

## Board of Education

February 24, 2022 6:00 PM

Central Services Board Room

1. Call to Order - Mr. Jim Inman
2. Moment of Silence/Pledge of Allegiance - Mr. Jim Inman  
-Aurora Gollither Pine View Elementary
3. Welcome to Visitors - Mr. Jim Inman Student Representatives  
CCHS-Sophie Turner  
SMHS-Ellie Minneci
4. Special Recognition - Mr. Jim Inman
5. Roll Call
6. Declaration of Conflict - Mr. Earl Patton
7. \*Approval of January Minutes
8. \*Approval of Agenda
9. Community Comments
10. Acknowledgement of Elected Officials
11. School Board Reports
- 11.A. TLN Report - Mr. Robert Safdie
12. Board Member(s) Report from Training(s)
13. Legal Report - Mr. Earl Patton
14. \*Cumberland County Health and Safety Standard Board  
-Nancy Hyder  
-Joe Koester
15. Update for CCHS Jet  
-Colonel Trey Meadows  
-Jon Hall, CCHS Principal
16. Director's Report - Dr. Ina Maxwell
- 16.A. \*Youth Wellness Survey-Coordinated School Health
- 16.B. \*Coordinated School Health-Life Choices Maze
- 16.C. Annual Planning Calendar
- 16.D. FYI
- 16.D.1. ESSER Report February 2022
- 16.D.2. Administrative Meeting Agenda
- 16.D.3. 21st Century Community Learning Centers Desktop Monitoring
- 16.D.4. Attendance Report
- 16.D.5. Personnel Report
- 16.D.6. Substitute List
- 16.D.7. Professional Development Report
- 16.D.8. School News Articles
- 16.D.9. School Calendar of Events
17. School Board Committees
- 17.A. Policy Committee-Mr. Tony Brock
- 17.A.1. \*Approval of First Reading of Policies
- 17.A.1.a. Policy 5.301 Emergency, Bereavement and Legal Leave
- 17.A.1.b. Policy 5.303 Personal and Professional Leave
- 17.A.1.c. Policy 5.701 Substitute Teachers
- 17.A.2. \*Approval of Second Reading of Policies
- 17.B. Athletic Committee - Mr. Tony Brock
- 17.C. Budget Committee Meeting - Mr. Chris King

- 17.D. Building and Grounds Committee-Mr. Robert Safdie
- 17.E. Contract Committee-Mrs. Teresa Boston
- 17.F. Safety Committee-Mrs. Rebecca Hamby
- 18. Chief Financial Officer's Report-Mrs. Kacee Harris
- 18.A. Monthly Financial Report
- 18.B. Monthly Sales Tax Report
- 18.C. \*141 Budget Amendments
- 18.D. \*142 Budget Amendments
- 18.E. \*143 Budget Amendments
- 19. \*Consent Agenda
- 19.A. \*Approval of Volunteers
- 19.A.1. CCHS Volunteer List
- 19.A.2. Crab Orchard Volunteer List
- 19.A.3. North Cumberland Elementary Volunteer List
- 19.A.4. Pine View Elementary Volunteer List
- 19.A.5. South Cumberland Elementary Volunteer List
- 19.A.6. Stone Elementary Volunteer List
- 19.B. \*Approval of Overnight and Out of State Field Trips
- 19.B.1. SMHS Chorus Overnight Field Trip Request  
Nashville, TN. April 27-30, 2022
- 19.C. \*Approval of Contracts
- 19.C.1. XXXX
- 19.D. \*Approval of Grants
- 19.E. \*School Wide Fundraisers
- 19.F. \*Approval of Disposal of Surplus Property
- 19.F.1. CCHS Retirement List
- 19.F.2. Crab Orchard Retirement List
- 19.F.3. Federal Programs Retirement List
- 19.F.4. HES Retirement List
- 19.F.5. Martin Elementary Retirement List
- 19.F.6. Phoenix Retirement List
- 19.F.7. Pine View Retirement List
- 19.F.8. South Retirement List
- 19.F.9. Transportation Department Retirement List
- 19.G. \*Executive Approval
- 20. Old Business
- 21. Questions from Media
- 22. Adjournment
- 23. (\*) Indicates Board Approval Required

**Board of Education**  
**January 27, 2022 6:00 PM**  
**Central Services Board Room**

The Cumberland County Board of Education met in a regular session on Thursday, January 27, 2022, in the Central Services Board Room, where the meeting was called to order by Chairman Inman at the approximate hour of 6:00pm. Inman advised, I would like to welcome all of our visitors here tonight. Thank you for coming. I noticed Mrs. Julia Timson is with us again tonight. Thank you, Mrs. Timson, do you have anything to say for us tonight? Timson advised, I would just like to say once again give out an impassioned plea for substitutes and bus drivers and teachers that are out there that are not working. We really, really need help in Cumberland County Schools. We have teachers that are covering classes many times a week and while they are more than capable of doing it, it's a lot. It is a lot on teachers. So anybody out there in the universe, I know people watch online please, please, please come and help us out and substitute. I promise we will show you a good time. You will have a ball.

**PRESENT:** Brock, King, Inman,  
Parris, Hamby,  
Karge, Boston  
  
Earl Patton (Attorney)  
Stephen Prudhomme (Media)  
Julia Timson (CCEA Representative)

**ABSENT:** Safdie, Hale

**STUDENT REPRESENTATIVES:** SMHS - Elizabeth "Ellie" Minneci

1. Call to Order - Mr. Jim Inman (See above)
2. Moment of Silence/Pledge of Allegiance - Mr. Jim Inman - Mr. Jim Inman - Inman led the board members in a Moment of Silence.  
  
After a moment of silence, Randall Cole from South Cumberland Elementary led the audience in the Pledge of Allegiance. Randall Cole was awarded a certificate of appreciation for his participation in tonight's meeting.
3. Welcome to Visitors - Mr. Jim Inman (See above)
4. Special Recognition - Mr. Jim Inman (Exhibit #1) Inman advised, next on the agenda is the Special Recognition and I will turn that over to Dr. Maxwell. Dr. Maxwell advised, tonight is really a night of celebration for a lot of things that we are really excited about. First of all I would like to remind everyone that this week is School Board Appreciation week and we are very grateful and thankful for all nine of our school board members. The time that they give and the service they provide to the students and the employees of Cumberland County Schools and I am very appreciative. Dr. Maxwell presented a Special Recognition Powerpoint and read each slide to the board members and the audience. (See Exhibit #1)

5. Charitable Fund Spring 2022 (Exhibit #2) Inman advised, thank you Dr. Maxwell. The next item on the agenda is the Charitable Fund Spring 2022. Maxwell advised, we have with us tonight Dr. Buck Woods and Dr. Woods, would you be so kind to say a few words for us about the Charitable Fund? Wood replied, I would. This is the 10th distribution we are doing this year and this started off as \$5,000.00. This time we're giving out \$14,500.00 to teachers and students. So this thing is growing and I challenge everybody here, get involved in it. You know \$5.00 a month is not going to hurt people. Get your friends involved in it. We had requests over \$23,000.00 of the needs of the teachers and students and we were able to meet as I said \$14,500.00. Talk to your friends and neighbors and get people involved in this. Let's get it going quicker than it is. We are making progress, but we are not where we need to be. Maxwell read the list of the Charitable Fund Spring 2022 recipients.

• Brown Elementary	Beta Club	\$500.00
• Homestead Elementary	Physical Education Department	\$400.00
• Homestead Elementary	Chess Club	\$300.00
• Martin Elementary	Chess Club	\$300.00
• Martin Elementary	Special Education Department	\$180.00
• North Cumberland Elementary	Physical Education Department	\$300.00
• North Cumberland Elementary	8th Grade Year End Trip	\$653.00
• Pine View Elementary	Renaissance Literacy Initiative	\$200.00
• Pine View Elementary	Varsity/JV Cross Country	\$200.00
• Pine View Elementary	5th-8th Grade Band	\$700.00
• Pine View Elementary	PTO	\$330.00
• Pleasant Hill Elementary	7th/8th Book Clubs	\$500.00
• South Cumberland Elementary	Student Council	\$500.00
• South Cumberland Elementary	Beta Club	\$500.00
• Stone Elementary	Schoolwide Positive Behavior	\$250.00
• Stone Elementary	Band	\$800.00
• Stone Elementary	Cross Country	\$300.00
• Cumberland County High School	Reading Club	\$400.00
• Cumberland County High School	County Wide Middle School Golf	\$400.00
• Cumberland County High School	Track & Field	\$500.00
• Cumberland County High School	Jet Theatrix	\$1000.00
• Cumberland County High School	French Club	\$150.00
• Cumberland County High School	School Counseling Department	\$500.00
• Cumberland County High School	Jets Baseball	\$500.00
• Cumberland County High School	Freshman Academy	\$300.00
• Cumberland County High School	Schoolwide Positive Behavior	\$400.00
• Cumberland County High School	Jets Boys Soccer	\$500.00
• Phoenix High School	Small Animal Science	\$700.00
• Phoenix High School	Attendance Reward Program	\$440.00
• Phoenix High School	Student Council	\$150.00
• Phoenix High School	Media Center	\$150.00
• Stone Memorial High School	Band	\$1500.00

● Stone Memorial High School	Volleyball	\$500.00
● Stone Memorial High School	Audio Visual Club	\$300.00
● Stone Memorial High School	Beta Club	\$300.00
● Stone Memorial High School	FBLA	\$200.00
● Stone Memorial High School	Art Club	\$300.00
● Stone Memorial High School	Special Education Department	\$300.00
● Stone Memorial High School	Food Pantry	\$700.00
● Stone Memorial High School	CTE Student of the Month	\$300.00
● Stone Memorial High School	National History Day Club	\$100.00

6. Roll Call (See above)

7. Declaration of Conflict - Mr. Earl Patton - 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?" Brock, Boston, and Inman certified by saying individually, "I do."

8. \*Approval of DEC Minutes (Exhibit #3) Inman advised, the next item is the approval of the December minutes. Karge moved and King seconded the motion to approve as presented. Inman advised, I have Mrs. Karge with a motion and Mr. King with a second. A Voice Vote was taken.

**VOICE VOTE:** Karge (mover-yes)  
King (seconder-yes)  
All Ayes

**MOTION:** **Motion Carried**

9. \*Approval of Agenda (Exhibit #4) Inman advised the next item on the agenda is the approval of the Agenda. King advised, moved to approve. Inman advised, I have Mr. King with a motion. Karge advised, second. Inman continued, Mrs. Karge with a second. A Voice Vote was taken.

**VOICE VOTE:** King (mover-yes)  
Karge (seconder-yes)  
All Ayes

**MOTION:** **Motion Carried**

10. Community Comments - Inman advised, the next item on the agenda is the Community Comments and I don't believe anybody signed up. So we will move on.

11. Acknowledgement of Elected Officials - Inman advised, the next item on the agenda is the Acknowledgement of Elected Officials and I think Mr. Jim Blalock. Thank you sir. I appreciate you being here. Boston advised, Mrs. Mall is here. Inman replied, Mrs. Colleen Mall. Thank you all for

being here. Is there anybody else I missed? No one responded. Inman continued, thank you. We really appreciate you all being here.

12. School Board Reports - Inman advised, the next item is School Board Reports. The TLN Report, Mr. Safdie is not here. He is out of town. Last time I talked to him he was in California and I think he is moving up the coast to Orgen. He is out on a long vacation. But anyway, we will move on.

12.A. TLN Report - Mr. Robert Safdie - (See above 12.)

13. Board Member(s) Report from Training(s) Inman continued, any board members report for training? Anybody? No one responded. Okay, we will move on then.

14. Legal Report - Mr. Earl Patton - Inman advised, next item Mr. Patton; legal report. Patton advised, I really don't have much of a legal report for you tonight. That is good news, generally. The JUUL Litigation is the only thing really pending and I hope that I will have a report for you next month on that, maybe an update.

15. \*Blue Angel Jet at CCHS - Inman advised, the next item on the agenda is the Blue Angel Jet at CCHS. Mrs. Boston you requested this. Boston replied, I did. Inman continued, I will turn it over to you. Boston advised, as we all know on Facebook we got informed that the Department of Defense had requested and had stated that the jet in front of CCHS is in dire need of repair. This is a 42 year old icon. The Department of Defense actually contracted with the City of Crossville. My understanding history wise is that either the Board of Education at that time didn't want to contract with The Department of Defense or couldn't and it is kind of unclear as to what happened. We have been informed when I talked to Mr. Wood that the district did not want to participate in contributing to the maintenance of that icon. Fortunately for us Jon Hall, Mr. Gray Wood, I think Mr. Magnusson's son is involved in it. Am I right? And also Colonel Trey Meadows is involved in that. What I would like to do is to make a motion to send this to budget. I would like to be a part of this community. I would like to be a part of restoring that. We may not can contribute much. We're going to have to see where the money lies, but I think our children are jets. Like I said that contract was signed in 1980 and we want to give our kids something to be proud of and thank Mr. Gray Wood for not calling The Department of Defense and saying come and get it. They started rambling; where is Mr. Jon Hall? There you are. They started rambling through, I think you've still got more donations that have come in. I think that is going to be a process at trying to get; how much money is? We don't know how much it is going to cost. Do we? Hall replied, we have a rough idea of, so we've had a lot of outpouring of support really from the Retired Veteran Community here in Crossville, Fairfield Glade. Trey has really grabbed this by the horns and ran with it. He has contacted the company that has the contract with the Blue Angels for their actual airplane paint and that is in Jacksonville, Florida. The paint will be roughly \$8,000.00 just for the paint. Boston replied, okay. Hall continued, the Navy has agreed to give us stencils and all of the things that we need to get the work done. Cliff Wightman at TCAT has sent his autobody instructor and her class over. They came over this week to look at it and our plan is for them to do the paint, sandblasting and repairs and paint and everything. So our goal is to set up a fund at school that we have a continual once a year we can go out and wax it and also Mrs. Netty as well. Not just the Blue Angel. We want to take care of both jets. So our goal is once we get to about \$10,000.00 we are going to order the materials that we need. We are going to need some other things. Sandblasting equipment, those types of things. But I think it is gonna,

our goal is really to have this done before we have homecoming next Fall and I think that the support that we've got so far, I think that is very possible. Boston replied, you don't know how much I appreciate the effort that you've made, that Mr. Wood has made and you know Colonel Trey Meadows and if anybody remembers Trey, it's kind of hard to say; have put forth in getting this and getting the support. But as a board member I'd like to be a part of that. So I would like to make a motion that we send this to budget to see what we can do. Hamby advised, I will second it. Inman advised, I have a motion by Mrs. Boston and a second by Mrs. Hamby to send it to budget. A Voice Vote was taken. Inman advised, motion carries. We will take that to budget and I want to thank Mr. Hall for stepping up and getting this a little bit organized and stuff and everything. I have not seen Trey in a long time. Tell him I said thank you. Hall advised, we had an organizational meeting last week and we all had some assignments to work on. We are going to get back together here in about two weeks. Our plan is to roll out the fundraising efforts by mid February. Boston asked, do you remember Jimmy, Trey Meadows? Inman advised, oh ya I had him in school. I coached him in football and basketball. Boston replied, good kid. Inman replied, yes. Boston continued, good family, but to put Colonel in front of Trey Meadows is kind of difficult. Karge advised, thank you for doing that. Boston advised, I appreciate that. Inman advised, actually it doesn't surprise me. Boston replied, it doesn't me either. Hall asked, Mrs. Boston can I throw one more thing in and then I will step out? Inman replied, absolutely. Hall advised, Trey also has lots of contacts. We have some other people involved in the school system with lots of contacts in the Navy. We've reached out to people. No one is coming to take our jet. Just to make that clear. The jet is not going anywhere. The Navy said we are not coming to get it. Boston advised, Mr. Wood said we are going to do what we need to do to make sure that this jet stays. You think about how many kids that we've got in this town that still live here, that graduated from CCHS. They were a jet and I would like to give the kids a little bit and keep the pride and give them something to be proud of. So I want the jet to stay. Hall replied, she's not going anywhere. Inman advised, well I can remember watching them put it up. Boston replied, that was in 1980. Inman replied, yep. I remember it very well and I remember whenever they came in and painted it. The Navy came in and painted it and the word we all always got was we were not allowed to touch it. You know, because they had to have their experts take care of it and stuff. That was just through the grapevine. That was not official, but ya that is a huge source of pride for Cumberland County High School and Cumberland County in general. So yes we are going to take care of it. Boston asked, Mrs. Netty, what do you do with Mrs. Netty? Hall replied, she has been restored. She's in great shape, but our maintenance plan will be both jets. Once we get the Blue Angel back up to where she needs to be. Is if we wash them a couple times a year and that would involve a bucket truck, because Mrs. Netty is up on a much higher post. Then wax them at least once a year. Think that will make them last 50 years. Boston replied, okay. I won't be here. Hall advised, just some preventive maintenance that's all. Once we get them where they are supposed to be. Boston replied, perfect. Thank you Mr. Hall. Inman replied, thank you Mr. Hall, appreciate it.

**VOICE VOTE:**

Boston (mover-yes)  
 Hamby (seconder-yes)  
 All Ayes

**MOTION:**

**Motion Carried**

16. Director's Report - Dr. Ina Maxwell - Inman advised, the next item on the agenda is the Director's Report. I will turn it over to Dr. Maxwell.

16.A. \*Tenure Recommendations (Exhibit #5) Maxwell advised, okay, so continuing our celebrations tonight the first item does require the board to vote. These before you are the Tenure Recommendations for this school year and I shall read the names. Then we will recognize them here in just a moment after the board makes their decision regarding the approval. Maxwell then read the list of names. (See Exhibit #5) Karge replied, move to approve. Inman advised, Mrs. Karge is moved to approve. Brock replied, second. Inman advised, Mr. Brock is seconded. Is there any discussion? No one responded. A Voice Vote was taken. Maxwell then handed out a Tenured Certificate to all approved tenured teachers.

**VOICE VOTE:** Karge (mover-yes)  
Brock (seconder-yes)  
All Ayes

**MOTION:** Motion Carried

Mrs. Boston left the boardroom.

16.B. \*FY22 Pre-Monitoring Supports Grant (Exhibit #6) Maxwell advised, the next item on my report, which will require a board vote. This is a pre Fiscal Year 2022 Pre-Monitoring Fiscal Supports Grant Participation. The state Federal Programs Department is offering this to all local education districts. This is an added layer of helpfulness if you will, from the department for districts that would like to participate in ensuring the fiscal monitoring of the ESSER Funds. Karge replied, move to approve. King replied, second. Inman advised, Mrs. Karge with a motion and Mr. King with a second. Any discussion? No one responded. A Voice Vote was taken.

**VOICE VOTE:** Karge (mover-yes)  
King (seconder-yes)  
All Ayes

**MOTION:** Motion Carried

16.C. State Funding Update (Exhibit #7) Maxwell advised, the next item that we have, this is just; the other remaining items are just updates for you. As you know there has been a lot of discussion around State Funding Formulas and what you have in your packet is what the state released around January 18th. It doesn't include a formula. It discusses areas where they emphasize that funding needs to be directed, however we are still ever hopeful that at some point in time we will be given additional information. The Commissioner had a call with Directors on Wednesday and she emphasized that she really wanted us to tune into the State of the State with Governor Lee. It will be January 31st and so I would encourage all of us if we can to be viewing or listening to that via internet or whatever means. So that information is there.

16.D. Annual Planning Calendar (Exhibit #8) Maxwell continued, the next item that we have is the Annual Planning Calendar and I am telling you time flies when you are having fun. We are making

our way over to that other column. There are lots of tasks that have been initiated that we will continue to work on as we move forward.

16.E. Retirement Letter (Exhibit #9) Maxwell advised, item 16.E. you will find my retirement letter that I have included and I want you all to know that I have thoroughly enjoyed serving in this capacity. I have thoroughly enjoyed my 33 years. It didn't matter what grade I taught. That was my favorite grade at that time and I am just very grateful for this opportunity. Karge advised, I just wanted to say when I got notification that Dr. Maxwell had announced her retirement, I actually told her I was not going to accept her resignation. Going back to when we first interviewed candidates for this position you asked a question and I have never forgotten it. The question you asked was what we were looking for and I answered myself personally I was looking for someone who was kind. Who would bring our staff and our students and our families together and I am so pleased to say that we found that person and thank you so much for the leadership and for the kindness that you've shown especially the past two years which have been just a whole new world. So thank you Dr. Maxwell. I'm still not going to accept your resignation. Maxwell replied, we have a great school district and I just look forward to watching to see what you all will accomplish and I know you will accomplish great things. So I am really looking forward to being on the other side of it and seeing what you do. Now I am not going to fall off the edge of the earth. I don't plan on it, but you will hopefully see me around. Inman asked, do you want to run for school board? Maxwell replied, well you never know. Inman replied, just kidding. But before you go on I would like to say thank you as well. This is, the last two years have been an extremely difficult time in schools all across the nation and I think Dr. Maxwell has led us through these two years with a lot of grace and I think she has done an awesome job and whenever I was informed that she was retiring I was saddened, but I understand it. Being a retired school teacher I was looking forward to it as well. Anyway, thank you Dr. Maxwell. We appreciate everything you have done for us. Maxwell replied, well I appreciate all of you and I would like to say for all of the people who wished me well your outpouring has been most generous and I truly appreciate it.

