

**Board of Education**  
**June 27, 2019 6:00 PM**  
Central Services Board Room

1. Call to Order - Mrs. Teresa Boston
2. Welcome to Visitors - Mrs. Teresa Boston
3. Moment of Silence/Pledge of Allegiance - Mrs. Teresa Boston - Anslee Kate, Ella Jane, Jonah and Jackson May
  - A. Special Recognition - Mrs. Teresa Boston
4. Roll Call
5. Declaration of Conflict - Mr. Earl Patton
6. \*Approval of May & Special Called Meetings Minutes
7. \*Approval of Agenda
8. Community Comments
9. Building Project Updates - Mr. Kim Chamberlin
10. Acknowledgement of Elected Officials
11. TLN Report - Mr. Robert Safdie
12. School Board Reports
13. Board Member(s) Report from Training(s)
14. Legal Report - Mr. Earl Patton
15. Director's Report - Mrs. Janet Graham
  - A. Health Services and Coordinated School Health Report for 2019-2020
  - B. \*Title IX McKinney Vento Grant
  - C. \*2019-2020 Field Trip List
  - D. \*Scholastic Insurors, Inc. Insurance Plan
  - E. \*Recommendation for Testing Coordinator
  - F. \*County and City SRO MOU
  - G. \*Job Description for Student Information System Administrator
  - H. \*DHA Board Members 2019-2020
    - I. Fall District Meeting
    - J. Annual Planning Calendar
  - K. FYI
    1. Administrative Meeting Agenda
    2. Personnel Report
16. School Board Committees
  - A. Policy Committee
    1. \*Approval of First Reading of Policies
    2. \*Approval of Second Reading of Policies
      - a. Policy 4.301 Interscholastic Athletics
      - b. Policy 5.303 Personal and Professional Leave
      - c. Policy 5.304 Long Term Leave of Absence for Professional Personnel
  - B. Budget Committee Meeting - Mr. Josh Stone
17. Chief Financial Officer's Report
  - A. Monthly Financial Report
  - B. Monthly Sales Tax Report

- C. \* 2019-2020 Salary Scales
- 18. \*Consent Agenda
  - A. \*Approval of Volunteers
    - 1. CCHS Volunteer List
    - 2. County Wide Athletics Volunteer List
    - 3. North Cumberland Elementary Volunteer List
  - B. \*Approval of Overnight and Out of State Field Trips
    - 1. CCHS Girl's Soccer Overnight Trip
  - C. \*Approval of Contracts
    - 1. Pine View Elementary Photography Contract
    - 2. Therapy Works, LLC Contract
    - 3. CCHS/Coca Cola Contract
    - 4. Contract with Karyn Henderson, Global Therapies, Inc.
  - D. \*Approval of Grants
    - 1. Fuel Up to Play 60 Grant for North Cumberland Elementary
    - 2. 2019-2020 Coordinated School Health Grant
  - E. \*School Wide Fundraisers
    - 1. Stone Elementary School-Wide Fundraiser
  - F. \*Approval of Disposal of Surplus Property
    - 1. Crab Orchard Elementary Surplus List
    - 2. General and Special Education Surplus List
    - 3. South Cumberland Elementary Surplus List
  - G. \*Executive Approval
- 19. Old Business
- 20. Questions from Media
- 21. Adjournment
- 22. (\*) Indicates Board Approval Required

Board of Education  
May 30, 2019 6:00 PM  
Central Services Board Room

The Cumberland County Board of Education met in regular session on Thursday, May 30, 2019, in the Central Services Board Room, where the meeting was called to order by Chairman Boston at the approximate hour of 6:00 p.m. Boston welcomed everyone for taking the time to be with us tonight.

**PRESENT:** Stone, Safdie, Parris  
Inman, Brock, Netherton,  
Hamby, Karge, Boston

1. Call to Order - Mrs. Teresa Boston (See above)

2. Welcome to Visitors - Mrs. Teresa Boston

3. Moment of Silence/Pledge of Allegiance - Mrs. Teresa Boston - Brooke and Briley Brown, 1st Graders at Pleasant Hill Elementary - Brooke and Briley Brown led the audience in the Pledge of Allegiance. Brooke and Briley was awarded a certificate of appreciation for their participation in tonight's meeting.

4. Special Recognition - Mrs. Teresa Boston

4.A. Pleasant Hill Elementary Spotlight - "Ways to be Great" - Zack Estus 8th grader and Kiley Evans 5th grader. Graham advised, next on our spotlight is two students from Pleasant Hill Elementary and they are going to tell us how to be great. Kiley read how her school created points for positive behavior by dividing the school into four houses. She then discussed the details on how to earn the points and what awards are given for positive behavior. Zack advised, as the President of Student Council he feels this school has accomplished many feats of success in terms of greatness. He then explained the many things the Junior Beta Club and Student Council has done to give back to the community.

4.B. Parker Henry - Graham advised, we have something on our hearts here at Central Office for the last few months. This is the young lady that when she got on the school bus she found her bus driver in distress; she knew more than I would imagine anyone else at your school would know to do. She ran back into the house to try and get something to help Ms. Sylvia. She got on the radio and had her wits about her to notify the bus garage and to notify emergency people that they had a terrible problem. We are very excited tonight and asked Ms. Debbie to help us make arrangements to present to you a gift from the Central Service staff. I know this Board of Education wants to tell you how incredibly proud we are of the bravery and of the fortitude you had to do what you do.

4.C. Trevor Parsons - Governor at Boy's State - Graham advised, Trevor was one of two delegates who were selected to represent Tennessee as Boys Nation senators in Washington, D. C., later this summer. As select 100 delegates from Boys State programs across the nation will travel to Marymount University in Arlington, VA., to learn how the federal government operates. The two delegates will be privileged to participate in a number of events including a special memorial service at Arlington National Cemetery, a visit to the Pentagon complete with a briefing with the Joint Chiefs of Staff, a day on Capitol Hill with lunch in the Senate dining room and visit to the White House. Traditionally, the President has been available to greet Boys Nation delegates. The trip also offers an excellent opportunity for delegates interested in the U.S. service academies to meet and talk with representatives. Our Trevor Parsons was selected as one of Tennessee's two delegates for Boys Nation. Not only is Trevor our TN Boys State Governor, but now he is also a Boys Nation Senator for the State of Tennessee.

4.D. CCHS Soccer Team - Coach Cub Whitson - Graham advised, next we have a group of young men who represent Cumberland County High School Soccer team along with their coach Mr. Cub Whitson. Graham advised, it is great to see a group that has done something that has not been done in Cumberland County before.

2019 CCHS Soccer Team Accomplishments:

- District 6AA Regular Season Champions - undefeated in district play
- District 6AA Tournament Champions
- First Regional Tournament Appearance in county history
- First Regional Tournament Victory in county history
- Regional 3AA Runner-up
- First Sectional appearance in county history
- First Sectional victory in county history
- First TSSAA State Tournament appearance in county history

They set records for:

- 16 wins
- 88 goals scored
- Drew Davidson set the single season scoring record of 33 goals

Graham advised, I think this is worthy of a huge round of applause. Coach Whitson stated, thank you all for recognizing this. It was a big deal especially in the soccer community. It was a community effort from little league soccer, middle and all the way up to high school. It has been a long time coming for soccer and the community. The parents and family have given us fantastic support. Graham thanked them for coming tonight and for being a part of Cumberland County.

4.E. Gail Reed - Exceptional Educator - Graham advised, Ms. Gail Reed has been a teacher in Cumberland County for a very long time and we always respect and admire what she has done. Mrs. Gail Reed has been named the recipient of the TN Tech College of Elementary Educator award. Mrs. Gail's student teacher, Kayla Patterson, nominated her. She was awarded on April 30. Congratulations Mrs. Gail! Thank you for your hard work and dedication at Crab Orchard Elementary School. This award is well deserved and we are so very honored to what you bring to us.

4.F. Ms. Cindy Miniard selected to attend the National Kids Leadership Academy in Austin, TX - Ms. Cindy Miniard is always looking for opportunities to excel and opportunities to promote her students and her school. Ms. Cindy has been selected to attend the National Kids Leadership Academy in Austin, TX this summer. She has received \$600 to cover flight and motel. The only thing was one of these days fall during convocation and we were worried about that. It's an honor to receive something like that from Crossville, Tennessee represent us at a National Leadership Academy with one of her students is amazing. We thank you for everything that you do.

4.G. Trevor Thompson, 4th Grader at Crab Orchard Elementary qualified for the National Archery Schools Program. Graham advised, Trevor Thompson has qualified for the National Archery in Schools Program. Trevor is the #1 4th grade student in Tennessee. He is going to represent us very well. We are sorry he was unable to be here. Mrs. Beaty advised, at the nationals he qualified for the world. The nationals were in Louisville and the world will be held in Nashville at the end of July.

4.H. Ms. Cindy Miniard and Braden Thompson to attend National Fuel Up to Play 60 Summit - Graham advised, Ms. Cindy and Braden Thompson have been selected to attend the National Fuel Up to Play 60 Summit in Cleveland, Ohio. They are not only representing Crab Orchard, but the entire state of Tennessee. The summit is July 16-19 and the trip is all expense paid. We have more amazing people do more amazing things every single day.

Graham congratulated Mrs. Stace Karge on receiving her master degrees within the last month and we are very proud of her.

5. Roll Call (See above)

6. Declaration of Conflict - Mr. Earl Patton - Rationale: Declarations of Conflict - Per TCA 49-2-202 Board of Education Members who have relatives (per the statute: relative means: Spouse, parent, parent-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, or any person who resides in the same household as you) employed by the system are asked to raise your hands to identify yourself. "Do you certify that the votes that you make tonight will be in the best interest of the school system, regardless of the effect that your vote may have upon the employment of your relative or relatives?" Stone, Safdie, Parris, Boston, Inman, and Brock certified.

7. \*Approval of April 25, 2019 Minutes - (See Exhibit #1) Stone moved and Netherton seconded a motion to approve the April 25, 2019 Minutes as presented.

**VOICE VOTE:** Stone (mover-yes)  
Netherton (seconder-yes)  
All ayes

**MOTION:** Carried unanimously

8. \*Approval of Agenda - (See Exhibit #2) Inman moved to approve the agenda with two exceptions. I would like to move #16D right after #10 so Mr. Chamberlin does not have to stay through the majority of the meeting and I would also like to remove #15H AP3.203 document. Boston seconded the motion.

**VOICE VOTE:** Inman (mover-yes)  
Boston (seconder-yes)  
All ayes

**MOTION:** Carried unanimously

9. Community Comments - none

10. Building Project Updates - Mr. Kim Chamberlin - Chamberlin advised, CCHS stadium work is nearing completion. The binder course of asphalt has been put down on the track and all of the work in the stadium is complete. They will get the wear surface asphalt down probably within the week and then the rubber track and markings will follow up behind that. No issues to speak of there so we are pleased so next meeting we should be able to come back and tell you that project is complete. We are still okay on budget regarding that project. Boston asked, where did we fall within budget? Chamberlin advised, I do not remember, but we pretty much wiped out the contingency. Remember we had one change order for a couple of things we did on the other side. There is just going to be a handful left on that one; probably less than a \$100. We still have funds left from the two earlier projects at CCHS. I will give you a report on that one next month when we have everything wrapped up, but we are still in good shape. Crab Orchard is going great no issues to report whatsoever, there was a tour held out there one day last week with some school staff and some retired teachers for an actual walk through. Debbie took them through that and showed them around. The work is progressing well, they are working on the site work. They are still trying very hard to hit August for completion which would be early. I do not think they will make that due to weather caught them early on to begin with. By contract they still have through September to get the project done. I have no doubt they will make that and they are working diligently to get it done early. As soon as the new work has finished up we will have the demolition of the old building following behind that. Contingency dollars there

we have had very little expenditure there and we are still above where we started, because of the water line we added back in. The only item I would like to put out for your consideration is previous projects we have done at Brown and Stone Elementary we do not do a lot of graphics work on the gymnasium floor. We do the markings but we do not do the logos and that kind of thing. In the past at Brown there was a local artist that came in and did some work, however on this one we wanted to try to get it to go through the wood floor installer. It is becoming harder and harder for them allowing outside people to come in and work on their new floor. Pertaining to warranties and things like that kind of get in the mix. Mrs. Beaty and her staff put together a layout they wanted to do and we ran that through the contractor and I have a price of \$4,950 to do the work. It is well within line with the work involved. I can put it on the table for you tonight or bring more information back to you later. I can recommend the work being done through contingency. I can give you more information later, I just got it hot off the press. It is there for your consideration. Graham advised, if it would please the board since it is not on there for a vote tonight we could add it to Tuesday nights Special Called Meeting. The board agreed and Graham advised, I think it would stay within our normal protocol. Chamberlin advised, I will give Mrs. Graham the information on it tomorrow and she can distribute out to everyone ahead of time. Safdie asked, do you feel like this is an essential? Chamberlin advised, it has been done at every school and it is something I think is important for the school, for the athletics that occur there and it is the sort of thing we typically see done with the tiger on the floor with some graphics. It is nothing extravagant and is what the other schools have done. I think the other schools have paid for it themselves out of their operating policy and again what we are finding is the wood floor installers are becoming hesitant in letting outside people get on their new floor and do things. You want this to be underneath the final varnish / polyurethane that is put over everything so it wears better. Safdie advised, I am a little confused. What happens to the contingency fund if it isn't fully used? Chamberlin advised, we have talked about some things that are still out there that we want to look at doing. If you recall we talked about a re roof on the old building and we would like to maintain some of the funds for that. We have talked about the road out by 70 that is in very bad shape. Again, we are still in very good shape to do all of that work at this point. So if you do not spend the contingency money it resorts back to the county to help pay off the bond. Safdie asked, does it go to the county or the schools general fund? Graham advised, the county first, because they put up some extra money. We had to put up some money first and then they put up some money. So it would revert back to the county.

(16.D.) Building and Grounds Committee - Mr. Jim Inman

(16.D.1.) \*CCHS Roof - - Mr. Inman advised, we meet to discuss the CCHS roof because it came in extremely over budget. Mr. Chamberlin has come up with some alternate ideas about rebidding it. Chamberlin advised, we were considerably over budget. We based our numbers on the work that was done at North Elementary from about two years ago and this was extremely higher. We only had one bid and I am always hesitant to come to you and recommend approval for one bid. If we do not get competitive numbers I think it is my responsibility that I come to you and suggest we do something else. We went back and talked to the low bidder and asked him what is driving the cost up on this. What is really doing it is the demolition of what is on there. That old foam roof that is there is what is driving up the cost. The way we bid the project was to remove all of that material to get us back down to the old surface that was there. That is what added the majority of the expense. After that we went back and talked to Firestone one of the manufacturers and asked them to walk us through this and tell us what are the options. What they recommended is whether than removing all of that material using a machine that smoothes the surface. All you are removing is a little bit of material. The machine is a glorified lawn mower that is made for this and it is not an expensive item. You come in and take that down and now you have a good surface to put a recovery board on top and the reroof on top of that. This is what Firestone is recommending to us and what I am recommending to you. We may have jumped the gun, but we already have it back on the street for bid. Bids will

be received on June 20th based upon this new system. We have talked to other roofing contractors and we have more interest we think in the next bid. So we will be able to come back with more than one bid on the table. With your permission, that is what I would like to do; continue to proceed and reject the original bid and get it back out to bring other bids back in for that project. Stone asked, once the roof surface is put back down after the lawn mower goes across and the other stuff, what kind of roof surface is that at that point? Chamberlin advised, we put a recovery board down and it is fastened all the way to the structure below. So this gives us something that is tying us down to the structure. Then we go on top of that with an EPDM roof that we put on everything else. The only thing we are not doing different is tearing up all of that old. This still keeps you more with more installation value and we see it as a win win. This is something I wish I had known about before, however it is fairly new out there. Firestone and Carlisle stand behind it. We get the same twenty year warranty we would have with the other system, so I have no hesitation in recommending this system to go down. Stone asked, no greater risks of leaks or anything else? Chamberlin advised, no I feel just as good about this as I did with what we were going to do. Inman moved that we reject the one bid that was given only on the CCHS roof and authorize Mr. Chamberlin to continue with the bidding process. Boston seconded the motion. Chamberlin advised, we open bids on June 20th and I should have you a report by the next board meeting. This will not require near as much demolition so I have no problem doing this while school is in session. That was the other we were so worried about how much we were tearing off that we wanted to do it over the summer but with this system it is much quicker, easier, and less disruptive to the campus.

**VOICE VOTE:** Inman (mover-yes)  
Boston (seconder-yes)  
All ayes

**MOTION:** Carried unanimously

11. Acknowledgement of Elected Officials - Mrs. Boston welcomed Mr. Darrell Threet, Ms. Sue York and Mr. Terry Lowe, County Commissioners for joining us and taking your time.

## 12. School Board Reports

12.A. TLN Report - Mr. Robert Safdie - Safdie advised, the state legislative has closed its sessions for this year and there are several things that happened that might interest us. One, our funding governors positions was not passed this year, but was moved to the House Finance Committee, which TSBA said was good and it will be brought up again next year. There is a chance that it will be passed next year depending on the comptroller's assessment. Teacher's salaries requests that the BEP instructional positions reflect the number of teachers per class size requirements and the bill was sent back to the BEP Review Committee. It is not dead, but it will again be reviewed. There was over 40 pieces of legislation and I understand that going over each of the 40 pieces of legislation is beyond the scope of this meeting. However in lieu of that I have sent you an email that posts all of the legislation that passed and is up for the governor's signature. You have in your email the May 3rd letter from the Tennessee School Board Association from Ben Torres saying what the update was up until that point. So between those two emails that you received; as you review them if you have any questions please send them to me and I will do the research to help decipher what they mean. The other piece of legislation that we talked about was ESA (Educational Savings Act) and not to be confused with ESSA. The Educational Savings Act was passed and it is being or has been signed into law. It only applies to two districts, those schools that have priorities or schools that are low on performance. There are 10 schools that are low on performance and there are two school systems that qualify for that. It is the Memphis School System and Nashville. This piece of legislation will impact them

and they are both suing or have written opposition to this act. What this act does is it gives only students who have enrolled in a public low priority or performing school are given approximately \$7,500 to move to another school or a private school. The private school has to be approved by the State of Tennessee. The House left a lot of the comptroller's function and how they are going to evaluate this program. The state senate came in and started making rules and regulations on how they are going to monitor this program. Other than this being a doorway for increasing charter schools and taking funding away from public schools, it seems like it is in control by the state. It is now called a pilot program and it has a 3 year development period. At the end of the 3 years they are going to evaluate what progress has been made, what the schools have been performing, and what the students have done. Karge advised Safdie I really do appreciate your emails and I really appreciated the slides in particular. Boston advised, Robbie does a great job.

13. Board Member(s) Report from Training(s) - none

14. Legal Report - Mr. Earl Patton - Patton advised, no new litigation, however there is a matter of threaten litigation and I would like to talk to the board after tonight's meeting. It will not require board action and it is informational only.

15. Director's Report - Mrs. Janet Graham

15.A. \*Real Estate RFQ - Graham advised, the first item under my report is the Real Estate RFQ. If you recall a few months ago we released an RFQ for a real estate company or group to represent us and help us sell some surplus real estate; mainly the Bakers Property. We opened those bids April 18th and no one bid and we were surprised. We had heard there was a couple interested. Three days later someone came and wanted to put that in. I said the only way we could do that again was the board would have to agree and our Finance Director Mr. Brock would put that out and advertise again. Word has it someone is interested in the Bakers Property, however when they say interested I have no idea what that means. In terms of whether it is a viable interest or if someone is just interested in speculating. My recommendation would be for us to ask Mr. Nathan Brock to put that back out in the paper and advertise. Have another opening date and see if someone is interested in representing us in selling that property. We always have the right of refusal if it is a quote that certainly doesn't suit this board. Safdie asked, this RFQ was to real estate agents for the right to sell the property? Graham advised, yes. Safdie asked, wasn't the state mandating the percentage of that they receive for selling this piece of property? Graham advised, they may do that Mr. Safdie, but I couldn't tell you. I know there are rates for commercial, rates for residential and there are different rates that they charge. What we are doing is looking to see what best offer perhaps we can get from a real estate company. This is not for a specific agent, but for a real estate company and giving all of the companies the opportunity to tell us what their best offer is to help us to sell that. Stone advised, it is not just percentage price, it's for qualification. So it would be what level of experience they have, what level of success they have and it's more than just a percentage price. Graham advised, it was sent out in February or March and it didn't have any takers. Then after it was all said and done someone is interested to sell it. Boston advised, if we could just get someone approved and they can get the property listed then any broker can take it to them and sell it. Stone advised, buyers. Graham advised, I think our next step would be once a company is approved then this board would have to say this is our bottom dollar. Karge asked, why don't we sell it as a buy owner instead of listing an agent? We could sell it ourselves. We have an attorney to write up the deal. Boston advised, that consist of a lot of time. Safdie asked Patton, isn't real estate sales a professional service? Patton advised, it is. As to whether or not we have to bid I have not been asked that question until this very minute. Rather than giving you an off the cuff response I would want to take a look at that and see if that is something that is required. Safdie advised, I would appreciate it

and ask it to be a boards decision to find out if that is a professional service or not. That would affect what we are doing here and not had to do a RFQ because it was a professional service. So we could assign it to any real estate agent that has the ability to spread the advertisement to other real estate agents. Stone advised, I think from my memory of discussions held around this was if we were required to or not to do it. It was just one to try and be far and transparent. Also it was so this group of 9 people choose 1 realtor out of the 100 realtors in Crossville, because I personally work with a lot of realtors and I would not feel comfortable trying to pick 1 out of the 100. We thought that this was the most fair way, see who was interested and let the qualifications line up. Then have that group pick one. To me I am indifferent to whether it is required or not, because I still think it is the best course of action for us. Patton advised, I think that is why I wasn't asked if that was a professional service because there are so many. Patton advised Mr. Safdie, that would certainly qualify that would recognize professionals in the community. Boston advised, in some of our fields of employment have the opportunity to be engaged in several real estate agents and have over the years we would not want to favor one over the other. Brock asked, what would cause a realtor to hesitate instead of saying sure I will try and sell it? Safdie advised, it may be the way the RFQ is written. Karge advised, it may also be a consideration of are we going to cut commission in order to sell land. Land is not a big motivator as far as easy to sell. If you possibly choose to go that route we could at least start there and advertise in the paper. It is not like we are going to have to have showing with the property. Brock stated, I do not see why anybody would hesitate. This would be one more listing to me if I was the agent. Safdie asked, can we see the RFQ that was put in the paper? I did not get a chance to see that. Graham advised, I do not have that prepared for today. This was the process that was recommended to us by our Finance Director. I want to listen to someone who has to take us through that audit. Stone advised Karge, we did try to sell the property ourselves in the newspaper and ran it for a period of time and we had not even one inquiry. Stone moved and Safdie seconded a motion to approve the relisting of the RFQ.

**VOICE VOTE:** Stone (mover-yes)  
Safdie (seconder-yes)  
All ayes

**MOTION:** Carried unanimously

15.B. \*Consolidated Application Approval for IDEA/ESSA FY2020 - Graham advised, is requesting approval for the Consolidated Application Approval for IDEA/ESSA FY2020 and you have had that in your packet. Mr. Schlafer is sitting there holding that big paperclip document and if you would like he will read that line by line 250-260 pages to you or you may make a motion to approve. Inman made and Safdie seconded a motion to approve as presented. Safdie thanked Schlafer for all of his hard work in putting that together. Karge agreed.

**VOICE VOTE:** Inman (mover-yes)  
Safdie (seconder-yes)  
All ayes

**MOTION:** Carried unanimously

15.C. \*Director of Schools Evaluation Committee-Mrs. Teresa Boston - Boston advised, last month there was a motion that failed to allow each of the board members to meet with Mr. Patton individually to discuss what they were looking for as far as the Director of Schools evaluation versus developing a committee. I will make the motion again; we did not have a quorum last month or I will defer if someone has another suggestion. Safdie advised, I do not feel the need of involving our attorney in this process; so I would like to make a motion to create a Director of Schools Evaluation Committee. Karge seconded the motion. Boston asked, do you want to do that

by volunteer and want individuals to volunteer to sit on that committee? Stone and Hamby advised they do not want to be on the committee. Karge advised, I would like to be. Stone advised, I think we need to see if it gets approved first. I still think those that can attend the most meetings win I guess. I will say again and I said it last meeting I like the thoughts of all nine individuals getting to put ideas into one place and then at least a starting document to come out of those nine pieces. I understand some people prefer coming to meetings several times a week and I think for once that this committee could be done a better way. But I will defer to the majority of the board. Karge advised, my confusion and reluctance for the original motion was that it was for our attorney would create this evaluation. Boston advised, that was the motion that failed last month. Karge advised, right. I just wanted to clarify and my recollection wasn't that we meet individually. It was that he would actually create the document. Inman advised Stone, I understand your point of view on that, but here is my point of view on it. If we are going to ask our attorney to do that for the evaluation model than let's let him go ahead and do that for the budget. Because I have not been able to be at the budget meetings and I haven't had any say so in the budget, so let's just let him go ahead and do that for the budget. Stone advised, I am glad you brought that up. There is a Director of Schools and there is a CFO that hear from each one of us individually and develops a budget based on that. While I appreciate your comment it's completely different. This evaluation isn't going to come from anywhere else. It will come just from this committee, so to me it's not apples and apples, it's apples and oranges. Inman advised, I disagree because the committee would bring up the ideas and then we bring it to the full board and then the board decides. Stone advised, that is not the point you made. The point you made was that we could give the budget to Earl and what I am saying is the budget is already running through other people who pull together our ideas; so it's not the same. Safdie advised, I think with this committee the first thing they would do besides the election of the chairman, is talk about how we are going to organize and scope the committee. I am sure in doing this the committee is going to at some point realize they will have to create a strawman proposals. Those strawman proposals are those things that will be presented to the board. I can easily see that the committee will engage others besides board members. They will engage different administrators involved in this in their evaluations. Boston advised, we will do a roll call vote.

**ROLL CALL VOTE:** Safdie (mover-yes)  
Karge (seconder-yes)  
Stone - No, Safdie - Yes, Parris - Yes,  
Inman - Yes, Brock - Yes, Netherton - No,  
Hamby - No, Karge - Yes, Boston - No

**MOTION:** (5 - Yes, 4 - No, Motion Passes)

Boston asked, do you want to develop a committee this evening? Safdie advised, we will ask for volunteers. Karge, Safdie and Inman volunteered to serve on the Director of Schools Evaluation Committee. Brock advised, along with Josh I will attend as many of those meetings as I can squeeze in and I will be a very interested observer when I can attend. Stone advised, I will just wait to vote no when it gets here.

15.D. 2019-2020 Annual Food, Non-Food Supplies and Services Bid Packet - (See Exhibit #3) Graham advised, this is an information for you and you have seen this in your packet. It is the Annual Food, Non-Food Supplies and Services Bid Packet that will go to the Finance Director for placement of bid.

15.E. \*Personnel List for 2019-2020 School Year Regarding Renewal and Non-Renewal - Mrs. Kim Bray - (See Exhibit #4) Graham advised, this is the personnel list for 2019-2020. Ms. Bray advised, you have received this list

in your packet and these are the recommendations that the principals and the supervisors made and we respectfully ask that you approve it. Stone moved and Netherton seconded a motion to approve as presented.

**VOICE VOTE:** Stone (mover-yes)  
Netherton (seconder-yes)  
All ayes

**MOTION:** Carried unanimously

15.F. \*Martin Elementary Renovation - Upland Design - (See Exhibit #5) Graham advised, this is approval for the Martin Elementary renovation in the upcoming 19-20 school year. We have talked about that through building and grounds and we have talked about that a number of times. We actually did a tour with building and grounds to get a scope of the project, however the one thing we will have to do prior to that is we have the standard AAI Contract. The document has been in your packet and will need to be approved so Uplands can begin their portion of the work. You do have to have an architect anytime you get into a project over a certain amount of money. We respectfully ask that you approve this document. Safdie moved and Stone seconded a motion to approve as presented. Boston advised, she votes no, however it is not the program or the renovation at all; it is the contract.

**ROLL CALL VOTE:** Safdie (mover-yes)  
Stone (seconder-yes)  
Stone - Yes, Safdie - Yes, Parris - Yes,  
Inman - Yes, Brock - Yes, Netherton - Yes,  
Hamby - Yes, Karge - Yes, Boston - No

**MOTION:** (8 - Yes, 1 - No, Motion Passes)

15.G. Cumberland County Safe Schools Counseling Program \_ Mr. Scott Hull - (See Exhibit #6) Mr. Hull presented and discussed in detail the Safe School Counseling Program Design including the daily job duties, data points, resources, suicide behavior procedures, and more.

15.H. Threat Assessment Team Discussion - Mrs. Teresa Boston - (See Exhibit #7) Boston advised, we had an incident happen the 1st of May that got exposed to national TV and it was quite an ordeal. When I started searching into it I found that the school district had allowed a Threat Assessment Team to go in and assess this threat and then there was a press conference called. Not knowing anything about it, I started to do a little research on what our policy called for; along with what press conference policies we had and discovered that House Bill 1158 allows the LEA to adopt and establish a Threat Assessment Team. In further research I found that the Threat Assessment Team belongs to or the one that has been established belongs to the Cumberland County Sheriff's Department. They do not operate within our boundaries and they do not operate under our policies or our procedures. With this new House Bill what I would like to do and I noticed it did not have an asterisk beside it. If we could put that agenda for Tuesday night to vote on that. I would like to send this bill and the two policies that have been included to our Policy Committee meeting to begin to develop a Threat Assessment Team that falls under the Board of Education's policies. Where we know what the procedures are and we have a little bit more control. It was shocking, we/I knew nothing as a board member about this press conference on what was to be said or what was actually going on at our schools. Except that there had been two students. That is all of the information we got until I got on social media. I don't want to see that happen again as a board member trying to

answer phone calls of people trying to find out what is going on and we don't know. I think there needs to be a better line of communication the next time something that this happens. Brock advised, I would like to back you up on that, because I found out through my daughters who both knew far more about the situation facts and speculations way before I did. That was kind of embarrassing. Hamby advised, I am looking at this from the board's perspective and my personal perspective. We had a safety meeting and they came and spoke with us in the safety meeting and explained why things had happened the way it did. I am thankful we did not have to bury anyone. There were a lot of communication issues, it is a brand new thing, it is something that has to be worked on and there are a lot of things that have to be worked out. I understand the communication problem and I think there was a lack of communication that went on. During the safety meeting everyone agreed there was a lack of communication and there were a lot of things that were new. Karge advised, madam chair I have to agree with you. One of my biggest concerns was that I was just checking my social media and stumbled upon a press conference in progress and I thought I should probably watch this. Boston advised, it has come back to me from different members of the community even though this board was not aware, this board was not represented and it gave the illusion that we were the only members of the community that did not care about our children and their safety. That really really bothered me, because if we didn't care about our children, their education, and their safety, we wouldn't be here. Karge advised, I don't know that I got that. I thought Mrs. Graham did a very nice job. Boston agreed. Karge stated, I did not get that from my constituents but it would have been nice to know. Graham advised, we acknowledged that at the Safety Committee and we had that conversation. Things roll really fast and truthfully that was the first time in my tenure here that we have been faced with that kind of situation. In retrospect as I said, I should have sent out a text message to all of you that there was a press conference at 3:30. To be honest with you we went from court to South Elementary to press conference. It was just one of those days and that's not an excuse. Karge asked, who called it? Graham advised, the Sheriff's Department. Our goal from this point on in our debrief with the group that was together is that we recognize that communication piece is it. We had that conversation before we had that conversation. We did some things that we know we can and will do better. Heaven forbid we are ever faced with that situation again and we hope and pray that we don't. It could be that or another situation. It is our job and responsibility to communicate that. I certainly take responsibility for that and will make sure that in the future there is a different communication. I sent the text message I was allowed to send out Friday afternoon and that was as far as we could go, because it was such an active and ongoing investigation. Then on Monday morning we did develop a press release that went out, but again there was a lot of conversation that could not happen. I certainly did not want to be the barrier of the person who messed up an investigation that allowed students to come back to school that should not. Stone advised, I noted the uproar on social media mostly about the disappointment in and us not notifying parents and different things. I think what people need to realize is that it was out of our hands. It wasn't our decision nor was it Janet's decision on when to make the press release. Once law enforcement is involved, law enforcement leads. I even saw Janet named in several comments that it was her fault that parents at South Elementary weren't notified; it wasn't her choice. I think that is something people need to realize and I think we can have a policy and as a Policy Committee member we will work diligently on making that as good of a policy as we can, but at some point we lose control in the situation and law enforcement takes over. I think that is what happened here is that Janet notified those that she could and released the information that she could. It wasn't her decision on what she could and couldn't say. That decision was taken out of her hands by law enforcement. Boston advised, if you will read the actual bill that was signed by the governor on May 2nd. When I talked to Nashville they had seen the press conference on CBN News. It lays out exactly what the LEA shall and may do. It tells us what people to have on the team and this is not necessarily for when we had the bus garage incident and law enforcement stepped in at that point, there was a great deal of communication at the same incident. Law enforcement came in and took over the scene and we were notified and we were kept abreast of what was going on. We communicated with each other in regards to law

enforcement has stepped in and this is where the school district steps back. This was a completely different incident just because if it had been the SRO contacting his principal, which is what the policy says and then the principal then calling Mrs. Graham and the SRO calling his supervisor that is one thing. That is when law enforcement comes in and as I understand it that is when law enforcement came in and we were shut down or should have been. There were still several members of our staff that were very involved in the investigation and shouldn't have been. That is why if we have a policy and we have procedures then we know exactly what is expected and we don't have communication issues in regards to this board any longer. That is what I am trying to move forward toward. Safdie advised, I agree with both Josh, you and the other comments. There is room for us to develop the Threat Assessment Team as a policy. At the time that this incident occurred there was a Threat Assessment Team but we had not created it that team. The sheriff's role took on leadership and in that regard I would like to quote my good friend Tom Looney, "in looking at events there are procedural errors that people make and there are substantive errors." The substantive error of course would be something that tragically happened and there was a school failure in dealing with the situation. There was no failure that took place. There was a procedural issue and that is what we are talking about now. Boston advised, absolutely. That is what I'm trying to clarify. If we could move toward developing that and especially since the guidelines have already been established by state law. Netherton advised, we are having this conversation now when you have already made a motion that we bring this to the Policy Committee and then see what the Policy Committee comes up with. We have some local policies that we can go ahead and get an update. Then bring this back in here and have a conversation on this, because I think we know what direction we need to go. I do want to ask one other question, if this thing was signed into law 2 of May and part of this the state is supposed to give us some rules. Have we received anything from the state that we will need before we go to the Policy Committee? Boston advised, in my discussions it has gone to the Tennessee Department of Education and they are in the process of developing what is worded to me as some procedures and suggestions. I am going to suggest that as soon as that is done TSBA would get notification that and then we will go from there. Then we will see a policy come through. I would still like to move in that direction so as if again we were to have some incident that this doesn't occur again. Netherton advised, we can look at those policies we already have. Boston advised, we do have policies in place and I would like to see those followed. Boston asked, do you think it is necessary to put it on Tuesday nights agenda? Stone advised, no the Policy Committee can take it and run. Stone requested Jane place it on the Policy Committee's agenda.

15.I. \*Job Description for Family Resource Center Coordinator - Homeless Liaison - CCQCP Program Director - (See Exhibit #8) Graham advised, this is an updated job description for Family Resource Center Coordinator - Homeless Liaison - CCQCP Program Director. Where this came from is we had a job description and in looking at that and looking at the contract there were some very antiquated things in that job description that would have been 15 or 20 years ago. It is a clean up of the job description, but it is also an extension of that job description to pick up some district responsibilities as far as the CCQCP Program. Which we have had no one at the district level to give any guidance or leadership to that. We did some research and found that in other districts this kind of before and after school care falls under generally that particular job description. This was a clean up for us and getting it more in line with the duties that that person as a Homeless Coordinator, a Family Resource Center Coordinator, and a CCQCP would all have. Netherton asked, you are saying the Family Resource Center Coordinator, Homeless Liaison also have this duty as the CCQCP Program Director? Graham advised, several others have something similar and Ms. Bray has done some research on that looking at other districts that the people who carry that Homeless and Family Resource Center several of them have the CCQCP duties. It is not called that, however it is called something meaning that. Ms. Bray advised, it is called something different in every district. Boston asked, the Homeless Liaison, that is a federal mandated position? Graham advised, yes it is.

