

Putnam County Board Meeting
June 25, 2026 5:00 PM
1400 E Spring St.
Cookeville, TN 38506

- I. Meeting Called to Order
- II. Approval of Agenda
- III. Announcements
 - A. Director's Personnel Report
- IV. Approval of Minutes
 - A. Minutes of the Regular June Board Meeting - June 4, 2026, @ 5:00 PM
- V. Public Comment
- VI. Approval of Consent Agenda
 - A. Payments/Purchases
 1. Approval to purchase WeVideo renewal for the 2026-2027 school year in the amount of \$5,978.40 to be paid from 141-71100-399-000-01501.
 2. Approval to purchase Instructure renewal for the 2026-2027 school year in the amount of \$35,720.00 to be paid from 141-71100-399-000-01501.
 3. Approval to purchase EasyCBM (Progress Monitoring Assessments) for the 2026-2027 school year in the amount of \$18,100.00. Putnam County Schools will utilize The Interlocal Purchasing System (TIPS) vendor contract #240804 to be paid from 141-E-72130-322-000-02103.
 4. Approval of the purchase of iCEV CTE curriculum district license for the 26/27 school year from vendor CEV Multimedia, LLC - Lubbock, TX, in the amount of \$48,510.00 to be paid by PCSS General Funds.
 5. Approval of the final payment to Covington Floor Company for the sand, paint and refreshing of the Early Learning Academy gym floor in the amount of \$30,683.00 to be paid from 141-72620-399.
 6. Approval of the purchase of one College and Career Ready Lab for Avery Trace Middle School from vendor Paxton Patterson LLC - Alsip, IL, in the amount of \$152,726.50 to be paid by Innovative School Models grant funds Paxton Patterson is a TIPS vendor; this purchase will be made under contract #250106.
 7. Approval of the purchase of one College and Career Ready Lab for Avery Trace Middle School from vendor Paxton Patterson LLC - Alsip, IL, in the amount of \$148,059.83 to be paid by Innovative School Models grant funds. Paxton Patterson a TIPS vendor; this purchase will be made under contract #250106.
 8. Approval of a payment to Skyward - Stevens Point, WI in the amount of \$81,464.00 to be paid from 41-72510-330 for the Accounting and HR Software Annual License fee from July 1st, 2026 to June 30, 2027 (General Purpose School Fund).

9. Approval of the purchase of 11 Generation Genius Science school licenses for grades K-2 from Newsela Inc. New York, New York in the amount of \$16,783.25 to be paid from 141-71100-449-02117, as submitted.
10. Approval to pay Stone Service Corporation in the amount of \$9,500.00 and SouthEast Bank (retainage) in the amount of \$500.00 for pay application #10 related to the Northeast Elementary HVAC Upgrades project to be paid from the Putnam County Capital Project Fund.
11. Approval to purchase Qualtrics per Equalis Group Cooperative Purchasing renewal for 2026-2027 Agreement RFP#R10-1163 in the amount of \$47,455.17.
12. Approval of the purchase of Flashlight Learning per Buyboard Contract #748-24 for ESL student progress monitoring of ELPA21 standards as mandated by TDOE, per Quote Q-09624-1 in the amount of \$64,500.00 and paid from 141-71100-330-02103.
13. Approval of a one-year gap purchase for grades 9 through 12, Tennessee Book Company, LaVergne, TN, for the SAVVAS English language arts textbooks, in the amount of \$149,950.26, to be paid from account 141-71100-449-02117, as submitted.
14. Approval of the purchase of the annual replacement and growth textbooks from Tennessee Book La Vergne, Tennessee, in the amount of \$50,000.00 to be paid from 141-71100-449-02117.
15. Approval to pay Maffett Loftis Engineering, LLC, in the amount of \$17,856.00 for engineering services related to the Cookeville High School Chiller project to be paid from 141-72620-399.
16. Approval of payment to Frontline Technologies Group, LLC, Philadelphia, PA, in the amount of \$55,991.52 to be paid from 141-72210-330-02103 for use of Professional Learning Management and Absence/Substitute Management programs from July 1, 2026, to June 30, 2027.
17. Approval to purchase a one-year renewal of ParentSquare, Inc., for communication services, which include websites, two-way communication, mass communications, secure document delivery, etc. for the 2026-27 school year in the amount of \$91,103.63, to be paid from: 141-72250-330.
18. Approval of the purchase of the remaining seven years of Kiddom Annual Integration and Premium Support for Kiddom's OpenSciEd Science textbooks for grades 6th-8th from Kiddom, San Francisco, CA, in the amount of \$14,000.00 to be paid from account 141-71100-499-02117, as submitted.
19. Approval of the purchase of the remaining seven years of KIDDOM's OpensciEd Science textbooks for grades 6th - 8th from Tennessee Book Company La Vergne, TN, in the amount of \$220,188.85 to be paid from account account 141-71100-499-02117, as submitted.
20. Approval of the purchase of the remaining seven years of STEMscopes Chemistry Textbooks for 9th - 12th grades from Tennessee Book Company La Vergne, TN, in the amount of \$102,992.33 to be paid from 141-71100-449-02117, as submitted.

21. Approval of the final payment to Tennessee Book Company, LaVergne, TN, for the SAVVAS science textbooks, grades 3 through 5, in the amount of \$308,291.50 to be paid from account 141-71100-449-02117, as submitted.
22. Approval of the purchase of the remaining seven years of McGraw-Hill's Biology and Physical Science textbooks for grades 9th - 12th from Tennessee Book Company, La Vergne, TN, in the amount of \$181,305.00 to be paid from account 141-71100-449-02117, as submitted.
23. Approval for the purchase of Learning Explorer (Pathways) grades 3-11 Benchmark Assessment for the 2026-2027 school year in the amount of \$144,882.00 (Piggybacking off of BID #26-009 from Maury County Schools). Purchase to be made from 141-72130-322-02103.
24. Approval for the purchase of Learning Explorer (Pathways) grade 2 Benchmark Assessment for the 2026-2027 school year in the amount of \$15,660.00. Purchase to be made from 141-72130-322-02103.
25. Approval of payment to KEV Group Inc., LB 2252 - PO Box 95000, Philadelphia, PA, for School Funds Online Software, accounting software and maintenance fees for twenty-one schools for the 2026-2027 school year in the amount of \$14,260.74 to be paid from 141-E-72510-399.
26. Approval to pay Larseneer, LLC in the amount of \$57,948.67 for pay application #4 related to the Cookeville High School Softball Hitting Facility project to be paid from the Putnam County Capital Project Fund.
27. Approval to purchase ELA and Math iReady and Tool Kit from Curriculum Associates, LLC, for the 2026-2027 school year, per BuyBoard contract #653-21 in the amount of \$364,053.25 to be paid from 141-71100-330-02103.
28. Approval to pay Stone Service Corporation in the amount of \$12,981.91 for pay application #4 related to the Baxter Primary School HVAC Upgrades project to be paid from 141-76100-599-02528.
29. Approval to pay Stone Service Corporation in the amount of \$34,352.83 for pay application #13 related to the Sycamore Elementary School HVAC Upgrades project to be paid from the Putnam County Capital Projects Fund.
30. Approval of payment to Moore, Rader and York, P.C. - Cookeville, Tennessee for legal services through June 17, 2026 in the amount of \$19,981.10 to be paid from 141-72310-331, Legal Services. (General Purpose Schools)
31. Request approval to purchase intercom paging speakers for the Early Learning Academy Pre-K facility, per attached quote from: Advanced Communication Services, Sparta, TN, in the amount of: \$17,252.00, to be paid from: 141-76100-599-02530.
32. Approval to purchase an Avigilon server and upgraded security cameras for Jere Whitson ES, from System Integrations, Lebanon, TN, via attached quote #011327 v1.2, in the amount of \$33,821.65 priced on the Bedford County Schools Contract # BCS 25-35, to be paid from: 141 E-72130-499-000-02525-000, 2026 TN Public School Security Grant.

33. Approval to purchase access control system and installation for the Early Learning Academy, per attached quote from Pioneer Communications, Cookeville, TN, in the amount of: \$24,759.45 to be paid from: 141-76100-799-000-02530-000.
 34. Approval to purchase security camera system and installation for the Early Learning Academy facility, per attached quote #15762, from Pioneer Communications, Cookeville, TN, in the amount of: \$24,404.05 to be paid from: 141-76100-799-000-02530-000.
- B. Bids/Quotes/Sealed Bids/RFPs
1. Approval to bid kitchen equipment and smallwares for SY 26-27.
- C. Budget Amendments/Line Item Transfers
1. Adult Ed - To budget for revenue received for Adult Education
 2. Adult Ed - To budget for revenue received for Adult Education
 3. Student Services - Transferring funds from one line to another due to more funds being allocated in the benefits lines than needed
 4. Food Service - Annual clean up of line items
 5. Finance - To adjust General Purpose budget to account for additional expenditures
 6. SPED - To reallocate funds to meet actual expenditures for the Special Ed Dept
 7. Finance - To adjust ESSER 3.0 budget to account for over-request of funds in order to remit funds back to the State
- D. Approval of Out-of-County and Overnight Trip Reports
- E. Approval of Grant Report
- F. Other
1. Approval of an updated Dual Enrollment Agreement between Tennessee College of Applied Technology (TCAT) - Livingston, Tennessee and Putnam County School System for the 2026-2027 school year to include all Putnam County high schools. Once approved, a DocuSign will follow to Mr. Lynn McHenry and Mr. Corby King.
 2. Approval to renew annual subscription for Gaggle, a K-12 student digital safety platform, from 7/1/26 to 6/30/27, per contract #: Sevier County Schools - Contract 011522SCS from Central Technologies, Inc., Knoxville, TN, per attached quote #032638 in the amount of \$62,100.00 to be paid from 141-72250-330.
 3. Approval of (Year #1) of the Student Teacher/Internship Affiliation Agreement between Western Kentucky University and the Putnam County School System effective August 1, 2026, through July 31, 2027, with an option to renew 4 additional years.
 4. Approval of the following employees to be members of the PCSS Discipline Hearing Authority (DHA) panel:

Chris Pierce, Chair
Jason Stickler, Vice Chair
Chris Winningham

Julie Smith
Tonia Wheeler

5. Approval to enter into an agreement with Cookeville Heating & Cooling Services, LLC, for the replacement of backflow preventers at Prescott South Elementary School in the amount of \$11,215.00 to be paid for from 141-72620-399.
6. Approval of the following names to serve on the Collaborative Conferencing Team for 2026-2027, representing the Board of Education:

Renee Cantrell
Bridgett Carwile
Rusty Darley
Angie Knight
Tim Martin
Mark McReynolds
Judy Schinbeckler

7. Approval for a \$20.00 monthly stipend for personal cell phone usage, per policy, 3.3001, use of Cellular Phones, for the following School Nutrition Employees:

Shirley Barbosa - Field Manager
Stacy Bradford - Fund Accountant
Lynette Ellis - Administrative Assistant
Jessica Grissom - Field Manager
Elizabeth Miller - Field Manager
Donna Shanahan - Purchasing Clerk

8. Approval of the Complaint Managers for the 2026-2027 School Year, as attached.
9. Approval of the Educator Preparation Provider (EPP)/Local Education Agency (LEA) State Recognized Partnership Agreement Between University of Tennessee Martin and the Putnam County School System effective 8/1/26 - 7/31/27.
10. Approval to renew the annual subscription of the Libib software as a service platform through June 30, 2027, per Sole Source, in the amount of \$14,250.00, to be paid from 141-72250-330.
11. Approval of the 2026-2027 Certified Salary Scales, as submitted.
12. Approval for a \$20 Monthly Stipend for cell phone usage for the 2026-2027 school year per policy 3.3001, Use of Cellular Phones, to be paid from 141-72220-199.
13. Approval of the attached quote from Quaver Ready in the amount of \$20,790.00. This curriculum is to be used in the eleven elementary schools within the Putnam County School system for the 2026-2027 school year to address the social-emotional well-being of students.

14. Approval of both the "Agreement to Administer the School Nutrition Program" and the "Local Agriculture Products Compliance Plan" for School Year 26-27, due annually for School Nutrition Programs.
15. Approval of the Memorandum of Understanding (MOU) between Communities in Schools of Tennessee, Inc. (CIS) and Putnam County School System (PCSS) for the 2026-2027 school year. The purpose of this relationship is to coordinate partnerships among service agencies, business organizations, community members and the school to effectively provide the vital nonacademic resources and support that youth need to succeed and stay on path to graduation in the following schools:

Park View
Cane Creek
Cornerstone

16. Approval of the Memorandum of Understanding (MOU) between Volunteer Behavioral Health Care System (VBHCS) and Putnam County School System (PCSS) for the 2026-2027 school year to provide counseling, mental health and/or related services to various clients within PCSS.
17. Approval of the Memorandum of Agreement (MOA) between Volunteer Behavioral Health Care System (VBHCS) and Putnam County School System (PCSS) for the 2026-2027 school year to conduct Project B.A.S.I.C. which will entail various mental health curriculum presentations within the classroom setting at Northeast Elementary School.
18. Approval of the Memorandum of Agreement (MOA) between Volunteer Behavioral Health Care System (VBHCS) and Putnam County School System (PCSS) for the 2026-2027 school year to provide the Positive Action prevention program to students in grades fourth through grade twelve.
19. Approval of a \$20.00 monthly cell phone stipend for the 2026-2027 school year per policy 3.3001, Use of Cellular Phones, to be paid as follows:

Kristy Hunt, Family Resource Coordinator, 141-73300-199
Shelia Barker, Social Emotional Coordinator, 141-72120-199
Amy West, CHS Administrative Assistant, 141-72120-199

20. Approval to renew Houghton Mifflin Harcourt (HMH) Read180 and Math180 Flex and Professional Development per sole source for the 2026-2027 school year. The price of renewal is \$206,096.05 to be paid from 141-71100-330-02103.
21. Approval that Avery Trace is outside of its 3-year transition period from a club to a sport that our coach now receives a supplement comparable to other schools receiving a Track & Field supplement.
22. Approval to continue usage for 2026/27 fiscal year the Givebacks software for 21 Putnam County Schools and unlimited PCSS school support organizations at a total cost of \$10,342.50.

23. Approval of the Athletic and Activity Supplement amounts and guidelines for the 2026-2027 school year.
24. Approval of Classification Charts and Pay Scales for both Hourly and Professional Non-certified employees for the 2026-2027 school year.
25. Approval for renewal of Legacy, formally known as Platform and Strategies from Curriculum Associates ELLevation, per BuyBoard Contract 748-24 and quote Q-57538 in the amount of \$31,687.50, where \$15,843.75 is paid from 142-72210-399-101, \$15,843.75 is paid from 142-72210-599-301.
26. Approval to renew Title I Crate from 806 Technologies per BuyBoard contract #759-25 and quote in the amount of twelve thousand dollars (\$12,600.00) to be paid from Consolidated Administration budget line 142-72210-399-011.
27. Approval of Solution Tree Contract for the July 15, 2026 Leadership Retreat for Professional Development to be paid from 142-72210-524-201.
28. Approval of the Substitute Teachers, SPED/Pre-K Assistants and Nurses rates for the 2026-2027 school year.
29. Approval that the FY27 budget for the School Federal Project Fund (142) be the budget approved for separate projects within the fund by the Tennessee Department of Education.
30. Approval for the following Data Share agreements:
 - Curriculum Associates, Ellevation, Putnam County Schools
 - Flashlight Learning/Curriculum Associates
 - Amplify/Tennessee Department of Education
 - Curriculum Associates (iReady), McGraw Hill, Putnam County Schools
 - Putnam County Schools/Tennessee Department of Education
 - ACT/Ellevation
31. Approval of the Dual Credit MOU for LDC credit between Volunteer State Community College and Putnam County Schools for the 2026-2027 school year.

VII. Policy

- A. Approval of the updated Policy 2.804, Expenses and Reimbursements, on first and final reading.

VIII. School Spotlight - Upperman High School

IX. Discussion/Presentation

- A. Approval of the following to be granted tenure effective July 1, 2026, who have met all requirements of the State of Tennessee:
 - Penny Smitty
- B. Building Projects
 1. Update from Energy Systems Group regarding the Putnam County School System Early Learning Academy
 - a. Energy Systems Group - Putnam County School System Early Learning Academy Renovation Project Action Items
 1. Approval to pay Energy Systems Group in the amount of \$28,712.95 and First National Bank of Tennessee (retainage) in the

amount of \$3,563.84 for pay application #19 related to the Parkview Elementary School renovation project to be paid from the Putnam County Bond Issue. (Note: This is a reduced by \$39,000.00 due to liquidating damages per contract, paragraph 9.0).

X. Adjournment

Watson	Leta	School Bookkeeper @ CES	Fund Accountant	8.00	7/1/26	141-E-72510-119-000-00000-000	Debi Paramore
Lewis	Ashlie	Grade 6 ELA Teacher @ AMS	Grade 8 Teacher @ AMS	7.50	7/27/26	141-E-71100-116-000-00000-008	Kathryn Williams position moved due to student numbers
Risher	Avery	Grade 2 Teacher @ PSES	Kindergarten Teacher @ PSES	7.50	7/27/26	141-E-71100-116-000-00000-095	
Stephens	Lynlee	Grade 1 Teacher @ PSES	Kindergarten Teacher @ PSES	7.50	7/27/26	141-E-71100-116-000-00000-095	Mayson Kennedy
Wanda	Cason	Grade 1 Teacher @ PSES	Grade 3 Teacher @ PSES	7.50	7/27/26	141-E-71100-116-000-00000-095	Angelline Miller Madison McWilliams 1yr LOA
Webb	Kellie	Grade 1 Teacher @ PSES	Grade 2 Teacher @ PSES	7.50	7/27/26	141-E-71100-116-000-00000-095	Avery Risher
Bealy	Nichole	Grade 1 Teacher @ PSES	Grade 2 Teacher @ PSES	7.50	7/27/26	141-E-71100-116-000-00000-095	
Molley	Lauren	School Secretary @ CES	School Bookkeeper @ CES	8.00	7/27/26	141-E-72410-119-000-00000-035	Leta Watson
Gravelly	Laura	Sub	Grade 8 Math Teacher @ ATMS	7.50	7/27/26	141-E-71100-116-000-00000-095	Christine Love
Tucker	Kellie	SPED Tracs Assistant @ UMS	RTI Assistant @ UMS	7.00	7/29/26	142-E-71100-163-101-00000-110	Brooklyn Jenkins
Hunt	Megan	SPED Prek Teacher @ AMS	Grade 3 Teacher @ NES	7.50	7/27/26	141-E-71100-116-000-00000-057	James Scott
Phillips	Kellie	School Counselor @ AES	Assistant Principal @ ELA	7.50	7/20/26	141-E-73400-189-000-00000-702	new position
Bowman	Stacey	SPED Prek Assistant @ AMS	Teacher Assistant @ AMS	7.00	7/29/26	142-E-1100-163-101-00000-008	Rally Charbonnet
Sparkman	Lindsey	TA @ JWES	Grade 1 Teacher @ PSES	7.50	7/27/26	141-E-71100-116-000-00000-095	Kellie Webb
Elliott	Kristen	SPED CDC Teacher @ JWES	SPED CDC Teacher @ NES	7.50	7/27/26	141-E-71200-116-000-00000-057	classroom moving to NES
Shipley	Emily	SPED CDC Assistant @ JWES	SPED Resource Assistant @ JWES	7.00	7/29/26	141-E-71200-163-000-00000-050	transfer due to student need
Collins	Kelley	SPED CDC Assistant/PLN @ JWES	SPED CDC Assistant/PLN @ NES	7.50	7/29/26	141-E-71200-163-000-00000-057	classroom moving to NES
Bilbrey	Lauren	SPED 1x1 Assistant @ AES	Sub	7.50	7/27/26	141-E-71100-198-000-00000-000	n/a
Law	Emma	Sub	SAC Activity Instructor	5.80	5/21/26	141-E-73300-189-000-01800-000	n/a
Atkinson	Courtney	Grade 8 Science @ ATMS	Grade 7 Science @ ATMS	7.50	7/27/26	141-E-71100-116-000-00000-085	Joshua Culbertson
Phillips	Jacks	Grade 8 Social Studies @ ATMS	Grade 7 Social Studies @ ATMS	7.50	7/27/26	141-E-71100-116-000-00000-085	Susan Bryant
Ledford	Kimberly	Grade 3 Teacher @ PSES	Assistant Principal @ UMS	7.50	7/20/26	141-E-72410-139-000-00000-110	Lacy Loggins
Bryant	Susan	Grade 7 Social Studies @ ATMS	Grade 6 Math @ ATMS	7.50	7/27/26	141-E-71100-116-000-00000-065	Alicia Turner position moved from ATMS to AMS due to student numbers
Loggins	Lacy	AP @ UMS	Grade 6 Science/Social Studies Teacher @ AMS	7.50	7/27/26	141-E-71100-116-000-00000-008	Sheri Roberson
Wheeler	Tonia	Consulting Teacher	SPED Supervisor	8.00	7/1/26	141-E-72220-105-000-00000-000	
Hopkins	Amber	SPED Extended Resource Assistant @ WPA	SPED Tracs Assistant @ ATMS	7.00	7/29/26	141-71200-163-60%	class moved from WPA to ATMS
Tubbs	Gregory	SPED Tracs Assistant @ WPA	SPED Tracs Assistant @ ATMS	7.00	7/29/26	141-71200-163-60%	class moved from WPA to ATMS
Adkins	Michael	SPED Tracs Teacher @ WPA	SPED Tracs Teacher @ ATMS	7.50	7/27/26	141-71200-116-60%	class moved from WPA to ATMS
Hammer	Joseph	SPED Tracs Assistant @ WPA	SPED Extended Resource Assistant @ WPA	7.00	7/29/26	141-E-71200-163-000-00000-105	Amber Hopkins

Miller	Erica	Sub Cav Academy Teacher	Grade 1 Teacher @ Burks	7.50	7/27/26	141-E-71100-116-000-00000-025	Kristina Phillips
Hicks	Logan	School Counselor @ CES	WBL Coordinator @ CHS	7.50	7/27/26	141-E-7190-116-000-00000-027 (75%) 141-E-7190-116-000-00516-021 (25%)	Hayden Penlecost
Shope	Janna	TA @ AES	School Counselor @ ELA	7.50	7/27/26	141-E-73400-123-000-00000-702	new school
Speth	Samantha	Spanish Teacher @ UMS	Grade 4 Teacher @ AES	7.50	7/27/26	141-E-71100-116-000-00000-005	Tammy Curry
Albear	Gustavo	SPED CDC Assistant @ PSMs	Sub School Secretary @ ELA	7.50	7/27/26	141-E-71100-195-000-00000-000	n/a
Thompson	Samantha	SPED CDC Assistant/LPN @ AMS	School Nurse @ AES	8.00	7/27/26	141-E-72400-161-000-00000-702	new school
Bird	Alicia	ESL Teacher @ NES	Grade 2 Teacher @ Burks	7.00	7/27/26	141-E-72120-131-000-00000-008	Renee Keilingsworth
Kimball	Anna	Grade 2 Teacher @ Burks	Grade 1 Teacher @ Burks	7.50	7/27/26	141-E-71100-116-000-00000-025	Susan Eldridge
Eldridge	Susan	Grade 2 Teacher @ Burks	Grade 5 ELA Teacher @ Burks	7.50	7/27/26	141-E-71100-116-000-00000-025	Sandra Harris

RESIGNATION

LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE			
Mafrin	Brenda	Systemwide	On Call School Nutrition Sub	5/4/9/26			
Williams	Jeffrey	CHS	Grade 9-12 Social Studies Teacher	6/30/26			
Phillips	Kristina	Burks	Grade 1 Teacher	5/29/26			
Garland	Abigail	BPS	SAC Site Director	7/8/26			
Pugg	Laton	BPS	Grade K-4 Music Teacher	6/30/26			
Denning	Ariel	AES	SPED CDC Teacher	5/29/26			
Wahler	Hayley	BPS	Grade 1 Teacher	6/30/26			
Charbonnet	Railly	AMS	RTI Assistant	5/29/26			
Itzarry	Nahaly	Transportation	FT Bus Driver	5/29/26			
Cook	George	SES	School Nutrition Employee	5/29/26			
Johnson	Vanessa	Central Office	Consulting Teacher	6/2/26			
Penlecost	Hayden	CHS	WBL Coordinator Tulor	6/30/26			
Norton	Katherine	Central Office		5/4/4/26			
Mortensen	Thomas	JWES	Teacher Assistant	6/1/26			
RETIREMENT							
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE			
McFalls	Charles	Transportation	PT Bus Driver	5/29/26			
Gentry	Lisa	PSMS	Grade 6 Science Teacher	5/30/26			
Mills	Dawn	CES	Teacher Assistant	6/1/26			
Barnes	Kenneth	Transportation	Bus Driver	6/30/26			

TERMINATIONS		FIRST NAME	LOCATION	ASSIGNMENT	HOURS	EFFECTIVE DATE		
LAST NAME	NAME	NAME	LOCATION	ASSIGNMENT	HOURS	EFFECTIVE DATE		
Garrett	Shawn		AES	SAC Activity Instructor	5.80	5/26/26		
Fisher	Esperanza		MHS	Teacher Assistant	7.00	5/29/26		
Jenkins	Brooklyn		UMS	Teacher Assistant	7.00	5/28/26		
NON-RENEWALS								
LAST NAME	NAME	LOCATION	ASSIGNMENT	HOURS	EFFECTIVE DATE			
Paik	Christopher	PSMS	SPED CDC Teacher	7.50	6/30/26			
Hix	Lauralee	ATMS	STEM Teacher	7.50	6/30/26			
Miller	Darla	ATMS	Grade 5&6 Social Studies Teacher	7.50	6/30/26			
Givens	Gabrielle	ATMS	Grade 5 ELA Teacher	7.50	6/30/26			
Scott	James W.	NES	Grade 3 Teacher	7.50	6/30/26			
Cuthbertson	Joshua	ATMS	Grade 7 Science Teacher	7.50	6/30/26			
Stacey	Nicholas	PSES	SPED Tracs Teacher	7.50	6/30/26			
Smith	David	PSMS	Grade 6 Science/Social Studies Teacher	7.50	6/30/26			
Albear	Gustavo	UMS	Spanish Teacher	7.50	6/30/26			
Mendez Jr.	Gilberto	CHS	ESL Teacher	7.50	6/30/26			
Story	Samuel	UMS	Grade 6 Social Studies Teacher	7.50	6/30/26			
Frye	Josephine	UHS	Grade 9-12 Math Teacher	7.50	6/30/26			
Hamlet	Connie	UMS	Grade 5 ELA Teacher	7.50	6/30/26			
Williams	Kathryn	AMS	Grade 8 ELA Teacher	7.50	6/30/26			
Curry	Tammy	AES	Grade 4 Teacher	7.50	6/30/26			
PAY CHANGE								
LAST NAME	NAME	LOCATION	ASSIGNMENT	HOURS	EFFECTIVE DATE	FUNDED	Rate of Pay	
ADDITIONAL HOURS								
LAST NAME	NAME	LOCATION	ASSIGNMENT	HOURS	EFFECTIVE DATE	FUNDED	Rate of Pay	
INCREASE IN HOURS								

LAST NAME	FIRST NAME	FROM POSITION	TO POSITION	HOURS	EFFECTIVE DATE	FUNDING CODE	REPLACING
DECREASE IN HOURS							
LAST NAME	FIRST NAME	FROM POSITION	TO POSITION	HOURS	EFFECTIVE DATE	FUNDING CODE	REPLACING
OTHER							
LAST NAME	FIRST NAME	LOCATION	POSITION	HOURS	EFFECTIVE DATE		
Smith	Ella	CSES	will be covering a maternity leave in the 26-27 SY for PE Teacher @ CSES and receive teacher pay for any unpaid days teacher uses	7.50	8/15/26		
Thomson	Farah	CHS	Project Graduation wages \$298.19	7.00	5/23/26		
Caine	Adam	UHS	May mowing wages \$300.00	7.50	5/29/26		
Gilmore	Rachel	Central Office	Tutoring Stipend	7.50	2/26/26		
Robinson	Kylee	Central Office	S.L.C Assistant pay @ \$20/hr	7.00	6/1/26		
Sherrell	Kera	Central Office	S.L.C Assistant pay @ \$20/hr	7.00	6/1/26		
Gilmore	Rachel	Central Office	Tutor Grant K-2 Stipend	8.00	1/22/26		
Harron	Susan	Central Office	S.L.C Sub \$45/hr, NTE 8hrs per day	8.00	6/1/26		
Gilmore	Rachel	Central Office	Additional Month for S.L.C 25-26	8.00	6/1/26		
Webb	Molly	Central Office	Stipend for planning and prepping for scope & sequence	7.50	1/22/26		
Baye	Colette	Food Services	working summer feeding program as manager on site	7.00	6/1/26		
Hill	Elle	Central Office	Migrant Summer Camp \$45/hr for the month of June	7.50	6/1/26		
Fain	Meredith	Central Office	Migrant Summer Camp \$45/hr for the month of June	7.50	6/1/26		
Riley	Matassia	Central Office	Migrant Summer Camp \$45/hr for the month of June	7.50	6/1/26		
Crabtree	Billie Jo	ATMS	Enrichment Specialist for 26-27 SY	7.50	7/27/26		
Gillies	Jamie	CHS	Lady Cav Wages \$617.18	7.50	6/3/26		
Williams	Joseph	CHS	Band Pay Wages \$1082.21	7.00	6/2/26		
Maxwell	Kendall	CHS	Lady Cav Camp Wages \$162.56	7.00	6/3/26		
Winters	Tori	CHS	Band Pay Wages \$2461.68	7.00	6/2/26		
Gentry	William	CHS	Band Pay Wages \$88.17	7.50	6/2/26		
Choate	Michael	CHS	Fine Arts Coordinator 1/2 & 1/2 time Teacher on Coordinator Scale with teacher assignment	7.50	7/1/26		
Franois	Tina	JWES	sick days payout over 200 @ retirement 7 days @ \$50	7.50	6/30/26		
Thompson	Samantha	PSMS	Retro Pay for past experience \$8,992.83	7.00	7/27/26		
Garrett	Tricia	Food Services	S.L.C Cafe Manager @ AMS	7.00	6/15/26		

SPREADSHEETS:

BEST Group for 26-27 SY		PCF #1 & Spreadsheet
SLC Cafeteria Workers		PCF #2 & Spreadsheet
SLC Cafeteria Managers		PCF #3 & Spreadsheet
SLC Bus Attendants		PCF #4 & Spreadsheet
SLC Teachers		PCF #5 & Spreadsheet
SLC Bus Drivers		PCF #6 & Spreadsheet
SLC Subs		PCF #7 & Spreadsheet
Summer Pay for Credit Recovery & Credit Advancement		PCF #8 & Spreadsheet
SLS Dispatchers		PCF #9 & Spreadsheet
SLC Coaches Stipends		PCF #10 & Spreadsheet
SLC Assistants		PCF #11 & Spreadsheet
SLC Principals		PCF #12 & Spreadsheet
SLC Nurses		PCF #13 & Spreadsheet
SLC Clerical		PCF #14 & Spreadsheet
ESY Assistant Stipends		PCF #15 & Spreadsheet
ESY Teacher Stipends		PCF #16 & Spreadsheet
ESY Nurse Stipend		PCF #17 & Spreadsheet
School Nutrition Summer Employees		PCF #18 & Spreadsheet
ESY Certified Staff		PCF #19 & Spreadsheet
ESY Support Staff		PCF #20 & Spreadsheet
SPED Summer Testing		PCF #21 & Spreadsheet
Mentor Stipends for 2025-2026		PCF #22 & Spreadsheet

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: BEST Groups for the 26-27 SY
STREET ADDRESS:
CITY, STATE ZIP:

OR Employee's Name: AMY WEST

CONTACT NUMBER:
* LOCATION: CENTRAL OFFICE
Employee Type Code: 12SPT

* REASON FOR ACTION: OTHER
* EFFECTIVE DATE: 07/01/2026

* TEACHER ASSISTANT - N/C: n/a
ANSWER - YES NO OR N/A
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: n/a
* MONTHS WORKED PER YEAR: 9
* HOURS WORKED PER DAY: 7.0
POSITION FUNDED: 141 E 72130 130 000 00000 000
Type of Funding:

* NOTES: Please see the attached list of BEST Group employees for the 26-27 school year

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

The following are on a 120-day contract for the 26-27 school year for BEST Groups. They are to be paid from account 141-72130-131

Cindy Putman

Gerri Reese

Mae Fowler

Susan Carter

The following is also to be paid from 141-72130-131 for the 26-27 school year as a support staff employee with the BEST Groups.

Kristie Tubbs Trapp

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: **SLC Cafeteria Workers**
STREET ADDRESS:
CITY, STATE ZIP:

OR Employee's Name: **BRIDGETT CARWILE**

CONTACT NUMBER:

* LOCATION: **FOOD SERVICES**

Employee Type Code: **12CER**

* REASON FOR ACTION: **OTHER**
* EFFECTIVE DATE: **06/01/2026**

* TEACHER ASSISTANT - N/C: **MA**
ANSWER - **YES NO OR N/A**
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: **NA**
* MONTHS WORKED PER YEAR: **9**
* HOURS WORKED PER DAY: **5.0**
POSITION FUNDED: **141 E 73100 165 000 02508 000**
Type of Funding:

* NOTES: **SLC Cat. Wkrs paid \$20 per hr or their rate of pay, whichever is higher. NTE 5 hrs per day for June 1-22. Stipend of \$125 for working all 16 days or \$75 for 15 days**

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

**SUMMER LEARNING CAMP-
SCHOOL NUTRITION June 2026**

<i>Account Code</i>	<i>ESTIMATED Hrs per day/Hourly Rate of Pay</i>	<i>LOCATION</i>	<i>NAME</i>
	7/\$25.00/hr	BURKS	Sandi Everett - MGR
141-73100-165-2508	5/\$20.00/hr	BURKS	Brandy Reep
141-73100-165-2508	5/\$20.00/hr	BURKS	Paige Savage
141-73100-165-2508	5/\$20.00/hr	BURKS	Annette Whitaker
141-73100-165-2508	5/\$20.00/hr	BURKS	Susan Mullenberg
141-73100-105-2508	7/\$25.00/hr	AMS	Loretta Gentry-MGR
141-73100-165-2508	5/\$20.00/hr	AMS	Carol Cronk
141-73100-165-2508	5/\$22.65/hr	AMS	Lisa Belli
141-73100-105-2508	7/\$28.72/hr	Baxter Primary	Rebecca Morgan - MGR
141-73100-165-2508	5/\$20.00/hr	Baxter Primary	Kendall Bryson
141-73100-165-2508	5/\$20.00/hr	Baxter Primary	Jamie Decaro
141-73100-165-2508	5/\$20.00/hr	Baxter Primary	Sherry Born
141-73100-165-2508	5/\$20.00/hr	Baxter Primary	Amy Kirkman
141-73100-105-2508	7/\$27.84/hr	Jere Whitson	Elisha Burton - MGR
141-73100-165-2508	5/\$20.00/hr	Jere Whitson	Christina Musses
141-73100-165-2508	5/\$23.58/hr	Jere Whitson	Tricia Garrett
141-73100-165-2508	5/\$20.00/hr	Jere Whitson	Jennifer Hancock
141-73100-165-2508	5/\$20.00/hr	Jere Whitson	Namicha Drew
141-73100-105-2508	7/\$25.00/hr	Parkview	Amy Cronk - MGR
141-73100-165-2508	5/\$20.00/hr	Parkview	Melissa Harris
141-73100-165-2508	5/\$20.00/hr	Parkview	Phillip Livingston
141-73100-165-2508	5/\$20.00/hr	Parkview	Nanci Gilstrap

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: **SLC Cafeteria Managers**
STREET ADDRESS:

OR Employee's Name: **BRIDGETT CARWILE**



CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: **FOOD SERVICES**

Employee Type Code: **12CER**

* REASON FOR ACTION: **OTHER**
* EFFECTIVE DATE: **06/01/2026**

* TEACHER ASSISTANT - N/C: **MA**
ANSWER - **YES NO OR N/A**

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

* REPLACING: **MA**
* MONTHS WORKED PER YEAR: **9**
* HOURS WORKED PER DAY: **7.0**
POSITION FUNDED: **141 E 73100 105 000 02508 000**

* NOTES: **SLC Caf Mgrs paid \$25 per hr or their rate of pay, whichever is higher. NTE 7 hrs per day for June 1-22, and make-up days June 23 & 24. Stipend of \$250 for working all 16 days or \$150 for 15 days**

Type of Funding:

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

**SUMMER LEARNING CAMP-
SCHOOL NUTRITION June 2026**

NAME	LOCATION	<i>ESTIMATED</i> Hrs per day/Hourly Rate of Pay	<i>Account Code</i>
Sandi Everett - MGR	BURKS	7/\$25.00/hr	141-73100-105-2508
Brandy Reep	BURKS	5/\$20.00/hr	141-73100-165-2508
Paige Savage	BURKS	5/\$20.00/hr	141-73100-165-2508
Annette Whitaker	BURKS	5/\$20.00/hr	141-73100-165-2508
Susan Muilenberg	BURKS	5/\$20.00/hr	141-73100-165-2508
Loretta Gentry-MGR	AMS	7/\$25.00/hr	141-73100-105-2508
Carol Cronk	AMS	5/\$20.00/hr	141-73100-165-2508
Lisa Belli	AMS	5/\$22.65/hr	141-73100-165-2508
Rebecca Morgan - MGR	Baxter Primary	7/\$28.72/hr	141-73100-105-2508
Kendall Bryson	Baxter Primary	5/\$20.00/hr	141-73100-165-2508
Jamie Decaro	Baxter Primary	5/\$20.00/hr	141-73100-165-2508
Sherry Born	Baxter Primary	5/\$20.00/hr	141-73100-165-2508
Amy Kirkman	Baxter Primary	5/\$20.00/hr	141-73100-165-2508
Eleisha Burton - MGR	Jere Whitson	7/\$27.84/hr	141-73100-105-2508
Christna Musses	Jere Whitson	5/\$20.00/hr	141-73100-165-2508
Tricia Garrett	Jere Whitson	5/\$23.58/hr	141-73100-165-2508
Jennifer Hancock	Jere Whitson	5/\$20.00/hr	141-73100-165-2508
Namicha Drew	Jere Whitson	5/\$20.00/hr	141-73100-165-2508
Amy Cronk - MGR	Parkview	7/\$25.00/hr	141-73100-105-2508
Melissa Harris	Parkview	5/\$20.00/hr	141-73100-165-2508
Phillip Livingston	Parkview	5/\$20.00/hr	141-73100-165-2508
Nanci Gilstrap	Parkview	5/\$20.00/hr	141-73100-165-2508

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: **SLC Bus Attendants**
STREET ADDRESS:
CITY, STATE ZIP:

OR Employee's Name: **BRIDGETT CARWILE**

#4

CONTACT NUMBER:

* LOCATION: **TRANSPORTATION**
Employee Type Code: **12CER**

* REASON FOR ACTION: **OTHER**
* EFFECTIVE DATE: **06/01/2026**

* TEACHER ASSISTANT - N/C: **NA**
ANSWER - YES NO OR N/A

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

* REPLACING: **NA**
* MONTHS WORKED PER YEAR: **9**
* HOURS WORKED PER DAY: **4.0**
POSITION FUNDED: **141 E 72710 189 000 02508 000**
Type of Funding:

* NOTES: **SLC Bus Attendants \$20 per hour**
\$150 for working all 16 days
\$75 for working 15 days

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Bus Monitors/Attendants \$20.00 per hour	141-72710-189-2508
Last Name	First Name
Boles	Jamie
Buck	Natasha
Buck	Pamela
Campbell	Carlee
Carr	Linda
Colewell	Jillianne
Crabtree	Sunny
Drew	Tim
Foster	Cayla
Gaudette	Morgan
Herren	Nikki
Jarman	Cole
Kinsman	Kenneth
Law	Kathryn
Patrick	Chloe
Peters	Jean
Rodriguez	Deasy
Romero	Francisca
Scionti	Cohen
Taroli	Peggy

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: 2026 SLC Teachers
STREET ADDRESS:
CITY, STATE ZIP:

OR Employee's Name: BRIDGETT CARWILE



CONTACT NUMBER:

* LOCATION: CENTRAL OFFICE
Employee Type Code: 12CER

* REASON FOR ACTION: OTHER
* EFFECTIVE DATE: 05/26/2026

* TEACHER ASSISTANT - NJC: MA
ANSWER - YES NO OR N/A
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: MA
* MONTHS WORKED PER YEAR: 10
* HOURS WORKED PER DAY: 8.0
POSITION FUNDED: 141 E 71100 116 000 02508 000
Type of Funding:

* NOTES: SLC Teachers to be paid \$45 per hour or \$360 per day; \$500.00 Stipend for working all 16 days; \$400.00 Stipend for working 15 days; Attend Faculty/Parent meeting is \$100.00

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Charlton	Grace	Burks
Uribe	Sharol	Burks
Hitchcock	Anna	Burks
Vaughn	Carla	Burks
Johnson	Ronda	Burks
Key	Chasity	Burks
Polk	Tara	Burks
French	Kayla	Burks
Savage	Shawn	Burks
Uribe	Christina	Burks
Dycus	Patrick	Burks
Baggett	Amy	Burks
Shipman	Liv	JWES
Kolath	Savannah	JWES
Bennett	Lora	JWES
Roland	Cassie	JWES
Tiebout	Olivia	JWES
Hagard	Michelle	JWES
Swinerford	Craig	JWES
Davis	Mary Nelle	JWES
Reeves-Anderson	Ashley	JWES
Kardatzke	Valerie	JWES
Doss	Ashlan	JWES
Davenport	Summer	JWES
Phillips	Michelle	PVES
McGhee	Britney	PVES
Painter	Hayle	PVES
Thornton	Courtney	PVES
Francis	Marissa	PVES
Trimble	Katherine	PVES
Berg	Virginia	PVES
Winningham	Keri	PVES
Williams	Ashley	PVES
Ledford	Kimberly	PVES
Erdellac	Jessica	PVES
Miller	Clarissa	PVES
Hagard	Wayne	PVES
Walker	David	PVES
Collins	Arielle	PVES

Last Name	First Name	School
Henry	LeAnne	AMS
Hall	Lucas	AMS
Seagrave	Emma	AMS
Simmons	Steven	AMS
Tollett	Stephanie	AMS
Hubbard	Richard	AMS
Brannon	Kristabelle	AMS
Bingham	Hannah	AMS
Shanks	Alex	AMS
Delaney	Nicole	AMS
Hunley	Kassie	AMS
Hughes	Emily	AMS
Harper	Candice	AMS
Sims	Summer	AMS
Upton	Whitney	AMS
Penley	Kristina	BPS
Malone	Brandy	BPS
Icenhour	Madilyn	BPS
Dunham	Mindy	BPS
Brooks	Dusti	BPS
Dix	April	BPS
Bush	Reagan	BPS
Moss	Kevin	BPS
Cobbie	Hally	BPS
Norrod	Janie	BPS
Bean	Dee	BPS
Frizzell	Kendall	BPS
Fowler	Deloris	BPS
Ikes	Heather	BPS
Julian	Marissa	BPS
Cook	Marty	BPS
Evans	Ally	BPS
Pierce	Brianna	Burks
Brown	Kerrie	Burks
Roberts	Cristal	Burks
Jett	Shella	Burks
Shepherd	Tina	Burks
Harris	Chloe	Burks
Dillon	Caitlin	Burks
Savage	Mackenzie	Burks
Combs	Haley	Burks
Miller	Angeline	Burks
Conner	Amanda	Burks
Burris	Crystal	Burks

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

#14

NEW HIRE NAME: SLC Bus Drivers
STREET ADDRESS:
CITY, STATE ZIP:
CONTACT NUMBER:
* LOCATION: TRANSPORTATION
Employee Type Code: 12CER
OR Employee's Name: BRIDGETT CARWILE

* TEACHER ASSISTANT - M/C: MA
ANSWER - YES NO OR N/A
CERTIFICATION/ENDORSEMENT:
* REPLACING: MA
* MONTHS WORKED PER YEAR: 9
* HOURS WORKED PER DAY: 7.0
POSITION FUNDED: 141 E 72710 146 000 02508 000
Type of Funding:
* REASON FOR ACTION: ADDITIONAL HOURS
* EFFECTIVE DATE: 06/01/2026

HIGHLY QUALIFIED MET -

* NOTES: SLC Bus Driver @ \$125.00 per day
\$250 stipend for driving all 16 days
\$150 stipend for driving 15 days
Corrected List Attached to only Bus Drivers.