#### 16.F. FYI

January 2022 ESSER Report (Exhibit #10) Maxwell advised, just some FYI's that we have to conclude my report. You have your monthly ESSER Report. You will see the spin down of the funds. We received the ESSER 2.0 RFQs. They have been received and there will be an ESSER Committee meeting set soon to go over those and to make recommendations. I was happy to report to the board on Tuesday morning at 5:10am we received an email from the department that our ESSER 3 application had been approved and I did send it with stars around it like I said I would. It wouldn't let me put stars in the subject line. So I had to do it in the body of the little memo. Also you will find additional information provided there with your ESSER information with our ESSER 3 complaint that was, the findings of fact are included. Everything has been cleared and ESSER 3 was approved and the other information is for your information from me. That is all I have Mr. Inman. Inman advised, well I would like to state for the record that there was a complaint filed and there was an investigation and in reading the investigation, the report is in the record so everybody can read it if you want to. They came back and everything was fine. They did suggest that we get a little bit input with our students and parents and I know that it has already been taken care of and the reason I know it has

been taken care of is because they approved the ESSER 3.0. So it has been approved and everything is a okay. Thank you Dr. Maxwell for you and your staff and everybody that has worked diligently on this, because I know it's been a rough go and everybody doesn't realize it, but between the Federal Government and the State Government. They kept changing the rules on us almost sometimes daily and sometimes weekly. So it's been a trying process and they have done an outstanding job getting this done. For us to be able to have the ESSER 3 money. Thank you. Maxwell replied, thank you and that is all I have to report Mr. Inman.

(Exhibit #11)

- 16.F.1. Administrative Meeting Agenda
- 16.F.2. Attendance Report
- 16.F.3. Personnel Report
  - 16.F.3.a. CCBOE Personnel Report Jan '22
  - 16.F.3.b. CCSNP Personnel Report January '22
- 16.F.4. Substitute List
- 16.F.5. Professional Development Report
- 16.F.6. School News Articles
- 16.F.7. School Calendar of Events
  - 16.F.7.a. Crab Orchard February '22 Calendar
  - 16.F.7.b. Homestead Feb '22 Calendar
  - 16.F.7.c. SMHS February '22 Calendar
  - 16.F.7.d. Stone Elementary February '22 Calendar

17. Requests for Competition Funds (Exhibit #12) Inman advised, the next item on the agenda is the Requests for Competition Funds. Karge replied, move to approve. King replied, second. Inman advised, I've got a motion by Mrs. Karge and a second by Mr. King. A Voice Vote was taken.

**VOICE VOTE:**                      Karge (mover-yes)  
    King (seconder-yes)  
    All Ayes

**MOTION:**                              **Motion Carried**

18. School Board Committees - Inman advised, the next item on the agenda is the School Board Committees. Looking at it Mr. Brock I don't believe you have anything to report. Do you? Brock replied, thank goodness we do not, but we will next month so be prepared. Inman replied, you are also on here for the Athletic Committee. I don't think you all meet. Brock replied, we actually did meet and just a quick thing. We as a committee met with both our athletic directors, our coaches and some of the administrators in the county. In an effort to come up with a plan that we could better recruit and retain terms we have used in this building many times. Coaching, that is also an issue and we do have a suggestion. We are going to run that through budget and see how realistic it is, but we are making every effort and so you will see the results of some of our Athletic Committee efforts later. Inman replied, thank you Mr. Brock.

18.A. Policy Committee-Mr. Tony Brock

18.A.1. \*Approval of First Reading of Policies - none

18.A.2. \*Approval of Second Reading of Policies - none

18.B. Athletic Committee - Mr. Tony Brock - See item 18 above.

18.C. Budget Committee Meeting - Mr. Chris King - Inman continued, Mr. King, do you have anything to report on the budget? King replied, Mr. Chair, nothing to report. Other than that, it's about to get busy.

18.D. Building and Grounds Committee - Mr. Robert Safdie - Inman advised, of course Mr. Safdie is not here.

18.E. Safety Committee - Mrs. Rebecca Hamby - Inman continued, Mrs Hamby do you have anything to report on the Safety Committee? Hamby replied, the only thing I have to report is whenever I think it was the meeting before last whenever we had the Bikers Against Bullies come. We are still working on that and getting the rallies put together and Mr. Magnusson is working on that and so whenever we get that all set up everybody will know about it and we will probably be having a safety meeting sometime in February.

19. Chief Financial Officer's Report - Mrs. Kacee Harris - Inman advised, the next item on the agenda is the Chief Financial Officer's Report. Mrs. Harris, I will turn it over to you. Harris advised, first up I would like to just give you a snapshot of the budget design timeline. So we have started the budget season for this year and as Mr. King has said it's about to get busy. So principals and departments are working on their budgets and we will be having some meetings in the upcoming months. Some dates to be aware of. May 26, 2022 if you will save the date there we all should be here, but that is our goal to have our board approved budget no later than that date to send over to the county. Early June, we will present that to the Budget Committee with the County Commission and then if we need to reconvene mid June for any special called to make adjustments or anything like that we can. It will be an interesting budget season as it is kind of up in the air if our budget formula will change. If it won't and what that will look like. So we will definitely keep you posted as soon as we have information there. So any questions on the budget process? No one responded.

19.A. Monthly Financial Report (Exhibit #13) Harris continued, so for our December financials. You can see there; our revenues. In December we received about \$6.6 million. For a year to date total over \$28 million compared to our annual budget of \$56.6. So, we are in good shape there. Any questions on the revenues? No one responded. Harris continued, on our expenditures in December we expended about \$4.7 million. For a year to date total of just over \$25 million. Against our budget of \$60 million. Any questions there? No one responded.

19.B. Monthly Sales Tax Report (Exhibit #14) Harris continued, moving on the next item is our Sales Tax Report, which continues to be very positive. So for the January numbers, which if you remember are two months behind. So this is cash registers ringing in November. They brought in about \$1.1 million and that was about \$145,000 over projection. So for the year if you look at that bottom number in the right corner we are continuing to shop local. That is really beneficial to our county and our schools. Any questions on the Sales Tax? Inman replied, I just have one thing to say is; outstanding and people please buy local. It helps us.

19.C. \*142 Budget Amendments (Exhibit #15) Harris advised, the next item I did want to point out a change. We noticed this afternoon that there was a typo on one of the 142 Budget Amendments. So we left the original there and we have updated and dated the revised one and we put a copy at each of your spots just to fix that error. So we have three Federal Budget Amendments and we've got our Federal Budget crew here if you have any questions. Karge asked, does that need to be voted on again or anything? Inman replied, yes. All three of these. King replied, it does. Inman asked, do you want to go over them or has everybody seen them? Harris replied, whatever the board wishes. Multiple board members responded, I've seen them. Inman replied, then I suggest we vote on all three of them. Karge moved and Hamby seconded the motion. Inman advised, I've got a motion from Mrs. Karge and a second by Mrs. Hamby. King asked, that is to approve as amended? Karge replied, to approve as amended. Inman replied, yes. Karge replied, as presented. Inman asked, is there any discussion? No one responded. A Voice Vote was taken.

**VOICE VOTE:** Karge (mover-yes)  
Hamby (seconder-yes)  
All Ayes

**MOTION:** Motion Carried

20. \*Consent Agenda (Exhibit #16)

20.A. \*Approval of Volunteers

20.A.1. CCHS Volunteer List Jan'22

20.A.2. Crab Orchard Volunteer List Jan '22

20.A.3. Homestead Elementary Volunteer List Jan '22

20.A.4. North Cumberland Volunteer List Jan '22

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

20.B.1. CCHS Cheer Overnight Request

20.B.2. CCHS Overnight Field Trip

20.B.3. SMHS Request for Early Dismissal/Overnight Stay

20.B.4. SMHS Band Overnight Request

20.B.5. SMHS Choir Overnight Field Trip Request

20.B.6. SMHS Cheer Team Overnight Request

20.C. \*Approval of Contracts

20.C.1. XXXX

20.D. \*Approval of Grants

20.E. \*School Wide Fundraisers

20.F. \*Approval of Disposal of Surplus Property

20.F.1. CTE, General & Food Service Retirement List Jan '22

20.F.2. Phoenix Retirement List January '22

20.F.3. South Cumberland Retirement List January '22

20.G. \*Executive Approval

Inman advised, next item on the agenda is the Consent Agenda. Hamby replied, I make a motion that we approve. Karge replied, second. Inman advised, Mrs. Hamby made a motion and Mrs. Karge made the second. Is there any discussion? No one responded. A Voice Vote was taken.

**VOICE VOTE:**                      Hamby (mover-yes)  
   Karge (seconder-yes)  
   All Ayes

**MOTION:**                              **Motion Carried**

21. Old Business - Inman advised, the next item on the agenda is Old Business. Karge advised, in the wake of Dr. Maxwell's announcement I would like to make a motion that we open up applications and resumes for the position of Director of Schools asap. Brock replied, second. Inman advised, we have a motion and a second. Hamby asked, can we have discussion? Inman replied, yes; discussion. Hamby advised, I would like to suggest that we actually have a meeting to discuss what our next move is. Inman replied, I don't have a problem with that. We need to do a Special Called Meeting if we are going to go that direction, because I don't want to wait until February. Hamby replied, I don't either. Well we are going to have to wait until February, it is the end of January now. Inman replied, well ya, but I don't want to wait until the end of February is what I am saying. I don't want to wait until the February meeting. Hamby advised, I understand. I just feel like that way we can have an opportunity to just discuss all of it before we put it out there. Karge advised, I guess my thought is let's get the resumes. Let's get them coming in. I know last time we said we were going to give preference to local, I mean I think that would be something that we could hash out in that meeting. Inman replied, well last time what we actually did we advertised for it and we decided we would look at the local candidates first and interview them and if we didn't find anybody in the local candidates that we were satisfied with or that we could come to an agreement on I should say. Then we would go to people outside the county and we can do that again. If that is what the board so chooses to do. Karge replied, I would definitely like to get resumes coming in. Inman replied, okay. Hamby replied, you have a motion and a second. I was just discussing so. Inman replied, well we have a motion and a second. A Voice Vote was taken.

**VOICE VOTE:**                      Karge (mover-yes)  
   Brock (seconder-yes)  
   All Ayes

**MOTION:**                              **Motion Carried**

Inman advised, okay now I still think that we can still have a Special Called Meeting in February, early in February. At some point and time. So that we could do like Mrs. Hamby said. We can just kind of, right now all we are doing is getting the ball rolling and then we can like Mrs. Hamby said we can discuss it and figure out exactly whether we want to do it before or if we just want to open it up for everybody. Does that sound fair, Mrs. Hamby? Hamby replied, that is fine. I just think we need to come together. Karge replied, I agree. Inman advised, I will send out an email, because we've got so many not here now. Mrs. Boston was not feeling well. She told me early. She told me before the meeting she probably would not make it all the way through the meeting and of course Mr. Saffdie is out on the west coast and Mrs. Anita Hale, she is in Mississippi with her family. We've got so many people that is not

here. I'd rather get input from everybody. So we will do that and then we will try to set up a Special Called Meeting maybe the first or second week in February to iron out the details.

22. Questions from Media - None

23. Adjournment - Karge moved and Hamby seconded the motion to adjourn at 6:55pm.

**VOICE VOTE:** Karge (mover-yes)  
Hamby (seconder-yes)  
All Ayes

**MOTION:** **Motion Carried**

24. (\*) Indicates Board Approval Required

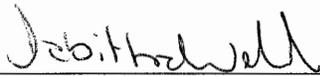
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**Dr. Ina Maxwell**  
**Director of Schools**

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**Mr. Jim Inman**  
**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 February 15, 2022.


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

**Special Called Meeting**  
**February 7, 2022 5:30 PM**  
Central Services Board Room

The Cumberland County Board of Education met in a special called session on Monday, February 7, 2022, in the Central Services Board Room, where the meeting was called to order by Chairman Inman at the approximate hour of 5:31pm.

**PRESENT:**

Brock, King, Inman,  
Parris, Hale, Hamby,  
Karge, Boston

Earl Patton (Attorney)  
Stephen Prudhomme (Media)  
Julia Timson (CCEA Representative)

**ABSENT:**

Safdie, Parris (Parris arrived @ 5:35pm)

1. Call to Order - Mr. Jim Inman
2. Moment of Silence/Pledge of Allegiance - Mr. Jim Inman - Mr. Jim Inman - Inman led the board members in a Moment of Silence.

Inman advised, I neglected to put this on the agenda, but I am going to go ahead and do it anyway. We are going to do a roll call to put it in the record, who's here and who's not here.

3. \*ESSER 2.0 Engineering/ Architectural Services Recommendation (Exhibit #1) Inman advised, the next item on the agenda is the ESSER 2.0 Engineering/ Architectural Services Recommendation. I will turn that over to Dr. Maxwell and Mrs. Harris. Maxwell replied, so Mr. Inman and board members the ESSER Committee met last week and they have a recommendation for the Engineering/ Architectural Services and Mrs. Harris is there any additional information you would like to share or the committee? Harris advised, it's a little bit of a different process and we had this discussion in the committee. Instead of selecting based on price with professional services such as Engineering/ Architecture we do instead of a bid we do a request for qualification. So we had three companies submit those. Those are attached here and out of committee the committee recommended we go with our local Uplands Design Group. Karge advised, when we were looking at this, because it is about qualifications and we do not know price. It is very very different. It was kind of a matter of all things being equal. Where do we go and that is where the committee chose to lean and recommend on the side of a local company that we have a known relationship with. We know their work and that is where that recommendation came from. Brock advised, I move to accept. Karge advised, second. Inman advised, we have a motion by Mr. Brock and a second by Mrs. Karge. Is there any discussion? Hale asked, now if they give us a price and we don't like it, we can say we don't like that price? We want to entertain an idea of seeing what the other people entertain? Inman replied, yes. Hale asked, we can do that? Inman replied, that was; to me that was an odd way of doing it, but I think that is the way we have been told we have to do it. Harris advised, and it is in Tennessee Code that for this I think because of the nature of the work that price shall not preclude the qualifications for the type of work and it is different for us and I will tell you we will be doing the

same process a little bit later on for ESSER 3. We have to do two separate ones to meet our requirements. So it will be back. Inman asked, any further discussion? Mrs. Parris joined the meeting @ 5:35pm. Inman advised, Mrs. Shirley we had a motion and a second on #3 ESSER 2.0 Engineering/ Architectural Services Recommendation. The committee came back and recommended that we use Uplands Designs and now there was no price involved or anything. We were just looking at qualifications and if they come back with some kind of astronomical numbers then we can always say no we are not going to do that and we can go back and pick another company. But they came back from the committee recommending the Uplands Design Group and a motion has been made and there is a second to accept that and take and use them to begin with. Okay, is there any further discussion? No one responded. A Voice Vote was taken.

**VOICE VOTE:**

Brock (mover-yes)  
Karge (seconder-yes)  
All Ayes

**MOTION:**

**Motion Carried**

Inman advised, before we go any further I neglected to put on the agenda also to recognize any elected officials here. We want to say, thank you Mr. Lowe for being here. We appreciate it. Mrs. Sue York, was here earlier for the Budget Committee, but thank you for being here. We appreciate it.

4. \*ESSER 3.0 Budget (Exhibit #2) Inman advised, the next item on the agenda is ESSER 3.0 Budget and I will turn it over to Mrs. Maxwell. Maxwell replied, thank you Mr. Chairman. Mr. King would you like to present that budget amendment or shall I? King replied, go ahead please. Maxwell advised, okay and Mrs. Harris please chime in. The Budget Committee met earlier and approved the ESSER 3.0 Budget with the following \$750,000.00 taken from line 707 to be moved to the architectural and engineering fee line, because when this was first developed we did not know that line was needed in the budget and that came out of Budget Committee with the recommendation to go to the full board. Karge advised, move to approve but as amended. Brock advised, second. King advised, it came from a committee. Inman advised, that is true. It came from a committee so it doesn't need a second. That is true. It came from a committee. I've gotten out of practice on that. Is there any discussion? Inman advised, there is no discussion. Alright, since this is on a budget I think I will do a Roll Call Vote. A Roll Call Vote was taken. Parris asked, Ina do you recommend this? Maxwell replied, I do, I do. Karge advised, the funds didn't change. Just a line item change. Parris replied, oh okay. Thank you.

**ROLL CALL VOTE:**

Karge (mover-yes)  
(No second necessary)  
Inman - Y, Parris - Y, Hale - Y,  
Brock - Y, King - Y, Hamby -Y  
Boston - N, Karge - Y  
**(Yes - 8, No - 1)**

**MOTION:**

**Motion Carried**

5. \*Non-Certified Salary Study Discussion and Budget Amendment (Exhibit #3) Inman advised, the next item on the agenda is the Non-Certified Salary Study Discussion and Budget Amendment. Maxwell

advised, so this Budget Amendment in previous years I believe and even recently there has been discussion from this board and others to do a non certified salary study, because of the; as we all know it's getting harder and harder to keep/retain employees and to recruit employees and so this budget amendment is asking the board to move \$30,000.00 from the software line. Which the software is not developmentally ready for purchase yet at this time. To the contracted services line for the salary study. If the board wishes. Karge advised, move to approve. King asked, did it come from the Salary Committee? Inman replied, yes. King replied, we do not need a second. Inman replied, that is true, we don't. Inman continued, okay Mrs. Karge made the motion. Is there any discussion? Boston asked, how much is in that software line? Harris advised, we budgeted \$30,000.00 for this particular product. In the line there is more, because there is more products that we have purchased. But this one we budgeted about \$30,000.00. Boston asked, for this particular software? Harris replied, yes. Boston asked, just not ready to? Harris replied, it is full of promises. Bray replied, not ready to; just not where it needs to be yet. Boston asked, can you explain that? Bray replied, it's just we have to; I want it to be where it can talk to the software, the payroll software and I just don't think it is to the point we're there yet, because they just upgraded. So I would rather wait for them to get all completely in their new software for payroll before we go into anything new here. Boston asked, do we expect that to be on the budget for this next year? Bray replied, next year, yes. I'm very much pushing forward with it. I just think we need to give them a little; let them get settled in their new software. Hamby advised, work the bugs out. Bray continued, before we move forward with something else. Boston replied, okay that is fine. This recommendation came out of the Salary Study? Maxwell replied, yes. Boston continued, whoever is on that committee, thank you. This is needed for a long time. Brock replied, your name was mentioned Mrs. Boston, as having an idea floating out there a couple of years ago. Boston advised, it has been needed for a long time. Not only non certified, but certified. But it is a starting point. So whoever brought that up and got that started, thank you very very much. Hale advised, I have a question. Now this money is going to be used to look at all the salaries or we are putting it toward them or explain that to me please? Bray advised, basically what they are going to do is they are going to look at our job descriptions. They are going to look at the salary schedule as it is to make sure that we have folks where they need to be in the proper category that meets the expectations that we have for them. They are going to compare our salaries and positions to the surrounding counties. Some counties that are possibly our size, our tax base. So we can see if we are in a line where we need to be. Boston replied, okay; thank you. Inman advised, we are looking to hire somebody to do that. Hale replied, okay; thank you. Boston replied, another question since you brought that up. I am going to pick on you, but you are non certified. Bray replied, correct. Boston asked, will they look at your position as well? Bray replied, correct. I want them to look at all non certified. My focus is on our hourly people. Boston replied, and that would be my focus as well. I just didn't know if that would incorporate anybody that is non certified will be looked at. Bray advised, right. I have given the information. I mean it is all public. I told them where the job descriptions were and that both salary scales are published. I suggested I just want you to give some consideration with emphasis on our hourly. Boston asked, who have you given this information to? Do we already have someone chosen? Bray replied, we have three people who have looked at it. I am expecting proposals. Boston replied, okay so they are going to come back with a proposal. What we are doing right now is we are just moving the money into a line item so when that proposal comes back is it already approved or does it have to come back before the board for approval? Harris replied, the budget amendment would be the mechanism to move the money and if the board so chooses to authorize us to

go ahead get going with it. To get that ball rolling. Ideally, I am the optimist we would have some information in time for this year's budget. The folks we have talked to said the sooner we get started the sooner that might be possible. Hamby asked, whenever you pick someone then you will bring it to us and say this is who we have chosen? Harris replied, it is up to the board. We would like to take it and run with it, but if you all want us to bring it back we can do it either way. Boston asked, what is the motion on the table? Karge and Inman replied, just to approve the budget. Boston asked, may I make a second motion? Inman advised, I am sorry I didn't hear the first part of your question. Boston asked, if we move this money can we go back and make another motion giving you the authority to get this started? Inman replied, I think so, yes. Boston replied, okay. Karge advised, I would really like to see these increases, because let's face facts. I mean we are way, way, way out of the ballpark right now. When the custodians are getting \$9.00 an hour, but you can work fast food for \$12.00. Bray advised, we are giving teacher assistance \$8.46 to work with our children. Hamby replied, exactly. Karge advised, we need to make sure we get this done quickly so that we can put it in this next budget. Hamby asked, are you amending your motion? Inman replied, no we can't. We will vote on this and then we can have another motion to give them the green light to go. Inman continued, once again since this is dealing with money we will do a Roll Call. Is there any other discussion? No one responded. A Roll Call Vote was taken.