Boston stated, we have no choice to have that. Is there any reason why it has to be in one job description? Can we not have two totally different job description even though one person does the same job? Graham asked, so what you are saying is have a job description for an FRC person, Homeless person, and CCQCP person? Boston replied, yes. I would not support that large of a job description. Those two have nothing to do with each other. One is a federally mandated position and the other one is an after school program. Even though they are both wonderful and much needed jobs, I would like to see the job description separated. Safdie asked, are you also talking about hiring two separate people? Boston advised, I am not saying anything about hiring anything. I am just saying I would like to see two different job descriptions, because the Family Resource Center Coordinator, Homeless Liaison is a federal mandated position. The CCQCP Program Director is a newly created and it would supervise the Site Directors, which our Site Directors have been working without a District Director forever and have worked with the principals. Harris advised, I can bring some clarity the Family Resource Center is state funded and the Homeless Liaison is federal. There is a lot of overlap between the two because a lot of the families that are served are served in both areas. Boston advised, I would still like to see two job descriptions and that is just my preference. Netherton advised, I am going to go along with that and I am going to say why I think it is two separate issues. To see the Family Resource Center Coordinator, Homeless Liaison tied into gather the way it has been for years, I don't have a problem with that. My problem goes a little further than that. I guess anytime I see the word supervisor and director it kind of makes me think we have enough chiefs and we need more indians. I would have felt better if it would have said coordinator. I like the word coordinator and is she really directing or supervising anybody in that particular position? At this point in time my understanding is no, the principals have been doing it for the last few years. Bray advised, I think our goal in this is to take it away from the principals because when we got into this we were unaware of the mandates by the state. When we sat the principals down we realized both programs were operating very differently and for the sake of consistency we thought it would be better for everyone to be on the same page. I would like the principals out of it, because my goal is to expand this program. Every elementary school in Putnam County has one of these programs and I asked from the day I came here what does everybody do with their kids. I have also talked to the other principals and they are willing to try it for me. The principals have enough on their plate during the day than having to worry about before or after school and that was my problem with this whole process. I want to see this program expand and have consistency throughout. As well have the assistance from someone that will do the leg work and help that program expand. Boston advised, they also have assistant principals to assist them with their duties. If the program should expand or we see that it can expand than we can always revisit. Graham asked, am I understanding you just want the CCQCP stuff removed from this job description? Boston advised, if we are just cleaning up the Family Resource Center Coordinator, Homeless Liaison, yes; that would be my motion. Graham advised, we have to understand that would then move the person who currently in that position from one payscale to another. Boston advised, I understand that and that is why I strongly suggested and am open for discussion doing two separate job descriptions and then if we have a person that does more than one job that is not my call to make. Stone asked, could that not be similar to Mr. Dean Patton who is County-wide Athletic Director? Boston replied, sure. Stone then advised, if it was to become two separate positions the FRC Coordinator with the Homeless Liaison and then the CCQCP Program Director; that same person did both of those jobs. Boston replied, you would have two separate job descriptions. Graham advised, we have to be careful with that because that is a self funding program. We as a school district do not contribute to that and when you get into supplements then you are saying we are going to contribute. Boston advised, I don't know if it would be a supplement. I just know right now you are creating a position. Graham advised, we are adding duties to a current position. Boston advised, you are creating a position for a Director of the CCQCP. Is that correct? Bray advised, we are adding the responsibility to that current position. Boston advised, but we do not have a current coordinator or supervisor. So we are creating one. Inman advised, if we are adding duties, are we adding pay? Graham advised, no, because that has been off kilter

for quite some time. That particular position has been on a non certified supervisor payscale with absolutely no supervisory duties and a 260 day supervisor payscale that has worked a 200 day contract. Boston made a motion that we make this two job descriptions and bring it back before the board. Brock advised, my concern is just like yours Janet. I don't want to get into a situation where we have a problem funding it ourselves through Cumberland County funds, because presently it is being funded by federal and state. Boston asked, how are we going to fund it to being with? Graham advised, that person would remain on the payscale that they are currently on which is a supervisory payscale, but would be reduced 60 days of pay that currently has not been worked. Going from a 260 day to a 200 day contract, remaining on that scale at that level. Brock asked, just because it says supervisor does not mean certified correct? Graham advised, it does not. Brock advised, I know a lot of people have issues with those. Graham advised, it is on the non certified scale currently. Harris advised, currently the structure of that position 50% of the salary is paid through our Federal Programs and 50% of the salary is paid through the state. We stretch the FRC money as far as we can go. We come to a split pay position. Boston asked, we would not be adding money from the state or the federal money. So how are you going to compensate her for her/their additional duties? Harris advised, that is where Mrs. Graham discussed. Sometimes I feel it unfortunate as we dig into and have to approve every salary, in the name of transparency we come across concerns. This came across at absolute zero fault of the person currently in this position there was really as we have seen before with this board and previous boards, no explanation on how it happened. She has been in this position on this payscale and we don't know how, why, or when. We wanted to take steps to make it more transparent, fair and consistent with everyone. By adding these additional duties the position can stay on the current pay scale, however it will actually be a slight reduction in pay, because we are taking it from 260 days to 200 days. We felt this was the best solution and took a lot of man hours trying to figure out how to be fair and transparent. Boston asked, why can you not still accomplish the same goals with two different job descriptions? Graham advised, generally one person works under a job description. Every person within the district has a job description not necessarily multiple job descriptions. Boston advised, Mr. Dean Patton has two different job descriptions and it works for him. Graham advised, one is a supplement. Boston advised, I am just saying why can you not accomplish the same thing with two job descriptions? Harris advised, I can definitely look into that as an option for the pay structures. I don't know if we would be able to use the full amount of the Family Resource grant to pay for the position. I don't know how we would pay for that second job description, because it is under the Family Resource umbrella. Stone advised, it seems like to me if we pull this out as a separate position and we referenced Mr. Dean Patton, he gets an additional supplement. If we do that we are taking funding away from grants and putting it into general school purpose funds. If we can pay for something with grant funds then I would much rather do that and if that means keeping this bunched together then I think it would be strategic and smart to do it that way. If we create two positions we all of a sudden have to stop using grant funds to pay the entirety of that positions cost. To me we have cut off our nose to spite our face. Graham advised, we would have to locally come up with whatever supplement. If we are separating that job description, say the CCQCP is out here we could not pay for that federal or other state money. We would have to fund that supplement. Brock advised, it is being paid for right now. It's going through with no problem. We have funded a position that we are really getting a lot of help from state and federal. I think the risk in coming up with another job description is to great, because we could end up hiring a second person and still not getting any more work done. Anymore good for the kids that are in that program. Boston advised, I do not think that is my issue. My issue is the two jobs have absolutely nothing to do with each other. If we are going to expand and you want a director, supervisor or coordinator whatever you want to do, then how much of that job is going to become overwhelming when you have 2 sites that you are supervising and now you have 7. Karge asked, can we not come back to that should the position grow and then change that? Boston replied, sure. Brock advised, let's see what happens. Boston advised, I am just trying to keep us from coming back. If we have a good job description then it is already there. Graham advised, Mr. Schlafer could verify we

could not pull federal funding just to fund CCQCP. Schalfer replied, no not at all. Graham advised, as Ms. Bray mentioned they are really intertwined mostly in the families that we are serving. Very often the families that you are serving through Family Resource Center, the families you are serving through the homeless grant may be those very same kids that we are providing transportation and that sort of thing for after school programs. If we pull it out separate we could not use those two grants to pay for that piece. Boston asked, if we keep it in the job description we can take federal and state money and pay for the CCQCP program? Graham advised, it is part of that person's job description. Boston replied, that is not what I asked. Inman asked, I thought the program itself is self funded? Graham advised, it is self funded. It pays for the Site Directors out in the schools and the teachers or whoever work there. It pays all of their bills, we don't supplement that. Netherton stated, to go with what Tony just said a few minutes ago. Once this position becomes self sufficient then we can go back and look at this. Then we can talk about splitting it. Graham advised, we might have a person at some point who really wanted to do that in addition to, a teacher might want to do that in addition to their teaching position. I think that would be down the road. I think we are safe where we are right now and if it does grow then we will have to revisit it. This has not been tried before and the person in the current position this will be a new ball of wax for this person. Boston asked, how many day contract is this combination? Is it still a 200 day, 260, 240, or 220 contract? Graham advised, it will be a 200 day contract going from a 260 to a 200. Typically 180 days with students and the additional 20 days that make up that contract some will be summer days, some will be break days, and others they will be helping with the function of the school program. Boston asked, it is the same day contract they are working now? Graham advised, no, they are currently working a 200 but they have been paid for a 260. Boston advised, I understand that, but it is not changing any of the days they are working. Graham advised, it is still going to the 200 days, but the pay goes from 260 to a 200. Original motion (Boston made a motion that we make these two job descriptions and bring it back before the board.) No second was received. Brock made and Karge seconded a motion to accept this as presented. Boston advised, I voted no strictly because of the combining of the two job description. I fully support the position and the job the person is doing. It is just combining these two particular job descriptions.

**VOICE VOTE:** Boston (mover-yes)  
No second (seconder-yes)

**MOTION:** Motion Fails

**ROLL CALL VOTE:** Brock (mover-yes)  
Karge (seconder-yes)  
Stone - Yes, Safdie - Yes, Parris - Yes,  
Inman - Yes, Brock - Yes, Netherton - Yes,  
Hamby - Yes, Karge - Yes, Boston - No

**MOTION:** (8 - Yes, 1 - No, Motion Passes)

15.J. \*Job Description for Secondary and Career & Technical Supervisor (See Exhibit #9) - Graham advised, this is another job description and as we dug into this and posted Mr. King's position, which was Secondary and CTE. When we really got into digging into that job description there was a really long CTE portion with a little area for secondary kind of tagged along with a lot of redundancy. When we pulled that together those are really two equal tasks. The Secondary High School Supervisor and the Career and Technical is really an equal duty thing. It is the clean up of a job description before we actual hire someone to fill that position. That job is posted and with my

recommendation would be if this approved then we extend that posting for another few days or probably another week. So anybody could look at this job description that are interested in that position. Karge asked, this position is already posted correct? Graham advised, yes it was posted under the old job description. Karge asked, if I am reading it correctly we are reducing some of the qualifications? Wood advised, the old job description said there was a career and technical certification and I can not find evidence of that anywhere. I do not know if it was part of an old description when they used to have that certification, because now when you get an administrators certification it goes from K-12. Karge asked, is there a problem getting applicants? Is that why we are taking away some of the things? I am just confused and trying to clear it up. Are we fixing something that is not broken? Graham advised, one of the things we have done with is I think we have made it more inclusive instead of more exclusive. Before there used to be a requirement for how many years that you had to be in CTE and these kinds of things. For this job description if we had a purely Career and Technical person, which at one time we did but we no longer have a purely Career and Technical person. This position assumes the same duties under the Secondary piece of that. It is not intended to lessen the qualifications by any means. I think we open the door and make it more inclusive. Inman advised, I have never liked the idea of having a Secondary Supervisor and CTE Supervisor together. I have always felt like these should be kept separate, because we are talking about two different groups of people. We have always in the past had a CTE Director and I don't know why we went to this. I don't know who did it and I don't care, but I just don't like it. I'm like Stace and I don't like the idea of reducing the qualifications. If you are going to be a CTE Director there ought to be somebody with CTE certification. Brock advised, I can tell you listening to the governor say that CTE is going to be the emphasis on Tennessee education for the foreseeable future. At least as long as he is in office. We need somebody with CTE background, somebody that has been in the classroom and has been apart of it all. In order to make sure we have every piece in place, every qualified person that we can and I can't see lowering the standards or making them more inclusive by opening it up to anybody. I taught school for a long time and I would not be a good CTE Supervisor. Karge stated, my question wasn't answered. Are we lacking applicants? Is this something that has been posted and nobody applied? What was the reasoning? You said to make it more inclusive, but that didn't answer my question. Graham advised, I think that when we got to looking at the job description even this week we saw that there was a great deal of redundancy in the old job description. Again some more antiquated language that is no longer useful. We do have some good applicants. Karge advised, that answered my question. Stone advised, as far as the two positions becoming one I think at some point that was a budget issue. We talked about the high paid supervisor positions and it was determined by the Director of Schools at that point that these two could be combined without the school system suffering. That is where that came from, instead of paying \$100,000 to two people, counting benefits, health insurance, pay and everything; you pay it to one person. Graham advised, at one time we had a Pre K -2 Supervisor, 3-8 Supervisor, a 9-12 Supervisor and a Career and Technical Supervisor. That has been pair down throughout the years and now we have a Pre K - 8 and a High School - CTE. Boston asked, so 4 to 2? Graham advised, yes. Boston asked, what was Chris Kings job description? Graham advised, the last couple of years he has been both. Stone advised, I want to make the point that when the Director of Schools brings job descriptions to us, she knows this school system infinitely better than I do. She works in it everyday and spends however many hours a day doing it. When she brings a recommended job description before this board and it is what she thinks it is best, she is the one hiring the positions. I put a lot of faith that she is doing what she thinks is best for the system as a whole. I think it is interesting that we are questioning her to this degree and not that we have the right, we do and what we are here to do. But when it is something like this when it is a position that is directly under her. Somebody that she is working with daily and someone that she is ultimately responsible for I put quite a bit of faith in her recommendations. Karge advised, I respect that, my only concern again is if it is not broke why fix it. If we have qualified applicants that are meeting this criteria why are we reducing the standard? Brock advised, I agree on exactly what you are saying there. If it is working with the people and I don't think we

had a problem in the past. It has the feel of lowering the standard because it has been reduced as far as what kind of qualities we are looking for in this person or in any candidate. Netherton advised, I want to speak on the side of inclusion. I would like to have more of a pool to choose from rather than less of a pool and just because they are qualified doesn't make them best qualified. Stone advised, I think we have good people and the system has been running really well and I think that is important. Wood compared the posted job description to the proposed job description and discussed the differences. Brock advised, if all you did was come in with a change idea to go to an administrator supervisor certification I would absolutely agree with you. Removing the experience as a CTE teacher is the part that I really cannot see, because I personally think that the person that can't do the job as well as somebody who does have that experience. I don't think a person who graduates from college should become a principal just because they have an administrator's license. I think the experience is necessary and I think it is a minimum. If you all would like to satisfy me, leave the experience, change the certification to an administrator certification, then I would have no problem. Inman and Karge advised, I agree. Stone asked, if someone has been working in that department, helping the Director and filling in for the Director; that is less important than classroom experience? Doing parts of this job is less important than someone who has been in the classroom? Brock asked, are you asking me? Stone advised, anyone that is requesting the classroom experience. Brock advised, that question is almost impossible to answer because then we are going to start naming names, therefore I do not think it is a fair question. Stone stated, okay then don't answer it. Brock replied, I won't. Stone moved and Netherton seconded a motion to approve as presented. (Motion failed) Boston asked, do you want to send this back for revision? Brock made and Karge seconded a motion to leave the job experience requirement as written under the old standard, it includes the administrative license, and remove that Career and Technical Educator Director is no longer a part of it. Boston advised, motion passes and we will send it for those suggestions and take a look at it again. Wood requested upon board approval this job description is added to Tuesday's Special Called Meeting. Boston replied, we could add it to Tuesday.

**ROLL CALL VOTE:** Stone (mover-yes)  
 Netherton (seconder-yes)  
 Stone - Yes, Safdie - No, Parris - No,  
 Inman - No, Brock - No, Netherton - Yes,  
 Hamby - Yes, Karge - Yes, Boston - No

**MOTION:** (4 - Yes, 5 - No, Motion Failed)

**ROLL CALL VOTE:** Brock (mover-yes)  
 Karge (seconder-yes)  
 Stone - No, Safdie - Yes, Parris - Yes,  
 Inman - Yes, Brock - Yes, Netherton - No,  
 Hamby - No, Karge - Yes, Boston - No

**MOTION:** (5 - Yes, 4 - No, Motion Passes)

15.K. 2018-2019 Annual Planning Calendar (See Exhibit #10)

15.L. FYI (See Exhibit #11)

- 15.L.1. Administrative Meeting Agenda
- 15.L.2. Attendance Report
- 15.L.3. Personnel Report
- 15.L.4. Substitute List
- 15.L.5. Professional Development Report
- 15.L.6. School News Articles
- 15.L.7. School Calendar of Events

16. School Board Committees

16.A. Policy Committee - Mr. Josh Stone

16.A.1. \*Approval of First Reading of Policies - (See Exhibit #12) Stone advised, there are three policies there and everybody has had an opportunity to take a look at those. I haven't heard from anyone, so the Policy Committee recommends unanimously passing all three of those on First Reading.

- 16.A.1.a. Policy 4.301 Interscholastic Athletics
- 16.A.1.b. Policy 5.303 Personal and Professional Leave
- 16.A.1.c. Policy 5.304 Long-Term Leave of Absence for Professional Personnel

**VOICE VOTE:** Stone (mover-yes)  
(no second necessary)  
All ayes

**MOTION:** Carried unanimously

16.A.2. \*Approval of Second Reading of Policies - Stone advised, we did not have a meeting the month before last so we do not have any Second Readings. I did want to let everyone know because of all of the committee meetings, County Commission and the budget we have decided to cancel our June Policy Committee Meeting. We will be back at it in July.

16.B. Athletic Committee - Mr. Jim Inman

16.B.1. \*Athletic Trainer Agreement with Benchmark - (See Exhibit #13) - Inman advised, we meet and we received two offers for an Athletic Trainer(s). We had two great companies who gave us good proposals. CMC did a wonderful job offering only one Athletic Trainer. Benchmark came in and they offered to give us two Athletic Trainers, one at CCHS and one at SMHS. The committee recommends we go with Benchmark proposal. Inman moved to approve the agreement with Benchmark as presented. Stone advised, the Benchmark agreement was also for more years, which made it more attractive for me.

**VOICE VOTE:** Inman (mover-yes)  
(no second necessary)  
All ayes

**MOTION:** Carried unanimously

16.C. Budget Committee Meeting - Mr. Josh Stone - Stone advised, the Budget Committee has been meeting quite a bit and at our last meeting we talked about a lot of things. We have a budget for Tuesday that is recommended unanimously from the Budget Committee and also a list of additional needs to be sent as a request. So we will have those ready for you on Tuesday at the Special Called Meeting.

16.E. Safety Committee- Mrs. Rebecca Hamby - Hamby advised, I touched on the Safety Committee earlier in my comments. What we did in the Safety Committee is Gary Howard, Bo Magnusson, our Sheriff, the Chief of Police, and several people were here for the Safety Committee. To explain to us the procedures and what the Threat Assessment Team does and also letting us know that it was something that was brand new, just getting off the ground and running. They let us know what went on at South and why people were not briefed immediately. There was an investigation going on. That is all that went on during the Safety Committee we were informed of the South Cumberland incident and also what the Threat Assessment Team did. I have to commend those people who work with that. Again, I said like Gary Howard had mentioned we didn't have to bury anybody. I'm sorry that makes me tear up to know that we did not have any children hurt or dead. I commend those men and women that work on that. I commend them for their fast action and I have to say at that time I was working at juvenile. I was aware not of the Threat Assessment Team, but what they did and I have to commend them. I commend Bo Magnusson for what he does and knowing he gets called out in the middle of the night and on the weekends. He doesn't sit right here in this office from 8 to 5.

#### 17. Chief Financial Officer's Report - Mrs. Kacee Harris

17.A. Monthly Financial Report - (See Exhibit #14) Harris advised, we will start with our April Financial Statements. One thing I wanted to point out is 46954 (Family Resource Centers) there are grants that follow that area. You will be seeing the rest of that money rolling in between now and the end of the year. I also wanted to point out 49700 (Insurance Recovery) I wanted to show we lost money this month. This is a line that is not suppose to hold money and it is the line for when we file an insurance claim it comes in and sits there until we put it back in the line that it came from. So we got the money one month and sent it out another month. In April for our revenues we received \$4.2 million for the year to date total of a little over \$48 million against a budget of \$54.78 million. I am very comfortable and it is about 88% received. Moving onto the Expenditures page again the Maintenance line 72620 we talked some about last month so that is coming along. We will see more projects continue as we go through now that school is out we will see that pick up a little. In April we spent a little over \$4.3 million for a year to date total of \$40.8 million against a budget of \$58.2 million. Boston asked, what large expenditures do we have coming out in May and June that is going to take that drastically? Harris advised, in our Maintenance of Plant we have tile, paving, hopefully the roof, HVACs, and a lot of that stuff. Boston asked, how much do you project is coming in expenditures in the Maintenance and Plant? Harris advised, it comes down to that roof. If we don't get it this year we will have to roll it into next year. I would say we are going to be pretty close. That line is always hard to tell, but I know from the purchase orders that I have seen we have a lot of projects in high gear. Boston asked, do you except, we open bids on the 20th? Graham advised, the roof money will have to roll to the next budget year. Harris agreed. Boston asked, we can do that? Harris replied, yes.

Harris advised, If you were not at the Budget Committee meeting the other night the May BEP estimate was received and not very happily. Overall the change in that from our April estimate was down about \$121,000 and we do have a team that is very actively looking at and checking the accuracy of our ABMs. They are trying to capture every ADM in general and then in our special populations as well. We will get another one of those in June.

17.B. Monthly Sales Tax Report - (See Exhibit #15) - Harris advised, I do have the sales report and it is looking very positive this year. Remember last year we were in the negative for the long run. In May we received \$815,000 against a budget of a little over \$799,000. Again another positive month putting us \$224,659 to the good this year.

17.C. \*Food Service Resolutions (See Exhibit #16)

17.D. \*General Purpose School Fund Resolutions (See Exhibit #17)

Harris advised, next we have our list of Food Service Resolutions. Stone made and Boston seconded a motion to approve all of the Resolutions for 17.C and 17.D as presented. Harris advised, we did have a late addition the GPS Year - End Clean Up Round 2 came in after we got May numbers this afternoon and I just wanted to make sure we moved just a little extra money into some lines I was really watching closely. That is available and I just wanted to let you know that was a late addition and I apologize for that. Stone advised, my motion is made with knowledge of that late addition and still for approval. Boston seconded the motion.

**VOICE VOTE:** Stone (mover-yes)  
Boston (seconder-yes)  
All ayes

**MOTION:** Carried unanimously

18. \*Consent Agenda (See Exhibit #18)

18.A. \*Approval of Volunteers

18.A.1. South Cumberland Elementary Volunteer List

18.A.2. Stone Elementary Volunteer List

18.B. \*Approval of Overnight and Out of State Field Trips

18.B.2. CCHS Girl's Basketball Overnight Trip

18.B.3. Tennessee Teen Institute Overnight Trip

18.C. \*Approval of Contracts

18.C.1. Stellar Therapy Services Contract

18.C.2. Homestead Elementary Photography and Yearbook Contract

18.C.3. Pleasant Hill Elementary Photography and Yearbook Contract

18.D. \*Approval of Grants

18.D.1. North Cumberland Elementary VEC Grant

18.D.2. Action for Healthy Kids Grant - Mrs. Marsha Polson

18.D.3. North Cumberland Elementary/Dollar General Literacy Grant

18.E. \*School Wide Fundraisers

18.E.1. South Cumberland Elementary School Wide Fundraiser

18.E.2. Homestead Elementary School Wide Fundraiser

18.E.3. North Cumberland Elementary School Wide Fundraiser

- 18.F. \*Approval of Disposal of Surplus Property
- 18.F.1. North Cumberland Elementary Surplus List
- 18.F.2. Pleasant Hill Elementary Surplus List
- 18.F.3. Central Services Surplus List
- 18.F.4. South Cumberland Elementary Surplus List
- 18.F.5. Martin Elementary Surplus List
- 18.F.6. Stone Elementary Surplus List
- 18.F.7. Federal Programs Surplus List
- 18.F.8. Homestead Elementary Surplus List
- 18.F.9. CCHS Surplus List

- 18.G. \*Executive Approval
  - 18.G.1. Crab Orchard Elementary Volunteer List

Stone moved and Karge seconded a motion to approve the Consent Agenda as presented.

**VOICE VOTE:** Stone (mover-yes)  
 Karge (seconder-yes)  
 All ayes

**MOTION:** Carried unanimously

19. Old Business

20. Questions from Media

21. Adjournment - Stone made and Hamby seconded a motion to adjourn at 8:35 p.m.

**VOICE VOTE:** Stone (mover-yes)  
 Hamby (seconder-yes)  
 All ayes

**MOTION:** Carried unanimously

22. (\*) Indicates Board Approval Required

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**Mrs. Janet Graham**  
**Director of Schools**

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**Mrs. Teresa Boston**  
**Chairman of the Board**

I, Tabitha Webb, do hereby certify that I reported the foregoing minutes and that I delivered said minutes to the office of the Director of Schools on June 17, 2019.

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**Tabitha Webb**  
**Board of Education Recorder**

**Board of Education**  
**Special Called Meeting**  
**June 4, 2019**

The Board met on Thursday, June 4, 2019, for a special called meeting, in the Central Services Board Room where Mrs. Teresa Boston called the meeting to order at the approximate hour of 6:00 p.m. She welcomed everyone to the meeting.

**PRESENT:**

Jim Inman, 1<sup>st</sup> District

Shirley Parris, 3<sup>rd</sup> District

Tony Brock, 5<sup>th</sup> District

Rebecca Hamby, 7<sup>th</sup> District

Stacie Karge, 9<sup>th</sup> District

Robert Safdie, 2<sup>nd</sup> District

Josh Stone, 4<sup>th</sup> District

Tom Netherton, 6<sup>th</sup> District

Teresa Boston, 8<sup>th</sup> District

Earl Patton, Counsel

1. Call to Order - Mrs. Teresa Boston

2. Moment of Silence / Pledge of Allegiance - Mrs. Teresa Boston - After a moment of silence, Mr. Josh Stone led the audience in the Pledge of Allegiance.

3. Declaration of Conflict - Mr. Earl Patton - Rationale: Declarations of Conflict - Per TCA 49-2-202 Board of Education Members who have relatives (per the statute: relative means: Spouse, parent, parent-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, or any person who resides in the same household as you) employed by the system are asked to raise your hands to identify yourself. "Do you certify that the votes that you make tonight will be in the best interest of the school system, regardless of the effect that your vote may have upon the employment of your relative or relatives?" Stone, Safdie, Parris, Boston, Inman, and Brock certified.

4. Approval of the June 4, 2019 Special Called Agenda - Inman stated, I move to approve with the removal of the CCHS Roof Bid, because we have already taken care of that and I am asking we approve everything else. Boston seconded.

**VOICE VOTE:**

Inman (mover-yes)

Boston (seconder-yes)

All ayes

**MOTION:**

**Carried unanimously**

5. \*Crab Orchard Gym Floor (Exhibit #1) - Graham advised, that is information that I emailed to you from Mr. Chamberlin. It is to do the lettering and the logo design for the gym floor at Crab Orchard. Inman moved and Netherton seconded the motion to approve as presented. Boston advised, the only question I have is he indicated to us that this was in our contingency fund, correct? Graham advised, yes.

**VOICE VOTE:**

Inman (mover-yes)

Netherton (seconder-yes)

All ayes

**MOTION:**

**Carried unanimously**

~~6. \*CCHS Roof Bid~~

7. \*Job Description Secondary and CTE Supervisor (Exhibit #2) - Boston advised, before we get involved in motions or discussions I would like to explain why you have two copies attached to your agenda. I am going to call them 1 and 2. The first job description was based upon a motion that was supported by what we believe will be supported by the minutes. There was a lot of discussion, a lot of people interacting and I wasn't really sure what was going on. Even after going back and listening to the live broadcast. This is the job description that we believe the minutes will support. Your second job description is actually what the motion was intended. Just a little bit of difference, not a great deal. Inman asked, what do you mean what the motion was intended? Boston advised, when Tony made the motion this is what he intended the motion to be. So I put it on there and I am getting ready to turn it over to Mr. Brock and he can explain from there. I just wanted to explain that before we got into discussions. I am going to turn this over to Mr. Brock at this point. Brock advised, if you all would recall at the end of the last meeting we got into a discussion where several of us were trying to explain exactly what the intent was, Dr. Wood you might recall and others. I thought that I clearly made the statement that I felt like that the job description for the CTE Director should stay, the one you see on the screen there with a minimum of 5 years as a Career and Technical Education Teacher and a Master's Degree in Administration Supervision. Whenever I said I had no problem removing the CTE Supervisor, Dr. Wood you informed me it no longer existed. Wood advised, the certification. Brock advised, never did I intend or others who have listened and watched replays and where here that night felt like I stressed that I said a person must have five years experience and a degree in administration supervision. That is my proposal, that was the intent. I do not know where any confusion may have come from. I was shocked when I saw on an earlier agenda that it had used the word or in that. At no point did I every use that word. That is a fact. What you see in front of you board members is a clearly stated version of both what I thought I said and my intent. I truly believe that this lives with the oldest version, the original version that the job was posted under. It only makes one small difference in that it clarifies that a person needs an Administration Supervision Master's Degree, because that Career and Technical degree or certification seems to no longer exist. That is all that I will say and what you see in front of you is what the intent was. It is my intention at this time to put this in the form of a motion. This is what I believe we in all fairness, in all intent to be fully opened to the public, and to be fair that we posted a job. It was there and I will leave that up to someone else. Then all of a sudden we want to come up with some change. I do not think that is fair to any of these extremely well qualified candidates who signed up, who have attempted to apply for the job, or interviewed for the job. Mrs. Graham your words that you had many excellent candidates and so my intent is to put this in form of a motion to accept this. Inman advised, this is exactly what I remember Mr. Brock saying and this is what he talked about in front of us. So I am going to second the motion. Boston asked, could we do away with job description 1 and focus on job description 2? Which is the one showing on the screen at this point. Safdie stated, there is a motion on the floor. Boston advised, right. I did not make that into a motion. I just wanted to clarify which one we are looking at in your agenda. Stone advised, I just want to reiterate my stance, which I understand was not the prevailing side, but it is still available for discussion. I believe that experience and administration in that department is more important than the classroom experience. I think of all the different fields that are covered in CTE and I think of the classrooms that may be encompassed in that and those things are great and important. People have many great skills, to me that doesn't lend itself necessarily to an excellent administrator. To me the administrator experience is still more important and that is why I will be voting against this job description. Karge

advised, I literally have been up the last few nights, I can't sleep because I have been wrestling with it. I have had many phone calls from constituents and I have had many emails. I believe there is a best practice fail that has occurred. Best practice Human Resources would be that you vet out and you put out your job description before you open it up to candidates. Just so this type of situation would not occur. When I asked during the meeting if there had been qualified applicants as Mr. Brock pointed out Mrs. Graham stated excellent qualified candidates had applied. From a business perspective if I had applied for a position and I knew I was qualified and then all of a sudden in the middle of the process a new job description came up and I was no longer qualified or there was only a couple of people who were qualified. From my perspective I would feel that there was some kind of either favoritism or something that maybe wasn't quite above board. I think there would be a perception issue. As they say perception is reality. The unfortunate problem that we have is that with this occurrence a highly qualified candidate would not be eligible for the position and that is a shame. But my position remains the same and in that as a business practice, as a best practice from Human Resources standpoint I really believe there was a failure and I believe it would be unfair to change it in the middle of the process. Graham stated, if I could just clarify, we do have five applicants. Basically if we do what the board is proposing we would eliminate all but maybe one. Karge stated, when we asked you the other night and you stated you had many excellent qualified candidates we weren't sure. Graham advised, no. Safdie stated, I think that is an unfair question, because all candidates are qualified. Maybe if you rephrase your question. Inman advised, it depends on the standards that you are talking about. Karge replied, exactly. Inman advised, if we have one set of standards and these five people applied for it knowing that that was the standards, then all five of them should qualified and made those standards. If they didn't then they shouldn't have been applying for the job. Safdie advised, I think the appropriate form is and prevent lawsuits from occurring is we say all candidates are qualified if the standards are a little different then it just means that those people with qualifications don't fit the application. Karge advised, I would defer to that. Safdie advised, like you Stacie I thought about this a lot to and I would first of all like to thank Cliff. He called up and he wrote this letter saying look at the work that our counselor has done; the interim Director. Brock asked may I speak? I am so sorry but you are about to name names. Are you sure you want to do that? What someone else did in an email or something else. I am just saying in a public meeting here, because I think what you are about to do is to cause a light to shine in a direction, because if we are writing standards to support individuals then we are doing the wrong thing. Safdie advised, I understand that but the question is first of all is the interim position being carried out in a productive and meaningful way? What are the strengths of that position as it is being carried out? It took me a long time to think through this and I realize that Cliff you have some figures about TCAT and what has occurred over the past year and a half. May I have your permission to allow him to speak? Boston advised, yes sir. Cliff advised, I have no favoritism, but I can tell you the past history. I have seen what former CTE Instructor and this board has delivered to our programs. You have that evidence in front of you with a 94% gain. It is kind of like we see something that is broken and we see it traveling in a positive direction. That is where things like this with your employment standards to me are sort of becoming a little bit of a gray area. You can take any administrative position in any corporation, you will always see someone who will come in with a higher and different mindset. The way they look at something completely different, where the focus is not centered towards one thing. It is towards a goal of all. Boston advised, I certainly appreciate you coming and you kind of giving us a different perspective, but this board is here just to approve a job description. We have absolutely no authority who is placed in that position and I really don't want to get into personalities. Safdie advised, first of all I would like to thank you for being here and thank you for giving your opinion. As thinking over this and thinking over conversations we had at the last board meeting I concluded and I remember that in prior years the number of the enrollment was limited to Tennessee Technology Center. They had only a limited number of seats available for our dual credit and for our students. Now with the states new initiative that has changed and we are going to continue to see growth in that area. The question that I have is, what did we leave out of the job description? This is not politics.

My position was even though we have our primary stakeholders are our students. That is who we are working for, but we also have over 1,000 employees. We have over 540 teachers and we have an administrative position from my perspective that is in a supervisory role over those teachers should have teaching experience. Now I have seen at different levels where that was not the case, but those were higher level administrative positions. I am just not sure I can support not having an administrator for CTE and Secondary School who doesn't have teaching experience. Netherton advised, I want to speak from my perspective. The state gives us appointment standards and I spoke out last time I think inclusion and not exclusion. I want more people out there to be able to apply if qualified for the job. Therefore, looking at the state standards I think if this is the standard in addressing your comment a while ago, if a person meets this criteria then he is definitely going to meet the states criteria. Therefore, we are not excluding anybody that has all of these credentials. I would rather be able to go the other direction to whereas we could look at more not less. Take the personalities out of it. I am not interested in personalities. I am interested in a pool of people that you can pick the best qualified person to fill. It's not always based on education. Karge advised, in response Mr. Netherton the problem is on the proposal for the new job description that was presented to us the teaching part was left out and that is where the issue is lying. It's not being expanded, it's actually almost being reduced. Inman advised, I am like Stace. The position was posted with basically these qualifications, now granted the CTE Supervisor doesn't exist anymore, but that is how the position was posted. It was posted up for almost two weeks or over however long and then you change the rules in the middle of the game. That is one of the major problems I've got with this, because you don't change the rules in the middle of the ballgame. If you want to change the rules you do it before you start and had we wanted to change the job description we should have done that ahead of time, just like Mrs. Karge said. Stone advised, but we are changing the job description. Inman advised, we are eliminating something that no longer exists. Stone advised, but that was on there when it was posted. So everyone who went to apply for this saw that and there may have been people who were deterred from applying, because they didn't have that qualification not knowing that it no longer existed. So already there is an issue. Safdie advised, this is a personal issue and the Director of Schools can deal with whatever job descriptions this board approves. Brock advised, Dr. Wood you may be better qualified to answer this because I know you deal with it day by day. If the certification of being a CTE Supervisor no longer exists. In the state eyes would legally a Master's Degree in Administration Supervision serve as a replacement? I know that over a course of many years that degree levels and certain certifications change names, but you are kind of grandfathered in. Wood advised, they look at the endorsement and it is now the endorsement. I don't think they would as much as the degree but the endorsement that comes with it. You have your degree and then you have to look further into licensure and there is a list of endorsements that come with that. One of the standards in the rules and regs when you go through they have to be sure they have that endorsement. I don't know that they substitute for a degree. They are looking at more at the endorsement. Brock asked, if the person had a Master's Degree in Administration Supervision would they be endorsed to be a CTE Supervisor? Wood asked, may I pull up the rules and regs? Brock advised, yes. Wood read the state rules and regulations for the CTE Supervisor/Directors positions. She then advised, a bachelor's degree with a Career and Technical endorsement, three years teaching experience or two years as a principal. They have to have one of the three minimum requirements. Karge advised, there is a lot to be said for a degree, I know because I just got one. Parris stated, call the question. Boston asked, would you pull up the job description again please? This one is number 2, the first one is gone. It reads the same with the exception of the employment standard. There has been a motion made and a second. I am going to do a roll call vote. Parris advised, I meant to vote yes instead of no. Boston advised, the motion passes and this is now the job description for the CTE Secondary and Career and Technical Supervisor. Brock advised, I want to make sure that absolutely everyone knows that I did not allow personality or individuals to come into anything that I have said or that I have tried to convey. I am simple talking transparency, clarity, fairness, and what is right. The way things were done, those character traits were not there, in my opinion. I can

tell you that there are certain individuals who may be not qualified under these standards in this job description who absolutely are some of the finest educators that I have ever seen. Stone advised, I would feel more comfortable since Ms. Parris changed her vote that she at least makes sure she understands what she was voting on. She has just admitted that she's still confused. I think we owe it to her especially on her birthday specially to make sure she knows what she is voting on and make sure she gets her vote cast in the manner that she wants. Boston replied, absolutely. Boston then requested the job description was pulled back up on the big screen. Boston asked, have you reviewed this Ms. Parris. Parris replied, I have looked at both of those, but they just look alike to me. Graham advised, the actual job description is the same. The actual job description did not change what has changed is what they are asking for requirements for the person who has this job. That is what the change is. Safdie read, minimum of five (5) years as a Career and Technical Education teacher and Master's Degree in Administration and Supervision. Stone advised, the question is whether this position should require five years classroom experience. If you believe yes it should require classroom experience then you should vote yes on this job description. If you do not believe that it should require classroom experience than you should vote no on this job description. Parris advised, I vote yes. Stone advised, I feel better now.