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT
 DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Webb	Cherrie
Wallin	Mark
Wallace	Angela
Troxell	Julia
Trahan	Barbara
Pendel	Tracy
Patrick	Tammy
Narrin	Stacie
Morgan	Arlene
McFalls	Michelle
Mast	Mary
Leutkemeyer	Kadie
Lawson	Michael
Laquerre	Eric
Kirby	Kayla
Jared	Crystal
Herren	Nycollete
Herren	Mark
Harris	Lois
Green	Jennifer
Fields	Daniel
Fields	Eve
Clark	Nicole
Brewer	Connie
Beasley	Tonya
Argueta	Abner
Last Name	First Name
Bus Driver \$125.00 per day	141-72710-146-2508

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

#7

NEW HIRE NAME: **SLC Subs**
STREET ADDRESS:

OR Employee's Name: **BRIDGETT CARWILE**

CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: **CENTRAL OFFICE**

Employee Type Code: **12CER**

* REASON FOR ACTION: **ADDITIONAL HOURS**
* EFFECTIVE DATE: **06/01/2026**

* TEACHER ASSISTANT - N/C: **MA**
ANSWER - YES NO OR N/A
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: **MA**
* MONTHS WORKED PER YEAR: **10**
* HOURS WORKED PER DAY: **7.5**
POSITION FUNDED: **141 E 71100 116 000 02508 000**
Type of Funding:

* NOTES: **SLC Substitutes \$45 per hour or \$360 per day,
paid by timesheets.
Correct sheet attached. LH**

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

SLC Sub List 2026

Email	Name	Phone Number
buttram@pccstn.com	Tabitha Buttram	931-265-0516
william.gentry@pccstn.com	William Gentry	931-675-1700
hchildress@pccstn.com	Hollie Childress	931-529-0903
jaimie.ragland@pccstn.com	Jaimie Ragland	931-252-4280
shawn.savage@pccstn.com	Shawn Savage	615-924-3444
aleece.abbisso@pccstn.com	Aleece Abbisso	9099671538
alisha.turner@pccstn.com	Alisha Turner	615-684-7240
amanda.williams@pccstn.com	Amanda Williams	931-273-8025
amy.scott@pccstn.com	Amy Scott	9316442249
angela.stone@pccstn.com	Angela Stone	9315106493
ashley.sharp@pccstn.com	Ashley Sharp	9312673127
bruce.heady@pccstn.com	bruce heady	931-267-9165
painter.cade@pccstn.com	Cade Painter	9315440982
clones@pccstn.com	Carrie Jones	9312615887
lqueen@pccstn.com	Cindy Queen	678-591-3875
cirel.guzman@pccstn.com	Cirel Guzman	9313971722
courtney.atkinson@pccstn.com	Courtney Atkinson	931-267-8059
gnggsd2@pccstn.com	Dana Gnggs	9312601257
theady@pccstn.com	Devon Heady	(513)484-9907
donnetta.smith@pccstn.com	Donnetta Smith	931-510-8648
gus.albear@pccstn.com	Dr Gustavo Albear	813-860-8711
elliangford@pccstn.com	Eli Langford	931-510-1132
emily.slayton@pccstn.com	Emily Slayton	6154893573
emily.vance@pccstn.com	Emily Williamson	423-404-4116
emma.vermillion@pccstn.com	Emma Vermillion	6158060560
amy.fox@pccstn.com	Fox, Amy	931-265-2950
harley.walker@pccstn.com	Harley Walker	931-881-5305
hchildress@pccstn.com	Hollie Childress	9315290903
jaimie.ragland@pccstn.com	Jaimie Ragland	9312524280
webb1@pccstn.com	Jennifer Webb	9312614996
jmoore1@pccstn.com	Jessica Moore Ross	615-319-9901
jordan.highway@pccstn.com	Jordan Highway	6163070837
kalli.bass@pccstn.com	Kalli Bass	931-261-3130
katie.claud@pccstn.com	Katie Claud	6154805862
kylee.west@pccstn.com	Kylee West	931-349-6068
lacey.givens@pccstn.com	Lacey Givens	(931)510-5723
lauralee.hix@pccstn.com	Lauralee Hix	9316447355
lexi.joyner@pccstn.com	Lexi Joyner	4234146731
dennis.copeland@pccstn.com	Matt Copeland	931-319-0472
mgabriel@pccstn.com	McKenzie Gabriel	9317046665
meredith.fain@pccstn.com	Meredith Fain	931-252-9015
miranda.maynard@pccstn.com	Miranda Maynard	931-510-7699
morgan.hutson@pccstn.com	Morgan Holman	931-644-5863
morgan.steimle@pccstn.com	Morgan Steimle Aubrey	615-504-2984
morgan@pccstn.com	Morgan Tell	6152812029
andersonp11@pccstn.com	Paula Anderson	931-260-1060
rachel.haney@pccstn.com	Rachel Magee	931-397-3987
robins@pccstn.com	Rachel Robinson	931-303-3089
landisr@pccstn.com	Raelean Landis	931-979-2476
rebecca.zatum@pccstn.com	Rebecca Zatum	9313197553
scagle1@pccstn.com	Sabrina Cagle	931-319-7908
savannah.bell@pccstn.com	Savannah Bell	865-387-2760
stephanie.johnson@pccstn.com	Stephanie Johnson	931-303-1388
buttram@pccstn.com	Tabitha Buttram	931-265-0516
tina.gragg@pccstn.com	Tina Gragg	931-303-7974
vtower@pccstn.com	Vicky Tower	931-260-9531
wendy.robins@pccstn.com	Wendy Robins	423-309-1914
wpastoral@pccstn.com	Whitney Pastoral	6153102258
william.gentry@pccstn.com	William Gentry	9316751700
elliangford@pccstn.com	Eli Langford	

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

#8

NEW HIRE NAME: **Summer Pay for Credit Recovery & Advancement**
STREET ADDRESS:

OR Employee's Name: **LANCE R KEY**

CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: **TECHNOLOGY**

Employee Type Code: **12CER**

* REASON FOR ACTION: **OTHER**
* EFFECTIVE DATE: **06/01/2026**

* TEACHER ASSISTANT - N/C: -
ANSWER - YES NO OR N/A
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: **N/A**
* MONTHS WORKED PER YEAR: **9**
* HOURS WORKED PER DAY: **7.0**
POSITION FUNDED: **SEE ATTACHED SPREADSHEET**
Type of Funding:

* NOTES: **SUMMER PAY FOR CREDIT RECOVERY AND
CREDIT ADVANCEMENT; BASED ON ESTIMATED
INFORMATION IN ATTACHED SPREADSHEET;
ACTUAL NUMBERS WILL BE UPDATED MID JUNE.**

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Information: Adam West, & CHS, UHS, VITAL Elective courses 2, Credit

via video	Orientation will be given at	will be given within the credit					
day of classes for credit: Middle School Summer							
All Summer School labs will be open from 8 am							

Funding Mechanism	Facilitator	Onsite Facilitator	Summer HOURS	45.00/hour	Pay-out	by Lance Key
Cookeville High	Tamara Bibb	Onsite Facilitator	141 71100 116	120	\$5,400.00	FALSE
	Bethany Buckner	Facilitator	141 71100 116	95	\$4,275.00	FALSE
	Tasey Linares	Sub	as needed 141 71100 163	45	\$1,125.00	FALSE
Upperman	Becky Maynard	Onsite Facilitator	141 71100 116	120	\$5,400.00	FALSE
Monterey	Samantha Wyatt Chris Buckner	Onsite Facilitator	141 71100 116 141 71100 116	45 55	\$2,025.00 \$2,475.00	FALSE FALSE
Middle School @ CHS	Amy Key	Middle School Facilitator	141 71100 116	75	\$3,375.00	FALSE
Cookeville High	Tamara Bibb	Onsite Facilitator	141 71100 116		\$5,400.00	
Upperman	Becky Maynard	Onsite Facilitator	141 71100 116		\$5,400.00	

Credit Recovery Summer School

\$23,075.00

4 STUDENT based on the number of

Judy Schinbecker	Personal Finance	per contract based on the number of students	55 \$	4,625.00	FALSE
John Apple	Government/Economics	per contract based on the number of students	26 \$	4,000.00	FALSE
Adam West	Physical Education	per contract based on the number of students	21 \$	3,500.00	FALSE
Rebecca Maynard	Algebra 2	per contract based on the number of students	14 \$	2,000.00	FALSE
Lance Key	Personal Finance	per contract based on the number of students	55 \$	4,625.00	FALSE

Total
Uptime TOTALS for 2026 Summer
\$18,750

Pay Per Student
TOTAL FOR all
\$43,020.00

1-5 enrollments	\$1000
6-10 enrollments	\$1500
11-15 enrollments	\$2000
16-20 enrollments	\$2500
21-25 enrollments	\$3500
26-30 enrollments	\$4000
30+ \$25 per student above 30	
50 enrollments = \$4500	
MAX - \$6000	

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: 2026 SLC Dispatcher
STREET ADDRESS:
CITY, STATE ZIP:

OR Employee's Name: **BRIDGETT CARWILE**



CONTACT NUMBER:

* LOCATION: TRANSPORTATION
Employee Type Code: 12CER

* REASON FOR ACTION: ADDITIONAL HOURS
* EFFECTIVE DATE: 06/01/2026

* TEACHER ASSISTANT - N/C: MA
ANSWER - YES NO OR N/A
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* NOTES: SLC Dispatcher \$125 per day for 16 days

* REPLACING: MA
* MONTHS WORKED PER YEAR: 10
* HOURS WORKED PER DAY: 8.0
POSITION FUNDED: 141 E 72710 189 000 02508 000
Type of Funding:

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Anay	Mora
First Name	Last Name
141-72710-189-2508	Bus Dispatcher \$125.00 per day

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: **SLC Coaches Stipends**
STREET ADDRESS:
CITY, STATE ZIP:
CONTACT NUMBER:
* LOCATION: **CENTRAL OFFICE**
Employee Type Code: **12CER**

OR Employee's Name: **BRIDGETT CARWILE**

#10

* REASON FOR ACTION: **OTHER**
* EFFECTIVE DATE: **05/26/2026**

* TEACHER ASSISTANT - N/C: **MA**
ANSWER - **YES NO OR N/A**
CERTIFICATION/ENDORSEMENT:
 HIGHLY QUALIFIED MET -

* REPLACING: **MA**
* MONTHS WORKED PER YEAR: **10.5**
* HOURS WORKED PER DAY: **7.5**
POSITION FUNDED: **141 E 72210 189 000 02508 000**
Type of Funding:

* NOTES: **SLC coaches' stipend for planning, ordering, sorting, and delivering supplies needed. \$50 per hr NTE 30 hours.**

DIRECTOR OF SCHOOLS - **CORBY KING**
DEPUTY DIRECTOR OF SCHOOLS - **TIM MARTIN**
DIRECTOR, HUMAN RESOURCES - **ANGIE KNIGHT**

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Rezny	Rebecca	141-72210-189-2508
Zamer	Katy	141-72210-189-2508
Satterfield	Kayla	141-72210-189-2508
Moss	Kevin	141-72210-189-2508
Reeves-Anderson	Ashley	141-72210-189-2508
Fowler	Deloris	141-72210-189-2508
Childers	Jessica	141-72210-189-2508
Sattler	Kristy	141-72210-189-2508
Shepherd	Kent	141-72210-189-2508
Durand	Rebecca	141-72210-189-2508

**PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM**

NEW HIRE NAME: **SLC Assistants 2026**
STREET ADDRESS:

OR Employee's Name: **BRIDGETT CARWILE**

CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: **CENTRAL OFFICE**

Employee Type Code: **12CER**

* REASON FOR ACTION: **OTHER**
* EFFECTIVE DATE: **05/26/2026**

* TEACHER ASSISTANT - **N/C MA**
ANSWER - YES NO OR N/A
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: **MA**
* MONTHS WORKED PER YEAR: **9**
* HOURS WORKED PER DAY: **7.5**
POSITION FUNDED: **141 E 71100 163 000 02508 000**
Type of Funding:

* NOTES: **SLC Assistants \$20 per hour or their rate of pay, whichever is higher. Stipend for working all 16 days: \$250.00; Working 15 days: \$150.00, and \$50.00 for attending faculty/parent meeting**

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Last Name	First Name	School
Hadden	Raleigh	AMS
Keller	Caitlyn	AMS
Redding	Stacey	AMS
Bell	Heather	AMS
Hawke	Mary	BPS
Casey	Kellie	BPS
Wood Andrea	BPS	BPS
Lewis	Sarah	BPS
Richardson	Teresa	BPS
Conner	Kylie	BPS
Sisco	Alyssa	Burks
Clouse	Heather	Burks
Whittaker	Courtney	Burks
Maxwell	Nikki	Burks
Owen	Darlene	Burks
Jones	Becky	Burks
Henry	Amber	Burks
Vinson	Glenda	JWES
Newberry	Allie	JWES
Harris	Madelyn	JWES
Dyer	Rebecca	JWES
Clark	Casey	JWES
Campbell	Lori	PVS
Conner	Amanda	PVS
Rodgers	Amy	PVS
Arms	Pam	PVS
Hill	Jennifer	PVS

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

#12

NEW HIRE NAME: **SLC Principals 2026**

STREET ADDRESS:

CITY, STATE ZIP:

OR Employee's Name: **BRIDGETT CARWILE**

CONTACT NUMBER:

* LOCATION: **CENTRAL OFFICE**

Employee Type Code: **12CER**

* REASON FOR ACTION: **OTHER**

* EFFECTIVE DATE: **05/26/2026**

* TEACHER ASSISTANT - N/C: **MA**
ANSWER - YES NO OR N/A
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: **MA**
* MONTHS WORKED PER YEAR: **10**
* HOURS WORKED PER DAY: **8.0**
POSITION FUNDED: **141 E 72410 104 000 02508 000**
Type of Funding:

* NOTES: **Principals Pay scale (1st day #'s)**
0-100 ss - \$2187.50/wk
101-200 ss - \$2500/wk
201-300 ss - \$2812.50/wk
301-400 ss - \$3125/wk
\$1,000 - 16 days
\$800 - 15 days
\$100 - parent/fac. mtg

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Last Name	First Name	School	Funding Code	Number of Students Registered	Amount per week	Amount per D
Webb	Angela	PVES	141-72410-105-2508	163 Students	\$2,500.00	\$500.00
Clark	Jennifer	JWES	141-72410-105-2508	131 students	\$2,500.00	\$500.00
Vaughn	Sarah	BPS	141-72410-105-2508	201 students	\$2,812.50	\$562.50
Cook	Diana	Burks	141-72410-105-2508	212 students	\$2,812.50	\$562.50
Williams	Jackson	AMS	141-72410-105-2508	87 students	\$2,187.50	\$437.50

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: **SLC Nurses 2026**
STREET ADDRESS:
CITY, STATE ZIP:

OR Employee's Name: **BRIDGETT CARWILE**

#13

CONTACT NUMBER:
* LOCATION: **CENTRAL OFFICE**
Employee Type Code: **12CER**

* REASON FOR ACTION: **OTHER**
* EFFECTIVE DATE: **05/26/2026**

* TEACHER ASSISTANT - **NO**; **NA**
ANSWER - **YES NO OR N/A**
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: **NA**
* MONTHS WORKED PER YEAR: **9**
* HOURS WORKED PER DAY: **7.5**
POSITION FUNDED: **141 E 72120 131 000 02508 000**
Type of Funding:

* NOTES: **SLC Nurses \$20 per hour or their rate of pay, whichever is higher. Stipend for working all 16 days: \$250; working 15 days: \$150.00, and \$50 for attending faculty/parent meeting.**

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Last Name	First Name	School	Funding Code
Hickey	Nancy	PVES	141-72120-131-2508
Little	Heather	BPS	141-72120-131-2508
Frazier	Bonnie (Beth)	JVES	141-72120-131-2508
Mackie	Melissa	Burks	141-72120-131-2508
Phillips	Kristen	AMS	141-72120-131-2508

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: **SLC Clerical**
STREET ADDRESS:
CITY, STATE ZIP:

OR Employee's Name: **BRIDGETT CARWILE**



CONTACT NUMBER:

* LOCATION: **CENTRAL OFFICE**

Employee Type Code: **12CER**

* REASON FOR ACTION: **OTHER**
* EFFECTIVE DATE: **05/26/2026**

* TEACHER ASSISTANT - N/C: **MA**
ANSWER - YES NO OR N/A

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

* REPLACING: **NA**
* MONTHS WORKED PER YEAR: **9**
* HOURS WORKED PER DAY: **7.5**
POSITION FUNDED: **141 E 72410 162 000 02508 000**
Type of Funding:

* NOTES: **SLC Clerical \$20 per hour or their rate of pay, whichever is higher. Stipend for working all 16 days: \$250; Working 15 days: \$150 and \$50 for attending faculty/parent meeting.**

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Last Name	First Name	School	Funding Code
Ladagona	Amy	PVES	141-72410-162-2508
Sparkman	Lindsey	JWES	141-72410-162-2508
Huddleston	Brittany	BPS	141-74210-162-2508
Smith	Petrona	Burks	141-72410-162-2508
Heady	Brandi	AMS	141-72410-162-2508

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: **ESY Assistant Stipend**
STREET ADDRESS:

OR Employee's Name: **BRIDGETT CARWILE**

#15

CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: **CENTRAL OFFICE**

Employee Type Code: **12CER**

* REASON FOR ACTION: **ADDITIONAL HOURS**
* EFFECTIVE DATE: **06/01/2026**

* TEACHER ASSISTANT - **N/C: MA**
ANSWER - **YES NO OR N/A**
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: **NA**
* MONTHS WORKED PER YEAR: **9**
* HOURS WORKED PER DAY: **7.0**
POSITION FUNDED: **141 E 71100 163 000 02508 000**
Type of Funding:

* NOTES: See attached spreadsheet for ESY Assistant
Stipend
\$125 for working all 15 days
\$75 for working 14 days

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Last Name	First Name	Funding Code	Notes/Bonus Pay Information
Allen	Natalee	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
Burnell	Nikita	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
Evans	Tabatha	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
Goble	Emily	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
Hart	Angela	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
Hotchkiss	Juliana	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
Flowers	Nicole	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
Hammontree	Shelly	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
Lamb	Kali	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
Titsworth	Virginia	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
Jacobs	Nina	141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days
to be determined		141-71100-163-2508	\$125 for working 15 days, \$75 for working 14 days

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: **ESY Teacher Stipend**
STREET ADDRESS:

OR Employee's Name: **BRIDGETT CARWILE**

#110

CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: **CENTRAL OFFICE**

Employee Type Code: **12CER**

* REASON FOR ACTION: **OTHER**
* EFFECTIVE DATE: **06/01/2026**

* TEACHER ASSISTANT - N/C: **MA**
ANSWER - **YES NO OR N/A**
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: **MA**
* MONTHS WORKED PER YEAR: **10**
* HOURS WORKED PER DAY: **7.5**
POSITION FUNDED: **141 E 71100 116 000 02508 000**
Type of Funding:

* NOTES: See attached spreadsheet for ESY Teacher
Stipend
\$250 for working all 15 days
\$150 for working 14 days

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Last Name	First Name	Funding Code	Notes/Bonus Pay Information
Johnson	Stephanie	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Elliot	Krissy	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Hargis	Cheryl	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Lamb	Courtney	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Bussell	Jordan	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Vance	Emily	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Thompson	Katrina	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

#17

NEW HIRE NAME: **ESY Nurse Stipend**

OR Employee's Name: **BRIDGETT CARWILE**

OR

Employee's Name: **BRIDGETT CARWILE**

OR

Employee's Name: **BRIDGETT CARWILE**

STREET ADDRESS:

CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: **CENTRAL OFFICE**

Employee Type Code: **12CER**

* REASON FOR ACTION: **OTHER**
* EFFECTIVE DATE: **06/01/2026**

* TEACHER ASSISTANT - NYC: **MA**
ANSWER - YES NO OR N/A
CERTIFICATION/ENDORSEMENT:

HIGHLY QUALIFIED MET -

* REPLACING: **MA**
* MONTHS WORKED PER YEAR: **9**
* HOURS WORKED PER DAY: **7.0**
POSITION FUNDED: **141 E 72120 131 000 02508 000**
Type of Funding:

* NOTES: See attached spreadsheet for ESY Nurse
Stipend
\$125 for working all 15 days
\$75 for working 14 days

DIRECTOR OF SCHOOLS - CORBY KING
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIR OF SCHOOLS SIGNATURE
 DEPUTY DIR SIGNATURE
 DIRECTOR HR SIGNATURE

Last Name	First Name	Funding Code	Notes/Bonus Pay information
Reeser	Julie	141-72120-131-2508	\$125 for working 15 days, \$75 for working 14 days

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: SUMMER EMPLOYEE LIST-NUTRITION
STREET ADDRESS:
CITY, STATE ZIP:
CONTACT NUMBER:
OR Employee's Name: STACY MARIE BRADFORD


* LOCATION: FOOD SERVICES
Employee Type Code: 12SPT
* REASON FOR ACTION: OTHER
* EFFECTIVE DATE: 06/01/2026

* TEACHER ASSISTANT - N/C: N/A
ANSWER - YES NO OR N/A
 HIGHLY QUALIFIED MET -
CERTIFICATION/ENDORSEMENT:

* REPLACING: N/A
* MONTHS WORKED PER YEAR: 9
* HOURS WORKED PER DAY: 5.0
POSITION FUNDED: 143 E 73100 165 000 00200 000
Type of Funding:

* NOTES: Please see attached list of summer emp. All should be paid from 143 73100 165 00 00200. Hourly rates are listed. Nutrition must match pay rates of LLC OR their reg rate, if higher. Please see notes

DIRECTOR OF SCHOOLS - CORBY KING DIR OF SCHOOLS SIGNATURE
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN DEPUTY DIR SIGNATURE
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT DIRECTOR HR SIGNATURE

SUMMER FEEDING EMPLOYEES

CODE ALL TO 143 E 73100 165 000 00200

PAY RATES FOR JUNE 1-JUNE 25 ONLY, then back to reg hrly rate ON June 26th

School Name	Employees	HRS PER DAY	NOTES	Rate of Pay
Burks	May Ford-MGR	7		\$25/hr
	Shyla Taurna-MGR	7	Will work starting June 15th	\$25/hr
Cookeville High School	Farrah Thomsen-MGR	7		\$25/hr
	Christy Johnson-MGR	7		\$25.15/hr
	Antonette Nash	5	Out first week of June	\$20/hr
	Stephanie Coker	5		\$20/hr
	Ashley Carter	5		\$20/hr
	Susan Miller	5		\$20/hr
	Amanda Everett	5		\$20/hr
	Lynda Roberson	5	Only working through 6/5/26	\$24.45/hr
	Emma Lawrie	5		\$20/hr
	Lydia Minard	5		\$20/hr
	Jennifer Commender	5		\$20/hr
	Prescott	Sue Marek MGR	7	
Amy Phillips		5		\$20/hr
Amber Loftis		5		\$20/hr
Kelsey O'Connor		5		\$20/hr
Teresa Harness		5		\$21.74/hr
Maggie Cavin		5		\$20/hr
Suzanne Guinn		5		\$20/hr
Heather Tayse		5		\$20/hr
Emily Crowder		5		\$20/hr
Upperman High		Jennifer Meadows-MGR	7	
	Mary "April" Hawkins	5		\$20/hr
	Wanda Swartz	5		\$26.66/hr
	Teresa Ortlepp	5		\$22.22/hr
	LeighAnn Hughes	5		\$24.45/hr
	Tish Riddick	5		\$20/hr
	Brian Dias	5		\$20/hr

*School nutrition must match pay rates of what is offered for Learning Loss Comp staff employees; or their reg rate if higher

PAY RATES FOR JUNE 1-JUNE 25 ONLY, then back to reg hrly rate JUNE 26TH

*Reg Hourly Rate

*Reg Hourly Rate

*Reg Hourly Rate

*Reg Hourly Rate

*Reg Hourly Rate

*Reg Hourly Rate

*Reg Hourly Rate

*Reg Hourly Rate

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

#191

NEW HIRE NAME: SEE ATTACHED SPREADSHEET - ESY CERTIFIED
STREET ADDRESS:

OR Employee's Name: TAMMY R JULIAN

CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: CENTRAL OFFICE

* REASON FOR ACTION: OTHER

Employee Type Code: 12SPT

* EFFECTIVE DATE: 06/01/2026

* TEACHER ASSISTANT - N/C: M/A
ANSWER - YES NO OR M/A

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

* REPLACING: N/A- Additional hours for ESY June 1-19-2026

* NOTES: See attached spreadsheet additional

* MONTHS WORKED PER YEAR: 12

hours/funding/ rate of pay for each employee -
ESY (June 1-19, 2026). To be paid from a

* HOURS WORKED PER DAY: 8.0

timesheet

POSITION FUNDED: See attached for funding on each employee

Type of Funding: SPED

DIRECTOR OF SCHOOLS - CORBY KING

DIR OF SCHOOLS SIGNATURE

DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN

DEPUTY DIR SIGNATURE

DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIRECTOR HR SIGNATURE

All ESY employees will be paid from a time sheet

Special Education Dept.

ESY (Extended School Year) June 01-19, 2026

ESY Admin	141-72220-189	Tonia Wheeler	50	\$55.00
ESY Admin	141-72220-189	Christina Martin	30	\$55.00
ESY Admin	141-72220-189	Laura Rich	35	\$55.00
ESY Admin	141-72220-189	Terri Melton	35	\$55.00

Teacher	141-71200-116	Stephanie Johnson	70	\$45.00
Teacher	141-71200-116	Kristen Elliot	70	\$45.00
Teacher	141-71200-116	Cheryl Hargis	70	\$45.00
Teacher	141-71200-116	Katrina Thompson	70	\$45.00

Prek Teacher	141-71200-116 02152	Jordan Bussell	70	\$45.00
Prek Teacher	141-71200-116 02152	Courtney Lamb	70	\$45.00
Prek Teacher	141-71200-116 02152	Emily Williamson (previously Vance)	70	\$45.00

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: SEE ATTACHED SPREADSHEET - ESY SUPPORT STAFF
STREET ADDRESS:

CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: CENTRAL OFFICE

Employee Type Code: 12SPT

OR Employee's Name: TAMMY R JULIAN



* REASON FOR ACTION: OTHER

* EFFECTIVE DATE: 06/01/2026

* TEACHER ASSISTANT - N/C: N/A
ANSWER - YES NO OR N/A

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

* REPLACING: N/A - Additional hours for ESY - June 1-19, 2026

* MONTHS WORKED PER YEAR: 12

* HOURS WORKED PER DAY: 8.0

POSITION FUNDED: See attached for funding on each employee

Type of Funding: SPED

* NOTES: See attached spreadsheet additional
hours/funding/ rate of pay for each employee -
ESY (June 1-19, 2026). To be paid from a
timesheet

DIRECTOR OF SCHOOLS - CORBY KING

DIR OF SCHOOLS SIGNATURE

DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN

DEPUTY DIR SIGNATURE

DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT

DIRECTOR HR SIGNATURE

ESY Employee List June 1-19, 2026

EXTENDED SCHOOL YEAR (ESY)					
Educational Assistants	141-71200-163	Nikitia Bunnell	67.5	highest of rate or \$20 per hr	
Educational Assistants	141-71200-163	Tabatha Evans	67.5	highest of rate or \$20 per hr	
Educational Assistants	141-71200-163	Emily Goble	67.5	highest of rate or \$20 per hr	
Educational Assistants	141-71200-163	Shelly Hammontree	67.5	highest of rate or \$20 per hr	
Educational Assistants	141-71200-163	Kali Lamb	67.5	highest of rate or \$20 per hr	
Nurse	141-71200-163	Juile Reeser	67.5	highest of rate or \$20 per hr	
PRESCHOOL for ESY					
Prek Ed Assistants	141-71200-163-02152	Nina Jacobs	67.5	highest of rate or \$20 per hr	
Prek Ed Assistants	141-71200-163-02152	Julianna Hotchkiss	67.5	highest of rate or \$20 per hr	
Prek Ed Assistants	141-71200-163-02152	Natalee Allen	67.5	highest of rate or \$20 per hr	
Prek Ed Assistants	141-71200-163-02152	Nicole Flowers	67.5	highest of rate or \$20 per hr	
Prek Ed Assistants	141-71200-163-02152	Virginia Titsworth	67.5	highest of rate or \$20 per hr	
Prek Ed Assistants	141-71200-163-02152	Angela Hart	67.5	highest of rate or \$20 per hr	

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: SEE ATTACHED SPREADSHEET - Summer Testing
STREET ADDRESS:
CITY, STATE ZIP:
CONTACT NUMBER:
* LOCATION: CENTRAL OFFICE
Employee Type Code: 12SPT
Employee's Name: TAMMY R JULIAN
OR
* REASON FOR ACTION: OTHER
* EFFECTIVE DATE: 06/01/2026
#21

* TEACHER ASSISTANT - N/C: N/A
ANSWER - YES NO OR N/A
CERTIFICATION/ENDORSEMENT:
 HIGHLY QUALIFIED MET -

* REPLACING: N/A- Additional hours for Summer Testing June 2026
* MONTHS WORKED PER YEAR: 12
* HOURS WORKED PER DAY: 8.0
POSITION FUNDED: See attached for funding on each employee
Type of Funding: SPED

* NOTES: See attached spreadsheet additional
hours/funding/ rate of pay for each employee -
Summer Testing. To be paid from a timesheet

DIRECTOR OF SCHOOLS - CORBY KING DIR OF SCHOOLS SIGNATURE
DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN DEPUTY DIR SIGNATURE
DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT DIRECTOR HR SIGNATURE

Psychologist Summer Testing					
	Fund	Rate	NTE/hours		
Psychologist	141-72220-124	Christina Martin	70		\$55.00
Psychologist	141-72220-124	Taylor Loftis	110		\$50.00
Psychologist	141-72220-124	Mark Tylka	15		\$50.00
Speech/Language					
	Fund	Rate			
Speech	141-71200-171	Kristie Burgess	194		\$50.00

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME: **MENTOR STIPENDS for 2025-2026**
STREET ADDRESS:

OR Employee's Name: **JUDY L. SCHINBECKLER**



CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: **CENTRAL OFFICE**

* REASON FOR ACTION: **OTHER**

Employee Type Code: **12CER**

* EFFECTIVE DATE: **07/28/2025**

* TEACHER ASSISTANT - N/C: **n/a**
ANSWER - YES NO OR N/A

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

* REPLACING: **n/a**

* NOTES: **2025-2026 Mentor Stipends**

* MONTHS WORKED PER YEAR: **10**

\$25 per hour to be paid on June 2026 payroll.

* HOURS WORKED PER DAY: **1.0**

Total amount of spreadsheet is \$36,150.00

POSITION FUNDED: **141 E 71100 116 000 00000 000**

Type of Funding:

DIRECTOR OF SCHOOLS - **CORBY KING**

DIR OF SCHOOLS SIGNATURE

DEPUTY DIRECTOR OF SCHOOLS - **TIM MARTIN**

DEPUTY DIR SIGNATURE

DIRECTOR, HUMAN RESOURCES - **ANGIE KNIGHT**

DIRECTOR HR SIGNATURE

**PCSS Mentoring Payout
School Year 2025-2026**

School	Name	Hours Worked	Stipend Amount
AES	Zanardi, Hunter	20	\$500.00
	Laura Brown	8	\$200.00
	Melody Bunch	10	\$250.00
	Robin Williams	20	\$500.00
BPS	Haggard, Shannon	8	\$200.00
	Brittany Anderson	10	\$250.00
	Kristina Penley	12	\$300.00
	Christy Leftwich	10	\$250.00
	Amanda Asberry	10	\$250.00
	Dana Carr	10	\$250.00
	Kristin Harpe	20	\$500.00
Burks	Ronda Johnson	20	\$500.00
	Jessica Thompson	10	\$250.00
	Amelia Guenther	15	\$375.00
	Carla Vaughn	18	\$450.00
CCES	Jennifer Allen	10	\$250.00
	Jana Case	20	\$500.00
	Luke VanBebber	20	\$500.00
	McKenzie Gabriel	20	\$500.00
	Kendall Frizzell	20	\$500.00
	Gabby Hernandez	10	\$250.00
CES	Emily Jones	10	\$250.00
	Sarah Henson	20	\$500.00
	Margaret Maxwell	19	\$475.00
	Marissa Francis	6	\$150.00
CSES	Carr, Misty	25	\$625.00
	Sandy Summers	10	\$250.00
JWES	Mary Nelle Davis	20	\$500.00
	Brittany Olson	10	\$250.00
	Vickie Tower	20	\$500.00
	Courtney Allen	10	\$250.00
NES	Teresa Sparks	20	\$500.00
	Shelia Jett	20	\$500.00
PVS	Candace Asher	20	\$500.00
	Katelyn Leddy	20	\$500.00
	Ashley Clemons	20	\$500.00
	Rebecca Neill	20	\$500.00
PSFS	Dale Bryant	20	\$500.00
	Angie Bilbrey	10	\$250.00

		Amanda Gragg	12	\$300.00
		Danielle Cason	20	\$500.00
		Raejean Landis	10	\$250.00
		Kimberly Ledford	20	\$500.00
		Sadie Bryant	20	\$500.00
		Lesley Worsham	20	\$500.00
SES		Rebecca Phillips	10	\$250.00
		Jennifer Peek	10	\$250.00
		Rebekah Fitzpatrick	20	\$500.00
AMS		Stephanie Tolleit	20	\$500.00
		Ashlie Lewis	20	\$500.00
		Kellie Waite	20	\$500.00
		Sueellen Thompson	20	\$500.00
ATMS		Ryan Dalton	4	\$100.00
		Jordan Highway	20	\$500.00
		Celeste Walker	20	\$500.00
		Judy Wilcox	20	\$500.00
		Christabelle Moss	20	\$500.00
		Lura Hawkins	20	\$500.00
PSMS		Misty Briggs	10	\$250.00
		Jessica Webster	10	\$250.00
		Angie Dyer	20	\$500.00
		Alexis Hamlet	10	\$250.00
		Stefanie Janko	20	\$500.00
		Katie Carreto	10	\$250.00
		Casey Garrison	20	\$500.00
		Hannah Hildreth	20	\$500.00
		Stephen Simmons	10	\$250.00
UMS		Charity Bowie	20	\$500.00
		Julie Sliger	20	\$500.00
		Tammy Hunter	20	\$500.00
CHS		Bayless, Josh	20	\$500.00
		Harold Cook	13	\$325.00
		Koye Cooper	20	\$500.00
		Judy Hadlock	10	\$250.00
		Mindy Johnson	11	\$275.00
		Kaitlyn Legg	10	\$250.00
		Allison Mahan	13	\$325.00
		Landon Melton	6	\$150.00
		Flatt, Merry	20	\$500.00
		Tony Stone	1	\$25.00
		Chelsey Forgey	20	\$500.00

UHS	John Apple	20	\$500.00
	Renee Craig	19	\$475.00
	Willie Maddux	11	\$275.00
	Emily Morgan	10	\$250.00
	Mark Livesay	10	\$250.00
	Emily Phillips	4	\$100.00
	Jamie Torrence	11	\$275.00
MHS	Hollie Childress	20	\$500.00
	Christie Root	20	\$500.00
	Tyler Vester	20	\$500.00
	Bridget Pugh	40	\$1,000.00

\$36,150.00



Board Agenda Request
For June 4, 2026 Meeting

Date 6/2/2026

Department Future Ready

Person Submitting Adam West

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase WeVideo renewal for the 2026-2027 school year in the amount of \$5,978.40

To be paid from: 141-71100-399-000-01501

received
6-2-26 MT



Price Quote/Proposal

Date: 4/3/2026
Number: WVS-1752074

Remit Payment To:
WeVideo, Inc
P.O. Box 103175
Pasadena, CA 91189-3175
Fax: 408-819-9441

Customer Information:
Adam West
Future Ready Supervisor
PUTNAM COUNTY (TN)
1400 East Spring ST
Cookeville, Tennessee 38506

Expires: 8/30/2026
Contact: Alexandra Grimm
Customer Success Manager
alexandra@wevideo.com

Notes:

PUTNAM COUNTY (TN) is presented with the following WeVideo for Schools subscription price proposal. With this agreement, PUTNAM COUNTY (TN) is guaranteed the price below and is protected from annual price increases for the term of the agreement they choose. Upon receipt of this signed document and a district purchase order, PUTNAM COUNTY (TN) receives 100% of purchased capacity. This offer is contingent on the signed acceptance of this proposal, which constitutes a commitment to pay for the subscription term chosen by PUTNAM COUNTY (TN) below:

Table with 3 columns: Quantity, Product/Description, Total Extended Price. Row 1: 1000 users, WeVideo for Schools Annual Subscription - Multimedia Creation, \$5,978.40

Subtotal \$5,978.40
Tax (exempt?)
Total \$5,978.40

Prices are stated exclusive of all taxes. Add applicable sales tax to your purchase order, or provide note of exemption.
Quote is valid for terms as stated above and below.
All prices in US Dollars (\$)

SECTION I - Term Length and Billing Options (CHECK ONE):

- 1000 users
Purchase 12 months from 08/31/2026 to 08/30/2027 prepaid \$5,978.40
Purchase 24 months from 08/31/2026 to 08/30/2028 prepaid \$11,956.80
Purchase 24 months from 08/31/2026 to 08/30/2028 billed annually \$5,978.40
Purchase 36 months from 08/31/2026 to 08/30/2029 prepaid \$17,935.20
Purchase 36 months from 08/31/2026 to 08/30/2029 billed annually \$5,978.40
Purchase 48 months from 08/31/2026 to 08/30/2030 prepaid \$23,913.60
Purchase 48 months from 08/31/2026 to 08/30/2030 billed annually \$5,978.40
Purchase 60 months from 08/31/2026 to 08/30/2031 prepaid \$29,892.00
Purchase 60 months from 08/31/2026 to 08/30/2031 billed annually \$5,978.40

SECTION II - Purchase Order Requirement (CHECK ONE):

- Yes, a Purchase Order is required to invoice our school or district. Please return a copy of your PO with this signed quote.
No, this signed quote is sufficient to invoice my school or district (invoice provides information for credit card payment)



**Board Agenda Request
For June 4, 2026 Meeting**

Date 6/2/2026

Department Future Ready

Person Submitting Adam West

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase Instructure renewal for the 2026-2027 school year in the amount of \$35,720.00

To be paid from: 141-71100-399-000-01501

received
6-2-26 *mt* *CK*



Instructure, Inc.
 6330 South 3000 East, Suite 700
 Salt Lake City, UT 84121
 United States

Order Form

Order: Q-588973-3
Date: 2026-05-13
Order Valid Through: 2026-06-30

Order Form for Putnam Co School District - TN

Bill to Information

Entity Name: Putnam Co School District - TN
Address: 1400 E Spring St
City: Cookeville

State/Province: Tennessee

Zip/Postal Code: 38506

Country: United States

Billing Contact

Name:

Email:

Phone:

Ship to Information

Entity Name: Putnam Co School District - TN
Address: 1400 E Spring St
City: Cookeville

State/Province: Tennessee

Zip/Postal Code: 38506

Country: United States

Shipping Contact

Name: Sam Brooks

Email: brookss4@pcsstn.com

Phone: +1 931 260 7873

Billing Information

Billing Frequency: Annual Upfront

Billing Frequency Term: Non-Recurring items will be invoiced upon signing. Recurring items will be invoiced 30 days prior to the annual start date.

Payment Terms: Net 30

Year 1								
Ref	Description	Start Date	End Date	Invoice	Metric	Qty	Price	Amount
S4	2026 InstructureCon Registration Fee	2026-07-01		Non-Recurring	Per Attendee	2	USD 985 00	USD 1,970 00
S1	Canvas LMS Cloud Subscription	2026-07-01	2027-06-30	Recurring	User	5,000	USD 6 75	USD 33,750 00

Billing Summary			
Segment	Recurring	Non-Recurring	Total
Year 1	USD 33,750 00	USD 1,970 00	USD 35,720 00
Total	USD 33,750.00	USD 1,970.00	USD 35,720.00

Products	Description	Qty
2026 InstructureCon Registration Fee	InstructureCon 2026 Admission to Conference When: July 21-23, 2026 Where: Louisville, Kentucky * No refunds Non-transferable for other services or events	2 00
Canvas LMS Cloud Subscription	Canvas LMS Cloud Subscription: Per User	5,000 00

Quote Special Terms

By executing this Order Form, each party agrees to be legally bound by this Order Form.

Putnam Co School District - TN

Signature: _____

Name: _____

Title: _____

Date: _____

Instructure, Inc. (USA/CAN)

Signature: _____

Name: _____

Title: _____

Date: _____



Putnam County School System

1400 E. Spring Street
Cookeville, TN 38506-4313
Ph: (931) 526-9777 | Fax: (931) 528-6942
www.pcsstm.com



Corby King
Director of Schools

ENGAGE INSPIRE ACHIEVE

Putnam County Board of Education Agenda Request

Name of Person Making Request: Jason Stickler (Data and Testing)

Date: 6-2-26

RE:

Backup included (TIPS Purchasing Cooperative Contract / EasyCBM 2026 – 2027 Quote)

N/A Backup to follow

Statement to be Included:

- Seeking approval to purchase EasyCBM (Progress Monitoring Assessments) for the 2026 – 2027 school year in the amount of \$18,100.00. Putnam County Schools will utilize The Interlocal Purchasing System (TIPS) vendor contract #240804. To be paid from (141-E-72130-322-000-02103)

received
6-2-26
MT

CK

Do Not Pay from Quote

- please submit this Quote with your Purchase Order or email statement to purchase with credit card

Bill To:

1400 E Spring St
Cookeville, United States, TN, 38506-4313

Ship To:

Quote Information:

Title: Putnam County School District easyCBM and RTA 2026-2027_copy

Order Contact: Jason Stickler

Organization: Putnam County School District (TN)

Valid To Jul 26, 2026

Customer Number: 241903

Quote Amount: \$18,100.00

Incoterms:

Payment Terms: Within 30 days Due net

We assume no responsibility for safe delivery of shipments by mail unless insured. All claims for allowance for shortages, etc. must be made immediately upon receipt of goods and invoice.

For additional information or questions, please contact:

Eric Dalman

eric.dalman@riversideinsights.com

Riverside Insights Federal ID#: 83-1794965

Quote Message: TIPS co-op (contract #240804 Academic and Educational Goods and Services)

Year 1

QUOTE DETAILS - unit net price may be rounded

Material No	Description	Start Date	End Date	QTY	Price Per Unit	Extended Net Price	List Price	List
1493823	easyCBM licenses from July 1st, 2026-June 30th, 2027 TN pricing	Jul 1, 2026	Jun 30, 2027	3,500	\$5.10	\$17,850.00	\$17,850.00	\$5.10
2001747	Riverside Training Academy (RTA) - easyCBM Pack of 5- <i>Gain access to our sophisticated learning management system where you will find a wealth of OnDemand resources, ability to meet 1:1 with a member of our CTE team, and access to resources on Understanding and Applying Report Data.</i>	Jul 1, 2026	Jun 30, 2027	1	\$250.00	\$250.00	\$250.00	\$250.00
Sub Total								\$18,100.00
Quote Amount								\$18,100.00

Total Net Price	\$18,100.00
------------------------	--------------------

Contact Customer Service:

Riverside Insights
 One Pierce Place, Suite 900W
 Itasca, IL 60143
 Phone: 800-323-9540 inquiry@service.riversideinsights.com

To place an order:

send via email to: orders@service.riversideinsights.com

Subject to Riverside Insights' standard Terms and Conditions at: www.riversideinsights.com.

Add Sales Tax to your PO if Applicable.

Thank you for choosing Riverside Insights™. We share your commitment to helping individuals elevate their learning potential.

Additionally, to find the detailed Terms and Conditions, please visit the following link: <https://riversideinsights.com/policies>

TIPS VENDOR AGREEMENT

TIPS RFP 240804 Academic and Educational Goods and Services

The following Vendor Agreement (“Agreement”) creates a legal agreement between The Interlocal Purchasing System (“TIPS”), a government purchasing cooperative and Department of Texas Region 8 Education Service Center and (RIVERSIDE ASSESSMENTS, LLC DBA RIVERSIDE INSIGHTS), a Delaware Limited Liability Company:

RIVERSIDE ASSESSMENTS, LLC DBA RIVERSIDE INSIGHTS

(ENTER ENTITY NAME]

its owners, agents, subsidiaries, and affiliates (together, “Vendor”) (individually, “Party”, and collectively the “Parties”) and this agreement shall exclusively govern the contractual relationship (“Agreement”) between the Parties.

TIPS, a governmental entity and a national purchasing cooperative seeks to provide a valuable and necessary solution to public entities and qualifying non-profits by performing the public procurement solicitation process and awarding compliant contracts to qualified vendors. Then, where the law of a customer’s jurisdiction allows, instead of public entities and qualifying non-profits expending time, money, and resources on the extensive public procurement process, the use of TIPS allows public entities to quickly select and purchase their preferred products or services from qualified, competitively evaluated vendors through cooperative purchasing.

1. **Purpose.** The purpose of this Agreement is to identify the terms and conditions of the relationship between TIPS and Vendor. Public entities and qualifying non-profits that properly join or utilize TIPS (“TIPS Members”) may elect to “piggyback” off of TIPS’ procurements and agreements where the laws of their jurisdiction allow. TIPS Members are not contractual parties to this Agreement although terms and conditions of this Agreement may ensure benefits to TIPS Members.
2. **Authority.** The Parties agree that the signatories below are individual authorized to enter into this Agreement on behalf of their entity and that they are acting under due and proper authority under applicable law.
3. **Definitions.**
 - a. **TIPS Pricing:** The specific pricing, discounts, and other pricing terms and incentives which Vendor submitted and TIPS approved for each respective TIPS Contract awarded to Vendor and all permissible, subsequent pricing updates submitted by Vendor and accepted by TIPS, if any.
 - b. **Authorized Reseller:** A reseller or dealer authorized and added by a Vendor through their online TIPS Vendor Portal to make TIPS sales according to the terms and conditions herein.
4. **Entire Agreement.** This Agreement resulted from TIPS posting a “TIPS Solicitation” (RFP, RCSP, RFQ, or other) and Vendor submitting a proposal in response to that posted TIPS Solicitation for evaluation and award. The Parties agree that this Agreement consists of the provisions set forth herein and: (1) The TIPS solicitation document resulting in this Agreement; (2) Any addenda or clarifications issued in relation to the TIPS solicitation; (3) All solicitation information provided to Vendor by TIPS through the TIPS eBid System; (3) Vendor’s entire proposal response to the TIPS solicitation including all accepted required attachments, acknowledged notices and certifications, accepted negotiated terms, pricing, accepted responses to questions, and accepted written clarifications of Vendor’s proposal, and; any properly included attachments to this Agreement. All documentation and information listed is hereby incorporated by reference as if set forth herein verbatim. In the event of conflict between the terms herein and one of the incorporated documents the terms and conditions herein shall control.
5. **Vendor’s Specific Warranties, Terms, and License Agreements.** Because TIPS serves public entities and non-profits throughout the nation all of which are subject to specific laws and policies of their jurisdiction, as a matter of standard practice, TIPS does not typically accept a Vendor’s specific “Sale Terms” (warranties, license agreements, master agreements, terms and conditions, etc.) on behalf of all TIPS Members. TIPS may permit Vendor to attach those to this Agreement to display to interested customers what terms may apply to their Supplemental Agreement with Vendor (if submitted by Vendor for that purpose). However, unless this term of the Agreement is negotiated and modified to state otherwise, those specific Sale Terms are not accepted by TIPS on behalf of all TIPS Members and each Member may choose whether to accept, negotiate, or reject those specific Sale Terms, which must be reflected in a separate agreement between Vendor and the Member in order to be effective.

- 6. Vendor Identity and Contact Information.** It is Vendor's sole responsibility to ensure that all identifying vendor information (name, EIN, d/b/a's, etc.) and contact information is updated and current at all times within the TIPS eBid System and the TIPS Vendor Portal. It is Vendor's sole responsibility to confirm that all e-correspondence issued from tips-usa.com, ionwave.net, and tipsconstruction.com to Vendor's contacts are received and are not blocked by firewall or other technology security. Failure to permit receipt of correspondence from these domains and failure to keep vendor identity and contact information current at all times during the life of the contract may cause loss of TIPS Sales, accumulating TIPS fees, missed rebid opportunities, lapse of TIPS Contract(s), and unnecessary collection or legal actions against Vendor. It is no defense to any of the foregoing or any breach of this Agreement that Vendor was not receiving TIPS' electronic communications issued by TIPS to Vendor's listed contacts.
- 7. Initiation of TIPS Sales.** When a public entity initiates a purchase with Vendor, if the Member inquires verbally or in writing whether Vendor holds a TIPS Contract, it is the duty of the Vendor to verify whether the Member is seeking a TIPS purchase. Once verified, Vendor must include the TIPS Contract Number on all purchase communications and sales documents exchanged with the TIPS Member.
- 8. TIPS Sales and Supplemental Agreements.** The terms of the specific TIPS order, including but not limited to: shipping, freight, insurance, delivery, fees, bonding, cost, delivery expectations and location, returns, refunds, terms, conditions, cancellations, order assistance, etc., shall be controlled by the purchase agreement (Purchase Order, Contract, Invoice, etc.) (hereinafter "Supplemental Agreement") entered into between the TIPS Member Customer and Vendor only. TIPS is not a party to any Supplemental Agreement. All Supplemental Agreements shall include Vendor's Name, as known to TIPS, and TIPS Contract Name and Number. Vendor accepts and understands that TIPS is not a legal party to TIPS Sales and Vendor is solely responsible for identifying fraud, mistakes, unacceptable terms, or misrepresentations for the specific order prior to accepting. Vendor agrees that any order issued from a customer to Vendor, even when processed through TIPS, constitutes a legal contract between the customer and Vendor only. When Vendor accepts or fulfills an order, even when processed through TIPS, Vendor is representing that Vendor has carefully reviewed the order for legality, authenticity, and accuracy and TIPS shall not be liable or responsible for the same. In the event of a conflict between the terms of this TIPS Vendor Agreement and those contained in any Supplemental Agreement, the provisions set forth herein shall control unless otherwise agreed to and authorized by the Parties in writing within the Supplemental Agreement.
- 9. Right of Refusal.** Vendor has the right not to sell to a TIPS Member under the awarded agreement at Vendor's discretion unless otherwise required by law.
- 10. Reporting TIPS Sales.** Vendor must report all TIPS Sales to TIPS. If a TIPS sale is initiated by Vendor receiving a TIPS Member's purchase order from TIPS directly, Vendor may consider that specific TIPS Sale reported. Otherwise, with the exception of TIPS Automated Vendors, who have signed an exclusive agreement with TIPS regarding reporting, all TIPS Sales must be reported to TIPS by either: (1) Emailing the purchase order or similar purchase document (with Vendor's Name, as known to TIPS, and the TIPS Contract Name and Number included) to TIPS at tipsdo@tips-usa.com with "Confirmation Only" in the subject line of the email within three business days of Vendor's acceptance of the order, or; (2) Within 3 business days of the order being accepted by Vendor, Vendor must login to the TIPS Vendor Portal and successfully self-report all necessary sale information within the Vendor Portal and confirm that it shows up accurately on your current Vendor Portal statement. No other method of reporting is acceptable unless agreed to by the Parties in writing. Failure to report all sales pursuant to this provision may result in immediate cancellation of Vendor's TIPS Contract(s) for cause at TIPS' sole discretion. Please refer to the TIPS [Accounting FAQ's](#) for more information about reporting sales and if you have further questions, contact the Accounting Team at accounting@tips-usa.com.
- 11. TIPS Administration Fees.** The collection of administrative fees by TIPS, a government entity, for performance of these procurement services is required pursuant to Texas Government Code Section 791.011 et. seq. The administration fee ("TIPS Administration Fee") is the amount legally owed by Vendor to TIPS for TIPS Sales made by Vendor. The TIPS Administration Fee amount is typically a set percentage of the amount paid by the TIPS Member for each TIPS Sale, less shipping cost, bond cost, and taxes if applicable and identifiable, which is legally due to TIPS, but the exact TIPS Administration Fee for this Contract is published in the corresponding solicitation and is incorporated herein by reference. TIPS Administration Fees are due to TIPS immediately upon Vendor's receipt of full payment, for a TIPS Sale. The TIPS Administration Fee is assessed on the amount paid by the TIPS Member, not on the Vendor's cost or on the amount for which the Vendor sold the item to a dealer or Authorized Reseller. Upon receipt of payment for a TIPS Sale, including partial payment (which renders TIPS Administration Fees immediately due), Vendor shall issue to TIPS the corresponding TIPS Administration Fee payment as soon as possible but not later than thirty-one calendar days following Vendor's receipt of payment. Vendor shall pay TIPS via check unless otherwise agreed to by the Parties in writing. Vendor shall include clear documentation with the issued payment dictating to which sale(s) the amount should be applied. Vendor may create a payment report within their TIPS Vendor Portal which is the preferred documentation dictating to which TIPS Sale(s) the amount should be applied. Failure to pay all TIPS Administration Fees pursuant to this provision may result in immediate cancellation of Vendor's TIPS Contract(s) for cause at TIPS' sole discretion as well as the initiation of collection and legal actions by TIPS against Vendor to the extent permitted by law. Any overpayment of participation fees to TIPS by Vendor will be refunded to the Vendor

within ninety (90) days of receipt of notification if TIPS receives written notification of the overpayment not later than the expiration of six (6) months from the date of overpayment and TIPS determines that the amount was not legally due to TIPS pursuant to this agreement and applicable law. Any notification of overpayment received by TIPS after the expiration of six (6) months from the date that TIPS received the payment will render the overpayment non-refundable. Region 8 ESC and TIPS reserve the right to extend the six (6) month deadline if approved by the Region 8 ESC Board of Directors. TIPS reserves all rights under the law to collect TIPS Administration Fees due to TIPS pursuant to this Agreement.