**ROLL CALL VOTE:**

Karge (mover-yes)  
(No second necessary)  
Inman - Y, Parris - Y, Hale - Y,  
Brock - Y, King - Y, Hamby -Y  
Boston - Y, Karge - Y  
All Ayes

**MOTION:**

**Motion Carried**

Inman advised, now open up the floor for any additional. Boston advised, I would just like to go ahead and make a motion that I know that you've got it sent out to three companies, individuals, whatever it is that you have. That we give the authority to Mrs. Bray and Mrs. Harris, whoever we need to, to go ahead and choose within the \$30,000 budget that we have a company to go ahead and get this started and so there is not a delay in getting it started. If we could move forward and have it ready by budget. Hamby advised, I will second that. Hale advised, second. Inman advised, we have a motion and a second. Is there any discussion? No one responded. A Voice Vote was taken.

**VOICE VOTE:**

Boston (mover-yes)  
Hamby (seconder-yes)  
All Ayes

**MOTION:**

**Motion Carried**

6. \*Director of Schools Search Process - Inman advised, next item on the agenda is the Director of Schools Search Process. Mrs. Hamby, you requested this so I will call on you first to let you have your discussion or whatever ideas you have. Hamby advised, well I just want to know how we move forward. I want us all to kind of be insync of what we are doing and what we are trying to find. How we are going

to proceed. That is the reason I wanted the meeting was just so we can discuss and see what needs to happen to move forward. Karge asked, I know we have already open up for resumes. Have we received any at this time? Bray replied, four. Karge asked, what was the timeframe last time? Was it two months, 30 days? Bray replied, a month. Karge replied, it was a month, okay. Bray replied, I put on everything that I posted so far February 23rd we would be receiving resumes. Karge replied, okay. Inman advised, and they asked me about a timeframe and I suggested the 23rd, because that is the day before our February meeting and then if the board so chooses to open it up for a longer period of time we could do that now or we can do it on the 23rd or on the 24th. Hamby asked, once the deadline is met then we will receive those resumes, right like we did last time? Bray replied, yes ma'am. You all can tell me who you want to set interviews with and I will do what I did the last time. Boston asked, how many interviews, how many applicants did we get the last time? Bray replied, 12. Hamby advised, I think we had 12 the last time. Inman replied, the board chose to look at local candidates first and interview those and if we did not come to a conclusion on a local candidate then we would open up interviews for out of county. Karge advised, I would like to do that again. Boston asked, have we received any local? Bray replied, no. Boston advised, they have all been let's call it out of county for right now. Bray replied, correct. Hamby replied, then yes I think we need to open it up for out of county just so that out of county knows that. Boston replied, right now it is open to anybody. Right? Inman and Bray replied, correct. Bray advised, it is posted in several different places. Right now I don't believe we have anyone that has applied that has Tennessee credentials. Inman advised, we've still got some time and like I said on the 24th we can look at how many we've got. Who has applied and we can choose to open it up, extend the time or we can go forth with setting up interviews. Whatever the board so chooses. Karge advised, we've got a lot of really great people. Hale asked, is that the 24th of February. Inman replied, yes. Bray advised, usually we get several the last week. That was the way it was last time. Hamby asked, if we have not chosen someone in a certain time frame is it a possibility for us to have an interim? Inman replied, that is always a possibility. I think we've got plenty of time that we won't, we shouldn't have to do that, but that is a possibility, yes. Hamby advised, I just wanted to know if that was something that was possible. Inman replied, yes. Karge advised, that is a hard position to be in. Knowing that you have an expiration date. Inman replied, well ya. In the past the board, several boards have done that. They've hired an interim and they are. They are in a tough situation when they've got that term interim in front of their name. If there is any way possible I would prefer not to do that to somebody. If we are going to hire somebody we need to hire somebody for whatever period of time that we are going to put on the contract. Hamby advised, I agree. I just wanted to know if that was a possibility if we run into a time crunch and needed it, but I would rather hire someone then have someone as an interim. Inman advised, like I said I have seen that and it does, it puts that person in charge, they are just in a precarious situation and it is not fair to them. I don't think. Karge replied, that's true. Inman asked, is there any other further discussion? Does anybody else have any ideas? Brock asked, will this be added to our discussion list for our retreat? Inman advised, we can. Brock advised, I just think by then we can at least take a look at candidates, applications and further discussion at that time. Inman advised, the deadline is the 23rd. We've got our board meeting on the 24th and then we have our retreat on the 26th. So, yes. I think we can definitely put that on there for discussion and speaking of since we brought that subject up. Anybody have any ideas for anything you want to discuss on the retreat you need to be contacting Dr. Maxwell and/or myself and preferably Dr. Maxwell and let them know what you would like to have on the agenda for discussion. That includes you Mr. Patton. So if you have anything you want to talk about

just let us know. Patton replied, I will, thanks. Inman asked, is there any other discussion on the Director of Schools process? No one responded. Inman continued, so we are just going to leave it as, we're gonna just leave it open to the 23rd as of now and we will make a decision on the 24th as to which direction we want to go. Hale asked, are we going to kind of use the same kind of thing that we did last time with asking different questions? Are we going to do that during the interview or are we going to get together and decide what questions? Hamby advised, that is something we need to talk about at retreat, because how we are going to proceed with the interviews. Inman advised, ya we can do that on the retreat. That would be a really good discussion. Ya, we can figure that out or we can make suggestions. Now during a retreat we can't vote on anything. We can't make any firm decisions, but we can kind of get an idea on which direction we want to go. Is there any further discussion? No one responded. Inman advised, hearing none we will move on.

7. Other Discussion - Inman asked, does anybody have anything they want to discuss in other discussion? No one responded.

8. Adjournment - Karge moved and Hamby seconded a motion to adjourn at 5:55pm.

**VOICE VOTE:**

Karge (mover-yes)  
Hamby (seconder-yes)  
All Ayes

**MOTION:**

**Motion Carried**

9. (\*) Indicates Board Approval Required

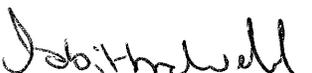
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**Dr. Ina Maxwell**  
**Director of Schools**

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**Mr. Jim Inman**  
**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 February 15, 2022.

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

**February 24, 2022 at 6:00 PM - Board of Education**

1. Call to Order - Mr. Jim Inman
2. Moment of Silence/Pledge of Allegiance - Mr. Jim Inman
  - Aurora Golliher Pine View Elementary
  - Brielle Golliher Pine View Elementary
3. Welcome to Visitors - Mr. Jim Inman
  - Student Representatives
  - CCHS-Sophie Turner
  - SMHS-Ellie Minneci
4. Special Recognition - Mr. Jim Inman
5. Roll Call
6. Declaration of Conflict - Mr. Earl Patton
7. \*Approval of January Minutes

**Attachments: (2)**

- [January 2022 Minutes](#)
- [Special Called Minutes 2-7-22](#)

8. \*Approval of Agenda
9. Community Comments
10. Acknowledgement of Elected Officials
11. School Board Reports
  - 11.A. TLN Report - Mr. Robert Safdie
12. Board Member(s) Report from Training(s)
13. Legal Report - Mr. Earl Patton
14. \*Cumberland County Health and Safety Standard Board
  - Nancy Hyder
  - Joe Coaster
15. Update for CCHS Jet
  - Colonel Trey Meadows
  - Jon Hall, CCHS Principal
16. Director's Report - Dr. Ina Maxwell
  - 16.A. \*Youth Wellness Survey-Coordinated School Health

**Attachments: (1)**

- [Youth Wellness Survey 2022](#)

- 16.B. \*Coordinated School Health-Life Choices Maze

**Attachments: (1)**

- [Life Choices Maze](#)

- 16.C. Annual Planning Calendar

**Attachments: (1)**

- [Planning Calendar Feb '22](#)

16.D. FYI

16.D.1. ESSER Report February 2022

**Attachments:** (1)

- [ESSER Report February 2022](#)

16.D.2. Administrative Meeting Agenda

**Attachments:** (1)

- [Principal's Mtg Agenda](#)

16.D.3. 21st Century Community Learning Centers Desktop Monitoring

**Attachments:** (1)

- [21st Century Community Learning](#)

16.D.4. Attendance Report

**Attachments:** (1)

- [Warm Body Count Feb '22](#)

16.D.5. Personnel Report

**Attachments:** (2)

- [BOE Personnel Report](#)
- [CCSNP Personnel Report](#)

16.D.6. Substitute List

16.D.7. Professional Development Report

16.D.8. School News Articles

**Attachments:** (7)

- [Brown News Feb '22](#)
- [CCHS News Feb '22](#)
- [CCHS News 2 Feb '22](#)
- [Crab Orchard newsletter](#)
- [Homestead News Feb '22](#)
- [Pine View News Feb '22](#)
- [SMHS News Feb '22](#)

16.D.9. School Calendar of Events

**Attachments:** (6)

- [CCHS March '22Cal](#)
- [PHS March 2022 calendar](#)
- [SMHS March 2022 Calendar](#)
- [South Elementary March '22 Calendar](#)
- [HES March 2022 Calendar \(1\)](#)
- [Phoenix Calendadr March2022](#)

17. School Board Committees

17.A. Policy Committee-Mr. Tony Brock

17.A.1. \*Approval of First Reading of Policies

17.A.1.a. Policy 5.301 Emergency, Bereavement and Legal Leave

**Attachments:** (1)

- [Policy 5.301](#)

17.A.1.b. Policy 5.303 Personal and Professional Leave

**Attachments:** (1)

- [Policy 5.303](#)

17.A.1.c. Policy 5.701 Substitute Teachers

**Attachments:** (1)

- [Policy 5.701](#)

17.A.2. \*Approval of Second Reading of Policies

17.B. Athletic Committee - Mr. Tony Brock

17.C. Budget Committee Meeting - Mr. Chris King

17.D. Building and Grounds Committee-Mr. Robert Safdie

17.E. Contract Committee-Mrs. Teresa Boston

17.F. Safety Committee-Mrs. Rebecca Hamby

18. Chief Financial Officer's Report-Mrs. Kacee Harris

18.A. Monthly Financial Report

**Attachments:** (1)

- [January 22 BOE Financial Statement](#)

18.B. Monthly Sales Tax Report

18.C. \*141 Budget Amendments

**Attachments:** (1)

- [Bus Attendant Budget Amendment](#)

18.D. \*142 Budget Amendments

**Attachments: (2)**

- [TN ALL CORPS Budget Amendment](#)
- [Federal BBLC Grant Budget Amendment](#)

18.E. \*143 Budget Amendments

**Attachments: (3)**

- [CCSNP Budget Resolution \\$10,389.40](#)
- [CCSNP Budget Resolution \\$141,810.27](#)
- [CCSNP Budget Resoution \\$170,329.95](#)

19. \*Consent Agenda

19.A. \*Approval of Volunteers

19.A.1. CCHS Volunteer List

**Attachments: (2)**

- [CCHS Volunteer List Feb '22](#)
- [CCHS Volunteer List 2 Feb '22](#)

19.A.2. Crab Orchard Volunteer List

**Attachments: (1)**

- [Crab Orchard Volunteer List Feb '22](#)

19.A.3. North Cumberland Elementary Volunteer List

**Attachments: (1)**

- [North Volunteer List Feb '22](#)

19.A.4. Pine View Elementary Volunteer List

**Attachments: (1)**

- [Pine View Volunteer List February '22](#)

19.A.5. South Cumberland Elementary Volunteer List

**Attachments: (1)**

- [South Elementary Volunteer List Feb '22](#)

19.A.6. Stone Elementary Volunteer List

**Attachments: (1)**

- [Stone Elementary Volunteer List Feb '22](#)

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

19.B.1. SMHS Chorus Overnight Field Trip Request  
Nashville, TN. April 27-30, 2022

**Attachments:** (1)

- [SMHS Chorus Overnight Request Feb '22](#)

19.C. \*Approval of Contracts

19.C.1. XXXX

19.D. \*Approval of Grants

19.E. \*School Wide Fundraisers

19.F. \*Approval of Disposal of Surplus Property

19.F.1. CCHS Retirement List

**Attachments:** (1)

- [CCHS Retirement List Feb '22](#)

19.F.2. Crab Orchard Retirement List

**Attachments:** (1)

- [Crab Orchard Retirement Feb '22](#)

19.F.3. Federal Programs Retirement List

**Attachments:** (1)

- [Federal Retirement Request February 2022](#)

19.F.4. HES Retirement List

**Attachments:** (1)

- [HES Retirement List Feb '22](#)

19.F.5. Martin Elementary Retirement List

**Attachments:** (1)

- [Martin Elementary Retirement List Feb '22](#)

19.F.6. Phoenix Retirement List

**Attachments:** (1)

- [Phoenix Retirement List Feb '22](#)

19.F.7. Pine View Retirement List

**Attachments:** (1)

- [Pine View Retirement List February 2022](#)

19.F.8. South Retirement List

**Attachments:** (1)

- [South Elementary Retirement List Feb '22](#)

19.F.9. Transportation Department Retirement List

**Attachments:** (1)

- [Transportation Dept Retirement List](#)

19.G. \*Executive Approval

20. Old Business

21. Questions from Media

22. Adjournment

23. (\*) Indicates Board Approval Required

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**Marsha Polson**

368 Fourth Street  
Crossville, TN 38555  
(931) 484-6135

February 8, 2022

Dear Dr. Maxwell and Cumberland County Board of Education,

As you know from the past 2 years of participation, our district has been selected to administer an online student survey, the *Youth Wellness Survey*, for the Tennessee Department of Health (TDH). Under the terms of a recent hospital merger, TDH is required to collect data on a variety of measures to monitor population health trends in the First Region of Tennessee. For this reason, the *Youth Wellness Survey* is being administered in the hospital merger districts and in a few similar (comparison) districts around the state. Our district has been selected based on this criterion.

TDH plans to conduct the *Youth Wellness Survey* with high school students in these districts annually. The survey will contain the same questions each year and will be sent to me as a link. We know how valuable school time is, so the survey is designed to be concise and quick-to-complete approximately 15 min. TDH will provide a stipend to the school for your time and participation.

This online *Youth Wellness Survey* is different from the Youth Risk Behavior Survey (YRBS). The YRBS is conducted every odd year in January and is administered at randomly selected schools across the state in paper form. The Youth Wellness Survey will be conducted every year and is administered online. **It does not take the place of the YRBS.**

Attached you will find a copy of the survey so that it can be shared with your school board. I am grateful for your participation in this important survey!

In summary:

- The Youth Wellness Survey does not take the place of the Youth Related Risk Behavior Survey.
- Your area schools have been chosen because you are part of the hospital merger region or a comparison region.
- Appropriate permissions are needed before administering the survey. The Coordinated School health supervisor will assist in obtaining this permission.

- 
- The survey will be conducted annually and will consist of a random selection of 2<sup>nd</sup> period classes.
  - The survey will come to the CSH supervisor as a web-link.
  - CSH supervisor will send 2<sup>nd</sup> period class lists to TDOH
  - The TDOH will provide stipends to selected schools.

Selected Schools for our District:

Cumberland County HS -4 classes

Stone Memorial- 5 Classes

The Phoenix School -2 classes

Sincerely,

*Marsha Polson RN*

**Marsha Polson RN**

**Coordinated School Health Supervisor**



February 9, 2022

Dear Parent or Guardian,

Our district has been selected to administer an online student survey, the *Youth Wellness Survey*, for the Tennessee Department of Health. The questions in this survey are totally confidential. No names will be collected in the survey and the answers will not be tied to the students' class grade.

For more information please contact Marsha Polson RN, Coordinated School Health Supervisor at 931-250-8221.

Thank you for your time,

*Marsha Polson RN*

I give my student \_\_\_\_\_ permission to participate in the Youth Wellness Survey for the Tennessee Department of Health to be conducted in March during the 2nd block classes.

---

Parent Signature

## Tennessee Department of Health Youth Wellness Survey

Welcome to our Youth Wellness Survey. By answering a few questions about your health behaviors you can help the Department of Health improve health education programs in Tennessee. Here are a few things you should know before you begin:

The answers you give will be kept private. Your name will not be tied to any of your answers and will not affect your grade. So, please answer as honestly as possible! Completing this study is voluntary. You may skip any questions you do not want to answer.

- The questions about your background will only be used to describe the types of students completing this survey. The information will not be used to find out

your name.

- When you are finished with the survey, press the "SUBMIT" button after the last question and follow the instructions of the person giving you the survey.

Thank you for helping the Department of Health by completing this important survey at your school! For more information about this survey, you can contact the Tennessee Department of Health's Division.

1. How old are you?

12 years old or younger

13 years old

14 years old

15 years old

16 years old

- 17 years old
- 18 years old or older

2. What is your sex?

- Female
- Male

3. In what grade are you?

- 9th grade
- 10th grade
- 11th grade
- 12th grade
- Ungraded or other grade

4. Are you Hispanic?

- Yes
- No

5. What is your race? (Select one or more responses.)

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

6. How often do you wear a seat belt when riding in a car

driven by someone else?

Never

Rarely

Sometimes

Most of the time

Always

7. During the past 30 days, on how many days did you carry a weapon such as a gun, knife, or club?

0 days

1 day

2 or 3 days

4 or 5 days

6 or more days

8. During the past 30 days, on how many days did you not go to school because you felt you would be unsafe at school or on your way to or from school?

0 days

1 day

2 or 3 days

4 or 5 days  6 or more days

9. During the past 12 months, did you ever feel so sad or hopeless almost every day for two weeks or more in a row that you stopped doing some usual activities?

Yes

No

10. During the past 12 months, did you ever seriously consider attempting suicide?

Yes

No

11. Have you ever tried cigarette smoking, even one or two puffs?

Yes

No

12. During the past 30 days, on how many days did you smoke cigarettes?

0 days

1 or 2 days

3 to 5 days

6 to 9 days

10 to 19 days

20 to 29 days

All 30 days

The next 2 questions ask about the electronic vapor products, such as blu, NJOY, Vuse, MarkTen, Logic, Vapin Plus, eGo, and Halo. Electronic vapor products include e-cigarettes, e-cigars, epipes, vape pipes, vaping pens, e-hookahs, and hookah pens.

13. Have you ever used an electronic vapor product?

Yes

No

14. During the past 30 days, on how many days did you use an electronic vapor product?

0 days

1 or 2 days

3 to 5 days

6 to 9 days

10 to 19 days

20 to 29 days

All 30 days

15. Have you used the electronic vapor product known as Juul?

Yes

NO

16. During the past 30 days, on how many days did you use Juul?

0 days

1 or 2 days

3 to 5 days

6 to 9 days

10 to 19 days

20 to 29 days

All 30 days

The next question asks about other tobacco products.

17. During the past 30 days, on how many days did you use chewing tobacco, snuff, dip, snus, or dissolvable tobacco products, such as Red Man, Levi Garrett, Beechnut, Skoal, Skoal Bandits, Copenhagen, Camel Snus, Marlboro Snus, General Snus, Ariva, Stonewall, or Camel Orbs? (Do not count any electronic vapor products.)

0 days

1 or 2 days

3 to 5 days

6 to 9 days

10 to 19 days

20 to 29 days

All 30 days

The next 2 questions ask about marijuana use.

