82,394	83,354	87,380
22	74,202	78,632	82,907	83,891	87,900
23	74,817	79,253	83,544	84,503	88,531
24	75,344	79,773	84,055	85,023	89,042
25	76,295	80,703	85,009	85,965	90,002
26	77,022	81,451	85,746	86,706	90,739
27	77,790	82,180	86,495	87,447	91,474
28	78,547	82,980	87,279	88,243	92,262
29	79,363	83,757	88,061	89,030	93,047
30	80,139	84,548	88,860	89,820	93,852



**BRISTOL TENNESSEE CITY SCHOOLS  
SALARY SCHEDULE  
220 DAY TEACHERS / OTHER STAFF  
2026-2027**

**Payable Effective July 1, 2026  
(Based on Teacher Salary Schedule)**

Years Experience	Bachelor's	Master's	M + 30	Ed.S.	Ed.D.
	0	58,576	63,063	67,595	68,654
1	60,301	64,864	69,397	70,425	74,665
2	61,478	66,075	70,665	71,739	76,053
3	61,991	66,586	71,191	72,246	76,590
4	62,973	67,584	72,156	73,242	77,593
5	63,969	68,605	73,185	74,216	78,546
6	64,953	69,627	74,191	75,260	79,598
7	65,950	70,640	75,224	76,291	80,606
8	66,964	71,661	76,223	77,286	81,626
9	67,953	72,661	77,232	78,293	82,639
10	68,966	73,650	78,242	79,322	83,655
11	69,965	74,671	79,306	80,306	84,660
12	70,986	75,677	80,273	81,326	85,682
13	71,967	76,691	81,313	82,338	86,687
14	72,981	77,728	82,316	83,363	87,692
15	74,006	78,737	83,339	84,386	88,706
16	74,883	79,615	84,227	85,254	89,578
17	75,763	80,510	85,108	86,149	90,255
18	76,638	81,383	85,997	87,024	91,353
19	77,525	82,254	86,885	87,913	92,242
20	78,411	83,159	87,754	88,793	93,107
21	79,073	83,819	88,421	89,453	93,775
22	79,632	84,386	88,973	90,025	94,334
23	80,291	85,054	89,656	90,687	95,007
24	80,857	85,609	90,205	91,245	95,557
25	81,878	86,610	91,227	92,257	96,587
26	82,660	87,411	92,021	93,050	97,380
27	83,479	88,194	92,823	93,845	98,166
28	84,298	89,051	93,664	94,702	99,014
29	85,170	89,885	94,502	95,541	99,857
30	86,003	90,733	95,362	96,390	100,718



**BRISTOL TENNESSEE CITY SCHOOLS  
SALARY SCHEDULE  
12 MONTH PROFESSIONAL STAFF /  
240 DAY TEACHERS / OTHER STAFF  
2026-2027**

**Payable Effective July 1, 2026  
(Based on Teacher Salary Schedule)**

Years Experience	Bachelor's	Master's	M + 30	Ed.S.	Ed.D.
	0	63,903	68,797	73,740	74,895
1	65,784	70,761	75,706	76,826	81,452
2	67,070	72,083	77,087	78,264	82,968
3	67,625	72,639	77,664	78,812	83,552
4	68,696	73,727	78,719	79,900	84,648
5	69,784	74,843	79,839	80,965	85,688
6	70,854	75,956	80,934	82,101	86,835
7	71,946	77,063	82,062	83,226	87,933
8	73,051	78,177	83,149	84,315	89,044
9	74,129	79,263	84,254	85,410	90,153
10	75,239	80,344	85,352	86,536	91,258
11	76,325	81,459	86,516	87,607	92,356
12	77,438	82,556	87,570	88,720	93,472
13	78,510	83,664	88,704	89,825	94,568
14	79,617	84,794	89,798	90,942	95,665
15	80,731	85,895	90,914	92,056	96,770
16	81,690	86,853	91,884	93,006	97,720
17	82,651	87,827	92,846	93,982	98,458
18	83,603	88,782	93,813	94,934	99,660
19	84,572	89,732	94,782	95,904	100,628
20	85,539	90,720	95,730	96,864	101,570
21	86,259	91,437	96,460	97,585	102,300
22	86,870	92,056	97,062	98,211	102,909
23	87,590	92,783	97,809	98,930	103,642
24	88,208	93,392	98,409	99,538	104,244
25	89,321	94,482	99,522	100,643	105,366
26	90,169	95,358	100,387	101,509	106,233
27	91,070	96,213	101,261	102,376	107,091
28	91,961	97,147	102,181	103,311	108,013
29	92,914	98,055	103,094	104,229	108,935
30	93,820	98,981	104,030	105,153	109,875



**BRISTOL TENNESSEE CITY SCHOOLS**  
**SALARY SCHEDULE**  
**11 MONTH ASSISTANT PRINCIPALS**  
**(ELEMENTARY)**  
**2026-2027**  
**Payable Effective July 1, 2026**

Years Experience	Bachelor's	Master's	M + 30	Ed.S.	Ed.D.
	0	62,676	67,477	72,327	73,460
1	64,522	69,404	74,255	75,355	79,892
2	65,781	70,700	75,612	76,761	81,377
3	66,330	71,247	76,174	77,303	81,951
4	67,381	72,315	77,207	78,369	83,025
5	68,447	73,407	78,308	79,411	84,044
6	69,500	74,501	79,384	80,528	85,170
7	70,567	75,585	80,490	81,631	86,248
8	71,651	76,677	81,559	82,696	87,340
9	72,710	77,747	82,638	83,774	88,424
10	73,794	78,806	83,719	84,875	89,511
11	74,863	79,898	84,857	85,927	90,586
12	75,955	80,974	85,892	87,019	91,680
13	77,005	82,059	87,005	88,102	92,755
14	78,090	83,169	88,078	89,198	93,830
15	79,186	84,249	89,173	90,293	94,915
16	80,125	85,188	90,123	91,222	95,848
17	81,066	86,146	91,066	92,179	96,573
18	82,003	87,080	92,017	93,116	97,748
19	82,952	88,012	92,967	94,067	98,699
20	83,900	88,980	93,897	95,009	99,624
21	84,608	89,686	94,610	95,715	100,339
22	85,206	90,293	95,201	96,327	100,937
23	85,911	91,008	95,932	97,035	101,657
24	86,517	91,602	96,519	97,632	102,246
25	87,609	92,673	97,613	98,715	103,348
26	88,446	93,530	98,462	99,564	104,197
27	89,323	94,368	99,321	100,414	105,038
28	90,199	95,285	100,220	101,331	105,945
29	91,132	96,177	101,117	102,229	106,847
30	92,023	97,084	102,037	103,137	107,768