**ROLL CALL VOTE:** Brock (mover-yes)  
Inman (seconder-yes)  
Stone - No, Safdie - Yes, Parris - Yes,  
Inman - Yes, Brock - Yes, Netherton - No,  
Hamby - No, Karge - Yes, Boston - No

**MOTION:** (5 - Yes, 4 - No, Motion Passes)

8. \*2019-2020 Budget (Exhibit #3) - Stone advised, most of you thankfully have been able to attend a lot of the budget meetings. I think we had a total of 7 board members at the last one. What you see in your attachments and on e meetings is a budget that was unanimously approved by the Budget Committee. We were down one member, but all members present voted aye and also a list of additional needs. The big thing always is being able to have the 3% reserve in the budget that we send to the county. We have done that and in the budget itself we have not requested any additional funds, however we have a list of separate items, one time monies that we are requesting. There is only two listed there, but there should be a third one, which is an additional bus. Graham advised, it is on the printed copy. Harris advised, also the budget has not been updated on e meetings. The printed budget that says 6-4 is the updated version. I will update that online. I just didn't have time between the County Commission Budget today. Stone advised, what I can tell you the one that we approved was an overage of \$368.00 and this one is \$564.00, so we are moving in the right direction. Boston asked, we found \$200.00? Stone advised, we found about \$200 bucks. I will turn it back over to Harris. I just wanted you to know that the Budget Committee has approved this unanimously and this list of the three items, which you see before you. Harris advised, overall I just wanted to hit some highlights for those of you that have not been able to attend the meetings. We are budgeting a 2.5% system-wide raise for certified and non-certified. We actually started with a 2% and then as we were able to capture a better handle on some of the insurance savings. We really wanted to follow through and try to give some of that savings back in the form of a raise to our certified folks. We went back to the drawing board and we were able to dig out another .5%. It is a little bit more than what the savings generated, but it was an important point to us. You will also notice throughout the budget you have an increase in the certified retirement rate this year from 10.46% to 10.63%. This is the second increase over the last two years. You will also notice that certified retirement hybrid line we will be talking more as we go throughout the year. The other big change you will see on the budget is the state has asked that we take our software and put it back on the line end user where have that

allocated. I also highlighted the changes. On page two there are a couple of changes in the revenues from the version of the Budget Committee that you last saw. So on page two there are a couple of updated revenues and then on page 23 I took the \$650,000 for the CCHS roof out of this year and put it in next year's budget, since we are not going to be able to do that this year. Those were the only changes from the last budget meeting. Boston asked, the \$650,000 is in next year's budget? Harris advised, yes. Stone advised, just to make that clear it was taken out of this year, which made the ending fund balance go up by \$650,000 and added to next year, which brought the ending fund balance back down. Safdie asked, what was the bid for the roofing project? Harris advised, the original bid was over a million dollars. Boston advised, the new bid opens June 20th. Karge advised, we received a handout from the librarians from our school system and they have asked for an additional a little over \$11,000 for technology, books, and supplies for our libraries. After talking to several of them I advised at the budget meeting that I really wanted to find this \$11,000 and I think I made that very clear. Looking at what they are asking for, you are talking about our libraries that are working with antiquated or not at all computer systems. When we are talking about libraries that is an essential. We have so many children in Cumberland County that do not have access to technology at home and that is the only place that they get it. If we can't provide them with that, then we are doing a huge disservice and I know we have all taken the stance that we are all for our kids. We've got to find this money and I just urge you to take a look at it. Safdie asked, Kacee again remind me again is the money for the reroofing coming from our budget or from the county? Harris advised, it is our budget. Safdie stated, how about this, why don't we wait until the bids come in and if it is under \$650,000 then we can make an amendment to the budget or something similar. Karge advised, I am very good with that. Boston asked, can we do that? Stone advised, once the bids come in and we know what we are spending, then Kacee can move tier three money, which would be capital outlay money up. Boston asked, so we could do a resolution and move that money. Stone advised, it would be fairly simple for Kacee to do that. Karge stated, thank you Mr. Safdie, I appreciate you doing that. Safdie advised, I was asked a question and I will defer this to Josh or the Director of Schools or to Kacee. You know what I am going to ask. I was called up and someone said to me look you got it down to \$600.00 what happens if there is an emergency? Did you do the same thing the year before last, bring it down to \$600.00 or that minimum amount? I said that is a good question so I guess that is my question. Did we do the same thing last year, bring it down that low? Harris advised, yes just to clarify we are required to reserve that 3% of our total expenditure budget. We have to keep in our savings account this year it comes to \$1.7 million. That is our reserved funds. That number of \$600.00 we budget down to that. So yes for the last several years we have budgeted down to the minimum we can legally keep in our savings account. It does make me nervous that you can't kick that can down the road. Boston asked, what happens if we fall under the mandatory 3%? Harris advised, we would have to go back and cut our budget. Boston advised, I am talking about during the period of the year. Stone advised, that is different then the actual budget. Safdie advised, I remember one time where we were in a desperate financial state and we wrote a letter to the comptroller's office and the Department of Education asking if we could use a part of that balance for the emergency that we had. They gave us permission to do so. It didn't help with our next year's budget but it took us out of that crisis. Harris advised, the Budget Committee also looked at some additional capital outlay projects that we could not fit in our budget and still meet our fund balance requirements. That is the list that you have in front of you. It would also need board input. From the Budget Committee we prioritize these as our Office of Civil Rights Corrective Action Work is our greatest need and is really not an option. The Transition Academy where it is our life skills for our special needs students. It takes them from high school to real life and then an additional school bus. You have some stats and figures there for each of those. I just wanted to let you know this was also something that will need your consideration. Boston asked, if the \$150 on the Office of Civil Rights Corrective Action Work and you just said that is not an option. Then why are we not looking at some of the things that maybe we are doing at Martin and taking some of that money, because those are optional, the Martin renovations. There are some things there that could be

optional. I am asking that question. Stone advised, my thought process as Chairman of the Budget Committee was I don't see us getting the \$750,000 for Martin. So budget that in our plan this \$150,000 is kind of over and above. Some of the conversations that I have had with the Commissioners have been positive with the possibly willing to help us with that \$150,000. If that didn't come to be then we would have to go back to the budget and at least find a part of that 150 and come back and do some of those renovations that are more urgent than others. It would just replace some of the other projects. It would whether it would be Martin or something else. Boston advised, so what you are telling me is if the County Commission looks at the additional capital project needs and they say you know this year we really just don't have the funds and the Corrective Action Work is something that is not an option and it comes back to us; where do we find that money? Harris advised, that is a very valid point and question. We applied for an extension for this Corrective Action Work. We would really save the most money if we could have it all engineered in one time and had one contractor do all of the work. If we have to do it we are going to have to piecemeal it. So that will extend the time and it might be in the long run more expensive. Boston asked, would it possibly come back and I am working on the theory that they are going to reject the \$395,000 capital outlay that we are asking for. I am just trying to clarify what we are doing here. If they reject our request then do we come back and start going through the budget again or do we look at our other maintenance projects that are of such large amounts? That maybe is just not as necessary or as urgent as this Corrective Action Work might be. Is that where we would look for? Stone advised, in my opinion the reason that we did it that way and did the asks outside of the budget is so the budget can get approved. There was originally a plan like Kacee said to do some of the renovations or the OCR required repairs inside of the budget. It wasn't a lot but it was some. Well when we got to talking about things that were needs that we couldn't really budget for that came up. Instead of doing a little piece in the budget and then doing the ask we made the ask for all of it. Like Kacee said we could do it all as one project. It would make it cheaper and get it all done at one time. If we get the budget approved but the ask isn't approved, the budget wouldn't come back to us at that point the way we set it up. We set it up that way on purpose. What we would do is we would go into our maintenance and repaired monies and we would re allocate those to cover at least part of the OCR repairs that we have to get done in this repair year. Boston advised, that was my question. Where do we actually go back, because if you go back and you start looking for money we have \$564.00. Stone advised, right we would have to re allocate some of the monies that are already in there for other projects to cover the absolutely urgent repairs and then some of them would probably get kicked down the road to the next budget year. Boston asked, we would know this Thursday once they accept? Stone advised, Thursday is just their Budget Committee. Boston advised, we just present it to them and they have to review it. We wouldn't know anything until the end of July and at that point know what we are looking at. Graham advised, we couldn't spend any money on the Martin renovation until after the budget has been approved. Stone advised, since the budget has changed some I am going to go outside of the committee and move to approve both the budget and the additional capital project needs list as presented. Netherton seconded.

**ROLL CALL VOTE:**

Stone (mover-yes)  
Netherton (seconder-yes)  
Stone - Yes, Safdie - Yes, Parris - Yes,  
Inman - Yes, Brock - Yes, Netherton - Yes,  
Hamby - Yes, Karge - Yes, Boston - Yes

**MOTION:**

**Carried unanimously**

9. \*2019-2020 Cumberland County School Nutrition Program Budget (Exhibit #4) - Mrs. Hamby advised, if it is okay with the board I will just hit on a few highlights and then open it up for some questions. Looking at the

revenues this budget is based on a no meal price increase that is for students and for staff. The only other thing that is a little out of the ordinary is if you will look at line 47590 (Other Federal through the State) you will see there is a \$75,000 looks like a decrease, but that was just USDA equipment grants that was a one time thing. Then on the expenditure page this does include a 2.5% increase on the payscale and a one step raise for the staff. Also no increase for insurance. You will see a little over a \$200,000 increase in food costs and that is because we were so close this year we added a little extra there, which includes about a 2% price increase and a 1% for growth and participation. You will see an almost \$61,000 increase in USDA commodities. This is given to us by USDA and it is sort of hard to project, but we added a little extra because we have been able to take advantage of additional beyond what is allotted to us. Then with the food service equipment line there were some budgeted equipment grants. We will look for equipment grants this year and hopefully come back with resolutions throughout the school year to fund additional projects. With this budget if you look at the third page with fund balance this will leave us with a little over a two month operating balance, which is where we need to be. We operate on mainly federal reimbursement that comes in about two to three months after the end of the operating month. Stone asked, I know that we have several different schools that get free meals, some get breakfast and some lunch. Are we maintaining all of those as they are? Are we adding any? Are any going away? Hamby advised, with this budget we are just maintaining everything as it is right now. Inman moved and Karge seconded a motion to approve as presented. Boston asked, does this include where you go around and you redo their cafeteria? Does this budget include one of those? Hamby advised, yes. This year it will be North. Parris asked, I thought you were supposed to go to the old schools first? Hamby advised, I have just been doing this on how it has been requested. People have come to me with needs. I have just put everyone on lists when they came to me with their needs and we have been going through that list. As of today we have renovated Stone Elementary, Pleasant Hill, Homestead, Brown, Pine View, and Phoenix has had a little bit of a renovation with the help from the maintenance department. They helped build sort of a bench table. Boston advised, what you have done has been amazing. Karge advised, I would like to commend you are your staff do an amazing job. I subbed over at several of the schools several years ago and I saw many kids that didn't have any money on their lunch accounts and I saw how the staff handled it. As a mother I certainly appreciate it, so thank you.

**ROLL CALL VOTE:** Inman (mover-yes)  
 Karge (seconder-yes)  
 Stone - Yes, Safdie - Yes, Parris - Yes,  
 Inman - Yes, Brock - Yes, Netherton - Yes,  
 Hamby - Yes, Karge - Yes, Boston - Yes

**MOTION:** Carried unanimously

10. Other Discussion - None

11. Adjournment - Stone moved and Netherton seconded a motion to adjourn.

**VOICE VOTE:** Stone (mover-yes)  
 Netherton (seconder-yes)  
 All ayes

**MOTION:** Carried unanimously

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**Mrs. Janet Graham**  
**Director of Schools**

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**Mrs. Teresa Boston**  
**Chairman of the Board**

I, Tabitha Webb, do hereby certify that I reported the foregoing minutes and that I delivered said minutes to the office of the Director of Schools on June 17, 2019

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**Tabitha Webb**  
**Board of Education Recorder**

# Health Services and Coordinated School Health



- **Goals for 2019-20**

1. Decrease Obesity
2. Decrease Teen Pregnancy presently 12.3%
3. Increase Mental Health Services Referrals

- **Health Services**

1. 1 Full Time Supervisor, 12 Full Time LPN's and 3 PRN LPN's
2. 69,440 Clinic Visits
3. 55,485 returned to class
4. 1119 Chronic Illnesses reported (several students have comorbidities)
5. 23,684 Medications given
6. Well Child visits 918 Physical exams with 444 PCP referrals  
322 Optometry 105 getting glasses
7. Lions Club Vision Screenings 2688 screened for vision 239 referred 131 changed prescription
8. Lions Club Hearing Screenings 3207 screened, 107 referred and 56 confirmed
9. BMI Screenings - 3343 screenings done
10. Stellar Billing still receiving payments for this year.
11. In Kind donations received \$359,546.89















Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
<input type="checkbox"/>	4/26/2019 2:25:14 PM	Rebecca Wood	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
	4/26/2019 2:25:14 PM	Rebecca Wood	Status changed to 'LEA Authorized Representative Approved'.	S
	4/26/2019 2:25:06 PM	Rebecca Wood	Status changed to 'LEA Fiscal Representative Approved'.	S
	4/26/2019 2:19:20 PM	Daniel Schlafer	Status changed to 'Draft Completed'.	S
<input type="checkbox"/>	3/11/2019 12:03:10 PM	Melissa Brown	I moved 3 documents from the related documents for this grant to the related document's section in the additional supporting documentation area. Melissa Brown	C
<b>Related Documents</b>				
Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento				
<a href="#">Save And Go To</a>				
Type	Document Template	Document Link		
(Title IX) McKinney-Vento Subgrant Application	N/A	<a href="#">Upload New</a> <a href="#">(Update)</a>   <a href="#">(Delete)</a>	<a href="#">FY19 McKinney-Vento Grant.App</a> <input checked="" type="checkbox"/> <a href="#">MV Self Assessment FY18</a> <input checked="" type="checkbox"/> <a href="#">MV Close Out Report-FY19</a> <input checked="" type="checkbox"/>	
(ASR) Additional Supporting Documents	N/A	<a href="#">Upload New</a> <a href="#">(Update)</a>   <a href="#">(Delete)</a> <a href="#">(Update)</a>   <a href="#">(Delete)</a> <a href="#">(Update)</a>   <a href="#">(Delete)</a>	<a href="#">FY19 McKinney-Vento Grant.App</a> <a href="#">MV Self Assessment FY18</a> <a href="#">MV Close Out Report-FY19</a>	
<a href="#">Save And Go To</a>				

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	3/7/2019 3:36:30 PM	Daniel Schlafer	Status changed to 'Draft Started'.	S
	3/7/2019 3:36:12 PM	Daniel Schlafer	Status changed to 'Not Started'.	S

Allocations

Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Allocations

	(1)	Title IX M-V	Total
Original		\$0.00	\$0.00
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
Total		\$0.00	\$0.00

**Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Contacts**

**Required Contacts**

This page is currently not accepting Contacts.

Budget

**Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento**

Indirect Cost	
Total Contributing to Indirect Cost	\$30,000.00
Indirect Cost Rate	0.00%
Maximum Allowed for Indirect Cost	\$0.00

[Upload Budget Data](#) [View Budget Upload](#)

Account Number	Total
71100 - Regular Instruction Program	\$0.00
72120 - Health Services	\$0.00
72130 - Other Student Support	\$19,210.77
72210 - Support Services/Regular Instruction Program	\$0.00
72710 - Transportation	\$10,789.23
99100 - Transfers Out	\$0.00
<b>Total</b>	<b>\$30,000.00</b>
<b>Adjusted Allocation</b>	<b>\$0.00</b>
<b>Remaining</b>	<b>(\$30,000.00)</b>

Budget Detail

**Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento**

Indirect Cost	
Total Contributing to Indirect Cost	\$30,000.00
Indirect Cost Rate	0.00%
Maximum Allowed for Indirect Cost	\$0.00

72130 - Other Student Support - \$19,210.77 ▼

Account Number	Line Item Number	Optional Program Code	Quantity	Cost	Line Item Total
72130 - Other Student Support	130 - Social Workers ▼		1.00	\$16,978.14	\$16,978.14

**Narrative Description**

This 130 line item allocates \$16,978.14 to be applied to one-half (1 headcount, .5FTE) of the salary of our 1.0 FTE local Homeless Liaison who administers all phases of our Title IX McKinney-Vento Homeless Education Assistance Program Grant. The remaining .5 of this salary expense is supported by our State of Tennessee Family Resource Center (FRC) Grant budget.

Account Number	Line Item Number	Optional Program Code	Quantity	Cost	Line Item Total

72130 - Other Student Support	201 - Social Security	1.00	\$1,298.83	\$1,298.83
<b>Narrative Description</b>				
<p>This 201 line item provides \$1,298.83 (at 7.65%) for required social security and medicare benefits for half of the salary (1 headcount, .5 FTE) for our Title IX McKinney-Vento Homeless Education Assistance Grant Liaison. The other half of this benefit (.5 FTE) will be paid from our Family Resource Center (FRC) Grant. <b>Please note: The Cumberland County Finance Office has requested that we not separate Social Security and Medicare benefits.</b></p>				
<b>Account Number</b>	<b>Line Item Number</b>	<b>Optional Program Code</b>	<b>Quantity</b>	<b>Cost</b>
72130 - Other Student Support	204 - State Retirement		1.00	\$933.80
<b>Narrative Description</b>				
<p>This 204 line item provides \$933.80 for required state retirement to be applied to (1 headcount, .5 FTE) at 5.5% for our local Title IX McKinney-Vento Homeless Education Assistance Grant Liaison. The other half of this required amount will be supported by our Family Resource Center (FRC) grant.</p>				
<b>Total for 72130 - Other Student Support</b>				\$19,210.77
<b>Total for all other Account Numbers</b>				\$10,789.23
<b>Total for all Account Numbers</b>				\$30,000.00
<b>Adjusted Allocation</b>				\$0.00
<b>Remaining</b>				(\$30,000.00)

Budget Detail

Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento

Indirect Cost	
Total Contributing to Indirect Cost	\$30,000.00
Indirect Cost Rate	0.00%
Maximum Allowed for Indirect Cost	\$0.00
72710 - Transportation - \$10,789.23	

Account Number	Line Item Number	Optional Program Code	Quantity	Cost	Line Item Total
72710 - Transportation	146 - Bus Drivers		1.00	\$9,500.00	\$9,500.00

**Narrative Description**

This 146 line item allocates \$9,500.00 for the supplemental salary of bus drivers who transport homeless scholars to and from their school of origin. This estimate is based on the supplemental salary amount spent during FY19 and is totally dependent on the upcoming number of students we are required by law to transport.

Account Number	Line Item Number	Optional Program Code	Quantity	Cost	Line Item Total
72710 - Transportation	201 - Social Security		1.00	\$726.75	\$726.75

**Narrative Description**

This 201 line item provides required social security and medicare benefits (at 7.65%) in the amount of \$726.75 for supplemental bus drivers who transport our homeless scholars to and from their school of origin. This estimate is based on the supplemental salary amount spent during FY19 and is totally dependent on the upcoming number of students we will need to transport. **Please note: The Cumberland County Finance Office has requested that we not separate Social Security and Medicare benefits.**

Account Number	Line Item Number	Optional Program Code	Quantity	Cost	Line Item Total
72710 - Transportation	412 - Diesel Fuel ▼		1.00	\$562.48	\$562.48
<b>Narrative Description</b>					
This 412 line item provides \$562.48 for diesel fuel for the buses that transport our homeless scholars to and from their school of origin. This estimate is based on the supplemental salary amount spent during FY19 and is totally dependent on the upcoming number of students we will be required by law to transport.					
<b>Total for 72710 - Transportation</b>					\$10,789.23
<b>Total for all other Account Numbers</b>					\$19,210.77
<b>Total for all Account Numbers</b>					\$30,000.00
<b>Adjusted Allocation</b>					\$0.00
<b>Remaining</b>					(\$30,000.00)

Budget Overview

Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento

Indirect Cost	
Total Contributing to Indirect Cost	\$30,000.00
Indirect Cost Rate	0.00%
Maximum Allowed for Indirect Cost	\$0.00

Line Item Number	Account Number	72130 - Other Student Support	72710 - Transportation	Total
130 - Social Workers		16,978.14		16,978.14
146 - Bus Drivers			9,500.00	9,500.00
201 - Social Security		1,298.83	726.75	2,025.58
204 - State Retirement		933.80	0.00	933.80
412 - Diesel Fuel			562.48	562.48
<b>Total</b>		19,210.77	10,789.23	30,000.00
		<b>Adjusted Allocation</b>		0.00
		<b>Remaining</b>		-30,000.00

Part I: Need and Rational for Program

**Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento**

**\* Describe the educational and related needs of homeless children and youths served by the LEA.**

As of April 29, 2019, there are 176 identified homeless students living in Cumberland County. They reside in an array of living arrangements; doubled up, shelters, transitional housing, hotels/motels, and in unsheltered areas including cars, tents and campgrounds. The Cumberland County McKinney-Vento Homeless Education Program has a long history of helping and supporting the homeless children entrusted to our care.

We will address these specific educational and related needs and access barriers of our homeless students by:

1. Ensuring we identify homeless students immediately at enrollment, thereby facilitating access to education and elimination of that barrier
2. Ensuring we identify homeless students when extraordinary life situations beyond their control present themselves and remove their heretofore fixed, regular, adequate night time residence that no longer exists to provide the fixed, regular, adequate nighttime residence they no longer have during the school year and throughout the summer months
3. Ensuring we provide free school meals during the week, backpack food supplies for the weekend and summer feeding opportunities since a hungry child cannot learn, removing that barrier before school, at lunch and with free snacks during tutoring to remove the empty stomach barrier
4. Ensuring we provide anything our homeless children need to get through the school day and during the summer months, i.e., clothing, meals, school supplies, personal hygiene items, and health care as warranted to eliminate that need and the stigma associated with not having these essential items
5. Ensuring we encourage daily attendance and track daily homeless participation within each school and during summer school to eliminate the barrier that not having an education presents
6. Ensuring we make regular current living situation visits throughout the year and during the summer months to the residence of homeless children to foster positive relationships and to provide information about upcoming events to

eliminate the barrier of isolation and not having a sense of belonging

7. Ensuring we encourage all students, including our homeless population, to participate in extracurricular activities while sharing and reinforcing the academic and social benefits of that participation to eliminate the barrier and learning gap that not having enrichment activities in their lives creates
8. Ensuring we provide before and after school tutoring and summer school sessions for students who have fallen behind and enrichment activities to augment student learning to eliminate the barrier of not having a free and appropriate public education
9. Ensuring we provide special education and other related services to homeless students who qualify for that help
10. Ensuring we provide family and parent engagement activities at each school to develop positive relationships and training opportunities for families
11. Ensuring we encourage all students, including our homeless population, to participate in extracurricular activities while sharing and reinforcing the academic and social benefits of that participation to eliminate the barrier and learning gap that not having enrichment activities in their lives creates
12. Ensuring we provide before and after school tutoring and summer school sessions for students who have fallen behind and enrichment activities to augment student learning to eliminate the barrier of not having a free and appropriate public education
13. Ensuring we provide special education and other related services to homeless students who qualify for that help
14. Ensuring we provide family and parent engagement activities at each school to develop positive relationships and training opportunities for families
15. Ensuring that we provide needed medical attention

**Current subgrant recipients only. Describe how the subgrant supported the needs of children and youth experiencing homelessness during the most recent (FY18 & FY19) grant cycle. Cite data and trends to help support your claim.**

During FY18 and FY19, the following activities supported the needs of Cumberland County's children experiencing homelessness:

1. We have ensured that someone continually serves in the position of homeless liaison, with our grant supporting half of the salary and benefits associated with that position.
2. We have provided public notice of the educational rights of homeless children and youths where such children and youths and their families receive services.
3. We have ensured information on student enrollment policies and procedures, including actual enrollment forms, are in appropriate languages.
4. We have provided information on student enrollment policies and procedures available to parents in places other than the school district office.
5. We have ensured that homeless education rights posters are displayed in all schools throughout the district.
6. We have processes and criteria established to locate and identify unaccompanied youth.
7. We have established outreach activities that specifically target preschool children.
8. We have enrolled all homeless students immediately.
9. We have provided assistance in obtaining required records for homeless students.
10. We have waived the required proof of residency for all students experiencing homelessness.
11. We have documented all situations in which a child cannot be enrolled immediately.
12. We have ensured that personnel receive information on training in confidentiality policies and appropriate verification strategies in working with homeless students.
13. Although there have never been enrollment and/or placement disputes with regard to Cumberland County's homeless children, records of disputes and resolutions to those complaints would be kept on file.
14. We have provided written notice to homeless parents and unaccompanied youth about the dispute resolution process.
15. We have ensured that all homeless students are linked with programs and services to meet their needs.

As of April 4, 2019, the Cumberland County School System's Homeless Liaison has made 59 homeless-related phone calls, completed 24 home visits, transported 11 students daily to and from their school of origin through the CBOE Transportation Department, reimbursed 6 family members to transport their child(ren) to their school of origin, provided 42 Christmas gifts, purchased 52 clothing items, provided bedding for 2 students and provided daily breakfast, lunch and snacks free of charge to our 176 homeless students through our School Nutrition Department.

Grade Level	Number of (H) Homeless Students ENROLLED in LEA in 2018-2019 (LEA Student Count)	Number of (H) Homeless Students Reported in EIS in 2018-2019
Ages 3-5 (not K)	2	2
K	9	12
1	17	22
2	8	11
3	12	18
4	10	14
5	15	17
6	11	16
7	13	17
8	6	10
9	8	9
10	6	7
11	3	5
12	12	16
<b>TOTALS</b>	132	176

**NIGHTTIME RESIDENCE OF STUDENTS IN TRANSITION IN 2018-19**

Data Source	Shelter (including transitional housing, awaiting foster care)	Doubled-up (i.e., living with another family)	Unsheltered (i.e., cars, parks, campgrounds, substandard, etc.)	Hotels/Motels

<b>LEA Student Count</b>	24	95	5	8
<b>Number Report in EIS</b>	33	128	10	5

Part II: Education Program Description

**Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento**

**\* Describe how educational programs and services will meet the identified needs of the LEA's students in transition.**

The Cumberland County McKinney-Vento Homeless Education Assistance Act Grant's programs and services strive to surround the total child with love, caring compassion and support. In order to be successful, the **physical, mental, emotional, social and spiritual needs** of each student are identified and fortified as follows:

- 1. Physical Needs:** We meet the physical needs of our homeless students by providing food, clothing, hygiene supplies, medical care and referral to other agencies as needed before and after school and during the summer months.
- 2. Mental Needs:** We provide a superb academic program which features administrators, faculty and staff who are passionate about providing a world class education to our students. Before and after school tutoring opportunities ensure we are doing all we can to ensure our students are college and career ready and are connected to early post-secondary training. Summer school programs afford students the opportunity for remediation and enrichment.
- 3. Emotional Needs:** Our school counselors are trained to listen and appropriately respond to crisis situations. We partner with community resources to refer students and families who need additional emotional support for life issues as they present themselves
- 4. Social Needs:** A vast array of clubs, sports and activities are offered with open arms to our homeless students. School sponsored programs, plays, concerts and field trips ensure homeless students have ample opportunity at no cost to learn and refine critical social skills and to experience enrichment activities that augment relationships both during the school year and through summer programs.

**5. Spiritual Needs:** Faith-based community organizations are eager to include and support our homeless students. Youth groups at local churches welcome all comers to a variety of reflective gatherings designed for spiritual reflection and growth.

**Identify the LEA policies and procedures in place to ensure students in transition are not isolated or stigmatized.**

Upload all policies and procedures adopted by the homeless education program into ePlan to support this claim e.g. transportation policy, best interest determination, and dispute policy.

**\* Describe the strategies to promote the participation of students in transition in nonacademic programs.**

Club sponsors and coaches openly and enthusiastically recruit all students to participate in clubs, extracurricular activities and athletics teams without discrimination or isolation. Announcements are made at each school publicizing before and after school activities and programs. Signs posted in school hallways promote inclusion in all programs. Families receive school newsletters which promote all nonacademic programs, along with the Cumberland County School System's website and individual school websites as well. Mentors are assigned to all new students to help them acclimate to their new surroundings. Administrators, faculty and staff members encourage participation as a way to express school pride. Home visits are made to encourage participation. Transportation is provided. No student is ever excluded from trying out for a sports team or from signing up for a club or activity. We pride ourselves on offering something for everyone so that no child feels isolated and every child feels a sense of belonging.

**\* Describe how the LEA will promote meaningful involvement of parents or guardians of students in transition in the education of their children.**

In concert with our family engagement focus at each school, families of our homeless scholars will be recruited to attend academic, art, extra curricular and athletic events by special invitation which include phone calls, texts and home visits by our Homeless Liaison. Care will be given to ensure school newsletters are mailed to the residence and sent home with students. Open House nights will provide a welcoming atmosphere. Homeless families will be intentionally invited for inclusion on PTO committees and Parent Advisory Councils.

**\* How do you plan to ensure accurate data are reported to be prepared for quarterly data checks?**

Data collection and quantification is a daily process shared among the attendance clerks, school secretaries and counselors at each school in collaboration with our Homeless Liaison and Student Information System Director.

Constant communication, collaboration and information are key. Regular training and professional development opportunities are presented to hone the skills needed to properly identify, enroll and serve our homeless scholars. In addition, a required, online Safe Schools course ensures that every person employed in our school system is equipped to be "the eyes and ears of homelessness", which facilitate the immediate identification and enrollment of homeless scholars. Once the enrollment process has been completed, we are able to immediately provide the services these students deserve.

Part III: Goals, Outcomes, and Objective

**Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento**

Identify each program objective (i.e., academic achievement of students in transition; social success of students in transition; identification, enrollment, and attendance of students in transition) in a separate chart and provide a detailed description of each planned activity for which you are requesting funding by completing all sections of the chart.

Add lines as needed to list all activities for each objective.

**REGULAR SCHOOL ATTENDANCE BY STUDENTS IN TRANSITION**

**PROGRAM GOAL (1):**

**Agency Responsible if other than the LEA (include agency name, contact, and phone):**

Ensure Regular Attendance Of Homeless Students

Activities to Achieve the Objective	Activity Justification	Data Source	Timeframe	Expected Outcome
The Cumberland County School System's Homeless Liaison will make home visits to identified families to facilitate improved attendance.	Establishing positive, personal relationships with families of our homeless students will provide a bridge from home to school.	Skyward Attendance Data	Ongoing Throughout FY20	Homeless student attendance rate will be at 93% at the end of each grading period.

<p>Provide transportation to the school of origin.</p>	<p>If students aren't in school, they won't earn a passing their classes. If they don't pass their classes, they won't earn a high school diploma. If they don't earn a high school diploma, they'll be a dropout. If they are a dropout, they won't be career ready. If they don't have a career, they won't make money to support themselves and this cycle continues.</p>	<p>Skyward Attendance Data</p>	<p>Ongoing Throughout FY20</p>	<p>Homeless student attendance rate will be at 93% at the end of each grading period.</p>
<p>Free breakfast, lunch and snacks will be provided for all homeless students, along with backpacks with food for the weekend and Summer feeding programs.</p>	<p>Students who are hungry can't learn.</p>	<p>School Nutrition Meal Data</p>	<p>Ongoing Throughout FY20</p>	<p>Homeless student attendance rate will be at 93% at the end of each grading period.</p>

<p>Provide items needed for daily school participation to include clothing, personal hygiene products, school supplies and health care as needed.</p>	<p>Eliminating the non-educational barriers to education will encourage students to participate and relieve the stigma attached to poverty.</p>	<p>Skyward Attendance Data/Requisitions/P.O.s</p>	<p>Ongoing Throughout FY20</p> <p>Homeless student attendance rate will be at 93% at the end of each grading period.</p>
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**IDENTIFICATION OF STUDENTS IN TRANSITION**

**PROGRAM GOAL (1):**

Immediately Identify and Enroll Homeless Students

**Agency Responsible if other than the LEA (include agency name, contact, and phone):**

Activities to Achieve the Objective	Activity Justification	Data Source	Timeframe	Expected Outcome
<p>Provide required, online, Safe Schools staff development training to all Cumberland County employees.</p>	<p>Training all employees to recognize the signs and symptoms of homelessness will increase our opportunity to identify and serve our homeless scholars.</p>	<p>Safe Schools Online Portal Data</p>	<p>August 1, 2019 - September 1, 2019</p>	<p>100% of all Cumberland County School System employees will take and pass the required, online Safe Schools homeless training.</p>

<p>Provide monthly training to Central Services supervisors and building administrators regarding our homeless education program services and responsibilities.</p>	<p>Providing training for supervisors and building level administrators will provide leadership influence and shine the light on the importance of identifying and serving homeless children</p>	<p>Meeting Agendas and Sign-In Sheets</p>	<p>Ongoing Throughout FY20</p>	<p>Training evaluation surveys will reveal positive ratings and statements about training opportunities.</p>
<p>Provide detailed, specific training to attendance clerks and school counselors with respect to the McKinney-Vento Homeless Education Assistance Act, Title IX of ESSA.</p>	<p>Providing detailed explanation of the McKinney-Vento Homeless Education Assistance Act, Title IX of ESSA will facilitate immediate, barrier free enrollment and services to the homeless children entrusted to our care.</p>	<p>Skyward Enrollment Data</p>	<p>Ongoing Throughout FY20</p>	<p>Training evaluation surveys will reveal; positive ratings and statements, there will be zero complaints of "chilled enrollment" and zero dispute resolutions needed.</p>

<p>Collaboration with community partners (Avalon Center, Bread of Life, Crossville Housing Authority, Cumberland County Juvenile Court) to provide nonacademic support to homeless families.</p>	<p>Physical, emotional and spiritual support of homeless families provides hope and stability that had previously seemed impossible. A hand up helps families get back on their feet while experiencing crisis situations.</p>	<p>Community Partner Data</p>	<p>Ongoing Throughout FY20</p>	<p>Community partner support will provide a fixed, regular, adequate nighttime residence for homeless families as evidenced by the number of families they serve.</p>
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**REDUCING ACADEMIC ACHIEVEMENT GAPS**

**PROGRAM GOAL (1):**

Improving Academic Achievement Of Homeless Student

**Agency Responsible if other than the LEA (include agency name, contact, and phone):**

Activities to Achieve the Objective	Activity Justification	Data Source	Timeframe	Expected Outcome
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<p>Local Homeless Liaison will have daily contact with attendance clerks and school counselors to identify all homeless students and ensure seamless enrollment for those who are academically at risk. Those students will be referred for supplemental tutoring help.</p>	<p>Required compliance with the McKinney-Vento Homeless Education Assistance act.</p>	<p>Grade cards, progress reports/benchmark assessment</p>	<p>Ongoing Throughout FY20</p>	<p>By the end of each grading period, all homeless students will be passing each class with a minimum grade of "C" or better as documented by their grade cards and transcript.</p>
<p>Select certified teachers and non-certified assistants for homeless before and after school tutoring support.</p>	<p>Highly effective teachers and assistants provide quality instruction and academic support for students.</p>	<p>Teacher effectiveness TEAM scores, evaluations</p>	<p>July 1, 2019 - August 1, 2019</p>	

<p>Provide needed supplemental instructional supplies and materials.</p>	<p>Materials are needed to complete tutoring activities and assignments.</p>	<p>Student satisfaction survey, requisitions/P.O.s</p>	<p>Tutoring time sheets will document the hours spent in remediation activities. Lesson plans will document the academic activities presented. Teachers selected for this program will be tenured and have earned a composite Level 4 or Level 5 on their TEAM evaluation rubric as documented by TNCompass evaluation records.</p>
<p>Ongoing Throughout FY20</p> <p>Homeless students will be able to complete assignments without the financial barrier of having to provide materials they can't afford.</p>			

**Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento**

**\* Describe how educational programs and services, including resources, coordinate with the programs and services provided under Title I, Part A.**

There is a concerted effort in the Cumberland County School System to blend resources from Title I (\$10,000 set aside) and Title IX (\$30,000.00) with the free meals provided by our School Nutrition Department, the health services from our Coordinated School Health Program, Transportation Department and community agencies to ensure each homeless child is provided everything they need to level the playing field with their non-homeless peers. We provide before and after school tutoring and extended learning programs to augment our strong academic support. Enrichment opportunities abound with educationally-based field trips. Transportation is provided to the school of origin for all homeless children after best interest determination decisions have been made according to policy. In addition, homeless children are provided individual and small group reading and math intervention, remediation and special education services during the school day in all Title I and non-Title I schools which help them reach grade level proficiency despite their transient life.

**\* Describe how this program will supplement the programs and services provided through other federal, state, and local programs.**

The programs and services described above supplement the Crossville Bread of Life, a food and shelter mission; the Avalon Domestic Violence Shelter, which provides shelter and counseling for victims of physical and emotional abuse; the Crossville Housing Authority which provides low cost housing for economically challenged families and our Juvenile Court System, which provides superb referral services for families in need. In addition, local faith-based and civic organizations contribute heavily to the care and support of those in need. A healthy Title I-A Homeless set-aside (\$10,000.00) provides additional funding for homeless students' needs. Our Family Resource Center connects homeless families with a multitude of community resources and agencies that support homeless and needy families. Faith-based organizations and local churches provide food pantries, coats for the cold, rent and utilities assistance and spiritual support. Safe Schools Act counselors provide counseling to children who are experiencing adverse childhood experiences.