12. **Term of the Agreement.** This Agreement with TIPS is for approximately five years with a one-year, consecutive option for renewal as described herein. Renewal options are not automatic and shall only be effective if offered by TIPS at its sole discretion. If TIPS offers a renewal option, the Vendor will be notified via email issued to Vendor's then-listed Primary Contact. The renewal option shall be deemed accepted by Vendor unless Vendor notifies TIPS of its objection to the renewal option in writing and confirms receipt by TIPS.

Actual Effective Date: Agreement is effective upon signature by authorized representatives of both Parties. The Effective Date does not affect the "Term Calculation Start Date."

Term Calculation Start Date: To keep the contract term consistent for all vendors awarded under a single TIPS contract, Vendor shall calculate the foregoing term as starting on the last day of the month that "Award Notifications" are anticipated as published in the Solicitation, regardless of the actual Effective Date.

Example of Term Calculation Start Date: If the anticipated "Award Date" published in the Solicitation is May 22, 2023, but extended negotiations delay award until June 27, 2023 (Actual Effective Date), the Term Calculation Start Date shall be May 31, 2023, in this example.

Contract Expiration Date: To keep the contract term consistent for all vendors awarded under a single TIPS contract, the term expiration date shall be five years from the Term Calculation Start Date.

Example of Contract Expiration Date: If the anticipated "Award Date" published in the Solicitation is May 22, 2023, but extended negotiations delay award until June 27, 2023 (Actual Effective Date), the Term Calculation Start Date shall be May 31, 2023, and the Contract Expiration Date of the resulting initial "five-year" term, (which is subject to an extension(s)) will be May 31, 2028 in this example.

Option(s) for Renewal: Any option(s) for renewal shall begin on the Contract Expiration Date, or the date of the expiration of the prior renewal term where applicable and continue for the duration specified for the renewal option herein.

Example of Option(s) for Renewal: In this example, if TIPS offers a one-year renewal and the Contract Expiration Date is May 31, 2028, then the one-year renewal is effective from May 31, 2028 to May 31, 2029.

TIPS may offer to extend Vendor Agreements to the fullest extent the TIPS Solicitation resulting in this Agreement permits.

13. **TIPS Pricing.** Vendor agrees and understands that for each TIPS Contract that it holds, Vendor submitted, agreed to, and received TIPS' approval for specific pricing, discounts, and other pricing terms and incentives which make up Vendor's TIPS Pricing for that TIPS Contract ("TIPS Pricing"). Vendor confirms that Vendor will not add the TIPS Administration Fee as a charge or line-item in a TIPS Sale. Vendor hereby certifies that Vendor shall only offer goods and services through this TIPS Contract if those goods and services are included in or added to Vendor's TIPS Pricing and approved by TIPS. TIPS reserves the right to review Vendor's pricing update requests as specifically as line-item by line-item to determine compliance. However, Vendor contractually agrees that all submitted pricing updates shall be within the original terms of the Vendor's TIPS Pricing (scope, proposed discounts, price increase limitations, and other pricing terms and incentives originally proposed by Vendor) such that TIPS may accept Vendors price increase requests as submitted without additional vetting at TIPS discretion. Any pricing quoted by Vendor to a TIPS Member or on a TIPS Quote shall never exceed Vendor's TIPS Pricing for any good or service offered through TIPS. TIPS Pricing price increases and modifications, if permitted, will be honored according to the terms of the solicitation and Vendor's proposal, incorporated herein by reference.

14. **Indemnification of TIPS.** VENDOR AGREES TO INDEMNIFY, HOLD HARMLESS, AND DEFEND TIPS, TIPS MEMBERS, TIPS OFFICERS, TIPS EMPLOYEES, TIPS DIRECTORS, AND TIPS TRUSTEES (THE "TIPS INDEMNITEES") FROM AND AGAINST ALL CLAIMS AND SUITS BY THIRD-PARTIES FOR DAMAGES, INJURIES TO PERSONS, PROPERTY DAMAGES, LOSSES, EXPENSES, FEES, INCLUDING COURT COSTS, REASONABLE ATTORNEY'S FEES, AND EXPERT FEES, ARISING OUT OF OR RELATING TO VENDOR'S NEGLIGENCE UNDER THIS AGREEMENT (INCLUDING THE PERFORMANCE OF VENDOR'S OFFICERS, EMPLOYEES, AGENTS, AUTHORIZED RESELLERS, SUBCONTRACTORS, LICENSEES, OR INVITEES), REGARDLESS OF THE NATURE OF THE CAUSE OF ACTION, INCLUDING WITHOUT LIMITATION CAUSES OF ACTION BASED UPON COMMON, CONSTITUTIONAL, OR STATUTORY LAW OR BASED IN

WHOLE OR IN PART UPON ALLEGATIONS OF NEGLIGENT OR INTENTIONAL ACTS OR OMISSIONS ON THE PART OF VENDOR, ITS OFFICERS, EMPLOYEES, AGENTS, AUTHORIZED RESELLERS, SUBCONTRACTORS, LICENSEES, OR INVITEES; PROVIDED, VENDOR'S AGGREGATE LIABILITY TO TIPS UNDER THIS AGREEMENT, INCLUDING THE INDEMNITY OBLIGATION IN THIS SECTION, WILL NOT EXCEED THE GREATER OF: (A) \$100,000 OR (B) THREE TIMES (3X) THE AMOUNTS RECEIVED BY VENDOR FROM TIPS MEMBERS FOR TIPS SALES IN THE 12 MONTHS PRECEDING THE EVENTS GIVING RISE TO THE LIABILITY.. APART FROM THIS INDEMNIFICATION PROVISION REQUIRING INDEMNIFICATION OF THE TIPS INDEMNITEES' ATTORNEY'S FEES AS SET FORTH ABOVE, RECOVERY OF ATTORNEYS' FEES BY THE PREVAILING PARTY IS AUTHORIZED ONLY IF AUTHORIZED BY TEX. EDUC. CODE § 44.032(F).

15. **Indemnification and Assumption of Risk – Vendor Data.** VENDOR AGREES THAT IT IS VOLUNTARILY PROVIDING DATA (INCLUDING BUT NOT LIMITED TO: VENDOR INFORMATION, VENDOR DOCUMENTATION, VENDOR'S PROPOSALS, VENDOR PRICING SUBMITTED OR PROVIDED TO TIPS, TIPS CONTRACT DOCUMENTS, TIPS CORRESPONDENCE, VENDOR LOGOS AND IMAGES, VENDOR'S CONTACT INFORMATION, VENDOR'S BROCHURES AND COMMERCIAL INFORMATION, VENDOR'S FINANCIAL INFORMATION, VENDOR'S CERTIFICATIONS, AND ANY OTHER VENDOR INFORMATION OR DOCUMENTATION, INCLUDING WITHOUT LIMITATION SOFTWARE AND SOURCE CODE UTILIZED BY VENDOR, SUBMITTED TO TIPS BY VENDOR AND ITS AGENTS) ("VENDOR DATA") TO TIPS. THE PARTIES FURTHER ACKNOWLEDGE AND AGREE THAT THIS AGREEMENT DOES NOT TRANSFER ANY OF VENDOR'S PREEXISTING INTELLECTUAL PROPERTY RIGHTS OWNED BY VENDOR INCLUDING ANY INTELLECTUAL PROERTY RIGHTS WITH RESPECT TO VENOR'S ASSESSMENT PRODUCTS AND SERVICES. FOR THE SAKE OF CLARITY, AND WITHOUT LIMITING THE BREADTH OF THE INDEMNITY OBLIGATIONS IN SECTION 14 ABOVE, VENDOR AGREES TO PROTECT, INDEMNIFY, AND HOLD THE TIPS INDEMNITEES HARMLESS FROM AND AGAINST ANY AND ALL THIRD-PARTY CLAIMS, ACTIONS, DEMANDS, ALLEGATIONS, SUITS, JUDGMENTS, COSTS, EXPENSES, FEES, INCLUDING COURT COSTS, REASONABLE ATTORNEY'S FEES, AND EXPERT FEES AND ALL OTHER LIABILITY OF ANY NATURE WHATSOEVER ARISING OUT OF OR RELATING TO: (I) ANY UNAUTHORIZED, NEGLIGENT OR WRONGFUL USE OF, OR CYBER DATA BREACH INCIDENT AND VIRUSES OR OTHER CORRUPTING AGENTS INVOLVING, VENDOR'S DATA, PRICING, AND INFORMATION, COMPUTERS, OR OTHER HARDWARE OR SOFTWARE SYSTEMS, AND; (II) ALLEGATIONS OR CLAIMS THAT ANY VENDOR DATA INFRINGES ON THE INTELLECTUAL PROPERTY RIGHTS OF A THIRD-PARTY OR VENDOR; PROVIDED, VENDOR'S AGGREGATE LIABILITY TO TIPS UNDER THIS AGREEMENT, INCLUDING THE INDEMNITY OBLIGATION IN THIS SECTION, WILL NOT EXCEED THE GREATER OF: (A) \$100,000 OR (B) THREE TIMES (3X) THE AMOUNTS RECEIVED BY VENDOR FROM TIPS MEMBERS FOR TIPS SALES IN THE 12 MONTHS PRECEDING THE EVENTS GIVING RISE TO THE LIABILITY..
16. **Procedures Related to Indemnification.** In the event that an indemnity obligation arises, Vendor shall pay all amounts set forth in Section 14 and 15 above (including any settlements) and – if it has accepted its indemnity obligation without qualification – control the legal defense to such claim or cause of action, including without limitation attorney selection, strategy, discovery, trial, appeal, and settlement, and TIPS shall, at Vendor's cost and expense (with respect to reasonable out of pocket costs and expenses incurred by TIPS which shall be reimbursed to TIPS by Vendor), provide all commercially reasonable assistance requested by Vendor. In controlling any defense, Vendor shall ensure that all assertions of governmental immunity and all applicable pleas and defenses shall be promptly asserted.
17. **Indemnity for Underlying Sales and Supplemental Agreements.** Vendor shall be solely responsible for any customer claims or any disputes arising out of TIPS Sales or any Supplemental Agreement as if sold in the open-market. The Parties agree that TIPS shall not be liable for any claims arising out of Vendor's TIPS Sales or Supplemental Agreements, including but not limited to: allegations of product defect or insufficiency, allegations of service defect or insufficiency, allegations regarding delivery defect or insufficiency, allegations of fraud or misrepresentation, allegations regarding pricing or amounts owed for TIPS sales, and/or allegations regarding payment, over-payment, under-payment, or non-payment for TIPS Sales. Payment/Drafting, overpayment/over-drafting, under-payment/under-drafting, or non-payment for TIPS Sales between customer and Vendor and inspections, rejections, or acceptance of such purchases shall be the exclusive respective obligations of Vendor/Customer, and disputes shall be handled in accordance with the terms of the underlying Supplemental Agreement(s) entered into between Vendor and Customer. Vendor acknowledges that TIPS is not a dealer, subcontractor, agent, or reseller of Vendor's goods and services and shall not be responsible for any claims arising out of alleged insufficiencies or defects in Vendor's goods and services, should any arise.
18. **Confidentiality of Vendor Data.** Vendor understands and agrees that by signing this Agreement, all Vendor Data is hereby released to TIPS, TIPS Members, and TIPS third-party administrators to effectuate Vendor's TIPS Contract except as provided for herein. The Parties agree that Vendor Data is accessible by all TIPS Members as if submitted directly to that TIPS Member Customer for purchase consideration. If Vendor otherwise considers any portion of Vendor's Data to be confidential and not subject to public disclosure pursuant to Chapter 552 Texas Gov't Code (the "Public Information Act") or other law(s) and orders, Vendor must have identified the claimed confidential materials through proper execution of the Confidentiality Claim Form which is required to be submitted as part of Vendor's proposal resulting in this Agreement and incorporated by reference. The Confidentiality Claim Form included in Vendor's

proposal and incorporated herein by reference is the sole indicator of whether Vendor considers any Vendor Data confidential in the event TIPS receives a Public Information Request. If TIPS receives a request, any responsive documentation not deemed confidential by you in this manner will be automatically released. For Vendor Data deemed confidential by you in this manner, TIPS will follow procedures of controlling statute(s) regarding any claim of confidentiality and shall not be liable for any release of information required by law, including Attorney General determination and opinion. In the event that TIPS receives a written request for information pursuant to the Public Information Act that affects Vendor's interest in any information or data furnished to TIPS by Vendor, and TIPS requests an opinion from the Attorney General, Vendor may, at its own option and expense, prepare comments and submit information directly to the Attorney General stating why the requested information is exempt from disclosure pursuant to the requirements of the Public Information Act. Vendor is solely responsible for submitting the memorandum brief and information to the Attorney General within the time period prescribed by the Public Information Act. Notwithstanding any other information provided in this solicitation or Vendor designation of certain Vendor Data as confidential or proprietary, Vendor's acceptance of this TIPS Vendor Agreement constitutes Vendor's consent to the disclosure of Vendor's Data, including any information deemed confidential or proprietary, to TIPS Members or as ordered by a Court or government agency, including without limitation the Texas Attorney General. Vendor agrees that TIPS shall not be responsible or liable for any use or distribution of information or documentation by TIPS Members or as required by law.

19. **Vendor's Authorized Resellers.** TIPS recognizes that many vendors operate in the open market through the use of resellers or dealers. For that reason, TIPS permits Vendor to authorize Authorized Resellers within its Vendor Portal and make TIPS Sales through the Authorized Reseller(s). Once authorized by Vendor in the Vendor Portal, the Authorized Reseller(s) may make TIPS sales to TIPS Members. However, all purchase documents must include: (1) Authorized Reseller's Name; (2) Vendor's Name, as known to TIPS, and; (3) Vendor's TIPS Contract Name and Number under which it is making the TIPS Sale. Either Vendor or Reseller may report the sale pursuant to the terms herein. However, Vendor agrees that it is legally responsible for all reporting and fee payment as described herein for TIPS Sales made by Authorized Resellers. The TIPS Administration Fee is assessed on the amount paid by the TIPS Member, not on the Vendor's cost or on the amount for which the Vendor sold the item to a dealer or Authorized Reseller. The Parties intend that Vendor shall be responsible and liable for TIPS Sales made by Vendor's Authorized Resellers. Vendor agrees that it is voluntarily authorizing this Authorized Reseller and in doing so, Vendor agrees that it is doing so at its own risk and agrees to protect, indemnify, and hold TIPS harmless in accordance with Sections 14-17 above related to Authorized Reseller TIPS Sales made pursuant to this Agreement or purporting to be made pursuant to this Agreement that may be asserted against Vendor whether rightfully brought or otherwise. The Parties further agree that it is no defense to Vendor's breach of this Agreement that an Authorized Reseller caused Vendor of breach this Agreement.
20. **Circumvention of TIPS Sales.** When a public entity initiates a purchase with Vendor, if the Member inquires verbally or in writing whether Vendor holds a TIPS Contract, it is the duty of the Vendor to verify whether the Member is seeking a TIPS purchase. Any request for quote, customer communication, or customer purchase initiated through or referencing a TIPS Contract shall be completed through TIPS pursuant to this Agreement. Any encouragement or participation by Vendor in circumventing a TIPS sale being completed may result in immediate termination of Vendor's TIPS Contract(s) for cause as well as preclusion from future TIPS opportunities at TIPS sole discretion.
21. **State of Texas Franchise Tax.** By signature hereon, Vendor hereby certifies that Vendor is not currently delinquent in the payment of any franchise taxes owed to the State of Texas under Chapter 171 of the Texas Tax Code.
22. **Termination.**
 - A) **Termination for Convenience.** TIPS may, by written notice to Vendor, terminate this Agreement for convenience, in whole or in part, at any time by giving thirty (30) days' written notice to Vendor of such termination, and specifying the effective date thereof.
 - B) **Termination for Cause.** If Vendor fails to materially perform pursuant to the terms of this Agreement, TIPS shall provide written notice to Vendor specifying the default. If Vendor does not cure such default within thirty (30) days, TIPS may terminate this Agreement, in whole or in part, for cause. If TIPS terminates this Agreement for cause, and it is later determined that the termination for cause was wrongful, the termination shall automatically be converted to and treated as a termination for convenience.
 - C) **Vendor's Termination.** If TIPS fails to materially perform pursuant to the terms of this Agreement, Vendor shall provide written notice to TIPS specifying the default ("Notice of Default"). If TIPS does not cure such default within thirty (30) days, Vendor may terminate this Agreement, in whole or in part, for cause. If Vendor terminates this Agreement for cause, and it is later determined that the termination for cause was wrongful, the termination shall automatically be converted to and treated as a termination for convenience.

- D) Upon termination, all TIPS Sale orders previously accepted by Vendor shall be fulfilled and Vendor shall be paid for all TIPS Sales executed pursuant to the applicable terms. All TIPS Sale orders presented to Vendor but not fulfilled by Vendor, prior to the actual termination of this agreement shall be honored at the option of the TIPS Member. TIPS shall submit to Vendor an invoice for any outstanding TIPS Administration Fees and approved expenses and Vendor shall pay such fees and expenses within 30 calendar days of receipt of such valid TIPS invoice. Vendor acknowledges and agrees that continued participation in TIPS is subject to TIPS' sole discretion and that any Vendor may be removed from the TIPS program at any time with or without cause. This termination clause does not affect TIPS Sales Supplemental Agreements pursuant to this term regarding termination and the Survival Clause term.
- E) Vendor hereby waives any and all claims for damages, including, but not limited, to consequential damages or lost profits, that might arise from TIPS' act of terminating this Agreement.

23. **Survival Clause.** It is the intent of the Parties that this Agreement and procurement method applies to any TIPS Sale made during the life of this Agreement even if made on or near the Contract Expiration Date as defined herein. Thus, all TIPS Sales, including but not limited to: leases, service agreements, license agreements, open purchase orders, warranties, and contracts, even if they extend months or years past the TIPS Contract Expiration Date, shall survive the expiration or termination of this Agreement subject to the terms and conditions of the Supplemental Agreement between Customer and Vendor or unless otherwise specified herein.
24. **Audit Rights.** Due to transparency statutes and public accountability requirements of TIPS and TIPS Members, Vendor shall at their sole expense, maintain documentation of all TIPS Sales for a period of three years from the time of the TIPS Sale. In order to ensure and confirm compliance with this agreement, TIPS shall have authority to conduct audits of Vendor's TIPS Pricing or TIPS Sales with thirty-days' notice unless the audit is ordered by a Court Order or by a Government Agency with authority to do so without said notice; provided, this requirement does not violate Vendor's own information security policies, confidentiality obligations, and applicable laws. Notwithstanding the foregoing, in the event that TIPS is made aware of any pricing being offered to eligible entities that is materially inconsistent with Vendor's TIPS Pricing, TIPS shall have the ability to conduct the audit internally or may engage a third-party auditing firm to investigate any possible non-compliant conduct or may terminate the Agreement according to the terms of this Agreement. In the event of an audit, the requested materials shall be reasonably provided in the time, format, and at the location acceptable to TIPS. TIPS agrees not to perform a random audit the TIPS transaction documentation more than once per calendar year, but reserves the right to audit for just cause or as required by any governmental agency or court with regulatory authority over TIPS or the TIPS Member. These audit rights shall survive termination of this Agreement for a period of one (1) year from the effective date of termination.
25. **Conflicts of Interest.** The Parties confirm that they have not offered, given, or accepted, nor intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, service to the other in connection with this Agreement. Vendor affirms that, to the best of Vendor's knowledge, this Agreement has been arrived at independently, and is awarded without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other vendors in the award of this Agreement. Vendor agrees that it has disclosed any necessary affiliations with Region 8 Education Service Center and the TIPS Department, if any, through the Conflict of Interest attachment provided in the solicitation resulting in this Agreement.
26. **Volume of TIPS Sales.** Nothing in this Agreement or any TIPS communication may be construed as a guarantee that TIPS or TIPS Members will submit any TIPS orders to Vendor at any time.
27. **Compliance with the Law.** The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations applicable to their entity in connection with the programs contemplated under this Agreement.
28. **Severability.** If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, then such term(s) or provision(s) shall be deemed restated to reflect the original intention of the Parties as nearly as possible in accordance with applicable law and the remainder of this Agreement, and the remainder of the provisions of this Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated, unless such holding causes the obligations of the Parties hereto to be impossible to perform or shall render the terms of this Agreement to be inconsistent with the intent of the Parties hereto.
29. **Force Majeure.** If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement through no fault of its own then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon. Upon delivering such notice, the obligation of the affected party, so far as it is affected by such Force Majeure as described, shall be suspended during the continuance of the inability then claimed but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable

dispatch. In the event that Vendor's obligations are suspended by reason of Force Majeure, all TIPS Sales accepted prior to the Force Majeure event shall be the legal responsibility of Vendor and the terms of the TIPS Sale Supplemental Agreement shall control Vendor's failure to fulfill for a Force Majeure event.

30. Immunity. Vendor agrees that nothing in this Agreement shall be construed as a waiver of sovereign or government immunity; nor constitute or be construed as a waiver of any of the privileges, rights, defenses, remedies, or immunities available to Region 8 Education Service Center or its TIPS Department. The failure to enforce, or any delay in the enforcement of, any privileges, rights, defenses, remedies, or immunities available to Region 8 Education Service Center or its TIPS Department under this Agreement or under applicable law shall not constitute a waiver of such privileges, rights, defenses, remedies, or immunities or be considered as a basis for estoppel.

31. Insurance Requirements. Vendor agrees to maintain the following minimum insurance requirements for the duration of this Agreement. All policies held by Vendor to adhere to this term shall be written by a carrier with a financial size category of VII and at least a rating of "A-" by A.M. Best Key Rating Guide. The coverages and limits are to be considered minimum requirements and in no way limit the liability of the Vendor(s). Any immunity available to TIPS or TIPS Members shall not be used as a defense by the contractor's insurance policy. Only deductibles applicable to property damage are acceptable, unless proof of retention funds to cover said deductibles is provided. "Claims made" policies will not be accepted. Vendor's required minimum coverage shall not be suspended, voided, cancelled, non-renewed or reduced in coverage or in limits unless replaced by a policy that provides the minimum required coverage except after thirty (30) days prior written notice by certified mail, return receipt requested has been given to TIPS or the TIPS Member if a project or pending delivery of an order is ongoing. Upon request, certified copies of all insurance policies shall be furnished to the TIPS or the TIPS Member. Vendor agrees that when Vendor or its subcontractors are liable for any damages or claims, Vendor's policy, shall be primary over any other valid and collectible insurance carried by the Member or TIPS.

- General Liability: \$1,000,000 each Occurrence/Aggregate
- Automobile Liability: \$300,000 Includes owned, hired & non-owned
- Workers' Compensation: Statutory limits for the jurisdiction in which the Vendor performs under this Agreement. If Vendor performs in multiple jurisdictions, Vendor shall maintain the statutory limits for the jurisdiction with the greatest dollar policy limit requirement.
- Umbrella Liability: \$1,000,000 each Occurrence/Aggregate

32. Waiver. No waiver of any single breach or multiple breaches of any provision of this Agreement shall be construed to be a waiver of any breach of any other provision. No delay in acting regarding any breach of any provision shall be construed to be a waiver of such breach.

33. Binding Agreement. This Agreement shall be binding and inure to the benefit of the Parties hereto and their respective heirs, legal successors, and assigns.

34. Headings. The paragraph headings contained in this Agreement are included solely for convenience of reference and shall not in any way affect the meaning or interpretation of any of the provisions of this Agreement.

35. Choice of Law and Venue. This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Texas. Any proceeding, claim, action, or alternative dispute resolution arising out of or relating to this Agreement or involving TIPS shall be brought in a State Court of competent jurisdiction in Camp County, Texas, or if Federal Court is legally required, a Federal Court of competent jurisdiction in the Eastern District of Texas, and each of the Parties irrevocably submits to the exclusive jurisdiction of said court in any such proceeding, waives any objection it may now or hereafter have to venue or to convenience of forum, agrees that all claims in respect of the proceeding shall be heard and determined only in any such court, and agrees not to bring any proceeding arising out of or relating to this procurement process or any contract resulting from or and contemplated transaction in any other court. The Parties agree that either or both of them may file a copy of this paragraph with any court as written evidence of the knowing, voluntary and freely bargained for agreement between the Parties irrevocably to waive any objections to venue or to convenience of forum.

36. Relationship of the Parties. Nothing contained in this Agreement shall be construed to make one Party an agent of the other Party nor shall either party have any authority to bind the other in any respect, unless expressly authorized by the other party in writing. The Parties are independent contractors and nothing in this Agreement creates a relationship of employment, trust, agency or partnership between them.

37. Assignment. No assignment of this Agreement or of any duty or obligation of performance hereunder, shall be made in whole or in part by a Party hereto without the prior written consent of the other Party; provided, Vendor may assign its rights and delegate its

obligations under this Contract, to a successor entity in the event of a merger, acquisition, reorganization, or sale of all or substantially all of its assets, without prior written consent if TIPS is notified in writing. Written consent of TIPS shall not be unreasonably withheld.

- 38. Minimum Condition and Warranty Requirements for TIPS Sales.** All goods quoted or sold through a TIPS Sale shall be new unless clearly stated otherwise in writing. All new goods and services shall include the applicable manufacturers minimum standard warranty unless otherwise agreed to in the Supplemental Agreement.
- 39. Minimum Customer Support Requirements for TIPS Sales.** Vendor shall provide timely and commercially reasonable support for TIPS Sales or as agreed to in the applicable Supplemental Agreement.
- 40. Minimum Shipping Requirements for TIPS Sales.** Vendor shall ship, deliver, or provide ordered goods and services within a commercially reasonable time after acceptance of the order. If a delay in delivery is anticipated, Vendor shall notify the TIPS Member as to why delivery is delayed and provide an updated estimated time for completion. The TIPS Member may cancel the order if the delay is not commercially acceptable or not consistent with the Supplemental Agreement applicable to the order.
- 41. Minimum Vendor License Requirements.** Vendor shall maintain, in current status, all federal, state, and local licenses, bonds and permits required for the operation of the business conducted by Vendor. Vendor shall remain fully informed of and in compliance with all ordinances and regulations pertaining to the lawful provision of goods or services under the TIPS Agreement. TIPS and TIPS Members reserve the right to stop work and/or cancel a TIPS Sale or terminate this or any TIPS Sale Supplemental Agreement involving Vendor if Vendor's license(s) required to perform under this Agreement or under the specific TIPS Sale have expired, lapsed, are suspended or terminated subject to a 30-day cure period unless prohibited by applicable statute or regulation.
- 42. Minimum Vendor Legal Requirements.** Vendor shall remain aware of and comply with this Agreement and all local, state, and federal laws governing the sale of products/services offered by Vendor under this contract. Such applicable laws, ordinances, and policies must be complied with even if not specified herein.
- 43. Minimum Site Requirements for TIPS Sales (*when applicable to TIPS Sale*).**

Cleanup: When performing work on site at a TIPS Member's property, Vendor shall clean up and remove all debris and rubbish resulting from their work as required or directed by the TIPS Member or as agreed by the parties. Upon completion of work, the premises shall be left in good repair and an orderly, neat, clean and unobstructed condition.

Preparation: Vendor shall not begin a project for which a TIPS Member has not prepared the site, unless Vendor does the preparation work at no cost, or until TIPS Member includes the cost of site preparation in the TIPS Sale Site preparation includes, but is not limited to: moving furniture, installing wiring for networks or power, and similar pre-installation requirements.

Registered Sex Offender Restrictions: For work to be performed at schools, Vendor agrees that no employee of Vendor or a subcontractor who has been adjudicated to be a registered sex offender will perform work at any time when students are, or reasonably expected to be, present unless otherwise agreed by the TIPS Member. Vendor agrees that a violation of this condition shall be considered a material breach and may result in the cancellation of the TIPS Sale at the TIPS Member's discretion. Vendor must identify any additional costs associated with compliance of this term. If no costs are specified, compliance with this term will be provided at no additional charge.

Safety Measures: Vendor shall take all reasonable precautions for the safety of employees on the worksite, and shall erect and properly maintain all necessary safeguards for protection of workers and the public. Vendor shall post warning signs against all hazards created by the operation and work in progress. Proper precautions shall be taken pursuant to state law and standard practices to protect workers, general public and existing structures from injury or damage.

Smoking: Persons working under Agreement shall adhere to the TIPS Member's or local smoking statutes, codes, ordinances, and policies.

- 44. Payment for TIPS Sales.** TIPS Members may make payments for TIPS Sales directly to Vendor, Vendor's Authorized Reseller, or as otherwise agreed to in the applicable Supplemental Agreement after receipt of the invoice and in compliance with applicable payment statutes. Regardless of how payment is issued or received for a TIPS Sale, Vendor is responsible for all reporting and TIPS Administration Fee payment requirements as stated herein.
- 45. Marketing.** Vendor agrees to allow TIPS to use their name and logo within the TIPS website, database, marketing materials, and advertisements unless Vendor negotiates this term to include a specific acceptable-use directive. Any use of TIPS' name and logo or

any form of publicity, inclusive of press release, regarding this Agreement by Vendor must have prior approval from TIPS which will not be unreasonably withheld. Request may be made by email to tips@tips-usa.com. For marketing efforts directed to TIPS Members, Vendor must request and execute a separate Joint Marketing Disclaimer, at marketing@tips-usa.com, before TIPS can release contact information for TIPS Member entities for the purpose of marketing your TIPS contract(s). Vendor must adhere to strict Marketing Requirements once a disclaimer is executed. The Joint Marketing Disclaimer is a supplemental agreement specific to joint marketing efforts and has no effect on the terms of the TIPS Vendor Agreement. Vendor agrees that any images, photos, writing, audio, clip art, music, or any other intellectual property ("Property") or Vendor Data utilized, provided, or approved by Vendor during the course of the joint marketing efforts are either the exclusive property of Vendor, or Vendor has all necessary rights, license, and permissions to utilize said Property in the joint marketing efforts. Vendor agrees that they shall indemnify and hold harmless TIPS and its employees, officers, agents, representatives, contractors, assignees, designees, and TIPS Members from any and all third-party claims, damages, and judgments involving infringement of patent, copyright, trade secrets, trade or services marks, and any other intellectual or intangible property rights and/or claims arising from the Vendor's (including Vendor's officers', employees', agents', Authorized Resellers', subcontractors', licensees', or invitees') unauthorized use or distribution of Vendor Data and Property; provided, Vendor's aggregate liability to TIPS under this agreement, including the indemnity obligation in this section, will not exceed the greater of: (a) \$100,000 or (b) three times (3X) the amounts received by Vendor from TIPS Members for TIPS Sales in the 12 months preceding the events giving rise to the liability.

46. **Tax Exempt Status of TIPS Members.** Most TIPS Members are tax exempt entities and the laws and regulations applicable to the specific TIPS Member customer shall control.
47. **Automatic Renewal Limitation for TIPS Sales.** No TIPS Sale may incorporate an automatic renewal clause that exceeds month to month terms with which the TIPS Member must comply. All renewal terms incorporated into a TIPS Sale Supplemental Agreement shall only be valid and enforceable when Vendor received written confirmation of acceptance of the renewal term from the TIPS Member for the specific renewal term. The purpose of this clause is to avoid a TIPS Member inadvertently renewing an Agreement during a period in which the governing body of the TIPS Member has not properly appropriated and budgeted the funds to satisfy the Agreement renewal. Any TIPS Sale Supplemental Agreement containing an "Automatic Renewal" clause that conflicts with these terms is rendered void and unenforceable.
48. **Choice of Law Limitation for TIPS Sales.** Vendor agrees that if any "Choice of Law" provision is included in any TIPS Sale agreement/contract between Vendor and a TIPS Member, that clause must provide that the "Choice of Law" applicable to the TIPS Sale agreement/contract between Vendor and TIPS Member shall be the state where the TIPS Member operates unless the TIPS Member expressly agrees otherwise. Any TIPS Sale Supplemental Agreement containing a "Choice of Law" clause that conflicts with these terms is rendered void and unenforceable.pr
49. **Venue Limitation for TIPS Sales.** Vendor agrees that if any "Venue" provision is included in any TIPS Sale Agreement/contract between Vendor and a TIPS Member, that clause must provide that the "Venue" for any litigation or alternative dispute resolution shall be in the state and county where the TIPS Member operates unless the TIPS Member expressly agrees otherwise. Any TIPS Sale Supplemental Agreement containing a "Venue" clause that conflicts with these terms is rendered void and unenforceable.
50. **Indemnity Limitation for TIPS Sales.** Texas and other jurisdictions restrict the ability of governmental entities to indemnify others. Vendor agrees that if any "Indemnity" provision which requires the TIPS Member to indemnify Vendor is included in any TIPS sales agreement/contract between Vendor and a TIPS Member, that clause must either be stricken or qualified by including that such indemnity is only permitted, "to the extent permitted by the laws and constitution of [TIPS Member's State]" unless the TIPS Member expressly agrees otherwise. Any TIPS Sale Supplemental Agreement containing an "Indemnity" clause that conflicts with these terms is rendered void and unenforceable.
51. **Arbitration Limitation for TIPS Sales.** Vendor agrees that if any "Arbitration" provision is included in any TIPS Sale agreement/contract between Vendor and a TIPS Member, that clause may not require that the arbitration is mandatory or binding. Vendor agrees that if any "Arbitration" provision is included in any TIPS Sale agreement/contract between Vendor and a TIPS Member, that clause provides for only voluntary and non-binding arbitration unless the TIPS Member expressly agrees otherwise. Any TIPS Sale Supplemental Agreement containing a "Arbitration" clause that conflicts with these terms is rendered void and unenforceable.

In Witness Whereof, the parties hereto, each acting under due and proper authority, have signed this Agreement.

TIPS VENDOR AGREEMENT SIGNATURE FORM
TIPS 240804 Academic and Educational Goods and Services

Vendor Name: Riverside Assessments, LLC d/b/a Riverside Insights

Vendor Address: One Pierce Place, Suite 101C

City: Itasca State: Illinois Zip Code: 60143

Vendor Authorized Signatory Name: Scott E. Olson

Vendor Authorized Signatory Title: Funding and Proposal Manager

Vendor Authorized Signatory Phone: 630/467.7152

Vendor Authorized Signatory Email: proposals@riversideinsights.com

Vendor Authorized Signature: Scott E. Olson Digitally signed by Scott E. Olson
Date: 2024.10.31 11:05:29 -05'00' Date: Oct. 31, 2024

(The following is for TIPS completion only)

TIPS Authorized Signatory Name: Dr. Fitts

TIPS Authorized Signatory Title: Executive Director

TIPS Authorized Signature: David Wayne Fitts Date: 10/31/2024



240804

**Riverside Insights
Riverside Assessments, LLC
Supplier Response**

Event Information

Number: 240804
Title: Academic and Educational Goods and Services
Type: Request for Proposal
Issue Date: 8/1/2024
Deadline: 9/20/2024 03:00 PM (CT)

Notes: This is a solicitation issued by The Interlocal Purchasing System (TIPS), a department of Texas Region 8 Education Service Center. It is an Indefinite Delivery, Indefinite Quantity ("IDIQ") solicitation. It will result in contracts that provide, through adoption/"piggyback" an indefinite quantity of supplies/services, during a fixed period of time, to TIPS public entity and qualifying non-profit "TIPS Members" throughout the nation. Thus, there is no specific project or scope of work to review. Rather this solicitation is issued as a prospective award for utilization when any TIPS Member needs the goods or services offered during the life of the agreement.

IF YOU CURRENTLY HOLD TIPS CONTRACT 210301 ACADEMIC CURRICULUM AND INSTRUCTIONAL/EDUCATIONAL GOODS, MATERIALS, AND SERVICES ("210301"), YOU MUST RESPOND TO THIS SOLICITATION TO PREVENT LAPSE OF CONTRACT UNLESS YOU HOLD ANOTHER CURRENT TIPS CONTRACT THAT COVERS ALL OF YOUR ACADEMIC AND EDUCATIONAL OFFERINGS. THIS AWARDED CONTRACT WILL REPLACE YOUR EXPIRING TIPS CONTRACT 210301.

IF YOU CURRENTLY HOLD TIPS CONTRACT 210902 CLASSROOM AND TEACHING AIDS GOODS AND SERVICES ("210902") THERE IS NO NEED TO RESPOND TO THIS SOLICITATION AS THIS SAME ANNUAL OPPORTUNITY WILL BE AVAILABLE IN 2025, PRIOR TO 210902 EXPIRATION. HOWEVER, IF IT IS YOUR PREFERENCE TO RESPOND HEREIN FOR CONVENIENCE OR TO COMPLETE THE PROCESS IN ADVANCE, THAT IS ACCEPTABLE. IF YOU RESPOND HEREIN AND ARE AWARDED YOUR 210902 CONTRACT WILL BE REPLACED BY THIS NEW 240804 OPPORTUNITY.

IF YOU HOLD ANOTHER TIPS CONTRACT OTHER THAN 210301 WHICH COVERS ALL OF YOUR ACADEMIC AND EDUCATIONAL OFFERINGS AND YOU ARE SATISFIED WITH IT, THERE IS NO NEED TO RESPOND TO THIS SOLICITATION UNLESS YOU PREFER TO HOLD BOTH CONTRACTS.

Contact Information

Address: Region 8 Education Service Center
4845 US Highway 271 North
Pittsburg, TX 75686
Phone: +1 (866) 839-8477
Email: bids@tips-usa.com

Riverside Insights Information

Contact: Customer Service
Address: One Pierce Place
Suite 101C
Itasca, IL 60143
Phone: (800) 323-9540
Toll Free: (800) 767-8420
Email: inquiry@service.riversideinsights.com
Web Address: <https://riversideinsights.com>

By submitting your response, you certify that you are authorized to represent and bind your company.

Scott E. Olson
Signature

proposals@riversideinsights.com
Email

Submitted at 9/20/2024 12:10:19 PM (CT)

Requested Attachments

Vendor Agreement

TIPS Vendor Agreement with
mark-ups for proposed
exceptions.docx

The Vendor Agreement must be downloaded from the "Attachments" section of the IonWave eBid System, reviewed, Vendor Name placed in the line provided at the top, and uploaded to this location. If Vendor has proposed deviations to the Vendor Agreement, Vendor may assert so in the Attribute Questions and those shall be addressed during evaluation.

Vendor Agreement Signature Form

240804 Vendor Agreement
Signature Form.pdf

The Vendor Agreement Signature Form must be downloaded from the "Attachments" section of the IonWave eBid System, reviewed, properly completed, and uploaded to this location. If Vendor has proposed deviations to the Vendor Agreement, Vendor may leave the signature line of this page blank and assert so in the Attribute Questions and those shall be addressed during evaluation.

Pricing Form 2

240804 Pricing Form 2.xlsx

Pricing Form 2 must be downloaded from the "Attachments" section of the IonWave eBid System, reviewed, properly completed as instructed, and uploaded to this location.

Pricing Form 1

240804 Pricing Form 1.xlsx

Pricing Form 1 must be downloaded from the "Attachments" section of the IonWave eBid System, reviewed, properly completed as instructed, and uploaded to this location.

Required Confidentiality Claim Form

240804 Required Confidentiality
Claim Form.pdf

The Required Confidentiality Claim Form must be downloaded from the "Attachments" section of the IonWave eBid System, reviewed, properly completed, and uploaded to this location. This is the only way for Vendor to assert confidentiality of any information submitted.

(3) Required Customer Reference Letters

Combined Letters of Reference
for Riverside Insights.pdf

Vendor is required to upload three Customer Reference Letters from three separate customers as described herein. Vendor will be scored on the aggregate Reference Letters received from customers as described in the solicitation. Vendor must provide three current letters (issued within the 12-months preceding the date on which the solicitation was posted) from its customers verifying Vendor's customer service and reputation as described herein. (Ex. if the solicitation/bid posted on February 4, 2024, the letters must be dated on or after February 1, 2023). The letters must be issued from customers who have received goods or services from the Vendor or its current corporate officials, on entity/company letterhead, must specify its customer experience with Vendor, and must be signed by an authorized representative of the customer. TIPS Reference Forms from past bids will no longer be accepted.

Current Form W-9

Riverside Insights W-9 2024.pdf

Vendor must upload their current IRS Tax Form W-9. The legal name, EIN, and d/b/a's listed should match the information provided herein exactly. This form will be utilized by TIPS to properly identify your entity.

Alternate or Supplemental Pricing Documents

No response

Optional. If when completing Pricing Form 1 & Pricing Form 2 you direct TIPS to view additional, alternate, or supplemental pricing documentation, you may upload that documentation.

Certificates & Licenses (Supplemental Vendor Information Only)

No response

Optional. If Vendor would like to display any applicable certificates or licenses (including HUB certificates) for TIPS and TIPS Member Customer consideration, Vendor may upload those at this location. These supplemental documents shall not be considered part of the TIPS Contract. Rather, they are Vendor Supplemental Information for marketing and informational purposes only.

Vendor Logo (Supplemental Vendor Information Only)

Riverside logo.png

Optional. If Vendor desires that their logo be displayed on their public TIPS profile for TIPS and TIPS Member viewing, Vendor may upload that logo at this location. These supplemental documents shall not be considered part of the TIPS Contract. Rather, they are Vendor Supplemental Information for marketing and informational purposes only.

Disclosure of Lobbying Activities - Standard Form - LLL

No response

Do not upload this form unless Vendor has reportable lobbying activities. There are Attributes entitled, "2 CFR Part 200 or Federal Provision - Byrd Anti-Lobbying Amendment – Continued." Properly respond to those Attributes and only upload this form if applicable/instructed. If upload is required based on your response to those Attributes, the Disclosure of Lobbying Activities – Standard Form - LLL must be downloaded from the "Attachments" section of the IonWave eBid System, reviewed, properly completed, and uploaded to this location.

Vendor's Warranties, Terms, and Conditions (Supplemental Vendor Information Only)

No response

Optional. If Vendor would like to display any standard warranties, terms, or conditions which are often applicable to their offerings for TIPS and TIPS Member Customer consideration, Vendor may upload those at this location. These supplemental documents shall not be considered part of the TIPS Contract. Rather, they are Vendor Supplemental Information for marketing and informational purposes only.

Supplemental Vendor Information (Supplemental Vendor Information Only)

No response

Optional. If Vendor would like to display or include any brochures, promotional documents, marketing materials, or other Vendor Information for TIPS and TIPS Member Customer consideration, Vendor may upload those at this location. These supplemental documents shall not be considered part of the TIPS Contract. Rather, they are Vendor Supplemental Information for marketing and informational purposes only.

Conflict of Interest Questionnaire - Form CIQ

No response

Do not upload this form unless you have a reportable conflict with TIPS. There is an Attribute entitled "Conflict of Interest Questionnaire Requirement" immediately followed by an Attribute entitled "Conflict of Interest Questionnaire Requirement – Form CIQ – Continued." Properly respond to those Attributes and only upload this form if applicable/instructed. If upload is required based on your response to those Attributes, the Conflict of Interest Questionnaire – Form CIQ must be downloaded from the "Attachments" section of the IonWave eBid System, reviewed, properly completed, and uploaded at this location.

Response Attachments

Riverside Insights Terms of Use.pdf

Riverside Insights Standard Terms of Use

TIPS Cover Letter.pdf

Cover Letter for our response.

Bid Attributes

1	Disadvantaged/Minority/Women Business & Federal HUBZone Some participating public entities are required to seek Disadvantaged/Minority/Women Business & Federal HUBZone ("D/M/WBE/Federal HUBZone") vendors. Does Vendor certify that their entity is a D/M/WBE/Federal HUBZone vendor? If you respond "Yes," you must upload current certification proof in the appropriate "Response Attachments" location. <input type="text" value="NO"/>
2	Historically Underutilized Business (HUB) Some participating public entities are required to seek Historically Underutilized Business (HUB) vendors as defined by the Texas Comptroller of Public Accounts Statewide HUB Program. Does Vendor certify that their entity is a HUB vendor? If you respond "Yes," you must upload current certification proof in the appropriate "Response Attachments" location. <input type="text" value="No"/>
3	National Coverage Can the Vendor provide its proposed goods and services to all 50 US States? <input type="text" value="Yes - All 50 States"/>
4	States Served If Vendor answered "No" to the question entitled "National Coverage," please list all states where vendor can provide the goods and services proposed directly below. Your response may dictate which potential TIPS Member customers consider purchasing your offerings. <input type="text" value="No response"/>

5 Description of Vendor Entity and Vendor's Goods & Services

If awarded, this description of Vendor and Vendor's goods and services will appear on the TIPS website for customer/public viewing.

At Riverside Insights, we share your commitment to helping individuals elevate their cognitive and learning potential—from early childhood, throughout their academic journey and for the rest of their lives. Assessments play a critical role in this effort with actionable insights derived from accurate, reliable and consistent data that create opportunities to help people thrive. That's why we offer a proven portfolio of trusted and precise assessment solutions that provides the clarity and perspective needed to create a meaningful impact. Riverside Insights offers a broad array of research-based solutions, serving the classroom and clinical/special needs assessment markets with both online and paper-pencil testing tools, which include: • Standardized preK–12 education assessments—including achievement, ability, benchmark, progress monitoring, and screening tests—that enable educators to evaluate the skills and educational progress of their students. • Leading-edge life skills and mental health tools that are designed to ensure that all members of school and out-of-schooltime communities, both students and adults, have the social and emotional skills to be successful, productive, and happy. • Diagnostic special-needs assessments for children and adults that allow clinicians and specialists to measure attributes such as general intellectual ability, specific cognitive abilities, scholastic aptitude, and oral language development. Of note, we provide specialized assessments in the above categories that aid English Language Learners.

6 Primary Contact Name

Please identify the individual who will be primarily responsible for all TIPS matters and inquiries for the duration of the contract.

Tony Castilleja

7 Primary Contact Title

Primary Contact Title

Senior Assessment Consultant

8 Primary Contact Email

Please enter a valid email address that will definitely reach the Primary Contact.

tony.castilleja@riversideinsights.com

9 Primary Contact Phone

Numbers only, no symbols or spaces (Ex. 8668398477). The system will auto-populate your entry with commas once submitted which is appropriate and expected (Ex. 8,668,398,477).

Please provide the accurate and current phone number where the individual who will be primarily responsible for all TIPS matters and inquiries for the duration of the contract can be reached directly.

2108001609

10 Primary Contact Fax

Numbers only, no symbols or spaces (Ex. 8668398477). The system will auto-populate your entry with commas once submitted which is appropriate and expected (Ex. 8,668,398,477).

No response

11 Primary Contact Mobile

Numbers only, no symbols or spaces (Ex. 8668398477). The system will auto-populate your entry with commas once submitted which is appropriate and expected (Ex. 8,668,398,477).