Marijuana also is called grass, pot, or weed.

18. During your life, how many times have you used marijuana?

0 times

1 or 2 times

3 to 9 times

10 to 19 times

20 to 39 times

40 to 99 times

100 or more times

19. During the past 30 days, how many times did you use marijuana?

- 0 times
- 1 or 2 times
- 3 to 9 times
- 10 to 19 times
- 20 to 39 times
- 40 or more times

The next 2 questions ask about other drugs.

20. During your life, how many times have you taken prescription pain medicine without a doctor's prescription or differently than how a doctor told you to use it? (Count drugs such as codeine, Vicodin, OxyContin, Hydrocodone, and Percocet.) Do not include use of Motrin, Advil, Tylenol, Aleve, aspirin, acetaminophen, or ibuprofen.

- 0 times
- 1 or 2 times
- 3 to 9 times
- 10 to 19 times
- 20 to 39 times
- 40 or more times

21. During the past 12 months, has anyone offered, sold, or given you an illegal drug on school property?

Yes

No

The next 3 questions ask about food you ate or drank during the past 7 days. Think about all the meals and snacks you had from the time you got up until you went to bed. Be sure to include food you ate at home, at school, at restaurants, or anywhere else.

22. During the past 7 days, how many times did you eat fruit? (Do not count fruit juice.)

I did not eat fruit during the past 7 days

1 to 3 times during the past 7 days

4 to 6 times during the past 7 days

1 time per day

2 times per day

3 times per day

4 or more times per day

23. During the past 7 days, how many times did you eat other vegetables? (Do not count green salad, potatoes, or carrots.)

I did not eat other vegetables during the past 7

days

1 to 3 times during the past 7 days

4 to 6 times during the past 7 days  1 time per day

2 times per day

3 times per day

4 or more times per day

24. During the past 7 days, how many times did you eat green salad?

I did not eat green salad during the past 7 days

1 to 3 times during the past 7 days  4 to 6 times during the past 7 days

1 time per day

2 times per day

3 times per day

4 or more times per day

25. During the past 7 days, how many times did you eat carrots?

I did not eat carrots during the past 7 days

1 to 3 times during the past 7 days

4 to 6 times during the past 7 days

1 time per day

- 2 times per day
- 3 times per day
- 4 or more times per day

26. During the past 7 days, how many times did you drink a can, bottle, or glass of soda or pop, such as Coke, Pepsi, or Sprite? (Do not count diet soda or diet pop.)

- I did not drink soda or pop during the past 7 days
- 1 to 3 times during the past 7 days
- 4 to 6 times during the past 7 days
- 1 time per day
- 2 times per day
- 3 times per day
- 4 or more times per day

The next 2 questions ask about physical activity.

27. During the past 7 days, on how many days were you physically active for a total of at least 60 minutes per day? (Add up all the time you spent in any kind of physical activity that increased your heart rate and made you breathe hard some of the time.)

- 0 days
- 1 day
- 2 days

3 days

4 days

5 days

6 days

7 days

28. On an average school day, how many hours do you play video or computer games or use a computer for something that is not school work? (Count time spent on things such as online gaming, Xbox, PlayStation, an iPad or tablet, a smartphone, texting, YouTube, Instagram, Facebook, SnapChat, or other social media.)

I do not play video or computer games or use a computer for something that is not school work

Less than 1 hour per day

1 hour per day

2 hours per day

3 hours per day

4 hours per day

5 or more hours per day

Powered by the Tennessee Department of Health and Tennessee Department of Education.

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**Marsha Polson**

368 Fourth Street  
Crossville, TN 38555  
(931) 484-6135

February 15, 2022

Dear Dr. Maxwell and Cumberland County Board of Education,

Coordinated School Health and Cumberland County Health Department & the Teen Pregnancy Prevention sub-committee would like to introduce The Life Choices Maze. The Life Choices Maze gives students a chance to see what can happen when they make a poor choice. Whether its drugs, sex, criminal activity, and/or any other poor life choices, students will get to experience first hand what could happen. As we have done in the past we would like to continue Cumberland County's version of The Life Choices Maze. Community partners will set up stations related to their profession/institution (e.g. EMS hosting an emergency care station, sheriff's dept. hosting a jail station, etc.), and the youth travel through the maze individually and confront different scenarios based randomly upon the situation he or she draws. The Life Maze gives the youth a safe place to see the negative and positive outcomes of their choices, and how those choices can affect the rest of their lives.

#### Goals

- 1. To decrease the rate of Teen pregnancy in Cumberland County by providing education regarding choice making and consequences of those actions.**
- 2. To provide a safe atmosphere where students can explore the results of their risk taking decisions and overall decrease those behaviors.**
- 3. To educate regarding budgeting and college readiness.**
- 4. To incorporate overall wellness practices in the life choice making process.**

---

## Specifications

The Life Maze will target the 10th and 11th grade population in Cumberland County Schools. Students will be asked to enter the maze after a pretest regarding what their ambitions are in life (eg.. college, technical school, Iphone XII or flip phone, ect...) When they enter the maze they will be guided through based on the choices that have been randomly selected for them. Some will be tempted by tobacco, others by sex, others by Alcohol/Drugs. With each temptation there will be a consequence for example; You drank 7 beers and hit a pedestrian now you must go to jail. In jail they will be fingerprinted, booked, sentenced and required to pay restitution to the family. Once they are out of jail they will be sent to counseling regarding alcohol abuse and then led to get a job and pay for all of their debts. Several diverse scenarios will guide each student through the maze hopefully with an outlook on life of the choices and their consequences. Upon exiting the maze the students will be given a post-test to see how effective this program has been.

Community partners, teachers, counselors, nurses, and health science/criminal justice students will be utilized to help facilitate the maze.

We are seeking approval for this project to be held in May 2022.

For more information please feel free to contact Marsha Polson at (931)484-6135 or Lindsay Bice-Shirley at Cumberland County Health Department (931)484-6196.

Sincerely,

*Marsha Polson*

**Marsha Polson RN**  
**Health Services &**  
**Coordinated School Health Supervisor**

# Cumberland County Board of Education

## 2021-2022 Annual Planning Calendar

### JULY

- Summer Law Institute
- Approval of Members 6.317- BO
- Appoint System Testing Coordinator-Ina
- Annual Utilization Report SRO's-Bo
- Orientation for New Teachers
- Field Trip Approval
- Vendor Contracts – School
- PRIS Report-Kim Bray

### 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
- Fall District Meeting
- TSBA Boardmanship Code of Ethics

### OCTOBER

- Student Activity Finds Audit Report 2.900
- School Compliance Document
- Approval of Compliance Report

### 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
- District Solutions Bus Advertising Contract

### MAY

- Employee Non-Rehire Notification
- Approval Facilities Use Fees 3.206
- Submit Budget
- Director of Schools Evaluation
- Approve Tuition Fees 6.204
- Approval of Travel Compensation Rates 2.804
- Review Attorney Contract (bi-annually)
- Review SRO Contracts
- Strategic Compensation Plan Approval

### JUNE

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

### 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

***Dr. Ina Maxwell***  
***Director of Schools***



***Mr. Jim Inman***  
***School Board Chairman***

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

**ESSER Monthly Report**  
**February 2022**

- 100% of ESSER 1.0 funds have been spent.
- 19% of ESSER 2.0 funds have been spent and implementation continues.
- ESSER 2.0 RFQs were received, and the BOE voted to select Uplands Design.
- ESSER 3.0 is approved.
- Cumberland County's ESSER webpage has been updated with the federally required English and Spanish translations.

**Principal Meeting Agenda  
January 31, 2022**

**General Information from Dr. Maxwell:**

- **January 31<sup>st</sup> Principal Meeting**—Thank you Mrs. Spicer for hosting at Stone Elementary!
- **Next Principal's Meeting**—February 28<sup>th</sup> @ North Cumberland Elementary (8:30-11:00 a.m.)
- **Send ALL agenda items, requests and school news to Diane McCartney by Wednesday, February 16<sup>th</sup> for the February BOE meeting.**
- **Employee Advisory Committee Meeting**
  - **Tuesday, March 15<sup>th</sup> @ 2:30 @ Central Services**
- **Charitable Fund**—Thank you notes
- **Funding Update**—Draft from state is attached
  - **State of the State Address**—January 31<sup>st</sup> @ 6:00 p.m.
- **Policy 6.4001**—Student Surveys, Analyses, and Evaluations
  - **Administrative Procedures**
- **Other**
- **If you have concerns, ideas, or questions, please don't hesitate to reach out to me.**

**Elementary Information: Breakout session**  
**High School Information: Breakout session**

**Departmental Information:**

- **Chief Academic Officer**—Mrs. Stephanie Barnes
- **Human Resources**—Ms. Kim Bray
- **Transportation**—Mr. Brian Conatser
- **Finance**—Ms. Kacee Harris
- **Maintenance**—Ms. Mary Kington
- **School Nutrition**—Ms. Kathy Hamby
- **PreK-8**—Dr. Rebecca Farley
- **9-12 & CTE**—Dr. Scott Maddox
- **Special Education**—Ms. Marlene Holton
- **Federal Programs**—Ms. Angela Randolph
- **Title III**—Ms. Sandy Helton
- **Learning Loss Coordinator**—Mrs. Darci Bernabei
- **Safety & Attendance**—Mr. Bo Magnusson
- **Student Information**—Ms. Patricia Overstreet
- **Coordinated School Health**—Ms. Marsha Polson
- **Technology**—Mr. Elbert Farley



February 8, 2022

Angela Randolph  
Cumberland County Schools  
1668 Genesis Road  
Crossville, Tennessee 38555

Dear Ms. Randolph:

This letter is a follow-up to the Cumberland County Schools (180) - FY 2021 - 21st CCLC Cohort 2019 desktop monitoring that was conducted on January 18, 2022, during the 2021-22 school year. There were no compliance action items identified during the desktop monitoring.

Please keep a copy of this letter on file with your records.

Thank you for your continued commitment to the 21<sup>st</sup> CCLC and LEAPS programs.

Sincerely,

A handwritten signature in black ink that reads "A. Fossett".



**Artina Fossett** | FPO Operations  
Division of Federal Programs and Oversight (FPO)  
Andrew Johnson Tower, 12<sup>th</sup> Floor  
710 James Robertson Parkway, Nashville, TN 37243  
(615) 741-0358  
[Artina.Fossett@tn.gov](mailto:Artina.Fossett@tn.gov)

cc: Penny Phipps

Cumberland County Schools Enrollment

2/9/22

	Pre K	SE	K	1	2	3	4	5	6	7	8	9	10	11	12	9+	Total	K-3	4-6	7-8
Brown	20		78	56	61	67	72	60	64	66	58						<b>602</b>	262	196	124
Crab Orchard	20		33	54	53	63	42	61	41	52	44						<b>463</b>	203	144	96
CCHS												263	251	226	171		<b>911</b>			
Homestead	40		67	55	68	66	74	68	80	63	67						<b>648</b>	256	222	130
Martin	37		80	77	82	82	69	65	76	64	50						<b>682</b>	321	210	114
North	19		50	53	53	62	60	76	62	58	78						<b>571</b>	218	198	136
Pine View	14		17	16	25	16	17	11	11	17	20						<b>164</b>	74	39	37
Pleasant Hill	20		61	64	59	60	66	78	66	60	74						<b>608</b>	244	210	134
South	27		56	51	59	61	51	57	45	60	65						<b>532</b>	227	153	125
Stone	20		61	71	65	76	58	55	62	75	80						<b>623</b>	273	175	155
SMHS												280	262	240	157		<b>939</b>			
Phoenix																78	<b>78</b>			
<b>Total</b>	217	0	503	497	525	553	509	531	507	515	536	543	513	466	328	78	6821	2078	1547	1051

**CERTIFIED****New Hires:**

<b>Name</b>	<b>Location</b>	<b>Date</b>	<b>Replacing</b>
<b>Annalee Dunbar</b>	<b>SMHS</b>	<b>2-28-22</b>	<b>Crystal Welch</b>
<b>Kason Wheeler</b>	<b>Pine View</b>	<b>1-5-22</b>	<b>Jake Sears</b>
<b>Evangeline Sorbet</b>	<b>Homestead</b>	<b>1-5-22</b>	<b>Grace Taylor</b>
<b>Galen Atkins</b>	<b>SMHS</b>	<b>3-1-22</b>	<b>Ronald Scott Witt</b>
<b>Jeff Reed</b>	<b>South</b>	<b>2-1-22</b>	
<b>Erika Green</b>	<b>Homestead</b>	<b>1-4-22</b>	<b>New Position</b>
<b>Elana Douglas</b>	<b>Martin</b>	<b>1-5-22</b>	<b>Leigh Ann Fairman</b>
<b>Abbey King</b>	<b>North</b>	<b>1-25-22</b>	<b>Enrollment Growth</b>
<b>Julie Ness</b>	<b>Crab Orchard</b>	<b>1-19-22</b>	<b>New Position</b>

**Resignations/Retirements**

<b>Name</b>	<b>Location</b>	<b>Date</b>	<b>Status</b>
<b>Sara Ramsey</b>	<b>Central</b>	<b>2-11-22</b>	<b>Resign</b>
<b>Teddy Wanamaker</b>	<b>CCHS</b>	<b>End of Year</b>	<b>Retire</b>

**Transfers**

<b>Name</b>	<b>From/To</b>	<b>Date</b>	<b>Replacing</b>

**NON-CERTIFIED**

**New Hires:**

<b>Name</b>	<b>Location</b>	<b>Date</b>	<b>Replacing</b>
<b>Shanasta Brown</b>	<b>Brown</b>	<b>2-9-22</b>	<b>Jo Bryson</b>
<b>Tanya Keylor</b>	<b>Crab Orchard</b>	<b>1-31-22</b>	<b>Sarah Davis</b>
<b>Karen Reeve</b>	<b>CCHS</b>	<b>1-31-22</b>	<b>Quinton Rayder</b>
<b>Kelly Hyder</b>	<b>South</b>	<b>1-28-22</b>	<b>Christy Colton</b>
<b>Laura McDonald</b>	<b>Stone Elementary</b>	<b>1-25-22</b>	
<b>Tina Lewis</b>	<b>Pleasant Hill</b>	<b>1-10-22</b>	<b>Chad Southwell</b>

**Resignations/Retirements:**

<b>Name</b>	<b>Location</b>	<b>Date</b>	<b>Status</b>
<b>Rosie Bradford</b>	<b>Homestead</b>	<b>2-11-22</b>	<b>Resign</b>
<b>James Dixon</b>	<b>CCHS</b>	<b>2-4-22</b>	<b>Resign</b>
<b>Tommye Jo Hyder</b>	<b>Transportation</b>	<b>2-15-22</b>	<b>Resign</b>
<b>Patricia Wright</b>	<b>CCHS</b>	<b>1-24-22</b>	<b>Resign</b>
<b>Karyon Smith</b>	<b>South</b>	<b>End of Year</b>	<b>Retire</b>

**Transfers**

<b>Name</b>	<b>From/To</b>	<b>Date</b>	<b>Replacing</b>

**Dr. Ina Maxwell**  
**Director of Schools**



**Mr. Jim Inman**  
**Board of Education Chair**

**Cumberland County Board of Education**

368 Fourth Street  
Crossville, TN 38555  
Phone: 931-484-6135

February 16, 2022

Dr. Ina Maxwell  
Cumberland County Board of Education  
368 Fourth Street  
Crossville, TN 38555

Dear Dr. Maxwell and Cumberland County Board of Education,

I am submitting to you the Cumberland County School Nutrition Program's staff changes:

**Hire:**  
N/A

**Resignations/Terminations:**

Cassie Akins, Accept Resignation, 01/24/2022  
Jennette Lopez, Accept Resignation, 01/28/2022  
Olivia Bell, Accept Resignation, 02/09/2022  
Alissa Craine, Accept Resignation, 02/15/2022

All background check requirements have been completed.

Respectfully,

*Kathy Hamby*

Kathy Hamby  
School Nutrition District Supervisor  
Cumberland County Board of Education – Central Service

# Brown Elementary

Brown Elementary celebrated Homecoming week with school spirit days. Paula Bailey's second graders are pictured on tie-dye day.

Eighth grade athletes were recognized during the Homecoming ceremony at Brown Elementary on January 27. Each student was escorted by a family member and received a personalized gift for athletic involvement.

Brown Elementary Bears basketball players were introduced during the pep rally on Homecoming Day. Varsity Cheerleaders led the student assembly in chants and cheers and performed a dance.

At the end of January Brown Elementary celebrated 100 Days of School - and being 100 days smarter - with lessons, activities, creative writing, and dressing up. We also had a visit from Zero the Hero (Principal Stephanie Speich), who helped us learn place value in math.



Kindergarten, first, and second grade teachers dressed up with their students to celebrate 100 days of school. From left to right are Kelsey Sexton, Julie Iles, Lisa Parker, Michelle Cole, Paula Bailey, Sabrina Pelfrey, and Samantha Herrick.

In January Sabrina Pelfrey's kindergarten class made a snowstorm in a jar for a science experiment about weather.

Brown Elementary Principal Stephanie Speich, Assistant Principal Kevin Lewis, and School Guidance Counselor Kelly Thurman presented Honor Roll certificates, Principal's Awards, and Good Character Awards in classrooms.



# CCHS

In November, students with Mike DiBicarro's AP History class took a trip to the Hermitage to deepen their learning about the life of former president Andrew Jackson. (See photo attached) This was a great opportunity to expand their thinking and gain an appreciation for life in the 1800s.



# CCHS

When not busy competing at the state convention, where CCHS student Ron Overstreet placed 5th in the Creative Writing competition, the CCHS Beta Club has been busy volunteering and supporting our local community. For example, In December they donated gloves and hats to the House of Hope. Also, they donated non-perishable food items to Bread of Life before Christmas break.



# March



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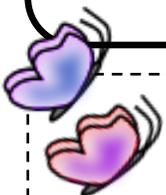
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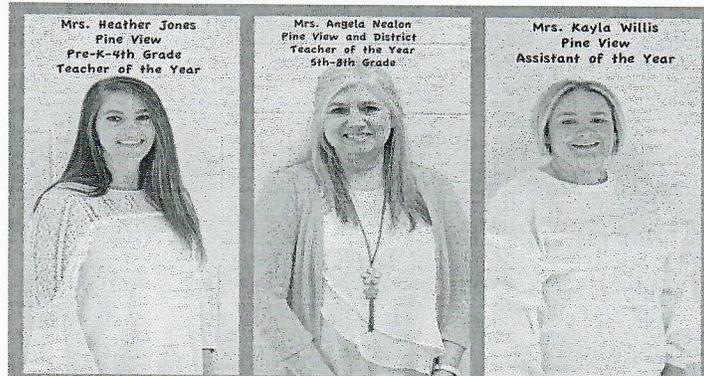
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# HOMESTEAD

- Congratulations to the Homestead Archery Team for competing in their 3rd tournament of the season! Coach Lauren is proud of all your hard work! The 2022 Homestead Archery team has 42 participants who are honing their skills with each practice and competition.
- Congratulations to Coach Lauren Mathews on winning the 2022 Get Moving Grant from the NFL Foundation and the American Heart Association for \$1500 to spend on PE equipment!
- Mrs. Scruggs's 6th grade Social Studies classes combined 4H interactive exhibits with the research of a historic figure from the ancient world. Students made a Google slideshow and some even dressed as their subject to present material to the class. Pictured: Kinsley Lyon and Finnley Shaver.
- Homestead Elementary School Teachers and Employee of the year were recognized recently with flowers. Congratulations to Mrs. Sarah Kuffel - 5-8 Teacher of the Year, Ms. Kayla Wadlington - PreK-4 Teacher of the Year & Mrs. LeeAnne Kellum - Non-Certified Employee of the Year.
- Homestead Elementary Kindergarteners celebrated the 100th Day of School on Monday, January 24th! Students dressed up and participated in a variety of activities to celebrate the milestone.