**BRISTOL TENNESSEE CITY SCHOOLS  
SALARY SCHEDULE  
HOURLY SUPPORT STAFF  
2026-2027  
Payable Effective July 1, 2026**

Lane (Hourly Rates)												
Step	A	B	C	D	E	F	G	H	I	J	K	L
0	15.37	16.09	17.63	17.89	18.19	18.95	19.71	20.77	23.03	23.78	25.27	28.67
1	15.70	16.36	17.90	18.20	18.51	19.28	20.04	21.11	23.41	24.11	25.54	29.53
2	15.98	16.63	18.26	18.51	18.84	19.63	20.41	21.55	23.78	24.45	25.84	29.69
3	16.35	16.91	18.63	18.84	19.19	19.98	20.77	21.91	24.12	24.80	26.10	30.14
4	16.82	17.21	18.98	19.15	19.49	20.30	21.11	22.27	24.46	25.14	26.43	30.63
5	17.11	17.62	19.33	19.58	19.96	20.78	21.60	22.55	24.92	25.48	26.68	31.08
6	17.39	17.91	19.71	19.94	20.30	21.14	21.98	22.92	25.27	25.82	26.99	31.54
7	17.68	18.20	20.04	20.25	20.63	21.49	22.35	23.25	25.61	26.15	27.25	32.03
8	17.96	18.47	20.41	20.57	20.95	21.81	22.67	23.61	25.92	26.51	27.57	32.51
9	18.30	18.77	20.69	20.87	21.28	22.16	23.03	24.00	26.27	26.86	27.85	32.97
10	18.65	19.05	21.05	21.22	21.62	22.52	23.41	24.34	26.61	27.17	28.11	33.46
11	18.98	19.37	21.46	21.58	21.87	22.78	23.68	24.69	26.99	27.52	28.40	33.93
12	19.30	19.69	21.83	21.96	22.23	23.14	24.05	25.04	27.33	27.88	28.68	34.44
13	19.62	19.96	22.20	22.32	22.55	23.48	24.40	25.40	27.70	28.19	28.96	34.88
14	19.96	20.24	22.55	22.67	22.87	23.81	24.75	25.77	28.04	28.55	29.25	35.35
15	20.24	20.53	22.82	23.00	23.18	24.14	25.09	26.14	28.45	28.95	29.67	35.85
16	20.47	20.77	23.05	23.27	23.46	24.43	25.39	26.44	28.77	29.29	30.02	36.27
17	20.71	21.00	23.30	23.54	23.73	24.71	25.68	26.74	29.11	29.62	30.37	36.69
18	20.94	21.26	23.53	23.81	24.01	25.00	25.98	27.06	29.45	29.98	30.71	37.12
19	21.20	21.50	23.78	24.07	24.29	25.29	26.29	27.37	29.78	30.31	31.08	37.54
20	21.44	21.75	24.02	24.36	24.57	25.58	26.59	27.68	30.13	30.67	31.43	37.97
21	21.62	21.94	24.21	24.57	24.79	25.81	26.83	27.93	30.40	30.94	31.69	38.31
22	21.82	22.12	24.40	24.79	24.99	26.03	27.06	28.17	30.66	31.20	31.99	38.64
23	22.01	22.32	24.59	24.99	25.20	26.25	27.30	28.42	30.93	31.48	32.26	38.98
24	22.21	22.50	24.79	25.20	25.43	26.48	27.53	28.66	31.19	31.75	32.54	39.31
25	22.40	22.70	24.97	25.42	25.65	26.71	27.76	28.91	31.46	32.03	32.81	39.67
26	22.62	22.92	25.19	25.66	25.92	26.98	28.04	29.19	31.78	32.33	33.15	40.06
27	22.85	23.14	25.42	25.93	26.17	27.25	28.33	29.50	32.09	32.67	33.47	40.44
28	23.07	23.37	25.64	26.18	26.43	27.52	28.61	29.78	32.42	32.99	33.81	40.85
29	23.30	23.60	25.87	26.44	26.68	27.79	28.89	30.07	32.73	33.32	34.14	41.26
30	23.53	23.84	26.10	26.70	26.96	28.07	29.17	30.38	33.05	33.64	34.49	41.66

Lane	Position Listing
A	Custodian, Food Service Worker
B	Assistant Food Service Manager (Elementary School), Busdriver Attendant, Educational Assistant (Regular)
C	Busdriver, Custodial Technician, Educational Assistant (Self Contained), Facilities Technician 1, Food Service Manager (Elementary School)
D	Assistant Food Service Manager (High School)
E	Food Service Manager (Middle School)
F	Reserved for Future Use
G	Bookkeeper, Central Office Receptionist, Educational Assistant (Hired prior to 7/1992), Facilities Technician 2, Food Service Manager (High School), Head Custodian, Nurse (LPN), School Secretary
H	Central Office Administrative Assistant
I	Reserved for Future Use
J	Reserved for Future Use
K	Director of Schools Executive Assistant, Facilities Technician 3, Nurse (RN), Technology System Analyst
L	Digital Media Specialist, Facilities Foreman, Nurse (Lead Coordinator), Technology Hardware Analyst

Additional Hourly Supplements	
Additional Managerial Programming Supplement (Food Service)	additional \$0.60 / hr



**BRISTOL TENNESSEE CITY SCHOOLS  
SALARY SCHEDULE  
CENTRAL OFFICE ADMINISTRATORS  
2026-2027  
Payable Effective July 1, 2026**

Step	Position	Bachelor's	Master's	M+30	Ed.S.	Ed.D.
1	Director	105,307	107,016	108,720	110,429	112,138
2	Director	106,218	107,925	109,634	111,338	113,045
3	Director	107,130	108,835	110,541	112,247	113,954
4	Director	108,038	109,747	111,454	113,160	114,866
5	Director	108,946	110,656	112,362	114,069	115,774
6	Director	109,861	111,566	113,274	114,981	116,685
7	Director	110,768	112,474	114,182	115,888	117,596
8	Director	111,680	113,386	115,093	116,799	118,506
9	Director	112,589	114,296	116,004	117,711	119,419
10	Director	113,499	115,205	116,914	118,619	120,324
11	Director	114,397	116,103	117,812	119,516	121,222
12	Director	115,294	116,999	118,709	120,413	122,118
13	Director	116,191	117,897	119,606	121,311	123,016
14	Director	117,088	118,793	120,503	122,207	123,913
15	Director	117,985	119,691	121,400	123,105	124,810
1	Chief Officer	112,589	114,296	116,004	117,711	119,419
2	Chief Officer	113,499	115,204	116,914	118,619	120,324
3	Chief Officer	114,411	116,117	117,826	119,532	121,238
4	Chief Officer	115,318	117,030	118,735	120,441	122,150
5	Chief Officer	116,230	117,936	119,644	121,350	123,058
6	Chief Officer	117,142	118,846	120,557	122,263	123,968
7	Chief Officer	118,050	119,758	121,464	123,169	124,878
8	Chief Officer	118,960	120,669	122,377	124,084	125,788
9	Chief Officer	119,872	121,579	123,285	124,991	126,697
10	Chief Officer	120,782	122,489	124,194	125,900	127,610
11	Chief Officer	121,679	123,385	125,091	126,796	128,508
12	Chief Officer	122,576	124,283	125,988	127,694	129,404
13	Chief Officer	123,473	125,180	126,885	128,590	130,302
14	Chief Officer	124,371	126,077	127,783	129,488	131,199
15	Chief Officer	125,267	126,974	128,679	130,385	132,096



**BRISTOL TENNESSEE CITY SCHOOLS  
SALARY SCHEDULE  
CENTRAL OFFICE ADMINISTRATORS  
2026-2027  
Payable Effective July 1, 2026**

Step	Position	Bachelor's	Master's	M+30	Ed.S.	Ed.D.
1	Central Office Supervisor	122,361	124,070	125,776	127,481	129,188
2	Central Office Supervisor	123,274	124,980	126,685	128,393	130,098
3	Central Office Supervisor	124,182	125,886	127,594	129,303	131,009
4	Central Office Supervisor	125,093	126,802	128,508	130,212	131,917
5	Central Office Supervisor	126,005	127,711	129,417	131,122	132,830
6	Central Office Supervisor	126,912	128,621	130,326	132,034	133,738
7	Central Office Supervisor	127,825	129,531	131,236	132,944	134,650
8	Central Office Supervisor	128,733	130,440	132,145	133,855	135,559
9	Central Office Supervisor	129,645	131,349	133,055	134,763	136,470
10	Central Office Supervisor	130,553	132,260	133,969	135,673	137,379
11	Central Office Supervisor	131,449	133,157	134,865	136,570	138,276
12	Central Office Supervisor	132,347	134,055	135,763	137,467	139,173
13	Central Office Supervisor	133,244	134,951	136,660	138,364	140,069
14	Central Office Supervisor	134,141	135,849	137,557	139,262	140,967
15	Central Office Supervisor	135,038	136,745	138,454	140,158	141,864



**BRISTOL TENNESSEE CITY SCHOOLS**  
**SALARY SCHEDULE**  
**SCHOOL ADMINISTRATORS**  
**2026-2027**  
**Payable Effective July 1, 2026**