**\* Describe how the LEA will collaborate with programs within the LEA (Title I-A, migrant, preschool, IDEA, etc.)**

The Cumberland County School System's Title I Director, Title III Director, PreK Director and IDEA Director are members of the school system's Curriculum Instruction and Accountability (CIA) Leadership Team. We meet a minimum of once a month with our Chief Academic Officer to discuss issues relevant to the operation of our school system. Homeless accountability is regularly a point of discussion in our meetings. Additionally, the offices of each of these directors are under one roof, which facilitates down the hall communication. Phone calls, texts, emails and face to face conversations take place daily with respect to providing a world class homeless education program for our scholars that support their mental, physical, social, emotional and spiritual health. Our Transportation, School Nutrition and Special Education Departments regularly collaborate with and among the programs captioned above to ensure they take care of the transportation and nutrition needs of homeless families.

**\* Describe the strategies that will be used to build, maintain, and/or improve collaborations with partners within in the LEA and/or community.**

As identified in the **Collaboration Within The Community** section captioned below, we have built and maintained strong community partnerships over time who support our homeless families. Always ready to help at a moment's notice, these agencies mainly collaborate with our Homeless Liaison, our Attendance Supervisor, the Federal Programs Director, School Counselors, our Coordinated School Health Office and school nurses, our Transportation, School Nutrition Departments, Title I, Title III, PreK, CTE and Special Education Departments, and the Homeless Coordinators we've established at each of our twelve schools with respect to student and family needs. Collaboration and communication are the key to our support success. Our Homeless

Liaison and Attendance Supervisor regularly attend Juvenile Court Sessions to identify and try to ameliorate attendance and truancy issues facing our homeless students. They are in constant contact with probation officers to encourage positive behavior and school attendance.

**COLLABORATIONS WITHIN THE LEA**

<b>Collaborating Program (i.e., special education, parent and family engagement, etc.)</b>	<b>Services or Resources Provided</b>	<b>Any Additional Activities Planned</b>	<b>Objective (i.e., 1, 2, etc.)</b>
Enrollment procedure with Attendance Clerks/SIS	Welcome homeless families, identification and certification of homeless students as it applies to the McKinney-Vento Homeless Education Assistance Act, explanation of services, coordination with local agencies for family shelter and support	Additional activities and support will be scheduled with the Homeless Liaison as needs arise, eliminate all barriers to enrollment	123
CCBOE School Counselors	Counseling as needed, coordination with local agencies for additional support, academic scheduling, psychological support	Before and after school tutoring, transportation and introduction to and coordination with extra-curricular activities, eliminate barriers to enrollment	123

CCBOE Coordinated School Health/School Nurses	Medical evaluation for potential services to include vision, hearing, wellness and lice screening plus immunization records check and follow-up	Referral to medical professionals as needed; financial support to pay for needed treatment	123
CCBOE School System Homeless Liaison	Provide clothing, books, school supplies, physical and emotional support plus everything the student needs to get them through the school day at the same level of their non-homeless peers	Oversee all phases of our homeless support program, provide additional support services such as gifts at holiday time, referral for additional community services, eliminate barriers to enrollment	123
CCBOE Transportation Department	Provide transportation (for a fee) to the school of origin for before and after school tutoring and enrichment programs and for enrichment field trips	Additional activities that are scheduled by our Homeless Liaison on a need based basis	123
CCBOE School Nutrition Department	Provide free breakfast, lunch, snacks and weekend food backpacks for all identified homeless students	Provide Summer feeding at strategic locations throughout the county	123

CCBOE Special Education Department	Provide special education and related services and support to homeless students who qualify based on their IEP	Provide all services identified by the RTI/IEP/504 team process	123
CCBOE Title I Parent and Family Engagement	Provide welcoming outreach and training to engage families in school activities	Open House, parent night programs, parent trainings and home visits	123
CCBOE Title III ESL/Migrant/Immigrant Services	Provide swift identification of ESL/Migrant/Immigrant students who are homeless	Immediate enrollment, grade level proficiency assessment and placement in age appropriate grade level, collaboration with the Title III Director to ensure these students are properly served by our professionals and support staff	123
CCBOE PreK Services	Provide swift identification of homeless PreK students	Enroll homeless students in PreK settings on a space available basis	123

CCBOE CTE Department	Provide opportunity to enroll and participate in CTE cluster classes	Provide Early Post Secondary Opportunities to facilitate career readiness	123
CCBOE Athletic and Extracurricular Activities	At enrollment, apprise students of and encourage homeless students' participation in athletic and extracurricular activities provided by our schools	Encourage coaches and club sponsors to seek out and recruit homeless students for participation in athletic and extracurricular activities	123

**COLLABORATION WITHIN THE COMMUNITY**

Collaborating Agency	Services or Resources Provided	Any Additional Activities Planned	Objective (i.e., 1, 2, etc.)
Bread Of Life	Provide food and shelter for homeless families	Referral to other agencies listed here for additional support	3
Crossville Housing Authority	Provide low cost housing for homeless families who qualify for this assistance due to their socioeconomic status	Referral to other agencies listed here for additional support	3
Avalon Domestic Abuse Shelter	Provide counseling, shelter, food and referral to law enforcement for victims of domestic abuse which results in homelessness	Referral to other agencies listed here for additional support	3
Cumberland County Juvenile Court	Provide in-home accountability, counseling and support for homeless students who are truant or who have been arrested for delinquent acts	Referral to other agencies listed for additional support	3

**STAFFING CHART FOR SUBGRANT ACTIVITIES**

Name	Position	FTE for Activity	Responsibilities (align with activities in Part III)	Objective (i.e., 1, 2, etc.)	Activity (i.e., A, B, etc.)
Lisa Phillips	Homeless Liaison	5	Please see her job description which has been uploaded to the related documents section of this grant. Her work as our Homeless Liaison equates to a .5 FTE position. The "FTE for Activity" box to the immediate left of this box doesn't accept decimals.	123	All
Bus DriversAttached Payroll List-Related Documents	Bus Drivers		Transport homeless students to and from their school of origin. Bus drivers who transport homeless students are paid a supplemental salary and benefits which are additional to their regular pay. The "FTE for Activity" box to the immediate left of this box doesn't accept decimals.	123	All

**SUBCONTRACTORS FOR SUBGRANT ACTIVITIES**

Name	Position	FTE for Activity	Responsibilities (align with activities in Part III)	Objective (i.e., 1, 2, etc.)	Activity (i.e., A, B, etc.)
N/A	N/A		N/A		N/A

Part VI: Training & Awareness

**Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento**

**Explain how professional development opportunities will be demonstrated to district staff and/or community partners.**

Topic	Mode of Delivery	Expected Date
Safe Schools Act Online Homeless Training	Required Online Program	08/31/2018 
Homeless Identification For Attendance Clerks	Attendance Clerks' Meeting	09/28/2018 
School Counselors Homeless Training	School Counselors' Meeting	10/31/2018 
Homeless Training For Administrators	Monthly Principal/Staff Meeting	11/30/2018 
Homeless PowerPoint Training	School System's Website-Federal Programs Page	08/01/2018 
Homeless Point In Time Count	Crossville Housing Authority	01/24/2019 
Email, Text, Phone Answers To Questions	Daily Answers To Emails, Texts & Phone Calls	08/01/2018 
Monthly Family Resource Center Directors' Mtg	Meeting in Cookeville, TN	08/15/2018 
Tennessee's Homeless Conference	Conference in Franklin, TN	02/26/2019 
Community Partners Training	Personal Visits by Homeless Liaison	09/02/2019 

**\* Describe how data will be captured to depict district staff and/or community partners have obtained professional development about the McKinney-Vento Act.**

On a daily basis in my role as the Cumberland County School System's Homeless Project Contact, I work closely and collaboratively with our local Homeless Liaison, our Student Information System Supervisor, our School Nutrition Supervisor, our Coordinated School Health Supervisor, our Transportation Director, our School Counselors and our Attendance Clerks to ensure they are apprised of McKinney-Vento Homeless Education Act requirements for required quarterly data checks and reporting. I provide McKinney-Vento Homeless Education Assistance training to our supervisors, principals, counselors and attendance clerks. At each of our 12 schools, a Homeless Coordinator has been purposefully selected and trained to identify and mitigate homeless issues. A Residency Questionnaire Form is included in each enrollment packet which helps identify potential need for homeless education assistance. Regular communication among these education professionals ensures our data is correct and current. Collaboration and communication among and with the above captioned entities will ensure our quarterly data reports are correct and current.

**\* How do you plan to ensure a homeless liaison or designee attends professional development opportunities such as the National Association for the Education of Homeless Children and Youth (NAEHCY)?**

Adequate funds will be budgeted to fully underwrite registration, transportation, meals, lodging, parking and any other expenses related to the National Association for the Education of Homeless Children and Youth (NAEHCY) annual conference, Tennessee State Department of Education or regional/southeast homeless conferences. Information about this required meeting will be disseminated to our local Homeless Liaison, Lisa Phillips and Title III Director Dr. Ina Maxwell well in advance of these conferences. Reservations for lodging, transportation and all logistical factors will be in place six weeks prior to the convention. Upon returning from the conference, Mrs. Phillips and Dr. Maxwell will document and share the information they learn with supervisors, school administrators, attendance clerks and school counselors in a presentation setting.

**Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento**

**\* Describe how data from a variety of sources will be analyzed to determine progress in meeting the measurable objectives and the impact on the identification, enrollment, attendance, academic achievement, and social success of students in transition.**

On a daily basis in my role as the Cumberland County School System's Homeless Project Contact, I work closely and collaboratively with our local Homeless Liaison, our Student Information System Supervisor, our School Nutrition Supervisor, our Coordinated School Health Supervisor, our Transportation Director, our School Counselors and our Attendance Clerks to ensure they are apprised of homeless requirements for required quarterly data checks and reporting. I provide McKinney-Vento Homeless Education Assistance training to our supervisors, principals, counselors and attendance clerks. At each of our 12 schools, a Homeless Coordinator has been purposefully selected and trained to identify homeless issues. The Homeless Coordinator list is published on the Cumberland County School System's website. A Residency Form is included in each enrollment packet which helps identify potential need for homeless education assistance. Regular communication among these education professionals ensures our data is correct and current. Collaboration and communication among and with the above captioned entities will ensure our quarterly data reports are correct and current.

Our Skyward student information system will capture student homeless data on several levels. Homeless students will maintain a 93% attendance rate. Homeless students will be immediately identified at enrollment using the Student Residency Questionnaire already in place. Additionally, homeless students will be identified by referral to the local homeless director, attendance clerks, school counselors, teachers, administrators and community resources as living situations change. Attendance clerks will input required homeless data at enrollment and when a homeless situation presents itself in daily life. Homeless student attendance is codified daily by attendance taken by homeroom/classroom teachers and reported to the Attendance Office. All student grades are entered on a regular basis by classroom teachers and reported to parents, guardians and care givers. Academic progress is monitored and noted on a weekly basis, more if needed. At-risk students are referred for additional help, counseling, tutoring and credit recovery. Social success is monitored by attendance, behavior, student discipline records along with involvement in clubs, extracurricular activities and participation in intramural and school athletic teams.

**The Cumberland County School System's FY18 McKinney-Vento Self Assessment, Closeout Report and our**

**McKinney-Vento Homeless Education Assistance Program which document the progress we've made toward the service goals we've set can be found in the History Log and Related Documents sections of this grant application.**

Part VIII: Budget Narrative and Set-asides

**Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento**

**\* Explain how funds will be used to address all necessary program components. \*\*Activities must be aligned with allowable expenditures described Section 723 of the McKinney-Vento Act.**

McKinney-Vento Sub-grant funds will be used to pay partial salary and benefits for our local Homeless Liaison. It will also pay salaries and benefits for extended day tutors, transportation to and from the school of origin, and transportation for extended day programs. Additionally, McKinney-Vento Sub-grant funds will provide enrichment field trips, instructional supplies and materials and anything else homeless students need that is required to help them navigate the school day to include but not be limited to clothing, books, school supplies, personal hygiene items, eye glasses and needed medical care that they otherwise could not afford.

**Title I, Part A Set-aside for Homeless Children and Youth**

**Total Amount of  
Actual Set-aside  
for 2018-19**

**Activities**

\$ 10,000.00

Required school materials/supplies for **homeless students** such as clothing, paper, pencils, pens, folders, hand-held calculators, and other items as needed will be purchased from this 499 line item which is a **required district set aside (see the Title I set asides page in our FY20 CFA)**. This 499 line item provides \$10,000.00 for clothing, student fees, personal school supplies, birth certificates necessary to enroll in school, immunizations, food, medical and dental services, eyeglasses and hearing aids, counseling services, outreach services to students living in shelters, motels, and temporary residences, extended learning time activities, tutoring, parental involvement for parents/families of homeless students, fees for AP and IB testing, GED testing and transportation for homeless students and other related needed items will be paid from this line item. **Collaboration and cooperation with our Title IX McKinney-Vento Homeless Education Grant partners will further support Cumberland County's 176 identified homeless students. Please refer to that Title IX grant application for those specific details. Our approved FY19 McKinney-Vento Subgrant Application can be found uploaded to the Related Documents page of our FY20 Title I grant application. To date, all homeless transportation needs have been met by our McKinney-Vento Homeless Education Grant. Should transportation become necessary from this line item, a revision will be made to transfer salary and benefits for drivers who transport homeless children in 72710-599 which will also include the necessary line items for related benefits.**

**Total Amount of  
Planned Set-  
aside for FY  
2020, 2021, &  
2022**

**Activities**

\$ 30,000.00

Required school materials/supplies for **homeless students** such as clothing, paper, pencils, pens, folders, hand-held calculators, and other items as needed will be purchased from this 499 line item which is a **required district set aside (see the Title I set asides page in our FY20 CFA)**. This 499 line item provides \$10,000.00 for clothing, student fees, personal school supplies, birth certificates necessary to enroll in school, immunizations, food, medical and dental services, eyeglasses and hearing aids, counseling services, outreach services to students living in shelters, motels, and temporary residences, extended learning time activities, tutoring, parental involvement for parents/families of homeless students, fees for AP and IB testing, GED testing and transportation for homeless students and other related needed items will be paid from this line item. **Collaboration and cooperation with our Title IX McKinney-Vento Homeless Education Grant partners will further support Cumberland County's 176 identified homeless students. Please refer to that Title IX grant application for those specific details. Our approved FY19 McKinney-Vento Subgrant Application can be found uploaded to the Related Documents page of our FY20 Title I grant application. To date, all homeless transportation needs have been met by our McKinney-Vento Homeless Education Grant. Should transportation become necessary from this line item, a revision will be made to transfer salary and benefits for drivers who transport homeless children in 72710-599 which will also include the necessary line items for related benefits.**

**Additional Questions for Title I, Part A Funds Set-aside for Homeless Children and Youth**

**\* What percentage of the 2018-19 Title I, Part A, set-aside funds was spent on activities for students in transition? (If less than 100 percent, please provide an explanation).**

By 30 June 2019, which is the last day of funding year 2019, 100% of the 2018-2019 Title I, Part A set-aside funds will have been spent on activities captioned above for students in transition.

**\* What was the process used to determine the amount of the Title I, Part A set-aside for 2018-19?**

The Cumberland County School System's Federal Programs Director collaborates with the school system's Homeless Liaison and the Student Information System Director to determine the amount of the Title I, Part A Set-aside:

1. The number of homeless students enrolled in our school system
2. The ages of the homeless students enrolled in our school system
3. The housing status of the homeless students enrolled in our school system (doubled up, shelters, campgrounds, etc.)
4. The previous three year average of the amount of money spent from this budget line item
5. The predicted needs of our homeless student population including but not limited to transportation to the school of origin
6. The funding provided by our McKinney-Vento Homeless Education Assistance Grant
7. The needed amount is agreed upon by this committee and loaded into our FY20 Consolidated Funding Application

**\* What mechanisms are in place to ensure ongoing coordination between the Title I, Part A, set-aside and McKinney-Vento programs?**

Cumberland County School System's Federal Programs/Title I Director is the writer of this grant and is the LEA Project Contact and Authorized Representative for our McKinney-Vento Sub-grant. He has daily contact with Local Homeless Liaison Lisa Phillips whose office is two doors down the hall from his. In addition, the LEA Project Contact/Federal Programs Director provides homeless training for attendance clerks, school counselors and administrators. Along with Homeless Liaison Lisa Phillips, who is a member of the Cumberland County School System's Federal Programs Department, constant collaboration and communication with all school system department and local agencies is ongoing and collegial. We have a passion for serving our homeless students and will do everything we can to support them.

Related Documents

Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - Title IX McKinney-Vento

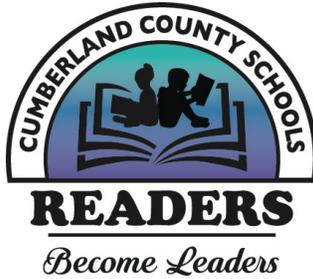
Optional Documents	
Type	Document/Link
(ASR) Additional Supporting Documents	<p>N/A</p> <ul style="list-style-type: none"><li><a href="#"> <u>FY19 McKinney-Vento Grant App</u></a></li><li><a href="#"> <u>MV Self Assessment FY18</u></a></li><li><a href="#"> <u>MV Close Out Report-FY19</u></a></li><li><a href="#"> <u>Statement Of Assurances-McVFY20.pdf</u></a></li><li><a href="#"> <u>Homeless Liaison Job Description</u></a></li><li><a href="#"> <u>Homeless Bus Driver Roster-FY19.pdf</u></a></li><li><a href="#"> <u>Collaboration Within The Community-FY20.pdf</u></a></li><li><a href="#"> <u>CCBOE's Homeless Assistance Program.pdf</u></a></li></ul>

New Applicant Summary

Cumberland County (180) Public District - FY 2020 - Title IX McKinney-Vento - Rev 0 - New Applicant Summary

Grant Name	Applicant Name	Application Number	Budget Amount	Applicant Score
Title IX McKinney-Vento	Cumberland County	10	\$30,000.00	Not Assigned

*Mrs. Janet C. Graham*  
*Director of Schools*



*Mrs. Teresa Boston*  
*Board of Education Chair*

TO: Mrs. Janet Graham and the Cumberland County Board of Education

FROM: Rebecca Wood, Chief Academic Officer

DATE: June 10, 2019

SUBJECT: General Field Trip Approvals

Please approve the updated list of acceptable field trip locations for our students. Thank you.

4-H Camp  
Alvin C. York Home & Museum  
Amazing Acres  
Appalachian Arts and Craft Center (Norris and Smithville)  
Aquarium (Chattanooga)  
Aquarium (Gatlinburg)  
Art Circle Library  
Athens Regional Park (Athens, TN)  
AT&T Field – Chattanooga Lookouts Stadium  
Autumn Acres  
Backdoor Playhouse (Cookeville)  
Bicentennial Mall (Nashville)  
Biz Town (Clinton, TN)  
Bread of Life  
Burgess Falls State Park  
Capitol (Nashville)  
Castle Cinemas (Jamestown)  
Centennial Park (Crossville)  
Central Baptist Church  
Channel 6 (WATE TV – Knoxville)  
Channel 8 (WVLT TV – Knoxville)  
Channel 10 (WBIR TV – Knoxville)  
Channel 43 TV Studios (Knoxville)  
Chattanooga Choo-Choo Railroad  
Chickamauga Battlefield  
Chuckles  
Cici's Pizza (Cookeville)  
Country Music Hall of Fame & Museum  
Crossville Airport  
Crossville Ceramics

Crossville Chronicle  
Crossville Radio Stations  
Crossville/Cumberland County Banks  
Crossville/Cumberland County Businesses (CoLinx, Dave Kirk, Shaddens, Wal-Mart)  
Crossville/Cumberland County Department Stores  
Crossville/Cumberland County Emergency Departments (Fire, Police, etc.)  
Crossville/Cumberland County Farms  
Crossville/Cumberland County Government Offices (Courthouse, Mayor, Post Office, Sheriff, etc.)  
Crossville/Cumberland County Grocery Stores (Food City, IGA, Kroger, etc.)  
Crossville/Cumberland County Nursing Homes  
Crossville/Cumberland County Restaurants  
Crossville/Cumberland County Schools  
Cumberland Caverns (McMinnville)  
Cumberland County Community Complex  
Cumberland County Playhouse  
Cumberland Medical Center  
Cumberland Mountain State Park  
Dairy Queen  
Discovery Museum (Chattanooga)  
Dollywood  
Downtown Crossville (Museums, Memorials, Depot, etc.)  
Fairfield Glade Recreation Center & Pool  
Fall Creek Falls  
Fort Loudon Historical Park  
Frist Museum (Nashville)  
Gatlinburg, TN  
Good Samaritans  
Hermitage (Nashville)  
Hilltoppers, Inc.  
Homestead Tower/Park  
Ijams Nature Center (Knoxville)  
IMAX (Chattanooga)  
IMAX (Knoxville)  
IMAX (Oak Ridge)  
Jostens Plant (Clarksville)  
Knoxville Bijou Theater  
Knoxville Escape Room  
Knoxville Zoo  
Little Ponderosa Petting Zoo (Clinton)  
Lost Sea  
Mayfield Dairy (Athens & Knoxville)  
MTSU  
Muddy Pond  
The Muse (Knoxville)  
Nashville  
Nashville Science Museum  
Neyland Stadium (Knoxville)  
Nissan Plant (Smyrna)  
Nissan Stadium (Titans - Nashville)

Oak Ridge Bowling Center  
Oak Ridge Children's Museum  
Oak Ridge National Lab  
Oak Ridge Playhouse  
Obed River Park  
Opryland Hotel (Nashville)  
Palace Theater  
Parthenon (Nashville)  
Pioneer Hall (Pleasant Hill)  
Plateau Bowling Lanes  
Roane County Park  
Roane State Community College  
Rock City  
Rocky Top 10 Theater  
Ruby Falls (Chattanooga)  
Rugby Settlement  
Ryman Auditorium Historical Exhibits (Nashville)  
Smokies Baseball Stadium (Sevierville)  
Space Camp & Center (Huntsville, AL)  
Splash Country (Pigeon Forge)  
Stevie's Elite Athletics  
TAD Center  
TAP Publishing  
Tennessee College of Applied Technology  
Tennessee Museum of Aviation (Sevierville)  
Tennessee Rehabilitation Center  
Tennessee State Museum (Nashville)  
Tennessee Technological University  
The Tomb (Pigeon Forge)  
Tyson Park (Knoxville)  
University of Tennessee (Knoxville, Chattanooga)  
UT Experiment Station/Farm  
VF Factory Outlet – Crossville Outlet Center  
Vanderbilt University Concert Festival  
Washington, DC  
Water Treatment and Purification Plant (Crossville)  
West Town Mall (Knoxville)  
Wonder Works (Pigeon Forge)  
Woodmere Skating Rink

# SCHOLASTIC INSURORS, INC.

---

John Joy, *President*  
P. O. Box 3194 • Johnson City, Tennessee 37602  
1-800-872-1953  
FAX (423) 928-2761

**SERVING:**  
Kentucky  
Tennessee  
Virginia

June 4, 2019

Ms. Janet Graham  
Cumberland County Schools  
368 Fourth Street  
Crossville, TN 38555-4790

RE: Student Accident Insurance --- 2019-20

Dear Ms. Graham:

Thank you for allowing us to present our proposal for the 2019-20 school year. We are pleased to inform you there will be **no changes** (rates and benefits) with the plan you are currently using.

The 2019-20 rates will remain as follows:

**School Time Plan**  
~ \$8.00~

**24 Hour Plan**  
~ \$44.00 ~

**High School Football Plan**  
~ \$40.00 ~

The effective dates of the coverage for the 2019-20 school year will be 7/1/19-6/30/20.

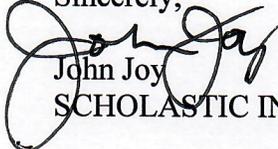
For the 2019-20 school year, we will send each of your ten PK-8 Schools 25 enrollment brochures, your two high schools 100 enrollment brochures, and provide your principals with a notice to contact our office if they need additional forms. A sample brochures is enclosed.

Also, attached is a copy of the enrollment brochure that can be put on your school district website. Parents can print the enrollment form and mail it to our office, with the premium, if they desire to purchase the insurance.

We appreciate the opportunity to work with the Cumberland County Schools and we look forward to the continuation of our relationship.

Please contact me if you have any questions.

Sincerely,



John Joy  
SCHOLASTIC INSURORS INC.

JMJ/dp  
Enclosures

# ENROLLMENT REQUEST

Name of School Cumberland County Schools

Address 368 Fourth Street

City Crossville State TN Zip 38555

1. What is the first day of the 2019-20 school term?

\_\_\_\_\_, \_\_\_\_\_, 2019  
(Month) (Day)

2. Please check the desired plan:

INDIVIDUAL STUDENT INSURANCE PLAN

**NOTE:** Each K-8 School will be sent 25 Enrollment Brochures and the two high schools will be sent 100 Enrollment Brochures. Also, the student insurance Enrollment Brochure will be placed on the school district website.

Requested By:

\_\_\_\_\_  
School Official Title Date

Complete And Send To: SCHOLASTIC INSURORS, INC.  
P. O. BOX 3194  
JOHNSON CITY, TN 37602  
FAX (423) 928-2761  
johnj@scholasticinsurors.com

# CUMBERLAND COUNTY SCHOOLS

## STUDENT ACCIDENT INSURANCE- - - 2019-20

*Attention Parents/Guardians*

*We suggest you consider purchasing this accident insurance for your child(ren). Even if you have a family insurance plan, this accident insurance plan will help pay your co-payments and deductibles for medical and dental expenses.*

### CHOICE OF PLANS

(Benefit limitations and exclusions of these plans are stated in this information)

	ANNUAL PREMIUMS
<p style="text-align: center;"><b>SCHOOL – TIME ONLY PLAN</b></p> <p><b>Accident Insurance While - - -</b></p> <ul style="list-style-type: none"> <li>• Attending regular school sessions</li> <li>• Participating in school-sponsored extra-curricular activities</li> <li>• Traveling directly to and from school for (a) regular school sessions, (b) school sponsored extra-curricular activities while under the supervision of a school employee</li> <li>• participating in school-sponsored interscholastic sports except Senior High tackle football</li> </ul>	<p><b>REGULAR</b> Benefits Plan ➔ \$8</p> <hr/> <p><b>DOUBLE</b> Benefits Plan ➔ \$16</p> <hr/> <p><b>TRIPLE</b> Benefits Plan ➔ \$24</p>
<p style="text-align: center;"><b>24-HOUR PLAN</b> <i><u>WITHOUT EXTENDED DENTAL BENEFITS</u></i></p> <p><b>Accident Insurance - - -</b></p> <ul style="list-style-type: none"> <li>• 24 hours a day until the beginning of next school year</li> <li>• While at home, at school, on vacation</li> <li>• While participating in sports, including amateur sports, except Senior High tackle football</li> </ul>	<p><b>REGULAR</b> Benefits Plan ➔ \$44</p> <hr/> <p><b>DOUBLE</b> Benefits Plan ➔ \$88</p> <hr/> <p><b>TRIPLE</b> Benefits Plan ➔ \$132</p>
<p style="text-align: center;"><b>24-HOUR PLAN</b> <i><u>WITH EXTENDED DENTAL BENEFITS</u></i></p> <p>Provides the same 24-hour a day protection as described above plus <i>Extended Dental Benefits</i>.</p> <p><i>Extended Dental Benefits Provides - - -</i></p> <ul style="list-style-type: none"> <li>• Up to \$400 per injured tooth</li> <li>• Extended dental benefit period from one year to 2 years</li> <li>• Benefits for covered dental accidents – not for orthodontic services or dental diseases</li> </ul>	<p><b>REGULAR</b> Benefits Plan ➔ \$49</p> <hr/> <p><b>DOUBLE</b> Benefits Plan ➔ \$98</p> <hr/> <p><b>TRIPLE</b> Benefits Plan ➔ \$147</p>
<p style="text-align: center;"><b>HIGH SCHOOL FOOTBALL PLAN</b></p> <p>Covers the student while practicing for or competing in school-sponsored interscholastic senior high tackle football, with grades 10-12, including travel directly and uninterrupted to or from such practice or competition.</p> <p>(Coverage effective for pre-season and regular season games and playoffs)</p>	<p><b>REGULAR</b> Benefits Plan ➔ \$40</p> <hr/> <p><b>DOUBLE</b> Benefits Plan ➔ \$80</p> <hr/> <p><b>TRIPLE</b> Benefits Plan ➔ \$120</p>

**EFFECTS OF OTHER COVERAGE:**

The policy will provide benefits in addition to and regardless of other collectible insurance. See other parts of this information for limitations and exclusions. No deductible applies to this policy.

# BENEFITS FOR *REGULAR PLAN*\*

## DOCTOR – HOSPITAL – DENTAL EXPENSES

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>•DOCTOR VISITS IN OFFICE OR HOSPITAL – Pays up to \$15.00 for the initial physician’s visit; up to \$10.00 for each necessary follow-up hospital or office visit.</li> <li>•SURGERY – Pays 60% of the “usual and customary” (as defined below) physician’s expenses up to an aggregate maximum of \$1,000.00 per injury.</li> <li>•INPATIENT HOSPITAL SERVICE – Pays up to an aggregate maximum of \$150.00 per day.</li> <li>•HOSPITAL OUTPATIENT SERVICES – When not confined in a hospital, services rendered by and within a hospital shall be covered to a maximum of \$60.00 per injury, which includes all visits to the hospital for the same injury.</li> <li>•X-RAY SERVICE – Pays up to \$10.00 per x-ray not to exceed 4 x-rays per injury, including reading. (When rendered by doctor or hospital as outpatient)</li> <li>•AMBULANCE – To and from the hospital, benefits shall not exceed \$25.00 per injury.</li> </ul> | <ul style="list-style-type: none"> <li>•DENTAL TREATMENT - \$100.00 per tooth for repair or replacement of each injured sound natural tooth. See optional extended dental benefits outlined in this brochure.</li> <li>•PHYSIOTHERAPY, DIATHERMY, OR SIMILAR TREATMENT – Diathermy, ultrasonic, whirlpool or heat treatments, adjustment, manipulation, massage or any form of physical therapy and/or office visit connected therewith, expenses shall not exceed \$10.00 per visit not to exceed 5 visits.</li> <li>•MOTOR VEHICLE – Benefits shall not exceed \$500.00 per accident – two or three wheeled motor vehicle injuries not covered. See Exclusions 7 and 11.</li> <li>•CASTS &amp; BRACES – Pays up to \$25.00 per injury when prescribed and necessitated in conjunction with a covered accident.</li> <li>•EYEGLASSES REPLACEMENT – Pays up to \$25.00 per injury when prescribed and necessitated in conjunction with a covered accident.</li> </ul> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

\* **DOUBLE & TRIPLE BENEFITS OFFER: If you desire a plan that provides twice the benefits or triple the benefits as listed above, pay the “Double Benefits Plan” price or the “Triple Benefits Plan” price instead of the “Regular Benefits Plan” price.**

When injury covered by this policy results in treatment by a Licensed Physician within 30 days from the date of injury, the company will pay the usual and customary expenses for the services and supplies as listed above actually incurred within one year from the date of injury to a maximum of \$100,000 per injury for the 24 Hour Plans and a maximum of \$25,000 per injury for the School Time Only Plans. “Injury” means loss resulting from accidental bodily injury caused directly by an accident, independent of other causes and sustained while the policy is in force. The “usual and customary” charges shall be the allowable charges as set forth in the Revised California Relative Value Studies using a \$100.00 per unit conversion factor for surgery. Benefits for assistant surgeon’s fees and anesthetist’s fees shall be limited to 25% of the allowable surgery benefit.

**TO FILE A CLAIM:** Notify school officials immediately. Obtain a claim form from the school. Submit the claim along with bills within 90 days of the date of accident.

**RETAIN THIS DESCRIPTION OF COVERAGE FOR YOUR RECORDS.** This is a brief description of the plan benefits. The exact provisions governing the insurance are contained in the master policy FORM LRS-8975et al, issued to the Policyholder by Reliance Standard Life Insurance Co. A sample policy is available upon request to the Administrator. Any provision of the policy or the brochure which is in conflict with the statutes of the state in which the policy is issued, will be administered to conform with the requirements of the state statutes. Keep your cancelled check or money order receipt as evidence of payment. This insurance has scheduled benefits.

### LIMITATIONS and EXCLUSIONS

The plans do not cover the following:  
Treatment expense due to:

1. The practice or play for interscholastic football including travel to or from such practice or play (a) if the student is enrolled in the 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grades, or (b) if the student is enrolled in the 9<sup>th</sup> or lower grade and is participating in practice or play with students enrolled in the 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grades unless the premium for such coverage has been paid.
2. Contact lenses or hearing aids; damage to other than whole, sound, vital, and natural teeth or to existing dental bridges, crowns, restorations or braces; orthodontic procedures and services; drugs, injections, miscellaneous supplies and medications except while hospital confined.
3. Boils, athlete’s foot, impetigo or similar skin infection, rashes, poisonous vegetation reactions, warts, blisters, calluses, cramps, muscle spasms, allergies or allergic reactions, ingrown nails, appendicitis, hernia of any kind, however caused; infections occurring other than as a result of such injury; detached retina; or psychiatric care.
4. Any form of illness, sickness, or disease including but not limited to the following: Perthes’ Disease, Osgood-Schlatter’s Disease, Osteomyelitis, Osteochondritis, Osteogenesis Imperfecta, Slipped Capital Femoral Epiphysis, Thrombophlebitis, Hysterical Reactions, or similar conditions.
5. Fighting and Brawling; any form of criminal or felonious assault or the insured’s being engaged in an illegal occupation.
6. Services or treatment rendered as a part of the school service by a hospital, physician, or person employed or retained by the Sponsor, or by a person related to the Covered Person by blood or marriage.
7. Riding in or on, being struck by, being towed by, boarding or alighting from, or operating any motorized or engine driven vehicle; provided, however, that eligible medical expenses not collectible from other valid coverage will be payable up to \$500.00 in the aggregate.
8. Intentionally self-inflicted injury. War or any act of war.
9. Injuries sustained by a Covered Person hereunder for which benefits are payable under any Workmen’s Compensation or Employer Liability Laws, or while engaging in activity for monetary gain from sources other than the school.
10. Aviation in any form except while the Covered Person is riding as a passenger in a licensed airplane provided by an incorporate passenger carrier on a regularly scheduled passenger flight and route.
11. Riding in or on, being struck by, being towed by, boarding or alighting from, or operating any snowmobile or two or three wheeled motor vehicle.
12. The use of or while under the influence of drugs or intoxicants unless administered as prescribed by a physician.
13. The existence or aggravation of physical or mental infirmity, condition or disease, whether infectious, congenital, secondary or acquired in origin. Conditions or the aggravation of conditions that originated prior to the insured person’s coverage under the policy.
14. Expense resulting from participating in activities for which benefits would be payable, in the absence of this insurance, under any high school or association catastrophe sports accident policy is expressly excluded from coverage under the policy.

**ADDRESS INQUIRIES  
AND CLAIMS TO  
ADMINISTRATOR:  
SCHOLASTIC INSURORS, INC.  
P. O. BOX 3194  
JOHNSON CITY, TN 37602-3194  
(423) 928-7381**

**INSURED BY:  
RELIANCE STANDARD LIFE  
INSURANCE COMPANY  
2001 Market Street, Suite 1500  
Philadelphia, PA 19103**

**ACCIDENTAL DEATH AND  
DISMEMBERMENT BENEFITS**

Occurring within 180 days from date of accident. The policy pays the eligible medical expense or largest applicable amount set forth below, whichever is greater.

Accidental Death  
**\$1,000.00**  
Accidental Loss of Both  
Hands, Feet, or Eyes  
**\$10,000.00**  
One Hand and One Foot  
**\$5,000.00**  
Either Hand or Foot  
**\$3,750.00**  
Sight of One Eye  
**\$1,000.00**

**HOW TO ENROLL:**

1. Fill Out the **ENROLLMENT FORM** and make *check* or *money order* payable to: **SCHOLASTIC INSURORS**
2. Mail the **ENROLLMENT FORM** with premium to: **SCHOLASTIC INSURORS, P. O. Box 3194, Johnson City, TN 37602** (Please write the student's name on your *check* or *money order*.)

**If you have any questions, contact Scholastic Insurors at (423) 928-7381**

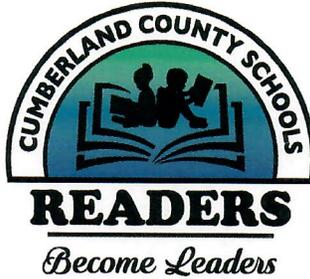
**RETAIN THIS DESCRIPTION OF COVERAGE FOR YOUR RECORDS. This is a brief description of the plan benefits. The exact provisions governing the insurance are contained in the master policy.**

-----detach here-----

<b>ENROLLMENT FORM</b>			<b>ACCIDENT INSURANCE</b> CHECK (✓) YOUR SELECTION(S) Annual Premiums			
Student's Name - Please Print!			<b>BENEFIT CHOICES</b>			
First Name	Middle Initial	Last Name	<b>PLANS</b>	<b>REGULAR Benefits Plan</b>	<b>DOUBLE Benefits Plan</b>	<b>TRIPLE Benefits Plan</b>
Address _____			SCHOOL -TIME ONLY PLAN	\$8.00 <input type="checkbox"/>	\$16.00 <input type="checkbox"/>	\$24.00 <input type="checkbox"/>
City _____ State _____ Zip Code _____			24-HOUR PLAN (WITHOUT EXTENDED DENTAL BENEFITS)	\$44.00 <input type="checkbox"/>	\$88.00 <input type="checkbox"/>	\$132.00 <input type="checkbox"/>
Name of School Student Attends _____			24-HOUR PLAN (WITH EXTENDED DENTAL BENEFITS)	\$49.00 <input type="checkbox"/>	\$98.00 <input type="checkbox"/>	\$147.00 <input type="checkbox"/>
Names of School System <u>CUMBERLAND COUNTY SCHOOLS</u>			HIGH SCHOOL FOOTBALL PLAN (PLAYERS PARTICIPATING WITH GRADES 10-12)	\$40.00 <input type="checkbox"/>	\$80.00 <input type="checkbox"/>	\$120.00 <input type="checkbox"/>
* _____ Signature of Parent or Guardian			TOTAL PAYMENT ENCLOSED	\$ _____	\$ _____	\$ _____

NOTE: Coverage becomes effective on the date premium is received by SCHOLASTIC INSURORS.