# PINE VIEW NEWS



2020 ✪ 2021

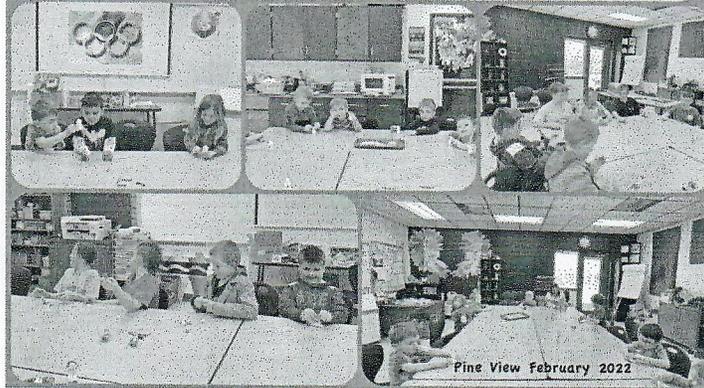
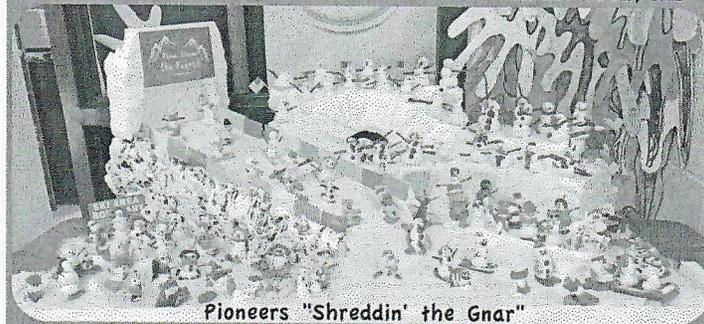
REWARD SCHOOL

Pine View Elementary

Recognition for Outstanding Student Success in Achievement & Growth



Pine View February 2022

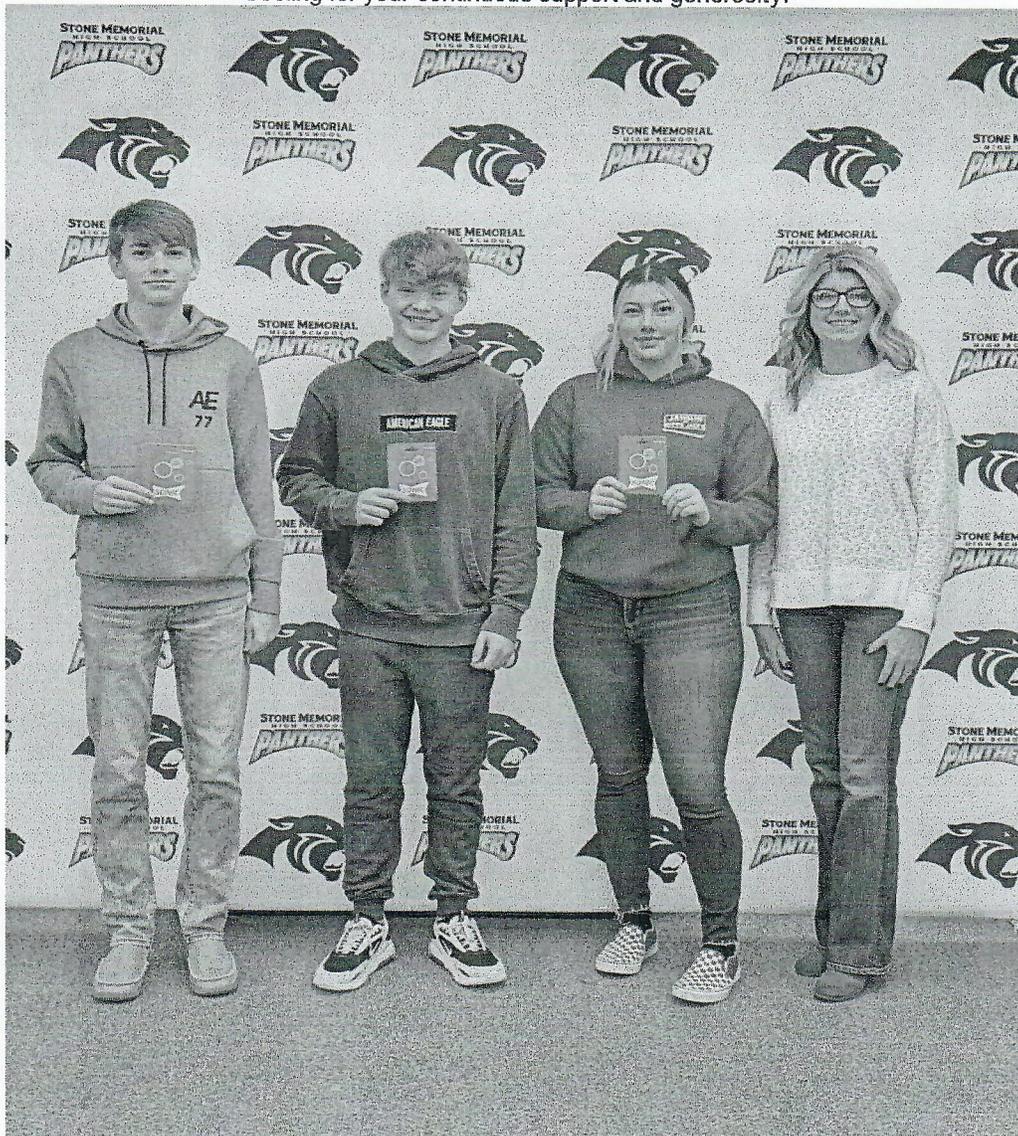


# SMHS

SMHS kicked off The Panther Pack on January 12, 2022. Approximately 44% of the student body became members and was recognized for academic, attendance, and behavior success. The students and teachers are excited about the new opportunities presented. This semester's Panther Pack consists of; 182 gold cardmembers, 222 black cardmembers, and 32 white cardmembers. The 436 members are already being rewarded within the classrooms, and we will conduct our second prize drawing this month. We hope to celebrate the students' success with an ice cream party very soon as well as other events monthly to honor their dedication to school success.

Our Panther Pack Partners donated gift cards, contributed monetarily, gifted food items, or have given of their time. The impact may seem immeasurable, but it is evidenced in the smiles and determination of students. Mrs. Moore would like to express sincere gratitude to the businesses and organizations that have partnered with SMHS in the Panther Pack student initiative.

Panther Pack Partner, Bennett Heating and Cooling, provided Sonic gift cards for our first prize drawing. Congratulations to winners Matthew Bilbrey, Ethan Tabor, and Mazzy Wilson! Thank you Bennett Heating and Cooling for your continuous support and generosity!



# Cumberland County High School - March 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 <b>ACT / ASVAB</b> Boys Basketball Region Semis at Tullahoma	2 Faculty meeting Girls Basketball Region Final at Tullahoma	3 Boys Basketball Region Final at Tullahoma	4 Talent Show	5 Track Jamboree at Farragut
6	7 Jet Theatrix Baseball scrimmage vs. McMinn Central	8 Jet Theatrix Spring Sports Pictures Soccer scrimmage vs. Smith Co.	9 Jet Theatrix	10 Jet Theatrix	11 Jet Theatrix Relay lunch	12 Jet Theatrix
13 <b>Daylight saving time starts at 2 a.m.</b>  Clocks should be turned forward one hour	14 NIET <b>National French Exam</b> Baseball at Macon County Softball vs. Rockwood	15 <b>ACT makeup</b> Baseball vs. Macon County Soccer vs. SMHS Softball vs. White County Tennis vs. SMHS Track CCHS #1	16 PLC	17 <b>Midterms 2 / 5</b>  Baseball vs. York Softball at SMHS	18 <b>Midterms 1 / 4</b> Baseball vs. Monterey Soccer at Smoky Mtn Cup	19 Soccer at Smoky Mtn Cup
20	21  Baseball vs. Dekalb County	22  Baseball at Dekalb County Soccer at Upperman	23 	24  Baseball at Smoky Bear Inv. Soccer at Livingston	25  Baseball at Smoky Bear Inv.	26 Baseball at Smoky Bear Inv. Track at Hardin Valley
27	28 Baseball vs. White County Softball at Rockwood	29 Baseball at White County Soccer vs. Dekalb County Softball at Dekalb County Tennis vs. Cookeville	30	31 <b>Blue Clubs</b> Report Cards Dave Kirk qualifying Soccer at White County Softball vs. Macon County Track at Cookeville		

# Pleasant Hill Elementary

March 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Book Fair PHS Library Feb. 28 <sup>th</sup> – March 4 <sup>th</sup> 7:45 – 2:30		1	2	3	4	5
6	7 Cross Country Race #1 4:00 pm @ SMHS	8	9	10	11 Spring <b>Pre-Pay</b> Pictures	12
13 Daylight Saving Time Starts Pre-Order Forms Will Be Sent Home Starting Tomorrow For Concessions	14 Cross Country Race #2 4:00 pm @ SMHS	15	16 Order Forms & Money For Concessions on Friday Are <b>Due TODAY!!</b>	17	18	19
20	21 Spring Break	22 Spring Break	23 Spring Break	24 Spring Break	25 Spring Break	26
27 Pizza Hut Snack Fundraiser for PBS <b>Tomorrow Monday March 28th</b>	28 Cross Country Race #3 4:00 pm @ SMHS	29	30	31 3 <sup>rd</sup> Term Report Cards Go Home		

**BE YOUR BEST! PROTECT THE NEST!**

**\*\*STUDENTS CAN NOT BE PICKED UP FROM THE FRONT OFFICE AFTER 2:15\*\***



SUN 27	MON 28	TUE Mar 1	WED 2	THU 3	FRI 4	SAT 5
● 2pm Cheer Practice		ACT - juniors ● 3pm Theatre ● 5:30pm Community Band ● 5:30pm M. S Volleyball v Seq		● 10:30am ASVAB Speaker ● 3pm Theatre ● 6pm M. S Volleyball vs Whitw	● 3pm Theatre	
6 ● 2pm Cheer Practice	7 ● 11am Election CommissionLI ● 4pm County Wide XC	8 ● 3pm Theatre ● 5:30pm Community Band ● 5:30pm M. S Volleyball vs Var	9	10 Progress Monitoring Faculty Meeting ● 8am Marsha Polson Training i ● 3pm Theatre ● 6pm M. S Volleyball vs Whitw	11 Club Day: Mid-day activity sche Fresh Fruit Friday Freshman Academy Meeting 2 more	12 Band Recruiting Day (Auditori SAT ● 9am Tennessee Legends Foot
13 ● 2pm Cheer Practice	14 ● 7am CSH meeting ● 4pm County Wide XC ● 5:30pm Baseball v Livingston ● 5:30pm Softball vs Bledsoe J	15 Regular Ed Data Meetings SPED, Fine Arts, Foreign Lang, i ● 3pm Theatre ● 3:30pm Tennis @ CCHS 6 more	16 ELA & Social St. PLC	17 CTE & Science PLC Mid-Terms 1st & 5th SPED Data Meetings ● 3pm Theatre 5 more	18 Math PLC Mid-Terms 2nd & 4th ● 3pm Theatre ● 6pm Baseball @ Oak Ridge H ● 6pm Soccer Gatlinburg Tourn	19 Tennis - Cumberland Tennis Cl ● 6pm Soccer Gatlinburg Tourn
20 Tennis - Cumberland Tennis Cl ● 2pm Cheer Practice	21 Spring Break ● 5pm Softball v Cookeville JV : ● 5:30pm Baseball @ Uppermar	22 ● 3pm Theatre ● 5pm Softball @ Livingston ● 5:30pm Community Band 2 more	23	24 ● 3pm Theatre ● 5pm Softball v DeKalb ● 5:30pm Baseball v Monterey t	25 ● 3pm Theatre ● 5pm Softball Hixon Tourney	26 ● 8am Softball Hixon Tourney
27 ● 2pm Cheer Practice	28 Term 4 Begins ● 4pm County Wide XC ● 4:15pm Tennis @ Rhea ET ● 5:30pm Softball @ Bledsoe J	29 ACT - juniors make-up day ● 3pm Theatre ● 3:30pm Tennis v Warren ● 5pm M S Volleyball vs Cumbe 3 more	30	31 Grade Cards ● 3pm Theatre ● 5pm Softball v Meigs Co (Moc ● 6pm Soccer @ Upperman JV :	Apr 1 ● 3pm Theatre ● 5pm Baseball v Rhea County t	2 ACT ● 12pm Softball @ Chattanooga ● 2pm Softball @ Chattanooga

# SCES



# MARCH

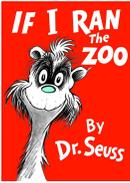


# 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Wear a College T-shirt or sweatshirt PTO Meeting 3:15 	2 Wear Crazy Socks Wellness Wednesday 	3 <b>FCA 7:00 am</b> Wear a Superhero T-shirt or sweatshirt Grandparents Night 3-6 @ the 	4 Wear Your Favorite or Silly Hat Milk and Cookies Delivered 	5
6	7 	8 Chess Club 	9 	10 <b>FCA 7:00 am</b>	11	12
13 DAYLIGHT SAVING TIME  BEGINS	14	15 	16	17 <b>FCA 7:00 am</b>   South Night K-4 @ Cornerstone Yogurt	18 <b>CONCESSION STAND</b>  <b>2nd grade field trip To Rocky Top 10</b>  South Night 5-8 @ Cornerstone Yogurt	19
20	21 	22 	23 	24 	25 	26
27	28	29 Chess Club 	30	31 <b>FCA 7:00 am</b>		

# Homestead Elementary

## ☘ March 2022 ☘

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>Dr. Seuss Week</p> <p>-----&gt;</p> <p>BOOK FAIR </p>	<p>28</p> <p> Chess Club</p>  <p>Fox in Socks</p>	<p>1</p>  <p>Green Eggs &amp; Ham</p>	<p>2</p> <p> Conquerors Through Christ 7am</p>  <p>WACKY WEDNESDAY</p> <p>D S C R A B B L E Y</p> <p>4th-5th Scrabble Club</p>	<p>3</p>  <p>IF I RAN The ZOO By Dr. Seuss</p>	<p>4 FCA @7:10</p>  <p>Favorite Character Day</p>	5
6	<p>7</p>  <p>XC 4pm SMHS</p>	8	9	<p>10</p> <p>9am &amp; 1:15pm 2nd Grade Musical</p> <p> STEM Club 3:15-4:15</p>	<p>11</p> <p> FCA @ 7:10am</p>	12
<p>13</p> <p>Daylight Savings Time</p> 	<p>14</p> <p> Chess Club</p>  <p>XC 4pm SMHS</p>	<p>15</p>  Spring Pictures	<p>16</p> <p> Conquerors Through Christ 7am</p> <p>D S C R A B B L E Y</p> <p>4th-5th Scrabble Club</p>	<p>17</p> <p> St. Patrick's Day- Wear Green!</p> <p> STEM Club 3:15-4:15</p> <p>BOE Meeting 6pm</p>	<p>18</p> <p>End of 3rd Nine Weeks</p> <p> FCA @ 7:10am</p> <p>SWPB REWARD DAY</p>	19
20	21	22	23	24	25	26
	Spring Break!!	Spring Break!!	Spring Break!!	Spring Break!!	Spring Break!!	
27	<p>28</p> <p> Chess Club</p>  <p>XC 4pm SMHS</p>	29	30	<p>31</p> <p>Grade Cards Go Home</p> <p> STEM Club 3:15-4:15</p>	<p>1</p> <p> FCA @ 7:10am</p>	2

\*\*Order Your YEARBOOK! Price increases to \$30 after February 28th\*\*

### Looking Ahead....

April 4  
April 15  
April 18

XC Race 4pm @ SMHS  
Good Friday- No School  
Teacher In-Service- No school for students



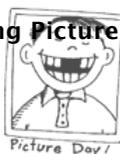
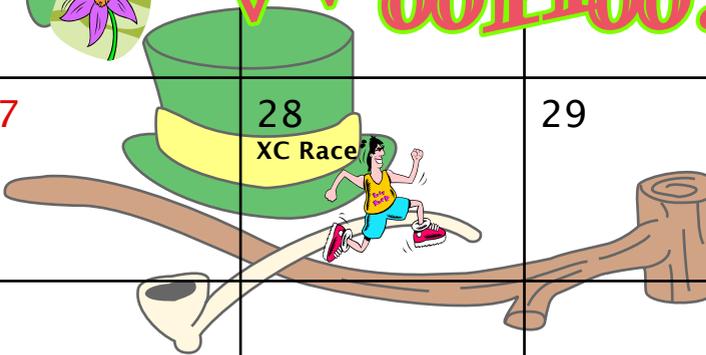
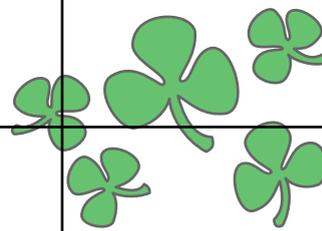
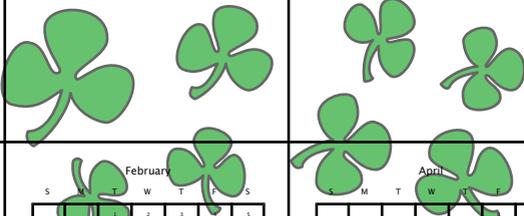
# March 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Mardi Gras	2 Faculty Meeting	3 Progress Monitoring	4 Progress Monitoring	5
6 Oreo Cookie Day	7	8	9	10 Junior Career Fair	11	12
13 Set Clocks ahead 1 hour	14	15 11 <sup>th</sup> Grade College/Career Fair	16	17 BOE Meeting Finals PBS Ice Cream Social St. Patrick's Day	18 Last Day of T3 Finals	19
20 First Day of Spring	21 Spring Break World Down Syndrome Day	22 Spring Break	23 Spring Break	24 Spring Break	25 Spring Break	26
27	28 Progress Monitoring 1 <sup>st</sup> Day of T4	29 Progress Monitoring Principal's Mtg Data Team Mtg National Nutrition Day	30	31 Grade Cards National Crayon Day		

We are **LUCKY**  
to have you in  
our **NCE** fam!!

# MARCH 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat	
		1	2 Happy Birthday Dr. Seuss 	3	4 Spring Picture Day  Picture Day!	5	
6	7 XC Race! 	8	9	10	11	12	
13	14 XC Race! 	15	16	17 Happy St. Patrick's Day 	18	19	
20	<b>Woolhoo!! Spring Break!</b>						26 
27	28 XC Race! 	29	30	31 STEAM Family Night 5-7pm 			
							
Children First*Excellence Always North Cumberland Elementary							

# Cumberland County Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Emergency, Bereavement and Legal Leave</b>	Descriptor Code: <b>5.301</b>	Issued Date: <b>06/24/21</b>
		Rescinds: <b>5.301</b>	Issued: <b>02/23/17</b>

## 1     **EMERGENCY LEAVE**

2     An immediate supervisor may grant **an a-certificated** employee emergency leave during the workday  
3     for a sudden, unexpected occurrence demanding immediate attention. Leave shall be taken as  
4     personal leave;<sup>1</sup> sick leave or leave without pay. The employee who uses emergency leave shall  
5     confirm said leave on appropriate forms the day after returning to work.

6     Principals or administrative supervisors shall keep a tally of the amount of time individual  
7     employees are released under this policy and when the total time reaches one (1) day, the employee  
8     shall be charged with one (1) day of applicable leave.

## 9     **BEREAVEMENT LEAVE**

11    **Certified** Employees shall be granted up to three (3) days of bereavement leave in the event of the  
12    death of a member of the employee's immediate family including spouse, domestic partner, parent,  
13    grandparent, child, grandchild, sibling, mother-in-law, father-in-law, daughter-in-law, son-in-law,  
14    sister-in-law, and brother-in-law. Documentation of the need may be required. The days granted  
15    shall not be charged to the employee's sick or personal leave.

## 16    **JURY DUTY**

17    The following procedures shall regulate the leave for jury duty for **teachers employees**:

- 18       1. The employee shall present written evidence that he/she had been summoned to serve on a jury;  
19       and,  
20       2. The employee shall be entitled to the usual compensation. The employee shall remit all Jury  
21       Duty compensation directly to County Finance to avoid loss of pay.

## 22    **COURT APPEARANCES**

23    If an employee appears in court as a plaintiff, defendant, witness,<sup>3</sup> or voluntarily appears on behalf of  
24    family or friends personal leave or leave without pay shall be granted. Other court leave with pay shall  
25    be granted provided the director of schools is furnished with full particulars explaining why the  
26    **teacher-employee** is needed for the case and a copy of the subpoena accompanies the request. Paid court  
leave to employees who are litigants against the Board is expressly forbidden.