Step	Position	Bachelor's	Master's	M+30	Ed.S.	Ed.D.
1	Assistant Principal - 11 month	99,866	101,433	102,999	104,562	106,127
2	Assistant Principal - 11 month	100,706	102,268	103,834	105,400	106,960
3	Assistant Principal - 11 month	101,540	103,101	104,666	106,231	107,796
4	Assistant Principal - 11 month	102,375	103,939	105,501	107,066	108,631
5	Assistant Principal - 11 month	103,208	104,771	106,337	107,902	109,467
6	Assistant Principal - 11 month	104,042	105,606	107,172	108,736	110,299
7	Assistant Principal - 11 month	104,877	106,439	108,006	109,570	111,133
8	Assistant Principal - 11 month	105,710	107,276	108,839	110,404	111,971
9	Assistant Principal - 11 month	106,545	108,109	109,673	111,237	112,803
10	Assistant Principal - 11 month	107,381	108,943	110,508	112,074	113,636
11	Assistant Principal - 11 month	108,204	109,765	111,332	112,897	114,459
12	Assistant Principal - 11 month	109,025	110,587	112,154	113,720	115,281
13	Assistant Principal - 11 month	109,847	111,411	112,977	114,541	116,104
14	Assistant Principal - 11 month	110,671	112,232	113,798	115,363	116,927
15	Assistant Principal - 11 month	111,492	113,055	114,620	116,186	117,748
1	Assistant Principal - 12 month	108,946	110,656	112,362	114,069	115,774
2	Assistant Principal - 12 month	109,861	111,566	113,274	114,981	116,685
3	Assistant Principal - 12 month	110,768	112,474	114,182	115,888	117,596
4	Assistant Principal - 12 month	111,680	113,387	115,093	116,799	118,506
5	Assistant Principal - 12 month	112,589	114,296	116,004	117,711	119,419
6	Assistant Principal - 12 month	113,499	115,204	116,914	118,619	120,324
7	Assistant Principal - 12 month	114,411	116,117	117,826	119,532	121,238
8	Assistant Principal - 12 month	115,318	117,032	118,735	120,441	122,150
9	Assistant Principal - 12 month	116,230	117,936	119,644	121,350	123,058
10	Assistant Principal - 12 month	117,142	118,846	120,557	122,263	123,968
11	Assistant Principal - 12 month	118,040	119,744	121,453	123,160	124,864
12	Assistant Principal - 12 month	118,936	120,641	122,351	124,058	125,762
13	Assistant Principal - 12 month	119,834	121,538	123,248	124,954	126,659
14	Assistant Principal - 12 month	120,730	122,435	124,145	125,852	127,556
15	Assistant Principal - 12 month	121,628	123,332	125,042	126,748	128,453



**BRISTOL TENNESSEE CITY SCHOOLS  
SALARY SCHEDULE  
SCHOOL ADMINISTRATORS  
2026-2027  
Payable Effective July 1, 2026**

Step	Position	Bachelor's	Master's	M+30	Ed.S.	Ed.D.
1	Elementary Principal	112,589	114,296	116,004	117,711	119,419
2	Elementary Principal	113,499	115,204	116,914	118,619	120,324
3	Elementary Principal	114,411	116,117	117,826	119,532	121,238
4	Elementary Principal	115,318	117,032	118,735	120,441	122,150
5	Elementary Principal	116,230	117,936	119,644	121,350	123,058
6	Elementary Principal	117,142	118,846	120,557	122,263	123,968
7	Elementary Principal	118,050	119,758	121,464	123,169	124,878
8	Elementary Principal	118,960	120,669	122,377	124,084	125,788
9	Elementary Principal	119,872	121,579	123,285	124,991	126,697
10	Elementary Principal	120,782	122,489	124,194	125,900	127,610
11	Elementary Principal	121,679	123,385	125,091	126,796	128,508
12	Elementary Principal	122,576	124,283	125,988	127,694	129,404
13	Elementary Principal	123,473	125,180	126,885	128,590	130,302
14	Elementary Principal	124,371	126,077	127,783	129,488	131,199
15	Elementary Principal	125,267	126,974	128,679	130,385	132,096
1	Middle School Principal	120,661	122,371	124,077	125,781	127,488
2	Middle School Principal	121,569	123,278	124,986	126,691	128,399
3	Middle School Principal	122,485	124,189	125,895	127,603	129,307
4	Middle School Principal	123,395	125,099	126,804	128,512	130,217
5	Middle School Principal	124,304	126,010	127,717	129,423	131,128
6	Middle School Principal	125,213	126,920	128,627	130,335	132,040
7	Middle School Principal	126,124	127,830	129,536	131,241	132,949
8	Middle School Principal	127,031	128,738	130,447	132,155	133,861
9	Middle School Principal	127,944	129,651	131,358	133,062	134,769
10	Middle School Principal	128,854	130,561	132,267	133,973	135,680
11	Middle School Principal	129,750	131,458	133,165	134,871	136,578
12	Middle School Principal	130,648	132,355	134,062	135,767	137,475
13	Middle School Principal	131,544	133,252	134,959	136,665	138,372
14	Middle School Principal	132,442	134,149	135,856	137,561	139,269
15	Middle School Principal	133,338	135,046	136,752	138,459	140,166



**BRISTOL TENNESSEE CITY SCHOOLS  
SALARY SCHEDULE  
SCHOOL ADMINISTRATORS  
2026-2027  
Payable Effective July 1, 2026**

Step	Position	Bachelor's	Master's	M+30	Ed.S.	Ed.D.
1	High School Principal	125,093	126,802	128,508	130,212	131,917
2	High School Principal	126,005	127,711	129,417	131,122	132,830
3	High School Principal	126,912	128,621	130,326	132,034	133,738
4	High School Principal	127,825	129,531	131,236	132,944	134,650
5	High School Principal	128,733	130,440	132,145	133,855	135,559
6	High School Principal	129,645	131,349	133,055	134,763	136,470
7	High School Principal	130,553	132,260	133,969	135,673	137,379
8	High School Principal	131,465	133,170	134,877	136,584	138,291
9	High School Principal	132,372	134,080	135,788	137,494	139,200
10	High School Principal	133,285	134,991	136,696	138,403	140,111
11	High School Principal	134,182	135,887	137,593	139,300	141,009
12	High School Principal	135,080	136,785	138,491	140,197	141,905
13	High School Principal	135,976	137,682	139,387	141,095	142,803
14	High School Principal	136,874	138,579	140,285	141,991	143,700
15	High School Principal	137,770	139,476	141,181	142,889	144,597



## BRISTOL TENNESSEE CITY SCHOOLS COACHING & MISCELLANEOUS SUPPLEMENTS 2026-2027

Salary supplements are based on a 5-year cap

Regular Season Athletic Supplements				
Sport	Tennessee High		Tennessee Middle	
	Head	Asst	Head	Asst
Baseball	10% - 14%	6% - 10%	4% - 8%	3.5% - 5.5%
Basketball Boys	17% - 21%	8% - 12%	5% - 9%	4% - 8%
Basketball Girls	17% - 21%	8% - 12%	5% - 9%	4% - 8%
Cheerleading	10% - 14%	6% - 10%	5% - 9%	4% - 8%
Cross Country	8% - 12%	5% - 9%	4% - 8%	3.5% - 5.5%
Dance	10% - 14%	6% - 10%	5% - 9%	4% - 8%
Firecracker Squad	5% - 9%		4% - 8%	
Football Boys	17% - 21%	8% - 12%	5% - 9%	4% - 8%
Golf	8% - 12%	5% - 9%	4% - 8%	3.5% - 5.5%
Soccer Boys	8% - 12%	5% - 9%	4% - 8%	3.5% - 5.5%
Soccer Girls	8% - 12%	5% - 9%	4% - 8%	3.5% - 5.5%
Softball	10% - 14%	6% - 10%	4% - 8%	3.5% - 5.5%
Swimming	8% - 12%	5% - 9%	4% - 8%	3.5% - 5.5%
Tennis	8% - 12%	5% - 9%	4% - 8%	3.5% - 5.5%
Track	8% - 12%	5% - 9%	4% - 8%	3.5% - 5.5%
Volleyball Boys	3.5% - 5.5%			
Volleyball Girls	8% - 12%	5% - 9%	4% - 8%	3.5% - 5.5%
Wrestling	8% - 12%	5% - 9%	4% - 8%	3.5% - 5.5%

Miscellaneous Athletic Supplements	
Football Coordinator	9% - 13%
Mowing	\$7,500/Yr
TMS Athletic Trainer	10%
THS Strength & Conditioning # Plus one month of salary	15% - 19% #
TMS Weight Room	4%
TMS Athletic Coordinator	10%
Youth Sports Season Leader	\$1,000/Yr
The Classic Director	12% - 16%
Coaches Driving Less Than 100 Miles	\$30/Event
Coaches Driving Over 100 Miles	\$60/Event
Non-coaches Driving	\$15/Hr

Post Season Athletic Incentives **	
Tennessee High	
Head Coach	\$150
Assistant Coach	\$125
Tennessee Middle	
Head Coach	\$125
Assistant Coach	\$100

\*\* Incentives are paid for certain levels of post-season events.