No response

1 2	Secondary Contact Name Please identify the individual who will be secondarily responsible for all TIPS matters and inquiries for the duration of the contract. <input type="text" value="Alyssa Glick"/>
1 3	Secondary Contact Title Secondary Contact Title <input type="text" value="Field Sales Consultant"/>
1 4	Secondary Contact Email Please enter a valid email address that will definitely reach the Secondary Contact. <input type="text" value="alyssa.glick@riversideinsights.com"/>
1 5	Secondary Contact Phone Numbers only, no symbols or spaces (Ex. 8668398477). The system will auto-populate your entry with commas once submitted which is appropriate and expected (Ex. 8,668,398,477). Please provide the accurate and current phone number where the individual who will be secondarily responsible for all TIPS matters and inquiries for the duration of the contract can be reached directly. <input type="text" value="2243718569"/>
1 6	Secondary Contact Fax Numbers only, no symbols or spaces (Ex. 8668398477). The system will auto-populate your entry with commas once submitted which is appropriate and expected (Ex. 8,668,398,477). <input type="text" value="No response"/>
1 7	Secondary Contact Mobile Numbers only, no symbols or spaces (Ex. 8668398477). The system will auto-populate your entry with commas once submitted which is appropriate and expected (Ex. 8,668,398,477). <input type="text" value="No response"/>
1 8	Administration Fee Contact Name Please identify the individual who will be responsible for all payment, accounting, and other matters related to Vendor's TIPS Administration Fee due to TIPS for the duration of the contract. <input type="text" value="Beth Graham"/>
1 9	Administration Fee Contact Email Please enter a valid email address that will definitely reach the Administration Fee Contact. <input type="text" value="beth.graham@riversideinsights.com"/>
2 0	Administration Fee Contact Phone Numbers only, no symbols or spaces (Ex. 8668398477). The system will auto-populate your entry with commas once submitted which is appropriate and expected (Ex. 8,668,398,477). <input type="text" value="6304676093"/>
2 1	Purchase Order and Sales Contact Name Please identify the individual who will be responsible for receiving and processing purchase orders and sales under the TIPS Contract. <input type="text" value="Customer Service"/>

2 2	Purchase Order and Sales Contact Email Please enter a valid email address that will definitely reach the Purchase Order and Sales Contact. <input type="text" value="orders@service.riversideinsights.com"/>
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2 3	Purchase Order and Sales Contact Phone Numbers only, no symbols or spaces (Ex. 8668398477). The system will auto-populate your entry with commas once submitted which is appropriate and expected (Ex. 8,668,398,477). <input type="text" value="8003239540"/>
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2 4	Company Website Company Website (Format - www.company.com) <input type="text" value="www.riversideinsights.com"/>
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2 5	Entity D/B/A's and Assumed Names You must confirm that you are responding to this solicitation under your legal entity name. Go now to your Supplier Profile in this eBid System and confirm that your profile reflects your "Legal Name" as it is listed on your W9. In this question, please identify all of your entity's assumed names and D/B/A's. Please note that you will be identified publicly by the Legal Name under which you respond to this solicitation unless you organize otherwise with TIPS after award. <input type="text" value="Riverside Insights"/>
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2 6	Primary Address Primary Address <input type="text" value="One Pierce Place, Suite 101C"/>
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2 7	Primary Address City Primary Address City <input type="text" value="Itasca"/>
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2 8	Primary Address State Primary Address State (2 Digit Abbreviation) <input type="text" value="Illinois"/>
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2 9	Primary Address Zip Primary Address Zip <input type="text" value="60143"/>
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3 0	Search Words Identifying Vendor Please list all search words and phrases to be included in the TIPS database related to your entity. Do not list words which are not associated with the bid category/scope (See bid title for general scope). This will help users find you through the TIPS website search function. You may include product names, manufacturers, specialized services, and other words associated with the scope of this solicitation. <input type="text" value="assessment, test, exam, screening, progress monitoring, intervention, special education, social emotional learning"/>
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3 1	Certification of Vendor Residency (Required by the State of Texas) Does Vendor's parent company or majority owner: (A) have its principal place of business in Texas; or (B) employ at least 500 persons in Texas? Texas Education Code Section 44.031 requires that this information be considered in evaluation for certain contracts. However, Vendor response does not affect points, scoring, or potential award. <input type="text" value="No"/>
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3 2	Vendor's Principal Place of Business (City) In what city is Vendor's principal place of business located? <input type="text" value="Itasca"/>
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3 3	Vendor's Principal Place of Business (State) In what state is Vendor's principal place of business located? <input type="text" value="Illinois"/>
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3 4	Vendor's Years in Business How many years has the business submitting this proposal been operating in its current capacity and field of work? <input type="text" value="6"/>
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3 5	Certification Regarding Entire TIPS Agreement Vendor agrees that, if awarded, Vendor's final TIPS Contract will consist of the provisions set forth in the finalized TIPS Vendor Agreement, Vendor's responses to these attribute questions, and: (1) The TIPS solicitation document resulting in this Agreement; (2) Any addenda or clarifications issued in relation to the TIPS solicitation; (3) All solicitation information provided to Vendor by TIPS through the TIPS eBid System; (3) Vendor's entire proposal response to the TIPS solicitation including all accepted required attachments, acknowledged notices and certifications, accepted negotiated terms, accepted pricing, accepted responses to questions, and accepted written clarifications of Vendor's proposal, and; any properly included attachments to the TIPS Contract. Does Vendor agree? <input type="text" value="Yes, Vendor agrees"/>
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**3
6** Minimum Percentage Discount Offered to TIPS Members on all Goods and Services (READ CAREFULLY)

Please read thoroughly and carefully as an error on your response can render your contract award unusable.

TIPS Members often turn to TIPS Contracts for ease of use and to receive discounted pricing.

What is the minimum percentage discount that you can offer TIPS Members off of all goods and service pricing (whether offered through Pricing Form 1, Pricing Form 2, or in another accepted format) that you offer? Only limited goods/services specifically identified and excluded from this discount in Vendor's original proposal may be excluded from this discount.

Vendor must respond with a percentage from 0%-100%. The percentage discount that you input below will be applied to your "Catalog Pricing", as defined in the solicitation, for all TIPS Sales made during the life of the contract. You cannot alter this percentage discount once the solicitation legally closes. You will always be required to discount every TIPS Sale by the percentage included below with the exception of limited goods/services specifically identified and excluded from this discount in Vendor's original proposal. If you add goods or services to your "Catalog Pricing" during the life of the contract, you will be required to sell those new items with this discount applied.

Example: In this example, you enter a 10% minimum percentage discount below. In year-one of your TIPS Contract, your published "Catalog Pricing" (website/store/published pricing) for "Tablet A" is \$100 and for "Tablet Set-Up Service" is \$100. In this example, you must sell those items under the TIPS Contract at the proposed 10% discounted price of: "Tablet A" - \$90, "Tablet Set-Up Service" - \$90. In year two of your TIPS Contract, you update your "Catalog Pricing" with the market. You add "Tablet B" to your "Catalog Pricing" for \$200 and have increased the price of "Tablet A" to \$110 and the price of "Tablet Set-Up Service" to \$110. In this example, after the "Catalog Pricing" update, you must still sell those items under the TIPS Contract at the proposed 10% discounted price of: "Tablet A" - \$99, "Tablet Set-Up Service" - \$99, and "Tablet B" - \$180.00.

With the exception of limited goods/services specifically identified and excluded from this discount in Vendor's original proposal, if you cannot honor the discount on all goods and items now included or which may be added in the future with certainty, then you should offer a lesser discount percentage below.

What is the minimum percentage discount that you can offer TIPS Members off of all goods and service pricing (whether offered through Pricing Form 1, Pricing Form 2, or in another accepted format) that you offer?

**3
7** Honoring Vendor's Minimum Percentage Discount

Vendor is asked in these Attribute Questions to provide a Minimum Percentage Discount offered to TIPS Members on all goods and services sold under the TIPS Contract. Points will be assigned for your response and scoring of your proposal will be affected. A "YES" answer will be awarded the maximum 10 points and a "NO" answer will be awarded 0 points.

Does Vendor agree to honor the Minimum Percentage Discount off of their TIPS "Catalog Pricing" that Vendor proposed for all TIPS Sales made for the duration of the TIPS Contract?

**3
8** Volume and Additional Discounts

In addition to the Minimum Percentage Discount proposed herein, does Vendor ever expect and intend to offer additional, greater, or volume discounts to TIPS Members?

Point(s) may be assigned for your response in the category of "Pricing" during scoring and evaluation.

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"Catalog Pricing" and Pricing Requirements

This is a requirement of the TIPS Contract and is non-negotiable.

In this solicitation and resulting contract, "Catalog Pricing" shall be defined as:

"The then available list of goods or services, in the most current listing regardless of date, that takes the form of a catalog, price list, price schedule, shelf-price or other viewable format that:

- A. is regularly maintained by the manufacturer or Vendor of an item; and
- B. is either published or otherwise available for review by TIPS or a customer during the purchase process;
- C. to which the Minimum Percentage Discount proposed by the proposing Vendor may be applied.

If awarded on this TIPS Contract, for the duration of the contract, Vendor agrees to provide, upon request, their then current "Catalog Pricing." Or, in limited circumstances where Vendor has proposed the Percentage Mark-Up method of pricing in this proposal, proof of Vendor's "cost" may be accepted by TIPS in place of catalog pricing.

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EXCEPTIONS & DEVIATIONS TO TIPS STANDARD TERMS AND CONDITIONS

Vendor agrees that, if awarded, Vendor's final TIPS Contract will consist of the provisions set forth in the finalized TIPS Vendor Agreement, Vendor's responses to these attribute questions, and: (1) The TIPS solicitation document resulting in this Agreement; (2) Any addenda or clarifications issued in relation to the TIPS solicitation; (3) All solicitation information provided to Vendor by TIPS through the TIPS eBid System; (3) Vendor's entire proposal response to the TIPS solicitation including all accepted required attachments, acknowledged notices and certifications, accepted negotiated terms, accepted pricing, accepted responses to questions, and accepted written clarifications of Vendor's proposal, and; any properly included attachments to the TIPS Contract. In the event of conflict between the terms of the finalized Vendor Agreement and one of the incorporated documents the terms and conditions which are in the best interest of governmental/qualifying non-profit TIPS Members shall control at TIPS sole discretion.

If Vendor responds, "No, Vendor does not agree" to this Attribute, after this solicitation legally closes and TIPS begins evaluating Vendor's file, TIPS will provide Vendor with a draft Word Document version of the Vendor Agreement and will be instructed to include all requested negotiations as redline edits for TIPS consideration. This is the only proper way to submit proposed deviations for TIPS consideration. TIPS reserves the right to accept, decline, or modify Vendor's requested negotiated terms. For this reason, answering "No, Vendor does not agree" may ultimately delay or prevent award.

Does Vendor agree with TIPS standard terms and conditions as presented in the TIPS solicitation document (RFP, RCSP, RFQ, or other) and the TIPS Vendor Agreement document?

4 **TIPS Sales Reporting Requirements**

1 **This is a requirement of the TIPS Contract and is non-negotiable.**

By submitting this proposal, Vendor certifies that Vendor will properly report all TIPS sales. With the exception of TIPS Automated Vendors, who have signed an exclusive agreement with TIPS regarding reporting, all TIPS Sales must be reported to TIPS by either:

(1) Emailing the purchase order or similar purchase document (with Vendor's Name, as known to TIPS, and the TIPS Contract Name and Number included) to TIPS at tipspo@tips-usa.com with "Confirmation Only" in the subject line of the email within three business days of Vendor's acceptance of the order, or;

(2) Within 3 business days of the order being accepted by Vendor, Vendor must login to the TIPS Vendor Portal and successfully self-report all necessary sale information within the Vendor Portal and confirm that it shows up accurately on your current Vendor Portal statement.

No other method of reporting is acceptable unless agreed to by the Parties in writing. Failure to report all sales pursuant to this provision may result in immediate cancellation of Vendor's TIPS Contract(s) for cause at TIPS' sole discretion.

4 **TIPS Administration Fee Requirement and Acknowledgment**

2 **This is a requirement of the TIPS Contract and is non-negotiable.**

The collection of fees by TIPS, a government entity, for performance of these procurement services is required pursuant to Texas Government Code Section 791.011 et. seq. The TIPS Administration Fee is the amount legally owed by Vendor to TIPS for TIPS Sales made by Vendor. The TIPS Administration Fee amount is typically a set percentage of each TIPS Sale legally due to TIPS, but the exact TIPS Administration Fee for this Contract is published in the corresponding RFP or RCSP document. TIPS Administration Fees are due to TIPS immediately upon Vendor's receipt of payment, including partial payment, for a TIPS Sale.

By submitting a proposal, Vendor agrees that it has read, understands, and agrees to the published TIPS Administration Fee amount, calculation, and payment requirements. By submitting a proposal Vendor further confirms that all TIPS Pricing includes the TIPS Administration Fee and Vendor will not show adding the TIPS Administration Fee as a charge or line-item in any TIPS Sale.

4 **TIPS Member Access to Vendor Proposal & Documentation**

3 **This is a requirement of the TIPS Contract and is non-negotiable.**

Notwithstanding any other information provided in this solicitation or Vendor designation of certain documentation as confidential or proprietary, Vendor's submission of this proposal constitutes Vendor's express consent to the disclosure of Vendor's comprehensive proposal, including any information deemed confidential or proprietary, **to TIPS Members**. The proposing Vendor agrees that TIPS shall not be responsible or liable for any use or distribution of information or documentation to TIPS Members or by TIPS Members. By submitting this proposal, Vendor certifies the foregoing.

4 Non-Collusive Bidding Certificate

4 This is a requirement of the TIPS Contract and is non-negotiable.

By submission of this proposal, the Vendor certifies that:

- 1) This proposal has been independently arrived at without collusion with any other entity, bidder, or with any competitor;
- 2) This proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids, or proposals for this project, to any other bidder, competitor or potential competitor;
- 3) No attempt has been or will be made to induce any other person, partnership or corporation to modify, submit, or not to submit a bid or proposal; and
- 4) The person signing this bid or proposal certifies that they are duly authorized to execute this proposal/contract on behalf of Vendor and they have fully informed themselves regarding the accuracy of the statements contained in this certification, and under the penalties being applicable to the bidder as well as to the person signing in its behalf;

4 Antitrust Certification Statements (Tex. Government Code § 2155.005)

5 This is a requirement of the TIPS Contract and is non-negotiable.

By submission of this bid or proposal, Vendor certifies under penalty of perjury of the laws of the State of Texas that:

- (1) I am duly authorized to execute this proposal/contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Vendor) identified herein;
- (2) In connection with this proposal, neither I nor any representative of Vendor has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;
- (3) In connection with this proposal, neither I nor any representative of the Vendor has violated any federal antitrust law;
- (4) Neither I nor any representative of Vendor has directly or indirectly communicated any of the contents of this bid to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

4 Limitation on Out-of-State Litigation - Texas Business and Commerce Code § 272

6 This is a requirement of the TIPS Contract and is non-negotiable.

Texas Business and Commerce Code § 272 prohibits a construction contract, or an agreement collateral to or affecting the construction contract, from containing a provision making the contract or agreement, or any conflict arising under the contract or agreement, subject to another state's law, litigation in the courts of another state, or arbitration in another state. If included in Texas construction contracts, such provisions are voidable by a party obligated by the contract or agreement to perform the work.

By submission of this proposal, Vendor acknowledges this law and **if Vendor enters into a construction contract with a Texas TIPS Member** under this procurement, Vendor certifies compliance.

4
7 **Required Confidentiality Claim Form**

This is a requirement of the TIPS Contract and is non-negotiable.

TIPS provides the required TIPS Confidentiality Claim Form in the "Attachments" section of this solicitation. Vendor must execute this form by either signing and waiving any confidentiality claim, or designating portions of Vendor's proposal confidential. If Vendor considers any portion of Vendor's proposal to be confidential and not subject to public disclosure pursuant to Chapter 552 Texas Gov't Code or other law(s) and orders, Vendor must have identified the claimed confidential materials through proper execution of the Confidentiality Claim Form.

If TIPS receives a public information act or similar request, any responsive documentation not deemed confidential by you in this manner will be automatically released. For Vendor documents deemed confidential by you in this manner, TIPS will follow procedures of controlling statute(s) regarding any claim of confidentiality and shall not be liable for any release of information required by law, including Attorney General determination and opinion.

Notwithstanding any other Vendor designation of Vendor's proposal as confidential or proprietary, Vendor's submission of this proposal constitutes Vendor's agreement that proper execution of the required TIPS Confidentiality Claim Form is the only way to assert any portion of Vendor's proposal as confidential.

4
8 **Non-Discrimination Statement and Certification**

This is a requirement of the TIPS Contract and is non-negotiable.

In accordance with Federal civil rights law, all U.S. Departments, including but not limited to the USDA, USDE, FEMA, are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by federal funds (not all bases apply to all programs).

Vendor certifies that Vendor will comply with applicable Non-Discrimination and Equal Opportunity provisions set forth in TIPS Member Customers' policies and other regulations at the local, state, and federal levels of governments.

Yes, I certify

4
9 **Limitation of Vendor Indemnification and Similar Clauses**

This is a requirement of the TIPS Contract and is non-negotiable.

TIPS, a department of Region 8 Education Service Center, a political subdivision, and local government entity of the State of Texas, is prohibited from indemnifying third-parties (pursuant to the Article 3, Section 52 of the Texas Constitution) except as otherwise specifically provided for by law or as ordered by a court of competent jurisdiction. Article 3, Section 52 of the Texas Constitution states that "no debt shall be created by or on behalf of the State ... " and the Texas Attorney General has opined that a contractually imposed obligation of indemnity creates a "debt" in the constitutional sense. Tex. Att'y Gen. Op. No. MW-475 (1982). Thus, contract clauses which require TIPS to indemnify Vendor, pay liquidated damages, pay attorney's fees, waive Vendor's liability, or waive any applicable statute of limitations must be deleted or qualified with "to the extent permitted by the Constitution and Laws of the State of Texas."

Does Vendor agree?

Yes, I Agree

50	<p>Alternative Dispute Resolution Limitations</p> <p>This is a requirement of the TIPS Contract and is non-negotiable.</p> <p>TIPS, a department of Region 8 Education Service Center, a political subdivision, and local government entity of the State of Texas, does not agree to binding arbitration as a remedy to dispute and no such provision shall be permitted in this Agreement with TIPS. Vendor agrees that any claim arising out of or related to this Agreement, except those specifically and expressly waived or negotiated within this Agreement, may be subject to non-binding mediation at the request of either party to be conducted by a mutually agreed upon mediator as prerequisite to the filing of any lawsuit arising out of or related to this Agreement. Mediation shall be held in either Camp or Titus County, Texas. Agreements reached in mediation will be subject to the approval by the Region 8 ESC's Board of Directors, authorized signature of the Parties if approved by the Board of Directors, and, once approved by the Board of Directors and properly signed, shall thereafter be enforceable as provided by the laws of the State of Texas.</p> <p>Does Vendor agree?</p> <p><input type="text" value="Yes, Vendor agrees"/></p>
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51	<p>No Waiver of TIPS Immunity</p> <p>This is a requirement of the TIPS Contract and is non-negotiable.</p> <p>Vendor agrees that nothing in this Agreement shall be construed as a waiver of sovereign or government immunity; nor constitute or be construed as a waiver of any of the privileges, rights, defenses, remedies, or immunities available to Region 8 Education Service Center or its TIPS Department. The failure to enforce, or any delay in the enforcement, of any privileges, rights, defenses, remedies, or immunities available to Region 8 Education Service Center or its TIPS Department under this Agreement or under applicable law shall not constitute a waiver of such privileges, rights, defenses, remedies, or immunities or be considered as a basis for estoppel.</p> <p>Does Vendor agree?</p> <p><input checked="" type="checkbox"/> Yes, Vendor agrees</p>
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52	<p>Payment Terms and Funding Out Clause</p> <p>This is a requirement of the TIPS Contract and is non-negotiable.</p> <p>Vendor agrees that TIPS and TIPS Members shall not be liable for interest or late-payment fees on past-due balances at a rate higher than permitted by the laws or regulations of the jurisdiction of the TIPS Member.</p> <p>Funding-Out Clause: Vendor agrees to abide by the applicable laws and regulations, including but not limited to Texas Local Government Code § 271.903, or any other statutory or regulatory limitation of the jurisdiction of any TIPS Member, which requires that contracts approved by TIPS or a TIPS Member are subject to the budgeting and appropriation of currently available funds by the entity or its governing body.</p> <p>Does Vendor agree?</p> <p><input checked="" type="checkbox"/> Yes, Vendor agrees</p>
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53	<p>Certification Regarding Prohibition of Certain Terrorist Organizations (Tex. Gov. Code 2270)</p> <p>Vendor certifies that Vendor is not a company identified on the Texas Comptroller's list of companies known to have contracts with, or provide supplies or services to, a foreign organization designated as a Foreign Terrorist Organization by the U.S. Secretary of State.</p> <p>Does Vendor certify?</p> <p><input type="text" value="Yes, Vendor certifies"/></p>
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5 Certification Regarding Prohibition of Boycotting Israel (Tex. Gov. Code 2271)

4 If (a) Vendor is not a sole proprietorship; (b) Vendor has ten (10) or more full-time employees; and (c) this Agreement or any agreement with a TIPS Member under this procurement has value of \$100,000 or more, the following certification shall apply; otherwise, this certification is not required. Vendor certifies, where applicable, that neither the Vendor, nor any affiliate, subsidiary, or parent company of Vendor, if any, boycotts Israel, and Vendor agrees that Vendor and Vendor Companies will not boycott Israel during the term of this Agreement. For purposes of this Agreement, the term "boycott" shall mean and include refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory but does not include an action made for ordinary business purposes.

When applicable, does Vendor certify?

Yes, Vendor certifies

5 Certification Regarding Prohibition of Contracts with Certain Foreign-Owned Companies (Tex. Gov. Code 2274)

Certain public entities are prohibited from entering into a contract or other agreement relating to critical infrastructure that would grant Vendor direct or remote access to or control of critical infrastructure in this state, excluding access specifically allowed by a customer for product warranty and support purposes.

Vendor certifies that neither it nor its parent company nor any affiliate of Vendor or its parent company, is (1) owned by or the majority of stock or other ownership interest of the company is held or controlled by individuals who are citizens of China, Iran, North Korea, Russia, or a designated country; (2) a company or other entity, including governmental entity, that is owned or controlled by citizens of or is directly controlled by the government of China, Iran, North Korea, Russia, or a designated country; or (3) headquartered in China, Iran, North Korea, Russia, or a designated country.

For purposes of this certification, "critical infrastructure" means "a communication infrastructure system, cybersecurity system, electric grid, hazardous waste treatment system, or water treatment facility." Vendor certifies that Vendor will not grant direct or remote access to or control of critical infrastructure, except for product warranty and support purposes, to prohibited individuals, companies, or entities, including governmental entities, owned, controlled, or headquartered in China, Iran, North Korea, Russia, or a designated country, as determined by the Governor.

When applicable, does Vendor certify?

Yes, Vendor certifies

5 Certification Regarding Prohibition of Discrimination Against Firearm and Ammunition Industries (Tex. Gov. Code 2274)

If (a) Vendor is not a sole proprietorship; (b) Vendor has at least ten (10) full-time employees; and (c) this Agreement or any Supplemental Agreement with certain public entities have a value of at least \$100,000 that is paid wholly or partly from public funds; (d) the Agreement is not excepted under Tex. Gov. Code 2274 and (e) the purchasing public entity has determined that Vendor is not a sole-source provider or the purchasing public entity has not received any bids from a company that is able to provide this written verification, the following certification shall apply; otherwise, this certification is not required.

Vendor certifies that Vendor, or association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary parent company, or affiliate of these entities or associations, that exists to make a profit, does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and will not discriminate during the term of this contract against a firearm entity or firearm trade association.

For purposes of this Agreement, "discriminate against a firearm entity or firearm trade association" shall mean, with respect to the entity or association, to: "(1) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; (2) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (3) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association."

"Discrimination against a firearm entity or firearm trade association" does not include: "(1) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (2) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency, or for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association."

When applicable, does Vendor certify?

Yes, Vendor certifies

5 Certification Regarding Termination of Contract for Non-Compliance (Tex. Gov. Code 552.374)

If Vendor is not a governmental body and (a) this Agreement or any Supplemental Agreement with a public entity has a stated expenditure of at least \$1 million in public funds for the purchase of goods or services by certain public entities; or (b) this Agreement or any Supplemental Agreement results in the expenditure of at least \$1 million in public funds for the purchase of goods or services by certain public entities in their fiscal year, the following certification shall apply; otherwise, this certification is not required.

As required by Tex. Gov. Code 552.374, the following statement is included in the RFP and the Agreement (unless the Agreement is (1) related to the purchase or underwriting of a public security; (2) is or may be used as collateral on a loan; or (3) proceeds from which are used to pay debt service of a public security of loan): "The requirements of Subchapter J, Chapter 552, Government Code, may apply to this solicitation and Agreement and the Vendor agrees that this Agreement and any applicable Supplemental Agreement can be terminated if Vendor knowingly or intentionally fails to comply with a requirement of that subchapter."

Pursuant to Chapter 552 of the Texas Government Code, Vendor certifies that Vendor shall: (1) preserve all contracting information related to this Agreement as provided by the records retention requirements applicable to TIPS or the purchasing TIPS Member for the duration of the Agreement; (2) promptly provide to TIPS or the purchasing TIPS Member any contracting information related to the Agreement that is in the custody or possession of Vendor on request of TIPS or the purchasing TIPS Member; and (3) on completion of the Agreement, either (a) provide at no cost to TIPS or the purchasing TIPS Member all contracting information related to the Agreement that is in the custody or possession of Vendor, or (b) preserve the contracting information related to the Agreement as provided by the records retention requirements applicable to TIPS or the purchasing TIPS Member.

When applicable, does Vendor certify?

Yes, Vendor certifies

58 Certification Regarding Prohibition of Boycotting Certain Energy Companies (Tex. Gov. Code 2274)

If (a) Vendor is not a sole proprietorship; (b) Vendor has ten (10) or more full-time employees; and (c) this Agreement or any Supplemental Agreement with certain public entities has a value of \$100,000 or more that is to be paid wholly or partly from public funds, the following certification shall apply; otherwise, this certification is not required.

Vendor certifies that Vendor, or any wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of these entities or business associations, if any, do not boycott energy companies and will not boycott energy companies during the term of the Agreement or any applicable Supplemental Agreement.

For purposes of this certification the term "company" shall mean an organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, that exists to make a profit.

The term "boycott energy company" shall mean "without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company (a) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law, or (b) does business with a company described by paragraph (a)." (See Tex. Gov. Code 809.001).

When applicable, does Vendor certify?

Yes, Vendor certifies

59 Felony Conviction Notice - Texas Education Code 44.034

Texas Education Code, Section 44.034, Notification of Criminal History, Subsection (a), states, "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony."

Subsection (b) states, "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

Subsection (c) states, "This section does not apply to a publicly held corporation."

Vendor certifies one of the following:

- A. My firm is a publicly held corporation; therefore, this reporting requirement is not applicable, or;
- B. My firm is not owned nor operated by anyone who has been convicted of a felony, or;
- C. My firm is owned or operated by the following individual(s) who has/have been convicted of a felony.

If Vendor responds with Option (C), Vendor is required to provide information in the next attribute.

B. My firm is not owned nor operated by felon.

60 **Felony Conviction Notice - Texas Education Code 44.034 - Continued**

If Vendor selected Option (C) in the previous attribute, Vendor must provide the following information herein:

1. Name of Felon(s)
2. The Felon(s) title/role in Vendor's entity, and
3. Details of Felon(s) Conviction(s).

No response

61 **Conflict of Interest Questionnaire Requirement**

Vendor agrees that it has looked up, read, and understood the current version of Texas Local Government Code Chapter 176 which generally requires disclosures of conflicts of interests by Vendor hereunder if Vendor:

(1) has an employment or other business relationship with a local government officer of our local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of our local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of our local governmental entity;

(4) Any other financial, commercial, or familial relationship with our local government that may warrant reporting under this statute.

Does Vendor certify that it has NO reportable conflict of interest?

Yes, Vendor certifies - VENDOR HAS NO CONFLICT

62 **Conflict of Interest Questionnaire Requirement - Form CIQ - Continued**

If you responded "No, Vendor does not certify - VENDOR HAS CONFLICT" to the Conflict of Interest Questionnaire question above, you are required by law to fully execute and upload the form attachment entitled "Conflict of Interest Questionnaire - Form CIQ." If you accurately claimed no conflict above, you may disregard the form attachment entitled "Conflict of Interest Questionnaire - Form CIQ."

Have you uploaded this form if applicable?

Not Applicable

63 **Upload of Current W-9 Required**

Vendors are required by TIPS to upload a current, accurate W-9 Internal Revenue Service (IRS) Tax Form for your entity. This form will be utilized by TIPS to properly identify your entity.

You must confirm that you are responding to this solicitation under your legal entity name. Go now to your Supplier Profile in this eBid System and confirm that your profile reflects your "Legal Name" as it is listed on your W9.

64 **Regulatory Good Standing Certification**

Does Vendor certify that its entity is in good standing with all government entities and agencies, whether local, state, or federal, that regulate any aspect of Vendor's field of work or business operations?

If Vendor selects "No", Vendor must provide explanation on the following attribute question.

Yes, Vendor certifies

6 **Regulatory Good Standing Certification - Explanation - Continued**

5 If Vendor responded to the prior attribute that "No", Vendor is not in good standing, Vendor must provide an explanation of that lack of good standing here for TIPS consideration.

No response

6 **Instructions Only - Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion**

6 **Instructions for Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion**

1. By answering yes to the next Attribute question below, the vendor and prospective lower tier participant is providing the certification set out herein in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and / or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participants," "person," "primary covered transaction," "principal," "proposal" and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and / or debarment.

6 **Suspension or Debarment Certification**

7 Read the instructions in the attribute above and then answer the following accurately.

Vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

Does Vendor certify?

Yes, Vendor certifies

6 **Vendor Certification of Criminal History - Texas Education Code Chapter 22**

8 Texas Education Code Chapter 22 requires entities that contract with school districts to provide services to obtain criminal history record information regarding covered employees. Contractors must certify to the district that they have complied. Covered employees with disqualifying criminal histories are prohibited from serving at a school district pursuant to this law.

DEFINITIONS

Covered employees: Employees of a contractor or subcontractor who have or will have continuing duties related to the service to be performed at the District and have or will have direct contact with students. The District will be the final arbiter of what constitutes direct contact with students.

Disqualifying criminal history: Any conviction or other criminal history information designated by the District, or one of the following offenses, if at the time of the offense, the victim was under 18 or enrolled in a public school: (a) a felony offense under Title 5, Texas Penal Code; (b) an offense for which a defendant is required to register as a sex offender under Chapter 62, Texas Code of Criminal Procedure; or (c) an equivalent offense under federal law or the laws of another state.

Vendor certifies:

NONE (Section A): None of the employees of Vendor and any subcontractors are covered employees, as defined above. If this box is checked, I further certify that Contractor has taken precautions or imposed conditions to ensure that the employees of Vendor and any subcontractor will not become covered employees. Contractor will maintain these precautions or conditions throughout the time the contracted services are provided under this procurement.

OR

SOME (Section B): Some or all of the employees of Vendor and any subcontractor are covered employees. If this box is checked, I further certify that: (1) Vendor has obtained all required criminal history record information regarding its covered employees. None of the covered employees has a disqualifying criminal history; (2) If Vendor receives information that a covered employee subsequently has a reported criminal history, Vendor will immediately remove the covered employee from contract duties and notify the purchasing entity in writing within 3 business days; (3) Upon request, Vendor will provide the purchasing entity with the name and any other requested information of covered employees so that the purchasing entity may obtain criminal history record information on the covered employees; (4) If the purchasing entity objects to the assignment of a covered employee on the basis of the covered employee's criminal history record information, Vendor agrees to discontinue using that covered employee to provide services at the purchasing entity.

Which option does Vendor certify?

Yes, I certify - NONE (Section A)

6 Certification Regarding "Choice of Law" Terms with TIPS Members

9 Vendor agrees that if any "Choice of Law" provision is included in any sales agreement/contract between Vendor and a TIPS Member, that clause must provide that the "Choice of Law" applicable to the sales agreement/contract between Vendor and TIPS Member shall be the state where the TIPS Member operates unless the TIPS Member expressly agrees otherwise. Any TIPS Sale Supplemental Agreement containing a "Choice of Law" clause that conflicts with these terms is rendered void and unenforceable.

If Vendor disagrees, after this solicitation legally closes and TIPS begins evaluating Vendor's file, TIPS will provide Vendor with a draft Word Document version of the Vendor Agreement and will be instructed to include all requested negotiations as redline edits for TIPS consideration.

Does Vendor agree?

Yes, Vendor agrees

7 Certification Regarding "Venue" Terms with TIPS Members

0 Vendor agrees that if any "Venue" provision is included in any sales agreement/contract between Vendor and a TIPS Member, that clause must provide that the "Venue" for any litigation or alternative dispute resolution is shall be in the state and county where the TIPS Member operates unless the TIPS Member expressly agrees otherwise. Any TIPS Sale Supplemental Agreement containing a "Venue" clause that conflicts with these terms is rendered void and unenforceable.

If Vendor disagrees, after this solicitation legally closes and TIPS begins evaluating Vendor's file, TIPS will provide Vendor with a draft Word Document version of the Vendor Agreement and will be instructed to include all requested negotiations as redline edits for TIPS consideration.

Does Vendor agree?

Yes, Vendor agrees

7 Certification Regarding "Automatic Renewal" Terms with TIPS Members

1 Vendor agrees that no TIPS Sale may incorporate an "Automatic Renewal" clause that exceeds month to month terms with which the TIPS Member must comply. All renewal terms incorporated into a TIPS Sale Supplemental Agreement shall only be valid and enforceable when Vendor received written confirmation of acceptance of the renewal term from the TIPS Member for the specific renewal term. The purpose of this clause is to avoid a TIPS Member inadvertently renewing a Supplemental Agreement during a period in which the governing body of the TIPS Member has not properly appropriated and budgeted the funds to satisfy the Agreement renewal. Any TIPS Sale Supplemental Agreement containing an "Automatic Renewal" clause that conflicts with these terms is rendered void and unenforceable.

If Vendor disagrees, after this solicitation legally closes and TIPS begins evaluating Vendor's file, TIPS will provide Vendor with a draft Word Document version of the Vendor Agreement and will be instructed to include all requested negotiations as redline edits for TIPS consideration.

Does Vendor agree?

Yes, Vendor agrees

7 2 Certification Regarding "Indemnity" Terms with TIPS Members

Texas and other jurisdictions restrict the ability of governmental entities to indemnify others. Vendor agrees that if any "Indemnity" provision which requires the TIPS Member to indemnify Vendor is included in any sales agreement/contract between Vendor and a TIPS Member, that clause must either be stricken or qualified by including that such indemnity is only permitted, "to the extent permitted by the laws and constitution of [TIPS Member's State]" unless the TIPS Member expressly agrees otherwise. Any TIPS Sale Supplemental Agreement containing an "Indemnity" clause that conflicts with these terms is rendered void and unenforceable.

If Vendor disagrees, after this solicitation legally closes and TIPS begins evaluating Vendor's file, TIPS will provide Vendor with a draft Word Document version of the Vendor Agreement and will be instructed to include all requested negotiations as redline edits for TIPS consideration.

Does Vendor agree?

7 3 Certification Regarding "Arbitration" Terms with TIPS Members

Vendor agrees that if any "Arbitration" provision is included in any TIPS Sale agreement/contract between Vendor and a TIPS Member, that clause may *not* require that the arbitration is mandatory or binding. Vendor agrees that if any "Arbitration" provision is included in any TIPS Sale agreement/contract between Vendor and a TIPS Member, that clause provides for only voluntary and non-binding arbitration unless the TIPS Member expressly agrees otherwise. Any TIPS Sale Supplemental Agreement containing a "Arbitration" clause that conflicts with these terms is rendered void and unenforceable.

If Vendor disagrees, after this solicitation legally closes and TIPS begins evaluating Vendor's file, TIPS will provide Vendor with a draft Word Document version of the Vendor Agreement and will be instructed to include all requested negotiations as redline edits for TIPS consideration.

Does Vendor agree?

7 4 2 CFR PART 200 AND FEDERAL CONTRACT PROVISIONS EXPLANATION

TIPS and TIPS Members will sometimes seek to make purchases with federal funds. In accordance with 2 C.F.R. Part 200 of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (sometimes referred to as "EDGAR"), Vendor's response to the following questions labeled "2 CFR Part 200 or Federal Provision" will indicate Vendor's willingness and ability to comply with certain requirements which may be applicable to TIPS purchases paid for with federal funds, if accepted by Vendor.

Your responses to the following questions labeled "2 CFR Part 200 or Federal Provision" will dictate whether TIPS can list this awarded contract as viable to be considered for a federal fund purchase. **Failure to certify all requirements labeled "2 CFR Part 200 or Federal Provision" will mean that your contract is listed as not viable for the receipt of federal funds. However, it will not prevent award.**

If you do enter into a TIPS Sale when you are accepting federal funds, the contract between you and the TIPS Member will likely require these same certifications. Specifically, if Vendor utilizes the Cost-Plus Markup method anywhere in its proposal, Vendor cannot and will not be listed as federally compliant for TIPS purposes unless Vendor also certifies "Yes" in response to the Attribute entitled, "2 CFR Part 200 - Prohibition of Cost- Plus."

7 5 2 CFR Part 200 or Federal Provision - Prohibition of Cost Plus

Contracts paid with federal funds which exceed the simplified acquisition threshold currently set at \$250,000 (2 CFR 200.320), which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, may not utilize a cost plus percentage of cost and percentage of cost method of contract pricing. Pursuant to the above, when federal funds are expended by ESC Region 8 and TIPS Members for a TIPS Sale resulting from this procurement process which exceeds the simplified acquisition threshold, Vendor shall not utilize a cost plus a percentage of cost and percentage of cost method of contract pricing for that expenditure. If Vendor fails to certify and proposes a Cost Plus Markup Method of pricing anywhere in their proposal, Vendor will **not** be listed as federally/EDGAR compliant for TIPS purposes.

Does Vendor certify?

7 6 2 CFR Part 200 or Federal Provision - Vendor Willingness to Accept Federal Funds

This certification is not required by federal law. However, TIPS Members are public entities and qualifying non-profits which often receive federal funding and grants (ESSER, CARES Act, EDGAR, etc.) **Accepting such funds often requires additional required certifications and responsibilities for Vendor.** The following attribute questions include these required certifications. Your response to this questions, the following certifications, and other factors will determine whether your contract award will be deemed as eligible for federal fund expenditures by TIPS Members.

If awarded, is Vendor willing to accept payment for goods and services offered under this contract paid for by a TIPS Member with federal funds?

7 7 2 CFR Part 200 or Federal Provision - Contracts

Contracts for more than the simplified acquisition threshold currently set at \$250,000 (2 CFR § 200.320), which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Notice: Pursuant to the above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members reserve all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

Does vendor agree?

7 8 2 CFR Part 200 or Federal Provision - Termination

Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)

Pursuant to the above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members reserve the right to terminate any agreement in excess of \$10,000 resulting from this procurement process for cause after giving the vendor an appropriate opportunity and up to 30 days, to cure the causal breach of terms and conditions. ESC Region 8 and TIPS Members reserve the right to terminate any agreement in excess of \$10,000 resulting from this procurement process for convenience with 30 days notice in writing to the awarded vendor. The Vendor would be compensated for work performed and goods procured as of the termination date if for convenience of the ESC Region 8 and TIPS Members. Any award under this procurement process is not exclusive and the ESC Region 8 and TIPS reserves the right to purchase goods and services from other vendors when it is in the best interest of the ESC Region 8 and TIPS.

Does vendor agree?

7 2 CFR Part 200 or Federal Provision - Clean Air Act

9 Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to the Clean Air Act, et al above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members require that the proposer certify that during the term of an award by the ESC Region 8 and TIPS Members resulting from this procurement process the vendor agrees to comply with all of the above regulations, including all of the terms listed and referenced therein.

Does vendor agree?

8 2 CFR Part 200 or Federal Provision - Byrd Anti-Lobbying Amendment

0 Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to the above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members require the proposer certify that during the term and during the life of any contract with ESC Region 8 and TIPS Members resulting from this procurement process the vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352).

Does Vendor agree?

8 1 2 CFR Part 200 or Federal Provision - Byrd Anti-Lobbying Amendment - Continued

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

Does Vendor certify that it has NOT lobbied as described herein?

Yes, Vendor certifies - NO Reportable Lobbying

8 2 2 CFR Part 200 or Federal Provision - Byrd Anti-Lobbying Amendment - Continued

If you answered "No, Vendor does not certify - Lobbying to Report" to the above attribute question, you must download, read, execute, and upload the attachment entitled "Disclosure of Lobbying Activities - Standard Form - LLL", as instructed, to report the lobbying activities you performed or paid others to perform.

8 3 2 CFR Part 200 or Federal Provision - Federal Rule

Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15). (Contracts, subcontracts, and subgrants of amounts in excess of \$100,000)

Pursuant to the above, when federal funds are expended by ESC Region 8 and TIPS Members, ESC Region 8 and TIPS Members requires the proposer certify that in performance of the contracts, subcontracts, and subgrants of amounts in excess of \$250,000, the vendor will be in compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).

Does vendor certify compliance?

Yes, Vendor certifies

8 **2 CFR Part 200 or Federal Provision - Procurement of Recovered Materials**

4

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include: (1) procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; (2) procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Does vendor certify that it is in compliance with these provisions?

Yes, Vendor certifies

8 **2 CFR Part 200 or Federal Provision - Rights to Inventions**

5

If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to the above, when the foregoing applies to ESC Region 8 and TIPS Members, Vendor certifies that during the term of an award resulting from this procurement process, Vendor agrees to comply with all applicable requirements as referenced in the Federal rule above.

Does vendor certify?

Yes, Vendor certifies

**8 2 CFR Part 200 or Federal Provision - Domestic Preferences for Procurements and Compliance with
6 Buy America Provisions**

As appropriate and to the extent consistent with law, TIPS Member Customers, to the greatest extent practicable under a Federal award, may provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). Vendor agrees that the requirements of this section will be included in all subawards including all contracts and purchase orders for work or products under this award, to the greatest extent practicable under a Federal award. For purposes of 2 CFR Part 200.322, "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States. Moreover, for purposes of 2 CFR Part 200.322, "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum, plastics and polymer-based products such as polyvinyl chloride pipe, aggregates such as concrete, glass, including optical fiber, and lumber.

Vendor certifies that it is in compliance with all applicable provisions of the Buy America Act. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition. For purposes of 2 CFR Part 200.322,

"Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

"Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

Pursuant to the above, when federal funds are expended by ESC Region 8 and TIPS Members, Vendor certifies that to the greatest extent practicable Vendor will provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).

Does Vendor Certify?

**8 2 CFR Part 200 or Federal Provision - Ban on Foreign Telecommunications
7**

ESC 8 and TIPS Members are prohibited from obligating or expending Federal financial assistance, to include loan or grant funds, to: (1) procure or obtain, (2) extend or renew a contract to procure or obtain, or (3) enter into a contract (or extend or renew a contract) to procure or obtain, equipment, services, or systems that use "covered telecommunications" equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. "Covered telecommunications" equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities), and physical security surveillance of critical infrastructure and other national security purposes, and video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities) for the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes detailed in 2 CFR § 200.216.

Pursuant to the above, when federal funds are expended by ESC Region 8 and TIPS Members, Vendor certifies that Vendor will not purchase equipment, services, or systems that use "covered telecommunications", as defined by 2 CFR §200.216 equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

Does vendor certify?

8 2 CFR Part 200 or Federal Provision - Contract Cost & Price

For contracts more than the simplified acquisition threshold currently set at \$250,000, a TIPS Member may, in very rare circumstances, be required to negotiate profit as a separate element of the price pursuant to 2 C.F.R. 200.324(b). Under those circumstances, Vendor agrees to provide information and negotiate with the TIPS Member regarding profit as a separate element of the price. However, Vendor certifies that the total price charged by the Vendor shall not exceed the Vendor's TIPS pricing and pricing terms proposed.

Does Vendor certify?

Yes, Vendor certifies

8 2 CFR Part 200 or Federal Provision - Equal Employment Opportunity

Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to the above, when federal funds are expended by ESC Region 8 and TIPS Members on any federally assisted construction contract, the equal

opportunity clause is incorporated by reference here.

Does Vendor Certify?

Yes, Vendor certifies

9 2 CFR Part 200 or Federal Provision - Davis Bacon Act Compliance

Texas Statute requires compliance with Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146- 3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to state and federal requirements, Vendor certifies that it will be in compliance with all applicable Davis-Bacon Act provisions if/when applicable.

Does Vendor certify?

Yes, Vendor certifies

9 1 2 CFR Part 200 or Federal Provision - Contract Work Hours and Safety Standards

Where applicable, all contracts awarded by ESC 8 and TIPS Members in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. Pursuant to the above, when federal funds are expended by ESC Region 8 and TIPS Members, Vendor certifies that during the term of an award for all contracts resulting from this procurement process, Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act.

Does Vendor certify?

9 2 2 CFR Part 200 or Federal Provision - FEMA Fund Certification & Certification of Access to Records

If and when Vendor accepts a TIPS purchase paid for in full or part with FEMA funds, Vendor certifies that:

(1) Vendor agrees to provide the TIPS Member, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to and rights to reproduce any books, documents, papers, and records of the Contractor which are directly pertinent to this contract, or any contract resulting from this procurement, for the purposes of making audits, examinations, excerpts, and transcriptions. This right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents. Vendor agrees to provide the FEMA Administrator or an authorized representative access to construction or other work sites pertaining to the work being completed under the contract. Vendor acknowledges and agrees that no language in this contract or the contract with the TIPS Member is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

(2) The Vendor shall not use the Department of Homeland Security's seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.

(3) The Vendor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures, and directives.

(4) The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

(5) The Vendor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Vendor's actions pertaining to this contract.

Does Vendor certify?

9 3 2 CFR Part 200 or Federal Provision - Certification of Compliance with the Energy Policy and Conservation Act

When appropriate and to the extent consistent with the law, Vendor certifies that it will comply with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq; 49 C.F.R. Part 18) and any state mandatory standards and policies relating to energy efficiency which are contained in applicable state energy conservation plans issued in compliance with the Act.

Does Vendor certify?

9 4 2 CFR Part 200 or Federal Provision - Certification of Compliance with Never Contract with the Enemy

Where applicable, all contracts awarded by ESC 8 and TIPS Members in excess of \$50,000.00, within the period of performance, and which are performed outside of the United States, including U.S. territories, are subject to the regulations implementing Never Contract with the Enemy in 2 CFR part 183. Per 2 CFR part 183, in the situation specified, ESC 8 and TIPS Members shall terminate any contract or agreement resulting from this procurement which violates the Never Contract with the Enemy regulation in 2 CFR part 183, including if Vendor is actively opposing the United States or coalition forces involved in a contingency operation in which members of the the Armed Forces are actively engaged in hostilities. Vendor certifies that it is neither an excluded entity under the System for Award Management (SAM) nor Federal Awardee Performance and Integrity Information System (FAPIIS) for any contract terminated due to Never Contract with the Enemy as a Termination for Material Failure to Comply.

Does Vendor certify?

9 5 2 CFR Part 200 or Federal Provision - Certification of Compliance with EPA Regulations

For contracts resulting from this procurement, in excess of \$100,000.00 and paid for with federal funds, Vendor certifies that Vendor will comply with all applicable standards, orders, regulations, and/or requirements issued pursuant to the Clean Air Act of 1970, as amended (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15.

Does Vendor certify?

9 6 2 CFR Part 200 or Federal Provision - Record Retention Requirements

For contracts resulting from this procurement, paid for by ESC 8 or TIPS Members with federal funds, Vendor certifies that Vendor will comply with the record retention requirements detailed in 2 CFR § 200.334. Vendor certifies that Vendor will retain all records as required by 2 CFR § 200.334 for a period of three years after final expenditure or financial reports, as applicable, and all other pending matters are closed.

Does Vendor certify?

9 7 2 CFR Part 200 or Federal Provision - Subcontracting and Affirmative Steps for Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms.

Do you ever anticipate the possibility of subcontracting any of your work under this award if you are successful?

If you respond "Yes", you must respond to the following attribute question accurately. If you respond "No", you may skip the following attribute question.

**9
8** 2 CFR Part 200 or Federal Provision - If "Yes" Response to Above Attribute - Continued -
Subcontracting and Affirmative Steps for Small and Minority Businesses, Women's Business
Enterprises, and Labor Surplus Area Firms.

Only respond to this question if you responded "Yes" to the attribute question directly above. Skip this question if you responded "No" to the attribute question directly above.

Does Vendor certify that it will follow the following affirmative steps? Federal Regulation 2 CFR §200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms. (a)The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce ; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs(1) through (5) of this section.

Does Vendor certify?

**9
9** ACKNOWLEDGMENT & BINDING CORPORATE AUTHORITY

By submitting this proposal, the individual(s) submitting on behalf of the Vendor certify that they are authorized by Vendor to complete and submit this proposal on behalf of Vendor and that this proposal was duly submitted on behalf of Vendor by authority of its governing body, if any, and within the scope of its corporate powers.

Vendor further certifies that it has read, examined, and understands all portions of this solicitation including but not limited to all attribute questions, attachments, solicitation documents, bid notes, and the Vendor Agreement(s). Vendor certifies that, if necessary, Vendor has consulted with counsel in understanding all portions of this solicitation.



Southwest

Independent School District
From the Office of Advanced Academics



11914 Dragon Lane • San Antonio, TX 78252-2647 • 210-622-4335 • Fax 210-622-9134 • www.swisd.net

Southwest Independent School District
19114 Dragon Lane
San Antonio, TX 78252

Re: Reference Letter for Riverside Insights

To whom it may concern:

Please accept this reference for Riverside Insights who provided goods and services to our district. Riverside Insights provided us with testing units and customer support from 2020 to present. We understand that they have submitted a proposal to Education Service Center Region 8 and the TIPS Cooperative.

Southwest ISD is a customer of Riverside Insights. They performed satisfactorily and we would do business with them again. As a customer of Riverside Insights, we would highly recommend this vendor to TIPS public entity and non-profit members.