*Mrs. Janet C. Graham  
Director of Schools*



*Mrs. Teresa Boston  
Board of Education Chair*

To: Cumberland County Board of Education  
From: Mrs. Janet C. Graham  
Date: June 12, 2019  
Re: System Testing Coordinator

Action Required: Board Approval

In accordance with Policy 4.701, I recommend Dr. Rebecca Wood be appointed system testing coordinator for the 2019-2020 school year.

Respectfully,

A handwritten signature in black ink that reads "Janet C. Graham". The signature is written in a cursive style with a large initial "J".

Mrs. Janet C. Graham  
Director of Schools

AGREEMENT BETWEEN  
THE CUMBERLAND COUNTY BOARD OF EDUCATION  
AND  
THE CROSSVILLE POLICE DEPARTMENT  
FOR  
THE SCHOOL RESOURCE OFFICER PROGRAM

THIS AGREEMENT made and entered into on this 18 day of JUNE, 2019, by and between the CUMBERLAND COUNTY BOARD OF EDUCATION, Cumberland County, Tennessee, (hereinafter referred to as the "School Board"); and THE CROSSVILLE POLICE DEPARTMENT (hereinafter referred to, alternately, as "CITY").

**RECITALS**

1. A School Resource Officer Program has been proposed for the public school system of Cumberland County, Tennessee, as hereinafter described.
2. The School Board and the CITY recognize the potential benefits of the School Resource Officer Program to the citizens of Crossville, Tennessee and to the students of Crossville and Cumberland County.
3. The School Board and the CITY agree that the origination, implementation, and continued maintenance of a School Resource Officer Program should be a part of the overall educational program.
4. Because of the wide range of matters which can be accomplished by such program, the parties will have to fully cooperate and assist each other in this program.
5. Objectives of the Program Include:
  - a) To protect the life of the students and faculty in and on school property;
  - b) To decrease criminal offense committed against persons and property in the schools;
  - c) To help students learn more about the law and the Criminal Justice system;
  - d) To familiarize students with law enforcement personnel and their objectives;
  - e) To work with school personnel to develop a closer contact, communication and respect of the students;
  - f) To develop partnerships with the schools and the school communities;

**NOW, THEREFORE**, in consideration of the recitals, mutual promises and covenants herein contained, the School Board and the CITY hereby agree as follows:

- I. **ESTABLISHMENT OF THE PROGRAM AND TERM.** A School Resource Officer Program (hereinafter the "Program") is hereby established in the public school system of

Cumberland County, Tennessee, for a period beginning \_\_\_\_\_, and continuing through the remaining academic/fiscal year \_\_\_\_\_.

Thereafter, the Program shall automatically renew annually for the ensuing academic/fiscal year, unless either of the parties decide to terminate same by notifying the other before the opening day of school of the ensuing year.

The CITY shall work with the School Administration in implementing the Program as well as making adjustments and changes throughout the year.

II. **RIGHTS AND DUTIES OF THE CITY.** The CITY shall provide School Resource Officers (hereinafter referred to as "SRO or SROs") as follows:

A. The CITY shall assign one regularly employed Officer to each of the following school(s): Stone Memorial High School, Cumberland County High School, The Phoenix School and Martin Elementary School.

B. Roles, responsibilities, regular duty hours, dress code, and job description shall be determined by the CITY's Chief of Police and clearly defined in the Crossville City Police Department's School Resource Officer (SRO) Standard Operating Procedures. It is specifically acknowledged that SRO shall perform an institutional service or function for which the school or district would otherwise use employees (e.g., to ensure school safety)

C. Should any community conflict develop during school hours while the SRO is on the campus, the Chief of Police or his agent may Order the SRO from his campus post to address such conflict.

D. The SRO shall always be identifiable as a law enforcement officer and shall carry the weapons assigned while on school campus.

E. The SRO may act as an instructor for specialized, short term programs when invited to do so by the Principal. Courses shall be determined by the Chief of Police or his/her designee, and the Principal or his/her designee.

F. The SRO shall coordinate all of his/her activities with the Principal or his designee and will seek permission, advice, and Guidance prior to enacting any program within the school.

G. When requested by the Principal, or his designee, the SRO shall attend parent/faculty meetings to solicit support and understanding of the program.

H. The SRO shall make himself/herself available for conference with students, parents, and faculty members in order to assist them with problems of law enforcement or crime prevention nature.

I. The SRO shall be familiar with all community agencies which offer assistance to youths and their families such as mental health clinics, drug treatment centers, etc. The SRO shall make referrals to such agencies when necessary thereby acting as a resource person to the students, faculty, and staff of the school. The SRO shall notify the Principal of the referrals.

J. The SRO shall assist the Principal in developing plans and strategies to prevent and/or minimize dangerous situations.

K. The SRO will work with the SRO Supervisor, School Security Director and Administrative Staff as part of a Threat Assessment Team, to review Emergency Plans and Security Assessments for each of their assigned schools each year, pending passage of Board Policy concerning such Threat Assessment Team.

L. Should it become necessary to conduct formal searches or police interviews with the students, the SRO shall adhere to the policies of the Cumberland County Board of Education, the Crossville City Police Department, and all laws of the State of Tennessee and the United States.

M. The SRO shall take law enforcement action as required and as soon as practical. The SRO shall make the Principal of the school aware of such action.

N. The SRO shall take appropriate action against intruders and unwanted guests who may appear at the school and related school functions.

O. SROs may be requested by School Principals to serve in a security capacity during sporting events for an hourly rate to be agreed upon between the school and the individual SRO. SROs acting in this capacity shall act as independent contractors in performing such work, consistent with the other provisions of this MOU, and shall be issued an IRS Form 1099 relating to such payments.

P. The SRO shall give assistance to other law enforcement officers in matters regarding his/her school assignment, and whenever possible, participate in and/or attend school functions.

Q. The SRO shall maintain detailed and accurate records of the operation of the School Resource Officer Program, and shall submit to the Chief of Police or his designee a regular update of his/her activities.

R. The SRO may not act as a school disciplinarian, as disciplining students is a school responsibility. However, if the Principal believes an incident is a violation of the law, the Principal may contact the SRO and the SRO shall then determine whether law enforcement action is appropriate.

S. School Resource officers are not to be assigned to lunchroom duties, hall monitors or other monitoring duties. The SRO will interact with students daily, be visible, and randomly monitor lunchrooms, class changes and other gathering areas of the school.

T. The SRO shall notify the principal or designee of the school before removing a student from school for any reason.

U. The SRO shall maintain a working knowledge of potential individuals of concern in proximity to the SRO's assigned school, whether juvenile or adult, including habitual offenders, parolees, sex offenders and others deemed appropriate by the SRO supervisor.

V. When school personnel discover weapons, drugs, alcohol or other illegal contraband on campus the officer shall be notified as soon as possible. If no criminal charges are to be filed or administrative action taken, the SRO shall confiscate the contraband according to Crossville City Police Department policy.

W. The SRO may be assigned investigations relating to runaways, thefts, or any crime, provided such investigations relate to the students attending the school to which the SRO is assigned.

X. If the SRO has to leave school for any reason, he must advise the Principal or Principal's designee that he/she is leaving, the reason for his/her leaving and when he/she will return. The SRO must also notify his direct supervisor at the Crossville City Police Department that he/she is not on the grounds.

Y. **SRO ACCESS TO STUDENT RECORDS:** SRO shall be under the direct control of the Principal of his or her school with respect to the use and maintenance of the education records of students and must have written consent from said Principal to access same. Should SRO access student records or re-disclose Personally Identifiable Information (PII) without the written consent of the Principal, CITY shall indemnify and hold Board harmless from any and all claims which result from such unauthorized access or re-disclosure. For further instructions concerning SRO access to Student Records, specific reference is made to the U.S. Department of Education's Privacy Technical Assistance Center (PTAC) Publication on School Resource Officers, School Law Enforcement Units and the Family Educations Rights and Privacy Act (FERPA), published February, 2019, attached hereto and made a part of this agreement.

Z. The SRO shall follow the laws of the United States and Tennessee and the Policies of the Sheriff's Department and the Board of Education.

III. **RIGHTS AND DUTIES OF BOARD.** Board shall provide to the full time SRO of each school the following materials and facilities, which are deemed necessary to the performance of the SRO's duties:

- A. Access to an air-conditioned and properly lighted office which shall contain a telephone which may be used for general business purposes.
- B. A location for files and records which can be properly locked and secured.
- C. A desk with drawers, a chair, work table, filing cabinet and office supplies.
- D. Access to a computer with word processing and spreadsheet software installed on it.
- E. Access to the School camera system

IV. **FINANCING OF THE SCHOOL RESOURCE OFFICER PROGRAM.** The SRO shall remain on the payroll of the CITY and shall not be paid by the School Board, with the sole exception being such work identified above in paragraph II (O). The funding for each SRO included in this Agreement comes from the budget of the Crossville City Police Department.

V. **EMPLOYMENT STATUS OF THE SCHOOL RESOURCE OFFICER.** The School Resource Officer shall remain an employee of the CITY and shall not be an employee of the School Board. The CITY shall maintain liability insurance and workman's compensation insurance for the SRO. The School Board and the CITY acknowledge that the SRO shall remain responsive to the chain of command of the CITY. The CITY shall indemnify and hold School Board Harmless from liability relating to the SRO's actions or inactions in his or her role as a law enforcement officer.

VI. **APPOINTMENT OF THE SCHOOL RESOURCE OFFICER.** The Chief of Police, or his designee, shall assign officers who are qualified to be an SRO. An interview board composed by the Chief of Police will confer and make the school appointment. SRO applicant(s) must meet the following requirements:

- A. The applicant must volunteer for the position of School Resource Officer.
- B. The SRO applicant shall be a Tennessee P.O.S.T. certified law enforcement officer and have a minimum of two (2) years of experience with the Crossville City Police Department.
- C. The SRO shall receive 40 hours of specialized training provided by the Department of Justice, The National Association of School Resource Officers, or other appropriate and recognized entities.
- D. After initial training SROs should attend 16 hours per year of training specific to their SRO duties provided by the City of Crossville Police Department.

- E. Among additional criteria for consideration, the School Resource Officer should have job knowledge, experience, training, education, with good appearance, attitude, and communication skills.

**VII. DISMISSAL OF SCHOOL RESOURCE OFFICER; REPLACEMENT:**

- A. In the event the Principal of the school feels that the particular SRO is not effectively performing his/her duties and responsibilities, the Principal shall recommend to the Director of Schools that the particular SRO assignment be reviewed. The Principal shall submit the reasons for requesting the review in writing to the Chief of Police and the Director of Schools. If either the Chief of Police or the Director of Schools desires, they may meet with the SRO to mediate or resolve any problems which may exist. This shall be done within five working days from the time the request for review was submitted. At such meeting, specified members of the school staff to which the SRO is assigned may be required to be present. If the situation cannot be resolved within the five working days after the above mentioned meeting, then the SRO shall be removed from the program and a replacement shall be obtained.
- B. In the event of the resignation, dismissal or reassignment of a SRO, the CITY shall provide a temporary replacement for the SRO within a reasonable amount of time agreed upon by the Chief of Police and the Director of Schools, after notice of such absence, dismissal, resignation, or reassignment. As soon as practical, the Chief of Police shall make a permanent replacement for the SRO position.

**VIII. TERMINATION OF AGREEMENT:** Provided this Agreement is annually renewed in accordance with Paragraph No. 1 above, this Agreement may be terminated by either party upon 30 days written notice that the other party has failed to substantially perform in accordance with the terms and conditions of this Agreement. This Agreement may be terminated without cause by either party upon 30 days written notice.

**IX. NOTICES:** Any and all notices or any other communication herein required or permitted shall be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid, and addressed as follows:

Director of Schools  
Cumberland County Board of Education  
368 4<sup>th</sup> Street  
Crossville, Tennessee 38555

Chief of Police  
99 Municipal Avenue

Crossville, TN 38555

X. GOOD FAITH: The School Board, the City of Crossville Police Department and their respective representatives, agents and employees agree to cooperate in good faith in fulfilling the terms of this agreement. Unforeseen difficulties or questions will be resolved by negotiations between the Chair of the Board, the Director of Schools, the Chief of Police or his respective designees

XI. REPORTS Any reports created will be shared between the parties in normal business-like manner upon the request of either party, subject to all applicable laws including the Federal Educational Rights and Privacy Act (FERPA).

XII. GENERAL PROVISIONS

- A. The parties intend for this various provisions of this Agreement to be severable so that the invalidity, if any, of any one section (or more) shall not affect the validity of the remaining provisions or sections.
- B. The persons executing this Agreement hereby represent that they have authorization to sign on behalf of their respective entity to do so;
- C. This Agreement shall be governed and interpreted in accordance with the laws of the state of Tennessee.
- D. This Agreement represents the entire agreement of the parties and supercedes any verbal or written representations of, to or by the parties to each other.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly authorized officers.

This 19 day of JUNE, 2019.

\_\_\_\_\_  
Janet Graham  
Director of Schools  
Cumberland County Board of Education



\_\_\_\_\_  
Jessie Brooks  
Chief of Police  
Crossville City Police Department

AGREEMENT BETWEEN  
THE CUMBERLAND COUNTY BOARD OF EDUCATION  
AND  
CUMBERLAND COUNTY SHERIFF'S DEPARTMENT  
FOR  
THE SCHOOL RESOURCE OFFICER PROGRAM

THIS AGREEMENT made and entered into on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the CUMBERLAND COUNTY BOARD OF EDUCATION, Cumberland County, Tennessee, (hereinafter referred to as the "School Board"); and THE CUMBERLAND COUNTY SHERIFF'S DEPARTMENT (hereinafter referred to as the "SHERIFF").

**RECITALS**

1. A School Resource Officer Program has been proposed for the public school system of Cumberland County, Tennessee, as hereinafter described.
2. The School Board and the SHERIFF recognize the potential benefits of the School Resource Officer Program to the citizens of Cumberland County, Tennessee, to the County itself, and to the students of Cumberland County.
3. The School Board and the SHERIFF agree that the origination, implementation, and continued maintenance of a School Resource Officer Program should be a part of the overall educational program.
4. Because of the wide range of matters which can be accomplished by such program, the parties will have to fully cooperate and assist each other in this program.
5. Objectives of the Program Include:
  - a) To protect the life of the students and faculty in and on school property;
  - b) To decrease criminal offense committed against persons and property in the schools;
  - c) To help students learn more about the law and the Criminal Justice system;
  - d) To familiarize students with law enforcement personnel and their objectives;
  - e) To work with school personnel to develop a closer contact, communication and respect of the students;
  - f) To develop partnerships with the schools and the school communities;

**NOW, THEREFORE**, in consideration of the recitals, mutual promises and covenants herein contained, the School Board and the SHERIFF hereby agree as follows:

- I. **ESTABLISHMENT OF THE PROGRAM AND TERM.** A School Resource Officer Program (hereinafter the "Program") is hereby established in the public school system of Cumberland County, Tennessee, for a period beginning \_\_\_\_\_, and continuing through the remaining academic/fiscal year \_\_\_\_\_.

Thereafter, the Program shall automatically renew annually for the ensuing academic/fiscal year, unless either of the parties decide to terminate same by notifying the other before the opening day of school of the ensuing year.

The SHERIFF shall work with the School Administration in implementing the Program as well as making adjustments and changes throughout the year.

- II. **RIGHTS AND DUTIES OF THE SHERIFF.** The SHERIFF shall provide School Resource Officers (hereinafter referred to as "SRO or SROs") as follows:

A. The Sheriff shall assign one regularly employed Officer to each of the following school(s): Brown Elementary, South Elementary, Pine View Elementary, Crab Orchard, North Elementary, Pleasant Hill Elementary, Stone Elementary, Homestead Elementary.

B. Roles, responsibilities, regular duty hours, dress code, and job description shall be determined by the Sheriff and clearly defined in the Cumberland County Sheriff's Office School Resource Officer (SRO) Standard Operating Procedures. It is specifically acknowledged that SRO shall perform an institutional service or function for which the school or district would otherwise use employees (e.g., to ensure school safety)

C. Should any community conflict develop during school hours while the SRO is on the campus, the Sheriff or his agent may Order the SRO from his campus post to address such conflict.

D. The SRO shall always be identifiable as a law enforcement officer and shall carry the weapons assigned while on school campus.

E. The SRO may act as an instructor for specialized, short term programs when invited to do so by the Principal. Courses shall be determined by the Sheriff and the Principal or their designee.

F. The SRO shall coordinate all of his/her activities with the Principal or his designee and will seek permission, advice, and Guidance prior to enacting any program within the school.

G. When requested by the Principal, or his designee, the SRO shall attend parent/faculty meetings to solicit support and understanding of the program.

H. The SRO shall make himself/herself available for conference with students, parents, and faculty members in order to assist them with problems of law enforcement or crime prevention nature.

I. The SRO shall be familiar with all community agencies which offer assistance to youths and their families such as mental health clinics, drug treatment centers, etc. The SRO shall make referrals to such agencies when necessary thereby acting as a resource person to the students, faculty, and staff of the school. The SRO shall notify the Principal of the referrals.

J. The SRO shall assist the Principal in developing plans and strategies to prevent and/or minimize dangerous situations.

K. The SRO will work with the SRO Supervisor, School Security Director and Administrative Staff as part of a Threat Assessment Team, to review Emergency Plans and Security Assessments for each of their assigned schools each year, pending passage of Board Policy concerning such Threat Assessment Team.

L. Should it become necessary to conduct formal searches or police interviews with the students, the SRO shall adhere to the policies of the Cumberland County Board of Education, the Cumberland County Sheriff's Department, and all laws of the State of Tennessee and the United States.

M. The SRO shall take law enforcement action as required and as soon as practical. The SRO shall make the Principal of the school aware of such action.

N. The SRO shall take appropriate action against intruders and unwanted guests who may appear at the school and related school functions.

O. SROs may be requested by School Principals to serve in a security capacity during sporting events for an hourly rate to be agreed upon between the school and the individual SRO. SROs

P. The SRO shall give assistance to other law enforcement officers in matters regarding his/her school assignment, and whenever possible, participate in and/or attend school functions.

Q. The SRO shall maintain detailed and accurate records of the operation of the School Resource Officer Program, and shall submit to the Sheriff or his designee a regular update of his/her activities.

R. The SRO may not act as a school disciplinarian, as disciplining students is a school responsibility. However, if the Principal believes an incident is a violation of the law, the Principal may contact the SRO and the SRO shall then determine whether law enforcement action is appropriate.

S. School Resource officers are not to be assigned to lunchroom duties, hall monitors or other monitoring duties. The SRO will interact with students daily, be visible, and randomly monitor lunchrooms, class changes and other gathering areas of the school.

T. The SRO shall notify the principal or designee of the school before removing a student from school for any reason.

U. The SRO shall maintain a working knowledge of potential individuals of concern in proximity to the SRO's assigned school, whether juvenile or adult, including habitual offenders, parolees, sex offenders and others deemed appropriate by the SRO supervisor.

V. When school personnel discover weapons, drugs, alcohol or other illegal contraband on campus the officer shall be notified as soon as possible. If no criminal charges are to be filed or administrative action taken, the SRO shall confiscate the contraband according to Cumberland County Sheriff's Department policy.

W. The SRO may be assigned investigations relating to runaways, thefts, or any crime, provided such investigations relate to the students attending the school to which the SRO is assigned.

X. If the SRO has to leave school for any reason, he or she must advise the Principal or Principal's designee that he/she is leaving, the reason for his/her leaving and when he/she will return. The SRO must also notify his direct supervisor at the Sheriff's Department that he is not on the grounds.

Y. **SRO ACCESS TO STUDENT RECORDS:** SRO shall be under the direct control of the Principal of his or her school with respect to the use and maintenance of the education records of students and must have written consent from said Principal to access same. Should SRO access student records or re-disclose Personally Identifiable Information (PII) without the written consent of the Principal, SHERIFF shall indemnify and hold Board harmless from any and all claims which result from such unauthorized access or re-disclosure. For further instructions concerning SRO access to Student Records, specific reference is made to the U.S. Department of Education's Privacy Technical Assistance Center (PTAC) Publication on School Resource Officers, School Law Enforcement Units and the Family Educations Rights and Privacy Act (FERPA), published February, 2019, attached hereto and made a part of this agreement.

Z. The SRO shall follow the laws of the United States and Tennessee and the Policies of the Sheriff's Department and the Board of Education.

III. **RIGHTS AND DUTIES OF BOARD.** Board shall provide to the full time SRO of each school the following materials and facilities, which are deemed necessary to the performance of the SRO's duties:

A. Access to an air-conditioned and properly lighted office which shall contain a

- B. A location for files and records which can be properly locked and secured.
- C. A desk with drawers, a chair, work table, filing cabinet and office supplies.
- D. Access to a computer with word processing and spreadsheet software installed on it.
- E. Access to the School camera system

IV. **FINANCING OF THE SCHOOL RESOURCE OFFICER PROGRAM.** The SRO shall remain on the payroll of the SHERIFF and shall not be paid by the School Board, with the sole exception being such work identified above in paragraph II (O). The funding for each SRO included in this Agreement comes from the budget of the Sheriff's Department.

V. **EMPLOYMENT STATUS OF THE SCHOOL RESOURCE OFFICER.** The School Resource Officer shall remain an employee of the SHERIFF and shall not be an employee of the School Board. The SHERIFF shall maintain liability insurance and workman's compensation insurance for the SRO. The School Board and the SHERIFF acknowledge that the SRO shall remain responsive to the chain of command of the SHERIFF. The SHERIFF shall indemnify and hold School Board Harmless from liability relating to the SRO's actions or inactions in his or her role as a law enforcement officer.

VI. **APPOINTMENT OF THE SCHOOL RESOURCE OFFICER.** The Sheriff, or his designee, shall assign officers who are qualified to be an SRO. An interview board composed by the Sheriff will confer and make the school appointment. SRO applicant(s) must meet the following requirements:

- A. The applicant must volunteer for the position of School Resource Officer.
- B. The SRO applicant shall be a Tennessee P.O.S.T. certified law enforcement officer and have a minimum of two (2) years of experience with the SHERIFF.
- C. The SRO shall receive 40 hours of specialized training provided by the Department of Justice, The National Association of School Resource Officers, or other appropriate and recognized entities.
- D. After initial training SROs should attend 16 hours per year of training specific to their SRO duties provided by the SHERIFF.
- E. Among additional criteria for consideration, the School Resource Officer should have job knowledge, experience, training, education, with good appearance, attitude, and communication skills.

VII. **DISMISSAL OF SCHOOL RESOURCE OFFICER; REPLACEMENT:**

- A. In the event the Principal of the school feels that the particular SRO is not effectively performing his/her duties and responsibilities, the Principal shall recommend to the Director of Schools that the particular SRO assignment be reviewed. The Principal shall submit the reasons for requesting the review in writing to the SHERIFF and the Director of Schools. If either the Sheriff or the Director of Schools desires, they may meet with the SRO to mediate or resolve any problems which may exist. This shall be done within five working days from the time the request for review was submitted. At such meeting, specified members of the school staff to which the SRO is assigned may be required to be present. If the situation cannot be resolved within the five working days after the above mentioned meeting, then the SRO shall be removed from the program and a replacement shall be obtained.

provide a temporary replacement for the SRO within a reasonable amount of time agreed upon by the SHERIFF and the Director of Schools, after notice of such absence, dismissal, resignation, or reassignment. As soon as practical, the Sheriff shall make a permanent replacement for the SRO position.

VIII. **TERMINATION OF AGREEMENT:** Provided this Agreement is annually renewed in accordance with Paragraph No. 1 above, this Agreement may be terminated by either party upon 30 days written notice that the other party has failed to substantially perform in accordance with the terms and conditions of this Agreement. This Agreement may be terminated without cause by either party upon 30 days written notice.

IX. **NOTICES:** Any and all notices or any other communication herein required or permitted shall be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid, and addressed as follows:

Director of Schools  
Cumberland County Board of Education  
368 4<sup>th</sup> Street  
Crossville, Tennessee 38555

Sheriff's Office  
90 Justice Center Drive  
Crossville, TN 38555

X. **GOOD FAITH:** The School Board, the Sheriff's Office and their respective representatives, agents and employees agree to cooperate in good faith in fulfilling the terms of this agreement. Unforeseen difficulties or questions will be resolved by negotiations between the Chair of the Board, the Director of Schools, the Sheriff or his respective designees

XI. **REPORTS** Any reports created will be shared between the parties in normal business-like manner upon the request of either party, subject to all applicable laws including the Federal Educational Rights and Privacy Act (FERPA).

XII. **GENERAL PROVISIONS**

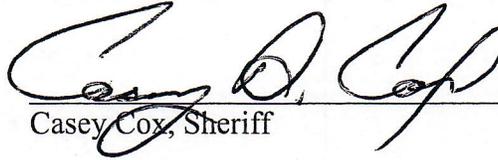
- A. The parties intend for this various provisions of this Agreement to be severable so that the invalidity, if any, of any one section (or more) shall not affect the validity of the remaining provisions or sections.
- B. The persons executing this Agreement hereby represent that they have authorization to sign on behalf of their respective entity to do so;
- C. This Agreement shall be governed and interpreted in accordance with the laws of the state of Tennessee.
- D. This Agreement represents the entire agreement of the parties and supercedes any verbal or written representations of, to or by the parties to each other.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly authorized officers.

This 21<sup>st</sup> day of June, 2019.

\_\_\_\_\_  
Janet Graham

Cumberland County Board of Education



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Casey Cox, Sheriff

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Teresa Boston  
Chairperson  
Cumberland County Board of Education

## **STUDENT INFORMATION SYSTEM ADMINISTRATOR**

### **Purpose Statement**

The job of Student Information System Administrator was established for the purpose/s of administering Skyward, the student information system; collaborating with a variety of parties for the purpose of providing and/or receiving information; documenting system components and user instructions; and serving as a technical advisor to staff and other district personnel.

This job reports to the Emergency Management, Safety, Truance and DHA Supervisor for the efficient and effective accomplishment of assigned tasks.

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### **Essential Functions**

- Administrates the district Student Information System, Skyward, for the purpose of ensuring an effective and efficient student information system.
- Collaborates with a variety of internal and external parties (e.g. programmers, other database administrators, users, state and/or federal agencies, etc.) for the purpose of providing and/or receiving information and ensuring project success.
- Coordinates databases activities (e.g. cataloging, procedures, access, rights, etc.) for the purpose of monitoring compliance with district policies and security procedures.
- Responsible for the investigation and informational support of the district's truant student population for use in local judicial branch proceedings.
- Designs a variety of databases (e.g. server configuration, security, disaster, recovery and backups, structures, logical data model, scripts and stored procedures, etc.) for the purpose of providing users with access to accurate data.
- Develops a variety of database support processes (e.g. tech standards, monitoring utilities, tuning methods, etc.) for the purpose of ensuring the stability and performance of production databases and the availability of stored data.
- Establishes environments for use in application software testing for the purpose of emulating production environments and ensuring that defined requirements meet expected functionality.
- Monitors database activities and performance. Oversees a variety of department activities, as assigned (e.g. database design, logical data modeling, performance, security, etc.) for the purpose of ensuring the security and reliable operation of district databases.
- Participates in meetings, workshops and/or training for the purpose of conveying and/or gathering information required to perform job functions.
- Prepares documentation (e.g. published standards, cumulative records, training material, etc.) for the purpose of documenting activities, providing written reference and/or conveying information.
- Recommends equipment, supplies and materials for the purpose of identifying required items to provide appropriate service.
- Responds to inquiries from a variety of sources (e.g. staff, administrators, school site personnel, patrons, outside vendors and service providers, etc.) for the purpose of providing technical assistance, advise and support.
- Serves as a technical resource to department and district staff for the purpose of providing information and/or advice regarding active or planned projects.
- Supports project operations (e.g. estimates of task deliverables, schedule updates, reporting status, etc.) for the purpose of ensuring that project objectives are achieved.
- Trains selected department personnel for the purpose of ensuring their ability to use new and/or existing databases and related software
- Troubleshoots malfunctions of database systems for the purpose of resolving operational issues and restoring services.

## **Other Functions**

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

## **Job Requirements: Minimum Qualifications**

### **Skills, Knowledge and Abilities**

SKILLS are required to perform multiple, highly complex, technical tasks with a need to periodically upgrade skills in order to meet changing job conditions. Specific skill-based competencies required to satisfactorily perform the functions of the job include: operating standard office equipment: planning and managing projects: preparing and maintaining accurate records; and utilizing pertinent software applications.

KNOWLEDGE is required to perform advanced math; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge-based competencies required to satisfactorily perform the functions of the job include: relational databases, record structures, media input and output devices: and current generation programming methodology including object based design, operating systems, protocols, and programming languages.

ABILITY is required to schedule activities and/or meetings: often gather, collate, and/or classify data; and consider a variety of factors when using equipment. Flexibility is required to work with others in a variety of circumstances: analyze data utilizing defined but different processes: and operate equipment using a variety of processes. Ability is also required to work with a wide diversity of individuals; work with data of varied types and/or purposes: and utilize a wide variety of types of job-related equipment. Problem solving is required to identify issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is significant. Specific ability-based competencies required to satisfactorily perform the functions of the job include: communicating with persons of varied technical knowledge and backgrounds; establishing and maintaining effective working relationships; working as part of a team: adapting to changing priorities: and applying logical processes and analytical skills.

### **Responsibility**

Responsibilities include: working independently under broad organizational guidelines to achieve unit objectives: leading, guiding, and/or coordinating others: and operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the organization's services.

### **Working Environment**

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling; some stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 80% sitting, 10% walking, and 10% standing. The job is performed under minimal temperature variations.

**Experience** - Job related experience within specialized field is required.

**Education** – Bachelors Degree in job related area

**Equivalency** - None Specified

**Requirement** – This is a certified position.

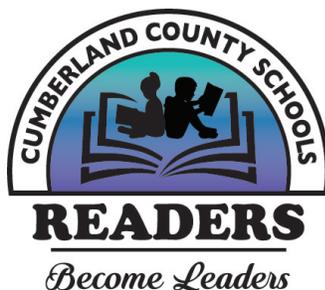
**Clearances** - Criminal justice finger prints / background check

**Continuing Education / Training** - None Specified

**FLSA Status** - Non Exempt

**Approved** -

*Mrs. Janet C. Graham  
Director of Schools*



*Mrs. Teresa Boston  
Board of Education Chair*

***Cumberland County Board of Education  
368 Fourth Street  
Crossville, TN 38555  
Phone: 931-484-6135  
Fax: 931-484-6491***

June 20, 2019

To: Dr. Rebecca Wood  
Fr: Bo Magnusson  
Re: DHA Board Members

Please approve the following individuals to serve on the Disciplinary Authority Board for the 2019-2020 school year.

Bo Magnusson, Chairman  
Dr. Rebecca Wood  
Dr. Kenna Inman  
Dr. Rebecca Farley  
Dr. Scott Maddox  
Mrs. Vicki Presson  
Mrs. Lisa Phillips



Jane Franklin <jfranklin@ccschools.k12tn.net>

## 2019 TSBA Fall District Meetings: Registration Details

1 message

TSBA <bmassey@tsba.net>  
Reply-To: TSBA <bmassey@tsba.net>  
To: jfranklin@ccschools.k12tn.net

Fri, Jun 14, 2019 at 9:59 AM

TSBA Fall District Meetings

Is this email not displaying correctly?  
View it in your browser.



TENNESSEE SCHOOL BOARDS ASSOCIATION

Fall District  
Meetings  
SEPTEMBER 2019

Each September, meetings are held in the nine state developmental districts to focus on legislative and legal issues and current education “hot” topics. This year’s program will provide school board members and superintendents an opportunity to discuss issues for the 2020 legislative session and resolutions for the TSBA Delegate Assembly and the impact district data such as poverty, opioid usage and single parent households have on our districts. We will also have time for your systems to share their success stories.

The event will conclude with a dinner recognizing school board members, a local school volunteer award finalist; and TSBA District Director elections for the Southeast, South Central, East and Upper Cumberland Districts will be held after the award ceremony.

For this year's agenda, [click here](#).

**Locations/Dates:**

Southeast - Sept. 3, 2019 - Bledsoe County  
South Central - Sept. 5, 2019 - Maury County  
Southwest - Sept. 12, 2019 - Decatur County  
Northeast - Sept. 16, 2019 - Johnson City  
East - Sept. 17, 2019 - Maryville City  
Upper Cumberland - Sept. 19, 2019 - Wilson County  
Delta - Sept. 23, 2019 - Germantown  
Northwest - Sept. 24, 2019 - Weakley County  
Mid Cumberland - Sept. 26, 2019 - Robertson County

**Registration Fee:**

\$60 per person. Registration must be received two weeks prior to the meeting.

For Online Registration, [click here](#).

Once registration has been confirmed, TSBA will send your system an invoice. Cancellations must be made in writing and emailed to the TSBA Registrar at [registrar@tsba.net](mailto:registrar@tsba.net) two weeks prior to the event to receive a refund.

For any registration questions, please contact the TSBA Registrar at [registrar@tsba.net](mailto:registrar@tsba.net) or by calling 615-815-3910.

Events powered by [EventBrite](#)

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You are receiving this email because you are a TSBA member or have been added to our directory list.

**Our mailing address is:**

TSBA  
525 Brick Church Park Dr  
Nashville, TN 37207-3219

[Add us to your address book](#)

[unsubscribe from this list](#) | [update subscription preferences](#)



## Fall District Meeting Agenda

- 4:30 p.m. Registration
- 5:00 p.m. Welcome TSBA District Director  
-Roll Call of Boards  
-100 % Boards  
-Introduction of Guests
- 5:10 p.m. Preparing For 2020 Legislative Session Ben Torres, TSBA  
Assistant Executive Director &  
General Counsel  
  
Garrett Knisley, TSBA  
Director of Government Relations  
& Legal Services
- 6:00 p.m. District Data And Its Impact on Dr. Tammy Grissom, TSBA  
Executive Director  
Public Schools  
*(Helping Boards Achieve Outcomes  
That Matter For Local Communities)*
- 6:30 p.m. Share the Success Session
- 6:45 p.m. Dinner  
• Student Recognition Award  
• School Volunteer Recognition Award  
• Levels I, II, III and IV Boardmanship Awards  
• Recognition of Boards of Distinction  
and Master School Board Members  
• District Director Elections in Southeast,  
South Central, East and Upper Cumberland districts
- 7:40 p.m. Wrap up and Evaluations
- 7:45 p.m. Adjourn

Cumberland County Board of Education

2018-2019 Annual Planning Calendar

JULY

- Summer Law Institute
- Approval of Members 6.317
- Appoint System Testing Coordinator
- Orientation for New Teachers
- Field Trip Approval
- Contracts – School Vendors
- PIRS Personal Report Submit to State+

AUGUST

- Service Celebration (Convocation)
- Professional Achievement Celebration (Convocation)
- New Teacher Celebration and Orientation
- Retirement Celebration
- Apply for Grants FRC, CSH, and SS
- New Board Member In-service

SEPTEMBER

- Election of Officers
- Appointment of TLN Representative 1.105
- Appoint Committees 1.300
- Accountability Presentation
- Approval of Compliance Report
- Fall District Meeting
- TSBA Boardmanship Code of Ethics

OCTOBER

- Student Activity Finds Audit Report 2.900
- School Compliance Document

NOVEMBER

- Annual Notification of Student Rights 6.601
- Food Service Report 3.500
- Financial Report for Last Fiscal Year 2.701
- TSBA Leadership Conference/Annual Conference
- School/System Report Card
- Salary and Benefit Review Task Force
- TASBO

DECEMBER

- Budget Preparation Calendar 2.200
- Distribute Budget Requests to Staff

JANUARY

- State Financial Audit Review
- Prioritize Budget Request
- Insurance Benefits Review
- Tenure Teacher Election and Celebration
- BOE Retreat – Annual Review of Strategic Plan
- Strategic Plan Update

FEBRUARY

- Day on the Hill
- Safety committee 3.201
- Budget Preparation

MARCH

- Certification of Textbook Adoptions 4.401
- Budget Preparation

APRIL

- Budget Preparation
- Present Preliminary Budget
- Director’s Community Advisory Luncheon
- Teacher and Principal of the Year Celebration
- District Solutions Bus Advertising Contract

MAY

- Employee Non-Rehire Notification
- Approval Facilities Use Fees 3.206
- Submit Budget
- Director of Schools Evaluation
- Approval of Travel Compensation Rates 2.804
- Review Attorney Contract (bi-annually)
- Review SRO Contracts
- Approval of District Compensation Plan
- Coordinated School Health Report
- Adopt Insurance Benefits
- Strategic Compensation Plan Approval

JUNE

- Non-Rehire/Tenure Notifications 5.201
- Approve Annual Budget 2.200
- Budget Public Forum
- Submit Budget to County Government
- Federal Consolidated Plans (ESSA, IDEA, CTE, VPK, Homeless, 21<sup>st</sup> CCLC, Read to be Ready)
- DHA Report
- Submit Salary Scales for Approval
- MOU for County Sherriff and City Police

ON GOING

- Attendance Monthly Report
- Financial Monthly Report
- Maintain Board of Distinction
- Policy Review and Update
- Monitor School Zones
- School Visits
- Administrative Evaluations
- Employee Advisory Council
- Student Advisory Council
- Monthly Administrative Meetings
- Personnel Report

WORK SESSIONS OR RETREAT TOPICS

- School System Report Card
- Coordinated School Health
- Facility Planning
- 5-year Capital Improvement Plan
- Salary and Benefits Review

- Pending Task
- Initiated Task
- Completed Task
- Disregard Task

Cumberland County Board of Education  
2018-2019 Annual Planning Calendar

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Principal's Meeting  
June 4, 2019

Scott Maddox  
Jennifer Magnusson  
Angela Randolph  
Christie VanWinkle  
Stephanie Barnes  
Stephanie Speich

Debby Beaty  
Marlene Holton  
Candace Cook  
Darrell Threet  
Jon Hall  
Missy Carter

General Sessions

**Director of Schools, Mrs. Janet Graham**

Resource Officers are paid by writing checks directly to them. They are not our employees.