Miscellaneous Academic Supplements	
Agriculture	5% - 9%
Career Ladder - Level 1	\$1,000/Yr
Career Ladder - Level 2	\$2,000/Yr
Career Ladder - Level 3	\$3,000/Yr
In Lieu of Career Ladder	\$1,000/Yr
Online Class - 1 - 12 Students	\$2,250/Class
Online Class - 13 - 24 Students	\$2,750/Class
Online Class - 25 - 36 Students	\$3,250/Class
Online Class - 37 Students and Higher	\$3,750/Class
Course Development	\$1,500/Class
Additional Course Instruction	\$3,000/Class
Academic Chair I	\$4,500/Yr
Academic Chair II	\$2,250/Yr
School Leadership - Chair - K-8	\$1,000/Yr
School Leadership - Chair - THS	\$500/Yr
School Leadership - Chair - TOPS	\$250/Yr
Teacher Mentor for Approved Apprentice Candidate	\$1,000/Yr
At-Risk Coordinator	\$1,500/Yr
Family Engagement Coordinator	\$1,500/Yr
Title I Coordinator	\$1,500/Yr
Workforce Development	5% - 9%
Homebound Services	\$25/Hr

\*\* Cell phone supplements are based upon equivalent cost of cell phone service from vendor.

\*\*\* Mileage supplements vary with maximum amount of \$50 per month.

Miscellaneous Other Supplements	
Additional Endorsement/Certification	\$500/ Requirement
Tennessee Middle School Band Director	5% - 9%
Tennessee High School Band Director	17% - 21%
Tennessee Middle School Band Assistant	3.5% - 5.5%
Tennessee High School Band Assistant	8% - 12%
Elementary Choir Director	4% - 8%
Tennessee Middle School Choral Director	4% - 8%
Tennessee High School Choral Director	10% - 14%
Elementary Robotics Sponsor	4% - 8%
Tennessee Middle School Robotics Sponsor	4% - 8%
Tennessee High School Robotics Sponsor	8% - 12%
Tennessee Middle School Drama Sponsor	4% - 8%
Tennessee High School Drama Sponsor	5% - 9%
JROTC Drill Sponsor	5% - 9%
District Printing Services - Summer	Hourly Rate - Outside Contract
Translation and Interpretation Services	\$25/Hr
Substitute Planning (Overtime if Exceeds Regular Week)	2 Hours Per Day Worked
BOE Secretary	6%
Commerical Drivers License (CDL) Completion	\$500/Yr
CDL Renewal - Daily Drivers & Substitutes	\$500/Yr
Other Transportation Renewals - Non Daily Drivers	\$250/Yr
Mileage (Max Amount) ***	\$600/Yr

Add'l Hourly Programming Supplement (LEAPS, Ext. Learning, Etc.) \$25/hr

Full Percent Supplement Scale																		
Scale	4%	5%	6%	7%	8%	9%	10%	11%	12%	13%	14%	15%	16%	17%	18%	19%	20%	21%
Supplement	2,130	2,663	3,195	3,728	4,260	4,793	5,325	5,858	6,390	6,923	7,455	7,988	8,520	9,053	9,585	10,118	10,650	11,183

Half Percent Supplement Scale				
Scale	3.5%	4.0%	4.5%	5.0%
Supplement	1,864	2,130	2,396	2,663



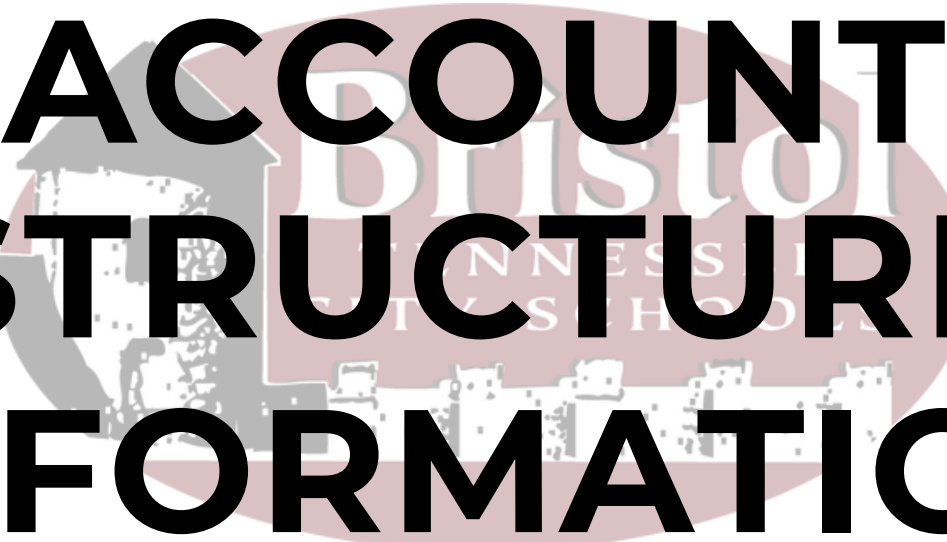
## BRISTOL TENNESSEE CITY SCHOOLS OPPORTUNITY CULTURE PILOT SUPPLEMENTS 2026-2027

Salary supplements are based on a 5-year cap

Opportunity Culture Pilot Supplements	
Multi-Classroom Leader™ III	22% - 26%
Multi-Classroom Leader™ II	17% - 21%
Multi-Classroom Leader™ I	12% - 17%
Master Team Reach Teacher™ II	9% - 13%
Master Team Reach Teacher™ I	7% - 11%
Team Reach Teacher™	5% - 9%
Multi-Team Reach Associate™	4% - 8%
Team Reach Associate™	4% - 8%

Full Percent Supplement Scale												
Scale	4%	5%	6%	7%	8%	9%	10%	11%	12%	13%	14%	15%
Supplement	2,130	2,663	3,195	3,728	4,260	4,793	5,325	5,858	6,390	6,923	7,455	7,988

Scale	16%	17%	18%	19%	20%	21%	22%	23%	24%	25%	26%
Supplement	8,520	9,053	9,585	10,118	10,650	11,183	11,715	12,248	12,780	13,313	13,845

The background features a large, semi-transparent watermark of the Bristol Business School logo. The logo is circular and contains the text "Bristol BUSINESS SCHOOL" in a serif font, with "Bristol" in a larger, lighter font above "BUSINESS SCHOOL". Below the text is a stylized illustration of a cityscape with buildings.

# **ACCOUNT STRUCTURE INFORMATION**

**FUND ACCOUNT NUMBERING SYSTEM**

Fund	Account	Expend. Object	Sub-fund / Project	Location	Program
---	-----	---	---	-----	---

**FUND CODES**

- **141** General Purpose
- **142** Federal Projects
- **143** School Nutrition
- **177** School Capital Projects