Thank you,

Dr. Christina Wrob
Advanced Academics Specialist
cwrob8822@swisd.net



RICHARDSON INDEPENDENT SCHOOL DISTRICT

WHERE ALL STUDENTS CONNECT, LEARN, GROW, AND SUCCEED

Advanced Learning Programs & Services

Richardson ISD
Advanced Learning Programs & Services
701 W. Belt Line Road
Suite B235
Richardson, TX 75080

Re: Reference Letter for Riverside Insights

To whom it may concern:

Please accept this reference for Riverside Insights who has provided CogAT testing materials and licenses, training, and exceptional customer service to our district for many years, up to and including the current 2024-2025 school year. We understand they have submitted a proposal to Education Service Center Region 8 and the TIPS Cooperative.

Richardson ISD is a current customer of Riverside Insights. We look forward to continuing our relationship with them as we do business going forward. Richardson ISD highly recommends Riverside Insights to TIPS public entity and non-profit members.

Thank you,

A handwritten signature in black ink, appearing to read 'K. Karcher', with a long horizontal flourish extending to the right.

Kelsey Karcher
Director, Advanced Learning Programs & Services
Richardson ISD



NORTH EAST
INDEPENDENT SCHOOL DISTRICT
CURRICULUM & INSTRUCTION

North East Independent School District
Gifted and Talented
8961 Tesoro, Suite 413
San Antonio, Texas 78217

To whom it may concern,

I am pleased to provide this reference for Riverside Insights, who has been a valued vendor for North East Independent School District (NEISD) since 2019. Riverside Insights has supplied us with online and paper testing materials, professional development services, and ongoing support for our testing needs.

We understand that Riverside Insights has submitted a proposal to Education Service Center Region 8 and the TIPS Cooperative. As a satisfied customer, NEISD can confidently recommend Riverside Insights for their professionalism, reliability, and quality of service. We would gladly continue doing business with them and encourage other TIPS public entities and non-profit members to consider their services.

Thank you for your consideration.

Sincerely,

Amy Chandler

Amy Chandler
Assistant Director - Gifted & Talented
achand4@neisd.net
(210) 407-0115
North East ISD



MESQUITE INDEPENDENT SCHOOL DISTRICT

Ángel Rivera Ed.D., Superintendent of Schools

Mesquite ISD Advanced Academics
3819 Towne Crossing Blvd.
Mesquite, TX 75150

Re: Reference Letter for Riverside Insights

To whom it may concern:

Please accept this reference for Riverside Insights who provided goods or services to Mesquite ISD Advanced Academics. The vendor provided CogAT, ITBS and Logramos assessments for our district in 2024. We understand that they have submitted a proposal to Education Service Center Region 8 and the TIPS Cooperative.

Mesquite ISD is a customer of Riverside Insights. They performed satisfactorily and we would do business with them again. As a customer of Riverside Insights, we would highly recommend Riverside Insights to TIPS public entity and non-profit members.

Thank you.

Tikka Walters
Mesquite ISD Advanced Academics Facilitator
972-882-7439
twalters@mesquiteisd.org



5515 Ohio Drive
Frisco, Texas 75035
469.633.6000
469.633.6050 (fax)
www.friscoisd.org

September 17, 2024

Jana Eastham
DTC
Frisco ISD
5515 Ohio Dr.
Frisco, Texas 75035

Re: Reference Letter

To whom it may concern:

Please accept this reference for Riverside Insights who provided CogAT test materials and customer support to Frisco ISD in Frisco, TX. Riverside provided these test materials for many years including in the 2023-2024 school year and again this school year (2024-2025). We understand that they have submitted a proposal to Education Service Center Region 8 and the TIPS Cooperative.

Our school district is a customer of Riverside and have been for a long time. They performed above and beyond satisfactorily, and we would continue to do business with them again in the future. As a Riverside customer, we would highly recommend them to TIPS public entity and non-profit members.

Sincerely,

Jana Eastham
District Testing Coordinator
Frisco ISD

TIPS CONTRACT 240804

REQUIRED CONFIDENTIALITY CLAIM FORM

(VENDOR MUST COMPLETE THE FOLLOWING VENDOR INFORMATION)

Vendor Entity Name: Riverside Assessments, LLC d/b/a Riverside Insights
Vendor Authorized Signatory Name: Scott E. Olson
Vendor Authorized Signatory Title: Funding and Proposal Manager
Vendor Authorized Signatory Email: proposals@riversideinsights.com
Vendor Address: One Pierce Place, Suite 101C
City: Itasca State: Illinois Zip Code: 60143

Vendor agrees that it is voluntarily providing its data (including but not limited to: Vendor information, Vendor documentation, Vendor’s proposal, Vendor pricing submitted or provided to TIPS, TIPS contract documents, TIPS correspondence, Vendor logos and images, Vendor’s contact information, Vendor’s brochures and commercial information, Vendor’s financial information, Vendor’s certifications, and any other Vendor information or documentation submitted to TIPS by Vendor and its agents) (Hereinafter, “Vendor Data”) to TIPS. Vendor understands and agrees that TIPS is a government entity subject to public information laws including but not limited to Texas Government Code (TGC) Chapter 552. Vendor agrees that regardless of confidentiality designations herein, Vendor’s submission of a proposal constitutes Vendor’s consent to the disclosure and release of Vendor’s Data and comprehensive proposal, including any information deemed confidential or proprietary herein, to and by TIPS Members.

Notwithstanding the foregoing permissible release to TIPS Members, if Vendor considers any portion of Vendor’s proposal to be otherwise confidential and not subject to public disclosure pursuant to public information laws, including but not limited to TGC Chapter 552, Vendor must properly execute **Option 1 only** below, attach to this PDF all documents and information that Vendor deems confidential, and upload the consolidated documentation. Regardless of the Option selected below, this form must be completed and uploaded to the “Response Attachments” section of the eBid System entitled “Required Confidentiality Claim Form.” Execution and submission of this form is the sole indicator of whether Vendor considers any Vendor Data confidential in the event TIPS receives a request, a Public Information Request, or subpoena. If TIPS receives a request, any responsive documentation not deemed confidential by you through proper execution of Option 1 of this form will be automatically released. For information deemed confidential by you through proper execution of Option 1 of this form, TIPS will follow procedures of controlling statute(s) regarding withholding that documentation and shall not be liable for any release of information required by law, including Attorney General opinion or court order.

(VENDOR MUST COMPLETE ONE OF THE TWO OPTIONS AND UPLOAD IN THE EBID SYSTEM)

OPTION 1 – DESIGNATING CONFIDENTIAL MATERIALS – YES, VENDOR HAS ATTACHED CONFIDENTIAL MATERIALS

(Confirm each bullet point and sign below)

- Vendor claims some Vendor Data confidential to the extent permitted by TGC Chapter 552 and other applicable law.
- Vendor attached to this PDF all potentially confidential Vendor Data and listed the number of attached pages below.
- Vendor’s authorized signatory has signed below and shall upload this document in the proper location in the eBid System.
- Vendor agrees that TIPS shall not be liable for any release of confidential information required by law.

Number of pages attached deemed confidential: _____

Authorized Signature: _____

OPTION 2 – WAIVER OF CONFIDENTIALITY – NO, VENDOR HAS NOT ATTACHED CONFIDENTIAL MATERIALS

(Confirm each bullet point and sign below)

By signing for Option 2 below, Vendor expressly waives any confidentiality claim for all Vendor Data submitted in relation to this proposal and resulting contract. Vendor confirms that TIPS may freely release Vendor Data submitted in relation to this proposal or resulting contract to any requestor. Vendor agrees that TIPS shall not be responsible or liable for any use or distribution of Vendor Data by TIPS or TIPS Members.

- Vendor’s authorized signatory has signed below and shall upload this document in the proper location in the eBid System.
- Vendor agrees that TIPS shall not be liable for any release of confidential information required by law.

Authorized Signature: Scott E. Olson Digitally signed by Scott E. Olson
Date: 2024.09.19 17:23:24 -05'00'



THE INTERLOCAL PURCHASING SYSTEM

A Department of Education Service Center, Region 8, 4845 US Highway 271 North, Pottsburg, Texas 75289, (505) 835-8177

To: All TIPS Members

Re: TIPS Federal Funds Disclaimer and Information Sheet

To whom it may concern:

You have clicked on a link or otherwise sought to determine whether a specific TIPS Vendor on a specific TIPS Contract is EDGAR compliant. If the website states “No” to EDGAR compliance for that specific Vendor Contract, then the specific TIPS Vendor on that specific TIPS Contract is **not EDGAR compliant**. If the website states “View Doc” to EDGAR compliance and you are linked to this letter, then TIPS has ensured the specific TIPS Vendor’s compliance with 2 CFR 200 on the specified contract *to the extent a cooperative can do so*, as described below.

Region 8 Education Service Center (Region 8 ESC) is a Texas Education Service Center which operates The Interlocal Purchasing System (TIPS), a purchasing cooperative and department of Region 8 ESC. This document certifies that Region 8 ESC and TIPS made every effort to comply with the most restrictive requirements of 2 CFR 200, identified for educational purposes as the Education Department General Administrative Regulations (“EDGAR”). Please note that federal funds not sourced from the US Department of Education are likely regulated by 2 CFR 200 but are not technically “EDGAR.” Each federal agency and its corresponding state “pass-through” agency may interpret 2 CFR 200 differently. TIPS certifies that it competitively procures all awarded contracts pursuant to § 44.031 of the Texas Education Code, or Texas Government Code § 2269, as applicable, the most restrictive procurement method, and performs the most restrictive procurement method required by law and regulation, including all of the necessary steps outlined in 2 CFR 200, except the Price or Cost Analysis for purchases of \$250,000 and greater. (See below). **This letter certifies that the Vendor agreed to those 2 CFR 200 contract provisions for the specified contract.**

However, this TIPS certification cannot relieve Members of federal requirements that cannot reasonably be performed by cooperatives. For example, 2 CFR 200 requires a cost or price analysis for purchases over \$250,000.00, a threshold adopted by TEA and the US Dept. of Education. TIPS does not perform a formal cost or price analysis because TIPS is not the entity making the actual purchase of goods or services. If a Vendor is awarded then TIPS has determined that the pricing is within the competitive range for the Vendor’s offering. However, when required by law, the TIPS Member must perform the required analysis on the specific goods or services before seeking TIPS pricing/purchasing from the TIPS Vendor and then upon completion of the purchase process.

Additionally, due to the Texas Department of Agriculture Guidance ARM Section 17 (“ARM Section 17”), relating to Federal Child Nutrition Program Funds (Primarily Texas Public School Fund 240), requirement that all solicitations include specific quantities of goods or services purchased, TIPS Contracts are not in compliance with ARM Section 17 as a **stand-alone** purchase contract. This is because TIPS has no way of predicting which Members will purchase specific quantities of goods and services. However, for Federal Child Nutrition Fund purchases in which the ARM Section 17 required cost or price analysis has been performed by the Member, TIPS contracts may be used in conjunction with the Member’s three quote process **unless labeled with “No” as to EDGAR compliance**. See also ARM Section 17.84 addresses purchasing through a **“Third Party Cooperative that does not follow USDA Procurement Regulations”**. This will include TIPS and possibly other cooperatives that do not specify the exact quantities and line items procured by the cooperative. See the latest ARM Section 17 [here](#).

If this letter was linked or provided in relation to a specific Vendor Contract then the Vendor has agreed to the 2 CFR 200 Contract provisions. For our Members’ benefit, we encourage you, when expending federal funds, to make certain that you understand and comply with any other 2 CFR 200 requirements that cannot necessarily be met on your behalf by a cooperative. We also encourage you to incorporate all 2 CFR 200 TIPS Contract provisions agreed to by the Vendor into all supplemental agreements you enter into with the TIPS Vendor, if any. While TIPS works very hard to ensure legal purchasing compliance on Members’ behalf TIPS does not provide legal counsel to its Members. TIPS recommends that you consult your legal counsel when executing contracts with TIPS Vendors. TIPS reserves the right to change its process as necessary in relation to updated guidance. Thank you for being a Member of TIPS and for letting us assist with your procurement needs.

The Interlocal Purchasing System

Purchasing Made Personal



Printed June 11, 2026

riversideinsights.com



Riverside Insights

EMAIL PO & VENDOR QUOTE TO: TIPSPO@TIPS-USA.COM

PO AND QUOTE MUST REFERENCE VENDOR'S TIPS CONTRACT NUMBER
ATTACH PO AS A PDF - ONLY ONE PO (WITH QUOTE) PER ATTACHMENT

PAYMENT TO

ADDRESS **One Pierce Place Suite 101C**
CITY **Itasca**
STATE **IL**
ZIP **60143**

TIPS CONTACT

NAME **Charlie Martin**
PHONE **(866) 839-8477**
FAX **(866) 839-8472**
EMAIL **tips@tips-usa.com**

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: N HUB: N

SERVING STATES

AL | AK | AZ | AR | CA | CO | CT | DE | DC | FL | GA | HI | ID | IL | IN | IA | KS | KY | LA | ME | MD | MA | MI | MN | MS | MO | MT |
NE | NV | NH | NJ | NM | NY | NC | ND | OH | OK | OR | PA | RI | SC | SD | TN | TX | UT | VT | VA | WA | WI | WV | WY

Overview

Riverside Assessments, LLC dba Riverside Insights. At Riverside Insights, we share your commitment to helping individuals elevate their cognitive and learning potential—from early childhood, throughout their academic journey and for the rest of their lives. Assessments play a critical role in this effort with actionable insights derived from accurate, reliable and consistent data that create opportunities to help people thrive. That's why we offer a proven portfolio of trusted and precise assessment solutions that provides the clarity and perspective needed to create a meaningful impact. Riverside Insights offers a broad array of research-based solutions, serving the classroom and clinical/special needs assessment markets with both online and paper-pencil testing tools, which include: • Standardized preK–12 education assessments—including achievement, ability, benchmark, progress monitoring, and screening tests—that enable educators to evaluate the skills and educational progress of their students. • Leading-edge life skills and mental health tools that are designed to ensure that all members of school and out-of-schooltime communities, both students and adults, have the social and emotional skills to be successful, productive, and happy. • Diagnostic special-needs assessments for children and adults that allow clinicians and specialists to measure attributes such as general intellectual ability, specific cognitive abilities, scholastic aptitude, and oral language development. Of note, we provide specialized assessments in the above categories that aid English Language Learners.

AWARDED CONTRACTS

"View EDGAR Doc" on Website

Contract	Commodity	Exp Date	EDGAR
240804	Academic and Educational Goods and Services	10/31/2029	Yes

CONTACTS BY CONTRACTS

240804

Name	Title	Phone	Email
Tony Castilleja	Senior Assessment Consultant	(210) 800-1609	tony.castilleja@riversideinsights.com
Alyssa Glick	Field Sales Consultant	(224) 371-8569	alyssa.glick@riversideinsights.com
Beth Graham	Admin	(630) 467-6093	ap@riversideinsights.com



**Board Agenda Request
For June 25, 2026 Meeting**

Date 06/09/2026

Department CTE

Person Submitting Jackie Vester  Jackie Vester (Jun 9, 2026 10:42:48 CDT)

Account Number (if appropriate) 141 71100 449 000 02117 000

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Approval of the purchase of iCEV CTE curriculum district license for the 26/27 school year from vendor CEV Multimedia, LLC - Lubbock, TX, in the amount of \$48,510.00 to be paid by PCSS General Funds.

received
6-9-26 MT CR



Quote: Q-84082
Today's Date: 6/9/2026
Start Date: 9/1/2026
End Date: 8/31/2027

CEV Multimedia, LLC
Our office has moved!
 1500 Broadway Suite 202
 Lubbock, TX 79401
Phone 800-922-9965 | 806-745-8820
Fax 800-243-6398
E-Mail customersupport@icevonline.com

BILL TO
 Putnam County School System - TN
 1400 East Spring Street
 Cookeville, Tennessee 38506

SHIP TO
 Putnam County School
 System - TN
 Jackie Vester
 jvester@pcsstn.com

Purchase Order No.	Customer ID	Salesperson	Territory ID	Payment Terms
Pending	PUTN0004	Tina Glandon	iCEV-CTE	Net 30

Qty	Item #	Description	Term	Ext. Price
	ENT-STUDENT-LIC	TN - Enterprise	12	\$48,510.00
			TOTAL:	\$48,510.00

iCEVonline.com CANCELLATION & REFUND POLICY
No charge for cancellation within 30 days of receipt of purchase order.
No cancellation or refund after 30 days of receipt of purchase order.

Quote valid for 90 days



The estimate is valid through 6/5/2026

Options for Putnam County's Success

Renewal of Existing Packages

Option	Description	Subject Area	Student Licenses	Certification Subscription	Annual Investment	Teacher Access
#1	Renew Existing Package	District License	1100 student licenses \$46,880.00	48 cert subscriptions \$42,000	\$88,880	40 teachers
Professional Development included at no cost						

Expansion Options

Option	Description	Subject Area	Student Licenses	Certification Subscription	Annual Investment	Teacher Access
#2	Enterprise	District License All Subject areas	1500 Student Licenses \$48,510	48 Certification bundles \$37,800	\$86,310	Unlimited Teachers
Professional Development included at no cost						

This proposal is not an official quote and does not guarantee pricing.

The estimate is valid through 6/5/2026

Additional Items to Consider

Add-On	Description	Investment
--------	-------------	------------



Eduthings	CTE Data Management & Reporting	\$15,000
Pretests & Posttests	Measure Student Growth	Bundles of 25 \$5/Student
Certification Subscription	Access to Student Certifications & Updates	Bundles of 25 \$875/bundle

*This proposal is not an official quote and does not guarantee pricing.
The estimate is valid through 6/5/2026*



Next Steps & Implementation Timeline

- 1. Select preferred option above
- 2. Confirm durations (annual or Multi-Year)
- 3. Coordinate rollout and training with iCEV Team

Implementation Timeline (example):

Phase	Date	Notes
Board Approval Finalize Purchasing Process PO		
Training & Launch		
Post-Launch Support		

Notes:

*This proposal is not an official quote and does not guarantee pricing.
The estimate is valid through 6/5/2026*

Putnam County Schools, Partnership Proposal

Prepared by Dr. Tina Glandon

tina.glandon@icevonline.com, 615.684.4911

Subject Areas Offered



Agricultural Science



Health Science



Architecture, Construction,
Transportation & Manufacturing



Law, Public Safety, Corrections
& Security



Business, Marketing, Finance, IT
& Media



Science, Technology,
Engineering & Math



Career Exploration



Middle School Digital Literacy
& Technology Applications



Cosmetology & Barbering



Transportation: Automotive,
Diesel & Small Engines



Family & Consumer Sciences

Award Winning Curriculum



This proposal is not an official quote and does not guarantee pricing.

The estimate is valid through 6/5/2026

Industry Certifications Offered

	American Meat Science Association Culinary Meat Selection & Cookery		Express Employment Professionals Business Office Technology
	American Meat Science Association Food Safety & Science		Express Employment Professionals Career Preparedness
	American Meat Science Association Meat Evaluation		Home Builders Association of Alabama Residential Construction Skills
	BASF Plant Science		National Collegiate Livestock Coaches' Association Principles of Livestock Selection & Evaluation
	Benz School of Floral Design Principles of Floral Design		National Horse Judging Team Coaches' Association Equine Management & Evaluation
	Center for Financial Responsibility Personal Financial Literacy		NRCS Fundamentals of Conservation & Sustainability in Agriculture
	Ducks Unlimited Ecology Conservation & Management		Skilled to Build Michigan Foundation Residential Construction Skills
	Equipment & Engine Training Council Principles of Small Engine Technology		Southwest Airlines Professional Communications
	Elanco Fundamentals of Animal Science		Sports Field Management Association Turfgrass Science
	Elanco Veterinary Medical Applications		

This proposal is not an official quote and does not guarantee pricing.

The estimate is valid through 6/5/2026



PCSS Board Agenda Request

Date: June 8, 2026

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval of the final payment to Covington Floor Company for the sand, paint and refinishing of the Early Learning Academy gym floor in the amount of \$30,683.00 to be paid for from 141-72620-399

received
6-8-26 MT CK



205-328-2330

www.covington.com

BILL PUTNAM COUNTY SCHOOLS
TO: 1400 E SPRING STREET
COOKEVILLE TN 38506

OLD PARKVIEW ELEM
545 SCOTT AVE
COOKEVILLE, TN 38501

CUST# 71147

JOB NO.	CUST ORDER#	TERMS	INVOICE NUMBER	DATE
25351 -000	4442600130	NET DUE	13410	6/08/26

REQUISITION# 002

AMOUNT THIS REQUISITION	30,683.00
ORIGINAL CONTRACT SUM	47,474.00
NET CHANGE BY CHANGE ORDERS	1,225.00
CONTRACT SUM TO DATE	48,699.00
TOTAL COMPLETED & STORED TO DATE	48,699.00
LESS PREVIOUS CERTIFICATES FOR PAYMENT	18,016.00
CURRENT PAYMENT DUE	30,683.00

Mailing Address:
P. O. Box 19968
Birmingham, Alabama 35219

Shipping Address:
709 1st Avenue North
Birmingham, Alabama 35203

IA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT
 containing Contractor's signed Certification, is attached.
 1 tabulations below, amounts are stated to the nearest dollar.
 se Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUES	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE IF VARIABLE RATE
			PREVIOUS APPLICATION (D + E)						
10	REPAIR MATERIAL	8,239.00	8,239.00	.00	.00	.00	8,239.00	.00	.00
20	REPAIR LABOR	8,647.00	8,647.00	.00	.00	.00	8,647.00	.00	.00
30	REF MATERIAL	6,746.00	.00	6,746.00	.00	.00	6,746.00	.00	.00
40	REF LABOR	16,633.00	.00	16,633.00	.00	.00	16,633.00	.00	.00
50	NUMBERS MATERIAL	418.00	418.00	.00	.00	.00	418.00	.00	.00
60	NUMBERS LABOR	2,462.00	.00	2,462.00	.00	.00	2,462.00	.00	.00
70	NUMBERS MATERIAL	333.00	.00	333.00	.00	.00	333.00	.00	.00
80	NUMBERS LABOR	685.00	.00	685.00	.00	.00	685.00	.00	.00
90	LINES MATERIAL	211.00	211.00	.00	.00	.00	211.00	.00	.00
100	LINES LABOR	1,029.00	.00	1,029.00	.00	.00	1,029.00	.00	.00
110	CIRCLE MATERIAL	168.00	168.00	.00	.00	.00	168.00	.00	.00
120	CIRCLE LABOR	517.00	.00	517.00	.00	.00	517.00	.00	.00
130	TIPS MATERIAL	1,174.00	.00	1,174.00	.00	.00	1,174.00	.00	.00
140	TIPS LABOR	212.00	.00	212.00	.00	.00	212.00	.00	.00
	HAND WRITING ADD	1,225.00	.00	1,225.00	.00	.00	1,225.00	.00	.00
	BASE CONTRACT	47,474.00	18,016.00	29,458.00	.00	.00	47,474.00	.00	.00
	CHANGE ORDERS	1,225.00	.00	1,225.00	.00	.00	1,225.00	.00	.00
	TOTALS	48,699.00	18,016.00	30,683.00	.00	.00	48,699.00	.00	.00

TO: PUTNAM COUNTY SCHOOLS
1400 E SPRING STREET
COOKEVILLE TN 38506

PROJECT:

OLD PARKVIEW ELEM
545 SCOTT AVE
COOKEVILLE, TN 38501

APPLICATION NO: 002
PERIOD TO: 6/08/26
PROJECT NO: 25351
CONTRACT DATE: 8/11/25
INVOICE NO: 13410

Distribution to:
OWNER
ARCHITECT
CONTRACTOR

FROM: Covington Flooring Company Inc
PO Box 19968
Birmingham, AL 35219

VIA ARCHITECT:

CONTRACT FOR: PATCH

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

ORIGINAL CONTRACT SUM.....	\$ 47,474.00
Net change by Change Orders.....	1,225.00
CONTRACT SUM TO DATE (Line 1+2).....	48,699.00
TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	48,699.00

RETAINAGE:

a. % of Completed Work.... (Column D+E on G703)	.00
b. % of Stored Material.... (Column F on G703)	.00
Total Retainage (Line 5a+5b or..... Total in Column I of G703)	.00

TOTAL EARNED LESS RETAINAGE.....
(Line 4 less Line 5 Total) 48,699.00

LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate)..... 18,016.00

CURRENT PAYMENT DUE..... 30,683.00

BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6)..... .00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	1,225.00	.00
Total approved this month	.00	.00
TOTALS	1,225.00	.00
NET CHANGES by Change Order	1,225.00	.00

CONTRACTOR: COVINGTON FLOORING COMPANY

By: *Richard Johnson*
State Of: Alabama
County Of: Jefferson

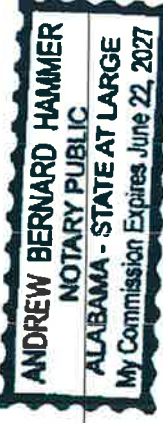
Date: 6/8/26

Subscribed and sworn to before me this

8th

day of June, 20 26

Notary Public: Andrew Hammer
My Commission expires: 06/22/27



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____


This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



**Board Agenda Request
For June 25, 2026 Meeting**

Date 6/12/2026

Department CTE

Person Submitting Jackie Vester 

Account Number (if appropriate) 141 E 71300 429C 000 02518 065
141 E 71300 471 000 02518 065
141 E 72130 524 000 02518 065
141 E 71300 730 000 02518 065
141 E 76100 399 000 02518 065

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Approval of the purchase of one College and Career Ready Lab for Avery Trace Middle School from vendor Paxton Patterson LLC - Alsip, IL, in the amounts of \$152,726.50 to be paid by Innovative School Models grant funds. Paxton Patterson is a TIPS vendor; this purchase will be made under contract #250106.

received
6-12-26 

Quote Date: 6/12/2026

Dear Avery Trace Middle School,

This letter states for the record, that **we are the sole providers** of all Paxton/Patterson Learning Systems, including College & Career Ready Labs, Career Discovery Labs, Future Ready Labs, Health Science Careers, and Construction Career Labs.

Paxton/Patterson developed these learning systems with the written curriculum, interactive multimedia, and proprietary Learning Management System, along with the necessary components to bring to your school a complete program for College & Career Readiness. Our programs are fully and exclusively supported by our educational consultants, professional development team, implementation specialists, and customer service teams. All curriculum is copyrighted and the exclusive properties of Paxton/Patterson LLC.

Best Regards,

Christy Rogers

708-325-7125

christy@paxpat.com

PAXTON / PATTERSON4141 W. 126th Street • Alsip, IL 60803

Avery Trace Middle School
 230 Raider Dr
 Cookeville TN 38501-4553

Quote ID: QUO-05627-Q8G0F3
 Quote Date: 6/12/2026
 Quote Valid for 90 Days

Total: \$157,450.00

-**\$4,723.50 3% Tips Discount****New Vendor # 250-802**

Est Tax: \$0.00

Total Amount: \$152,726.50

PLEASE Email Purchase Orders to sales@paxpat.com and copy christy@paxpat.com

Note: Furniture orders are final and cannot be canceled, modified, or returned once the order has been submitted.

Product	Stock Number	Price Per Unit	Quantity	Total
LMS Package, 5-Year Subscription	720610	\$3,800.00	1	\$3,800.00
Sports Medicine	860028	\$4,995.00	1	\$4,995.00
Home Maintenance Systems	725524	\$4,495.00	1	\$4,495.00
Digital Audio Production (iPad Required)	725538	\$2,695.00	1	\$2,695.00
Biomedical Engineering	860006	\$5,495.00	1	\$5,495.00
Robotics, CCR (iPad Required)	723572	\$3,995.00	1	\$3,995.00
Energy & Power	723554	\$4,695.00	1	\$4,695.00
Setup & Assembly Furniture/Lab (20 or more)	643431	\$6,000.00	1	\$6,000.00
Home Maintenance Fundamentals	725504	\$3,695.00	1	\$3,695.00
Design & Marketing	725501	\$3,395.00	1	\$3,395.00
Veterinary Medicine	860032	\$4,895.00	1	\$4,895.00
Welding Basics	725552	\$7,295.00	1	\$7,295.00

HVAC	780307	\$5,195.00	1	\$5,195.00
Furniture - Line 1	FURN	\$44,060.00	1	\$44,060.00
Nursing	860020	\$4,695.00	1	\$4,695.00
Child Care, FRL	822000	\$3,495.00	1	\$3,495.00
Criminalistics	725548	\$4,595.00	1	\$4,595.00
Cosmetology & Barbering	725551	\$3,795.00	1	\$3,795.00
Plumbing	780309	\$5,795.00	1	\$5,795.00
Lifetime Nutrition & Wellness	725502	\$3,495.00	1	\$3,495.00
Computer Graphics & Game Development (PC Required)	723548	\$3,295.00	1	\$3,295.00
Intro to Health Sci Careers	860550	\$4,295.00	1	\$4,295.00
Intro to Culinary Arts	725500	\$4,795.00	1	\$4,795.00
Alternative Energy, CCR	725070	\$4,595.00	1	\$4,595.00
VEX Go Education Kit with Storage	721172	\$350.00	4	\$1,400.00
Video Production (iPad Required)	723576	\$4,495.00	1	\$4,495.00
Professional Development Hands-On / Minds-On	643449	\$3,000.00	1	\$3,000.00
Consumable Allowance	CCR	\$1,000.00	1	\$1,000.00

Payment Policy: To keep costs low for our customers, pricing is based on payment by check or ACH. Customers preferring payment via credit card will be charged 2%.

Credit card payments are not accepted for subscriptions.

WARRANTY

Thank you for purchasing a Paxton/Patterson learning system. Your purchase includes warranty protection from defects in materials and workmanship when the learning system is used under appropriate educational conditions.

Key aspects of the warranty are:

- Your warranty period starts when your lab is delivered and ends one year later.
- Equipment which does not perform properly will be repaired or replaced with a new or remanufactured product. The replacement or repaired equipment remains under warranty for the balance of the original warranty period.

Technical Support:

- Your lab instructor will participate in our four step professional development program, Register, Complete Online Lessons, 4 hour On-Site Support Session and Attend Regional Workshop(optional).
- Should your instructor have questions about the learning system after completing professional development, our technical support staff is available Monday – Friday 7:00am to 5:00pm central time. If needed our staff can also be available by appointment at other times to provide technical support to your instructor. Except in unusual situations, technical support can be quickly and conveniently accessed via telephone, email and use of our “desktop streaming” support technology.
- We have consistently found that when an additional instructor is assigned to a lab or a new instructor is hired to replace the instructor who had completed professional development, the new instructor definitely needs to complete professional development just as your first instructor did. New instructors need considerably more formal training to effectively use the learning system lab than our tech support staff can provide via telephone.

**Exclusions to this warranty include: (a) consumable materials like paints and finishes, batteries, sanding materials and worksheets, (b) failure caused by misuse or accidents, (c) theft or “mysterious” disappearance, (d) normal wear and tear on guidebooks, textbooks, videos and other printed materials, and (e) damaged or lost computer software – CDs and diskettes. In conformity with your district’s copyright law compliance policy we recommend that back-up copies be made of all computer software (CDs) exclusively for use in the learning system covered by this warranty.*

PAXTON/PATTERSON (PP) LEARNING SYSTEMS CONTENT DELIVERY

PP will provide the Paxton Content Learning Management System for 60 months with a service start date to be set after installation by PP.

During the 60 months PP will:

- Provide access to Learning System content from modern browsers.
- Provide updates to Learning System content and to the Paxton Content Learning Management System.

During the 60 months it is likely that some 3rd party providers of equipment, software, and licensed assets included in your original purchase will upgrade their products. It is impossible to predict the scope of these potential future upgrades by 3rd party sources, therefore PP has not “built in” any costs for those items in the original purchase prices.

PP will advise you well in advance of the upgrade potentials being available, advising you of how the upgrade will enhance student learning and the costs of the upgraded equipment, software and/or licensed assets.

Most importantly, no purchase of upgraded equipment, software or licensed assets will be required at any time during the 60 months – because the PP learning system originally purchased will be supported during the entire 60 months.

The only time that it may be necessary to upgrade equipment, software or licensed assets is if your school chooses to upgrade to a newer operating system that is not compatible with the originally purchased 3rd party equipment, software, or licensed assets.

STUDENT DEVICE RECOMMENDATIONS

Paxton/Patterson labs require Wi-Fi-connected devices to access the online learning portal. Compatible devices include Chromebooks, iPads, or tablets capable of running modern browsers, such as Chrome or Edge.

WINDOWS OS SPECIFICATIONS:

	Minimum	Recommended
Processor	▪ 1Ghz	▪ 2.7 GHz
RAM	▪ 8GB	▪ 32GB
Browser	▪ Chrome or Edge	▪ Chrome
Hard Disk	▪ 64 GB	▪ 256 GB
OS	▪ Windows 11 Pro 64-bit	▪ Windows 11 Pro 64-bit
Peripherals	▪ Mouse and Keyboard	▪ Mouse and Keyboard
Others	▪ .pdf viewer	▪ .pdf viewer

IPAD SPECIFICATIONS:

	Minimum	Recommended
Generation	▪ Generation 6	▪ Current
Storage	▪ 32GB	▪ 128 GB

SINGLE SIGN-ON INTEGRATIONS

*The Paxton Content Learning Management System (PCLMS) currently supports integration with **ClassLink** and **Clever**.*

*The Paxton Content Learning Management System is fully FERPA compliant. March 2026

SOFTWARE FOR MODULES REQUIRING WINDOWS-BASED PC:

Note: *Criminalistics and Flight & Drone Technology v2 support Chromebook devices as an alternative to a Windows-based PC.*

- **CAD & DESIGN:**
 - Alibre Design
- **COMPUTER GRAPHICS & GAME DEVELOPMENT v2:**
 - GameMaker LTS
- **CRIMINALISTICS:**
 - Windows PC - MicroCapture Plus
 - Chromebook - Camera App
- **DIGITAL MANUFACTURING:**
 - Alibre Design
 - Dremel DigiLab
- **FLIGHT & DRONE TECHNOLOGY v2:**
 - Windows PC - Blockly for Robolink
 - Chromebook - Blockly for Robolink
- **HEALTH INFORMATION MANAGEMENT:**
 - SCIROCCO Code Viewer
- **MEDICAL IMAGING:**
 - RadInfo Systems
- **STRUCTURAL ENGINEERING:**
 - West Point Bridge Designer

APPLICATIONS FOR MODULES REQUIRING AN IPAD:

- **DIGITAL AUDIO PRODUCTION:**
 - GarageBand
- **ROBOTICS (VEX):**
 - VEXcode GO
- **VIDEO PRODUCTION:**
 - iMovie

*The Paxton Content Learning Management System is fully FERPA compliant. March 2026



Board Agenda Request
For June 25, 2026 Meeting

Date 6/11/2026

Department CTE

Person Submitting Jackie Vester *JMV*

Account Number (if appropriate) 141 E 71300 429C 000 02518 055
141 E 71300 471 000 02518 055
141 E 72130 524 000 02518 055
141 E 71300 730 000 02518 055
141 E 76100 399 000 02518 055

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Approval of the purchase of one College and Career Ready Lab for Avery Trace Middle School from vendor Paxton Patterson LLC - Alsip, IL, in the amounts of \$148,059.83 to be paid by Innovative School Models grant funds. Paxton Patterson is a TIPS vendor; this purchase will be made under contract #250106.

received
6-11-26 MT *[Signature]*

Quote Date: 6/10/2026

Dear Monterey High School,

This letter states for the record, that **we are the sole providers** of all Paxton/Patterson Learning Systems, including College & Career Ready Labs, Career Discovery Labs, Future Ready Labs, Health Science Careers, and Construction Career Labs.

Paxton/Patterson developed these learning systems with the written curriculum, interactive multimedia, and proprietary Learning Management System, along with the necessary components to bring to your school a complete program for College & Career Readiness. Our programs are fully and exclusively supported by our educational consultants, professional development team, implementation specialists, and customer service teams. All curriculum is copyrighted and the exclusive properties of Paxton/Patterson LLC.

Best Regards,

Christy Rogers
708-325-7125
christy@paxpat.com

PAXTON / PATTERSON

4141 W. 126th Street • Alsip, IL 60803

Monterey High School
112 N Elm St
Monterey TN 38574-1422

Quote ID: QUO-05597-F3F5N8
Quote Date: 6/10/2026
Quote Valid for 90 Days

Total: \$152,639.00

-\$4,579.17 3% Tips Discount

New Tips # 250-802

Est Tax: \$0.00

Total Amount: \$148,059.83

PLEASE Email Purchase Orders to sales@paxpat.com and copy christy@paxpat.com

Note: Furniture orders are final and cannot be canceled, modified, or returned once the order has been submitted.

Product	Stock Number	Price Per Unit	Quantity	Total
Criminalistics	725548	\$4,595.00	1	\$4,595.00
Design & Marketing	725501	\$3,395.00	1	\$3,395.00
Intro to Health Sci Careers	860550	\$4,295.00	1	\$4,295.00
LMS Package, 5-Year Subscription	720610	\$3,800.00	1	\$3,800.00
Child Care, FRL	822000	\$3,495.00	1	\$3,495.00
Electrical, FRL	822024	\$5,395.00	1	\$5,395.00
Health Care Support, FRL	822010	\$4,595.00	1	\$4,595.00
Home Maintenance Fundamentals	725504	\$3,695.00	1	\$3,695.00
Home Maintenance Systems	725524	\$4,495.00	1	\$4,495.00
HVAC, FRL (avail after 8/1/2026)	822026	\$5,395.00	1	\$5,395.00
Energy & Power	723554	\$4,695.00	1	\$4,695.00
Nursing	860020	\$4,695.00	1	\$4,695.00
Flight & Drone Technology	723558	\$4,795.00	1	\$4,795.00

Furniture - Line 1	FURN	\$43,439.00	1	\$43,439.00
Event Planning, FRL	822002	\$2,995.00	1	\$2,995.00
Food Service, FRL	822006	\$4,395.00	1	\$4,395.00
Setup & Assembly Furniture/Lab (20 or more)	643431	\$6,000.00	1	\$6,000.00
Computer Graphics & Game Development (PC Required)	723548	\$3,295.00	1	\$3,295.00
Intro to Child Development	725506	\$2,895.00	1	\$2,895.00
Engine, Base, Mat Combination, F/Energy & Power	720052	\$710.00	1	\$710.00
Robotics, CCR (iPad Required)	723572	\$3,995.00	1	\$3,995.00
VEX Go Education Kit with Storage	721172	\$350.00	4	\$1,400.00
Veterinary Medicine	860032	\$4,895.00	1	\$4,895.00
Lifetime Nutrition & Wellness	725502	\$3,495.00	1	\$3,495.00
Transportation Maintenance, FRL	822018	\$6,495.00	1	\$6,495.00
Emergency Medical Technician	860008	\$4,295.00	1	\$4,295.00
Facility Maintenance, FRL	822004	\$4,995.00	1	\$4,995.00
Consumable Allowance	CCR	\$2,000.00	1	\$2,000.00

Payment Policy: To keep costs low for our customers, pricing is based on payment by check or ACH. Customers preferring payment via credit card will be charged 2%.

Credit card payments are not accepted for subscriptions.

WARRANTY

Thank you for purchasing a Paxton/Patterson learning system. Your purchase includes warranty protection from defects in materials and workmanship when the learning system is used under appropriate educational conditions.

Key aspects of the warranty are:

- Your warranty period starts when your lab is delivered and ends one year later.
- Equipment which does not perform properly will be repaired or replaced with a new or remanufactured product. The replacement or repaired equipment remains under warranty for the balance of the original warranty period.

Technical Support:

- Your lab instructor will participate in our four step professional development program, Register, Complete Online Lessons, 4 hour On-Site Support Session and Attend Regional Workshop(optional).
- Should your instructor have questions about the learning system after completing professional development, our technical support staff is available Monday – Friday 7:00am to 5:00pm central time. If needed our staff can also be available by appointment at other times to provide technical support to your instructor. Except in unusual situations, technical support can be quickly and conveniently accessed via telephone, email and use of our “desktop streaming” support technology.
- We have consistently found that when an additional instructor is assigned to a lab or a new instructor is hired to replace the instructor who had completed professional development, the new instructor definitely needs to complete professional development just as your first instructor did. New instructors need considerably more formal training to effectively use the learning system lab than our tech support staff can provide via telephone.

**Exclusions to this warranty include: (a) consumable materials like paints and finishes, batteries, sanding materials and worksheets, (b) failure caused by misuse or accidents, (c) theft or “mysterious” disappearance, (d) normal wear and tear on guidebooks, textbooks, videos and other printed materials, and (e) damaged or lost computer software – CDs and diskettes. In conformity with your district’s copyright law compliance policy we recommend that back-up copies be made of all computer software (CDs) exclusively for use in the learning system covered by this warranty.*

PAXTON/PATTERSON (PP) LEARNING SYSTEMS CONTENT DELIVERY

PP will provide the Paxton Content Learning Management System for 60 months with a service start date to be set after installation by PP.

During the 60 months PP will:

- Provide access to Learning System content from modern browsers.
- Provide updates to Learning System content and to the Paxton Content Learning Management System.

During the 60 months it is likely that some 3rd party providers of equipment, software, and licensed assets included in your original purchase will upgrade their products. It is impossible to predict the scope of these potential future upgrades by 3rd party sources, therefore PP has not “built in” any costs for those items in the original purchase prices.

PP will advise you well in advance of the upgrade potentials being available, advising you of how the upgrade will enhance student learning and the costs of the upgraded equipment, software and/or licensed assets.

Most importantly, no purchase of upgraded equipment, software or licensed assets will be required at any time during the 60 months – because the PP learning system originally purchased will be supported during the entire 60 months.

The only time that it may be necessary to upgrade equipment, software or licensed assets is if your school chooses to upgrade to a newer operating system that is not compatible with the originally purchased 3rd party equipment, software, or licensed assets.

STUDENT DEVICE RECOMMENDATIONS

Paxton/Patterson labs require Wi-Fi-connected devices to access the online learning portal. Compatible devices include Chromebooks, iPads, or tablets capable of running modern browsers, such as Chrome or Edge.

WINDOWS OS SPECIFICATIONS:

	Minimum	Recommended
Processor	▪ 1Ghz	▪ 2.7 GHz
RAM	▪ 8GB	▪ 32GB
Browser	▪ Chrome or Edge	▪ Chrome
Hard Disk	▪ 64 GB	▪ 256 GB
OS	▪ Windows 11 Pro 64-bit	▪ Windows 11 Pro 64-bit
Peripherals	▪ Mouse and Keyboard	▪ Mouse and Keyboard
Others	▪ .pdf viewer	▪ .pdf viewer

IPAD SPECIFICATIONS:

	Minimum	Recommended
Generation	▪ Generation 6	▪ Current
Storage	▪ 32GB	▪ 128 GB

SINGLE SIGN-ON INTEGRATIONS

*The Paxton Content Learning Management System (PCLMS) currently supports integration with **ClassLink** and **Clever**.*

*The Paxton Content Learning Management System is fully FERPA compliant. March 2026

SOFTWARE FOR MODULES REQUIRING WINDOWS-BASED PC:

Note: *Criminalistics and Flight & Drone Technology v2 support Chromebook devices as an alternative to a Windows-based PC.*

- **CAD & DESIGN:**
 - Alibre Design
- **COMPUTER GRAPHICS & GAME DEVELOPMENT v2:**
 - GameMaker LTS
- **CRIMINALISTICS:**
 - Windows PC - MicroCapture Plus
 - Chromebook - Camera App
- **DIGITAL MANUFACTURING:**
 - Alibre Design
 - Dremel DigiLab
- **FLIGHT & DRONE TECHNOLOGY v2:**
 - Windows PC - Blockly for Robolink
 - Chromebook - Blockly for Robolink
- **HEALTH INFORMATION MANAGEMENT:**
 - SCIROCCO Code Viewer
- **MEDICAL IMAGING:**
 - RadInfo Systems
- **STRUCTURAL ENGINEERING:**
 - West Point Bridge Designer

APPLICATIONS FOR MODULES REQUIRING AN IPAD:

- **DIGITAL AUDIO PRODUCTION:**
 - GarageBand
- **ROBOTICS (VEX):**
 - VEXcode GO
- **VIDEO PRODUCTION:**
 - iMovie

*The Paxton Content Learning Management System is fully FERPA compliant. March 2026



**Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)**

Date _____ 6/25/26

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of payment to Skyward – Stevens Point, WI in the amount of \$81,464.00 to be paid from 141-72510-330 for the Accounting and HR Software Annual License fee from July 1st, 2026 to June 30th, 2027 (General Purpose School Fund).

received
6-15-26 MT CK



Invoice Detail

PUTNAM COUNTY SCHOOLS
ATTN: ACCOUNTS PAYABLE
1400 EAST SPRING STREET
COOKEVILLE, TN 38506-4313

Invoice # 0000243554
Invoice Date 07/01/2026
Due Date 07/16/2026
Invoice Total 81,464.00

* Invoice was emailed.

<u>Qty.</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Extension</u>
1.00	BUSINESS SUITE CORE ANNUAL LICENSE FEE	26,275.0000	26,275.00
1.00	PAYROLL ANNUAL LICENSE FEE	14,051.0000	14,051.00
1.00	TRUE TIME ANNUAL LICENSE FEE	12,586.0000	12,586.00
1.00	EMPLOYEE ACCESS ANNUAL LICENSE FEE	9,437.0000	9,437.00
1.00	EMPLOYEE MANAGEMENT ANNUAL LICENSE FEE	7,474.0000	7,474.00
1.00	SUBSTITUTE TRACKING ANNUAL LICENSE FEE	6,922.0000	6,922.00
1.00	FAST TRACK ANNUAL LICENSE FEE	4,719.0000	4,719.00

Annual License Fees: 07/01/2026 - 06/30/2027

Total Extension **81,464.00**

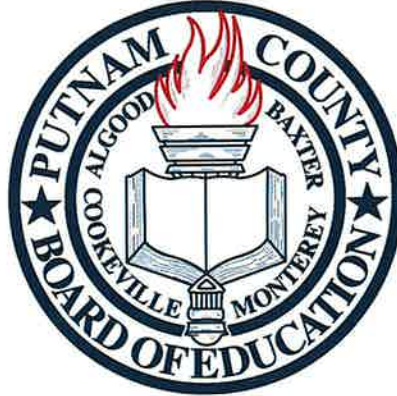
REMIT TO:

SKYWARD ACCOUNTING DEPT
2601 SKYWARD DRIVE
STEVENS POINT, WI 54482
* Return this bottom
portion with payment *

Invoice # 0000243554
Invoice Date 07/01/2026
Payor PUTNAM COUNTY SCHOOLS
Due Date 07/16/2026 (PUTNA*TN000)

Invoice Amount: 81,464.00
Remit Amount:

EXHIBIT
VIAG
06-25-26
tabbles



Board Agenda Request

Date 6/11/2026

Department Teaching & Learning

Person Submitting Dr. Diana Wood *Diana Wood*

Account Number (if appropriate) 141-71100-449-02117

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider the approval of the purchase of 11 Generation Genius Science school licenses for grades K-2 from Newsela Inc New York, New York in the amount of \$16,783.25 to be paid from 141-71100-449-02117, as submitted.

received
6-11-26 MT *CD*



Newsela Inc.
169 Madison Ave., #2770
New York, NY 10016

Order Form

Billing Information:

Billing Frequency: Upfront in full
Payment Terms: Net 30
Billing Schedule: Upon Contract Signature

Order Form No. Q-177031
Newsela Contact: Andrea Bogardus
Contact Email: andrea.bogardus@newsela.com
Offer Date: May 25, 2026
Expiration Date: July 9, 2026

To:
Kristy Sattler
Putnam County School System
1400 E Spring St
Cookeville, TN 38506-4313

Qty	Products/Services	Line Total
1	Newsela	\$16,783.25
Contract Total		\$16,783.25

*See table above or Appendix for Product/Services details and License Dates.

This Order Form, the Terms of Service [available here](#), and the terms of any Statement of Work provided for the order of any Custom Collection, if applicable, which are hereby incorporated by this reference, is entered into by and between Newsela, Inc., and its parents, subsidiaries and affiliates, having an office at 169 Madison Ave., #2770, New York, NY 10016 (together “Newsela”) and the customer named above, having an office at the address set forth above (“Customer”). All capitalized terms used in this Order Form and not defined herein shall have the meanings ascribed to them in the Terms of Service linked above. This Order Form is subject to the Terms of Service linked above, Newsela’s Privacy Policy and, where applicable, any additional Terms and Conditions, or other binding RFP or binding bid signed by and between the Parties (together the “Customer Agreement”).