Make sure all employees sign a Confidentiality Statement and keep on hand. We all need to be aware and cautious of discussing any of the children.

**Dr. Rebecca Wood- CAO**

- Input on three question to improve on: (Collected at the end of the meeting)
  1. Ideas of topics that would be helpful to the during their Extra Sessions.
  2. What could we do to make site visits better for you?
  3. Any thought on things we can do to make your evaluations more meaningful to you, without causing more work for you.
- Field Trip Approval – I've met with the elementary school teachers and went over the entire list to remove any questions that are no longer needed. Mrs. Presson and Mrs. Barnes are checking the High School list to update it.
- SWD Document has been revised. I will send it out to you and we will discuss it more at the July meeting.
- Team Recertification - You do have do the module first and you do have to write.
- TN Compass – Finish observations and professionalism scoring. Make sure you have clicked complete on all your observations. I've noticed some are not complete.
- Convocation Door Prizes – If you have not already submitted your convocation door prizes please go ahead and do so. Convocation will be half a day at SMHS and then meet at individual schools after lunch for the remainder of the day.
- Educator Survey Results – I will be sending them out to you. They are quite lengthy.
- 2019-2020 Assessment Calendar – I will sent it out in electronic format. The dates have been set for Star screenings and dates chosen for ACT.
- Planbook.com accounts – If you have not done so already check Planbook accounts to make sure all are viable. Send any changes to me by next week.
- Professional Development Money – The money will be divided as it was last year. Mr. Farley has scheduled a library Inservice that will be available. Follett has made changes and will not look the same as it did before. Also, with professional

development money, you have one thousand dollars for you to attend a conference this year.

- Out of Zone – Out of zone will be processed soon. You will make the initial calls to inform them of the decision. I will be glad to step in if they have any other questions about it. Great notes were made by you this year.

#### **Dr. Rebecca Farley – PreK – 8<sup>th</sup> Grade Supervisor**

- Third grade teachers additions.
- All 12 Prek classes are funded for next year.
- There is an Inservice for all PreK teachers and Admin. On 6/6.

#### **Chris King / Leslie Eldridge – CTE and 9-12 Supervisor**

- Met with the High School Principal's earlier. Let me know if you have any CTE middle school program concerns after your visit last Thursday.

#### **Mrs. Vickie Presson – SPED Supervisor**

RTI

- Cancelled: The RTI Team meeting to Tullahoma for State Meeting.

SPED

- July 31 – Full Sped Teacher Meeting at SMHS 1:00 to 3:00  
(New paperwork and list)
- August 1 – Speech Teachers will meet at Central 8:00 to 3:00 for Inservice  
(New meeting expectations and IEP Process)
- August 2 – Full Sped Teacher Meeting Art Circle Library 12:30 to 3:00  
(IEP Process and State Monitoring)
- 100% of all teachers contacted SPED Central to check out.
- Inventory – Any item retired SPED must be brought to SPED Central prior to approval to retire.
- All Red Stop Signs have been resolved.

504

- All Red Stop Signs have been resolved.

#### **Mr. Dan Schlafer – Federal Programs**

- Title I Compliance
  - Updated currently funded Federal Programs
  - FY20 Consolidated Funding Application status rep
- ESSA Title IX Homeless Compliance
  - Grant for the Title IX has been approved for next year.
- OCR Bullying and Compliance Report

- Thank you all for submitting your FY19 Civil Rights Bullying Complaint Data to Bo Magnusson.
- Read to be Ready Summer Grant Program Facts
  - 90,000 Grant
  - Serves 90 At Risk Readers
  - Held at four sites (COES, HES, NCES, PHES)

**Dr. Ina Maxwell – Title III Director/ ESL Supervisor**

Dates to Remember:

- June 14 – Morning Session will be “All things ESL”
- July 23 – NEW Hire Inservice – Central Services 8:00 to 3:00
- August 2 – Registration Help for our families that are requiring English.

General Points of Discussion:

- New Hires – Please have them contact me regarding their Inservice needs.
- Please include your ESL teacher in class list preparation. Remember that limited English language proficiency does not indicate limited knowledge levels.
- ESL teachers are required to present a WIDA standards training either in August or September to your certified staff.

**Bo Magnusson – Emergency Management/ Safety**

- I’ve worked closely with each and every one of you this year. If there is anything I can do I’m always here to help.

## Personnel

May 2019

### Certified:

1. Accepted resignation from Savannah Brown, teacher at Stone Elementary, effective 5/31/19.
2. Hired Eric Belew, PE teacher at CCHS, replacing Marty Davis, effective 5/31/19.
3. Accepted retirement from Robin Inman, teacher at South Cumberland Elementary, effective 6/30/19.
4. Accepted resignation from Jesse Inman, SPED teacher at SMHS, effective 6/30/19.
5. Accepted resignation from Taylor Hale, teacher at Pleasant Hill Elementary, effective 5/31/19.
6. Accepted resignation from Deborah Lanier teacher at Pleasant Hill Elementary, effective 5/31/19.
7. Accepted resignation from John Demerdjian teacher at Pleasant Hill Elementary, effective 5/31/19.
8. Accepted resignation from Tiffany Ridley, teacher at Stone Elementary, effective 5/31/19.
9. Hired Kalinda Buck, Guidance Counselor at CCHS, replacing Barbara Bridges, effective 7/30/19.
10. Hired Maegan Margh, SLPA system wide, replacing Siericia Seiber, effective 8/1/19.
11. Accepted retirement from Laura Brock, SPED teacher at Stone Elementary, effective 5/31/19.
12. Hired Jennifer Asberry, teacher at Homestead Elementary, replacing Addie Cook, effective 7/30/19.
13. Hired Kayla Patterson, teacher at North Cumberland Elementary, replacing Stephanie Roberts, effective 7/30/19.
14. Accepted retirement from Dan Schlafer, Federal Programs Supervisor, effective 6/30/19.
15. Hired Shaun Hinds, English Teacher at SMHS, effective 7/30/19

### Non-Certified:

1. Accepted resignation from Jackie Dunn Pre K Teacher Assistant at Crab Orchard Elementary, effective 5/31/19.
2. Hired Brandy Alley, Assistant Principal Secretary at CCHS, replacing Cheryl Threet, effective 7/30/19.
3. Hired Johnny Bass, Custodian at Phoenix High School, replacing Billy Dodd, effective 7/1/19.
4. Hired Angela Mifflin, custodian at Martin Elementary, replacing Johnny Bass, effective 7/8/19.
5. Hired Gene Johnson, Custodian at North Cumberland Elementary, replacing Ronnie Wilson, effective 7/23/19.
6. Accepted resignation from Lori Overly, custodian at CCHS, effective 5/31/19.

### Maintenance/Transportation

1. Resigned Glen Crowe, Bus Drive effective 5/23/19.

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Interscholastic Athletics</b>	Descriptor Code: <b>4.301</b>	Issued Date: <b>02/23/17</b>
		Rescinds: <b>4.301</b>	Issued: <b>04/28/11</b>

1 No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of,  
2 be treated differently from another person or otherwise be discriminated against in any athletic  
3 program of the school. Equal athletic opportunities shall be provided for members of both sexes.<sup>1</sup>

4 Interscholastic athletics shall be administered as a part of the regular school program and shall be  
5 the principal's responsibility. Principals shall ensure that school regulations regarding participation in  
6 a sport are reasonable. Athletic schedules shall be filed in each school principal's office. The  
7 principal or his/ her designee must accompany an athletic team on trips. Transportation of teams  
8 to athletic games is approved by the Board, provided the team's school reimburses the Board for  
9 mileage.

10 Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and  
11 control of [High School](#) athletics.<sup>2</sup>

12 [The Cumberland County Schools Athletic manual shall regulate the operation and control of Middle  
13 School and Elementary Athletics.](#)

14 In the event that the school's insurance provider does not extend coverage to an athlete, that athlete  
15 must provide proof of independently secured catastrophic coverage and liability coverage, with  
16 the school system as a named insured, of not less than the limits set forth in TCA § 29-20-403.

17 Prior to participation in interscholastic athletics, every student must complete an annual physical  
18 examination.<sup>3</sup> The parents/guardians of each student shall be responsible for covering the cost of  
19 the examination, and these records shall be on file in the principal's office. It shall be the  
20 responsibility of the parent(s) or guardian to provide health and hospitalization insurance for all  
21 students participating in interscholastic athletics.

22 In order to create a drug-free educational and athletic environment and to limit the potential liability  
23 for the schools as a result of injury or health problems arising from substance abuse, the Board  
24 authorized drug testing for students who participate in extracurricular activities.

25 Randomly, throughout the school year, mandatory substance screening will be required for  
26 students in grades 7-12 who desire to participate in extracurricular activities. The drug testing program  
27 is not punitive, but is designed to create a safe, drug-free environment for students involved in  
28 extracurricular activities and assist them in getting help when needed.

29 No principal or teacher of any school under the control of the Board shall dismiss his/her school or

- 1 any group of students for the purpose of attending the practice of any interscholastic sport during  
2 the school day without written permission from the Board. This does not prevent the inclusion of  
3 regular physical training lessons in the daily school program.<sup>4</sup>  
4 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone or  
5 tolerate hazing activities.<sup>5</sup>

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Legal References

1. 34 CFR § 106.41
2. TRR/MS 0520-01-02-.08(1)
3. TRR/MS 0520-01-03-.08(2)(b)
4. TCA 49-6-1002
5. TCA 49-2-120

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Cross References

Extracurricular Activity Drug Testing 6.3071

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Personal and Professional Leave</b>	Descriptor Code: <b>5.303</b>	Issued Date: <b>01/24/19</b>
		Rescinds:	Issued: <b>06/06/13</b>

1 Personal and professional leave shall be granted in accordance with laws of the State of Tennessee, the  
2 rules and regulations of the State Board of Education and the policy and benefit schedules of the  
3 Cumberland County Board of Education.

4 Certified employees shall earn personal leave at the rate of one (1) day for each half-year employed for  
5 a total of two (2) days per year. Any personal leave remaining unused at the end of a year from this  
6 allocation shall be credited to sick leave.

7 Certified employees may convert existing accumulated sick days into additional personal days based  
8 on the following years of service to Cumberland County Schools:

9 10 - 15 years = 1 additional day

10 16 – 24 years = 2 additional days

11 25 + years = 3 additional days

12 In addition, certified employees who have utilized five (5) or fewer sick days in the previous calendar  
13 school year and have exhausted personal leave for the current calendar school year (July 1<sup>st</sup> through  
14 June 30<sup>th</sup>) may petition their principal or supervisor to convert sick days from the current calendar year  
15 (July 1 through June 30<sup>th</sup>) into additional personal days not to exceed a total of three converted days for  
16 a total of five (5) personal days annually

17 Certified supervisors who accrue more than two (2) annual personal days (per a board approved benefit  
18 schedule) may carry over five (5) days per year. As of July 1, all accrued personal days in excess of  
19 five (5) will be lost without compensation. A maximum of ten (10) days of personal leave may be  
20 compensated upon termination of employment of these supervisors.

21 Non-certified employees shall earn personal leave based on their job assignment, longevity, and  
22 number of annual workdays. A carryover of five (5) days per year is authorized. As of July 1, all  
23 accrued personal days in excess of five (5) ~~will be lost without compensation~~ will be converted to sick  
24 days. A maximum of ten (10) days of personal leave may be compensated upon termination of  
25 employment for non-certified employees.

26 If, at the termination of employment, any employee has been absent for more days than leave has been  
27 earned, an amount sufficient to cover the excess days used shall be deducted from the employee's final  
28 salary payment.

29

30

- 1 Subject to the following conditions, personal leave may be taken at the discretion of the employee:
- 2 1) Except in emergency, each employee shall give the principal/supervisor at least two days' notice in  
3 writing of intent to take leave;
- 4
- 5 2) The approval of the principal/supervisor of the school shall be required:<sup>2</sup>
- 6
- 7 a) If more than ten (10) percent of the teachers in any given school request its use on the same  
8 day;
- 9 b) If requested during any prior established student examination period;
- 10 c) If requested on the day immediately preceding or following a holiday or vacation period.
- 11 3. The converted personal days will not be approved for:
- 12 a) Extension of scheduled breaks
- 13 b) The first or last week of school
- 14 c) Scheduled testing dates.

15 Professional leave is a short, temporary absence for the purpose of attending workshops and other  
16 meetings relating to school business or serving on boards and commissions which meet during daytime  
17 hours when appointed by the mayor, city council, executive or county commission.<sup>3</sup>

18

19 \_\_\_\_\_  
Legal Reference:

\_\_\_\_\_   
Cross References

20 1. TCA 49-5-711 (a) TRR/MS 0520-01-01.04(3)

21 2. TCA 49-5-711©(1)

22 3. TCA 49-5-205

23

24

25

26

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Long-Term Leave of Absence for Professional Personnel</b>	Descriptor Code: <b>5.304</b>	Issued Date: <b>05/25/17</b>
		Rescinds: <b>5.304</b>	Issued: <b>05/23/13</b>

1 Any person holding a position requiring a license to teach shall be granted leave for military  
2 service, legislative service, maternity, adoption, recuperation of health, **or visitation of a spouse,**  
3 **child, or parent deployed for military duty out of the country who has been granted rest**  
4 **and recuperation leave. Such personnel may be granted leave for** educational  
5 improvements, or other sufficient reasons **as determined by the Director of Schools. If granted, such**  
6 **leave shall not result in the forfeiture of** **without loss of** accumulated leave credits, **tenure status,** or  
7 other fringe benefits.<sup>1</sup>

8 All leaves shall be requested in writing at least thirty (30) days in advance on forms provided by  
9 the director of schools. The 30-day notice may be waived or reduced by the director of schools  
10 upon submission of a certified statement by a physician. The application for leave forms shall  
11 require:

- 12 • A description of the type of leave requested;
- 13 • The requested dates for beginning and ending the leave; and
- 14 • A statement of intent to return to the position from which leave is granted.<sup>1</sup>

15 Each request for leave must be acted upon by the Director of Schools within fifteen (15) days. Each  
16 applicant shall be notified in writing of the action of the director and the beginning and ending dates  
17 of the leave which is granted.<sup>2</sup> All leaves, except military leave, shall be from a specific date to a  
18 specific date. However, any leave may be extended by the director of schools upon written request  
19 from the teacher. Military leave shall be granted for whatever period may be required. The  
20 procedure and condition for extending a leave are the same as those used when originally  
21 requesting and granting the leave.

22 Leave to visit a spouse, child, or parent deployed for military duty out of the country who has been  
23 granted rest and recuperation leave shall be granted for no longer than ten (10) days.<sup>3</sup>

24 Positions vacated for less than twelve (12) months by teachers on leave shall be filled with an  
25 interim teacher while the teacher is on leave. If the teacher returns from leave within 12 months,  
26 the interim teacher shall relinquish the position. If the leave exceeds twelve (12) months, the  
27 teacher shall be placed in the same or a comparable position upon return.<sup>4</sup>

28 Part-time leaves may be granted by the director of schools upon written request for the same  
29 conditions as for full-time leave.

1 Any teacher on leave shall notify the director of schools at least thirty (30) days prior to the date  
2 of return if the teacher does not intend to return to the position from which he/she is on leave.  
3 Failure to give such notice shall be considered breach of contract.<sup>5</sup>

#### 4 **RESTRICTIONS**

5 The director may require that a request for leave be supported by certification issued by a health  
6 care provider with the following information:

- 7 • the date on which the serious health condition commenced;
- 8 • the probable duration of the condition;
- 9 • the appropriate medical facts within the knowledge of the health care provider  
10 regarding the condition; and
- 11 • a statement that the eligible employee is needed to care for the son, daughter, spouse, or  
12 parent and an estimate of the amount of time that such employee is needed.

13 If there is any reason to doubt the validity of the certification provided, the director may require, at  
14 the expense of the school system, an opinion of a second health provider.

#### 15 **PAY AND BENEFITS**

16 All leave granted in conformance with this policy shall be without pay except as may be covered by  
17 sick leave in the case of maternity and recuperative leaves. Employees shall have the opportunity to  
18 continue participation, at their own expense, in group insurance plans subject to restrictions of the  
19 insuring carrier.

20 Employees who take leave under the provisions of the Family Medical Leave Act (FMLA) shall have  
21 the same portion of their insurance premiums paid by the Board as is paid for active employees. This  
22 leave is limited to twelve (12) weeks and subject to the restrictions and conditions of the Family and  
23 Medical Leave Act.

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#### Legal References

1. TCA 49-5-702
2. TCA 49-5-703
3. TCA 49-5-704
4. TCA 49-5-705
5. TCA 49-5-706

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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

# Cumberland County Board of Education

## SUMMARY FINANCIAL STATEMENT May 31, 2019

### 141 GENERAL PURPOSE SCHOOL FUND

#### ACCT. DESCRIPTION

	Budget	Actual May	Total YTD	% of Budget
<b>REVENUES</b>				
40110 Current Property Tax	\$ 8,912,184	\$ 35,821	\$ 9,025,001	101%
40120 Trustee's Collections - Prior Year	\$ 160,000	\$ (209)	\$ 195,439	122%
40130 Cir Clk/Clk & Master Coll. Pr. Yr.	\$ 120,000	\$ 15,480	\$ 87,427	73%
40140 Interest and Penalty	\$ 107,000	\$ 9,666	\$ 75,744	71%
40162 Payments in Lieu of Taxes - Utilities	\$ -	\$ -	\$ -	0%
40210 Local Option Sales Tax	\$ 9,366,621	\$ 815,144	\$ 7,982,564	85%
40270 Business Tax	\$ 4,700	\$ 247	\$ 3,531	75%
40275 Mixed Drink Sales	\$ 46,000	\$ 3,715	\$ 38,388	83%
43517 Tuition - Other	\$ 150,000	\$ 18,224	\$ 124,403	83%
43570 Receipts from Individual Schools	\$ 45,000	\$ 490	\$ 59,952	133%
43990 Other Charges for Services Dual Credit	\$ 26,000	\$ 129	\$ 23,324	90%
44120 Lease/Rentals	\$ 12,000	\$ 1,448	\$ 8,348	70%
44145 Sale of Surplus Materials	\$ 2,000	\$ 231	\$ 2,730	137%
44146 E-rate (phone)	\$ 15,000	\$ 15,581	\$ 15,581	104%
44160 Retirees' Insurance Payments	\$ 200	\$ -	\$ -	0%
44170 Miscellaneous Refunds	\$ 146,139	\$ 38,478	\$ 222,853	152%
44560 Damages Recovered from Individuals	\$ 250	\$ 25	\$ 340	136%
44570 Contributions and Gifts	\$ 19,495	\$ -	\$ 10,012	51%
44990 Other Local Revenue	\$ 13,500	\$ 1,521	\$ 15,251	113%
46511 Basic Education Program	\$ 33,373,000	\$ -	\$ 30,072,600	90%
46515 Early Childhood Education	\$ 1,068,265	\$ 291,150	\$ 736,186	69%
46590 Other State Education Funds	\$ 614,000	\$ -	\$ 537,323	88%
46591 Coordinated School Health	\$ 100,000	\$ 14,392	\$ 72,246	72%
46594 Family Resource Centers	\$ 29,611	\$ 528	\$ 29,612	100%
46610 Career Ladder Program	\$ 150,000	\$ 72,933	\$ 165,544	110%
46980 Other State Grants (transfer only)	\$ -	\$ -	\$ -	
46981 Safe Schools	\$ 235,610	\$ 89,022	\$ 131,664	56%
47143 Education of the Handicapped Act	\$ 50,000	\$ -	\$ -	0%
48130 Contributions from Commission	\$ -	\$ -	\$ -	0%
48610 Donations	\$ 17,650	\$ -	\$ 1,750	10%
49700 Insurance Recovery	\$ -	\$ 60,527	\$ 60,527	
49800 Operating Transfers	\$ -	\$ -	\$ -	0%
<b>Total Revenues</b>	<b>\$ 54,784,225</b>	<b>\$ 1,484,542</b>	<b>\$ 49,698,339</b>	<b>91%</b>

<b>EXPENDITURES</b>	<b>Budget</b>	<b>Actual May</b>	<b>Total YTD</b>	<b>% of Budget</b>
71100 Regular Instruction Program	\$ 26,333,922	\$ 2,211,390	\$ 21,117,780	80%
71150 Alternate Instruction Program	\$ 150,045	\$ 12,795	\$ 132,230	88%
71200 Special Education Program	\$ 3,195,315	\$ 246,806	\$ 2,474,030	77%
71300 Vocational Education Program	\$ 3,329,451	\$ 264,291	\$ 2,641,906	79%
71400 Student Body Education Program	\$ 457,307	\$ 85,467	\$ 418,334	91%
72110 Attendance	\$ 72,957	\$ 6,807	\$ 67,328	92%
72120 Health Services	\$ 558,339	\$ 44,595	\$ 454,007	81%
72130 Other Student Support	\$ 1,470,526	\$ 116,414	\$ 1,163,664	79%
72210 Regular Instruction Program	\$ 1,245,287	\$ 81,184	\$ 1,003,403	81%
72220 Special Education Program	\$ 573,974	\$ 11,439	\$ 468,878	82%
72230 Vocational Education Program	\$ 374,211	\$ 28,449	\$ 311,322	83%
72250 Technology	\$ 1,346,396	\$ 56,472	\$ 1,154,534	86%
72310 Board of Education	\$ 1,134,111	\$ 49,252	\$ 1,027,603	91%
72320 Office of the Director	\$ 277,831	\$ 19,361	\$ 236,626	85%
72410 Office of the Principal	\$ 3,698,058	\$ 309,990	\$ 3,150,919	85%
72510 Fiscal Services	\$ 140,763	\$ 11,516	\$ 129,493	92%
72520 Human Services/Personnel	\$ 152,639	\$ 9,207	\$ 113,782	75%
72610 Operation of Plant	\$ 5,054,132	\$ 334,606	\$ 4,305,927	85%
72620 Maintenance of Plant	\$ 2,848,903	\$ 135,278	\$ 1,627,666	57%
72710 Transportation	\$ 2,800,835	\$ 247,368	\$ 2,172,565	78%
73300 Community Services	\$ 215,153	\$ 14,557	\$ 164,387	76%
73400 Pre School	\$ 1,150,094	\$ 91,230	\$ 934,672	81%
76100 Regular Capital Outlay	\$ 647,920	\$ 906	\$ 86,882	13%
82130 Debt Services Principal	\$ 266,936	\$ -	\$ 260,984	98%
82230 Debt Services Interest	\$ 31,944	\$ -	\$ 31,944	100%
99100 Transfers Out	\$ 750,000	\$ -	\$ -	0%
<b>TOTAL</b>	<b>\$ 58,277,049</b>	<b>\$ 4,389,377</b>	<b>\$ 45,650,868</b>	<b>78%</b>

**Cumberland County, Tennessee  
Local Option Sales Tax Collections  
General Purpose School Fund  
FY 2018-2019**

Month	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19		Difference	%
	Actual	Actual	Actual	Actual	Actual	Budget	Actual		
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
August	\$ 719,997	\$ 724,425	\$ 784,664	\$ 832,668	\$ 801,418	\$ 819,450	\$ 838,289	\$ 18,839	2.30%
September	\$ 671,195	\$ 699,834	\$ 742,733	\$ 749,552	\$ 780,570	\$ 798,133	\$ 819,089	\$ 20,956	2.63%
October	\$ 678,338	\$ 684,387	\$ 726,134	\$ 749,729	\$ 765,307	\$ 782,526	\$ 825,937	\$ 43,411	5.55%
November	\$ 675,832	\$ 692,100	\$ 748,454	\$ 782,832	\$ 779,901	\$ 797,449	\$ 787,757	\$ (9,692)	-1.22%
December	\$ 660,149	\$ 677,375	\$ 721,045	\$ 722,096	\$ 732,522	\$ 749,004	\$ 806,666	\$ 57,662	7.70%
January	\$ 623,005	\$ 626,330	\$ 691,454	\$ 706,017	\$ 751,619	\$ 768,530	\$ 779,663	\$ 11,132	1.45%
February	\$ 782,578	\$ 825,196	\$ 905,935	\$ 899,662	\$ 898,277	\$ 918,488	\$ 942,493	\$ 24,005	2.61%
March	\$ 505,065	\$ 559,257	\$ 568,646	\$ 616,158	\$ 643,613	\$ 658,094	\$ 676,708	\$ 18,614	2.83%
April	\$ 571,347	\$ 543,991	\$ 613,870	\$ 569,641	\$ 652,075	\$ 666,747	\$ 690,817	\$ 24,070	3.61%
May	\$ 658,247	\$ 692,971	\$ 739,143	\$ 750,813	\$ 781,890	\$ 799,483	\$ 815,144	\$ 15,661	1.96%
June	\$ 641,014	\$ 709,961	\$ 710,731	\$ 739,433	\$ 758,856	\$ 775,930	\$ 825,043	\$ 49,113	6.33%
July Accrual	\$ 699,361	\$ 750,543	\$ 752,607	\$ 760,924	\$ 814,461	\$ 832,786			
<b>Total</b>	<b>\$ 7,886,128</b>	<b>\$ 8,186,370</b>	<b>\$ 8,705,416</b>	<b>\$ 8,879,526</b>	<b>\$ 9,160,509</b>	<b>\$ 9,366,621</b>	<b>\$ 8,807,606</b>	<b>\$ 273,772</b>	

**CUMBERLAND COUNTY BOARD OF EDUCATION  
NON-CERTIFIED Payscale**

2019-2020

Year	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
0	8.57	8.68	8.86	9.14	10.90	9.72	11.40	12.00	12.74	11.60	9.08	9.19	9.56	10.90	12.19	13.14	45.94	15.59
1	8.83	8.94	9.13	9.42	11.22	10.00	11.75	12.35	13.12	11.94	9.36	9.47	9.85	11.22	12.55	13.54	47.31	16.06
2	9.09	9.22	9.40	9.69	11.57	10.30	12.10	12.73	13.52	12.31	9.64	9.75	10.14	11.57	12.93	13.94	48.73	16.55
3	9.37	9.49	9.68	9.98	11.91	10.61	12.45	13.11	13.93	12.68	9.93	10.05	10.45	11.91	13.32	14.36	50.20	17.04
4	9.65	9.77	9.97	10.28	12.27	10.94	12.83	13.51	14.34	13.05	10.23	10.35	10.76	12.27	13.72	14.79	51.70	17.55
5	9.94	10.07	10.27	10.59	12.64	11.67	13.22	13.91	14.77	13.45	10.53	10.66	11.08	12.64	14.13	15.24	53.26	18.08
6	10.24	10.37	10.58	10.91	13.02	11.60	13.61	14.33	15.22	13.85	10.81	10.98	11.41	13.02	14.55	15.69	54.85	18.62
7	10.55	10.68	10.90	11.23	13.41	11.94	14.02	14.76	15.67	14.26	11.17	11.31	11.76	13.41	14.99	16.16	56.50	19.18
8	10.86	11.00	11.22	11.58	13.81	12.31	14.44	15.21	16.15	14.70	11.50	11.65	12.11	13.81	15.44	16.65	58.19	19.75
9	11.19	11.33	11.57	11.92	14.23	12.68	14.87	15.66	16.62	15.14	11.86	12.00	12.48	14.23	15.90	17.15	59.93	20.35
10	11.52	11.67	11.91	12.28	14.65	13.05	15.33	16.13	17.12	15.59	12.21	12.35	12.84	14.65	16.38	17.67	61.74	20.96
11	11.87	12.02	12.27	12.65	15.09	13.45	15.78	16.61	17.63	16.06	12.58	12.73	13.23	15.09	16.87	18.19	63.58	21.58
12	12.22	12.38	12.63	13.03	15.55	13.85	16.26	17.11	18.17	16.54	12.95	13.11	13.63	15.55	17.38	18.74	65.50	22.24
13	12.59	12.75	13.01	13.42	16.01	14.26	16.75	17.62	18.71	17.04	13.34	13.50	14.04	16.01	17.90	19.30	67.46	22.90
14	12.96	13.13	13.41	13.82	16.49	14.70	17.25	18.16	19.28	17.55	13.74	13.91	14.46	16.49	18.43	19.87	69.48	23.59
15	13.35	13.53	13.81	14.24	16.98	15.14	17.77	18.70	19.85	18.08	14.15	14.33	14.89	16.98	18.99	20.47	71.57	24.30
16	13.75	13.93	14.22	14.66	17.49	15.59	18.30	19.25	20.45	18.62	14.57	14.75	15.34	17.49	19.56	21.09	73.72	25.02
17	13.90	14.07	14.36	14.82	17.67	15.75	18.48	19.45	20.65	18.80	14.72	14.91	15.49	17.67	19.75	21.31	74.45	25.28
18	14.03	14.22	14.51	14.96	17.84	15.90	18.67	19.64	20.86	18.99	14.87	15.05	15.65	17.84	19.95	21.52	75.19	25.53
19	14.17	14.36	14.65	15.11	18.02	16.06	18.85	19.84	21.07	19.18	15.02	15.21	15.80	18.02	20.15	21.73	75.95	25.79
20	14.32	14.51	14.79	15.26	18.20	16.23	19.04	20.04	21.28	19.38	15.17	15.35	15.96	18.20	20.35	21.95	76.71	26.04
21	14.46	14.65	14.95	15.42	18.39	16.38	19.23	20.24	21.49	19.56	15.32	15.50	16.13	18.39	20.56	22.17	77.48	26.30
22	14.61	14.79	15.09	15.57	18.57	16.55	19.42	20.44	21.70	19.76	15.47	15.66	16.28	18.57	20.76	22.39	78.26	26.56
23	14.75	14.94	15.25	15.73	18.75	16.71	19.62	20.65	21.93	19.96	15.63	15.82	16.45	18.75	20.97	22.61	79.03	26.83
24	14.89	15.09	15.39	15.88	18.94	16.88	19.81	20.85	22.15	20.16	15.78	15.98	16.61	18.94	21.18	22.84	79.82	27.09
25	15.05	15.24	15.55	16.04	19.13	17.05	20.01	21.06	22.37	20.36	15.94	16.14	16.78	19.13	21.39	23.07	80.62	27.37
26	15.19	15.39	15.70	16.20	19.32	17.22	20.21	21.27	22.59	20.56	16.10	16.29	16.95	19.32	21.60	23.30	81.43	27.64

**Longevity Pay**  
Existing pay scale 3% step each year up to 16th year, 1% step plus longevity thereafter. Longevity paid end of first semester.  
16-20 years = additional 3% of total salary  
21-25 years = 3.5% of total salary  
26+ = 4% of total salary

**Substitute Pay**  
Non-certified substitute teachers = \$60.00 per day  
Certified substitute teachers = \$70.00 per day  
Substitute bus drivers (Q) = \$42.25 per day  
Substitute nurses = \$90.00 per day

**Definitions:**

- A Teachers asst., CCQCP, bus attd., non-cert PreK
  - B Sped teacher asst. & alt. sch. asst.
  - C CDC/PreK CDA teacher asst./CCQCP Site Directors
  - D Custodian, mower
  - E Maintenance-custodian
  - F Fuel person/mechanic
  - G Interpreter, translator
  - H LPN, mechanic
  - I Technician
  - J Maintenance
  - K School secretary
  - L School bookkeeper/School Attd. Clerk
  - M Admin. clerk (secretarial duties)
  - N Admin. sec. (Recept., Dept. sec. with some bookkeeping duties)
  - O Admin. asst./Dept. sec. with primary duty as bookkeeper
  - P Executive Assistant
  - Q Bus Driver (daily rate)
  - R Licensed HVAC, plumber, electrician, technician
- M, N, O, P & R are Central Office positions*

NON-CERTIFIED SUPERVISOR AND SAFE SCHOOL COUNSELOR SALARY SCHEDULES

Years	Safe School Counselor (System-wide)	Non-Certified Supervisor
	200 day work year	260 day work year
0	38,437.50	35,544.49
1	38,821.88	36,610.06
2	39,210.09	37,708.26
3	39,602.19	38,841.79
4	39,998.22	40,005.22
5	40,398.20	41,203.99
6	40,802.18	42,443.54
7	41,210.20	43,715.70
8	41,622.30	45,025.92
9	42,038.53	46,376.92
10	42,458.91	47,768.69
11	42,883.50	48,722.81
12	43,312.34	49,695.96
13	43,745.46	50,690.86
14	44,182.92	51,707.50
15	44,624.74	52,737.74
16	45,070.99	53,795.16
17	45,521.70	54,868.89
18	45,976.92	55,967.08
19	46,436.69	57,087.02
20	46,901.05	58,228.70
21	47,370.07	59,392.14
22	47,843.77	60,580.03
23	48,322.20	61,792.40
24	48,805.43	63,029.22
25	49,293.48	64,290.51

Supervisor Longevity:	
16-20 years	3%
21-25 years	3.50%
26 + years	4%

Note 1: Master's degree required for Safe School Counselor position.

Note 2: Lead Safe School Counselor receives additional \$3,000 supplement and is eligible for Supervisor Longevity.

SALARY SCHEDULE

LICENSED INSTRUCTIONAL PERSONNEL - Grandfathered Masters + Scale

SYSTEM WIDE YRS OF EXPERIENCE	Masters +10 Hours		Masters +20 Hours		Master +30 Hours	
	Teachers	System- Wide Specialist	Teachers	System- Wide Specialist	Teachers	System- Wide Specialist
0	\$39,384	\$40,839	\$39,580	\$41,035	\$43,002	\$43,632
1	\$40,738	\$42,228	\$40,936	\$42,425	\$44,378	\$45,003
2	\$40,836	\$42,325	\$41,033	\$42,523	\$44,477	\$45,100
3	\$41,021	\$42,534	\$41,217	\$42,730	\$44,666	\$45,320
4	\$41,551	\$43,097	\$41,747	\$43,294	\$45,178	\$45,849
5	\$42,245	\$43,825	\$42,442	\$44,021	\$45,916	\$46,607
6	\$43,211	\$44,826	\$43,408	\$45,023	\$46,664	\$47,375
7	\$44,451	\$46,099	\$44,344	\$45,992	\$47,628	\$48,354
8	\$45,473	\$47,195	\$45,669	\$47,392	\$49,050	\$49,799
9	\$46,442	\$48,193	\$46,638	\$48,390	\$50,105	\$50,878
10	\$46,666	\$48,411	\$46,862	\$48,607	\$50,345	\$51,114
11	\$47,677	\$49,467	\$47,873	\$49,663	\$51,433	\$52,227
12	\$47,876	\$49,661	\$48,079	\$49,864	\$51,638	\$52,428
13	\$48,923	\$50,759	\$49,118	\$50,954	\$52,756	\$53,562
14	\$49,268	\$50,987	\$49,353	\$51,183	\$52,974	\$53,776
15	\$50,203	\$52,084	\$50,398	\$52,279	\$54,097	\$54,923
16	\$50,214	\$52,095	\$50,409	\$52,290	\$54,109	\$54,934
17	\$51,086	\$52,983	\$51,282	\$53,180	\$55,052	\$55,888
18	\$51,097	\$52,995	\$51,293	\$53,191	\$55,063	\$55,899
19	\$51,986	\$53,929	\$52,183	\$54,126	\$56,040	\$57,232
20	\$51,997	\$53,941	\$52,194	\$54,137	\$56,051	\$57,243
21	\$52,009	\$53,952	\$52,205	\$54,148	\$56,062	\$57,254
22	\$52,020	\$53,963	\$52,216	\$54,159	\$56,074	\$57,266
23	\$52,031	\$53,974	\$52,227	\$54,170	\$56,085	\$57,277
24	\$52,053	\$53,996	\$52,249	\$54,192	\$56,108	\$57,299
25	\$52,081	\$54,024	\$52,277	\$54,220	\$56,136	\$57,327

Footnotes:

Note 1: See State Board of Education Rules, Regulations and Minimum Standards 0520-2-4-.01(15), regarding requirements for Masters + semester hours on the License, regarding master's degree, education specialist's degree, and doctor's degree designations.

Note 2: This scale only exists for 12 employees that were on the Masters + scale in FY 13-14. These 9 employees were grandfathered to this scale until the employee retires, leaves the system or attains the degree. The employees include: Samantha Isbell, Kim Cram, Duane Hazelton, Laura Kidwell, Bruce Mullins Jr., William Patton, Linda Gayle Reed, Anna Bryant, and Josette Schlafer.