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Legal References

1. TCA 49-5-711 (c)
2. TCA 22-4-106(b)
3. TCA 16-15-708

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Cross References

# Cumberland County Board of Education

Monitoring:  <b>Review: Annually, in February</b>	Descriptor Term:  <h2 style="text-align: center;">Personal and Professional Leave</h2>	Descriptor Code: <h3 style="text-align: center;">5.303</h3>	Issued Date: <h3 style="text-align: center;">12/02/21</h3>
		Rescinds: <h3 style="text-align: center;">5.303</h3>	Issued: <h3 style="text-align: center;">06/27/19</h3>

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.<sup>1</sup>

7 Certified employees may convert existing accumulated sick days into additional personal days based on  
 8 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 June  
 14 30<sup>th</sup>) may petition their principal or supervisor to convert sick days from the current calendar year (July  
 15 1<sup>st</sup> through June 30<sup>th</sup>) into additional personal days not to exceed a total of three (3) 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 five  
 19 (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 number  
 22 of annual workdays. A carryover of five (5) days per year is authorized. As of July 1, all accrued personal  
 23 days in excess of five (5) will be converted to sick days. A maximum of ten (10) days of personal leave  
 24 may be compensated upon termination of employment for non-certified employees.

25 If, at the termination of employment, any employee has been absent for more days than leave has been  
 26 earned, an amount sufficient to cover the excess days used shall be deducted from the employee's final  
 27 salary payment.<sup>2</sup>

28 Subject to the following conditions, personal leave may be taken at the discretion of the employee:

- 29 1. Except in an emergency, each employee shall give the principal/supervisor at least two (2) days'  
 30 notice in writing of intent to take leave;

- 1        2. The approval of the principal/supervisor of the school shall consider the following when  
2        approving leave:<sup>3</sup>
- 3            a. If more than ten percent (10%) of the teachers in any given school request its use on the  
4            same day;
- 5            b. If requested during any prior established student examination period;
- 6            c. If requested on the day immediately preceding or following a holiday or vacation period;
- 7            d. If personal leave is requested for days scheduled for professional development or in-  
8            service training, according to a school calendar adopted by the Board prior to the  
9            commencement of the school year; or
- 10          e. If personal leave is requested for days scheduled for parent-teacher conferences,  
11          according to a school calendar adopted by the Board prior to the commencement of the  
12          school year.
- 13        3. The converted personal days will not be approved for:
- 14            a. Extension of scheduled breaks.
- 15            b. The first or last week of school.
- 16            c. Scheduled testing dates.
- 16 Professional leave is a short, temporary absence for the purpose of attending workshops and other  
17 meetings relating to school business or serving on boards and commissions which meet during daytime  
18 hours when duly elected as or appointed by a mayor, city council, county executive, or county  
19 commission.<sup>4</sup>

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Legal References

1. TCA 49-5-711(a); TRR/MS 0520-01-02-.04(3)
2. TCA 49-5-711(b)
3. TCA 49-5-711(c)(1)
4. TCA 49-5-205

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Cross References

- Short Term Leaves of Absence 5.300  
Legislative Leave 5.309

## Cumberland County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term:  <b>Substitute Teachers</b>	Descriptor Code: <b>5.701</b>	Issued Date: <b>09/28/17</b>
		Rescinds: <b>5.701</b>	Issued: <b>05/25/17</b>

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies.<sup>1,2</sup>  
2 All substitute teachers shall be employed by the director of schools and paid by the Board or by a third  
3 party public or private employer through an agreement between such third party employer and the board  
4 of education. Substitute teachers employed by third party entities shall be subject to the same  
5 unemployment benefit eligibility conditions as substitute teachers employed directly by the board of  
6 education.<sup>2</sup>

### 7 **APPLICATION/QUALIFICATIONS**

8 Criminal history record checks, fingerprinting, and pre-employment 10-panel drug screen of applicants  
9 for substitute teaching are required.<sup>3</sup>

10 Applicants whose records with the State Department of Education indicate a license or certificate  
11 currently in revoked status shall not be hired.<sup>4</sup>

12 Substitute teachers shall have a minimum of a valid high school diploma or equivalency and must be a  
13 minimum of 21 years of age unless currently enrolled in or graduated from an accredited college  
14 program.

15 The substitute teacher lists will be prepared by the personnel director, who will maintain a complete file  
16 on all substitute teachers. This file will include transcripts, credentials, recommendations, and other  
17 pertinent information. A list of all approved substitutes shall be provided to all building principals. Only  
18 those persons on the approved substitute list shall be employed to substitute teach.

### 19 **COMPENSATION**

20 The compensation of substitute teachers is determined annually by the Board.<sup>7</sup>

21 Retired teachers serving as substitutes who do not have an active teaching licenses shall be paid the  
22 same as a retired substitute teacher with an active teaching licenses. **This only applies to teachers who**  
23 **retired after July 1, 2011 through July 1, 2016.**<sup>5</sup>

### 24 **CERTIFICATION**

25 When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a  
26 substitute teacher must possess a teaching certificate with endorsement in the discipline(s) to be taught.<sup>5</sup>  
27 When substituting for a teacher without sick leave, the substitute shall be certified and paid according to  
28 the state salary schedule.<sup>1</sup>

1 Retired teachers may substitute one-hundred twenty (120) days per year without loss of retirement  
2 benefits,<sup>1</sup> and may substitute for additional days if the director of schools certifies in writing to the Division  
3 of Retirement that no other qualified personnel are available to substitute teach.<sup>6</sup>

#### 4 **EMERGENCY NEEDS**

5 All teacher aides, secretaries and clerks are approved substitute teachers for use in emergency situations.  
6 Emergency use shall be defined as less than a full day due to the regular or substitute teacher being unable  
7 to arrive on time or remain for the full day.

8 Such substitutes shall receive the proportionate equivalent salary regular substitute teachers would  
9 receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay  
10 for both positions at the same time.

#### 11 **TRAINING AND ORIENTATION**

12 The director of schools shall be responsible for providing appropriate training and development  
13 programs for substitute teachers.

14 All substitute teachers shall be required to attend an orientation session prior to their first day of work to  
15 receive instructions regarding reporting, pay schedules, and other pertinent information.

#### 16 **RESPONSIBILITIES**

17 Substitute teachers shall assume the same responsibilities and have the same authority as the regular  
18 teacher, including bus duty and playground supervision.

#### 19 **RE-EMPLOYMENT/TERMINATION**

20 On an annual basis, the director of schools, with input from the principals, shall determine which  
21 substitute teachers performed at an acceptable level. Substitute teachers who performed below an  
22 acceptable level shall not be re-employed.

23 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying  
24 the principal if they wish to terminate their service as substitutes.

25 Substitutes that have a lapse of employment greater than 12 months will be required to obtain new  
26 fingerprints and 10-panel drug screen prior to being reinstated.

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Legal References

1. TRR/MS 0520-1-2-.04(6)
2. TCA 49-5-709
3. TCA 49-5-413(a)(2)
4. TCA 49-2-203(a)(15)
5. Public Acts of 2017, Chapter No. 387
6. TCA 49-3-312; TRR/MS 0520-01-02-.04(6)(b)
7. Public Acts of 2017, Chapter No. 287

# Cumberland County Board of Education

## SUMMARY FINANCIAL STATEMENT

January 31, 2022

### 141 GENERAL PURPOSE SCHOOL FUND

#### ACCT. DESCRIPTION

	Budget	Actual January	Total YTD	% of Budget
<b>REVENUES</b>				
40110 Current Property Tax	\$ 5,609,514	\$ 599,864	\$ 3,774,365	67%
40120 Trustee's Collections - Prior Year	\$ 142,482	\$ 1,169,591	\$ 1,320,993	927%
40130 Cir Clk/Clk & Master Coll. Pr. Yr.	\$ 111,941	\$ 6,620	\$ 29,838	27%
40140 Interest and Penalty	\$ 95,142	\$ 5,336	\$ 30,049	32%
40210 Local Option Sales Tax	\$ 12,686,980	\$ -	\$ 5,597,751	44%
40270 Business Tax	\$ 4,371	\$ 300	\$ 2,780	64%
40275 Mixed Drink Sales	\$ 64,570	\$ -	\$ 35,406	55%
43517 Tuition - Other	\$ 110,000	\$ 4,898	\$ 63,480	58%
43570 Receipts from Individual Schools	\$ 40,000	\$ 3,830	\$ 40,761	102%
43990 Other Charges for Services Dual Credit	\$ 26,000	\$ 10,056	\$ 20,111	77%
44120 Lease/Rentals	\$ 8,000	\$ -	\$ 2,543	32%
44145 Sale of Surplus Materials	\$ 7,000	\$ 125	\$ 2,158	31%
44170 Miscellaneous Refunds	\$ 169,999	\$ (63,117)	\$ 139,796	82%
44560 Damages Recovered from Individuals	\$ 1,000	\$ -	\$ 314	31%
44570 Contributions and Gifts	\$ 15,000	\$ 350	\$ 20,220	135%
44990 Other Local Revenue	\$ 14,000	\$ 1,288	\$ 10,530	75%
46511 Basic Education Program	\$ 35,390,000	\$ 3,564,200	\$ 21,259,200	60%
46515 Early Childhood Education	\$ 1,059,450	\$ 205,032	\$ 511,352	48%
46590 Other State Education Funds	\$ 614,000	\$ 59,703	\$ 358,215	58%
46591 Coordinated School Health	\$ 100,000	\$ 45,263	\$ 45,263	45%
46594 Family Resource Centers	\$ 29,611	\$ 12,070	\$ 23,374	79%
46610 Career Ladder Program	\$ 117,000	\$ -	\$ 52,213	45%
46640 Vocational Equipment	\$ 36,701	\$ -	\$ 36,701	100%
46981 Safe Schools	\$ 133,651	\$ 28,597	\$ 68,696	51%
47143 Education of the Handicapped Act	\$ -	\$ -	\$ 20,704	0%
47309 Covid-19 Grant D	\$ 51,000	\$ -	\$ 51,000	0%
48610 Donations	\$ 5,000	\$ -	\$ -	0%
49700 Insurance Recovery	\$ -	\$ -	\$ 181,747	0%
<b>TOTAL REVENUES</b>	<b>\$ 56,642,412</b>	<b>\$ 5,654,004</b>	<b>\$ 33,699,561</b>	<b>59%</b>

<b>EXPENDITURES</b>	<b>Budget</b>	<b>Actual January</b>	<b>Total YTD</b>	<b>% of Budget</b>
71100 Regular Instruction Program	\$ 27,570,902	\$ 2,049,017	\$ 13,455,484	49%
71150 Alternate Instruction Program	\$ 255,916	\$ 20,682	\$ 135,016	53%
71200 Special Education Program	\$ 3,351,379	\$ 281,326	\$ 1,696,090	51%
71300 Vocational Education Program	\$ 3,250,703	\$ 247,103	\$ 1,621,588	50%
71400 Student Body Education Program	\$ 504,211	\$ 15,108	\$ 297,317	59%
72110 Attendance	\$ 210,624	\$ 10,100	\$ 111,661	53%
72120 Health Services	\$ 604,022	\$ 44,800	\$ 281,283	47%
72130 Other Student Support	\$ 1,481,266	\$ 105,682	\$ 671,005	45%
72210 Regular Instruction Program	\$ 1,233,433	\$ 75,969	\$ 716,027	58%
72220 Special Education Program	\$ 743,689	\$ 70,585	\$ 385,563	52%
72230 Vocational Education Program	\$ 386,489	\$ 30,475	\$ 195,556	51%
72250 Technology	\$ 1,256,277	\$ 60,436	\$ 843,690	67%
72310 Board of Education	\$ 1,127,624	\$ 57,070	\$ 668,832	59%
72320 Office of the Director	\$ 283,334	\$ 21,594	\$ 157,263	56%
72410 Office of the Principal	\$ 4,219,663	\$ 335,881	\$ 2,100,616	50%
72510 Fiscal Services	\$ 188,767	\$ 12,972	\$ 95,574	51%
72520 Human Services/Personnel	\$ 191,229	\$ 10,766	\$ 88,840	46%
72610 Operation of Plant	\$ 5,425,669	\$ 386,967	\$ 2,905,725	54%
72620 Maintenance of Plant	\$ 2,484,690	\$ 95,607	\$ 468,511	19%
72710 Transportation	\$ 3,446,735	\$ 97,432	\$ 1,355,486	39%
73300 Community Services	\$ 196,457	\$ 9,149	\$ 65,113	33%
73400 Pre School	\$ 1,164,387	\$ 98,706	\$ 610,057	52%
76100 Regular Capital Outlay	\$ 230,000	\$ 4,372	\$ 91,574	40%
82130 Debt Services Principal	\$ 281,256	\$ 70,314	\$ 210,942	75%
82230 Debt Services Interest	\$ 11,640	\$ 2,910	\$ 8,730	75%
<b>TOTAL EXPENDITURES</b>	<b>\$ 60,100,361</b>	<b>\$ 4,215,020</b>	<b>\$ 29,237,542</b>	<b>49%</b>

\* = Coding error in line 40120 and 40210, already corrected in February

Amendment # \_\_\_\_\_  
Cumberland County, Tennessee  
General Purpose School Fund

WHEREAS, bus attendants should be paid from line item 189 rather than line item 164 per state instructions.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 24th day of February, 2022, and by the Cumberland County Commission meeting on this \_\_\_\_ day of \_\_\_\_\_, 2022, that the following budget amendment be adopted:

---

Bus Attendant Budget Amendment

Decrease Expenditures:			
141.72710.164	Transportation – Attendants		\$35,000.00
		Total Decrease:	\$35,000.00

Increase Expenditures:			
141.72710.189	Transportation – Other Salaries/Wages		\$35,000.00
		Total Increase:	\$35,000.00

SPONSORED BY:

\_\_\_\_\_  
BOE Member

APPROVED BY:

\_\_\_\_\_  
Chairman of the Board

ATTEST:

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

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Sponsor: \_\_\_\_\_  
County Commissioner

Approval: \_\_\_\_\_  
County Mayor

Attest: \_\_\_\_\_  
County Clerk

Budget Committee Vote:

Ayes:\_\_\_ Nays:\_\_\_ Abstain:\_\_\_

BOE Approved: No Commission Action Required  
Amendment # \_\_\_\_\_  
Cumberland County, Tennessee  
Federal Programs Fund

WHEREAS, the Federal TN ALL Corps Grant Educational Assistant Budget Line, Instructional Supplies Budget Line, and Equipment Budget Line needs to decrease due to a decrease in revenue. An Other Charges Budget Line needs added for Workmen Compensation.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this \_\_\_24th\_ day of \_\_\_February\_\_\_\_\_, that the following budget amendment be adopted:

---

**FEDERAL TN ALL CORPS REVISION 2/11/22**

Decrease Revenue:

142-47401-939	Federal- TN ALL Corps Grant	\$175,000.00
	Total Decrease	\$175,000.00

Decrease Expenditures:

142-71100-163-939	Educational Assistants	\$58,338.00
142-71100-429-939	Instruct. Supplies/Materials	\$26,574.00
142-71100-722-939	Equipment	\$100,000.00
	Total Decrease	\$184,912.00

Increase Expenditures

142-71100-599-939	Other Charges	\$9,912.00
	Total Increase	\$9,912.00
	Total Change	\$175,000.00

SPONSORED BY:

\_\_\_\_\_  
BOE Member

APPROVED BY:

\_\_\_\_\_  
Chairman of the Board

ATTEST:

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

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain \_\_\_\_\_

BOE APPROVED: NO COMMISSION ACTION REQUIRED

RESOLUTION # \_\_\_\_\_

Cumberland County, Tennessee

Federal Program School Fund

WHEREAS, the Federal BBLC grant budget requires revision to move expenditures to the proper line per state requirement.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this \_\_\_\_ day of \_\_\_\_\_, 2022, that the following budget amendment be adopted:

---

**Federal BBLC Grant Budget Amendment**

Decrease Expenditures:

142-891-71200-725	Special Education Equipment	\$ 649.71
142-891-72220-355	Travel	\$ 300.00
142-891-72220-524	In-Service/Staff Development	<u>\$ 883.00</u>
		\$ 1,832.71

Increase Expenditures:

142-891-71200-163	Educational Assistants	\$ 525.20
142-891-71200-201	Social Security	\$ 40.24
142-891-71200-204	State Retirement	\$ 56.37
142-891-71200-207	Medical Insurance	<u>\$ 1,210.90</u>
		\$ 1,832.71

SPONSORED BY:

APPROVED BY:

\_\_\_\_\_  
BOE Member

\_\_\_\_\_  
Chairman of the Board

ATTEST:

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

Ayes: \_\_\_\_ Nays: \_\_\_\_ Abstain: \_\_\_\_\_

**RESOLUTION # \_\_\_\_\_**  
Cumberland County, Tennessee  
CENTRAL CAFETERIA FUND

*H. Hamby*

WHEREAS, the Cumberland County Board of Education/School Nutrition Program requests the following budget resolution be approved for additional USDA funds designated to minimize charges incurred for storage and distribution of USDA foods from state-contracted warehouses.

WHEREAS the Departments of Agriculture and Education receive formula-based federal funds for state administrative expenses (SAE), and USDA has a specific list of allowable state-level expenses for which these funds can be used. Included in USDA's definition of "state-level" is the storage/distribution costs paid by SFAs to state-contracted warehouses. The availability of funds will fluctuate each year, and the rebate program may or may not occur in the future depending on funding levels.

THEREFORE, be it resolved that the following budget amendment be approved by the Cumberland County Board of Education meeting this 24<sup>th</sup> day of **February 2022** and adopted by the Cumberland County Commission meeting this \_\_\_\_\_ day of **March 2022**.

**INCREASE REVENUES:**

143.47114 USDA Other	\$10,389.40
<b>TOTAL INCREASE:</b>	<b>\$10,389.40</b>

**INCREASE EXPENDITURES:**

143.73100.354 Transportation – USDA Foods/Commodity Delivery	\$10,389.40
<b>TOTAL INCREASE:</b>	<b>\$10,389.40</b>

SPONSORED BY: \_\_\_\_\_  
BOE Member

SPONSORED BY: \_\_\_\_\_  
County Commissioner

APPROVED BY: \_\_\_\_\_  
Chairman of the Board

APPROVED BY; \_\_\_\_\_  
County Mayor

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

ATTEST: \_\_\_\_\_  
County Clerk

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

**RESOLUTION # \_\_\_\_\_**  
Cumberland County, Tennessee  
CENTRAL CAFETERIA FUND

*H. Hamby*

WHEREAS, the Cumberland County Board of Education/School Nutrition Program requests the following budget resolution be approved for additional USDA funds designated to school food authorities (SFAs) administering the National School Lunch Program (NSLP) and School Breakfast Program (SBP) to provide local operators direct financial relief for those impacted by disruptions to programs due to supply chain issues. Please see the attached 2 pages for additional information.

THEREFORE, be it resolved that the following budget amendment be approved by the Cumberland County Board of Education meeting this **24<sup>th</sup>** day of **February 2022** and adopted by the Cumberland County Commission meeting this \_\_\_\_\_ day of **March 2022**.

**INCREASE REVENUES:**

143.47114 USDA Other \$141,810.27

TOTAL INCREASE: **\$141,810.27**

**INCREASE EXPENDITURES:**

143.73100.422 Food Supplies \$141,810.27

TOTAL INCREASE: **\$141,810.27**

SPONSORED BY: \_\_\_\_\_  
BOE Member

SPONSORED BY: \_\_\_\_\_  
County Commissioner

APPROVED BY: \_\_\_\_\_  
Chairman of the Board

APPROVED BY: \_\_\_\_\_  
County Mayor

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

ATTEST: \_\_\_\_\_  
County Clerk

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_



**BILL LEE**  
GOVERNOR

STATE OF TENNESSEE  
**DEPARTMENT OF EDUCATION**  
NINTH FLOOR, ANDREW JOHNSON TOWER  
710 JAMES ROBERTSON PARKWAY  
NASHVILLE, TN 37243-0375

**PENNY SCHWINN**  
COMMISSIONER

**Date: January 28, 2022**

**SFA Name: Cumberland County**

**SFA DUNS: 008486487**

**CFDA Name: NSLP-Supply Chain Assistance Grant**

**DUNS# 879016251**

**Period of Performance: January 1, 2022-September 30, 2023**

**Federal Awarding Agency: United States Department of Agriculture Food and Nutrition Service**

**This is not a Research & Development Award.**

**Total Amount Awarded to the State Agency: \$20,541,400.00**

**Grant Award Date: December 29, 2021**

**Total Amount Awarded to the SFA: \$ 141,810.27**

**SFA # 180**

**Indirect Cost Rate: N/A**

**CFDA Number: 10.555**

**FAIN #225TN333N8903**

Dear Director Ina Maxwell,

The State of Tennessee is awarding federal funds for Supply Chain Assistance (SCA) from the United States Department of Agriculture (USDA). The USDA Food and Nutrition Services (FNS) is offering additional funds to state agencies administering the National School Lunch Program (NSLP) and School Breakfast Program (SBP) to provide local operators direct targeted financial relief for those impacted by disruptions to programs due to supply chain issues.