**ACCOUNT CODES**

REVENUES	
<b>141</b>	<b>141 (Continued)</b>
<b>40110</b> Current Property Tax	<b>46790</b> Other Vocational
<b>40120</b> Trustee’s Collections – Prior	<b>47590</b> Other Federal Through State
<b>40130</b> Circuit Clerk / Clerk & Master Collections	<b>47640</b> ROTC Reimbursement
<b>40140</b> Interest & Penalty	<b>48990</b> Other
<b>40150</b> Pickup Taxes	<b>49700</b> Insurance Recovery
<b>40210</b> Local Option Tax	<b>49800</b> Federal Projects Fund Transfers
<b>40320</b> Bank Excise Tax	<b>49810</b> City General Fund Transfers
<b>41110</b> Marriage Licenses	
<b>43511</b> Tuition Regular Day Students	
<b>43517</b> Tuition Other	<b>142</b>
<b>43990</b> Other Charges for Services	<b>47131</b> Vocational Education (Perkins)
<b>44110</b> Investment Income	<b>47141</b> Title I, Part A
<b>44120</b> Lease/ Rentals	<b>47143</b> Special Education (IDEA B; Access for All Learning; Etc)
<b>44130</b> Sale of Materials & Supplies	<b>47145</b> Special Education (IDEA, Preschool)
<b>44146</b> E-Rate	<b>47149</b> Title X – McKinney Vento
<b>44170</b> Miscellaneous Refunds / Reimbursements	<b>47189</b> Title II, Part A
<b>44530</b> Sale of Equipment	<b>47590</b> Stronger Connections
<b>44570</b> Contributions & Gifts	<b>47590</b> Title IV
<b>44990</b> Other Local Revenue	<b>47590</b> Other Federal through the State
<b>46175</b> On Behalf Contributions for OPEB	
<b>46510</b> TN Investment in Student Achievement (TISA)	
<b>46515</b> Early Childhood Education	
<b>46550</b> Driver Education	
<b>46590</b> Other State Education (LEAPS; Summer Learning; Etc)	
<b>46610</b> Career Ladder	

**143**

- 43521** Lunch Payments Children
- 43522** Lunch Payments Adults
- 43523** Income from Breakfast
- 43525** Ala Carte Sales
- 43990** Other Charges for Services
- 44110** Investment Income
- 44170** Miscellaneous Refunds / Reimbursements
- 44530** Sale of Equipment

**143 (Continued)**

- 44570** Contributions & Gifts
- 44990** Other Local Revenue
- 46520** School Food Service
- 47111** USDA School Lunch Program
- 47112** USDA Commodities
- 47113** USDA Breakfast
- 47114** USDA Other

**EXPENDITURES****Major Functions**

- |   |   |
|---|---|
| <b>71100</b> Regular Instructional Program                    | <b>72310</b> Board of Education                     |
| <b>71150</b> Alternative Instruction Program                  | <b>72320</b> Office of the Superintendent           |
| <b>71200</b> Special Education Program                        | <b>72410</b> Office of the Principal                |
| <b>71300</b> Vocational Education Program                     | <b>72510</b> Fiscal Services                        |
| <b>71400</b> Student Body Education Program                   | <b>72520</b> Human Resources/Personnel              |
| <b>72110</b> Attendance                                       | <b>72610</b> Operation of Plant                     |
| <b>72120</b> Health Services                                  | <b>72620</b> Maintenance of Plant                   |
| <b>72130</b> Other Student Support                            | <b>72710</b> Transportation                         |
| <b>72210</b> Support Services/Regular Instruction Program     | <b>73100</b> Food Service                           |
| <b>72215</b> Support Services/Alternative Instruction Program | <b>73300</b> Community Services                     |
| <b>72220</b> Support Services/Special Education Program       | <b>73400</b> Early Childhood Education              |
| <b>72230</b> Support Services/Vocational Education Program    | <b>91300</b> Regular Capital Outlay (Fund 177 Only) |
| <b>72250</b> Education Technology                             | <b>99100</b> Transfers Out                          |

**OBJECT CODES**

- 100** Personal Services – ex. Salaries
- 200** Employee Benefits - ex. Social Security, Medicare, Retirement, Health/Life Insurance
- 300** Contracted Services – ex. Contracted Services, Communications, Internet Connectivity
- 400** Supplies & Materials – ex. Classroom Materials and Supplies, Gasoline, Audiovisual, Office Supplies
- 500** Other Charges – ex. Staff Development, Trustee’s Commissions, Transfers, Indirect Cost, Insurance, Other Not Classified
- 600** Debt Service
- 700** General Purpose Fund – ex. Equipment over \$500 but under \$5,000 for individual items
- 700** School Capital Fund – ex. Equipment over \$5,000 individually, Building and Improvement projects over \$10,000, and similar items purchased in bulk with a life expectancy exceeding two year in excess of \$50,000 in total

**LOCATION CODES FOR SCHOOLS**

- |                                     |  |
|-------------------------------------|--|
| <b>01005</b> Anderson Elementary    | <b>01030</b> Holston View Elementary               |
| <b>01007</b> Avoca Elementary       | <b>02035</b> Tennessee Middle School               |
| <b>01020</b> Fairmount Elementary   | <b>03045</b> Tennessee High School                 |
| <b>01025</b> Haynesfield Elementary | <b>03050</b> Tennessee Online Public School (TOPS) |

*The data presented is not a comprehensive list of location codes. Codes for capital projects in Fund 177 are established yearly based upon the beginning two digits representing the fiscal year that the project commences.*

## PROGRAM CODES (GENERAL PURPOSE SCHOOL FUND ONLY UNLESS OTHERWISE NOTED)

<b>001</b>	Retirees Medicare Supplement	<b>122</b>	Youth Athletics
<b>002</b>	Behavior Modification - SPED	<b>177</b>	Transfer to School Capital Projects Fund
<b>006</b>	Retirees Medical Insurance	<b>199</b>	On-Behalf Payments
<b>011</b>	Homeless	<b>222</b>	Community Resource Center Donations
<b>030</b>	Technology	<b>223</b>	BTCS Foundation Reimbursable Costs
<b>038</b>	Paid Parental Leave	<b>222</b>	Community Resource Center Donations
<b>040</b>	Public Relations	<b>223</b>	BTCS Foundation Reimbursable Costs
<b>049</b>	State and AP Tests	<b>300</b>	Title III
<b>055</b>	General Purchase Preschool (VPK Match)	<b>310</b>	Shared Instructional Costs
<b>060</b>	Special Education	<b>320</b>	Elementary Curriculum
<b>064</b>	Dual Enrollment	<b>330</b>	Secondary Curriculum
<b>065</b>	Vocational	<b>340</b>	Student Services
<b>067</b>	Maintenance	<b>347</b>	Therapy Dogs Program
<b>068</b>	Regular Capital Outlay (Fund 177 Only)	<b>348</b>	Safety
<b>070</b>	Custodial	<b>350</b>	Director of Schools
<b>082</b>	Coordinated School Health (CSH)	<b>360</b>	Business Office
<b>084</b>	Power Of Play (Other CSH)	<b>370</b>	Human Resources
<b>085</b>	Private Donation (BCBA)	<b>390</b>	Allocations to Schools
<b>101</b>	Debt Payments to City	<b>700</b>	Payroll to be reimbursed by School Funds
<b>111</b>	JROTC	<b>960</b>	State of Tennessee Grants
<b>112</b>	Substitute Administrative Expenditures		
<b>117</b>	Family Resource Center		
<b>120</b>	Athletics		

## PROJECT SUBFUND CODES (GENERAL PURPOSE SCHOOL FUND^ OR FEDERAL PROJECTS FUND+)

<b>004</b>	School Safety ^	<b>650</b>	TN Tutoring Innovation ^
<b>054</b>	Voluntary Pre-K (VPK) ^	<b>700</b>	Title IX – McKinney Vento +
<b>056</b>	State Special Education Pre-K ^	<b>800</b>	Carl D. Perkins +
<b>100</b>	Title I – Part A +	<b>802</b>	Carl D. Perkins Reserve +
<b>115</b>	LEAPS ^	<b>821</b>	Innovative School Models – TMS ^
<b>136</b>	Transition School to Work (TSW) ^	<b>822</b>	Innovative School Models – THS ^
<b>138</b>	State Summer Learning ^	<b>897</b>	Access For All Learning Network (Pre-K) +
<b>141</b>	State Summer Transportation ^	<b>898</b>	Access For All Learning Network (K-8) +
<b>200</b>	Title II – Part A +	<b>899</b>	IDEA Implementation +
<b>300</b>	Title III ^	<b>900</b>	IDEA – Part B +
<b>400</b>	Title IV +	<b>910</b>	IDEA – Preschool +
<b>440</b>	Stronger Connections +		