SALARY SCHEDULE

LICENSED INSTRUCTIONAL PERSONNEL - BELOW ASSISTANT PRINCIPAL

SYSTEM WIDE YRS OF EXPERIENCE	BACHELOR		MASTER'S		EDUCATION SPECIALIST		DOCTORATE	
	Teachers	System- Wide Specialist	Teachers	System- Wide Specialist	Teachers	System- Wide Specialist	Teachers	System- Wide Specialist
	0	36,187	37,658	39,605	40,643	43,169	44,680	46,984
1	37,506	39,011	40,543	42,031	44,506	46,034	47,516	48,653
2	37,616	39,121	40,640	42,129	44,581	46,109	47,516	48,653
3	37,793	39,310	40,825	42,336	44,806	46,370	48,310	49,446
4	38,224	39,780	41,355	42,901	45,381	46,983	49,320	50,501
5	38,843	40,423	42,050	43,628	46,334	47,958	50,341	51,539
6	39,514	41,145	43,446	44,631	47,596	49,261	51,718	52,951
7	40,057	41,722	43,952	45,599	48,617	50,323	52,814	54,069
8	40,671	42,376	45,277	46,999	50,094	51,861	54,444	55,723
9	41,449	43,182	46,247	47,998	51,178	52,973	55,620	56,938
10	41,854	43,604	46,470	48,214	51,395	53,203	55,838	57,162
11	42,965	44,323	47,488	49,270	52,497	54,339	57,028	58,391
12	43,405	44,812	47,687	49,471	52,732	54,585	57,279	58,637
13	43,845	45,680	48,726	50,561	53,857	55,738	58,508	59,904
14	44,318	46,159	48,962	50,792	54,077	55,986	58,719	60,111
15	44,895	46,776	50,007	51,888	55,242	57,173	59,983	61,409
16	45,103	46,983	50,018	51,899	55,253	57,185	59,994	61,420
17	45,565	47,475	50,890	52,787	56,227	58,199	61,073	62,521
18	45,576	47,486	50,901	52,798	56,239	58,210	61,083	62,532
19	46,314	48,258	51,789	53,732	57,243	59,250	62,214	63,691
20	46,325	48,269	51,801	53,743	57,254	59,261	62,226	63,703
21	46,336	48,280	51,812	53,754	57,266	59,272	62,237	63,714
22	46,347	48,291	51,823	53,765	57,276	59,283	62,247	63,725
23	46,448	48,392	51,834	53,776	57,288	59,294	62,259	63,736
24	46,568	48,512	51,856	53,799	57,309	59,316	62,281	63,758
25	46,695	48,638	51,884	53,826	57,337	59,344	62,309	63,786

Footnotes:

Note 1: See State Board of Education Rules, Regulations and Minimum Standards 0520-2-4-.01(15), Advanced Academic Training Acceptable for Purposes of Salary Rating on the License, regarding master's degree, education specialist's degree, and doctor's degree designations.

Note 2: Occupational education teachers with less than a bachelor's degree who hold the occupational education license shall be paid on a bachelor's degree.

SALARY SCHEDULE

LICENSED INSTRUCTIONAL PERSONNEL - ASSISTANT PRINCIPAL, PRINCIPAL, SYSTEM-WIDE SUPERVISORS

SYSTEM WIDE YRS OF EXPERIENCE	BACHELOR		MASTER'S		EDUCATION SPECIALIST		DOCTORATE	
	Principals	System-Wide Supervisor	Principals	System-Wide Supervisor	Principals	System-Wide Supervisor	Principals	System-Wide Supervisor
0	35,477	36,920	38,419	39,846	42,322	43,804	46,062	47,165
1	36,770	38,246	39,747	41,207	43,633	45,131	46,584	47,699
2	36,878	38,354	39,843	41,303	43,707	45,205	46,584	47,699
3	37,052	38,539	40,023	41,506	43,928	45,461	47,361	48,476
4	37,473	39,000	40,544	42,060	44,491	46,062	48,352	49,511
5	38,081	39,631	41,225	42,773	45,425	47,018	49,353	50,529
6	38,739	40,338	42,173	43,756	46,662	48,295	50,704	51,913
7	39,271	40,904	43,089	44,705	47,664	49,336	51,778	53,009
8	39,873	41,545	44,389	46,077	49,111	50,844	53,377	54,630
9	40,635	42,335	45,340	47,057	50,174	51,935	54,529	55,822
10	41,033	42,749	45,559	47,269	50,387	52,160	54,743	56,042
11	41,704	43,454	46,549	48,304	51,467	53,273	55,909	57,246
12	42,166	43,933	46,751	48,501	51,698	53,515	56,156	57,488
13	42,985	44,785	47,770	49,570	52,800	54,645	57,359	58,729
14	43,448	45,254	48,002	49,796	53,016	54,888	57,567	58,933
15	44,015	45,859	49,026	50,870	54,158	56,052	58,807	60,205
16	44,218	46,062	49,037	50,881	54,169	56,063	58,817	60,216
17	44,671	46,544	49,892	51,752	55,125	57,058	59,874	61,295
18	44,682	46,555	49,903	51,763	55,136	57,069	59,885	61,306
19	45,405	47,311	50,773	52,678	56,120	58,088	60,994	62,443
20	45,416	47,322	50,784	52,689	56,131	58,099	61,005	62,453
21	45,427	47,333	50,795	52,700	56,142	58,110	61,016	62,464
22	45,438	47,344	50,806	52,711	56,152	58,121	61,027	62,475
23	45,537	47,443	50,817	52,722	56,163	58,131	61,038	62,486
24	45,654	47,560	50,839	52,744	56,185	58,153	61,060	62,508
25	45,778	47,684	50,866	52,771	56,212	58,180	61,087	62,535

Footnotes:

Note 1: See State Board of Education Rules, Regulations and Minimum Standards 0520-2-4-.01(15), Advanced Academic Training Acceptable for Purposes of Salary Rating on the License, regarding master's degree, education specialist's degree, and doctor's degree designations.

Note 2: A principal shall receive \$8.00 per month for ten months for each full-time teacher under his/her supervision up to and including 20 full-time teachers.

Note 3: Base salary based on 200 days. Additional certified supervisor supplement will apply.

**CUMBERLAND COUNTY BOARD OF EDUCATION****2019-2020****SCHEDULE OF SUPPLEMENTS FOR CERTIFIED SUPERVISORS AND PRINCIPALS**

(Based on number of years as supervisor or principal)

<b>Role</b>	<b>Begin</b>	<b>4 Yrs</b>	<b>7 Yrs</b>	<b>10 Yrs</b>	<b>13 Yrs</b>	<b>16 Yrs</b>	<b>20 Yrs</b>
Certified Supervisor	19%	23%	24%	25%	26%	27%	28%
Secondary Principal	18%	22%	23%	24%	25%	26%	27%
Elementary Principal PreK-8	17%	21%	22%	23%	24%	25%	26%
Secondary Assistant Principal	16%	20%	21%	22%	23%	24%	25%
Elementary Assistant Principal	14%	17%	18%	19%	20%	21%	22%

Supplements are based on percentages of individual principal's and supervisor's salaries from the Assistant Principal, Principal and System Wide Supervisors pay scale.

# Cumberland County High School

660 Stanley Street  
Crossville, TN 38555  
Telephone 931.484.6194  
Fax 931.456.6872

*Jon Hall, Principal*  
hallj12@ccschools.k12tn.net

June 10, 2019

Cumberland County Board of Education  
Mrs. Janet Graham, Director  
368 Fourth Street  
Crossville, TN 38555

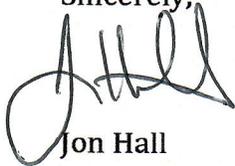
Dear Mrs. Graham,

Please approve the following as volunteers at Cumberland County High School for the 2019-2020:

Sabrina Christopher  
Travis Christopher

The proper paperwork is on file in my office.

Sincerely,



Jon Hall

For Volunteer Approval List –  
2019 – 2020

Background Date

County Wide Soccer

Chris (Robert) Newton -	5/25/18
Kelvin Burgin -	6/13/18
Rusty Mellette -	12/19/17
Manuel Fuentes -	1/16/19

CCMS Softball

John Vanardsdal -	5/31/18
Daniel Reece -	5/8/19

SMMS Football

Nicholas Kirkland (Tanner)-	5/31/18
Vincent Ferguson -	7/11/18
John Dryden -	6/6/18

CCMS Football

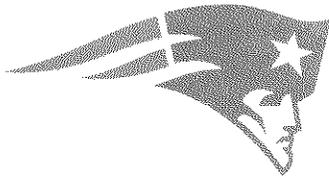
John Dishman -	5/1/18
Travis Gilstrap	3/13/19

County Wide Tennis Club

William Taylor	8/16/18
Dylan Nelson	8/14/17

Other

Stacy Swafford -	8/15/17
Chris Moseley-	4/15/16
Jaclyn Greer -	5/23/18
Cody Christopher-	8/4/17



# North Cumberland Elementary School

7657 Hwy. 127 N. ~ Crossville, Tennessee 38571  
Ph. 931-484-5174 ~ Fax 931-707-5556

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Jennifer Magnusson, Principal

Date: June 17, 2019  
From: Jennifer Magnusson, Principal  
To: Cumberland County Board of Education  
Janet Graham, Director of Schools  
Re: North Cumberland Volunteer

Please approve the following volunteer for North Cumberland Elementary:

- Reece Stover

Thank you,



Jennifer Magnusson

**"CHILDREN FIRST — EXCELLENCE ALWAYS"**

*Our mission at North Cumberland Elementary School is to provide a consistent, safe and positive atmosphere in which students will be empowered to learn and succeed as they face the challenges of life's journey.*

**Cumberland County High School**  
*660 Stanley Street*  
*Crossville, TN 38555*  
*Telephone 931.484.6194*  
*Fax 931.484.6872*

*Jon Hall, Principal*  
*hallj@ccschools.k12tn.net*

June 17, 2019

Cumberland County Board of Education  
Mrs. Janet Graham, Director  
368 Fourth Street  
Crossville, TN 38555

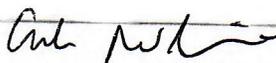
Dear Mrs. Graham,

This letter is to request permission for the CCHS girls' soccer team to travel to Gatlinburg, TN for the Smoky Mountain Cup tournament and spend the night of August 23, 2019. Chaperones for the trip will include me along with my assistant coaches, David Walker and Kayla Horton. Ms. Horton and Ms. Kim Herring, school employee, will stay in the cabin with the team.

Our booster club will raise all necessary funding for the trip including the registration fee and renting of a cabin near Rocky Top Sports World. Parents who have the proper insurance paperwork and volunteer form approved will transport the team members.

If you should have questions or comments, please contact me at 931.484.6194.

Sincerely,

  
Cub Whitson, Coach



# Cumberland County Board of Education Administrative Procedures

Issued: July 2004	Procedure:  <h2 style="margin: 0;">Field Trip and Excursions</h2>	Policy Reference: 4.302 Exhibit B
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### Cumberland County Schools Field Trip Request

In State/Pre-approved \_\_\_\_\_ Overnight  Out of State \_\_\_\_\_

This form is to be submitted to the principal and received in the appropriate Director's Office 2 weeks prior to the date of the trip for approval. OUT OF STATE AND OVERNIGHT TRIPS MUST HAVE BOARD APPROVAL. YOU MUST SUBMIT THESE TRIPS 2 WEEKS PRIOR TO THE MONTHLY BOARD MEETING.

Parent permission slips must be obtained for all students making the trip, taken on the trip, and then filed in the principal's office.

School CCHS Subject/Grade Level \_\_\_\_\_  
 Trip Requested By Cub Whitson Date of Trip Aug 23, 2019  
 Destination Rocky Top Sports World City Gatlinburg State TN  
 Departure time 1:00 pm Return 10:00 pm Aug 24 Admission per student \$ N/A  
 Special Services needed such as school nurse, handicap vehicle, etc. \_\_\_\_\_

Please check type of Activity:

- |                                               |                                                                     |
|-----------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> Academic Field Trip  | <input type="checkbox"/> Competition                                |
| <input type="checkbox"/> Incentive Field Trip | <input checked="" type="checkbox"/> Sports                          |
| <input type="checkbox"/> School Clubs         | <input type="checkbox"/> Special Classroom Trip (description) _____ |
| <input type="checkbox"/> Band/Chorus          | <input type="checkbox"/> Other _____                                |

Teachers: <u>Cub Whitson</u> <u>David Walker</u> <u>Kayla Henton</u> <u>Kim Herring</u>	# of Students <u>28</u> _____ _____ _____
Total: <u>3</u>	Total: <u>28</u>

Additional Chaperones (if needed) \_\_\_\_\_

- Cafeteria notified     
  Purchase order requested     
  Permission slip obtained (should be taken on trip)  
 Substitute requested (if needed)

Cub Whitson      931-261-5044      \_\_\_\_\_      \_\_\_\_\_  
 Sponsoring Teacher's Signature      Cell Phone #      Principal's Signature      Date

*For transportation Department Only*

Drivers: (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_ (4) \_\_\_\_\_  
 Beginning Mileage \_\_\_\_\_ Ending Mileage \_\_\_\_\_ Total miles \_\_\_\_\_  
 Amount to be paid driver \$ \_\_\_\_\_ Amount for Fuel \$ \_\_\_\_\_  
 \_\_\_\_\_  
 Transportation Supervisor      Director of Schools

*This section to be completed for out-of-state or overnight school sponsored trips only*

Approved       Denied      \_\_\_\_\_  
 Director of Schools Signature

Date of Board Approval \_\_\_\_\_



Pine View Elementary School  
349 Daysville Road  
Rockwood, TN 37854  
Phone (865) 354-1986

Angela M. Randolph, Principal

June 14, 2019

Mrs. Janet Graham  
Cumberland County Board of Education  
368 Fourth Street  
Crossville, TN 38555

Dear Mrs. Graham and Board of Education,

This letter is to request approval of the Lifetouch Portrait Contract for the 2019-2020 school year. Please see attached for the Portrait/Yearbook agreement.

Sincerely,

  
Angela Randolph

### ACCOUNT & CONTACT INFORMATION

Account Name	Pine View Elementary		Phone	865-354-1986	Enrollment	0
Address	349 Daysville Rd		Fax	865-354-1922	Grades	PK - 8
City, State Zip	Rockwood Tn 37854		District			
Contact Title / Role	Name	Phone	Email Address			
Principal	Angela Randolph					
Secretary	Bo Kendrick					
Yearbook Advisor	Trish Edington					
Picture Day Contact	Ramona Best					
EDT Coordinator						

### PICTURE DAY EVENTS

Event Type	X	Picture Date	Selling Method	# Photographed	Start Time	End Time	# Cameras	Setup Location
Fall Individuals (Original)	X	8-27	PP All	1	8:30ET		1	M:ly Piques Room
Fall Individuals (Retakes)	X	10-17	PP		8:30ET			
Spring Individuals (Original)	X	3-4	PP All					
Groups: Classroom / Pano	X	3-4	PP					
Underclass Grads								
Legacy Sports: _____	X	10-17/3-4	PP					
Expanded Sports: _____								
Prom / Dance								
Seniors - On Site / Studio								
Crossing The Stage								
Commencements								
Other / Service Photos	X	4-2 C+G	PP All					

### ACCOUNT SERVICES

Parent Notify					
Host Portal					
Composite	Group		How Are Students Coming To Camera(s)? Circle One Below		
	Hold For: Verification / Absentees	SmileSafe Cards	Last Year Name On Cards Were Sorted By:		
Rewards Program	Staff Package		School	Grade	Homeroom Teacher Teacher-Period
ID Cards	I-Depot? Yes / No Punched ID: Yes / No				
Yearbook Program:					

### NOTES, SPECIAL REQUESTS & PROMOTIONS

RISERS For Groups -+ PAC Group / Fall + Spring 50%  
 PAC GO 8-27 8:AM / CLASS Groups \$300 per sold  
 YB = 101 COPIES 40 pp = 1858 + HC 450 = 2308

### AGREEMENT TERMS & SIGNATURES

During the Agreement Term, Lifetouch National School Studios Inc. is designated as the Account's exclusive professional photographer to photograph, school and deliver photographs for the programs described above. In exchange for the services, the School will allow access to students, staff and use of school property and information for photography, administration of the photography and distribution of materials. Lifetouch will not disclose confidential information provided by the school or use it for any purpose except to fulfill the services requested to be performed by Lifetouch.

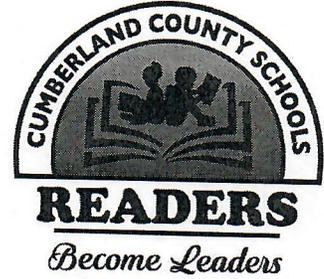
Some of the Lifetouch products and services are provided through an Internet-based application ("Application"). By selecting an Application, the School authorizes Lifetouch to transmit information, including images, to and from the School and Lifetouch, its affiliated companies, their employees, agents and representatives. The School agrees to comply with the security features of the Application and to protect and control access to the Application, including without limitation, passwords, job numbers and user names.

The terms of this agreement are not subject to change or cancellation by either party during the Agreement Term except by written consent of both the School and Lifetouch. Lifetouch is not liable for delays or losses as a result of strikes, accidents, government restrictions, natural disasters, acts of war, or other causes beyond its control and such delays will not constitute a breach of contract.

School / Account Representative	Date	Lifetouch Representative	Date
* Pending BOE approval Angela M. Randolph	5/21/19	Dennis H. Wata	5/21/19

Cumberland County Schools  
Department of Special Education

Mrs. Vicki Presson  
Special Education Director  
368 Fourth Street  
Crossville, TN 38555  
Tel 931-484-3301  
Fax 931-456-5898



June 12, 2019

To Mrs. Janet Graham and the Cumberland County Board of Education,

Please approve the attached contract with Therapy.Works LLC for Physical Therapy services for the 2019-2020 school year.

Feel free to contact me if you have any questions,

Respectfully,

Vicki Presson, Ed.S.

Supervisor of Special Education, RTI and 504 Services

Therapy.Works LLC  
Physical Therapy Services  
Melanie Sherrod, PT  
2665 Lawnville Road  
Kingston, TN 37763  
865-394-0563

May 16, 2019

RE: Proposal for contract with Cumberland County School System for Physical Therapy services provided through Therapy.Works LLC for the 2019-2020 school year.

1. Rate of \$100.00 an hour for a physical therapy evaluation or treatment, write up of the evaluation and input of assessment, goals and related services in Easy IEP. Same rate of compensation for all educationally based physical therapy services provided by the PT to include consultation with school staff, observation in the classroom, attendance in scheduled meetings, in-services and occasional treatment, PTA (Physical Therapy Assistant) supervisory visits, documentation time, time for obtaining prior approval for insurance coverage and obtaining MD referrals. Direct treatment services will be provided by a PTA under my supervision. The school will be responsible for hiring PTA coverage for most child treatments in addition to contract PTA's under Therapy.WorksLLC to prevent having to group children for treatment. Supervision for a physical therapy assistant via direct supervision, telephone. text message or email will be \$100 per hour. Supervision will follow APTA TN jurisprudence regulations. Adequate space, evaluation materials, treatment materials and photo copying will be provided by the school system as needed. Travel time between schools will be compensated at the \$100.00 hourly rate. If PT makes a trip to one school only on one day, an additional \$50.00 will charged to compensate travel for 1.5 hours round trip.
2. Daily treatment times for children will be billed to the county. With parent permission, insurance will be billed for qualifying children for TN Care (TN Care Select, Blue Care, Cover Kids, AmeriGroup, and UHC Community Plan). Therapy.Works will reimburse the county \$28.50 (the hourly rate of the PTA minus a 5% billing fee) for each insurance reimbursed hour billed by the PTA/PT and 100% minus 5% (billing fee) of reimbursement for PT evaluations. The school system will be responsible for obtaining insurance company information, TnCare Release forms for therapy services, parent consent to bill insurance, MD referrals and Therapy.Works LLC forms required for each child prior to the evaluation. The school system will submit IEP and parent consent to bill insurance to all TnCare insurance companies if requested. All appropriate documentation will be provided to the school system. Any denials from the insurance company will be re-billed to the county.
3. Payments to Therapy.Works LLC shall be made monthly according to the rates set out above, but only after an invoice is submitted and services are satisfactorily completed and documented.
4. This contract may be terminated by either party by giving written notice to the other at least sixty days before the effective date of termination. In that event, the Contractor shall be entitled to receive just and equitable compensation for work completed as of termination date.

Melanie Sherrod, PT

Melanie Sherrod, PT

Vicki K. Plesson

Cumberland County Special Education

06-13-2019

Date

6-13-19

Date

**Cumberland County High School**  
*660 Stanley Street*  
*Crossville, TN 38555*  
*Telephone 931.484.6194*  
*Fax 931.484.6872*

*Jon Hall, Principal*  
*hallj@ccschools.k12tn.net*

June 19, 2019

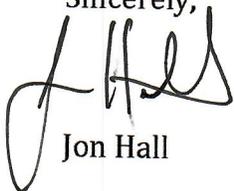
Cumberland County Board of Education  
Mrs. Janet Graham, Director  
368 Fourth Street  
Crossville TN 38555

Dear Mrs. Graham,

Please find attached a copy of the contract we are requesting to enter with the Coca-Cola Company beginning July 1, 2019-July 1, 2023. This company has been extremely generous with our school and their service has been fantastic.

If you should have questions, feel free to contact me at my office.

Sincerely,



Jon Hall

Attachment

2019-2024

**CCBCC OPERATIONS, LLC  
CUSTOMER MARKETING AGREEMENT  
CUMBERLAND COUNTY HIGH SCHOOL**

THIS CUSTOMER MARKETING AGREEMENT (the "**Agreement**") is made and entered into as of the 1st day of July, 2019 (the "**Effective Date**"), by and between CCBCC OPERATIONS, LLC, a Delaware limited liability company ("**CCBCC**"), and Cumberland County High School. ("**Sponsoree**").

NOW, THEREFORE, in consideration of the mutual terms, provisions, covenants and agreements set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, CCBCC and Sponsoree hereby agree as follows:

**1. Product Sale and Distribution.**

(a) **General.** During the term of this Agreement, Sponsoree shall (i) merchandise, advertise, display, vend, sell and otherwise distribute, all at retail, (collectively, hereafter referred to as "distribute" or "distribution") sparkling and still non-alcoholic beverages of any kind or form, and all beverage bases from which these can be prepared, including, without limitation, all carbonated soft drinks, noncarbonated drinks, juices and juice drinks, teas and tea drinks, packaged waters, energy drinks, isotonic and sport performance beverages, vitamin/mineral enhanced waters, and nutritional supplement beverages, that are (A) marketed under trademarks or brand names owned or controlled by or licensed for the use of CCBCC or an affiliate and (B) customarily and regularly distributed by CCBCC in the ordinary course under comparable circumstances at the then subject time (the "**Products**") and (ii) obtain all of its requirements for Products from CCBCC. Sponsoree shall distribute the Products in the manner set forth herein and shall use its best efforts to maximize the sales of, and revenue from, the Products. Such distribution shall be carried out at the locations specified on **Exhibit A** (the "**Locations**").

(b) **Full Service Vending Machine Sales.** With respect to self-operated, coin and bill, vending machines placed at the Locations by CCBCC hereunder and identified as "Full Service Vending Machines" on **Exhibit C** ("**Full Service Vending Machines**"), CCBCC shall stock such vending machines in accordance herewith. All Products in such Full Service Vending Machines (and all cash and other proceeds from sales of such Products) shall be at all times the property of CCBCC, and CCBCC shall be responsible for removing from the Full Service Vending Machines all such cash and other proceeds. Sponsoree shall return to CCBCC all such Products and proceeds that might come into Sponsoree's possession. Sponsoree shall have no right to access any internal areas or parts of such Full Service Vending Machines.

(c) **Delivered Bottle, Can and Fountain Sales.** In addition to sales through Vending Machines, Products will also be sold at the Locations through cashier assisted (or comparable) cold cases, kiosks, fountain dispensers, coolers, hawking, vending, shelf displays and other non-vending machine vehicles of distribution (collectively, for convenience of reference, "**Cold Cases**"). Products sold through Cold Cases shall be purchased by Sponsoree from CCBCC as provided herein and resold by Sponsoree only to retail consumers in the ordinary course of Sponsoree's operations. Once delivered to Sponsoree, any such Products sold to Sponsoree shall become the property of Sponsoree, with Sponsoree having all attendant risk of loss and ownership obligations. Proceeds from the sales of such Products shall be the property of Sponsoree. CCBCC shall sell Products to Sponsoree (in the manner provided herein) in such amounts as are reasonably required by Sponsoree, from time to time, subject to such reasonable caps on such requirements as may be determined, from time to time, by CCBCC, and subject to the minimum sale requirements on **Exhibit B**. CCBCC shall not be liable to Sponsoree for failure to make shipments of Products where such failure is due to any cause or condition beyond the reasonable control of CCBCC.

**2. Sponsorship Recognition.** Sponsoree hereby grants to CCBCC (and the Products) sponsorship recognition and the right to promote (and the cooperation and active involvement of Sponsoree in promoting) CCBCC and the Products in connection with Sponsoree and any activities, functions and event venues operating under the auspices of Sponsoree ("**Related Activities**"). Sponsorship recognition benefits include, without limitation, those set forth on **Exhibit A**. CCBCC shall have the right to identify itself as a "sponsor" of Sponsoree and Related Activities and identify the Products as the "official" or "exclusive" non-alcoholic beverages of Sponsoree and any Related Activities and to use any trademark, trade name, service mark, design, logo, slogan, symbol, mascot, character, identification, or other proprietary design now or in the future owned, licensed, or otherwise controlled by Sponsoree (collectively, the "**Sponsoree Marks**") on a royalty-free basis during the term of this Agreement. Without limiting the generality of the foregoing, CCBCC shall submit to Sponsoree, and Sponsoree shall have the right to approve within ten (10) days of receipt from CCBCC, which approval shall not be unreasonably withheld or delayed, (i) any concept for any promotional activity undertaken by CCBCC hereunder with respect to Sponsoree or any Location or Related Activity and (ii) any artwork or other items created by CCBCC that incorporate any Sponsoree Marks for use in any such promotional activity. In the event that Sponsoree fails to provide any response to CCBCC within such ten (10) day period, such submission shall be deemed approved by Sponsoree. CCBCC shall have access to the Locations and any Related Activities at all reasonable times for any appropriate purposes hereunder and, with respect to promotions, agrees to comply with any reasonable requirements of Sponsoree regarding operation, placement, set-up and tear-down of CCBCC's promotional materials.

**3. Exclusivity.** In consideration for, and as a material inducement to, CCBCC entering into this Agreement, Sponsoree expressly agrees that, during the term of this Agreement, Sponsoree shall not (i) distribute, or allow any others to distribute, to any person in any manner, for compensation or otherwise, directly or indirectly, any products or supplies on or at the Locations or any Related Activities that are similar to, the same as or comparable to or compete with the Products ("**Competing Products**") or (ii) grant any similar sponsorship recognition to any Competing Products (or any distributor of Competing Products). In the event that any third party attempts, without CCBCC's prior written consent, to distribute any Competing Product at the Locations or any Related Activities or to associate any Competing Product with Sponsoree, or to suggest that a Competing Product is endorsed by, or associated with, Sponsoree, then Sponsoree will promptly take any steps necessary to stop and prevent such actions and to protect the exclusive rights granted to CCBCC under this Agreement.

**4. Sponsorship Fees.** During the Initial Term (as defined in Section 9 below) of this Agreement, provided that Sponsoree is in continuous compliance hereunder, CCBCC shall pay to Sponsoree the sponsorship fees and/or rebates set forth on **Exhibit A** ("**Sponsorship Fees**"). In the event of a breach of this Agreement by Sponsoree, CCBCC shall be under no obligation to make any additional payments to Sponsoree after the date of such breach. Any and all Sponsorship Fees paid by CCBCC prior to such breach shall be immediately refunded to CCBCC by Sponsoree.

5. **Product Support.** During the Initial Term of this Agreement, provided that Sponsoree is in continuous compliance hereunder, CCBCC shall, at no cost to Sponsoree, provide Product support each year in the amount set forth on Exhibit A; provided, however, that CCBCC shall not be liable to Sponsoree for failure to provide such Product support where such failure is due to any cause or condition beyond the reasonable control of CCBCC. Sponsoree shall request Product support in writing at least fourteen (14) days prior to the desired delivery date, and any such requests shall be for an amount of Product that is equal to or greater than twenty (20) cases. For the avoidance of doubt, if, with respect to any year during the Initial Term, Sponsoree fails to request all of the Product support available for such year, the amount of any Product support not requested by Sponsoree shall not carry over to the next year nor shall Sponsoree be entitled to receive any compensation from CCBCC with respect thereto. Sponsoree shall not be permitted to, resale any Product provided by CCBCC to Sponsoree pursuant to this Section 6. If, with respect to any year during the Initial Term of this Agreement, Sponsoree requires Product support in excess of the amount set forth on Exhibit A, CCBCC shall provide such Product support to Sponsoree; provided, however, that Sponsoree shall purchase such Product support from CCBCC at the then-current prices for the Products.

6. **Prices and Commission.**

(a) **Product Prices.** CCBCC agrees to sell to Sponsoree Products for resale by Sponsoree through Direct Sales Vending Machines and Cold Cases, in accordance with the prices, terms and conditions set forth on Exhibit B, during the period in which Sponsoree is in full compliance with the terms and conditions of this Agreement.

(b) **Commission on Sales.** CCBCC shall pay to Sponsoree a commission on CCBCC's sales of Products through Full Service Vending Machines at the Locations ("**Commission**"), during the period in which Sponsoree is in full compliance with the terms and conditions of this Agreement. Commissions shall be computed and paid in the manner, and subject to the provisions, set forth on Exhibit B.

7. **Equipment.**

(a) **General.** CCBCC shall provide and install all Vending Machines, Cold Cases and other equipment necessary and appropriate (in its sole discretion) to distribute the Products at the Locations. Those Vending Machines, along with any Cold Cases and other equipment, if any, provided by CCBCC to Sponsoree (in CCBCC's sole discretion), to assist Sponsoree in Cold Case distribution, are referred to collectively as the "**Equipment**". The initial Equipment at the Effective Date consists of those items set forth on Exhibit C. All Equipment is and shall remain the property of CCBCC. Sponsoree shall take no action inconsistent with such ownership and shall cooperate with CCBCC in preserving and evidencing the same, including execution, delivery and filing of financing statements and other documents, as CCBCC may require. Sponsoree agrees that (i) it will maintain a safe environment at the Locations, so as to protect the Equipment from theft and vandalism and (ii) reimburse CCBCC for any loss or damage to any Equipment, other than reasonable wear and tear. Sponsoree will not encumber the Equipment in any manner or permit any attachment thereto. Upon expiration or termination of this agreement, Sponsoree shall immediately return all Equipment or other property of CCBCC and provide access to the Locations for CCBCC's removal of the same (and in no event shall Sponsoree remove or attempt to remove any Equipment without the prior written consent of CCBCC). If Equipment is not returned to CCBCC pursuant to the terms of the immediately preceding sentence, then CCBCC shall submit an invoice to Sponsoree setting forth the replacement cost of any such unreturned Equipment and any costs and expenses incurred by CCBCC (including labor and collection costs) in connection with CCBCC's attempt to remove the Equipment from the Locations. Sponsoree shall pay such invoice in accordance with the payment terms set forth in Part B.2 of Exhibit B.

(b) **Installation Sites.** The Equipment installation sites at the Locations shall be as set forth on Exhibit C and as otherwise mutually agreed upon by the parties. The Equipment may not be removed from the installation sites without CCBCC's prior written consent. Sponsoree represents and warrants that electrical service at each installation site is proper and adequate for the Equipment.

(c) **Stocking and Maintenance.** CCBCC shall stock the Full Service Vending Machines with Products through CCBCC's regular, full service delivery drivers or agents, in accordance with CCBCC's delivery policies in effect, from time to time. CCBCC shall perform maintenance services on the Equipment, at its expense, in accordance with CCBCC's maintenance and repair policies, in effect from time to time, but shall not be liable for damages of any kind arising out of delays in providing service to the Equipment. CCBCC may, at its option, replace or supplement the Equipment during the term of this Agreement. Sponsoree shall provide CCBCC with reasonable access to the Equipment in order to allow CCBCC to stock the Full Service Vending Machines and perform any maintenance services on the Equipment.

8. **Term and Termination.** The initial term of this Agreement shall commence on the Effective Date and shall continue until June 30, 2024 (the "**Initial Term**"). This Agreement may be terminated, effective at the end of the Initial Term, by either party giving the other party written notice of termination at least ninety (90) days prior to the end of the Initial Term. If not terminated effective at the end of the Initial Term, this Agreement shall continue in full force and effect thereafter until either party gives the other party written notice of termination of this Agreement at least ninety (90) days prior to the effective date of such termination, as specified in such notice. Notwithstanding the foregoing, this Agreement may be terminated by CCBCC, for Cause, at any time during or after the Initial Term, without notice and effective immediately. "**Cause**" means and refers to (i) a material breach by Sponsoree of this Agreement, including without limitation the exclusivity provisions in Section 3 or (ii) Sponsoree engaging in (A) unethical business practices, (B) conduct detrimental to CCBCC, (C) a misrepresentation of the Products or (D) conduct that creates a conflict of interest with respect to Sponsoree and CCBCC.

9. **Damages Relating to Removal of Equipment.**

If (a) any piece of Equipment is removed from an outlet or other part of a Location at any time without the prior written consent of CCBCC, or (b) if this Agreement is terminated by Sponsoree in violation of this Agreement or terminated by CCBCC for Cause, then Sponsoree will pay CCBCC the actual cost of removal (including standard shipping and handling charges) and any repair, cleaning and/or remanufacturing of the Equipment necessary for reuse of the Equipment, as well as the unamortized portion of the costs of (i) installation and (ii) non-serialized parts (e.g., pumps, racks, and regulators) and other ancillary equipment installed at the Location(s). The remedies provided in this Section are cumulative and not exclusive of any other rights or remedies that may be available to CCBCC under other provisions of this Agreement or at law or in equity.

10. **Repayment of Fees Upon Termination.**

Upon termination of this Agreement, Sponsoree must re-pay to CCBCC any and all paid but unearned funding provided by CCBCC based on the pro-rated portion of such funding allocable to the period from the date of termination to the end of the period for which such funding had been provided. The remedies provided in this Section are cumulative and not exclusive of any other rights or remedies that may be available to CCBCC under other provisions of this Agreement or at law or in equity.

11. **Representations, Warranties and Covenants.**

Each of the parties represents and warrants that this Agreement is valid and legally binding upon that party and enforceable in accordance with its terms. Sponsoree represents, warrants and covenants that (i) Sponsoree has the sole and exclusive authority to distribute the Products, and authorize distribution, at the Locations and any Related Activities and to grant the sponsorship rights to CCBCC set forth herein, (ii) Sponsoree has taken all required and advisable action necessary to enter into, and complied with all applicable laws and regulations in entering into, this Agreement and (iii) Sponsoree will ensure that any and all of its employees, agents and authorized representatives shall adhere to the terms and conditions of this Agreement.

12. **Confidentiality.** During the term of this Agreement and for a period of five (5) years immediately following the termination of this Agreement (and for such longer period as may be required to protect trade secrets and comparable rights), Sponsoree shall hold, and shall cause its officers, directors, employees, accountants, counsel, consultants, advisors and agents (collectively, "Designees") to hold, in confidence, unless disclosure is compelled by judicial or administrative process or by other requirements of law (in which case Sponsoree shall give CCBCC written notice of the intended disclosure promptly after becoming aware of such disclosure requirement and prior to the actual disclosure, if possible, so that CCBCC may seek a protective order or other appropriate remedy), all documents and information concerning the business relationship embodied in this Agreement or which CCBCC or its affiliates furnish to Sponsoree in connection with this Agreement, except to the extent that such information can be shown to have been (i) previously known on a nonconfidential basis by Sponsoree, (ii) in the public domain through no fault of Sponsoree or (iii) later lawfully acquired by Sponsoree from sources other than CCBCC or its affiliates; provided, that Sponsoree may disclose such information to its Designees in connection with the business relationship contemplated by this Agreement so long as such Designees are informed by Sponsoree of the confidential nature of such information and agree to treat such information as confidential. Upon the termination of this Agreement, Sponsoree shall, and shall cause its Designees to, destroy or deliver to CCBCC, upon request, all documents and other materials, and all copies thereof, obtained by them or on their behalf from CCBCC or its affiliates in connection with this Agreement. The provisions of this Section shall survive the expiration or termination of this Agreement, regardless of the date, cause or manner of such termination.

13. **Indemnification.** CCBCC agrees to indemnify and hold Sponsoree harmless from and against, and to pay to Sponsoree, any and all losses, claims, demands, liabilities and damages incurred by Sponsoree, including without limitation reasonable attorneys' fees and court costs, directly arising out of, directly relating to or in connection with, the defective manufacture of the Products. Sponsoree agrees to indemnify and hold CCBCC and any affiliated entity harmless from and against, and to pay to CCBCC, any and all losses, claims, demands, liabilities and damages incurred by them, including without limitation reasonable attorneys' fees and court costs, arising out of, relating to or in connection with (i) Sponsoree's negligent or wrongful acts or omissions in the distribution of the Products, (ii) any breach by Sponsoree of any provision of this Agreement or (iii) any confiscation or encumbrance of the Equipment.