This grant funding is in response to the unprecedented challenges in purchasing and receiving food that operators of the National School Lunch Program (NSLP) and School Breakfast Program (SBP) are experiencing in School Year (SY) 2021-22. As a result of supply chain disruptions, school meal program operators in some localities across the nation have had to significantly revise planned menus, popular and previously available food items may have become more difficult to procure; and in some cases, shortages and price fluctuations have made it difficult to provide the meals which are appealing to students and meet the NSLP/SBP nutrition and meal pattern requirements.

General procurement standards: If applicable, the School Food Authority (SFA) must use its own documented procurement procedures, which reflect applicable state and local laws and regulations. Competition: All procurement transactions must be conducted in a manner providing full and open competition consistent with 2 CFR 200.319.

SFAs must follow all existing Buy American provisions, with no limited exceptions provided. Examples of some allowable food products include fluid milk and other dairy foods such as cheese and yogurt; fruits and vegetables (including 100% juices); grain products such as pastas and rice; meats (whole, pieces, or food items such as ground meats); and meat alternates such as beans or legumes. Foods in a wide variety of minimal processing states (e.g., whole, cut, pureed, etc.) and/or forms (e.g., fresh, frozen, canned, dried, etc.) are allowable. Additionally, incidental costs (such as those related to shipping and handling or packaging) that are a part of the normal or customary purchase price charged by a vendor for any given food product are an allowable use of SCA funds.

SFAs will be required to sign an attestation form in order to receive SCA funds. The attestation form states that the SFA is experiencing supply chain disruptions, will only use SCA funds for purchasing unprocessed or minimally processed domestic food products; will not use funds for labor, indirect cost, or administrative expenses, will comply with recordkeeping and review requirements, and will follow federal procurement and financial management requirements per 2 CFR 200.

Based on the state agency payment calculation, we are pleased to announce that **Cumberland County** has been awarded \$ **141,810.27** from the Supply Chain Assistance Fund grant. The award will be provided to all SFAs in the same manner as the monthly meal claim reimbursement, so be sure to check with your trustee's/finance office for receipt of the grant funds.

All books and records relating to the grant award shall be made available as required by state and federal regulations, for inspection and audit by state and federal auditors. Records pertaining to this grant award shall be retained by the SFA for a period of three years. In line with these grant funds, the revenue code to use will be **47114** and be sure to denote the funding source for auditing purposes.

If you have any questions, please contact our office at (800) 354-3663. We look forward to working with you in creating ways to help students develop lifelong, healthy eating habits.

Sincerely,



Dr. Sandy Dawes, State Director of School Nutrition Program

CC: SNP Director  
Regional Consultant  
Budget Director

**RESOLUTION # \_\_\_\_\_**  
Cumberland County, Tennessee  
CENTRAL CAFETERIA FUND

*H. Hamby*

WHEREAS the Cumberland County Board of Education/School Nutrition Program requests the following budget resolution be approved for additional USDA funds designated to school food authorities (SFAs) administering the National School Lunch Program (NSLP) and School Breakfast Program (SBP) to provide local operators an additional increase in meal reimbursement for those SFAs operating the Seamless Summer Option (SSO) which allows all students to receive breakfast and lunch at no charge.

WHEREAS the Cumberland County Board of Education/School Nutrition Program requests to use these funds to increase the Food and Supply budget line which is already about 10% over where it should be for the SY. The possibility of additional food prices could require further adjustments before the end of the school year. See attached 5 pages for additional information.

THEREFORE, be it resolved that the following budget amendment be approved by the Cumberland County Board of Education meeting this 24<sup>th</sup> day of **February 2022** and adopted by the Cumberland County Commission meeting this \_\_\_\_\_ day of **March 2022**.

**INCREASE REVENUES:**

143.47111 Federal Reimbursement via State - Lunch	\$119,610.75
143.47113 Federal Reimbursement via State – Breakfast	\$ 50,719.20

TOTAL INCREASE: **\$170,329.95**

**INCREASE EXPENDITURES:**

143.73100.422 Food Supplies	\$170,329.95
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TOTAL INCREASE: **\$170,329.95**

SPONSORED BY: \_\_\_\_\_  
BOE Member

SPONSORED BY: \_\_\_\_\_  
County Commissioner

APPROVED BY: \_\_\_\_\_  
Chairman of the Board

APPROVED BY: \_\_\_\_\_  
County Mayor

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

ATTEST: \_\_\_\_\_  
County Clerk

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstain: \_\_\_\_\_

## Meal Price Increase Evaluation

	Breakfast		Lunch	
<b>Meals Served August - December (5 Months)</b>	338,128		478,443	
<b>Increase as of January 1 2022</b>		<b>15 cent increase</b>		<b>25 cent increase</b>
		<b>Additional Expected Breakfast Reimbursement</b>		<b>Additional Expected Lunch Reimbursement</b>
<b>Meals Expected to be Served January - May (5 Months)</b>	338,128	\$ 50,719.20	478,443	\$ 119,610.75
<b>Total Expected Additional Reimbursement</b>		<b>\$ 170,329.95</b>		



## TO OUR VALUED SCHOOL CUSTOMERS

from Bob Mackie, IWC President

January 31, 2022

### Current Update on Continued Impact of Supply Chain Disruptions

#### NOTICE

#### Implementation of Price Revision Procedures and Addendum to Foodservice Contract

Throughout the COVID-19 pandemic, IWC Food Service ("IWC") has provided ongoing communications to our Customers, in regard to supply chain disruptions, product and labor shortages, and other challenges directly impacting our distribution operations, and likewise our Customers' foodservice operations. The IWC Contract Sales Team remains in direct contact with each Customer to address their specific needs, and we periodically issue a communication like this letter to convey general information applicable to all of our Customers. We sincerely appreciate the close-working relationship we maintain with each School Nutrition Supervisor and the thoughtful, patient, and flexible approach you have demonstrated as we address a wide range of constantly changing distribution challenges together.

#### CURRENT UPDATE

While I'm sure all of us had hoped that the COVID-19 pandemic and supply chain crisis would have ended by now, or at least significantly subsided, that certainly doesn't seem to be the case. With the emergence of the Delta and Omicron variants of COVID, the pandemic continues to adversely impact and limit the operating capacity of domestic and foreign manufacturers, suppliers, transportation companies, and supporting businesses.

Especially challenging over the past several months has been the increasing rate of inflation as a key factor adversely affecting the U.S. economy. Economic indicators reflect a current rate of inflation that is the highest level seen over the past 40 years. Virtually all goods and services have exhibited a dramatic rise in prices, which is attributable to the underlying cost of raw materials and supplies, packaging (cardboard and plastics), fuel and freight, insurance and utilities; as well as significant wage increases necessary to attract and retain workers.

As a result of continuing supply chain issues, coupled with rampant inflation, the overall economic landscape for school foodservice and contracted institutional business appears to be undergoing some fundamental changes. Many manufacturers have invoked a *force majeure* provision and advised IWC they will no longer honor the lower deviated cost prices which they agreed to and communicated to IWC for purposes of our bid proposals for the current school year. We have also been informed by various industry professionals that due to overall manufacturing shortages, it is possible that available inventory supply of certain products may be allocated to retail market customers where the products can be sold at typically-higher retail prices without being subject to lower deviated cost pricing granted to schools and institutions.

535 Dry Valley Road, Cookeville, TN 38506  
[www.goiwc.com](http://www.goiwc.com) / 931.537.4000

As you are aware, basic foodservice items, such as cooking oil, canned fruits, proteins, and serving trays to mention a few, have all experienced significant price volatility and shortages during this school year. Across all food categories, IWC has experienced a blended average increase in cost of goods approximating 18.0%. Accordingly, IWC's procurement specialists are continually working to identify alternate vendor sources for sufficient quantities of comparable school-oriented products, at the most cost effective prices available, to allow us to maintain the highest fill rate possible for our customers.

For the past couple of months, IWC's Contract Sales Team has been communicating price increases for certain bid items to school systems on an intermittent basis, as we received notifications from manufacturers. Our goal was to inform you in advance of significant price changes and give you an opportunity to possibly re-work your menus with alternate products deemed to be more cost effective. However, as time has elapsed, an increasing number of manufacturers are electing to forego their deviated cost pricing structure and/or impose price increases on incoming orders. Therefore, we find it administratively necessary, and believe it will be mutually-beneficial, to streamline the process of communicating price revisions to you by implementing a standardized procedure for all of our School Customers.

## **IMPLEMENTATION OF PRICE REVISION PROCEDURES**

**PART 1 -- Implementation of Monthly Price Revision Procedures for Bid Items:** Beginning in February 2022, and continuing each month thereafter, IWC will generate and email a "Monthly Price Revision Listing" of bid items for which the current bid price will be revised due to a price change imposed on IWC by the applicable manufacturer. Revised bid prices will initially become effective on February 14, 2022, and then on the 1st day of each month thereafter. Detailed procedures are as follows:

- IWC will email the Monthly Price Revision Listing to each School Nutrition Supervisor at least one week prior to the start of the next month to allow time for you to review, approve, and input price changes in your bid system, and/or consider alternate, more cost-effective products that may better meet your needs.
- For a price change of \$0.00 to \$0.25 per case, no price revision will be applied by IWC. The current bid price will remain unchanged and the item will not be included in the Monthly Price Revision Listing.
- For a price change of \$0.26 or greater per case, the item will be included in the Monthly Listing to notify you that the revised bid price will replace the current bid price effective as of the 1st day of the next month.
- Under this procedure, IWC will apply **both** price increases and price decreases when determining the revised price of a bid item.
- Should you decide that a particular item no longer meets your needs and you plan to discontinue purchasing that item, please notify the IWC Contract Sales Team so that we can adjust our forward buying quantities from the applicable vendor as quickly as possible.
- Based upon recent correspondence with vendors and price revisions already communicated over the past few months, we believe the number of items that may be included on future Monthly Price Revision Listings will likely decline after the first month or two as we proceed through the school year.

**PART 2 -- Implementation of Supplemental Service Fee Charge Per Case:** In addition to the necessary revisions to product prices described herein, effective on February 14, 2022, IWC will also implement a supplemental service fee charge of \$1.15 per case. We have determined that this supplemental service fee is necessary to cover the increased costs of inflation that have impacted all aspects of our operating costs since we developed our current year bid proposals. Significant cost inflations experienced during this school year include: (a) fuel for our delivery vehicles (approximately 88.0%), (b) salaries and wages, most notably for delivery drivers and warehouse workers (approximately 28.0%), and (c) other general and administrative overhead expenses (approximately 16%).

It is our intention that this supplemental service fee will not change for the remainder of the current school year. The service fee will be included as a component of the product price revisions effective on February 14, 2022, so the first Monthly Price Revision Listing is expected to encompass all items on your bid. However, after the first month under the new price revision procedures, only revisions in product pricing from manufacturers will be reported in the Monthly Listing, so the number of price revision items reported to you each month thereafter is expected to decline going forward.

**REMEMBER** -- IWC will provide the Monthly Revised Price Listings to you in advance for review; however, you can continue to accept individual items with revised pricing when planning your menus, or decline to purchase individual items to avoid a price increase by substituting alternate items appropriate for your menu.

### **ADDENDUM TO FOODSERVICE CONTRACT**

We understand that implementing these revised pricing procedures effectively results in a modification of our foodservice contract with your school district. Accordingly, we believe it is necessary for each School Nutrition Supervisor ("SNS") to promptly notify the applicable Finance, Legal, and/or Purchasing Dept. personnel of these changes and encourage them to promptly assist you to execute any contract addendum deemed necessary under the circumstances. Providing a copy of this letter with your notification may be helpful to their consideration of this matter.

As stated previously, over the past few months, price increases of certain products have already been communicated by IWC and accepted by SNS personnel on an intermittent basis. These revised procedures are simply intended to standardize this process for each of our School Customers, and provide for continued order fulfillment by IWC, and timely approval and payment of IWC's invoices by your school system.

To assist you with this process, we have attached a representative "**Addendum to Foodservice Contract**" document recently executed by other School Customers to confirm their acceptance of these revised pricing procedures. To proceed with this format, simply enter your specific information in the spaces provided, sign and date the document, and return it to Melissa Hammock, IWC Bid Coordinator, at [mhammock@goiwc.com](mailto:mhammock@goiwc.com). Please notify us if you have any questions or alternate wording is preferred to execute the Addendum.

**>>> TO AVOID INTERRUPTIONS IN ORDER FULFILLMENT AND DELIVERIES, PLEASE RETURN THE SIGNED ADDENDUM TO IWC NO LATER THAN THURSDAY, FEBRUARY 10, 2022, 10:00 AM CST. PLEASE CONTACT THE IWC CONTRACT SALES TEAM AS SOON AS POSSIBLE IF YOU ANTICIPATE A DELAY IN RETURNING YOUR RESPONSE.**

## CONCLUSION AND OUTLOOK

As stated previously, we greatly appreciate working with you and we trust that the new procedures outlined herein will be implemented effectively and with minimal continuing effort. I think it is fair to say that we are all just adapting to the reality of unforeseen events and conditions that have emerged primarily as a result of the economic pressures imposed by the COVID-19 pandemic.

Looking ahead, we remain hopeful and cautiously optimistic that impacts of the COVID-19 pandemic will continue to recede, U.S. economic conditions and the rate of inflation will improve, more unemployed persons will feel a calling to return to the workforce, and the overall domestic and foreign supply chain will return to a more familiar state of normalcy.

Based on IWC's experience of over 65 years serving the foodservice needs of School Customers, we have recently observed some fundamental changes that appear to be developing in the school business market. We anticipate that an increasing number of manufacturers may decline to offer lower cost deviated pricing for schools and institutional customers going forward, compared to the higher pricing model they use for retail business. The potential timeframe for a decline in the rate of inflation is unpredictable, so we expect that primary business operating costs, such as fuel and labor, are likely to remain at their current level or possibly increase over the next 6 to 18 months.

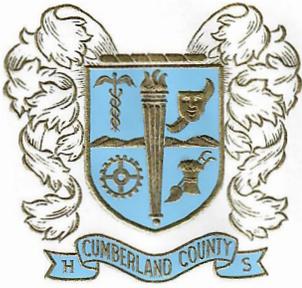
As we look ahead to the 2022 / 2023 bid proposal season, we believe it is possible that many manufacturers, distributors, and other providers of services to School Customers may be reluctant to continue offering traditional fixed price costing over the term of a school year. Accordingly, we encourage School Nutrition Supervisors and Purchasing Office personnel to consider the merits of a pricing model that allows more frequent pricing updates, as set forth in this letter. Under this type of approach, both schools and foodservice distributors would benefit from a more "win-win" arrangement for bid contracts by offering some upside protection for the schools in times of decreasing prices and some downside protection for distributors in times of increasing prices. This type of approach could also entice more manufacturers and distributors to elect to compete in the overall school business marketplace.

\* \* \* \* \*

Thank you for your continuing support and please contact me or your Contract Sales Team representative with any comments, questions, or suggestions.

*Bob Mackie*  
Bob Mackie, IWC President

Enclosure: Representative "Addendum to Foodservice Contract"



# *Cumberland County High School*

660 Stanley Street • Crossville, TN 38555  
Telephone (931) 484-6194 • Fax (931) 456-6872

**Jon Hall**  
*Principal*

February 8, 2022

Dr. Ina Maxwell  
Cumberland County Board of Education  
368 Fourth Street  
Crossville, TN 38555

Dear Dr. Maxwell,

Please approve the following as volunteers at Cumberland County High School for the 2021-2022 school year:

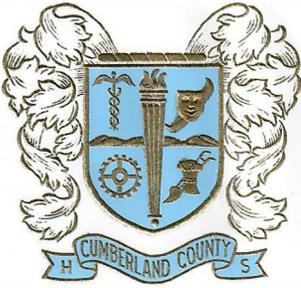
Leah Crockett - Level II  
Cara Cross - Level II

The proper paperwork is on file in my office.

Sincerely,



Jon Hall



# *Cumberland County High School*

660 Stanley Street • Crossville, TN 38555  
Telephone (931) 484-6194 • Fax (931) 456-6872

**Jon Hall**  
*Principal*

February 15, 2022

Dr. Ina Maxwell  
Cumberland County High School  
368 Fourth Street  
Crossville, TN 38555

Dear Dr Maxwell,

Please approve the following as volunteers at Cumberland County High School for the 2021-2022 school year:

Eric S. Etchison	Level III
Steve Phann	Level III
Jerry Tyler Thompson	Level III

The proper paperwork is on file in my office.

Sincerely,

A handwritten signature in black ink that reads "Jon Hall".

Jon Hall



**CRAB ORCHARD  
ELEMENTARY SCHOOL**

240 School Road

Crab Orchard, TN 37723

PHONE: (931) 484-7400 FAX: (931) 456-5655

Principal: Debbie Beaty

Asst. Principal: Marcy Harelson

The following are Volunteer applicants for February:

Level I: Sara Boggs  
Kimberly Scott

*Debbie Beaty*



# North Cumberland Elementary School

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

---

Thomas Fuhrman, Principal

February 24, 2022

Dr. Ina Maxwell, Director of Schools  
Cumberland County Board Of Education  
368 Fourth Street  
Crossville, TN 38555

Dear Dr. Maxwell and Board Members,

Please approve the following volunteers for the 2021-2022 school year. The appropriate volunteer application is on file in the school office.

Thank you,

Thomas Fuhrman  
Principal  
North Cumberland Elementary

**“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.*

Level 2 Parent Volunteers

Cammie Music  
Wade Stover

**Mr. Justin Whittenbarger, Principal**  
**Pine View Elementary School**  
**349 Daysville Road**  
**Rockwood, TN 37854**  
**School: (865) 354-1986**



February 15, 2022

Dr. Maxwell and the Cumberland County Board of Education:

I respectfully request that the following Level I volunteers, who will be supervised volunteers, and the following Level II volunteers, with a current background check, be approved for the 2021-2022 school year.

**Level II Volunteers:**

McCloud, Jodi  
Strader, Dena

**Background Check On File:**

Yes  
Yes

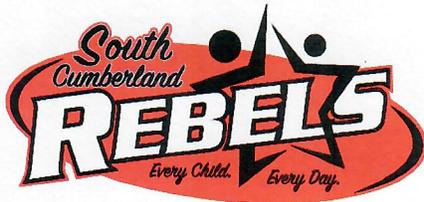
**Level I Volunteers:**

Anderson, Amanda

Thank you,

*Justin Whittenbarger*

Justin Whittenbarger  
Principal  
Pine View Elementary School



## South Cumberland Elementary School

3536 Lantana Rd.

Crossville, TN 38572

Telephone: 931-788-671 Fax: 931-788-1116

Principal: Dawn Hall

To: Cumberland County Board of Education

Dr. Ina Maxwell, Director of Schools

From: Dawn Hall

Date: Feb 9, 2022

Re. Volunteers

Please approve the following additional volunteer(s) for the 2021-2022 school year. The appropriate volunteer application is on file and references have been checked.

### LEVEL I

Mary Helen Caruthers

Jalen Arleigh Holt

### LEVEL II

Amanda Lynne Byers

Kristy Jo Holt

Amanda Marie Smith

Tiffany Ann Tollett

Stephanie Witsell Warner

### LEVEL III

Daniele Azzani

Royal J Matthew Craven



Kara Spicer, Principal

1219 Cook Road, Crossville, TN 38555

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

stoneel.ccschools.k12tn.net

02/15/2022

To Whom it May Concern:

We respectfully submit the following names for approval by the Board of Education as volunteers at Stone Elementary School for the 2021-2022 school year.

**Level 2**

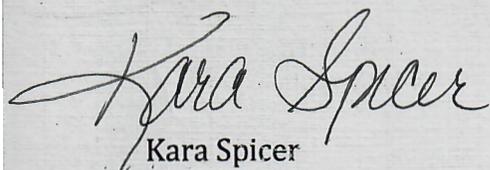
- Landers, Nikki
- Thomas, Keshia

**Level 3**

- Bosanko, Dawn- Girl's basketball coach
- Slone, Rob- Boy's basketball coach

Thank you very much for your consideration.