The Customer Agreement constitutes the entire agreement between the parties with regards to this subject matter, and supersedes all written or oral understandings, proposals, bids, offers, purchase or delivery orders, negotiations, agreements or communications of every kind. Additionally, the Customer Agreement specifically supersedes the terms and conditions of any Purchase Order delivered to Newsela after this Customer Agreement is executed and any such terms and conditions shall not be applicable or considered a part of the terms and conditions that govern this engagement. The Customer’s internal requirements for Purchase Orders does not relieve Customer of its obligation to pay Newsela for all years included herein. This Customer Agreement and the terms contained therein are intended only for the Customer and should be kept confidential.

Term: The subscription for the above-identified Newsela Products will commence and end as defined above, or in the License Dates Section of the Appendix in this Customer Agreement. By signing this Order Form, the Customer agrees to the pricing per product and quantity breakdowns underlying this Order Form, which will be provided by Newsela upon request at any time and will also be provided on the invoice unless requested otherwise. Failure of the Customer to make

use of the Products during their respective License Dates specified herein will not extend Newsela’s obligation to deliver those Products/Services beyond those dates.

Following the Subscription End Date, unless prohibited by law, this Customer Agreement will renew for the Products/Services licensed hereunder for successive periods equal in length to the greater of the Term or 12 months (a ‘Renewal Term’). If this Customer Agreement is so renewed, Customer agrees the prices payable for such Renewal Term shall be the prevailing rates then offered by Newsela for the licensed products stated above.

Fees: The Customer agrees to pay the Contract Grand Total set forth above per the Billing Terms noted above upon execution of this Customer Agreement. If a Purchase Order is required, Customer shall submit the Purchase Order to Newsela in accordance with the Billing Information set forth hereinabove by emailing it to billing@newsela.com and including “Customer Agreement No. Q-177031” in the subject line, otherwise a purchase order shall not be required for payment. Service will be suspended at Newsela’s discretion if payment is not received by Newsela in accordance with the Billing Terms noted above. Failure of the Customer to use the Products/Services will not relieve Customer of its obligation to pay hereunder.

The individual executing this Customer Agreement has the authority to execute this agreement and bind the Customer, and Newsela has the right to rely on that authorization. The individual executing this Customer Agreement also certifies that there is funding in place for years included herein.

1. Purchase Order Information

If you need a Purchase Order, please fill out the following information.

PO Required:

PO Number:

PO Amount:

2. Billing Information

Provide the billing service representative to whom the invoice should be addressed.

Bill-To Name:

Bill-To Email:

By initialing here, I agree that the billing details stated above are current and accurate. _____

Prices shown above do not include any state and local taxes that may apply. Any such taxes are the responsibility of the Customer and will appear on the final invoice (if applicable). If the contracting entity is exempt from sales tax, please send the required tax exemption documents along with the order form number (Q-177031) to salestax@newsela.com.

3. Is your organization exempt from sales tax?

Please enter **Yes** or **No**:

Authorized Signature:

Date of Signature:

Appendix

Products Breakdown

Sites	Product Code	Products Names	License Dates
11	ATG210	Generation Genius Science	07/10/26 - 07/09/27

Product/Service Breakdown Per School

Line#	Schools	Products/Services	License Dates
1	ALGOOD ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27
2	BAXTER ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27
3	BURKS ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27
4	CANE CREEK ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27
5	CAPSHAW ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27
6	CORNERSTONE ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27
7	JERE WHITSON ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27
8	NORTHEAST ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27
9	PARK VIEW ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27
10	PRESCOTT SOUTH ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27
11	SYCAMORE ELEMENTARY SCHOOL	Generation Genius Science	07/10/26 - 07/09/27



**Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)**

Date _____ 6/25/2026

Department _____ Finance

Person Submitting _____ Mark McReynolds

Account Number (if appropriate) _____

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Stone Service Corporation in the amount of \$9,500.00 and SouthEast Bank (retainage) in the amount of \$500.00 for pay application #10 related to the Northeast Elementary HVAC Upgrades project to be paid from the Putnam County Capital Project Fund.

received
6-15-26 MT CK

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2

PAGES

TO OWNER:
Putnam Co. Board of Education
1400 E. Spring St.
Cookeville, TN 38506

PROJECT:
Northeast Elementary HVAC Upgrades

FROM CONTRACTOR:
Charles Stone Heating & Cooling
PO Box 49293
Cookeville, TN 38506

VIA ARCHITECT:

CONTRACT FOR:

APPLICATION NO: Ten (10)

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

PERIOD TO: 6/30/26

PROJECT NOS:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	785,750.00
2. Net change by Change Orders	\$	
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	785,750.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	689,275.91
5. RETAINAGE:		
a. 5% of Completed Work (Column D + E on G703)	\$	34,463.80
b. _____ of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	34,463.80
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	654,812.11
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	645,312.11
8. CURRENT PAYMENT DUE	\$	9,500.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	130,937.89

CONTRACTOR:

By: Courtneyfield Date: 6/11/26
State of: Tennessee County of: Putnam Overton
Subscribed and sworn to before me this 11th day of June, 2026
Notary Public: Rebecca Phillips
My Commission expires: 8/18/29

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 9,500.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Maffett Loftis Engineering, LLC

By: Justin Powell Date: 06/11/2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE TWO OF

2

PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: Ten (10)

APPLICATION DATE: 6/11/2026

Contractor's signed certification is attached.

PERIOD TO: 6/30/2026

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Pumam Co. Board of Education - Northeast Elementary HVAC Upgrades								
	Contract \$785,750.00								
1	Equipment	\$433,477.00	\$190,000.00			\$243,477.00	\$433,477.00		\$21,673.85
2	Controls	\$55,947.87				\$55,947.87	\$55,947.87		\$2,797.39
3	Rigging	\$5,000.00	\$5,000.00			\$5,000.00	\$5,000.00		\$250.00
4	Material	\$89,601.81	\$89,601.81			\$89,601.81	\$89,601.81		\$4,480.09
5	Labor	\$109,513.32	\$80,859.33	\$10,000.00		\$90,859.33	\$90,859.33	\$18,653.99	\$4,542.97
6	Contingency	\$92,210.00	\$14,389.90			\$14,389.90	\$14,389.90	\$77,820.10	\$719.50
	GRAND TOTALS	\$785,750.00	\$379,851.04	\$10,000.00	\$299,424.87	\$689,275.91	\$689,275.91	\$96,474.09	\$54,463.80



Stone Service Corporation
 PO Box 49293
 Cookeville, Tennessee 38506
 931-526-5023

BILL TO

Putnam County Board of Education
 1400 East Spring Street
 Cookeville, TN 38506 USA

INVOICE 185618937	INVOICE DATE Jun 11, 2026
-----------------------------	-------------------------------------

JOB ADDRESS

Northeast Elementary HVAC Upgrades
 575 N Old Kentucky Rd
 Cookeville, TN 38501

Payment Term: Net 30
Due Date: 7/11/2026

DESCRIPTION OF WORK

Contract: \$785,750.00
 Work completed to date: \$689,275.91
 Less 5% retainage: \$34,463.80
 Less previous billing: \$645,312.11 = \$9,500.00

TASK	DESCRIPTION	QTY	PRICE	TOTAL
Imported Default Service	Labor	1.00	\$10,000.00	\$10,000.00
RTNG	Retained for the performance of work	1.00	-\$500.00	-\$500.00
			SUB-TOTAL	\$9,500.00
			TOTAL DUE	\$9,500.00
			BALANCE DUE	\$9,500.00

CUSTOMER AUTHORIZATION

I authorize the work above to be completed and I agree to pay \$9,500.00.

Sign here

Date

CUSTOMER ACKNOWLEDGEMENT

I agree that the above work was completed to my satisfaction and I agree to pay \$9,500.00.



**Board Agenda Request
For June 4, 2026 Meeting**

Date 5/18/2026

Department Federal Programs

Person Submitting Adam West

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Approval to purchase Qualtrics per Equalis Group Cooperative Purchasing renewal for 2026-2027 Agreement RFP#R10-1163 in the amount of \$47,455.17

To be paid from: 141-71100-330-02103

received
6-15-26 gnt *ck*

Parties:	Qualtrics LLC 333 W River Park Drive, Provo, UT, 84604 United States ("Qualtrics")	Putnam County School System TN 1400 East Spring St. Cookeville TN 38506 United States ("Customer")
Effective Date:	The date signed by the last party to sign.	
Governing Document:	This Order Form is subject to the Qualtrics General Terms and Conditions at https://www.qualtrics.com/legal/customers/gtcs/ (the "Agreement"). All capitalized terms used but not defined herein have the meanings given to them in the Agreement. If there is a conflict between the terms of the Agreement and this Order Form, this Order Form will control.	
Additional Terms:		
Customer Information:		
Regional Data Center:	Will Customer send a purchase order ("PO")-* Will the PO apply to the entire Subscription Term:	PO#:
Email Address for Invoice Submission:	bridgett.carwile@pcsstn.com	Billing Address to Reference on Invoice: Attn: Putnam County School System Putnam County Schools 1400 E Spring St Cookeville, TN 38506-4313 United States
Shipping Address:	Attn: Putnam County School System Putnam County Schools 1400 E Spring St Cookeville, TN 38506-4313 United States	
*If Customer requires a PO to process the invoice related to this Order Form, Customer will provide the PO with this Order Form or through the Customer Success Hub or customer intake survey within five days after the effective date hereof. Customer's failure or delay in providing a PO will not affect the payment terms herein.		

Qualtrics	Customer
By (signature):	By (signature):
Name:	Name:
Title:	Title:
Date:	Date:
Qualtrics Primary Contact:	Customer Primary Contact:
Name: Amanda Ketay	Name:
Phone:	Phone:
Email: aketay@qualtrics.com	Email:



Subscription Term and Fees Exhibit

Subscription Term

Initial Term	
Start date:	First date of the initial period in the fees table below
End date:	Last date of the final period in the fees table below
Term in months:	36

Renewal Terms <i>(not applicable to pilots or proofs of concept)</i>	
Type of renewal at the end of the initial term and each renewal term:	Automatic Renewal
Advance notice required to not renew or to request modification prior to the end of initial term or applicable renewal term:	90 days
Length of each renewal term in months:	12
Price increase at each renewal term for same Cloud Services:	5%

Fees for Initial Term

Period	Services	Price	Estimated Invoice Date	Payment Terms from Invoice	License Configuration
01-Jul-2026 TO 30-Jun-2027	Cloud Professional	\$47,455.17 \$0.00	Effective Date	Net 30	Q-297539
01-Jul-2027 TO 30-Jun-2028	Cloud Professional	\$59,229.00 \$0.00	01-Jun-2027	Net 30	Q-297539
01-Jul-2028 TO 30-Jun-2029	Cloud Professional	\$62,049.00 \$0.00	01-Jun-2028	Net 30	Q-297539
Total		USD \$168,733.17			

Prices shown do not include applicable taxes, which will be included on the invoice.

Excess Use

Any use of the Cloud Service that exceeds the Usage Metrics and volumes set forth herein will incur additional fees from the date the excess use began, based on Qualtrics' prices as of that date. Qualtrics will invoice Customer for such excess use on or about the end of the then-current calendar month, and Customer will pay the invoiced amount in accordance with the applicable payment terms above.

CONFIDENTIAL

Cloud Service Exhibit

YEAR 1
Q-297539

CLOUD SERVICE

XM for Customer Experience - Frontline Digital Interactions : 70,000

YEAR 2
Q-297539

CLOUD SERVICE

XM for Customer Experience - Frontline Digital Interactions : 70,000

YEAR 3
Q-297539

CLOUD SERVICE

XM for Customer Experience - Frontline Digital Interactions : 70,000

The Cloud Services purchased are subject to the Definitions and Product Terms located at: <https://www.qualtrics.com/legal/customers/product-terms>

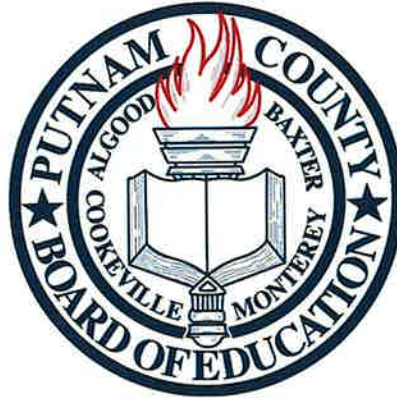
Qualtrics permits Customer to process a limited number of characters (as defined at <https://www.qualtrics.com/support/survey-platform/data-and-analysis-module/data/translate-text-responses>) through its translation functionality per subscription year ("Translation Limit") at no charge. Qualtrics, at its discretion, reserves the right to strictly enforce this limit.

Service Level Exhibit

Service Levels

1. **Availability; Downtime.** Qualtrics will ensure that the Cloud Service has an availability level of 99.93%, excluding when the Cloud Service is unavailable due to (a) required system maintenance as determined by Qualtrics for which Qualtrics provides at least five days' advance notice to Customer; and (b) causes outside of the reasonable control of Qualtrics that could not have been avoided by its exercise of due care ("Availability"). "Downtime" means time during which the Cloud Service has no Availability.
2. **Fee Credits.** Customer will receive a fee credit ("Fee Credit") for Downtime upon request based on the following formula: Fee Credit = fee credit percentage set forth below * (1/12 then-current annual fees paid for the Cloud Service affected by Downtime). All times listed below are per calendar month.
 1. If Downtime is 30 minutes (=99.93%) or less, no fee credit percentage applies.
 2. If Downtime is from 31 to 120 minutes, the fee credit percentage is 5%.
 3. If Downtime is from 121 to 240 minutes, the fee credit percentage is 7.5%.
 4. If Downtime is 241 minutes or greater, the fee credit percentage is 10.0%.

EXHIBIT
VIA12
6-25-26



Board Agenda Request

Date 6/11/2026

Department Teaching & Learning

Person Submitting Dr. Bubba Winningham

Account Number (if appropriate) 141-71100-330-02103

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Approval of the purchase of Flashlight Learning per Buyboard Contract #748-24 for ESL student progress monitoring of ELPA21 standards as mandated by TDOE, per Quote Q-09624-1 in the amount of \$64,500.00 and paid from 141-71100-330-02103.

received
6-11-26 MT

September 11, 2025

Sent via email to: PO@flashlight360.com

Andrew Brandt
Flashlight Learning, Inc.
12481 Fort Street Suite 225
Draper UT 84020-2111

Re: Instructional Materials (Non-Adopted) for PK-12, Special Education, & Career and Technology
BuyBoard Contract 748-24

The Local Government Purchasing Cooperative (BuyBoard) awarded your company a contract under Instructional Materials (Non-Adopted) for PK-12, Special Education, & Career and Technology, Contract 748-24 effective November 1, 2024 through October 31, 2025, with two possible one-year renewals. At this time the BuyBoard is renewing your contract through October 31, 2026.

All discounts, terms, and conditions of your contract will remain the same. If you agree to this renewal, there is nothing you need to do. However, if you do not agree to this renewal, you must notify me via email at contractadmin@buyboard.com prior to the start of the renewal term.

Reminder: Once a BuyBoard contract is awarded, vendors must generate a minimum of \$15,000 annually or they may not be offered a contract renewal.

If you have questions or comments concerning this renewal, please contact me as soon as possible at contractadmin@buyboard.com . We appreciate your interest in The Local Government Purchasing Cooperative.

Sincerely,

Jim Tulberg

Jim Tulberg
Contract Administrator

1st renewal v.02.13.2020



Quote Number
Prepared on
Expires on
Prepared by

Q-09624 - 1
3/18/2026
8/31/2026
Caitlin McCarthy

Bill to: Putnam County
1400 E SPRING ST
COOKEVILLE, TN 38506

Ship to: Putnam County
1400 E SPRING ST
COOKEVILLE, TN 38506

Any questions about this proposal may be directed to your Partnership Director:

Caitlin McCarthy -
caitlin@flashlight360.com
- (928) 241-2226

Qty	Product	Description	Unit Price	Total
840	Flashlight360 - Student License + Insight Premium	The Student License + Insight Premium is a 12-month subscription for a student to utilize Flashlight360, it includes scoring of the beginning of the year (BOY), middle of the year (MOY), and end of year (EOY) benchmark by the Flashlight Insight Team. It also includes all updates, resources, and access for all building teachers, administrators, and district administrators.	\$100.00	\$84,000.00
840	Flashlight Learning Sparks	Flashlight Learning Sparks are mini lessons crafted to strengthen data-informed instruction and support personalized student learning and language development. Each mini lesson features differentiated scaffolds to meet a range of language proficiency levels. Skill-focused instruction is amplified through paired A/B lessons, offering multiple opportunities for practice and growth. Each set includes teacher slides, student slides, and printable resources such as graphic organizers to enhance learning.	\$0.00	\$0.00
2	Professional Development Virtual Event	60-90 minute online professional development session delivered by a dedicated Educational Coach designed to support educators in their utilization of Flashlight360. Topics include, but are not limited to: - Getting Started with Flashlight360 - Scoring and Calibration - Building Prompts - Scaffolds & Supports - Goal Setting - SPARKS - Coaching Sessions	\$750.00	\$1,500.00

Sub Total \$85,500.00

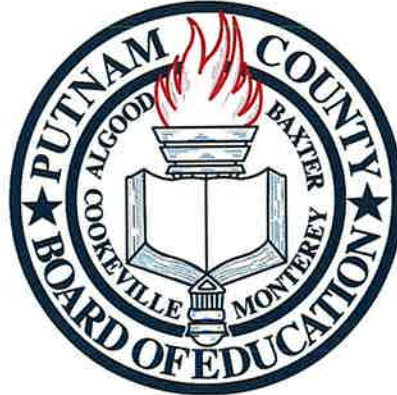
Discount \$21,000.00

Total \$64,500.00

Note:
District wide access for grades 1-12 including any newcomers to the district.

Buyboard Number 748-24

EXHIBIT
VIA13
6-25-26
tabbles



Board Agenda Request

Date 7/11/2026

Department Teaching & Learning

Person Submitting Dr. Bubba Winningham

Account Number (if appropriate) 141-71100-449-02117

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider the approval of a one-year gap purchase for grades 9 through 12, Tennessee Book Company, LaVergne, TN, for the SAVVAS English language arts textbooks, in the amount of \$149,950.26, to be paid from account 141-71 100-449-02117, as submitted.

A large, stylized handwritten signature in blue ink, appearing to be "R".

received
6-11-26 MR



Putnam Co School District
Quote Number Q-243251

15 E Midland Ave St 502
Paramus, NJ, 07652-2938

Vicky Brummitt
Curriculum Specialist
Putnam Co School District
1400 E Spring St
Cookeville, TN 38506-4313

Quote Creation Date: 5/4/2026
Quote Expiration Date: 9/30/2026

MyPerspectives 9-12 Print and digital Copyright 2025 1year Price Quote Summary

Solution	Base Amount	Total
myPerspectives English Language Arts	\$138,203.00	\$138,203.00
Solution Subtotal:	\$138,203.00	\$138,203.00

Shipping and Handling:	\$11,747.26
Total:	\$149,950.26



Putnam Co School District
Quote Number Q-243251

15 E Midland Ave St 502
Paramus, NJ, 07652-2938

Price Quote Detail

myPerspectives English Language Arts

myPerspectives New Edition ©2025 - Grade 9

ISBN	Description	Price	Charged Qty	Total Charged
9781428516700	MYPERSPECTIVES 2025 TEACHER EDITION GRADE 9	\$193.00	10	\$1,930.00
9798213009361	MYPERSPECTIVES 2025 CONSUMABLE STUDENT EDITION 1-YEAR + 1-YEAR LICENSE GRADE 09	\$43.00	750	\$32,250.00
myPerspectives New Edition ©2025 - Grade 9 - Subtotal:				\$34,180.00

myPerspectives New Edition ©2025 - Grade 10

ISBN	Description	Price	Charged Qty	Total Charged
9798213009415	MYPERSPECTIVES 2025 CONSUMABLE STUDENT EDITION 1-YEAR + 1-YEAR LICENSE GRADE 10	\$43.00	900	\$38,700.00
9781428516717	MYPERSPECTIVES 2025 TEACHER EDITION GRADE 10	\$193.00	12	\$2,316.00
myPerspectives New Edition ©2025 - Grade 10 - Subtotal:				\$41,016.00

myPerspectives New Edition ©2025 - Grade 11

ISBN	Description	Price	Charged Qty	Total Charged
9781428516724	MYPERSPECTIVES 2025 TEACHER EDITION GRADE 11	\$193.00	11	\$2,123.00
9798213009460	MYPERSPECTIVES 2025 CONSUMABLE STUDENT EDITION 2 VOLUME 1-YEAR + 1-YEAR LICENSE GRADE 11	\$43.00	800	\$34,400.00
myPerspectives New Edition ©2025 - Grade 11 - Subtotal:				\$36,523.00

myPerspectives New Edition ©2025 - Grade 12

ISBN	Description	Price	Charged Qty	Total Charged
9781428516731	MYPERSPECTIVES 2025 TEACHER EDITION GRADE 12	\$193.00	8	\$1,544.00
9798213009514	MYPERSPECTIVES 2025 CONSUMABLE STUDENT EDITION 2 VOLUME 1-YEAR + 1-YEAR LICENSE GRADE 12	\$43.00	580	\$24,940.00
myPerspectives New Edition ©2025 - Grade 12 - Subtotal:				\$26,484.00



Putnam Co School District
Quote Number Q-243251

15 E Midland Ave St 502
Paramus, NJ, 07652-2938

Solution Subtotal:	\$138,203.00
Shipping and Handling:	\$11,747.26
Total:	\$149,950.26



Putnam Co School District
Quote Number Q-243251

15 E Midland Ave St 502
Paramus, NJ, 07652-2938

Savvas Learning Company LLC Terms and Conditions

To place your order please submit a copy of this price quote with your Purchase Order, include the Quote Number on your Purchase Order, and include any other required documentation. We have several ways you can place your order with Savvas Learning Company:

- **my Savvas Orders:**
www.mysavvasorders.savvas.com
- Create a case online at:
<https://support.savvas.com/support/s/>
by clicking the **Place and Manage Orders** tile on the my Savvas Support home page
- **Phone:** 800-848-9500

Savvas does not accept Credit Card information via postal mail, facsimile, or email. Credit Card information will only be accepted via phone, eCommerce, or my Savvas Orders. For questions regarding your order please call Customer Service: 1-800-848-9500.

Price quote: This is a price quote for the customer's convenience only, and not an offer to contract. All quotes are subject to review and final acceptance by an authorized representative of Savvas at its offices. Savvas reserves the right to correct typographical, computational or other errors. Savvas' standard payment terms are net 30 days unless otherwise specified. All pricing is in US Dollars unless otherwise specified. Pricing calculations use multiple decimal places to determine the most accurate extended pricing but are represented in standard currency format.

Shipping & handling charges (where applicable) are shown on the quote. S&H rates quoted are for standard ground transportation and may not reflect account contracted rates. If expedited shipping is requested, actual charges may be higher. For orders picked up at the Savvas warehouse by the customer or a third party carrier contracted by the customer, a 2% handling charge will be applied to shippable items. The 2% charge will appear on the customer proposal and invoice as a S&H charge.

Taxes: All pricing in this quote is exclusive of any applicable sales, use or other similar taxes or duties. The customer is responsible for any such taxes or duties that may apply; if the customer is tax exempt, evidence of such tax exemption must be provided. Estimated tax may be provided solely for customer convenience. The amount indicated is only an estimate and is intended to be helpful for budgeting purposes. The actual amount of sales tax assessed at the time of invoicing may be more or less.

Platforms: Savvas, and any third party for which Savvas serves as the sales agent or distributor, reserve the right to change and/or update technology platforms, including possible edition updates to customers during the term of access. Customers will be notified of any change prior to the beginning of the new school year.

Damaged & Defective Products: If a print product, or the print component of a blended (print & digital) product, is received in damaged or defective condition, Savvas will issue a credit or replacement at no charge to the customer if the customer promptly (no later than 120 days) returns the damaged or defective product. Customers must report missing product immediately upon receipt.

Return Policy: Returns (other than damaged or defective products) are subject to the following conditions: (a) materials must be returned to Savvas at the customer's expense in new, unused condition, suitable for resale by Savvas (note that any barcoding, stickering, stamping or similar marking on any print materials renders them unsuitable for resale); (b) materials must be returned within six (6) months from the date of purchase; (c) the customer must obtain a Return Materials Authorization ("RMA") from Savvas prior to returning the materials, and must ship the materials back to Savvas within thirty days of receiving the RMA; (d) all materials sold in a set or package must be returned complete as originally sold; and (e) any materials provided by Savvas to the customer on a no-charge basis in consideration of the customer's purchase must be returned in proportion to the purchased materials that are being returned for a credit. A restocking fee of 3% may be applied to credits over \$1,000. Savvas' return policy does not apply to science lab kits or trade publication novels, which are sold on a non-returnable basis.

Consumable Worktexts: Subsequent year consumable worktexts will ship each year on the anniversary of the original order date for the duration of their license. Worktexts will ship to the location listed on the original order. Quantities for each grade level and title will remain consistent each year. Changes to quantities of titles previously ordered, shipping location changes, or any other changes to consumable worktext shipments must be made 4 weeks prior to shipment date. (the anniversary of the original order date unless changed). Changes can be made on the Subscription Worktext Site: <https://worktext-subscriptions.savvas.com>

Annual subscriptions for iLit and Successmaker Only: Savvas' iLit and Successmaker products (and no others) automatically renew on the anniversary date of the original purchase and will be invoiced accordingly unless otherwise specified. If you wish to cancel, please let us know in writing prior to the date of renewal by completing the customer service request form which you can access here: <https://support.savvas.com/support/s/customer-service-support-form>

Technical support services are included with purchase of Savvas digital products. **Online help:**
<https://support.savvas.com/support/s/k12-curriculum-support-form>
phone: 1-800-848-9500

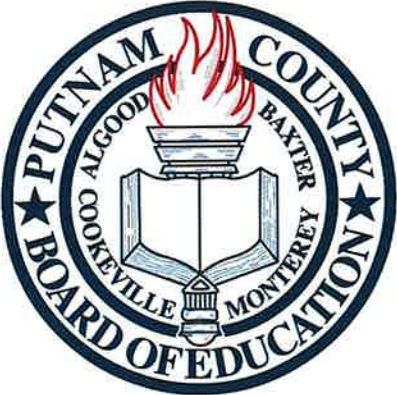


Putnam Co School District
Quote Number Q-243251

15 E Midland Ave St 502
Paramus, NJ, 07652-2938

Professional Services: All paid services must be delivered within twelve (12) months of the order date of those services. Any unused services expire at the end of such twelve (12) month period, unless otherwise specified in contract terms. Any cancellation made with less than 72 hours' notice will result in a cancellation fee equal to the full price of the event. MySavvasTraining is included with purchase of products
<https://mysavvastraining.com>

EXHIBIT
VIA 14
6-25-26
tabbles



Board Agenda Request

Date 6/11/2026

Department Teaching & Learning

Person Submitting Dr. Bubba Winningham

Account Number (if appropriate) 141-71100-449-02117

Check one:

na Backup included

na Backup to follow

Statement to be included in Board Agenda Packet:

- Consider the approval of the purchase of the annual replacement and growth textbooks from Tennessee Book La Vergne, Tennessee in the amount of \$50,000 to be paid from 141-71100-449-02117.

received
6-11-26 MT CA



**Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)**

Date _____ 6/25/2026

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Maffett Loftis Engineering, LLC in the amount of \$17,856.00 for engineering services related to the Cookeville High School Chiller project to be paid from 141 72620 399.

received
6-15-26 MT



Maffett Loftis Engineering, LLC
 1 South Jefferson, Suite 101
 Cookeville, TN 38501
 931-526-5143
www.maffett-loftis.com

Bill To

Client Putnam County Schools

Attn: John Magura

Invoice #

25064-01

Date Issued

4/2/2026

Payment Due

5/2/2026

Invoice

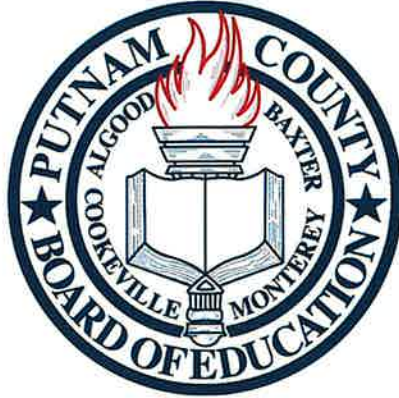
MLE Project Number	25064			
MLE Project Name	Cookeville High School Chiller			
Engineering Services	Engineering Services per Signed Agreement			
Services	Fee	Complete	Previously Billed	Amount Due
Construction Documents Phase	\$ 19,840.00	90%		\$ 17,856.00
Construction Administration Phase	\$ 4,960.00	0%		\$ -
Total Due this Invoice				\$17,856.00

Thank you for the opportunity to provide this service.

Payment is due within 30 days of invoice.
 Please include invoice number on payment

Mark,
 PLEASE PAY THIS INVOICE.
 JOHN MAGURA
 6-8-26

EXHIBIT
VIA 16
6-25-26
tabbles



Board Agenda Request

Date 6/16/2026

Department Teaching & Learning

Person Submitting Dr. Winningham

Account Number (if appropriate) 141-72210-330-02103

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of payment to Frontline Technologies Group, LLC, Philadelphia, PA, in the amount of \$55,991.52 to be paid from 141-72210-330-02103 for use of Professional Learning Management and Absence/Substitute Management programs from July 1st,2026 to June 30th,2027.

received
6-16-26 *MP*



Accounts Payable
Putnam County Schools
1400 East Spring Street
Cookeville TN 38506

Start Date: 7/1/2026
Due Date: 7/31/2026

102 - #10 - Q25726
181 - 278 - F1 P282

PAYMENT INFORMATION

Please send checks to:

Frontline Technologies Group LLC
PO Box 780577
Philadelphia, PA 19178-0577

To make payment via ACH/EFT:

Bank Name: Wells Fargo, N.A.
Account Name: Frontline Technologies Group LLC
ABA/Routing #: 121000248
Account #: 4121566533
Swift Code: WFBIUS6S

Please include the invoice number in the memo of your check or ACH payment to ensure timely processing.

Please send remittance advice to Billing@FrontlineEd.com.

You can find a copy of our W9 at <http://help.frontlinek12.com/WebNav/Docs/FrontlineEducationW9.pdf>.

Qty	Description	Start	End	End User	Rate	Amount
1	Absence & Substitute Management, unlimited usage for internal employees	7/1/2026	6/30/2027	12430 Putnam County Schools	\$27,590.48	\$27,590.48
1	Professional Learning Management, unlimited usage for internal employees	7/1/2026	6/30/2027	12430 Putnam County Schools	\$28,401.04	\$28,401.04

Your timely payment is important to maintain continuous subscription status and allow for delivery of services. Our billing system tracks by contract, not PO#. We are unable to address PO# inquiries. Please check with your internal departments for PO# information. Any PO copies and/or vouchers for signature can be emailed to billing@frontlineed.com.

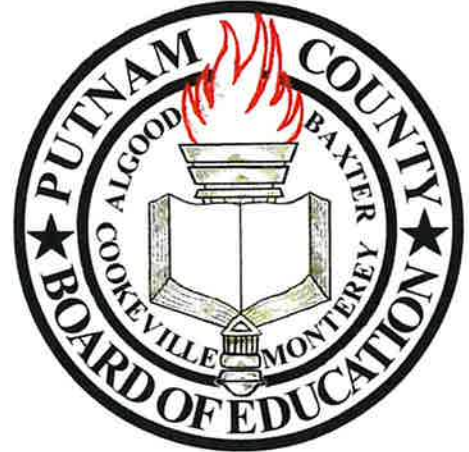
SUBTOTAL \$55,991.52

TOTAL DUE \$55,991.52
by 7/31/2026

PUTNAM COUNTY SCHOOL SYSTEM
BOARD AGENDA REQUEST



Date: June 12, 2026
Department: Technology
Person Submitting: Johnny Sloan
Account Number (if appropriate) note
141-72250-330



Check one:

- Backup included
- Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase a one-year renewal of ParentSquare, Inc. for communication services, which include websites, two-way communication, mass communications, secure document delivery, etc., for the 2026-27 school in the amount of \$91,103.63, to be paid from: 141-72250-330.

NOTES:

[Empty box for notes]

received
6-15-26 MT *AK*



Putnam County, TN - 4703480 - July 2026 Renewal

Pricing Term Start Date: July 01, 2026 | **Pricing Term End Date:** June 30, 2027 | **Quote**
Create Date: February 3, 2026 | **Reference:** 20260203-005914581

Putnam County, TN - 4703480

1400 East Spring ST
Cookeville, TN 38506
United States

Mark McReynolds

mmcreynolds@pcsstn.com
931-526-9777

April Hale

april.hale@pcsstn.com
+19315202100 ext 1259

Sloan Johnny

sloanj2@pcsstn.com
9315269777

Comments

Christine Tapilaha - Parentsquare, Inc.

Products and Services

Item & Description	Billing Start	Term	Quantity	Unit Price	Total
	Date	(Months)			
Engage 2023	07/01/2026	12M	11750	\$5.58	\$65,565.00 annually
Universal Reach <ul style="list-style-type: none"> · One-way notifications and urgent alerts · Automated notices and attendance notifications · Social and website sharing · Student communication app (StudentSquare) 					
True Two-Way <ul style="list-style-type: none"> · Two-way SMS texting · Two-way app and web messaging · Two-way email replies · Automatic language translation 					
Enhanced Engagement <ul style="list-style-type: none"> · Newsletter designer (Studio Editor) · Appointment invitations and RSVPs · Volunteering and signups · Searchable directory 					
Admin Intelligence <ul style="list-style-type: none"> · Data analytics and reporting · 100% contactability tools · Direct SIS integrations · Custom roles and permissions 					
Paperless Workflows <ul style="list-style-type: none"> · Online forms and surveys · Digital permission slips and signatures 					
SmartSites (Multi-site)	07/01/2026	12M	11750	\$1.54	\$18,136.13 annually

Secure Documents

07/01/2026

12M

11750

\$0.63

\$7,402.50

After \$0.37

annually

discount

Totals

Signature

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

Sloan Johnny

sloanj2@pcsstn.com

Verify to sign

Quote expires: July 1, 2026

Purchase Terms

District/School Agreement -- The Services are subject to the terms contained in this Order Form and School Agreement which are located at www.parentsquare.com/agreement, and incorporated by reference into this Order Form ("ParentSquare School Agreement").

By executing this Order Form, the undersigned certifies that (i) the undersigned is a duly authorized agent of District/School, and (ii) the undersigned has read the ParentSquare School Agreement and will take all reasonable measures to enforce them within the District/School.

NOTE: Pricing above does not reflect ParentSquare's right to increase pricing as set forth in the ParentSquare School Agreement. Pricing above also does not include applicable tax, which will be applied upon invoicing.

Privacy Policy -- The ParentSquare Privacy Policy may be reviewed here - <https://www.parentsquare.com/privacy>

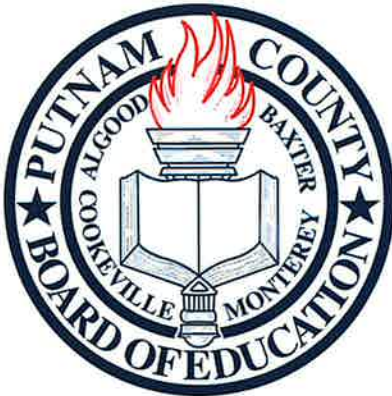
Terms of Use -- The ParentSquare Terms of Use may be reviewed here -
<https://www.parentsquare.com/terms>

Questions? Contact Me

Christine Tapilaha

christine.tapilaha@parentsquare.com

EXHIBIT
VIA 18
6-25-26



Board Agenda Request

Date 6/11/2026

Department Teaching & Learning

Person Submitting Dr. Bubba Winningham

Account Number (if appropriate) 141-71100-449-02117

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider the approval of the purchase the remaining seven years of Kiddom Annual Integration and Premium Support for Kiddom's OpenSciEd Science textbooks for grades 6th - 8th from Kiddom, San Francisco, CA, in the amount of \$14,000.00 to be paid from account 141-71100-449-02117 as submitted.

A handwritten signature in blue ink, consisting of a large, stylized 'R' followed by a horizontal stroke.

received
6-11-26 MT



KIDDOM

Order Form

Quote Number Q-202604-9651 Expiration Date 6/30/2026

Service Term

Start Date 7/1/2026 End Date 6/30/2033
Billing Schedule Up Front Term (Months) 84
Payment Terms Net 30

Contact Details

Ship To 1400 E Spring St
Cookeville, Tennessee 38506-4313
United States
Company Address 548 Market St
PMB 95068
San Francisco, California 94104-5401
United States
Contact Name Kristy Sattler
Email kristy.sattler@pcsstn.com
Rep Name Andrew Harshey
Rep Email andrew@kiddom.co

Product Detail

Product Name	Quantity	Term (Months)	Annual Unit Price	Total
Annual Integration and Premium Support	8.00	84	\$250.00	\$14,000.00
Grand Total				\$14,000.00

Services + Fees

Kiddom will provide the following services (the "Service(s)"):

Kiddom Software & Support:

- Unlimited access to Kiddom software
- Access to content resources
- Early access to new products and influence over new ones
- Full hosting, SSL

Onboarding/Continued Education:

- Dedicated Kiddom School Success Manager
- Periodic check-ins at a mutually agreed upon cadence
- Access to Kiddom on-demand platform providing contextualized training and success resources
- School setup and customization
- Launch webinar
- Unlimited access to Kiddom OnDemand Professional Learning portal for self-serve training needs
- Additional Synchronous Training Sessions Available Upon Request

Annual Integration & Premium Support:

- Dedicated Onboarding & Integration Support
- Priority Technical Assistance
- Ongoing Monitoring & Proactive Support
- Dedicated Kiddom Customer Success Manager
- Milestones monitoring to measure student impact; best practices, data analytics, champions, and pacing to goals
- Kiddom Connect Series: office hours to support Educators 1:1 and in group settings
- Kiddom Live Support in-app and email

SAAS Service Agreement



This SaaS Services Agreement ("Agreement") is entered as of the last date of signature on this order form (the "Effective Date") between Kiddom Inc., doing business as Kiddom, with a place of business at 543 Market St PMB 95068, San Francisco, California 94104 ("Company"), and the Customer listed above ("Customer"). This Agreement includes and incorporates the above Order Form, as well as the attached Terms and Conditions and contains, among other things, warranty disclaimers, liability limitations and use limitations. There shall be no force or effect to any different terms of any related purchase order or similar form even if signed by the parties after the date hereof.

Terms of Service

This Order Form is incorporated by reference and subjected to the Terms of Service Agreement set forth at <http://www.kiddom.co/tos> (the "Agreement"). Customer agrees that it is bound by the Agreement by doing one of the following:

1. Signing this Order Form and issuing a purchase order (PO).
2. Issuing a PO referencing this Order Form's quote number or attaching this Order Form to the PO - customer agrees the Agreement terms supersede the PO's terms.

Terms & Conditions

Pricing Information:

- All prices are in US dollars and valid for 30 days from the date of this proposal. After this time period, prices, products, and services are subject to change without notice.

Ordering Information:

Please submit your **official purchase order**, with authorized signature(s), electronically to your field specialist or dealdesk@kiddom.co

Include:

- Your complete billing address.
- A primary contact name, email address, phone number, title, school, district, street address, city, state, and zip code.
- A copy of this proposal or a reference to this quote number in the notes/details section.
- Any additional special requirements for delivery.
- **Your organization's tax exempt certificate, if applicable.**
- Please direct all related inquiries to dealdesk@kiddom.co

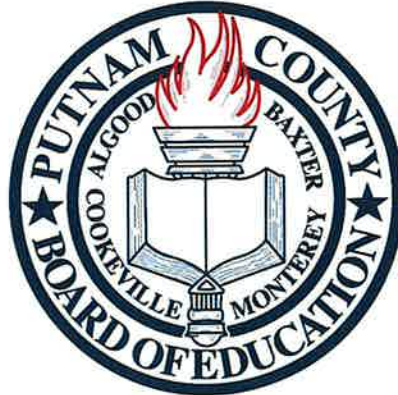
Payment Information:

- We kindly request payment per payment terms above.
- After 90 days, a fee of 1.5% per month will be charged on unpaid balances.
- Payable in advance, subject to the terms of Section 4 herein. The amount stated here is exclusive of any taxes Customer may be required to pay.

Signatures

Void - Draft Quote

EXHIBIT
tabbles
VIA 19
6-25-26



Board Agenda Request

Date 6/11/2026

Department Teaching & Learning

Person Submitting Dr. Bubba Winningham

Account Number (if appropriate) 141-71100-449-02117

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider the approval of the purchase of the remaining seven years of KIDDOM's OpenSciEd Science textbooks for grades 6th - 8th from Tennessee Book Company La Vergne, TN, in the amount of \$220,188.85 to be paid from account 141-71100-449-02117 as submitted.

A handwritten signature in blue ink, appearing to be "R", is located in the lower right quadrant of the page.

received
6-11-26 MT CK



Order Form

Quote Number Q-202601-8442 Expiration Date 6/30/2026

Service Term

Start Date 7/1/2026 End Date 6/30/2033
Billing Schedule Up Front Term (Months) 84
Payment Terms Net 30

Contact Details

Ship To 1400 E Spring St
Cookeville, Tennessee 38506-4313
United States
Company Address 548 Market St
PMB 95068
San Francisco, California 94104-5401
United States
Contact Name Kristy Sattler
Email kristy.sattler@pcsstn.com
Rep Name Andrew Harshey
Rep Email andrew@kiddom.co

Product Detail

Product Name	Quantity	Term (Months)	Annual Unit Price	Total
Kiddom OpenSciEd Tennessee 6th Grade Student Digital	781.00	84	\$12.95	\$70,797.65
Kiddom OpenSciEd Tennessee 7th Grade Student Digital	836.00	84	\$12.95	\$75,783.40
Kiddom OpenSciEd Tennessee 8th Grade Student Digital	812.00	84	\$12.95	\$73,607.80
Grand Total				\$220,188.85

Services + Fees

Kiddom will provide the following services (the "Service(s)"):

Kiddom Software & Support:

- Unlimited access to Kiddom software
- Access to content resources
- Early access to new products and influence over new ones
- Full hosting, SSL

Onboarding/Continued Education:

- Dedicated Kiddom School Success Manager
- Periodic check-ins at a mutually agreed upon cadence
- Access to Kiddom on-demand platform providing contextualized training and success resources
- School setup and customization
- Launch webinar
- Unlimited access to Kiddom OnDemand Professional Learning portal for self-serve training needs
- Additional Synchronous Training Sessions Available Upon Request

Annual Integration & Premium Support:

- Dedicated Onboarding & Integration Support
- Priority Technical Assistance
- Ongoing Monitoring & Proactive Support
- Dedicated Kiddom Customer Success Manager
- Milestones monitoring to measure student impact; best practices, data analytics, champions, and pacing to goals
- Kiddom Connect Series: office hours to support Educators 1:1 and in group settings
- Kiddom Live Support in-app and email



SAAS Service Agreement

This SaaS Services Agreement ("Agreement") is entered as of the last date of signature on this order form (the "Effective Date") between Kiddom Inc., doing business as Kiddom, with a place of business at 548 Market St PMB 95068, San Francisco, California 94104 ("Company"), and the Customer listed above ("Customer"). This Agreement includes and incorporates the above Order Form, as well as the attached Terms and Conditions and contains, among other things, warranty disclaimers, liability limitations and use limitations. There shall be no force or effect to any different terms of any related purchase order or similar form even if signed by the parties after the date hereof.

Terms of Service

This Order Form is incorporated by reference and subjected to the Terms of Service Agreement set forth at <http://www.kiddom.co/tos> (the "Agreement"). Customer agrees that it is bound by the Agreement by doing one of the following:

1. Signing this Order Form and issuing a purchase order (PO).
2. Issuing a PO referencing this Order Form's quote number or attaching this Order Form to the PO - customer agrees the Agreement terms supersede the PO's terms.

Terms & Conditions

Pricing Information:

- All prices are in US dollars and valid for 30 days from the date of this proposal. After this time period, prices, products, and services are subject to change without notice.

Ordering Information:

Please submit your **official purchase order**, with authorized signature(s), electronically to your field specialist or dealdesk@kiddom.co

Include:

- Your complete billing address.
- A primary contact name, email address, phone number, title, school, district, street address, city, state, and zip code.
- A copy of this proposal or a reference to this quote number in the notes/details section.
- Any additional special requirements for delivery.
- **Your organization's tax exempt certificate, if applicable.**
- Please direct all related inquiries to dealdesk@kiddom.co

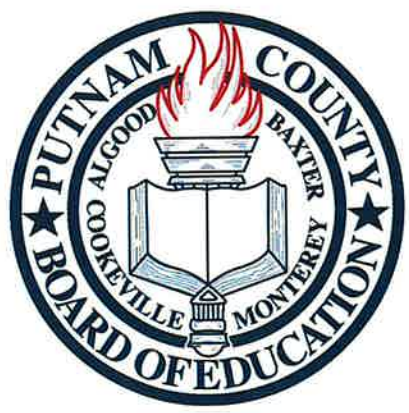
Payment Information:

- We kindly request payment per payment terms above.
- After 90 days, a fee of 1.5% per month will be charged on unpaid balances.
- Payable in advance, subject to the terms of Section 4 herein. The amount stated here is exclusive of any taxes Customer may be required to pay.

Signatures

Void - Draft Quote

EXHIBIT
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VIA20
6-25-26



Board Agenda Request

Date 6/11/2026

Department Teaching & Learning

Person Submitting Dr. Bubba Winningham

Account Number (if appropriate) 141-71100-449-02117

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider the approval of the purchase of the remaining seven years of STEMscopes Chemistry Textbooks for 9th - 12th grades from Tennessee Book Company La Vergne, TN, in the amount of \$102,992.33 to be paid from 141-71100-449-02117, as submitted.

received
6-11-26 MT CK



Accelerate Learning Inc.

STEMscopes Quote

Quote 00140921
 Account Name Putnam County School District
 Shipping Address 1400 E Spring St
 Cookeville, Tennessee 38506-4313
 United States
 Contact Name Bubba Winningham
 Email cwinningham1@pcsstn.com
 Phone (931)526-9770 x1425

MAIL PO & CHECKS TO:

TENNESSEE BOOK COMPANY
 1550 Heil Quaker Blvd.
 PO Box 3009
 LaVergne, TN 37086-1989
 Phone: (615) 793-5040 or (800) 456-0418
 Fax: (615) 213-9545
 Website: www.tennesseebook.com
 Email: pam.smith@ingramcontent.com or
 susanne.booker@ingramcontent.com
 or precious.wade@ingramcontent.com

Created Date 5/7/2026
 Prepared By Joseph Dixon

Start Date 8/11/2026

The quantity below represents the total number of students for each grade level.

Product Name	ISBN	Grade	Quantity	Years	Sales Price	Total Price
STEMSCOPES SCIENCE TENNESSEE- CHEMISTRY I STUDENT BUNDLE (ONLINE, STUDENT NOTEBOOK, STEMSCOPES STREAMING, AND TUVA PER YEAR FOR 7 YRS, FWO TEACHER GUIDE (1:50), FWO CLASS SET (50:1) OF STEMSCOPEDIAS)	979-8-33083-841-7	HS	919.00	7 Years	\$112.07	\$102,992.33

**This is a shipping estimate. Actual shipping charges will be billed to you directly from the depository.

Subtotal	\$102,992.33
Shipping	\$0.00
Order Total	\$102,992.33

State laws require that we collect sales tax based on where our physical products are shipped to or used. If you wish to claim tax exemption we must have a Tax Exemption Certificate on file for you. Please submit your Tax Exemption Certificate by visiting STEMscopes.com/contact so that we can update your account accordingly. If you are not tax-exempt and are not claiming tax exemption, please disregard this notice. Should you have any questions or concerns, please contact us.

STEMscopes Quote

Customer License Terms & Conditions

These Customer License Terms and Conditions (these "Terms") are a legally binding agreement between Accelerate Learning, Inc. d/b/a STEMscopes and/or Study Edge, Inc. Math Nation (separately and collectively, "ALI") and the customer ("Customer") entering into an order (the "Order") that references these Terms. For the purposes of these Terms, ALI, STEMscopes, Study Edge, Inc. and Math Nation may be used interchangeably and refer to Accelerate Learning, Inc. d/b/a STEMscopes. In the event of any conflict between these Terms and the terms and conditions elsewhere in the Order, these Terms will supersede and govern as between ALI and Customer.

LICENSE AND PERMITTED USE: Subject to Customer's continued compliance with these Terms and the Order, ALI grants Customer a nonexclusive, nontransferable, and nonassignable license during the term of the relevant order to use (and grants Customer's authorized students access to use) the digital, print, and hands-on platforms and materials provided by ALI or its designated distributor (collectively, the "STEMscopes Content") solely for its internal educational purposes. Customer is responsible for its and its employees', contractors', and users' compliance with these Terms. Customer may not directly or indirectly (a) sell, resell, sublicense, disclose, assign, transfer, or otherwise make the STEMscopes Content available to any third party other than its authorized users, (b) access or use the STEMscopes Content for any purpose other than its internal educational purposes, (c) decompile, reverse engineer, reverse assemble, or otherwise attempt to discover any source code of the STEMscopes Content; (d) copy, mirror, frame, modify, or create derivative works based on the STEMscopes Content; or (e) transmit any viruses, malware, or other malicious code using the STEMscopes Content or otherwise interfere with, disrupt the integrity or performance of, or attempt to gain unauthorized access to the STEMscopes Content or any related systems or networks.