14. **Insurance.** During the term of this Agreement, Sponsoree shall maintain commercial general liability insurance with limits of no less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate from an insurer which is A.M. Best Company rated A- or higher. Any such policy shall be endorsed to specifically name CCBCC and its subsidiaries, affiliates, successors and assigns as additional insureds. Sponsoree shall provide any certificates of insurance to CCBCC upon request, and all such certificates shall indicate that thirty (30) days' prior written notice to CCBCC of cancellation or non-renewal is required.

15. **No License.** Nothing contained in this Agreement shall be deemed to grant Sponsoree any right in, or license to, any intellectual property of CCBCC or its affiliates, and Sponsoree shall not copy, reproduce, distribute or otherwise use any trademarks, service marks, logos or slogans of CCBCC or its affiliates, without the prior written consent of CCBCC.

16. **Notices.** Any and all notices or communications between the parties with respect to this Agreement shall be deemed given when made in writing and delivered by hand or sent by first-class mail (registered or certified, with return receipt requested), overnight courier (guaranteeing next business day delivery) or by facsimile (followed by first class mail confirmation), to the address of the party appearing under its name on the signature page below (or to such other address as may be designated in a notice given hereunder).

17. **Equitable Relief.** Sponsoree acknowledges that the rights granted to CCBCC hereunder are special, unique and extraordinary and are of indeterminant value, the loss of which cannot be fully compensated by damages, actions at law or by application of other remedies described herein. Consequently, Sponsoree acknowledges and agrees that, in addition to any other available remedies hereunder, in the event of a breach by Sponsoree of its obligations hereunder, CCBCC shall be entitled to seek and obtain equitable relief, including an injunction requiring the Sponsoree to comply fully with its obligation under this Agreement. Further, CCBCC shall have the right to withhold, and not pay, further Sponsorship Fees or any other amounts that would otherwise become due and payable to Sponsoree hereunder if, and so long as, Sponsoree is in breach of its obligations hereunder.

18. **Miscellaneous.** This Agreement shall not be assigned or transferred by Sponsoree without the prior written consent of CCBCC, and any such attempt to assign or transfer this Agreement without the prior written consent of CCBCC will be null and void. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and permitted assigns. No waiver by any party of any breach by another party of any provision hereof shall be deemed to be a waiver of any other breach thereof or as a waiver of any such or other provision of this Agreement. This Agreement is made and executed with the intention that the construction, interpretation and validity hereof shall be determined in accordance with and governed by the laws of the State of North Carolina. This Agreement constitutes the entire contract between the parties with respect to the subject matter hereof and supersedes and cancels all prior or contemporaneous oral or written contracts and understandings with respect to the subject matter hereof. All Exhibits attached hereto are hereby incorporated herein by reference. This Agreement may not be changed or modified orally, but only by an instrument in writing, signed by the parties hereto, which instrument states that it is an amendment to this Agreement. All rights and remedies specified in this Agreement are cumulative and not exclusive of any other rights or remedies that may be available to the parties, whether under this Agreement or at law or in equity. Except as equity may require, should any provision of this Agreement or any part thereof be held to be invalid or unenforceable, the same shall not affect or impair any other provision of this Agreement or any part thereof, and the invalidity or unenforceability of any provision of this Agreement shall not have any effect on or impair the obligations of a party with respect to the remaining provisions of this Agreement. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original and all of which shall constitute one Agreement.

19. **Right of First Refusal.** For a period of sixty (60) days following expiration or termination of the term of this Agreement, before Sponsoree enters into an agreement with a third party beverage provider or distributor with respect to distribution of non-alcoholic beverages at any of Sponsoree's retail locations, Sponsoree shall first offer the proposed beverage arrangement to CCBCC on the same terms and conditions as offered by the third party. CCBCC shall have 30 days during which to accept said offer. If CCBCC does not accept said offer within said period, Sponsoree shall be free to accept the third-party offer, provided that Sponsoree shall not enter into a beverage arrangement with such third party or any other third party on terms and conditions more favorable to the third party than the terms and conditions offered to CCBCC.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement as of the Effective Date.

**"CCBCC"**

CCBCC OPERATIONS, LLC

By: \_\_\_\_\_

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

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

By: \_\_\_\_\_

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

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

434 W Spring St  
Cookeville, TN 38501  
Attention: Food Service On Premise

**"Sponsoree"**

CUMBERLAND COUNTY HIGH SCHOOL

By: \_\_\_\_\_

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

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

By: \_\_\_\_\_

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

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

660 Stanley Street  
Crossville, TN 38555  
Attention: Jon Hall

**CCBCC OPERATIONS, LLC  
CUSTOMER MARKETING AGREEMENT  
CUMBERLAND COUNTY HIGH SCHOOL**

**LOCATIONS, SPONSORSHIP FEES, MARKETING SUPPORT, PRODUCT SUPPORT AND  
SPONSORSHIP BENEFITS**

**A. Locations**

Customer Number	Name	Address	City	State	Zip
--------------------	------	---------	------	-------	-----

If, at any time during the term of this Agreement, any Sponsoree or any affiliate of such Sponsoree creates or establishes a new retail location in the franchise territory of CCBCC, then, at the option of CCBCC in its sole discretion, such newly created or established retail location shall be added automatically as a Location hereunder owned or operated by Sponsoree (or its affiliate) and such new Location and Sponsoree (or affiliate thereof) with respect to such Location shall be subject to the terms of this Agreement during the term in all respects. If CCBCC exercises such option, the parties agree to execute any documents, and to take any actions, reasonably requested by a party to further evidence or effectuate the addition of such new retail locations as Locations subject to this Agreement for all purposes hereunder.

**B. Sponsorship Fees**

The annual Sponsorship Fee during the Initial Term of this Agreement shall be Three Thousand Five Hundred and 00/100 Dollars (\$3,500.00). Subject to submission of an invoice by Sponsoree to CCBCC, the annual Sponsorship Fee shall be payable in four, equal installments by the applicable payment due dates set forth in the chart below.

Agreement Year	Payment Due Dates
Year 1	7/1/19
Year 2	7/1/20
Year 3	7/1/21
Year 4	7/1/22
Year 5	7/1/23

During the Initial Term of this Agreement, CCBCC will pay Customer a rebate for each case and/or gallon of Product sold to Customer by CCBCC. Rebates shall be computed by CCBCC in accordance with the payment policies of CCBCC in effect from time to time, based on rebate and payment timing below:

Bottle & Can Packages	Units Per Case	Rebate Per Case	Payment Timing
20 oz. CSD	24	\$1.75	Semi-Annually

**B&C Rebate Begin Date**  
July 1, 2019

**B&C Rebate End Date**  
June 30, 2024

**C. Product Support**

Each year during the Initial Term of the Agreement, CCBCC will provide Twenty Five (25) cases of Product in 12oz cans or .5L Dasani at no additional cost to Sponsoree.

### D. Sponsorship Benefits

CCBCC shall receive the following sponsorship recognition and support from Sponsoree free of charge, without further payment from CCBCC:

1. **Sampling.** The exclusive right to sample Products at the Locations or Related Activities to the exclusion of Competing Products and any distributors of Competing Products.
2. **Advertising.** The exclusive right to market, promote and/or advertise the Products at the Locations and any Related Activities and CCBCC's sponsorship of Sponsoree and any Related Activities in the marketplace.
3. **Trademarks.** The right to have all Vending Machines, Cold Cases and other Equipment display the trademarks or the brand names of Products owned or controlled by or licensed for the use of CCBCC or an affiliate.

### E. Partnership Elements

Initially during this Agreement, CCBCC shall be able to execute and provide the following partnership elements at Sponsoree Locations. Additional partnership elements may be added during Term by mutual agreement. All checked elements shall initially apply.

#	BRAND	✓	PACKAGE	✓	EQUIPMENT	✓	PROFIT DRIVERS	✓	ANCILLARY	✓
1.	<b>Core Sparkling:</b> i.e. COKE, DIET COKE, COKE ZERO, SPRITE, FANTA	✓	20 OZ.	✓	PRIMARY COOLER	✓	EQUIPMENT SET TO STANDARD	✓	CO2	
2.	<b>WATER:</b> i.e. DASANI, Smartwater	✓	FOUNTAIN		SECONDARY COOLER	✓	COMBO DEALS		TRADE MARK CUPS	
3.	<b>ISOTONIC:</b> i.e. POWERADE, POWERADE ZERO	✓	Other CSD Packages i.e. 24oz, 1L, 8oz		PRE/POST MIX		<b>WALL:</b> i.e. MENU BOARDS, VALUE PROPOSITIONS		LIDS	
4.	<b>TEA:</b> i.e. GOLD PEAK, FUZE, HONEST TEA	✓	TAKE HOME Packaging		GOLD PEAK URN/TOWER		<b>COUNTER:</b> i.e. COUNTER TUB, ICE GLORIFIER		TUMBLERS	
5.	<b>3% JUICE:</b> i.e. MINUTE MAID Refresh	✓	1 LITER i.e. CSD, Smartwater, Dasani		CHECK OUT COOLER		<b>TABLE TOPS:</b> i.e. TABLE TENTS, CONDAMINT CADDIES			
6.	<b>ENERGY:</b> i.e. MONSTER, JAVA, FULL THROTTLE, NOS		<b>DROPS</b> i.e. Dasani, Powerade, etc		WATER RACK		<b>FLOOR:</b> i.e. LOBBY STANDS, A-FRAMES			
7.	<b>100% JUICE:</b> i.e. MINUTE MAID		<b>SHOTS</b> i.e. Fuel in the Bottle		COUNTER TOP MERCHANDISER					
8.	<b>ENHANCED WATER:</b> i.e. VITAMINWATER, SMARTWATER									
9.	<b>FLAVORED SPARKLING:</b> i.e. FRUITWATER									
10.	<b>HEALTH/FITNESS BEVERAGES:</b> i.e. CORE POWER, ZICO, YUP									
Other	Glass Bottle		Aluminum Bottles		Mexican Coca-Cola		KID'S JUICE DRINKS (Tum-E Yummies)			

**CCBCC OPERATIONS, LLC  
CUSTOMER MARKETING AGREEMENT  
CUMBERLAND COUNTY HIGH SCHOOL**

**PRICES, VEND RATES AND COMMISSIONS**

**A. Prices**

1. Prices and Adjustments. During the term of this Agreement, CCBCC will sell to Sponsoree the Products, for purposes of Sponsoree reselling such Products through Direct Sales Vending Machines and Cold Cases, as specified herein. For the convenience of the parties, the prices of the Products as of the Effective Date are as follows:

<u>Bottle &amp; Can Products</u>	<u>Price/Case</u>	<u>Price/Unit</u>	<u># Units/Case</u>
20 oz. Carbonated Soft Drinks	\$29.00	\$1.21	24
20 oz. Dasani	\$17.50	\$0.73	24
20 oz. PowerAde	\$25.75	\$1.07	24
10.1 oz. Tum-E Yummies	\$8.75	\$0.73	12

The prices for the Products may be adjusted by CCBCC, from time to time, during the term of this Agreement. Any such adjustment shall be made by CCBCC in good faith and may take into account, among other things, increases in any prices, costs, fees, charges or taxes associated with or applicable to CCBCC's production, acquisition, distribution or sale of the Products.

2. Invoices and Payment. CCBCC shall invoice Sponsoree for Products sold to Sponsoree in accordance with CCBCC's usual and customary practices in effect from time to time. Sponsoree shall pay to CCBCC the full amount of such invoices no later than thirty (30) days after the date of the invoice. If Sponsoree fails to pay such amounts as provided herein, Sponsoree shall pay interest on all overdue amounts at the rate of one and one-half percent (1.5%) per month compounded monthly (or such lesser rate as is mandated by applicable law). Sponsoree agrees that it shall pay all of CCBCC's costs and expenses (including reasonable attorney's fees and court costs) incurred by CCBCC in collecting any amount not paid when due hereunder and in otherwise enforcing the terms and conditions of this Agreement. Any failure by Sponsoree to pay an invoice shall constitute a material breach of this Agreement. CCBCC may offset against any Commission, Sponsorship Fees, Marketing Support or other amounts otherwise due from CCBCC hereunder, any such amounts, costs and expenses due to CCBCC in conjunction with such Product sales.

**B. Vend Rates**

CCBCC shall have, and shall retain, the sole and exclusive right to set vending prices on all Products sold through the Full Service Vending Machines. For the convenience of the parties, the vend rates of the Products as of the Effective Date are as follows:

<u>Product</u>	<u>Vend Rates</u>
20 oz. Carbonated Soft Drinks/Dasani	\$1.25
20 oz. PowerAde	\$1.25
20 oz. vitaminwater	\$1.50
12 oz. Cans	\$0.75

### C. Commissions

1. Commission Rates. During the term of this Agreement, provided that Sponsoree is in continuous compliance hereunder, CCBCC shall pay a monthly Commission to Sponsoree equal to a percentage of Net Sales (as defined below) of the Products sold through the Full Service Vending Machines at the Locations. For the convenience of the parties, the Commission rates as of the Effective Date are as follows:

<u>Product</u>	<u>Commission Rate</u>
20 oz. Carbonated Soft Drinks/Dasani	25%
20 oz. PowerAde	25%
20 oz. vitaminwater	25%
12 oz. Cans	25%

Notwithstanding the foregoing, CCBCC shall not pay, and shall have no obligation to pay, any Commission to Sponsoree with respect to any month during the term of this Agreement if each and every Full Service Vending Machine placed at the Locations fails to generate at least Forty and 00/100 Dollars (\$40.00) in Commission for such month.

In addition, the Commission rates may be adjusted by CCBCC, from time to time, during the term of this Agreement. Any such adjustment shall be made by CCBCC in good faith and may take into account, among other things, gross sales of Products through Full Service Vending Machines at the Locations and the amount of Products purchased by Sponsoree under this Agreement.

2. Commission Payments. Commission shall be computed by CCBCC monthly and paid by CCBCC to Sponsoree in quarterly installments no later than thirty (30) business days after the end of each quarter, or otherwise in accordance with the payment policies of CCBCC in effect from time to time. The term "**Net Sales**" means and refers to (i) the total gross sales price for the Products sold through the Full Service Vending Machines at the Locations during the period Sponsoree is in full compliance with the terms and conditions of this Agreement reduced by (ii) bad debts, sales and use taxes, recycling fees, debit or credit card charges, shortages, deposit fees and any refunds, discounts, rebates, returns or allowances made by CCBCC, or losses suffered by CCBCC due to theft, pilferage or vandalism, with respect to Products at the Locations. The determination of Net Sales and entitlement to, and amount of, Commission payments hereunder shall be made by CCBCC in good faith and in accordance with its normal accounting and bookkeeping methods.

**CCBCC OPERATIONS, LLC  
CUSTOMER MARKETING AGREEMENT  
CUMBERLAND COUNTY HIGH SCHOOL**

**EQUIPMENT**

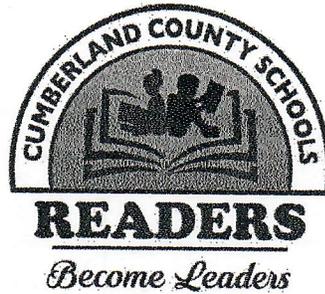
**Full Service Vending Machine Listing**

**Installation Site at the Locations**

**Other Equipment Listing**

**Installation Site at the Locations**

Mrs. Janet C.  
Graham  
Director of Schools



Mrs. Teresa Boston  
Board of Education Chair

**Cumberland County Board of Education**  
368 Fourth Street  
Crossville, TN 38555  
Phone: 931-484-6135  
Fax: 931-484-6491

To: Mrs. Janet Graham and the Cumberland County Board of Education  
From: Mrs. Vicki Presson  
Regarding: OT Contract  
Date: June 26, 2019

Dear Mrs. Graham and the CCBOE,

Please approve the attached contract with Karyn Henderson, Global Therapies, Inc. We request to continue to contract with her for the purposes of providing occupational therapy for the 2019-2020 school year.

Feel free to contact me if you have questions. Thank you for your time and consideration.

Respectfully,

Vicki K. Presson, Ed.S  
Director of Special Education, RTI and 504 Services  
931-484-3301  
Pressonv1@ccschools.k12tn.net

Occupational Therapy Services  
Karyn Henderson, OTR/L  
138 Eagle Point Drive  
Rockwood, TN 37854  
865-354-9271

May 10, 2019

RE: Proposal for contract with Cumberland County School System for Occupational Therapy services provided by Karyn Henderson for the 2019-2020 school year.

1. Rate of compensation for services shall be both for school and 504 billed treatments at \$75 per hour for occupational therapists and \$55 per hour for occupational therapy assistants for delivery of all occupational therapy services including but not limited to: direct treatment, evaluations, re-assessments, consultation, file review, observation in classroom, attendance in scheduled meetings, drive time between schools, IEP goal writing and reviews, in-services, documentation time, evaluation write-up time, and supervisory visits.
2. Medically approved treatments will be submitted and billed to TN Care after appropriate paper work and doctor referrals are provided and any pre-authorizations from the insurance which will be submitted by Cumberland County staff. Any additional time needed to obtain information not provided will be billed directly to the schools. Insurance denials which cannot be recouped will be submitted to the school for billing.
3. Payments to Karyn Henderson shall be made monthly according to the rates set out above, but only after an invoice is submitted and services are satisfactorily completed and documented.
4. Adequate space, evaluation materials, treatment materials and photo copying will be provided by the school system as needed.
5. Terms of this contract shall be from the first day of school until the last for the 2019-2020 school year, including summer therapy as needed to prevent regression of skills for the 2020 summer.
6. This contract may be terminated by either party by giving written notice to the other at least sixty days before the effective date of termination. In that event, the Contractor shall be entitled to receive just and equitable compensation for work completed as of termination date.

Karyn Henderson, OTR/L

Karyn Henderson, OTR/L

5-10-19

Date

Vicki Prosson  
Cumberland County Schools

5-26-19  
Date



# North Cumberland Elementary School

7657 Hwy. 127 N. ~ Crossville, Tennessee 38571

Ph. 931-484-5174 ~ Fax 931-707-5556

Jennifer Magnusson, Principal

Date: June 17, 2019  
From: Jennifer Magnusson, Principal  
To: Cumberland County Board of Education  
Janet Graham, Director of Schools  
Re: Fuel Up to Play 60 Grant

Please approve the acceptance of a Fuel Up to Play 60 grant for the North Cumberland Elementary physical education program in the amount of \$3,935.00. This grant was written by Misty Goss, our PE teacher, and was awarded to support our physical education and healthy eating program.

The items purchased from the funds from this grant will provide small fitness equipment, such as table tennis items, and breakfast smoothie equipment for the cafeteria. This will allow students to have another healthy option for a nutritious first meal each day to ensure they begin their day strong.

Your consideration for approval of this grant will be greatly appreciated.

Sincerely,

Jennifer Magnusson

**“CHILDREN FIRST — EXCELLENCE ALWAYS”**

*Our mission at North Cumberland Elementary School is to provide a consistent, safe and positive atmosphere in which students will be empowered to learn and succeed as they face the challenges of life's journey.*

---

RE: NORTH CUMBERLAND ELEMENTARY SCHOOL/CUMBERLAND COUNTY SCHOOLS, TN

June 13, 2019

Dear NORTH CUMBERLAND ELEMENTARY SCHOOL,

Congratulations! On behalf of The Dairy Alliance we are pleased to inform you that your school's application for Funds for Fuel Up to Play 60 for the April 10, 2019, deadline has been approved!

Here is a summary of your approved funding:

Healthy Eating Budget	
Play	Amount Approved
Breakfast for Everyone - First Meal Matters	2041
Physical Activity Budget	
Play	Amount Approved
All in All Abilities - Activate Your School	1894

Please view your detailed approved budget at the end of this message.

At back to school time, your school will receive a check from The Dairy Alliance based on the following information supplied in your application form:

**School:** NORTH CUMBERLAND ELEMENTARY SCHOOL/CUMBERLAND COUNTY SCHOOLS, TN

**Tax ID:** 62-0981539

**Check Payee:** North Cumberland Elementary

**Check Address:** North Cumberland Elementary School; 7657 Highway 127 North; Crossville, TN, 38571

**Attention:** Misty Goss

**IMPORTANT:** If any of the information outlined above is not correct, or if your school is unable to implement the program or comply with the Funding Guidelines and Terms, please send an email with the correct information, or an explanation of your situation to: [fundsadminoffice@mmseducation.com](mailto:fundsadminoffice@mmseducation.com). WITHIN FIVE (5) BUSINESS DAYS.

Here are the next steps for you and your school regarding the Funds:

1. **Review the approved budget** found at the end of this message, which outlines how your Funds should be allocated based on the budget you proposed in your application. Please note that at times the amount awarded to a school may be less than what you applied for. This is determined by the approving authorities for each application. If you have questions about the approved amounts, please contact your [local dairy council](#).
2. **Meet with your student team and other adult leaders** in the school to formulate your plans to implement the Healthy Eating and Physical Activity Plays outlined in your funding application.

NOTE: You can obtain a copy of your application by logging on to your Fuel Up to Play 60 Dashboard and going to the "My Funding" section. If you have any questions, you can contact the Help Desk [online](#) or by calling 800-752-4337, M-F, 8:30 a.m. to 5:00 p.m. ET.

3. **Let others in your school/community know about this exciting news** and ask for their support.
4. **Anticipate an email message from The Dairy Alliance**, who will be available as a resource as you progress in implementing your program.
5. **Review the Funding Guidelines and Terms**, which were outlined on the application form and are [available online](#) for your reference.

6. Be aware that you will be required to provide reporting on the implementation of your program at the end of the 2019-2020 school year. More details will be provided next spring, and reporting will be due in May 2020. To see a sample of the reporting that was required last year, please [click here](#).

We are excited about your plans for creating healthier students and a healthier school with Fuel Up to Play 60! Thank you for your efforts! If you have any questions or need assistance, please contact either The Dairy Alliance or the Fuel Up to Play 60 Funds Administration Office - [fundsadminoffice@mmseducation.com](mailto:fundsadminoffice@mmseducation.com).

Congratulations once again!

Sincerely,

Fuel Up to Play 60 Funds Administration Office  
[fundsadminoffice@mmseducation.com](mailto:fundsadminoffice@mmseducation.com)

**Funds for Fuel Up to Play 60 – Deadline: 4/10/2019**  
**Approved Budget for NORTH CUMBERLAND ELEMENTARY SCHOOL/CUMBERLAND COUNTY SCHOOLS, TN:**

Healthy Eating Budget		Description	Amount Approved
Play	Award		
Breakfast for Everyone - First Meal Matters	Cafeteria equipment for preparation of food	2 18" immersion blenders 2 Buckets w/lids	\$ 1800
Breakfast for Everyone - First Meal Matters	Cafeteria equipment for preparation of food	Utility Cart for Immersion blender and buckets	\$ 241
<b>TOTAL HEALTHY EATING</b>			<b>TOTAL AMOUNT FUNDED</b>

Physical Activity Budget		Description	Amount Approved
Play	Award		
All in All Abilities - Activate Your School	Small fitness equipment	12 Table Tennis Go Anywhere Sets	\$ 208
All in All Abilities - Activate Your School	Small fitness equipment	2 TABLE TABLE TENNIS COMPETITION 3.0	\$ 800
All in All Abilities - Activate Your School	Small fitness equipment	2 BALL TABLE TENNIS 2-STAR - WHITE - BULK PAC 144	\$ 103
All in All Abilities - Activate Your School	Small fitness equipment	30 TABLE TENNIS PADDLE - STANDARD - 7 PLY -RUBBER FACE	\$ 107
All in All Abilities - Activate Your School	Small fitness equipment	13 GAME SPIKEBALL COMBO SET	\$ 676
<b>TOTAL PHYSICAL ACTIVITY</b>			<b>TOTAL AMOUNT FUNDED</b>

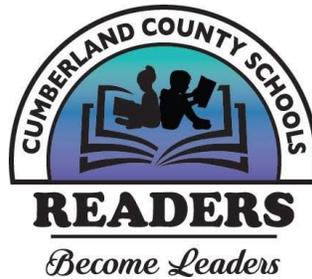
TOTAL

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If you find it necessary throughout your implementation to make any changes to the spending outlined above, you **MUST CONTACT** The Dairy Alliance first for permission and guidance on your desired changes.

- As part of your final reporting, at the end of the 2019-2020 school year, you will be asked to account for how your money was spent.

*Mrs. Janet C. Graham  
Director of Schools*



*Mrs. Teresa Boston  
Board of Education Chair*

**Cumberland County Board of Education  
368 Fourth Street  
Crossville, TN 38555  
Phone: 931-484-6135  
Fax: 931-484-6491**

Date: May 20, 2019

To: Mrs. Janet Graham, Director of Schools &  
Cumberland County Board of Education  
From: Marsha Polson, RN, Coordinated School Health Supervisor  
Re: Acceptance of 2019-2020 Coordinated School Health Grant Funding

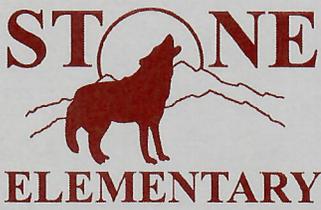
I respectfully request the acceptance and approval of the 2019-2020 Coordinated School Health Grant funding from the TN Department of Education.

This grant funding allows us to promote health and wellbeing for our students, staff, schools, and community. The grant does not require a cash match.

Thank you for your attention to this matter.

*Marsha Polson RN*

Marsha Polson RN  
Supervisor of Health Services &  
Coordinated School Health



Justin Whittenbarger, Principal

1219 Cook Road, Crossville, TN 38555

(931) 456-5636 Fax (931) 456-5369

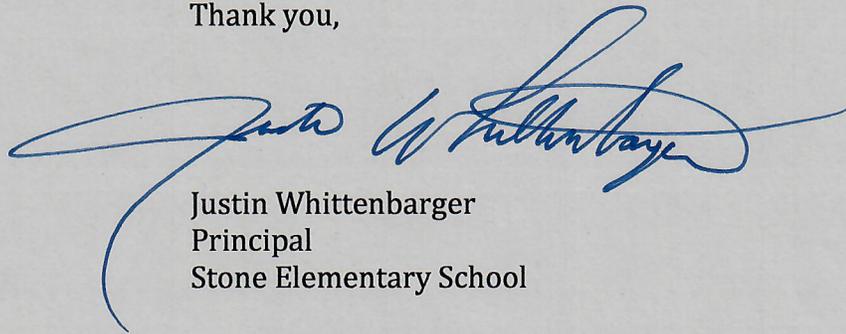
stoneel.ccschools.k12tn.net

June 4, 2019

Dear Mrs. Graham and the Cumberland County Board of Education:

Stone Elementary respectfully requests consideration for the attached  
2019-2020 Proposed Fundraising Activity.

Thank you,

A handwritten signature in blue ink, which appears to read "Justin Whittenbarger". The signature is fluid and cursive, with a large loop at the end.

Justin Whittenbarger  
Principal  
Stone Elementary School

Enclosure: Proposed Fundraising Activity

## PROPOSED FUNDRAISING ACTIVITIES

Fund/account name STONE ELEMENTARY DIGITAL SIGN FUND

Proposed fundraising activities Otis Spunkmeyer Cookie Dough Sales & "Mixed Bags"  
(miscellaneous kitchen items, wrapping paper, etc.)

Proposed uses of funds raised  
MONIES RAISED FROM THE SALE OF ITEMS WILL BE UTILIZED TO  
PURCHASE AN ELECTRONIC SIGN FOR THE ENTRANCE OF SES.

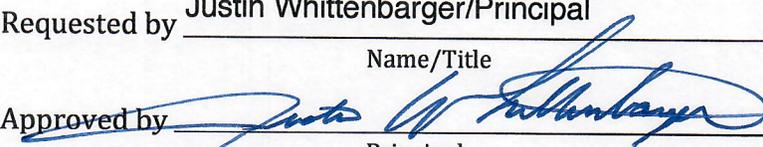
Planned purchased date 2019-2020 SCHOOL YEAR

Contingency for funds not utilized ALL FUNDS WILL BE UTILIZED TO PURCHASE THE  
DIGITAL SIGN FOR SES.

Expected student involvement (school-wide or specific school organization) THIS  
FUNDRAISER WILL BE OPEN TO ALL STUDENTS AT STONE ELEMENTARY.

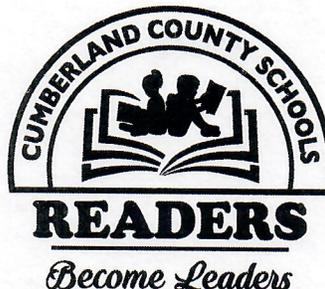
Method by which school will receive profit STONE ELEMENTARY WILL RECIEVE NO  
LESS THAN 40% PROFIT FROM THE SALES.

Requested by Justin Whittenbarger/Principal Date June 4, 2019  
Name/Title

Approved by  Date June 4, 2019  
Principal

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Director of Schools\*

\*The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.



PREBOOK INFORMATION

Spring \_\_\_\_\_ Fall  Name April Peterson/Jan Moore

Vendor Otis Spunkmeyer/mixed Bag Designs

Organization Stone Elementary Acct. # \_\_\_\_\_

Contact Person Janie Honeycutt Group Type Elementary-Schoolwide

Address 1219 Cook Rd.

Crossville, TN 38555

Bus. Or Res. Bus. County Cumberland

Phone number 931-456-5636 Home/work or cell work

Fax number \_\_\_\_\_ E-mail janie.honeycutt@ccschools.k12tn.net

#of sellers 850 # of teams 40 Tax Exempt yes

Date brochures needed Aug. 1<sup>st</sup> Sale begin date August 5

Sale end date August 23<sup>rd</sup> Date orders due to supplier Sept 3<sup>rd</sup>

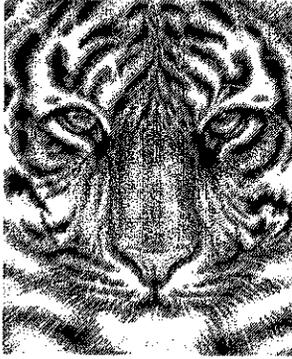
Standard or custom parent letter/no letter custom Extra forms 30

Checks payable to: Stone Elementary

~~WTC~~ # of ~~cases~~ \_\_\_\_\_ Free ~~cases~~ \_\_\_\_\_ Del. ~~Date~~ \_\_\_\_\_

Prizes \_\_\_\_\_

Comments \$18.00 cookie dough, order form - OTIS 44.4% profit  
pack own, no collate, enter in orders - 50% profit mixed bags



CRAB ORCHARD  
ELEMENTARY SCHOOL

240 School Road  
Crab Orchard, TN 37723  
PHONE: (931) 484-7400 FAX: (931) 456-5655  
Principal: Debbie Beaty

May 31, 2019

Cumberland County Board Of Education  
368 Fourth Street  
Crossville, TN 38555

Dear Cumberland County Board of Education,

Crab Orchard Elementary is requesting that the following items be retired. Please feel free to contact me with any concerns at 931-484-5440.

**Tag # 41591**  
**Serial # 4511307AFYN**  
**Description -MACBOOK**  
**Reason to Retire -Does Not Work**

**Tag # 41604**  
**Serial # 4511302WFYN**  
**Description -MACBOOK**  
**Reason to Retire -Does Not Work**

**Tag # 26202**  
**Serial # MX-OXH-597-46634-68V-34LU**  
**Description- DELL MONITOR**  
**Reason to Retire -Does Not Work**

**Tag #** 180152185

**Serial #** B2000051601

**Description** -HOLIDAY-FRIG

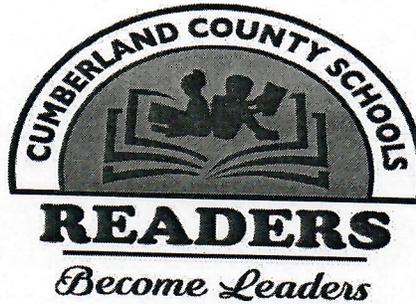
**Reason to Retire** -Does Not Work

Thank You,

A handwritten signature in cursive script that reads "Natalie Roberts". The signature is written in black ink and is positioned above the printed name and title.

Natalie Roberts  
Assistant Principal

Mrs. Janet C. Graham  
Director of Schools



Mrs. Teresa Boston  
Board of Education Chair

**Cumberland County Board of Education**  
368 Fourth Street  
Crossville, TN 38555  
Phone: 931-484-6135  
Fax: 931-484-6491

June 18, 2019

Mrs. Janet Graham  
Cumberland County Board of Education  
368 Fourth Street  
Crossville, TN 38555

Dear Mrs. Graham and Board of Education,

I am submitting to you General and Special Education's list of items to be retired by the BOE at June's regular scheduled board meeting. Please include this list on the consent agenda. If you have any further questions or concerns, please contact Dr. Rebecca Wood.

Sincerely,

Dr. Rebecca Wood  
Vicki Presson

## GENERAL's Retirement List for June 2019

Asset Tag	Location	Description	Model Name	Manufacturer	Serial Number	Department	Funding Source
45343	18-215	Wireless Router	Airport Extreme	Apple	C86LWFT2FJ1R	GENERAL	GENERAL
42631	18-215	Computer	Mac Mini Server	Apple	C07H90GPDJY7	GENERAL	GENERAL
45534	18-215	TONER	Intellitone Pro 200	Fluke	3035053	GENERAL	GENERAL



Asset Tag	Location	Description	Model Name	Manufacturer	Serial Number	Department	Funding Source
2608	25-H113	Printer	HL5250 DN	Brother	K7J307414	SPED	GENERAL
180256019	25-H114	Printer	HP laser jet 1320A	HP	CNHC5DFOQ1	SPED	SPED
180352936	25-H114	Computer CPU	Mac Mini	APPLE	YM6453QBWDA	SPED	SPED
180251886	25-H116	Monitor	Black	Dell	CN-OWH-318-72872-691-2HCI	SPED	GENERAL
5231	25-D103	Printer	Laser Jet Pro P1102W	HP	VNB4D83387	SPED	IDEA
180200375	25-D103	TV			BOGUSTV20	SPED	GENERAL
180255640	25-D103	VCR-DVD Player	gray		BOGUSDVDVCR10	SPED	GENERAL
180603013	25-D103	Laptop	Latitude D505	Dell	CNOH20494864354E4572	SPED	SPED
180742905	33-146	Laptop	silver	Dell	G6RMB71	SPED	GENERAL
5008	33-146	Laptop	Latitude D610	Dell	CNOU8082486435A60521	SPED	GENERAL
5524	85-401	Laminator	XC341	Lakeshore	567515	SPED	SPED
5259	85-402	WEDGE FOAM	BLUE 8X20X22	SCHOOL SPECIALTY	SKILLBUILDERS	SPED	SPED
3187S	85-403	CAT/CRAWL	YELLOW/GREEN	FEBER	BOGUSTHERAPY AID26	SPED	SPED
3188S	85-403	TREEHOUSE	BROWN/GREEN	FEBER	BOGUSPLAYSET 5	SPED	SPED
3197S	85-403	Storage Cabinet	GREY WITH TWO DOORS	SUNCAST	BOGUSSTORAGE CABINET68	SPED	SPED
5456	74-009	Computer CPU	BLACK	DELL	81Y9SC1	SPED	DONATION



## South Cumberland Elementary School

3536 Lantana Road  
Crossville, Tennessee 38572  
Telephone: 931-788-6713  
Fax: 931-788-1116

Darrell G. Threet  
Principal

To: Cumberland County Board of Education  
Mrs. Janet C. Graham, Director of Schools

From: Darrell G. Threet *Darrell G Threet*

Date: June 18, 2019

Re: Surplus Inventory

Please approve the item(s) below as surplus inventory. These item(s) need to be disposed of properly. Thank you for your consideration in this matter.

Property  
Tag #

34779	73-109	IPAD	GENERAL
180333196	73-109	TV	GENERAL
180733636	73-110	LCD PROJECTOR	GENERAL
43485	73-117	DOC. CAM ELMO	GENERAL
14929	73-125	IPAD	GENERAL
45486	73-125	CHROMEBOOK	GENERAL
45491	73-125	CHROMEBOOK	GENERAL
34411	73-127	PROMETHEAN ACTIV/SOUND	GENERAL
42771	73-105	IPAD DOCKING STATION	GENERAL
180202978	73-193	DVD/VCR	GENERAL
180330878		TV	GENERAL
180732881	73-193	TV	GENERAL
180733919	73-193	PROJECTOR	GENERAL
180733929	73-193	PROJECTOR	GENERAL
20474	73-193	PROJECTOR	GENERAL
22885	73-193	PROJECTOR	GENERAL
25922	73-193	PROJECTOR	GENERAL
25923	73-193	PROJECTOR	GENERAL
25924	73-193	PROJECTOR	GENERAL
25926	73-193	PROJECTOR	GENERAL

25927	73-193	PROJECTOR	GENERAL
25928	73-193	PROJECTOR	GENERAL
25930	73-193	PROJECTOR	GENERAL
25933	73-193	PROJECTOR	GENERAL
25935	73-193	PROJECTOR	GENERAL
25936	73-193	PROJECTOR	GENERAL
34409	73-193	PROJECTOR	GENERAL
34410	73-193	PROJECTOR	GENERAL
34455	73-193	SCANNER	GENERAL
34679	73-193	DVD/VCR	GENERAL
34801	73-193	EX HARD DRIVE	GENERAL
34397	P4	DVD/VCR	GENERAL
34785	P4	IPAD	GENERAL
36470	P4	PROJECTOR	GENERAL
180202499	P5	TV	GENERAL