Sincerely,



Kara Spicer



# Stone Memorial High School

2800 Cook Road · Crossville, TN 38571

Telephone (931) 484-5767

**Kelly Smith**

*Principal*

Date: February 2nd, 2022

To: Dr. Ina Maxwell, Director of Schools  
Cumberland County Schools  
368 Fourth Street  
Crossville, TN, 38555

From: Blake Saldaña, SMHS Choir Director

Subject: Approval for overnight trip

Dr. Maxwell:

I am writing on behalf of our SMHS Chorus to request an overnight field trip to attend the Tennessee All State Chorus event at the Opryland Hotel in Nashville, TN on April 27<sup>th</sup>-30<sup>th</sup>. Participating members of the SMHS chorus are requesting to travel after school on Wednesday, April 27<sup>th</sup>, and stay overnight in Nashville, TN. They would then rehearse the next three days and perform in concert on Saturday evening on April 30<sup>th</sup>. The students are expected to return to Crossville late Saturday afternoon. Thank you for your consideration of this request. Please contact me if you have any questions or need additional information.

Sincerely,  
Blake Saldaña  
Choir Director  
Stone Memorial High School  
2800 Cook Rd, Crossville, TN, 38501  
Dsaldana@k12tn.net

*Kelly Smith, Principal*  
*2/2/22*

# Cumberland County Board of Education Administrative Procedures

<b>Issued:</b> July 2004	<b>Procedure:</b>  Field Trip and Excursions	<b>Policy Reference:</b> 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 Stone Memorial High School      Subject/Grade Level Chorus/9-12  
 Trip Requested By Blake Saldaña      Date of Trip April 27th-30th  
 Destination Opryland Hotel      City Nashville      State TN  
 Departure time 2:45 PM      Return 5:00PM      Admission per student: \$ \_\_\_\_\_  
 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 type="checkbox"/> Sports                                     |
| <input type="checkbox"/> School Clubs           | <input type="checkbox"/> Special Classroom Trip (description) _____ |
| <input checked="" type="checkbox"/> Band/Chorus | <input type="checkbox"/> Other _____                                |

Teachers: <u>Blake Saldaña</u> _____ _____ _____	# of Students <u>2</u> _____ _____ _____
Total: <u>1</u>	Total: <u>2</u>

Additional Chaperones (if needed) Crystal Lee (parent), Sam Miller (parent)

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

Blake Saldaña      615-397-3761      Katherine Smith      2/2/22  
 Sponsoring Teacher's Signature      Cell Phone #      Principal's Signature      Date

<i>For transportation Department Only</i>			
Drivers: (1) _____	(2) _____	(3) _____	(4) _____
Beginning Mileage _____	Ending Mileage _____	Total miles _____	
Amount to be paid driver \$ _____	Amount for Fuel \$ _____		
_____ Transportation Supervisor		_____ Director of Schools	

<i>This section to be completed for out-of-state or overnight school sponsored trips only</i>	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
_____ Director of Schools Signature	
Date of Board Approval _____	

February 14, 2022

Cumberland County Board of Education  
Dr. Ina Maxwell, Director  
368 Fourth Street  
Crossville, TN 38555

Dr. Maxwell,

The attached list contains items we are requesting to be retired from Cumberland County High School and declared surplus.

If you have any questions, please contact me at 931-484-6194.

Thank you,

Dr. Pat Teeples, Assistant Principal

Tag	Serial	Product Name	Manufacturer	Product Type
911		Knee Joint	unknown	MEDICAL MODEL
912		Pelvic Model	unknown	MEDICAL MODEL
1223	DH900208U	GE JBM 164OBH02 Microwave	GE	APPLIANCE
1249		Minolta AF-3200 Film Scanner	Minolta	SCANNER
1356	2R32404	Roland Vinyl Sign Maker	Roland	OFFICE EQUIPME
1527	202015738	Olympus E-20W Digital Camera	Olympus	CAMERA
1607	109-0000432	Toyo-View 45CX 4 inch x 5 inch	Toyo-View	CAMERA
1700	L498	National NP-44 Sink Screen Pres	National	ELECTRONIC
1718		4050tn	HP	printer
1771		4000tn	HP	printer
3051	10815201	Pocket Nurse s201 Manikin	Pocket Nurse	MEDICAL MODEL
3342		External Ultra Hard Drive	Ultra	EXTERNAL HARD D
13342			Sharp	TV
13343		TV cart		cart
13802		Mamiya m645i Camera	Mamiya	CAMERA
13803	40728	Mamiya 150mm Lens	Mamiya	ELECTRONIC
13804	21700	Mamiya 55mm 2_8 Lens	Mamiya	ELECTRONIC
13810	j116469	Yashica MAT 124G 120 Camera	Yashica	CAMERA
13818	5-20388	Martin Vale CV-6 Paper Folder	Martin Vale	OFFICE EQUIPME
43019		IMAC	Apple	computer
47154	0275rh2964	Mag One	Motorola	radio
1000517	PF09S57N	Lenovo 120DF0030US Laptop	Lenovo	LAPTOP
1001670	SDYTJC53UDJ8T	Apple iPad 3	Apple	iPad
1001849		Optiplex 755	Dell	computer
180152796		TV cart		cart
180200711		TV cart		cart
180201448			Sharp	TV
180251109	1820757290	Canon Rebel ST Digital Camera	Canon	CAMERA
180251796		Stroboframe 310-900 Flash Frar	Stroboframe	ELECTRONIC
180252358	1012497	Sigma 70-210-28 APO Lens	Sigma	ELECTRONIC
180252378	133422	Simmon Omega B22 Enlarger	Simmon Omega	ELECTRONIC
180252445	37301867	Minolta AF 70-210 Lens Zoom	Minolta	ELECTRONIC
180252446	38107914	Minolta 28-85 Lens	Minolta	ELECTRONIC
180252450	55006656	Minolta 35-70mm Lens	Minolta	ELECTRONIC
180255818			Hitachi	TV
180255840		TV cart		cart
180353393		Computer monitor	Samsung	monitor
180353562	V7D023197	Hitachi 32CX10B TV	Hitachi	TV

Location	Status	Vendor	Funding Source	Department	Model	Purchase Date	Asset Type
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	CTE	JBM164OBH02		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	AF-3200		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	E-20W		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	45CX		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	NP-44		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	s201		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	m645j		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	unknown		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	unknown		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	MAT 124G		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	CV-6		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL		8/10/2015	Standalone
Room: 25-TO RETIR	Available	CDW-G	PERKINS	CTE	20DF0030US	08/24/2015	Standalone
Room: 25-TO RETIR	Available	Apple Inc	PERKINS	CTE	unknown	09/11/2012	Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	Rebel XT		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	310-900		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	70-210-28 APO		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	B22		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	AF 70-210		Standalone
Room: 25-TO RETIR	Available		PERKINS	CTE	28-85		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	35-70mm		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	unknown		Standalone
Room: 25-TO RETIR	Available		GENERAL	GENERAL	32CX10B		Standalone

**Tag Notes**

Move to 25-To retire. Old and broken per Laura Gilpin. NG 6/17/21 Hayes Conversion - 2020-09-02

Moved to 25-To Retire. Old and broken per Laura Gilpin. NG 6/7/21 Hayes Conversion - 2020-09-02

5/28/21 Mike Tumulty Reqeust that Microwave be BOE retied. Sent to 25-To Retire. NG FY05 - Hayes Conversion - 2020-09-02

BOE retire per Daniel Rickman. Old does not work. NG 5/26/21 Hayes Conversion - 2020-09-02

Per Daniel Rickman BOE retire. Old only runs windows 98. NG 5/25/21 Hayes Conversion - 2020-09-02

Old BOE Retire Per Daniel Rickman, NG 5/26/21 Hayes Conversion - 2020-09-02

Old BOE Retire Per Daniel Rickman, NG 5/26/21 Hayes Conversion - 2020-09-02

BOE Retire June 2021 NG Hayes Conversion - 2020-09-02

Old, broken. Not useable per Brittney Parham. Sending to 25-to retire. - Hayes Conversion - 2020-09-02

Old BOE Retire Per Daniel Rickman, NG 5/26/21 Hayes Conversion - 2020-09-02

BOE Retire per Daniel Rickman, Old, NG 5/25/21 FY99 cchs GENERAL - Hayes Conversion - 2020-09-02

Old BOE Retire Per Daniel Rickman, NG 5/26/21 Hayes Conversion - 2020-09-02

Old BOE Retire Per Daniel Rickman, NG 5/26/21 Hayes Conversion - 2020-09-02

Old BOE Retire Per Daniel Rickman, NG 5/26/21 Hayes Conversion - 2020-09-02

Old BOE Retire Per Daniel Rickman, NG 5/26/21 Hayes Conversion - 2020-09-02

NT - In old system

Out of Date, Will not load, Per Brittney Parham. Sent to "25-To Retire". 5/25/21 NGHayes Conversion - 2020-09-02

Per Brittney Parham, out of date, broken. NG 7/27/21 PRgrant GTD - Hayes Conversion - 2020-09-02

BOE retire Per Daniel Rickman NG 5/26/21 old yearbook camera - Hayes Conversion - 2020-09-02

BOE retire per Daniel Rickman NG 5/25/21 FY09 - Hayes Conversion - 2020-09-02  
Hayes Conversion - 2020-09-02

BOE retire per Daniel Rickman NG 5/26/21 Hayes Conversion - 2020-09-02

BOE retire per Daniel Rickman NG 5/26/21 Hayes Conversion - 2020-09-02

BOE retire per Daniel Rickman NG 5/26/21 Hayes Conversion - 2020-09-02

BOE retire per Daniel Rickman NG 5/26/21 - Hayes Conversion - 2020-09-02

180603355		Computer monitor	Dell	monitor
no tag		IMAC	Apple	computer
no tag		desktop	Apple	computer
no tag		desktop	Apple	computer
no tag		router	Apple	router
no tag		IMAC	Apple	computer
no tag		Overhead projector	Bell Howell	projector
no tag		TV cart	Bretford	cart
no tag		TV cart	Bretford	cart
no tag		Stadium speakers	Community	speakers
no tag		desktop	Dell	computer
no tag		Computer monitor	Dell	monitor
no tag		desktop	Dell	computer
no tag			Hitachi	TV
No tag			Hitachi	TV
no tag		240x floor cleaner	Minuteman	floor cleaner
no tag			Mitsubishi	TV
no tag		OpSCAN	Pearson	reader
no tag		VCR	RCA	VCR
no tag		104 exam table	Ritter	table
no tag		VCR	Sanyo	VCR
no tag			Sharp	TV
no tag		TV cart		cart
no tag		desk		desk
no tag		desk		desk
no tag		desk		desk
no tag		desk		desk







**CRAB ORCHARD  
ELEMENTARY SCHOOL**

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

February 7, 2022

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

Cumberland County Board of Education,

Crab Orchard Elementary is requesting that the following General fund items be retired. Please see the attached list for an itemization. Please contact me with any further questions and/or concerns.

Thank you,

Marcy Harelson  
AP Crab Orchard Elementary

CRAB  
 ORCHARD  
 ELEMENTARY  
 February  
 2022 TO BE  
 RETIRED  
 LIST

PROPERTY NUMBER	ITEM DESCRIPTION	LOCATION REMOVED FROM	REASON TO RETIRE	PURCHASE FUND	EMAILED TO	DATE sent for retirement approval	COMPLETE	NOTES
24323	Imac	506	too old to update	General	MN & DM	2/7/22		
24324	Imac	506	too old to update	General	MN & DM	2/7/22		
41678	Imac	506	too old to update	General	MN & DM	2/7/22		

*Dr. Ina Maxwell*  
*Director of Schools*



*Mr. Jim Inman*  
*School Board Chairman*

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

February 16, 2021

Dr. Ina Maxwell, Director  
Cumberland County Board of Education  
368 Fourth Street  
Crossville, TN 38555

Dear Dr. Maxwell and Board of Education,

Federal Programs is submitting a list of equipment to be retired by the BOE in this month's regularly scheduled board meeting. Please include the attached Equipment Retirement Requests on the consent agenda.

Sincerely,

A handwritten signature in blue ink that reads "Angela M. Randolph". The signature is written in a cursive, flowing style.

Mrs. Angela Randolph  
Federal Programs Director

# Federal Equipment Inventory List RETIREMENT February 2022

INVENTORY TAG ID #	TAG NOTES	SERIAL NUMBER	Product Type	MANUFACTURER	MODEL	SITE LOCATION	DEPARTMENT	ROOM LOCATION	PURCHASE ORDER NUMBER	FUNDING	PURCHASE PRICE	PURCHASE DATE
10001024	FY10	3L4Q2K1	LAPTOP	DELL	INSPIRION15	CRAB ORCHARD	FEDERAL	15-203	61891	TITLE I	\$464.00	9/23/2009
10001313	FY11	H01091BHDWY	COMPUTER	APPLE	UNKNOWN	PHOENIX	FEDERAL	85-P5	69706	TITLE I	\$944.00	3/20/2011
10001338	FY11	YM1090S6DWY	COMPUTER	APPLE	UNKNOWN	PHOENIX	FEDERAL	85-102	70378	TITLE VI	\$854.05	5/10/2011
10001487	FY12	CNB9R68992	PRINTER	HP	P2035N	HOMESTEAD	FEDERAL	10-402	72159	TITLE I	\$244.01	9/29/2011
10001876	FY12	659258	CAMERA	ELMO	TT02RX	PHOENIX	FEDERAL	85-101	73500	TITLE I	\$600.00	4/1/2012
10001878	FY12	659293	CAMERA	ELMO	TT02RX	PHOENIX	FEDERAL	85-105	73500	TITLE I	\$600.00	4/1/2012
10005250	FY13	C02JG11YDKL9	COMPUTER	APPLE	UNKNOWN	PHOENIX	FEDERAL	85-102	78754	TITLE I	\$999.00	2/1/2013
10005449	FY14	QU7F361496L	PROJECTOR	EPSON	BRIGHTLINK 485WI	PINE VIEW	FEDERAL	55-211	81937	TITLE I	\$1,626.32	3/1/2013
10005848	FY16	DMQPJMCAFK10	IPAD	APPLE	UNKNOWN	SOUTH	FEDERAL	73-113	92366	TITLE I	\$374.00	8/26/2015
10006711	FY17	LR05QALG	CHROMEBOOK	LENOVO	80SF N22	PINE VIEW	FEDERAL	55-211	98067	TITLE I	\$199.00	41487
10006722	FY17	LR05QB1T	CHROMEBOOK	LENOVO	80SF N22	PINE VIEW	FEDERAL	55-211	98067	TITLE I	\$199.00	41273
10006723	FY17	LR05QB66	CHROMEBOOK	LENOVO	80SF N22	PINE VIEW	FEDERAL	55-211	98067	TITLE I	\$199.00	41258

**Cumberland County Federal Programs  
Equipment Retirement Request**

**Cumberland County Schools  
368 4th Street  
Crossville, TN 38555**

**School Name:** Crab Orchard **Date:** 2/1/2022

Tag Number	Serial or ID Number	Description	Reason Retired
10001024		laptop	too old for updates/usage

Principal Signature: 

Federal Programs Signature:



# Federal Equipment Retirement Request

Cumberland County Schools  
368 4th Street  
Crossville, TN 38555

Homestead Elementary School

February 2022

Schhol Name

Date

Tag Number	Serial or ID Number	Description	Reason Retired
10001487	CNB9R68992	Printer	

*Mary Edmonds*

Principal Signature

*Angela M. Randolph*







# Homestead Elementary School

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3889 Hwy 127 South • Crossville, TN 38572 • 931-456-8344 • Fax: 931-456-8342

Mary Elizabeth Edmonds  
Principal



Ashlee Watts  
Assistant Principal

February 15, 2022

Dr. Ina Maxwell  
Cumberland County Board of Education  
368 Fourth Street  
Crossville, TN 38555

Dear Dr. Maxwell and Board of Education,

I am submitting Homestead Elementary's list of items to be retired by the BOE at February's regular monthly meeting. Please include these lists on the agenda. If you have questions, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Mary Elizabeth Edmonds".

Mary Elizabeth Edmonds  
Principal

# General Equipment Retirement Request

Cumberland County Schools  
368 4th Street  
Crossville, TN 38555

Homestead Elementary School

February 2022

School Name

Date

Tag Number	Serial or ID Number	Description	Reason Retired
40425	NONE	NETWORK MANAGED SWITCH	NO LONGER IN USE
44260	44432930307937	EXTERNAL HARD DRIVE	NO LONGER IN USE
46531	U63080C5N970957	Printer	Broken
46586	LRO4RB6F	Chromebook	NO LONGER IN USE
29630	CNFC55K.OYP	Printer	Broken
30853	U62248AOJ5O9233	Printer	Broken

  
Principal Signature

Christie VanWinkle  
Principal



Kasey Lowe  
Assistant Principal

Glenn L. Martin Elementary School  
1362 Miller Avenue \* Crossville, TN 38555  
Phone (931) 484-7547 Fax (931) 484-8785

February 16, 2022

Cumberland County Board of Education  
Dr. Ina Maxwell, Director  
368 Fourth Street  
Crossville, TN 38555

Dear Dr. Maxwell,

The attached list contains items we are requesting be retired from Glenn L. Martin Elementary School and declared surplus.

If you have any questions, please direct them to me at 931.484.7547.

Sincerely,

Kasey Lowe  
Assistant Principal

Attachment

PROP #	S/N #	MODEL	REASON FOR RETIRE
22996	DMQMNP8UF182	IPAD	Obsolete
46275	SC1ML8T5VDTY3	macbook	Obsolete
46277	SC1ML8SS5DTY3	macbook	Obsolete
46266	SC1ML8SX9DTY3	macbook	Obsolete
46271	SC1ML8SH2DTY3	macbook	Obsolete
46273	SC1ML8SX4DTY3	macbook	Obsolete
46262	SC1ML8SX3DTY3	macbook	Obsolete
46265	SC1ML8SPEDTY3	macbook	Obsolete
46272	SC1ML8SX7DTY3	macbook	Obsolete
46278	SC1ML8KZWDTY3	macbook	Obsolete
46264	SC1ML8SX8DTY3	macbook	Obsolete
46269	SC1ML8SX5DTY3	macbook	Obsolete



**The Phoenix Campus**  
203 Taylor Street  
Crossville, TN 3855  
Telephone (931) 456-1228  
Fax (931) 456-9862

**Mitch Lowe, Principal**

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February 14, 2022

Dear Dr. Maxwell and Cumberland County Schools Board of Education;

Please retire the items documented in the attached list. These items are outdated and no longer utilized.

Thank you for your assistance in this matter.

Sincerely,

Sharon Miller  
Assistant Principal  
Phoenix High School



**Mr. Justin Whittenbarger, Principal**  
**Pine View Elementary School**  
**349 Daysville Road**  
**Rockwood, TN 37854**  
**School: (865) 354-1986**



February 15, 2022

Dr. Maxwell and the Cumberland County Board of Education:

I respectfully request that the following general budget items be retired from Pine View Elementary School:

<b>Property Tag</b>	<b># Description</b>	<b>Reason</b>
180200449	RCA TV	old /no longer in use
180552142	Mitsubishi TV	old /no longer in use
22516	IBM Thinkpad Laptop	old /no longer in use
36724	Brother Fax Machine	old /no longer in use
38005	Apple iMac Core Duo	os out of date
38027	Apple iMac Core Duo	os out of date
40170	Apple iMac Core Duo	os out of date
40262	Apple iMac Core Duo	os out of date
46030	Apple 20 inch iMac Computer	bad display

Thank you,

*Justin Whittenbarger*

Justin Whittenbarger  
Principal  
Pine View Elementary School



## South Cumberland Elementary

3536 Lantana Road \* Crossville, TN 38572  
Telephone: 931-788-6713 \* Fax: 931-788-1116  
Principal: Dawn Hall

### Retire list for March

Lenovo ix4-300d Network Storage	34793	mg0062xc	obsolete
Apple iPad 2 Wi-Fi Only 1_0 GHz 16GB A1395	34720	DYTKXFLJDFHW	damaged
Texas Instruments Electric Calculator	180732430		Obsolete
popcorn machine	180732644		obsolete
Refrigerator	180732446.	981123690	Doesn't work

*Dawn Hall*

*Ina Maxwell, Ph.D.*  
*Director of Schools*



*Mr. Jim Inman*  
*Board of Education Chair*

*Brian Conatser*  
*Transportation Supervisor*

January 24, 2022

Dear Dr. Maxwell,

The attached list contains buses that we are requesting be removed from service and sold as surplus equipment.

Bus #73-06	Vin# 1FDXE45P36HA75536
Bus #12-04	Vin# 1BABKCOA34F215673
Bus #08-02	Vin# 1BABKCPA41F201962
Bus #64-14	Vin# 1T88S9E25E1164596

Respectfully,

A handwritten signature in black ink that reads "Brian Conatser". The signature is fluid and cursive, with a long horizontal stroke at the end.

Brian Conatser