OWNERSHIP: The STEMscopes Content is licensed, not sold, to Customer. As between Customer and ALI, ALI retains all rights, title, and interest in and to the STEMscopes Content and any translations or other derivative works based thereon, including any corresponding copyrights, trademarks, trade secrets, and other intellectual property rights. Nothing herein will be deemed to convey any rights, title, or interest in any such rights to Customer. Periodically, the STEMscopes program is enhanced, improved, and made current against changes in science, customer feedback, or changes in specific state standards. Additionally, 3rd party content may be replaced to improve and keep current/relevant as needed throughout the term of the agreement.

PRODUCT RETURNS/EXCHANGES: There are no refunds or cancellations for online products. Print or kit materials damaged upon delivery may be returned for replacement by ALI's distributor. There are no refunds for or returns of undamaged kit or print materials.

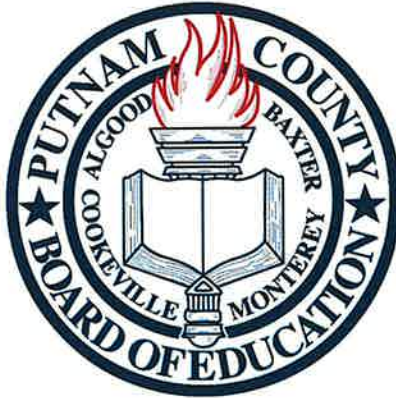
USER INFORMATION: ALI reserves the right to collect and store all user information for district reporting. ALI may aggregate or otherwise de-identify user information such that it cannot be used to identify any individual ("Aggregated Data"). ALI may retain, use, and disclose such Aggregated Data for any reason and to any third parties whatsoever.

LIABILITY AND DISCLAIMER: ALI PROVIDES THE STEMSCOPES CONTENT ON AN "AS IS" AND "AS AVAILABLE" BASIS WITHOUT ANY WARRANTIES (EXPRESS, IMPLIED, OR STATUTORY), INCLUDING WITHOUT LIMITATION, ANY WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, TITLE, OR NON-INFRINGEMENT. ALI DOES NOT GUARANTEE THAT THE STEMSCOPES CONTENT WILL BE UNINTERRUPTED, CONTINUOUSLY AVAILABLE, ACCURATE, COMPLETE, OR ERROR-FREE. ALI IS NOT RESPONSIBLE FOR THE ACTS OR OMISSIONS OF ANY THIRD PARTIES. IN NO EVENT WILL ALI BE LIABLE FOR (A) ANY CONSEQUENTIAL, INDIRECT, PUNITIVE, EXEMPLARY, SPECIAL, OR INDIRECT DAMAGES, EVEN IF WARNED OF THE POSSIBILITY THEREOF, OR (B) ANY AGGREGATE AMOUNT EXCEEDING THE AMOUNTS PAID BY CUSTOMER TO ALI (DIRECTLY OR INDIRECTLY) FOR THE STEMSCOPES CONTENT IN THE PRIOR SIX (6) MONTHS, IF ANY.

TERM: Customer's license under these Terms will terminate upon the expiration of the applicable Order. In addition, ALI may terminate Customer's license or suspend Customer's access to the STEMscopes Content (in whole or in part) if Customer or its employees, contractors, or users materially breach any of these Terms.

PROFESSIONAL LEARNING: All professional learning sessions must have a delivery date scheduled with our professional learning department within 60 days of purchase. The actual delivery of the professional learning sessions should occur within 6 months of purchase unless part of a multi-year plan. All professional learning sessions left unscheduled after 60 days of purchase will be converted to a recorded webinar session and payment in full will be expected. All professional learning recordings will be available for 60 days after delivery. After 60 days, they will no longer be active.

EXHIBIT
VIA 21
6-25-26
tabbles



Board Agenda Request

Date 6/11/2026

Department Teaching & Learning

Person Submitting Dr. Bubba Winningham

Account Number (if appropriate) 141-71100-449-02117

Check one:

Backup included

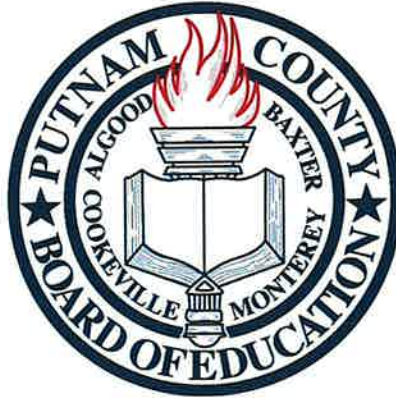
Backup to follow

Statement to be included in Board Agenda Packet:

- Consider the approval of the final payment to Tennessee Book Company, LaVerne, TN, for the SAVVAS science textbooks, grades 3 through 5, in the amount of \$308,291.50 to be paid from account 141-71100-449-02117 as submitted.

A handwritten signature in blue ink, appearing to be "Bubba Winningham", is written over the bottom right portion of the page.

received
6-11-26 MT CK



Board Agenda Request

Date 6/11/2026

Department Teaching & Learning

Person Submitting Dr. Bubba Winningham

Account Number (if appropriate) 141-71100-449-02117

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider the purchase of the remaining seven years of McGraw Hill's Biology and Physical Science textbooks for grades 9th - 12th from Tennessee Book Company, La Vergne, TN, in the amount of \$181,305.00 to be paid from account 141-71100-449-02117 as submitted.

received
6-11-26 mt



Because learning changes everything.®

QUOTE PREPARED FOR:

Putnam County Bd of Educ
1400 E SPRING ST
COOKEVILLE, TN 38506
ACCOUNT NUMBER: 426024

SUBSCRIPTION/DIGITAL CONTACT:

CONTACT:

SALES REP INFORMATION:

Jon McPeters
jon.mcpeters@mheducation.com

Section Summary	Value of All Materials	Free Materials	Product Subtotal
TN Science © 2026 8 Year Biology	\$102,455.76	(\$2,750.76)	\$99,705.00
TN Science © 2026 8 Year Physical	\$83,892.30	(\$2,292.30)	\$81,600.00
PRODUCT TOTAL*	\$186,348.06	(\$5,043.06)	\$181,305.00
ESTIMATED S&H**			\$0.00
ESTIMATED TAX**			\$0.00
GRAND TOTAL*			\$181,305.00

* Price firm for 120 days from quote date. Price quote must be attached to school purchase order to receive the quoted price and free materials.

**Shipping and handling charges shown are only estimates. Actual shipping and handling charges will be applied at time of order. Taxes shown are only estimates. If applicable, actual tax charges will be applied at time of order.

Comments:

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/20/2026

ACCOUNT NAME: Putnam County Bd of Educ

EXPIRATION DATE: 08/18/2026

QUOTE NUMBER: SWERRB-04202026101452-001

ACCOUNT #: 426024

PAGE #: 1



Because learning changes everything.™

Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
TN Science © 2026 8 Year Biology					
TN SCIENCE BIOLOGY G9-12 DIGITAL STUDENT BUNDLE WACTIVELY LEARN SCIENCE 8Y SUB	978-1-26-532651-7	782	\$127.50	\$0.00	\$99,705.00
Teacher Materials					
TN SCIENCE BIOLOGY TEACHER DIGITAL CENTER 8 YEAR SUBSCRIPTION	978-1-26-578139-2	12	\$229.23	\$2,750.76	*Free Materials

Teacher Materials Subtotal: \$2,750.76 \$0.00

TN Science © 2026 8 Year Biology Subtotal: \$2,750.76 \$99,705.00

TN Science © 2026 8 Year Physical					
TN SCI PHYSICAL SCI G9-12 DIGITAL STUDENT BUNDLE WACTIVELY LEARN SCI 8Y SUB	978-1-26-534097-1	640	\$127.50	\$0.00	\$81,600.00
Teacher Materials					
TN SCIENCE PHYSICAL SCIENCE TEACHER DIGITAL CENTER 8 YEAR SUBSCRIPTION	978-1-26-578601-4	10	\$229.23	\$2,292.30	*Free Materials

Teacher Materials Subtotal: \$2,292.30 \$0.00

TN Science © 2026 8 Year Physical Subtotal: \$2,292.30 \$81,600.00

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/20/2026

ACCOUNT NAME: Putnam County Bd of Educ

EXPIRATION DATE: 08/18/2026

QUOTE NUMBER: SWERRB-04202026101452-001

ACCOUNT #: 426024

PAGE #: 2



Because learning changes everything.®

QUOTE PREPARED FOR:

Putnam County Bd of Educ
1400 E SPRING ST
COOKEVILLE, TN 38506
ACCOUNT NUMBER: 426024

CONTACT:

VALUE OF ALL MATERIALS	\$186,348.06
FREE MATERIALS	(\$5,043.06)
PRODUCT TOTAL*	\$181,305.00
ESTIMATED SHIPPING & HANDLING**	\$0.00
ESTIMATED TAX**	\$0.00
GRAND TOTAL	\$181,305.00

SUBSCRIPTION/DIGITAL CONTACT:

Comments:

* Price firm for 120 days from quote date. Price quote must be attached to school purchase order to receive the quoted price and free materials.

**Shipping and handling charges shown are only estimates. Actual shipping and handling charges will be applied at time of order. Taxes shown are only estimates. If applicable, actual tax charges will be applied at time of order.

Terms of Service:

By placing an order for digital products (the 'Subscribed Materials'), the entity that this price quote has been prepared for ('Subscriber') agrees to be bound by the Terms of Service and any specific provisions required by Subscriber's state law, each located in the applicable links below. Subject to Subscriber's payment of the fees set out above, McGraw Hill LLC hereby grants to Subscriber a non-exclusive, non-transferable license to allow only the number of Authorized Users that corresponds to the quantity of Subscribed Materials set forth above to access and use the Subscribed Materials under the terms described in the Terms of Service and any specific provisions required by Subscriber's state law, each located in the applicable links below. The subscription term for the Subscribed Materials shall be as set forth in the Product Description above. If no subscription term is specified, the initial term shall be one (1) year from the date of this price quote (the 'Initial Subscription Term'), and thereafter the Subscriber shall renew for additional one (1) year terms (each a 'Subscription Renewal Term'), provided MHE has chosen to renew the subscription and has sent an invoice for such Subscription Renewal Term to Subscriber.

[Terms Of Service](#)

[Provisions required by Subscriber State law](#)

ATTENTION: In our effort to protect our customer's data, we will no longer store credit card data in any manner within in our system. Therefore, as of April 30, 2016 we will no longer accept credit card orders via email, fax, or mail/package delivery. Credit card orders may be placed over the phone by calling the number listed above or via our websites by visiting www.mheducation.com (or www.mhecoast2coast.com).

School Purchase Order Number: _____

Name of School Official (Please Print)

Signature of School Official

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/20/2026

ACCOUNT NAME: Putnam County Bd of Educ

EXPIRATION DATE:08/18/2026

QUOTE NUMBER: SWERRB-04202026101452-001

ACCOUNT #: 426024

PAGE #: 3



PCSS Board Agenda Request

Date: June 17, 2026

Department: Data and Testing

Person Submitting: Jason Stickler

Account Number (if appropriate): N/A

Check one:

Backup included (Maury County BID Documents / Board of Education Minutes / Pathways Benchmark Quote)

Backup to follow

Statement to be included in Board Agenda Packet:

Presentation and Discussion:

- Requesting approval for the purchase of Learning Explorer (Pathways) grades 3 – 11 Benchmark Assessment for the 2026-2027 school year in the amount of \$144,882.00 (Piggybacking off of BID #26-009 from Maury County Schools). Purchase to be made from 141-72130-322-02103

received
6-18-26 MT

Order Agreement

This quote is the Order Agreement once executed by the parties.

Vendor of Record for Orders

LEARNING EXPLORER

Learning Explorer, Inc.

PO Box 2113

Woburn, MA 01888-0113

orders@learningexplorer.com

(888) 909-9035

Sales Partner Presenting Quote

Learning 

475 Calvert Drive
Paducah, KY 42003

Roger Choate

roger@yourlearningpartners.com

(270) 210-8907

Pathways Assessment CER Bundle (Grades 3-11) for the 2026-27 School Year

Customer: Putnam County School System

Contact: Chris Winningham

Email: cwinningham1@pcsstn.com

Description: Pathways Assessment CER Bundle

Quote Number: 10041-2

Quote Date: Jun 12, 2026

Expiration Date: Jul 31, 2026

Subscription Start Date: Jul 1, 2026

Subscription End Date: Jun 30, 2027

Product	Quantity	Unit price	Total cost
Overall			
Pathways Assessment Success Package for CER Members (Tier 4) Implementation services and training for more than 7,500 students. Includes 9 virtual training sessions (up to 90 minutes each).	1	\$4,500.00	\$4,500.00
		Subtotal	\$4,500.00
Student			
Pathways Assessment for CER Members <i>Grades 3-11</i> The full Pathways Assessment solution including the following components: the Pathways Assessment testing and reporting software, Pathfinder reporting and cohort analytics, Pathways Benchmarks (ELA for grades K-8, Math for grades K-8, Science for grades 3-8, Social Studies for grades 5-8, English I, English II, Algebra I, Algebra II, Geometry, Biology & US History), Pathways Resources (Power Checks, Stepping Stones, Instructional Resource Bundles & AI Teacher Tools), and the Pathways & Pearson Item Banks	7,799	\$18.00	\$140,382.00
		Subtotal	\$140,382.00
Final total			\$144,882.00

Pathways Assessment Success Package



Pathways Assessment Setup & Configuration

- Account Setup
- Roster Support



Implementation Support

- Kick-off call with school and district leaders
- Partnership strategy meetings
- Dedicated customer success team



Training

- On-demand quick-start guide for all users
- Includes the number of sessions indicated on your order form
- Sessions are delivered virtually via Zoom and can be recorded
- Sessions must be delivered during the applicable subscription term

Order Agreement

Pricing

Pricing in this Order Agreement (the "Agreement") is valid until the Expiration Date on the Quote.

Term

The License to use the Learning Explorer Products, Learning Explorer Assessment Content and/or the Pearson Item Bank referenced in the Quote is granted for the period commencing on the Subscription Start Date and ending on the Subscription End Date as referenced in the Quote.

Learning Explorer Products

Learning Explorer Products are internet-based applications which help educators manage assessments and data. Learning Explorer grants Customer a License to access and use the Learning Explorer Products referenced in the Quote during the Term specified in this Agreement.

Learning Explorer Assessment Content

Learning Explorer Assessment Content is created and maintained by Learning Explorer and includes individual items, materials associated with the items such as reading passages and graphics, tests, and scoring materials. Customer is granted a License to access and use the Learning Explorer Assessment Content referenced in the Quote for students registered within the Customer's schools/district for the sole purpose of performing assessments of those students during the Term specified in this Agreement. Learning Explorer Assessment Content may not be shared, duplicated, modified, or publicly displayed or reproduced without the written permission of Learning Explorer.

Pearson Item Bank

The Pearson Item Bank is created and owned by Pearson and includes individual items and materials associated with the items such as reading passages and graphics. Customer is granted a License to access and use the Pearson Item Bank content if referenced in the Quote for students registered within the Customer's schools/district for the sole purpose of performing formative assessments of those students during the Term specified in this Agreement. Pearson Item Bank content may not be shared, duplicated, modified, or publicly displayed or reproduced without the written permission of Learning Explorer.

Professional Services

Professional development will be performed by Learning Explorer at a mutually convenient time. Learning Explorer will not have any obligation to perform any professional development that is not scheduled during the Term of this Agreement.

This Agreement is governed by the Terms and Conditions located at www.k12eis.com/terms.pdf. In the event of any conflict between the Terms and Conditions and this Agreement, the Terms and Conditions takes precedence. Licenses for the Pearson Item Bank are also governed by Terms and Conditions for that item bank, located at www.k12eis.com/pearsonterms.pdf.

Learning Explorer and Customer acknowledge that they have read and understood the Learning Explorer Terms and Conditions and the Pearson Terms and Conditions and have executed this Agreement as of the date signed below ("Effective Date").

Learning Explorer, Inc.

Customer Name: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Name/Title: Mark Rankovic, President & CEO

Name/Title: _____

Lisa Ventura
Superintendent



Maury County Public Schools
501 West 8th Street, Columbia, TN 38401
(931) 388-8403

Keith Stacey
Assistant Superintendent of Instruction

Eric Perryman
Assistant Superintendent of Operations

MEMORANDUM

March 26, 2026

TO: Board of Education

FROM: Keith Stacey *Keith Stacey*
Assistant Superintendent of Instruction

RE: Purchases over \$50,000
Bid 26-009 – Customized Benchmark Assessment Program

Request to approve bid 26-009 Customized Benchmark Assessment Program from Pathways Assessment for the 2026-27 school year. We have evaluated the proposals received on February 24, 2026, for the Customized Benchmark Assessment Program for Maury County Public Schools (bid 26-009). Based on our analysis, we recommend that the contract for Customized Benchmark Assessments be awarded to Pathways Assessments by Learning Explorer in the amount of \$207,188.68.

Pathways Assessments by Learning Explorer submitted a responsive proposal that meets all project requirements. They offer the best value based on their experience, competitive pricing, presence in Tennessee school districts, existing correlation data to TCAP, comprehensive fulfillment of the RFP, and proposed timeline.

Key details of the proposal evaluation include:

- **Total Contract Value:** \$207,188.68
- **Recommendation:** Acceptance of Pathways Assessments by Learning Explorer's bid dated February 24, 2026.

Attached for your review are the bid analysis and the bid tabulation sheet. Please let us know if you have any questions or require further information regarding this recommendation.

ks/ash

Educating every child for LIFE!



MCPS SCHOOL BOARD APRIL REGULAR BOARD MEETING AGENDA APRIL 14, 2026, 6:00 PM

1. Call to Order

1. Welcome
2. Roll Call
3. Pledge of Allegiance - Santa Fe Unit school
4. Moment of Silence

2. Adopt Agenda

3. Recognition and Announcements

1. Additional Recognition
2. Student Recognitions

4. Public Delegations

5. Consent Items

1. School Trips

- Trip #7605 - Santa Fe Unit School Sharpshooters - Marengo, OH - July 7-18, 2026
- Trip #7623 - Mt. Pleasant Middle School Honors Society - St. Louis, MO - May 1-2, 2026
- Trip #7649 - Mt. Pleasant High School Bass Team - Savannah, TN - April 24-25, 2026
- Trip #7650 - Mt. Pleasant High School Bass Team - Savannah, TN - May 8-9, 2026
- Trip #7682 - Culleoka Unit School FFA - Washington D.C. - July 6-11, 2026

2. Use of Facilities

3. Budget Amendments

1. BA 15062 - Innovative School Models
2. BA 15063 - State SPED Preschool Grant
3. BA 15064 - Transportation
4. BA 15065 - Work Ethic Distinction Scholarship Donation-YEF
5. BA 15066 - Knowledge Bowl Donation-YEF
6. BA 15067 - CTE-GP Budget Revision
7. BA 15068 - BBE Copier Services
8. BA 15069 - Central and Other Athletics
9. BA 15070 - TISA Outcomes Funding
10. Bid 26-015-Playground Equipment

VOTING ITEM:

MOTION: Operations hereby recommends acceptance of playground equipment at Marvin Wright Elementary by Kompan, Inc. for the total amount of \$314,707.55. Available funds are shown below broken down by account location. This is utilizing the cooperative OMNIA Partners.

MWES Proposal: Surfacing 141-72220-599- -410 \$84,000.00/ 142-910-72220-599 \$64,932.00 Playground products, sitework, installation and freight 141-72220-725- -410 \$114,196.75/142-910-72220-790 \$51,578.80 Total \$314,707.55

**MAURY COUNTY PUBLIC SCHOOLS
MATRIX WORKSHEET**

Vendor	DESCRIPTION: RFP FOR CUSTOMIZED BENCHMARK ASSESSMENT PROGRAM										February 24, 2026 2:00 P.M.
	Functional Use	Standards Connection	Equality for All	Required Equipment	Quality of Item Banks	Metrics/Analytics Reporting	Adaptability and Accessibility	Cost/Benefit	Tech Support/Help Availability	Average	Yearly Cost
Concourse	2	2	2	3	2	2	3	4	4	2.666666667	\$42,500.00
Edupoint	3	4	3	5	5	5	5	3	4	4.111111111	\$65,370.40
Focal Point	4	3	4	5	4	5	5	2	4	4	\$240,600.00
Link It	3	4	3	5	4	5	5	4	4	4.111111111	\$151,850.00
New Meridian	3	3	3	5	3	4	4	4	5	3.777777778	\$79,610.00
Pathways	5	5	3	5	5	5	5	4	5	4.666666667	\$207,188.68
Pearson	5	5	5	5	5	5	5	2	4	4.555555556	\$521,130.00

EVALUATION CRITERIA:

TOPIC	CRITERIA	Superior 5	Good 4	Fair 3	Poor 2	N/A 1
Functionality Ease of Use	The tool has a user-friendly interface and is easy for teachers and students to become skillful in an efficient manner. The Responder's program has been successfully implemented in other districts and/or classrooms and has the qualifications necessary to undertake this project. The vendor creates benchmark assessments and/or helps with assessment development for the district.					
Standards Connection	Items and texts align to Tennessee state standards and appropriate Lexile levels for each grade level and subject area					
Equality for All	Texts, items, and images are gender fair and free of racial, ethnic, and cultural biases or stereotypes.					
Required Equipment	Use of the tool does not require equipment beyond what is typically available to teachers and students. Ability to administer read-aloud (text to speech) is preferred. (Primary use with Windows 11 devices, Chromebooks (Chrome OS).					
Quality of Item Banks	Item banks contain high-quality questions for grades 3-11 in ELA, math, science, and social studies. The banks include items that represent multiple types including technology-enhanced question types.					
Metrics/ Analytics Reporting	There is a robust set of reports available to teachers, principals, and district leaders that include demographic breakdowns, standards analysis, item analysis, and student mastery based on TNReady performance levels.					
Adaptability & Accessibility	The product is compatible with other programs such as the ClassLink, ChromeOS, and Windows platforms.					
Cost/ Benefit	The educational benefit of using this program clearly justifies the cost when compared with other assessment resources. The proposed solution meets the needs and criteria set forth in the RFP. Include costs for (1) one year, with the option to renew for additional years one year at a time.					
Tech Support/ Help Availability	Tool provides "chat" during normal business hours Monday through Friday and online assistance. There is a robust support platform of videos, online tutorials, and/or a customer support number.					

Ed Tech Soft, Inc.
3296 Summit Ridge Pkwy.,
Suite 230
Duluth, GA 30096

FocalPoint
3295 River Exchange Dr., Suite 372
Norcross, GA 30092

Instructure, Inc.
6330 S. 3000 E, Suite700
Cottonwood Heights, UT 84121

Learning Partners, LLC
475 Calvert Drive
Paducah, KY 42003

NCS Pearson, Inc.
5601 Green Valley Dr.
Bloomington, MN 55437

11. Bid #26-016 - Linewize Filter Content Subscription

Recommend the purchase of Linewize Filter and Monitoring software from Central Technologies, Inc. utilizing the Sevier County Schools - Contract 011522SCS for Bid #26-016 -- Linewize Filter Content Subscription. This is a one year agreement with the option to renew for two additional one year periods to receive a discounted price guarantee. The funds are available in Fund 141-72250-399.

VOTING ITEM

MOTION: Recommend the purchase of Linewize Filter and Monitoring software from Central Technologies, Inc. utilizing the Sevier County Schools - Contract 011522SCS for Bid #26-016 -- Linewize Filter Content Subscription. This is a one year agreement with the option to renew for two additional one year periods to receive a discounted price guarantee. The funds are available in Fund 141-72250-399.

12. Bid #26-017 - Lenovo Student/Teacher Computers

Recommend the purchase of 2026-27 student and teacher devices from Howard Technology Solutions as follows: Student Lenovo Laptops - \$664,240, Student Chromebooks - \$623,500, Teacher Lenovo Laptops - \$247,000 for a grand total in the amount of \$1,534,740 utilizing TIPS/TAPS Computers/Equipment #230105 for Bid #26-017 -- Lenovo Student/Teacher Computers. The funds are available in Fund 141-72250-709.

VOTING ITEM

MOTION: Recommend the purchase of 2026-27 student and teacher devices from Howard Technology Solutions as follows: Student Lenovo Laptops - \$664,240, Student Chromebooks - \$623,500, Teacher Lenovo Laptops - \$247,000 for a grand total in the amount of \$1,534,740 utilizing TIPS/TAPS Computers/Equipment #230105 for Bid #26-017 -- Lenovo Student/Teacher Computers. The funds are available in Fund 141-72250-709.

13. Superintendent Evaluation Tool

6. New Business

- 1. Minutes
- 2. Finance
- 3. Instruction

1. Bid 26-009 -- Customized Benchmark Assessment Program

Recommendation from Department of Instruction to purchase bid 26-009 Customized Benchmark Assessment Program from Pathways Assessment by Learning Explorer in the amount of \$207,188.68. for the 2026-27 school year.

Voting Item

Motion: Motion to approve the request from the Instruction Dept. for Bid 26-009 Customized Benchmark Assessment Program from Pathways Assessment by Learning Explorer in the amount of \$207,188.68. for the 2026-27 school year.

2. Bid 26-020 -- P.E./Health/Lifetime Wellness and CTE Advanced Manufacturing

Recommendation from Department of Instruction to purchase Bid 26-020 P.E./Health/Lifetime Wellness & CTE -- Advanced Manufacturing textbooks as recommended by the 25-26 textbook adoption committee for the 8 year adoption cycle for a cost of \$700,000.00 and the 3 year GAP of current ELA curriculum due to the state pushing back textbook adoption cycles for a cost of \$1,500,000.00 from GP 141-7110-449.

Voting Item

Motion: Motion to approve the request from the Department of Instruction to purchase Bid 26-020 P.E./Health/Lifetime Wellness & CTE -- Advanced Manufacturing textbooks as recommended by the 25-26 textbook adoption committee for the 8 year adoption cycle for a cost of \$700,000.00 and the 3 year GAP of current ELA curriculum due to the state pushing back textbook adoption cycles for a cost of \$1,500,000.00 from GP 141-7110-449.

4. Operations

- 1. Capital Request
- 2. Bid #26-011 - Sealing and Striping of Parking Lots

**VOTING ITEM
MOTION**

Operations hereby recommends approval of the above bid sealing and striping parking lots at multiple schools by American Striper in the amount of \$453,744.23. American Stripers submitted the lowest bid for this project. This amount includes a \$20,000 contingency allowance for unforeseen challenges. Funds are available in 177-91300-799.



5. Policy

7. Other Business

1. Attorney-Client Closed Session

2. APPEAL: Student Disciplinary Hearing Authority

8. FYI

1. Announcements

April 15 Board Strategic Planning, E.A.Cox MS 8am

April 21 Board Work Session, HOP 6:00 pm

May 2 Board Budget Retreat, HOP 9am

May 5 Regular Board Meeting, HOP 6 pm

PLEASE NOTE: MAY 19 at HOP: Retiree recognition at 5pm, 6pm Special Called Board Meeting & tenure recognition, Board Work Session Immediately following Special Called Board Meeting

9. Adjourn



MAURY COUNTY BOARD OF EDUCATION

April 14, 2026 MINUTES
Regular Board Meeting
Horace O. Porter School at College Hill

I. CALL TO ORDER

Chair Moore called the meeting to order at 6:00 pm with the following present: Kristen Shull, Robert Plageman, Jamila Brown, Darryl Martin, Sue Stephenson, David Moore, Will Sims, Steve McGee, Brendan Babcock, Lesa Dawson, and Kathy Mikula. Santa Fe Unit School led the Pledge of Allegiance. A moment of silence was observed.

II. ADOPT AGENDA

Upon a motion by Mr. Sims, seconded by Mrs. Dawson, to approve the agenda with March 3, 2026 Minutes moved from Consent to New Business as requested by a Board member and Superintendent Evaluation Tool to be taken from New Business to Consent. Full Board approved. Motion Carried.

III. CONSENT ITEMS

Upon a motion by Mr. McGee, seconded by Mrs. Stephenson, to approve the Consent Items as presented with the March 3, 2026, Regular Board Meeting Minutes moved to New Business and the addition of Superintendent Evaluation Tool taken from New Business to Consent. Full Board approved. Motion Carried.

A. School Trips

- Trip #7605 – Santa Fe Unit School Sharpshooters – Marengo, OH – July 17-18, 2026
- Trip #7623 – Mt. Pleasant Middle School Honors Society – St. Louis, MO – May 1-2, 2026
- Trip #7649 – Mt. Pleasant High School Bass Team – Savannah, TN – April 24-25, 2026
- Trip #7650 – Mt. Pleasant High School Bass Team – Savannah, TN – May 8-9, 2026
- Trip #7682 – Culleoka Unit School FFA – Washington, D.C. – July 6-11, 2026

B. Use of Facilities

- Culleoka Summer Ball 05/23/2026 - 06/30/2026 Culleoka Unit School, Field - Baseball, Softball, Community Field Culleoka Summer Softball (Will Ring) \$0.00 \$0.00 \$0.00
- Summer Ball Program 05/01/2026 - 06/30/2026 Santa Fe Unit School, Field - Softball 1 Santa Fe Recreation Club (Connie Howell) \$0.00 \$0.00 \$0.00

C. Budget Amendments


- BA15062 Innovative School Models
- BA15063 State SPED Preschool Grant
- BA15064 Transportation
- BA15065 Work Ethic Distinction Scholarship Donation – YEF
- BA15066 Knowledge Bowl Donation YEF
- BA15067 CTE-GP Budget Revision
- BA15068 – BBE Copier Services
- BA15069 Central and Other Athletics
- BA15070 TISA Outcomes Funding

D. Bids

- Bid 26-015 Playground Equipment
- Bid 26-016 Linewize Filter Content Subscription
- Bid 26-017 Lenovo Student/Teacher Computers

E. Superintendent Evaluation Tool

IV. NEW BUSINESS

- 
- A. Upon a motion by Mr. Sims, seconded by Mrs. Dawson to approve the March 3, 2026 Regular Board Meeting Minutes, discussion by Mrs. Stephenson to add upon approval of the primary motion As Amended, Full Board approved. Motion Carried.
 - B. Upon a motion by Mr. Sims, seconded by Mrs. Stephenson to approve Bid 26-009 Customized Benchmark Assessment Program and Bid 26-020 P.E./Health/Lifetime Wellness and CTE Advanced Manufacturing. Full Board approved. Motion carried.
 - C. Upon a motion by Mr. McGee, seconded by Mrs. Shull to approve Capital Request Option C. Motion Failed with a vote of 5-6. Mrs. Dawson, Mr. McGee, Mr. Moore, Mrs. Shull and Mr. Sims voted AYE. Mrs. Mikula, Mr. Babcock, Mr. Martin, Mrs. Stephenson, Mrs. Brown, and Mr. Plageman voted NAY.
 - D. Upon a motion by Mr. Moore, seconded by Mrs. Brown to approve Capital Request Option B. Board approved with a vote of 6-5. Mr. Moore, Mr. Sims, Mr. McGee, Mrs. Shull, Mrs. Brown, and Mrs. Dawson voted AYE. Mr. Babcock, Mr. Martin, Mr. Plageman, Mrs. Mikula and Mrs. Stephenson voted NAY. Motion carried.
 - E. Upon a motion by Mr. Sims, seconded by Mrs. Brown to approve Bid 26-011 Sealing and Striping of Parking Lots. Full Board approved. Motion Carried.
 - F. Upon a motion by Mrs. Stephenson, seconded by Mr. Plageman, to have a Student Disciplinary Hearing with a vote of 10-1. Mr. Moore voted NAY. Motion Carried.

V. ANNOUNCEMENTS AND COMMUNICATION

April 15 Board Strategic Planning, E.A. Cox Middle School 8:00 am

April 21 Board Work Session, HOP 6 pm

May 2 Board Budget Retreat, HOP 9 am

May 5 Regular Board Meeting, HOP 6 pm

PLEASE NOTE: MAY 19 at HOP: Retiree recognition at 5pm, 6pm Special Called Board Meeting & tenure recognition, Board Work Session Immediately following Special Called Board Meeting

VI. ADJOURN

Upon a motion by Mr. Moore, seconded by Mr. Sims, to adjourn. Full Board approved. Motion Carried. Chair Moore adjourned the meeting at 7:54 pm.

David Moore, Chair

Lisa Ventura, Superintendent



REQUEST FOR PROPOSALS
Customized Benchmark Assessment Program For
Maury County Public Schools

Date advertised: January 26, 2026
Opening date: February 24, 2026 at 2:00 p.m.

Scope of Work:

Maury County Public Schools is seeking a solution for district and school level customized benchmark assessments with item banks that are designed for grades three (3) through eleven (11). The program/platform should offer summative assessments aligned to the format, rigor and question types of the Tennessee Comprehensive Assessment Program (TCAP) with representation from all levels of Depth of Knowledge. The program/platform should be fully customizable and generate immediate student performance reports after each district and teacher made assessment. The program/platform should offer insights and resources including supplemental instructional materials to teachers for what interventions and/or remediation steps may be next to promote student growth and mastery of subject and grade level Tennessee academic standards. Proposals should include a plan and pricing for district and teacher/staff training.

Maury County Public Schools has approximately 9,000 students in grades three (3) through eleven (11). Elementary School Assessments (Grades 3-4) must include (2) tests per year in ELA, Math, and Science. Middle School Assessments (Grades 5-8) must include (2) tests per year in ELA, Math, Science & Social Studies. High School Assessments (Grades 9-11) must include (2) tests per year in Algebra I, Algebra II, Geometry, English I, English II, Biology, and U.S. History.

Proposals will be accepted for a District and School Level Customized Benchmark Assessment Program with Item Banks which meet the minimum specifications, performance requirements, and terms and conditions identified herein.

- a. Program aligns to the rigor and demand of the Tennessee Academic Standards, offering questions in both online and paper format comparable to TNReady assessments.
- b. Program includes question types that represent all levels of Webb's Depth of Knowledge.
- c. Benchmark Assessments will be created by the vendor using new items and passages during each assessment window that are customizable to district-determined content and aligned to curriculum pacing.
- d. Contains the ability to identify student mastery of a given Tennessee academic standard through reports using a built-in report generator directly after the administration of benchmarks and assessments created by the district and/or teacher to specifically include Tennessee standards-based reports.
- e. Predictability values are generated within a week after the closing of district administered benchmarks.

- f. Utilizes a management tool that can be used to group students based on mastery of Tennessee academic standards and assessment performance. Preferably, student mastery is indicated on reports using Tennessee specific performance levels (1-4).
- g. Includes the ability for teachers to collaborate and share customized assessments with colleagues.
- h. The program includes a text-to-speech tool, which includes the reading of mathematical equations, formulas, graphs, and other mathematical tasks as well as ELA passages and internal items.
- i. The program includes online tools similar to TNReady capabilities (lockdown browser, calculator, highlighter, answer eliminator, ruler, magnifier, color contrast, etc.).
- j. Assessments require students to select answers through various question types including multiple choice, multiple select, written response, and technology enhanced items such as graphing and text manipulation.
- k. Program allows the district and/or teacher to create and save assessment items that may be included in district and/or teacher created assessments.
- l. The program allows online district and/or teacher created assessments to be saved as PDFs.
- m. The program allows for exporting test results to upload into the district Student Information System (SIS); Maury County Public Schools uses Edupoint Synergy.
- n. The reporting platform provides the district with the ability to disaggregate data for underserved student groups efficiently.
- o. The program must be fully compatible with Windows 11 laptops and Google Chromebooks (Chrome OS) and fully function through the Chrome browser.
- p. The program must integrate via ClassLink's Roster Server API utilizing OneRoster v1.2 data.
- q. Respondent representative(s) shall, in a timely manner, work on a regular basis with district/school personnel to answer all questions regarding production or financial matters pertaining to the individual services required.
- r. Teacher, building administrator, and district office personnel training should be detailed with pricing in the bid.
- s. A local and/or toll-free phone number(s), live chat, and/or email address(es) for Knowledge Centered Service (KCS) access to Respondent' representative(s). Respondents shall respond to all requests/telephone calls to include personalized customer service and technical support between 8:00-4:00PM, CST, Monday-Friday.
- t. Respondent shall provide a current completed Voluntary Product Accessibility Template (VPAT) to detail compliance with the federal Section 508 standards. Respondent shall promptly respond to and resolve any complaint regarding accessibility of its products or services. Respondent further agrees to indemnify and hold harmless the Maury County Public Schools from any claims arising out of failure to comply with the aforesaid requirements. Failure to comply with these requirements shall constitute a material breach of the agreement between the two parties.

Payment

Upon completion and acceptance by the Owner, the successful bidder is to submit an invoice to the owner for payment. Maury County Public Schools will make a payment to the bidder within 30 days of receipt of the invoice. For recurring payments related to service, invoices shall be prepared to coincide with the Owner's fiscal year (i.e., July 1, 2026, to June 30, 2027).

Withdrawal of Proposal

It is understood that any bidder may withdraw a submitted bid any time before the designated time for opening of bids. After this time, no bidder may withdraw a bid submitted until a period of one hundred twenty days (120) days has elapsed from the time of the opening of the bids.

Safety Regulations

The bidder is solely responsible for complying with any city, county, state or national ordinances or laws that apply to the safe and legal operation of the business. This may include, but is not limited to, compliance with TOSHA regulations.

Questions

Address all questions regarding this RFP to Keith Stacey, Assistant Superintendent of Instruction, Maury County Public Schools, kstacey@mauryk12.org

Contracts

All proposals are to be valid for a minimum of 120 days, during which time awards will be established and contracts signed. Contract shall start July 1, 2026 and shall remain in effect for an initial term of 12 months. Maury County Public Schools may also desire to extend the award for additional four (4) additional one year periods. At the end of the initial term, pricing / fees may be negotiated at that time. For any agreement resulting from this RFP, the Maury County Public Schools reserves the right to cancel upon 30 days written notice without penalty and may elect not to renew the agreement at the end of the current contract term. The language of this RFP shall be binding unless amended by the Maury County Public Schools and the awarded vendor. The terms and conditions of this Request for Proposal and any related executed agreements shall constitute the entire agreement. It is the Bidder's responsibility to comply with all local, state, and federal laws, regulations, codes, licensing, and other requirements. The bidder must be prepared to substantiate compliance upon request by the Maury County Public Schools.

Proposals Requirements

Bidders must submit One (1) Original, Two (2) Copies, and one electronic copy of all proposal documents on a memory drive. The original will be maintained in the Maury County Purchasing Department and in County Records.

The proposal shall be submitted on the Proposal Form, furnished as part of this RFP document and be duly executed and without qualifications. In addition to the required proposal form, it is preferred that the bidder attach a scope letter on the bidder's letterhead detailing the work proposed by the bidder. Also required, Reference List and Compliance Affidavit.

The bidder, by executing a proposal, warrants that the services and/or products to be supplied to Maury County Public Schools shall be of the highest quality and workmanship. In the event that the services and or products are found to be ineffective or do not conform to specification, The Maury County Public Schools reserves the right to cancel the contract upon written notice to the bidder or to obtain the services and or products from a separate organization, in which case the original bidder shall be held liable for any additional costs which may be incurred.

The owner shall consider the qualifications of the bidders, their subcontractors or representatives, and may conduct investigations as deemed necessary to evaluate any person or groups of persons designated to perform/ provide the services and products. The bidder shall state the organization's qualifications, experience, and details.

Each bidder will need to submit references for awarded contracts of similar size and scope that have been completed by the bidder. Such bidders are required to include names, e-mails, and phone numbers of contacts familiar with similar proposals.

Proposals shall be submitted on the **Proposal Form** which is a part of this RFP and must be signed by an employee who is authorized to bind the company or firm by his or her signature. In addition to the **Proposal Form** to be submitted to the Owner, it is acceptable and preferred the bidder attach a scope letter on the bidder's letterhead detailing the work proposed by the bidder.

All required forms and proposal documents should be sealed in an envelope and marked on the outside of the envelope, **RFP School System Customized Benchmark Assessment Programs**. The Maury County Public Schools will not be held responsible for the premature opening of unmarked envelopes if sent through the regular mailing system.

This RFP does not commit the Maury County Public Schools to any specific course of action. The Maury County Public Schools reserves the right to not select any bidder or purchase any goods or services resulting from this RFP.

Sealed Proposal Instructions

All sealed proposals must include the following forms to be considered:

- Completed Proposal Form
- Signed and Notarized Affidavit Acknowledgement form
- Reference Information List

Submit sealed proposals to the Following:

By Courier:

Attn: Brooke Brady, Purchasing Agent
10 Public Square, 2nd Floor
Columbia, TN 38401

Dropping off In- Person (at County Procurement Department)

Attn: Brooke Brady, Purchasing Agent
10 Public Square, 2nd Floor
Columbia, TN 38401

****Be sure to mark on the outside of the sealed envelope:**

- **RFP – School System Customized Benchmark Assessment Program**
- **Submitting vendors' name and address**
- **Date and time of Bid Opening**

Method of Source Selection

Maury County Public Schools is using the competitive proposal method of source selection. Awards, if made, will be made to the responsible bidder whose proposal is most advantageous to the Maury County Public Schools, taking into consideration price and the other factors set forth in the RFP. The owner may conduct discussions with responsible bidders that may be selected for the award for the purpose of clarification to assure full understanding of and responsiveness to solicitation requirements.

Criteria Used to Determine Winning Proposal

TOPIC	CRITERIA	Superior 5	Good 4	Fair 3	Poor 2	N/A 1
Functionality Ease of Use	The tool has a user-friendly interface and is easy for teachers and students to become skillful in an efficient manner. The Responder's program has been successfully implemented in other districts and/or classrooms and has the qualifications necessary to undertake this project. The vendor creates benchmark assessments and/or helps with assessment development for the district.					
Standards Connection	Items and texts align to Tennessee state standards and appropriate Lexile levels for each grade level and subject area					
Equality for All	Texts, items, and images are gender fair and free of racial, ethnic, and cultural biases or stereotypes.					
Required Equipment	Use of the tool does not require equipment beyond what is typically available to teachers and students. Ability to administer read-aloud (text to speech) is preferred. (Primary use with Windows 11 devices, Chromebooks (Chrome OS).					
Quality of Item Banks	Item banks contain high-quality questions for grades 3-11 in ELA, math, science, and social studies. The banks include items that represent multiple types including technology-enhanced question types.					
Metrics/ Analytics Reporting	There is a robust set of reports available to teachers, principals, and district leaders that include demographic breakdowns, standards analysis, item analysis, and student mastery based on TNReady performance levels.					
Adaptability & Accessibility	The product is compatible with other programs such as the ClassLink, ChromeOS, and Windows platforms.					

Cost/ Benefit	The educational benefit of using this program clearly justifies the cost when compared with other assessment resources. The proposed solution meets the needs and criteria set forth in the RFP. Include costs for (1) one year, with the option to renew for additional years one year at a time.					
Tech Support/ Help Availability	Tool provides “chat” during normal business hours Monday through Friday and online assistance. There is a robust support platform of videos, online tutorials, and/or a customer support number.					

References:

Each Respondent is required to provide three (3) references from organizations similar in size and scope of the Maury County Public Schools. The Respondent has provided the same or similar deliverables within the past three (3) years. The District, in its sole discretion, will confirm the Respondent’s experience and or ability to provide the services required and described in its Proposal by checking the Respondent’s references and the provision of the references by the Respondent is deemed to be consent to such confirmation/contact with the references. The Maury County Public Schools reserves the right to revisit the Respondent’s scores in the rated requirements based on information learned during reference checks, should they reveal that there is inconsistency between the Respondent’s answers to the rated requirements and the results of the reference check.

Disclaimer and Cancellation

The owner reserves the right to accept any bid, reject any or all bids, not select any bidder or purchase any goods and to waive any informality received where such acceptance, rejection, or waiver is in the best interest of the school system.

The owner also reserves the right to reject any proposal where evidence or information submitted by the bidder does not satisfy the system that the bidder is qualified to carry out the requirements of the contract documents.

The owner reserves the right to disregard any and all nonconforming, incomplete, or conditional proposals and to negotiate contract terms with the successful bidder to obtain a contact price within available funds.



RFP School System Customized Benchmark Assessment Program Proposal Form

TO: Maury County Purchasing Department
Attn: Brooke Brady, Purchasing Agent
10 Public Square, 2nd Floor
Columbia, TN 38401

I. Bid Pricing for RFP School System Customized Benchmark Assessment Program with Item Banks

Having examined the Scope of Work and all information included in this Request for Proposal, the undersigned proposes to furnish all labor, material, equipment, supervision, and services necessary in accordance with the bid documents for the sum of:

	Qty	Year 1	Total Price
Elementary School Assessments - Grades 3-4 (2 per yr.) ELA, Math, Science			\$
Middle School Assessments - Grades 5-8 (2 per yr.) ELA, Math, Science, Social Studies			\$
High School Assessments - Grades 9-11 (2 per yr.- Traditional Schedule) ELA, Math, Science, Social Studies			\$
Item Banks for grades 2-12 for ELA, Math, Science, Social Studies			\$
Yearly Fees or Other (please specify in proposal)			\$
TOTAL COSTS			\$

II. Addenda

The following addenda have been received and are hereby acknowledged:

Addendum # _____ Dated _____

Addendum # _____ Dated _____

Addendum # _____ Dated _____

III. Acceptance

This offer shall be open for acceptance and is irrevocable for (120) one hundred twenty days from the bid closing date.

IV. Bid Form Signatures

Note: Bid must be signed by a person authorized by the Corporation By-Laws to bind it into a contract.

Name of Firm: _____

Signed: _____ Date: _____

Printed Name: _____

Title: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Exhibit A

Compatibility with Existing Maury County Public Schools Software and Hardware. The Respondent acknowledges that Maury County Public Schools has invested significant resources in its existing electronic platforms and processes. The Respondents shall ensure that all goods and services are delivered to Maury County Public Schools in a manner and form that is compatible with Maury County Public Schools existing products and services, a list of which is attached hereto as Exhibit A. The requesting department can revoke acceptance of goods when it is discovered, in a reasonable time that the Respondent's goods are incompatible with these products and services and thereby non-conforming substantially impairing the value of the goods.

- Maury County Public Schools utilize Microsoft Outlook for email and ClassLink learning management system.
- District Devices:
 - Windows 11 PC
 - Chrome browser
 - Chromebooks (Chrome OS)
 - MacOS and iOS, sparingly
- Rostering/Provisioning
 - All rostering/provisioning of account is processed using RosterServer by ClassLink. Vendors will need to work directly with the developer contact at ClassLink to configure an integration. Roster data is available in OneRoster v1.2 format via REST API or SFTP CSV exports only.
- SSO (Single-Sign On)
 - ClassLink provides our Single Sign-On dashboard for all staff and students. Vendors will need to work with the developer contact at ClassLink to set up an SSO extension for the Dashboard. ClassLink is compatible with any standards based SSO process (SAML, OAuth2, LTI, Sign in with Google, etc.).

Reference Contact List

Contact Name	Email	School District

AFFIDAVITS ACKNOWLEDGEMENT FORM (TOTAL OF 2 PAGES) MUST BE SIGNED, NOTARIZED AND INCLUDED WITH ALL BIDS – FAILURE TO INCLUDE THIS FORM WITH THE BID SUBMITTED SHALL DISQUALIFY THE BID FROM BEING CONSIDERED.

AFFIDAVITS ACKNOWLEDGEMENT PAGE

AMERICANS WITH DISABILITIES ACT

Bidder shall take the necessary actions to ensure its facilities and employment practices are in compliance with the applicable requirements of the Americans with Disabilities Act. Any costs of such compliance will be the sole responsibility of the bidder

TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 BACKGROUND CHECKS

Bidder shall comply with Public Chapter 587 of 2007, as codified in Tennessee Code Annotated Section 49-5-413, which requires any person, corporation or entity who enters into or renews a contract with a local board of education, to provide a criminal history records check conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation for each employee prior to permitting the employee to have contact with students or enter school grounds when students are present.

DRUG FREE WORKPLACE REQUIREMENTS

Private employers with five or more employee's desiring to contract to contract for construction services attest that they have a drug free workplace program in effect in accordance with Tennessee Code Annotated Section 50-9-112.

COMPLIANCE AGREEMENT WITH PUBLIC CHAPTER 587 of 2007

"Contractor shall comply with Public Chapter 587 of 2007, as codified in Tennessee Code Annotated Section 49-5-413, which requires all contractors to facilitate a criminal history records check conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation for each employee prior to permitting the employee to have contact with students or enter school grounds when students are present."