## ACRONYMS

<b>ADA</b>	Average Daily Attendance	<b>LEAPS</b>	Lottery for Education After-school Programs
<b>ADM</b>	Average Daily Membership	<b>RTI</b>	Response to Intervention
<b>AP</b>	Advanced Placement	<b>RTI 2</b>	Response to Instruction and Intervention
<b>CTE</b>	Career and Technical Education	<b>TISA</b>	Tennessee Investment in Student Achievement
<b>ED</b>	Economically Disadvantaged	<b>WBL</b>	Work-Based Learning
<b>EL</b>	English Learner	<b>WFTEADA</b>	Weighted Full-Time Equivalent Average Daily Attendance
<b>LEA</b>	Local Education Agency (School District)		

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**Director of Schools Record of Names and Qualifications of Members  
of Local Textbook Selecting Committees**

**Use the <Tab> Key to Move from Point to Point in the Form**

**This Form Remains in the Office of the Local Director of Schools for the 6 years of the Adoption**

For the School Year 2026-27

Adoption for Schools of: Bristol Tennessee City Schools

County,  City,  or Special School District,

I, \_\_\_\_\_, hereby certify that the following school personnel have  
*Superintendent's Signature*  
been named by me and approved by the local board of education as a textbook selecting committee for the adoption of textbooks in the following subject(s):

**English Language Arts**

Name	Endorse. Code	Certificate Number	Years Experience (Public School)	School	E-Mail Address:
Heather Boatman	499	000512084	9	Holston View Elementary	boatmanh@btcs.org
Jennifer Dyer	499	000249681	19	Anderson Elementary	dyerj@btcs.org
Sumer Humphrey	402	000501393	18	Haynesfield Elementary	humphreys@btcs.org
Sherri Mech	497, 499	000259722	21	Anderson Elementary	mechs@btcs.org
Jordan Robinett	120, 490	000711840	6	Haynesfield Elementary	robinettj@btcs.org
Lily Watson	442, 120	000714403	5	Fairmount Elementary	watsonl@btcs.org
Rachel Walk	402, 403, 443	000263694	26	District	walkr@btcs.org

**For Non-Educators**

Name	Address	Phone Number	School Representing or Job	E-Mail Address
Joshlynn Vance	147 Morse Dr, Bristol	276-698-8520	Haynesfield Elementary	joshlynodum@gmail.com



**Return by May 15 to:**  
**Director of Content**  
**Andrew Johnson Tower, 11th floor**  
**710 James Robertson Parkway Nashville, TN 37243-0379**

**Certification of Adoption by  
Local Board of Education**

The Bristol Tennessee City School Board of Education approved the City, County,  
or Special School District adoption of the textbooks as indicated on the attached Local Adoption Report Abstract  
during the meeting of the board on May 18, 2026.

Month, Day, Year

If the LEA has chosen to adopt any materials not on contract, then we do hereby certify the following:

- The LEA's unique needs require adopting materials not on the state's official list.
- The materials adopted by this LEA were screened by a review committee, appointed in accordance with T.C.A. § 49-6-2207 and were determined to be aligned to the standards by evaluating the materials using the screening instrument approved by the Textbook and Instructional Materials Quality Commission.
- The adoption abstract, this certification of adoption, and the local panels' reviews will be posted to the LEA's website within 30 days of local board approval.
- All materials adopted by this LEA that are not on contract have been approved by waiver (if any waivers were granted, you must attach them to this form).
- The LEA agrees to furnish any materials requested by TDOE for review.

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Chairman, Board of Education**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Director of Schools**

**Report of Local Adoption of Textbooks\***

*This form remains in the office of the Local Director of Schools for the 6 year Adoption Period*

For the School Year 2026-27

Report for schools of Bristol  County,  City, or  Special District.

Subject: English Language Arts

**Recommendation of Local Textbook Selecting Committee**

We, the duly appointed members of the Local Textbook Selecting Committee for the Subject of English Language Arts, recommend that the Bristol (County or City) Board of Education adopt, from the State Approved List, the following textbooks to be used in the public schools of Bristol (County or City), as approved by the law and contract:

State Approved	Waiver Approved	Technology Dependent	Grade	Author	Title	Company
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	K-5	Griffith, et. al.	Arts & Letters	Great Minds
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

We hereby certify that we have returned to the office of the superintendent all the samples of textbooks submitted to us. Signatures of members of the Local Selecting Committee for this subject:

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

4 \_\_\_\_\_ 5 \_\_\_\_\_

**Oath to Be Administered to Members of the Local Textbook Committee**

"I do hereby declare that I am not now directly or indirectly financially interested in, or employed by, any textbook publisher or agency, and that I will not become directly or indirectly financially interested in any of the proposed contracts, nor in any book, nor in any publishing concern handling or offering any books or other publications to the Committee, of which I am a member, for listing and adoption, and I do hereby promise that I will act honestly, faithfully, and conscientiously, and in all respects will discharge my duty as a member of the Committee to the best of my skill and ability."

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

4 \_\_\_\_\_ 5 \_\_\_\_\_

\*Complete one (1) form for each local adoption committee.

\*The committee signatures and oaths are on file in the DOS' office.



## Bristol Tennessee Board of Education

### **Resolution Authorizing Purchases Through the National Purchasing Cooperative, dba National BuyBoard (“BuyBoard”), a Cooperative Purchasing Association**

Whereas, Tenn. Code Ann. § 12-3-1205 allows any municipality, county, utility district, or other local government to participate in cooperative purchasing agreements for the procurement of goods, supplies, services, or equipment with one or more governmental entities located outside Tennessee, to the extent the laws of the other state permit the joint exercise of purchasing authority; and

Whereas, the National Purchasing Cooperative, dba National BuyBoard (“BuyBoard”) is a national purchasing cooperative established on May 26, 2010 by the entry of certain governmental entities into an Organizational Interlocal Agreement pursuant to *MD State Finance and Procurement Code § 13-110* and *RI Gen L § 16-2-9.2*, authorized by law to provide a cooperative purchasing program to participating entities, and with a physical address located in Austin, Texas; and

Whereas, the purpose of BuyBoard is to obtain benefits and efficiencies that can accrue to members of a cooperative, to comply with state bidding requirements, and to identify qualified vendors of commodities, goods, and services; and

Whereas, participation, through membership and utilization of competitively bid and awarded vendor contracts in a cooperative purchasing program specializing in the management of high-quality cooperative procurement solutions will be beneficial to the taxpayers through the anticipated savings to be realized by Bristol Tennessee City Schools; and

Whereas, Bristol Tennessee City Schools has identified a stated need for participation in BuyBoard; and

Whereas, in order to make purchases through BuyBoard, Bristol Tennessee City Schools must agree to the terms of the National Purchasing Cooperative Interlocal Participation Agreement; and

Whereas, the Director of Schools recommends that the Board enter into the National Purchasing Cooperative Interlocal Participation Agreement, in the form attached hereto as Exhibit A.

Now, therefore, be it resolved on this 18th day of May 2026 by the Bristol Tennessee Board of Education, that the attached National Purchasing Cooperative Interlocal Participation Agreement is hereby approved, and the Bristol Tennessee Board of Education shall enter into the same, and the Director of Schools and/or Chief Financial Officer is hereby authorized to execute the Agreement.

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Jim Butcher

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Eric Cuddy

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Debbie Darnell

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Jennifer Henson

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Charlie Taylor



## NATIONAL PURCHASING COOPERATIVE INTERLOCAL PARTICIPATION AGREEMENT

This Interlocal Participation Agreement (“Agreement”) is made and entered into on the date indicated below by and between the National Purchasing Cooperative (“Cooperative”), an administrative agency of cooperating local governments and other governmental entities, acting on its own behalf and the behalf of all participating governmental entities, and the undersigned governmental entity (“Cooperative Member”).

### I. RECITALS

WHEREAS, the National Purchasing Cooperative was formed on May 26, 2010, by certain local governments that entered into an Organizational Interlocal Agreement; and

WHEREAS, the purpose of the Cooperative is to facilitate compliance with state procurement requirements, to identify qualified vendors of commodities, goods and services, to relieve the burdens of the governmental purchasing function, and to realize potential economies of scale, including administrative cost savings, for Cooperative Members;

NOW THEREFORE, in consideration of the mutual covenants, promises and obligations contained herein, the undersigned Cooperative Member and the Cooperative agree as follows:

### II. TERMS AND CONDITIONS

1. **Adopt Organizational Interlocal Cooperation Agreement.** The Cooperative Member by the execution or acceptance of this Agreement hereby adopts and approves the Organizational Interlocal Agreement, as last amended and restated, which agreement is incorporated herein by reference (and is available from the Cooperative upon request). The Organizational Interlocal Agreement establishes the Cooperative as an administrative agency of its collective participants, and Cooperative Member agrees to become a participant or additional party to the Organizational Interlocal Agreement.

2. **Term.** The initial term of this Agreement shall commence on the date it is executed by both parties and shall automatically renew for successive one-year terms unless sooner terminated in accordance with the provisions of this Agreement. If the Cooperative Member is an existing Cooperative Member that joined the Cooperative by executing a participation agreement which authorized amendment upon the Cooperative providing prior written notice, then this Agreement will be deemed an Amendment by Notice, effective on the 61<sup>st</sup> day that the Cooperative Member is sent notice of this Agreement. In addition, this Agreement will continue to automatically renew for successive one-year terms on the anniversary date of the Cooperative Member’s initial term (not the effective date of the amendment), unless the Agreement is sooner terminated in accordance with the provisions herein.



### 3. Termination.

(a) **By the Cooperative Member.** This Agreement may be terminated by the Cooperative Member at any time by 30 days prior written notice to the Cooperative as provided in Article III, Section 14, provided any amounts owed to any vendor have been fully paid.

(b) **By the Cooperative.** The Cooperative may terminate this Agreement by:

(1) Giving 10 days notice as provided in Article III, Section 14, to the Cooperative Member if the Cooperative Member breaches this Agreement; or

(2) Giving 30 days notice as provided in Article III, Section 14, to the Cooperative Member with or without cause.

(c) **Termination Procedure.** If the Cooperative Member terminates its participation under this Agreement or breaches this Agreement, or if the Cooperative terminates participation of the Cooperative Member, the Cooperative Member shall bear the full financial responsibility for all of its purchases made from vendors under or through this Agreement. The Cooperative may seek the whole amount due, if any, from the terminated Cooperative Member. In addition, the Cooperative Member agrees it will not be entitled to any distribution which may occur after the Cooperative Member terminates from the Cooperative.

4. **Payments by Cooperative Member.** The Cooperative Member will make timely payments to the vendor for the goods, materials and services received in accordance with the terms and conditions of the bid invitation, instructions, and all other applicable procurement documents. Payment for goods, materials and services and inspections and acceptance of goods, materials and services ordered by the procuring Cooperative Member shall be the exclusive obligation of the procuring Cooperative Member, and not the Cooperative. Furthermore, the Cooperative Member is solely responsible for negotiating and securing ancillary agreements from the vendor on such other terms and conditions, including provisions relating to insurance or bonding, that the Cooperative Member deems necessary or desirable under federal, state or local law, local policy or rule, or within its business judgment.

5. **Payments by Vendors.** The parties agree that the Cooperative will require payment from vendors which are selected to provide goods, materials or services to Cooperative Members. Such payment (hereafter "Vendor Fees") may be up to two percent (2%) of the purchase price paid by Cooperative Members or a flat fee amount that may be set from time to time by the Cooperative Board of Directors. Cooperative Member agrees that these Vendor Fees fairly compensate the Cooperative for the services and functions performed under this Agreement and that these Vendor Fees enable the Cooperative to pay the administrative, licensing, marketing, and other expenses involved in successfully operating a program of electronic commerce for the Cooperative Members. Further, Cooperative Member affirmatively disclaims any rights to such Vendor Fees, acknowledging all such fees are the property of the Cooperative. Similarly, in no event shall a Cooperative Member be responsible for payment of Vendor Fees.



6. **Distribution.** From time to time, and at the sole discretion of the Cooperative Board of Directors, the Cooperative may issue a distribution to Cooperative Members under a plan developed by the Cooperative Board of Directors. The Cooperative Member acknowledges that a distribution is never guaranteed and will depend on the overall financial condition of the Cooperative at the time of the distribution and the purchases made by the Cooperative Member.
7. **Administration.** The Cooperative may enter into contracts with others, including non-profit associations, for the administration, operation and sponsorship of the purchasing program provided through this Agreement. The Cooperative will provide reports, at least annually, to the Cooperative Member electronically or by mail. Cooperative Member will report purchase orders generated under this Agreement to the Cooperative or its designee, in accordance with instructions of the Cooperative.
8. **BuyBoard®.** Cooperative Member will have a non-exclusive license to use the BuyBoard electronic purchasing application during the term of this Agreement. Cooperative Member acknowledges and agrees that the BuyBoard electronic application and BuyBoard trade name are owned by the Texas Association of School Boards, Inc. ("TASB"), and that neither the Cooperative nor the Cooperative Member has any proprietary rights in the BuyBoard electronic application or trade name. The Cooperative Member will not attempt to resell, rent, or otherwise distribute any part of BuyBoard to any other party; nor will it attempt to modify the BuyBoard programs on the server or acquire the programming code. The Cooperative Member may not attempt to modify, adapt, translate, distribute, reverse engineer, decompile, or disassemble any component of the application. The Cooperative Member will use BuyBoard in accordance with instructions from the Cooperative (or its designee) and will discontinue use upon termination of participation in the Cooperative. The Cooperative Member will maintain equipment, software and conduct testing to operate the BuyBoard system at its own expense.

### III. GENERAL PROVISIONS

1. **Amendment by Notice.** The Board may amend this Agreement, provided that prior written notice is sent to the Cooperative Member at least 60 days prior to the effective date of any change described in such amendment and provided that the Cooperative Member does not terminate its participation in the Cooperative before the expiration of said 60 days.
2. **Authorization to Participate and Compliance with Local Policies.** Each Cooperative Member represents that its governing body has duly authorized its participation in the Cooperative and that the Cooperative Member will comply with all state and local laws and policies pertaining to purchasing of goods and services through its membership in the Cooperative.
3. **Bylaws.** The Cooperative Member agrees to abide by the Bylaws of the Cooperative, as they may be amended, and any and all written policies and procedures established by the Cooperative that apply to Cooperative Members. The Cooperative shall provide written notice to the Cooperative Member of any amendment to the Bylaws of the Cooperative and any written policy or procedure of the Cooperative that is intended to be binding on and applicable to the Cooperative Member. In addition to any other notice method specified in this Agreement, notice under this Section may be satisfied by posting of the applicable bylaws,



policy, or procedure on the Cooperative's website or BuyBoard application landing page for Cooperative Members.

4. **Cooperation and Access.** The Cooperative Member agrees that it will cooperate in compliance with any reasonable requests for information and/or records made by the Cooperative. The Cooperative reserves the right to review and audit the relevant and available records of any Cooperative Member. Any breach of this provision shall be considered material and shall make the Agreement subject to termination on 10 days written notice to the Cooperative Member.

5. **Coordinator.** The Cooperative Member agrees to appoint a program coordinator who shall have express authority to represent and bind the Cooperative Member, and the Cooperative will not be required to contact any other individual regarding program matters. Any notice to or any agreements with the coordinator shall be binding upon the Cooperative Member. The Cooperative Member reserves the right to change the coordinator as needed by giving written notice to the Cooperative. Such notice is not effective until actually received by the Cooperative.

6. **Current Revenue.** The Cooperative Member hereby represents that all payments, fees, and disbursements required of it hereunder shall be made from current revenues budgeted and available to the Cooperative Member.

7. **Defense and Prosecution of Claims.** The Cooperative Member authorizes the Cooperative to handle the commencement, defense, intervention, or participation in a judicial, administrative, or other governmental proceeding or in an arbitration, mediation, or any other form of alternative dispute resolution, or other appearances of the Cooperative (as an entity) in any litigation, claim or dispute which arises from the services provided by the Cooperative. Neither this provision nor any other provision in this Agreement will create a legal duty for the Cooperative to provide a defense or prosecute a claim; rather, the Cooperative may exercise this right in its sole discretion and to the extent permitted or authorized by law. The Cooperative Member shall reasonably cooperate and supply any information necessary or helpful in such prosecution or defense. Subject to specific revocation, the Cooperative Member hereby designates the Cooperative to act as a class representative on its behalf in matters arising out of this Agreement and pertaining to the collective or predominant interest of Cooperative Members. Nothing herein grants the Cooperative any rights to file, defend, or settle any claim on behalf of the Cooperative Member in its individual capacity.

8. **Governance.** The Board of Directors (Board) will govern the Cooperative in accordance with the Bylaws.

9. **Legal Authority.** The Cooperative Member represents to the Cooperative the following:

a) The Cooperative Member has conferred with legal counsel and determined it is duly authorized by the laws of the jurisdiction in which the Cooperative Member lies to participate in cooperative purchasing, and specifically, the National Purchasing Cooperative.

b) The Cooperative Member possesses the legal authority to enter into this Agreement and can allow this Agreement to automatically renew without subsequent action of its governing body.

c) Purchases made under this Agreement will satisfy all procedural procurement requirements that the Cooperative Member must meet under all applicable local policy, regulation, or state law.



d) All requirements—local or state—for a third party to approve, record or authorize the Agreement have been met.

10. **Disclaimer.** THE COOPERATIVE, ITS ENDORSERS, SPONSORS, AND SERVICING CONTRACTORS, WHETHER CURRENT OR FORMER AND INCLUDING TASB, (“COOPERATIVE AND ASSOCIATES”) DO NOT WARRANT THAT THE OPERATION OR USE OF COOPERATIVE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE.

THE COOPERATIVE AND ASSOCIATES HEREBY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, IN REGARD TO ANY INFORMATION, PRODUCT OR SERVICE FURNISHED UNDER THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, ANY AND ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

11. **Limitation of Liability.** To the extent permitted by law and without waiver of the disclaimer or other limitation of liability in this Agreement, the parties agree that:

- a) Neither party waives any immunity from liability afforded under law;
- b) In regard to any lawsuit or formal adjudication arising out of or relating to this Agreement, neither party shall be liable to the other under any circumstance for special, incidental, consequential, or exemplary damages;
- c) The maximum amount of damages recoverable will be limited to the amount of fees which the Cooperative received as a direct result of the Cooperative Member’s purchase activity, within 12 months of when the lawsuit or action was filed; and
- d) In the event of a lawsuit or formal adjudication the prevailing party will be entitled to recover reasonable attorney’s fees.

Without waiver of the disclaimer or other limitation of liability in this Agreement, the parties further agree to limit the liability of Cooperative and Associates up to the maximum amount each received from or through the Cooperative, as a direct result of the undersigned Cooperative Member’s purchase activity, within 12 months of the filing of any lawsuit or action.

12. **Limitation of Rights.** Except as otherwise expressly provided in this Agreement, nothing in this Agreement is intended to confer upon any person, other than the parties hereto, any benefits, rights, or remedies under or by reason of this Agreement.

13. **Merger/Entirety.** This Agreement, together with the Cooperative’s Bylaws and Organizational Interlocal Agreement, as amended and restated, represents the complete understanding of the Cooperative and Cooperative Member. To the extent there exists any conflict between the terms of this Agreement and that of prior agreements, the terms of this Agreement shall control and take precedence over all prior participation agreements.

14. **Notice.** Any written notice to the Cooperative may be given by email to BuyBoard Administrator at membership@buyboard.com; by U.S. mail, postage prepaid, and delivered to the National Purchasing Cooperative, P.O. Box 400, Austin, Texas 78767-0400; by overnight courier or hand delivery to National Purchasing Cooperative, 12007 Research Blvd., Austin, Texas 78759; or by other mode of delivery typically



used in commerce and accessible to the intended recipient. Notices to Cooperative Member may be given by email to the Cooperative Member's Coordinator or other email address of record provided by the Cooperative Member; by U.S. mail, postage prepaid, and delivered to the Cooperative Member's Coordinator or chief executive officer (e.g., superintendent, city manager, county judge or mayor); or by other mode of delivery typically used in commerce and accessible to the intended recipient.

15. **Severability.** If any portion of this Agreement shall be declared illegal or held unenforceable for any reason, the remaining portions shall continue in full force and effect.

16. **Signatures/Counterparts.** The failure of a party to provide an original, manually executed signature to the other party will not affect the validity, enforceability or binding effect of this Agreement because either party may rely upon an electronic or facsimile signature as if it were an original, including any Cooperative Member signature executed by click and accept or similar electronic signature and acceptance. Furthermore, this Agreement may be executed in several separate counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.

17. **Authority.** By the execution and delivery of this Agreement, the undersigned individual represents that the individual is duly authorized by all requisite administrative action required to enter into and bind the entity that is a party to this Agreement.

*[Signature page follows.]*





## Frequently Asked Questions

### What Tennessee laws govern the use of cooperative contracts or 'piggybacking'?

**A:** Tennessee law allows for the use of cooperative contracts as an alternative to a competitive bidding process, provided the requirements in Tenn. Code § 12-9-104 (<https://casetext.com/statute/tennessee-code/title-12-public-property-printing-and-contracts/chapter-9-interlocal-cooperation-act/section-12-9-104-interlocal-agreements>) are satisfied.

### Does the BuyBoard meet the definition of a Public (Lead) Agency in Tennessee?

**A: Yes.** Under 163.01(b), "Public agency" means a political subdivision, agency, or officer of this state or of any state of the United States, including, but not limited to, state government, county, city, school district, single and multipurpose special district, single and multipurpose public authority, metropolitan or consolidated government, a separate legal entity or administrative entity created under subsection (7), an independently elected county officer, any agency of the United States Government, a federally recognized Native American tribe, and any similar entity of any other state of the United States. The National Purchasing Cooperative (BuyBoard) is a public agency created in accordance with Maryland state statutes, MD. Code Ann., State Fin. & Proc. §13-110 (West 2009). Its purpose is to obtain the benefits and efficiencies that can accrue to members of a cooperative, to comply with state bidding requirements, and to identify qualified vendors of commodities, goods and services.

### What does it cost to become a BuyBoard member?

**A:** There is no cost to join or use any of the contracts and is open to all types of local government agencies as well as non-profits. Revenue to operate the BuyBoard comes from a small service fee payable by participating contracted vendors and is generated only when a member makes a purchase.

### How do I order products through the BuyBoard?

**A:** All awarded items, services or catalogs will be posted on the BuyBoard website, so that cooperative members can search for and select items. The steps for making a purchase are listed below:

1. Select an Awarded BuyBoard Vendor
2. Request a Quote per the BuyBoard Contract
3. Issue and send the PO to the Vendor and List Contract Number
4. Email copy of the PO to [info@buyboard.com](mailto:info@buyboard.com)

### What is the RFQ tool available within the BuyBoard?

**A:** It is an automated request for quote (RFQ) function that allows members who buy in volume, or that want to streamline the quotation process, to create a request for a selected list of items and select the vendors from whom they want to solicit a price quote. When the RFQ closes and vendors have responded, the system automatically tabulates the results. For any large-volume purchases, the RFQ process allows for additional price concession from the awarded cooperative vendors without members going through the formal competitive bid process themselves.

## **Do we commit our entity from only ordering through BuyBoard by joining the cooperative?**

**A: No.** You use the cooperative as much or as little as needed. A variety of products are available at discounts from manufacturers' prices. Members can elect to do all their purchasing or only purchase selected items. After becoming a member, you choose how much or little to use and participate.

## **What about my current local, regional and MWBE vendors?**

**A:** The BuyBoard encourages their participation in the competitive procurement process. If the local vendors are awarded a contract, it may open greater business opportunities with a wider variety of local governments. We would encourage your vendors to register with the BuyBoard to receive notice of proposal invitation opportunities.

## **Does the BuyBoard support public education?**

**A: Yes.** A portion of the revenue collected by the BuyBoard stays in the State of Tennessee to enhance and support the State of Tennessee's public education. Another portion is given to support public education at the national level.

## **How do I join and who should I reach out to if I have further questions?**

**A:** Membership is super easy. You can go to the [BuyBoard](#) website, click on the National Tab and then "How to Join".

For questions - You can reach out to your BuyBoard contact, Jennifer Lansden ([Jennifer.lansden@buyboard.com](mailto:Jennifer.lansden@buyboard.com)) at (423) 322-3765 for assistance or questions.