IRAN DIVESTMENT ACT

Under the Iran Divestment Act, T.C.A. §§ 12-12-101--12-12-113, political subdivisions in Tennessee are prohibited from entering into any procurement or contract over \$1,000 with a person who engages in investment activities in Iran. The state's chief procurement officer is required under T.C.A. § 12-12-106 to create a list of persons who engage in investment activities in Iran. Any person who is on the list is ineligible to contract with any political subdivision of this state, and any such contract is declared void *ab initio* under § 12-12-110.

On or after July 1, 2016, every bid or proposal submitted to a political subdivision where competitive bidding is required must contain the following statement, submitted by the bidder under penalties of perjury:

"By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106."

COLLUSION AMONG BIDDERS

The bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached.

1. (s)he is fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and
2. neither the bidder nor anyone subject to the bidder's direction or control has been a party;
 - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
 - b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
 - c. in any discussions between bidders and any municipal official concerning exchange of money or other things of value for special consideration in the letting of a contract.
3. no officer or employee of the MCPS either directly or indirectly, owns any interest in the bidder's business.

NON-BOYCOTT OF ISREAL AFFIDAVIT

Concerning the Non-Boycott of Israel Act (TCA 12-4-1 et seq.), by submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not boycotting Israel pursuant to § 12-4-1 and will not during the term of any award. Note: Applicable only to contracts of \$250,000 or more and to suppliers with 10 or more employees.

ACKNOWLEDGEMENT

The undersigned hereby acknowledges receipt of these affidavits and certifies that the submittal in response to this solicitation is in full compliance with the listed requirements. Failure to properly acknowledge issues concerning the above is grounds for bid rejection and may subject the signer to penalties as directed by the appropriate laws.

SIGNATURE OF AUTHORIZED AGENT

Subscribed and sworn to before me this _____ day of _____, 20_____.

Signature of Notary Public

My Commission Expires



PCSS Board Agenda Request

Date: June 17, 2026

Department: Data and Testing

Person Submitting: Jason Stickler

Account Number (if appropriate): N/A

Check one:

Backup included (Pathways Benchmark Quote)

Backup to follow

Statement to be included in Board Agenda Packet:

Presentation and Discussion:

- Requesting approval for the purchase of Learning Explorer (Pathways) grade 2 Benchmark Assessment for the 2026-2027 school year in the amount of \$15,660.00. Purchase to be made from 141-72130-322-02103.

received
6-18-26mt

Order Agreement

This quote is the Order Agreement once executed by the parties.

Vendor of Record for Orders

LEARNING **EXPLORER**

Learning Explorer, Inc.

PO Box 2113

Woburn, MA 01888-0113

orders@learningexplorer.com

(888) 909-9035

Sales Partner Presenting Quote

Learning 

475 Calvert Drive
Paducah, KY 42003

Roger Choate

roger@yourlearningpartners.com

(270) 210-8907

Pathways Assessment CER Bundle (Grade 2 add-on) for the 2026-27 School Year

Customer: Putnam County School System
Contact: Chris Winningham
Email: cwinningham1@pcsstn.com
Description: Pathways Assessment CER Bundle

Quote Number: 10210-1
Quote Date: Jun 12, 2026
Expiration Date: Jul 31, 2026
Subscription Start Date: Jul 1, 2026
Subscription End Date: Jun 30, 2027

Product	Quantity	Unit price	Total cost
Student			
Pathways Assessment for CER Members			
<i>Grades 2</i>			
The full Pathways Assessment solution including the following components: the Pathways Assessment testing and reporting software; Pathfinder reporting and cohort analytics; Pathways Benchmarks (ELA for grades K-8, Math for grades K-8, Science for grades 3-8, Social Studies for grades 5-8, English I, English II, Algebra I, Algebra II, Geometry, Biology & US History); Pathways Resources (Power Checks, Stepping Stones, Instructional Resources Bundles & AI Teacher Tools); and the Pathways & Pearson Item Banks	870	\$18.00	\$15,660.00
		Subtotal	\$15,660.00
Final total			\$15,660.00

Order Agreement

Pricing

Pricing in this Order Agreement (the "Agreement") is valid until the Expiration Date on the Quote.

Term

The License to use the Learning Explorer Products, Learning Explorer Assessment Content and/or the Pearson Item Bank referenced in the Quote is granted for the period commencing on the Subscription Start Date and ending on the Subscription End Date as referenced in the Quote.

Learning Explorer Products

Learning Explorer Products are internet-based applications which help educators manage assessments and data. Learning Explorer grants Customer a License to access and use the Learning Explorer Products referenced in the Quote during the Term specified in this Agreement.

Learning Explorer Assessment Content

Learning Explorer Assessment Content is created and maintained by Learning Explorer and includes individual items, materials associated with the items such as reading passages and graphics, tests, and scoring materials. Customer is granted a License to access and use the Learning Explorer Assessment Content referenced in the Quote for students registered within the Customer's schools/district for the sole purpose of performing assessments of those students during the Term specified in this Agreement. Learning Explorer Assessment Content may not be shared, duplicated, modified, or publicly displayed or reproduced without the written permission of Learning Explorer.

Pearson Item Bank

The Pearson Item Bank is created and owned by Pearson and includes individual items and materials associated with the items such as reading passages and graphics. Customer is granted a License to access and use the Pearson Item Bank content if referenced in the Quote for students registered within the Customer's schools/district for the sole purpose of performing formative assessments of those students during the Term specified in this Agreement. Pearson Item Bank content may not be shared, duplicated, modified, or publicly displayed or reproduced without the written permission of Learning Explorer.

Professional Services

Professional development will be performed by Learning Explorer at a mutually convenient time. Learning Explorer will not have any obligation to perform any professional development that is not scheduled during the Term of this Agreement.

This Agreement is governed by the Terms and Conditions located at www.k12els.com/terms.pdf. In the event of any conflict between the Terms and Conditions and this Agreement, the Terms and Conditions takes precedence. Licenses for the Pearson Item Bank are also governed by Terms and Conditions for that item bank, located at www.k12els.com/pearsonterms.pdf.

Learning Explorer and Customer acknowledge that they have read and understood the Learning Explorer Terms and Conditions and the Pearson Terms and Conditions and have executed this Agreement as of the date signed below ("Effective Date").

Learning Explorer, Inc.

Customer Name: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Name/Title: Mark Rankovic, President & CEO

Name/Title: _____



Memo to: Corby King
Director of Schools

From: Mark McReynolds *per [signature]*
Director of Finance

Date: June 17, 2026

Subject: Agenda item – June 25, 2026

Approval of payment to KEV Group Inc, LB 2252 – PO Box 95000, Philadelphia, PA, for School Funds Online Software, accounting software and maintenance fees for twenty-one schools for the 2026-2027 school year in the amount of \$14,260.74 to be paid from 141-E-72510-399.

Thank you for your consideration.

Attachment: KEV, SFO Quote as of July 1, 2026, for 2026-27

received
6-17-26 MT

Putnam County Schools, TN
 KEV SFO Quote for July 1, 2026
 June 17, 2026



Putnam County Schools, TN		QUOTE ONLY - For 2026/27 annual invoice		June 17th, 2026
Annual Quantity	Item	Description	Unit Price	Total
1	SFO	School Funds Online Annual License, Maintenance and Support Fees	\$13,906.11	\$13,906.11
1	SportaIVO	Sponsor Portal View Only Annual License Fee	\$354.63	\$354.63
				Annual Software Cost
		Annual Recurring Software Cost for the period July 1st, 2026 - June 30th, 2027		
				\$14,260.74

Janet Gregory
 Regional Account Director
 KEV Group
JanetG@kevgroup.com
 226-916-1856



**Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)**

Date _____ 6/25/2026

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Larseneer, LLC in the amount of \$57,948.67 for pay application #4 related to the Cookeville High School Softball Hitting Facility project to be paid from the Putnam County Capital Project Fund.

received
6-18-26 mg

A · E · I
ARCHITECTS AND PLANNERS

June 16, 2026

Putnam County Board of Education
ATTN: Tim Martin, Deputy Director of Schools
1400 East Spring Street
Cookeville, TN 38501

RE: CHS Softball - New Hitting Facility
Application for Payment (#4) from Larseneer, LLC

Dear Mr. Martin,

Enclosed is Application and Certificate for Payment #4 from Larseneer, LLC, in the amount of \$57,948.67.

The work they have billed for appears to be in order. AEI recommends that Larseneer, LLC, be paid the amount as requested.

If you have any questions, please feel free to call.

Sincerely,



Peter H. Metts
President

Enclosures

APPLICATION FOR PAYMENT

Owner Putnam County Board of Education 1400 East Spring St Cookeville, TN 38501	Project CHS Softball - New Hitting Facility 1 Cavalier Drive Cookeville, TN 38501	Payment Application No: 4	For Distribution Architect
Contractor Larseneer, LLC 4100 Rolling Hills Rd Cookeville, TN 38506	Architect AEI, PC 57 West Broad St, Suite 200 Cookeville, TN 38501	Payment Application Date: June 12, 2026	Contractor
		Period To: July 1, 2026	Owner
		Project No: 1388	File
		Contract Description: Lump Sum	
		Contract Executed: 2/3/2026	

PAYMENT APPLICATION - SUMMARY

See attached Continuation Sheet for greater breakdown

1. Original Contract Sum	\$ 403,281.00		
2. Net Change by Change Orders	\$ -		
3. Contract Sum to Date	\$ 403,281.00		
4. Total Completed to Date	\$ 308,305.88		
5. Retainage:			
a. 5% of Completed Work	\$ 15,180.29		
b. 5% of Stored Material	\$ 235.00		
Total Retainage:	\$ 15,415.29		
6. Total Less Retainage	\$ 292,890.59		
7. Less Paid in Previous Applications	\$ 234,941.92		
8. Total Payable Amount	\$ 57,948.67		
9. Balance to Finish, Including Retainage	\$ 110,390.41		

Change Order Summary	Additions	Deductions
Total Variations Approved in Previous Months	\$ -	\$ -
Total Approved this Month	\$ -	\$ -
Totals	\$ -	\$ -
Net Changes by Change Orders	\$ -	\$ -

CERTIFICATION BY CONTRACTOR:

The Contractor certifies that, based on their understanding and available information, the Work described in this Payment Application has been finished according to the Contract Documents. They also confirm that all payments for previous work, as documented by earlier Payment Applications, have been received from the Owner, and that the amount specified in this request is now payable.

Contractor Name: Larseneer, LLC
State: Tennessee
County: Putnam County
Subscribed and sworn to before me this day: 06/12/2026
Name of Notary Public: TREVOR LARSON
Expiration Date of Notary Public: 11/28/2027
Date: June 12, 2026



CERTIFICATION BY ARCHITECT:

The Architect certifies that, following on site inspections and to the best of their knowledge, this Payment Application accurately depicts the completed work and complies with the contract standards, validating the payment amount indicated below:

Certified Amount: \$57,948.67
 If the certified amount differs from the application amount, provide an explanation below or attached, and initial all figures and markups to align with the certified amount.
Architect Signature: [Signature]
Date: 6-12-24

CONTINUATION SHEET

Payment Application No: 4
 June 12, 2026
 Payment Application Date: July, 1 2026
 Period To:
 Project No: 1388

Item No.	Description of Work	Work Completed		Presently Stored Materials	Total Completed	%	Balance to Finish	Retainage Value [5%]
		Schedule Value	This Period					
A	B	C	E	F	G	H		J
BASE CONTRACT								
1	Bonds, Insurance, Mobilization	\$ 21,663.34	\$ 21,663.34	\$ -	\$ 21,663.34	100%	\$ -	\$ 1,083.17
2	Site Demolition	\$ 7,444.59	\$ 7,444.59	\$ -	\$ 7,444.59	100%	\$ -	\$ 372.23
3	Concrete	\$ 55,289.98	\$ 51,073.98	\$ -	\$ 51,073.98	92%	\$ 4,216.00	\$ 2,553.70
4	Bollards	\$ 2,320.00	\$ -	\$ -	\$ -	0%	\$ 2,320.00	\$ -
5	Wood Framing & Materials	\$ 86,620.44	\$ 73,627.37	\$ -	\$ 73,627.37	85%	\$ 12,993.07	\$ 3,681.37
6	Roofing	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 21,000.00	100%	\$ -	\$ 1,050.00
7	Sheet Metal Siding	\$ 18,762.75	\$ 16,009.42	\$ -	\$ 16,009.42	85%	\$ 2,753.33	\$ 800.47
8	Closed Cell Insulation	\$ 20,230.90	\$ 20,230.90	\$ -	\$ 20,230.90	100%	\$ -	\$ 1,011.55
9	Exterior Doors	\$ 2,400.00	\$ -	\$ 1,200.00	\$ 1,200.00	50%	\$ 1,200.00	\$ 60.00
10	Overhead Doors	\$ 7,000.00	\$ -	\$ 3,500.00	\$ 3,500.00	50%	\$ 3,500.00	\$ 175.00
11	Awnings	\$ 5,837.00	\$ 5,837.00	\$ -	\$ 5,837.00	100%	\$ -	\$ 291.85
12	Painting	\$ 12,724.00	\$ -	\$ -	\$ -	0%	\$ 12,724.00	\$ -
13	HVAC	\$ 45,000.00	\$ -	\$ -	\$ -	0%	\$ 45,000.00	\$ 1,125.00
14	Electrical	\$ 51,538.00	\$ 30,922.80	\$ -	\$ 30,922.80	75%	\$ 20,615.20	\$ 1,932.68
15	<Insert Item>	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -
	SUB-TOTAL	\$ 357,831.00	\$ 221,741.50	\$ 4,700.00	\$ 282,740.10	79%	\$ 75,090.90	\$ 14,137.01
CONTINGENCIES & ALLOWANCES								
16	Inspection and Testing Allowance	\$ 10,000.00	\$ 3,624.00	\$ -	\$ 3,624.00	36%	\$ 6,376.00	\$ 181.20
17	Gas Line Allowance	\$ 450.00	\$ -	\$ -	\$ -	0%	\$ 450.00	\$ -
18	Storm Culvert Allowance	\$ 10,000.00	\$ 7,500.00	\$ -	\$ 7,500.00	75%	\$ 2,500.00	\$ 375.00
19	Construction Contingency	\$ 25,000.00	\$ 14,441.78	\$ -	\$ 14,441.78	58%	\$ 10,558.22	\$ 722.09
20	<Insert Item>	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -
21	<Insert Item>	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -
	SUB-TOTAL	\$ 45,450.00	\$ 25,565.78	\$ -	\$ 25,565.78	56%	\$ 19,884.22	\$ 1,278.29
CHANGE ORDERS								
22	CO 001 - NA	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -
23	<Insert Item>	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -
24	<Insert Item>	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -
25	<Insert Item>	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ 19,884.22	\$ -
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ 19,884.22	\$ -
	GRAND TOTAL	\$ 403,281.00	\$ 247,307.28	\$ 4,700.00	\$ 308,305.88	76%	\$ 94,975.12	\$ 15,415.29

AEI

57 WEST BROAD STREET, SUITE 200 COOKEVILLE, TN 38501 (931) 528 6516
Site Visit

Project: CHS Softball – New Hitting Facility
Job Number: 1388
To: Tim Martin, Putnam County Board of Education
Date: June 16, 2026, 3:00 pm

Description

Page 1 of 7

Estimate % of Completion: <u>76</u> %	Report Prepared By: Lauren Metts
Schedule: On time / Late / Unknown	Name of Architect: Peter Metts
Work in Progress: GC / Mech / Elec / Plumb	Name of Firm: AEI
Weather: Sunny, 78°	
Present at Site: 2	

Project Divisions and Activity Description

Division 01 – General Requirements

Porter potta was on site. Electrical sub-contractors were on site. Closed cell insulation is expected by the end of the month.

Division 03 – Concrete

Not applicable at this time.

Division 04 – Masonry

Not applicable at this time.

Division 05 – Metals

Metal siding had been installed around the exterior of the building.

Division 06 – Woods, Plastics, Composites

Exterior building framing appeared complete. Roof trusses and plywood sheathing were in place. Bracing around the perimeter remains in place.

Division 07 – Thermal & Moisture Protection

Soffits have been installed along the underside of the roof eaves.

Division 08 – Openings

Not applicable at this time.

Division 09 – Finishes

Not applicable at this time.

Division 10 – Specialties

Not applicable at this time.

Division 13 – Special Construction

Not applicable at this time.

Division 22 – Plumbing

Not applicable at this time.

Division 23 – Heating, Ventilating & Air Conditioning (HVAC)

Not applicable at this time.

Division 26 – Electrical

Exterior meter box was being set. Electrical rough-in is nearing completion. Outlet boxes are in place with most conduit run to boxes. Conduit for lights in place.

Division 31 – Earth Work

Not applicable at this time.

Division 32 – Exterior Improvements

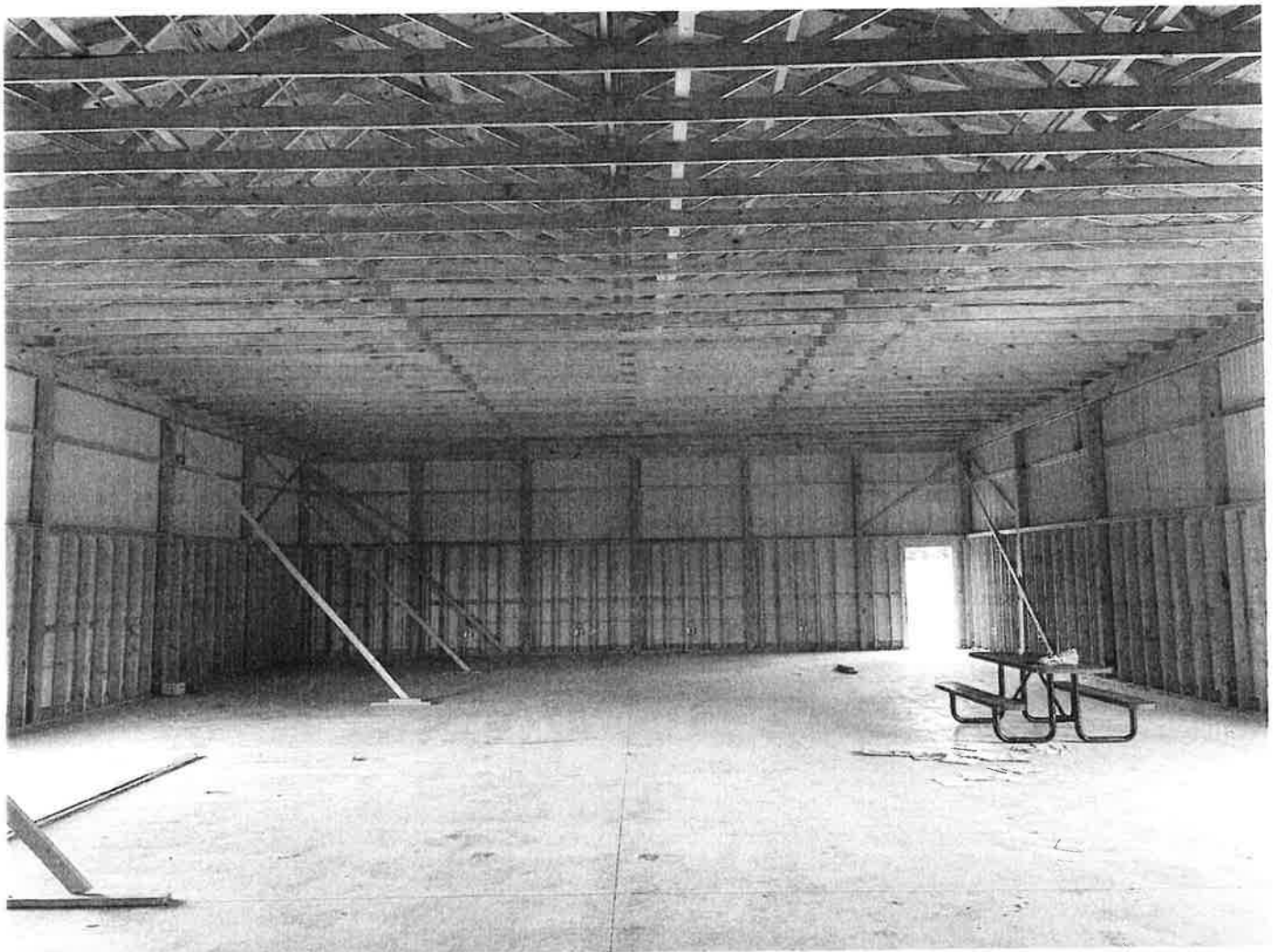
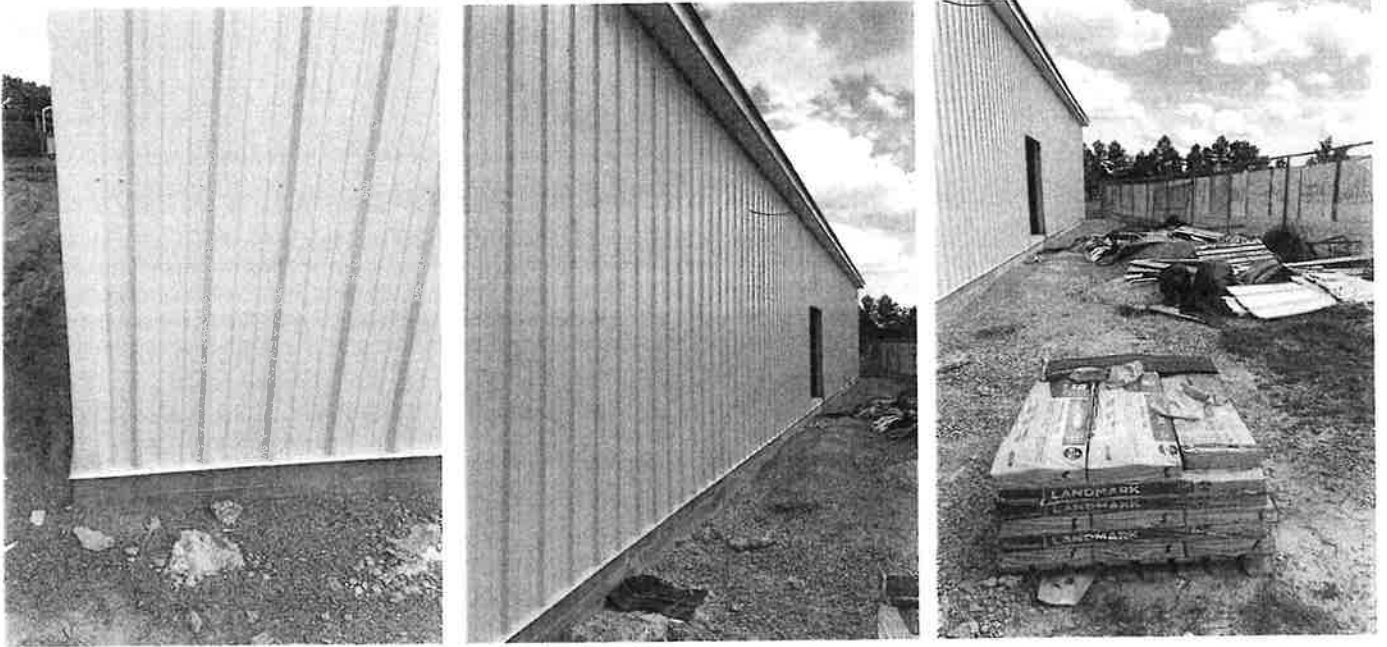
Not applicable at this time.

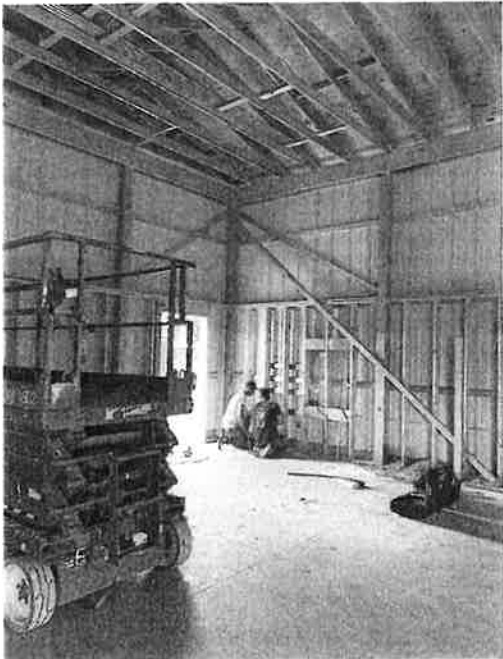
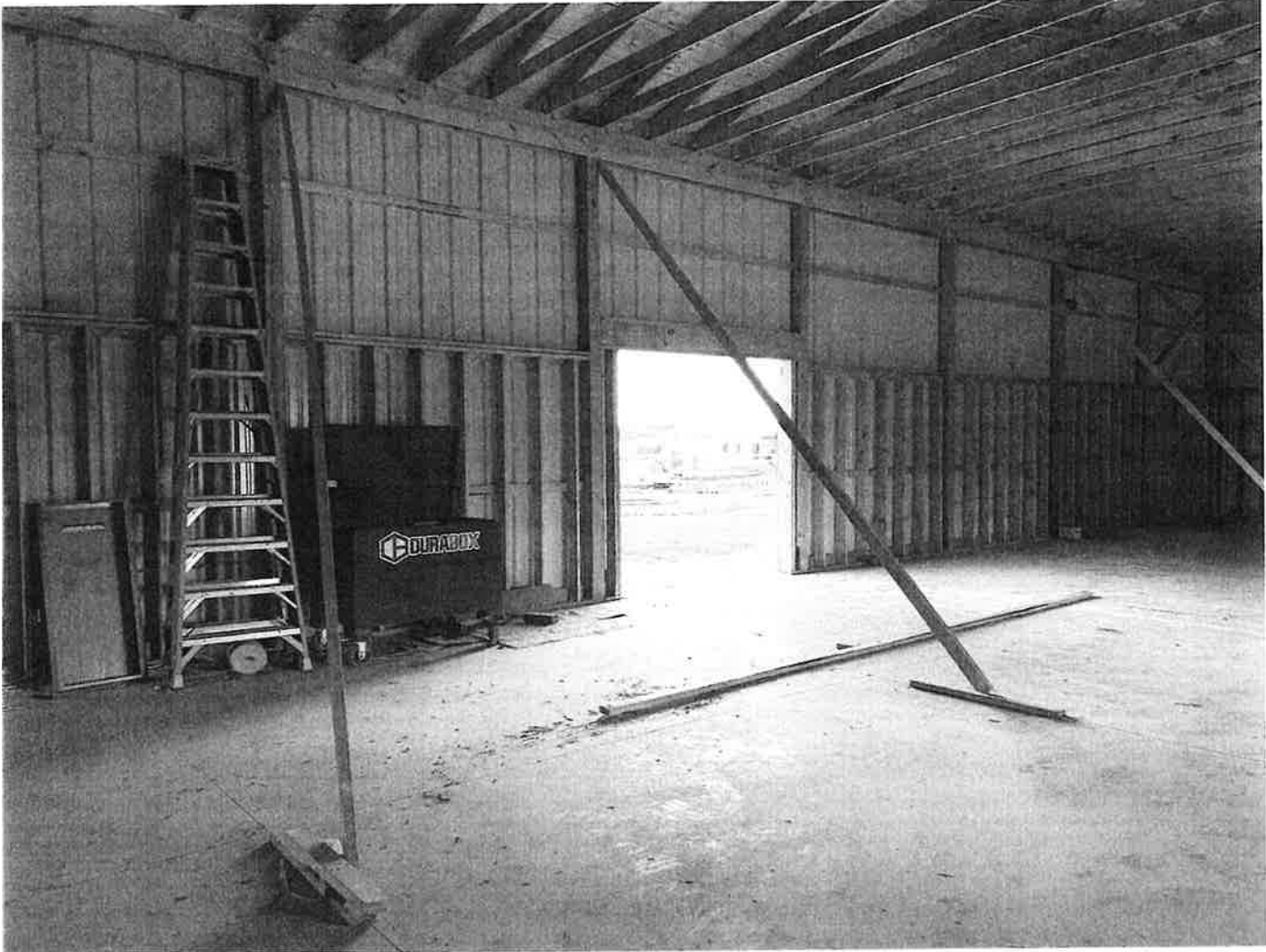
Division 33 – Utilities

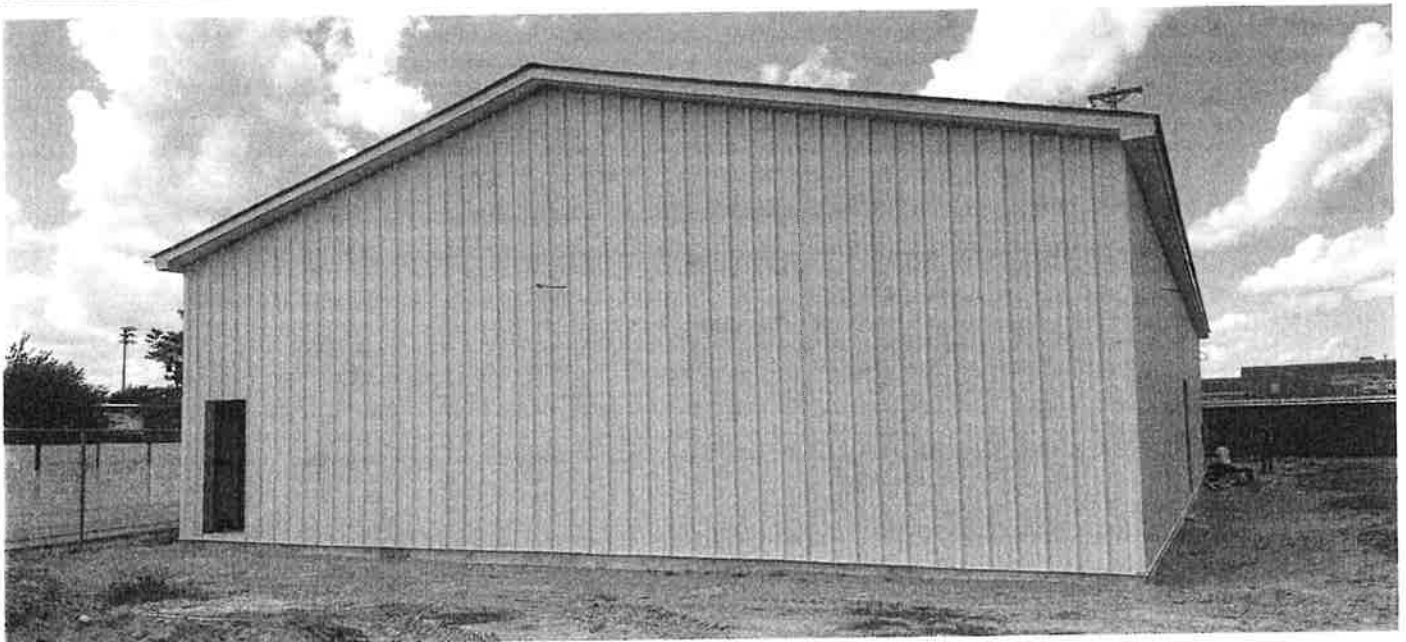
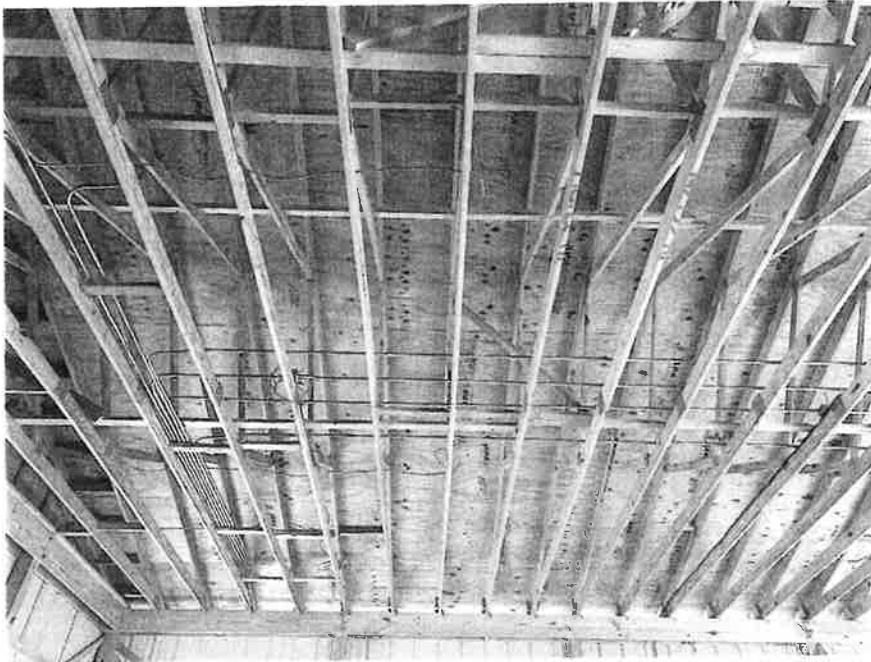
Not applicable at this time.

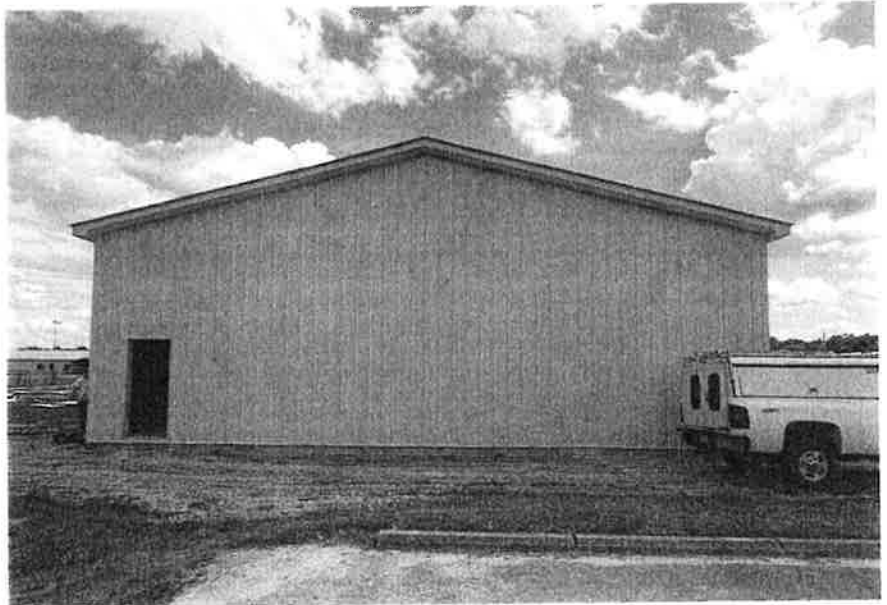
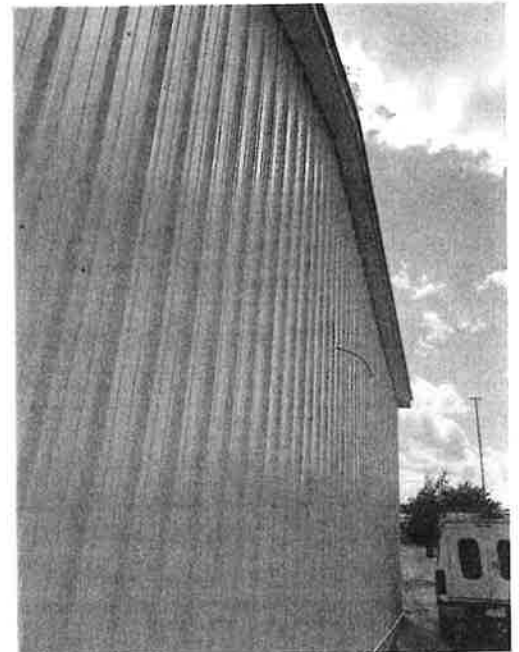
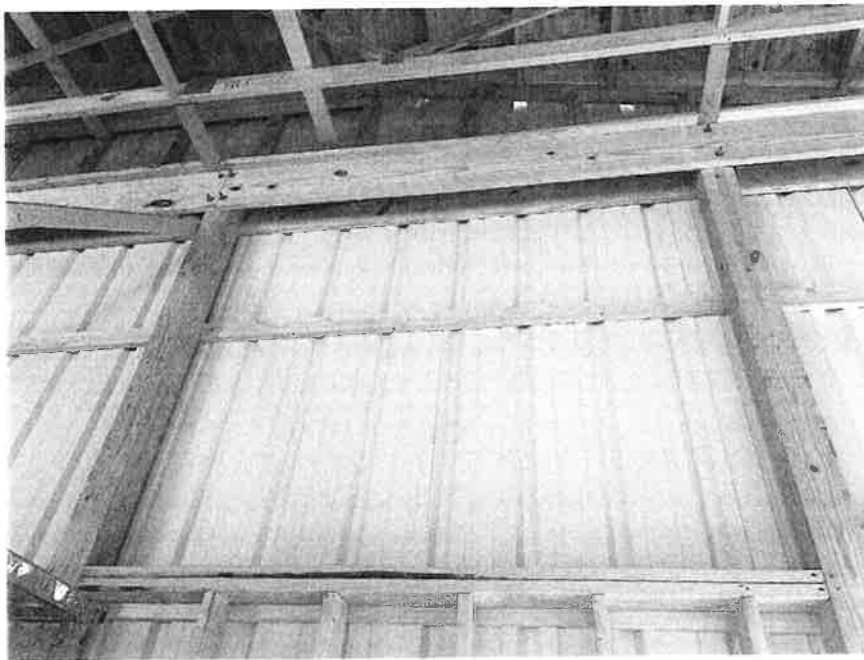
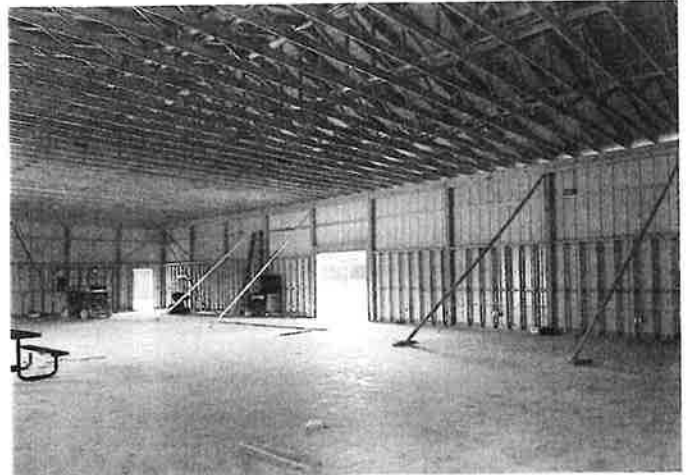
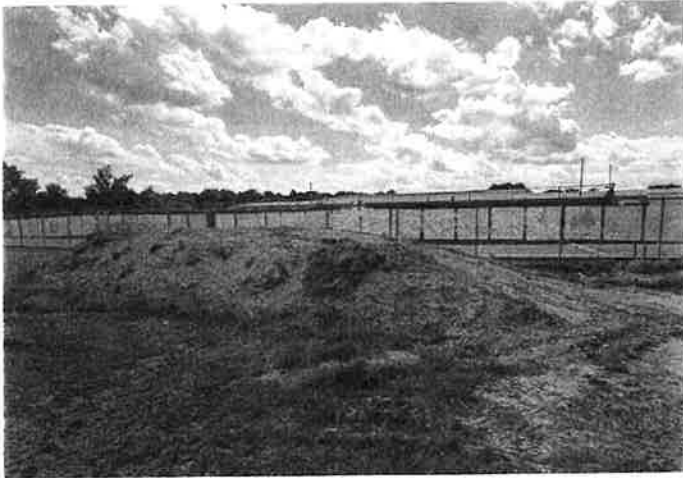
Photographs

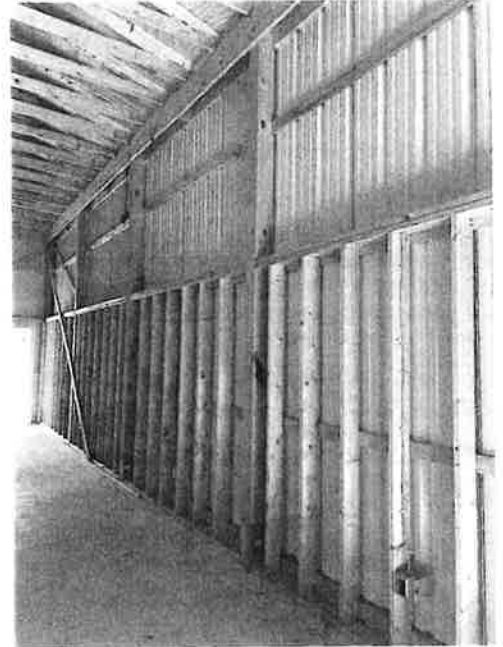
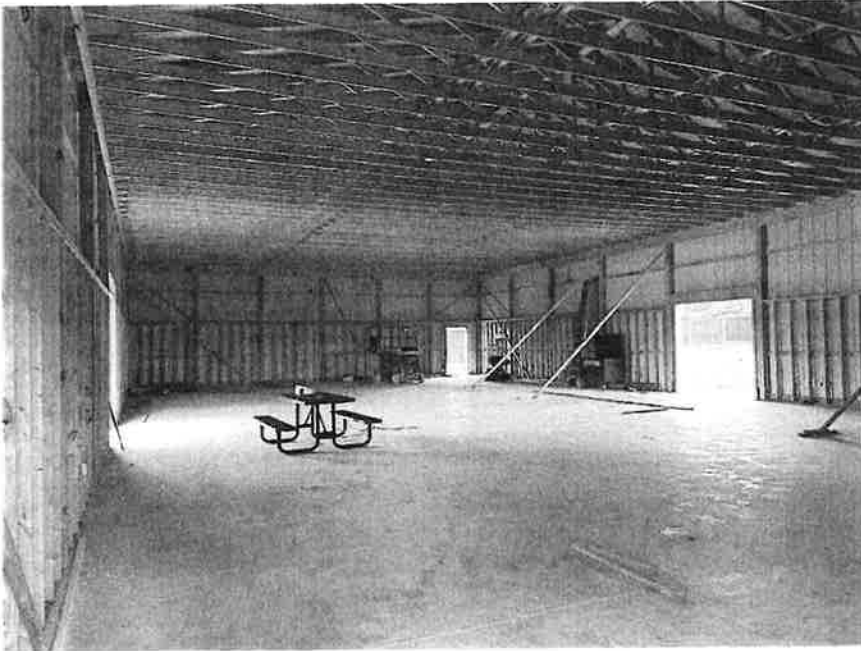












Architect Firm: **AEI**

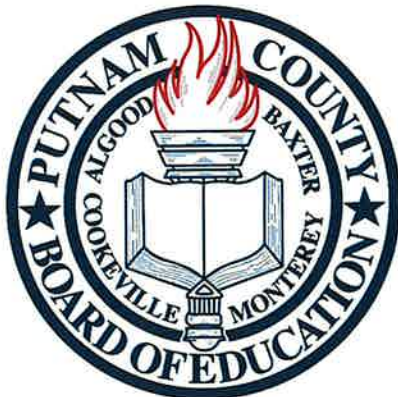
Signature: *Peter Metts*

Date: 6/16/2026

Printed Name and Title: **Peter Metts, President**

Copy:

EXHIBIT
VIIA27
6-25-26
tabbles



Board Agenda Request

Date 6/17/2026

Department RTI / Learning Loss Prevention

Person Submitting Melanie Bussell MB

Account Number (if appropriate) 141-71100-330-02103

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Approval to purchase ELA and Math i-Ready and Tool Kit from Curriculum Associates, LLC for the 2026-2027 school year, per BuyBoard contract #653-21 in the amount of \$364,053.25 to be paid from 141-71100-330-02103.

received
6-17-26 MBT



September 11, 2025

Sent via email to: orders@cainc.com

Customer Service
Curriculum Associates, LLC
153 Rangeway Road
North Billerica MA 01862

Re: Instructional Materials (Non-Adopted) for PK-12, Special Education, & Career and Technology
BuyBoard Contract 748-24

The Local Government Purchasing Cooperative (BuyBoard) awarded your company a contract under Instructional Materials (Non-Adopted) for PK-12, Special Education, & Career and Technology, Contract 748-24 effective November 1, 2024 through October 31, 2025, with two possible one-year renewals. At this time the BuyBoard is renewing your contract through October 31, 2026.

All discounts, terms, and conditions of your contract will remain the same. If you agree to this renewal, there is nothing you need to do. However, if you do not agree to this renewal, you must notify me via email at contractadmin@buyboard.com prior to the start of the renewal term.

Reminder: Once a BuyBoard contract is awarded, vendors must generate a minimum of \$15,000 annually or they may not be offered a contract renewal.

If you have questions or comments concerning this renewal, please contact me as soon as possible at contractadmin@buyboard.com. We appreciate your interest in The Local Government Purchasing Cooperative.

Sincerely,

Jim Tulberg

Jim Tulberg
Contract Administrator

1st renewal v.02.13.2020

File Home View

Export

BuyBoard Vendor Contract Information Summary

Vendor Curriculum Associates, LLC
Contact Customer Service
Phone 800-225-0248
Email orders@cainc.com
Vendor Website www.curriculumassociates.com
TIN 26-3954988
Address Line 1 153 Rangeway Road
Vendor City North Billerica
Vendor Zip 01862
Vendor State MA
Vendor Country USA
Delivery Days 10
Freight Terms FOB Destination
Payment Terms Net 30 days
Shipping Terms Freight prepaid by vendor and added to invoice
Ship Via Common Carrier
Designated Dealer No
EDGAR Received Yes
Service-disabled Veteran Owned No
Minority Owned No
Women Owned No
National No
No Foreign Terrorist Orgs Yes
No Israel Boycott Yes
MWBE No
ESCs All Texas Regions
States Arizona, Georgia, Massachusetts, New Mexico, Oklahoma, Tennessee, Texas
Contract Name Instructional Materials (Non-Adopted) for PK-12, Special Education, & Career and Technology
Contract No. 748-24
Effective 11/01/2024
Expiration 10/31/2027
Accepts RFQs Yes

6/16/2026 9:27 AM

Curriculum Associates®

Prepared For:

Melanie Bussell
Putnam Co SD
1400 E Spring St,
Cookeville, TN 38506

BuyBoard Contract Number 748-24

6/16/2026

Dear Melanie Bussell,

Thank you for requesting a price quote from Curriculum Associates. The chart below provides a summary of the products and i-Ready Partner Services included. If you have any questions or would like any changes, please contact us.

Implementation Starting: 2026-2027 Quote ID: 441870.8 Quote Valid through: 12/31/2026

Product	List Price	Net Price
i-Ready	\$290,925.00	\$265,631.25
Toolbox	\$107,320.00	\$91,222.00
Professional Learning	\$8,200.00	\$7,200.00
i-Ready Partners Services	\$34,000.00	\$0.00
List Total:		\$440,445.00
Savings:		\$76,391.75
Shipping/Tax/Other:		\$0.00
Total:		\$364,053.25

Thank you again for your interest in Curriculum Associates.

Sincerely

Kristi Schalk
(423) 503-8877
kschalk@cainc.com

i-Ready Partners Services Includes:

- **Initial Implementation Services:** Provisioning, Initial Rostering, Hosting, Technology Assessment
- **Implementation Management:** Implementation Guidance, Realtime Achievement Data After Every Assessment, Ongoing Data Management
- **Staff Development Consultation and Resources:** Consultative services to help you plan and make the most of Professional Learning sessions, and i-Ready Central Self-Service Resources
- **Technical Support:** Proactive Network Monitoring & Issue Notification, Annual Health Check, Technical Support

Please submit this quote with your purchase order

Curriculum Associates®

Quote ID: 441870.8 Date: 6/16/2026 Quote Valid through: 12/31/2026

Prepared For:
Melanie Bussell
Putnam Co SD
1400 E Spring St,
Cookeville, TN 38506
bussellm@pcsstn.com

Your Representative:
Kristi Schalk
(423) 503-8877
kschalk@cainc.com

BuyBoard Contract Number 748-24

Algood ES 2525 Old Walton Rd, Cookeville, TN 38506

Total Building Enrollment: 475, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 351-500 Students 1 Year	K-8	28811.0	1	\$2,805.00	\$2,664.75	\$2,664.75
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	32	\$27.50	\$26.12	\$835.84
Teacher Toolbox Access Math and Reading + Writing Per Site 351-500 students 1 Year	K-8	28425.0	1	\$7,200.00	\$6,120.00	\$6,120.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	\$12,360.00	\$11,742.00	\$11,742.00
Subtotal:						\$21,362.59
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$21,362.59

Algood MS 540 Dry Valley Rd, Cookeville, TN 38506

Total Building Enrollment: 761, Grade Range: 5 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 501-800 Students 1 Year	K-8	28812.0	1	\$4,290.00	\$4,075.50	\$4,075.50
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	45	\$27.50	\$26.12	\$1,175.40
Teacher Toolbox Access Math and Reading + Writing Per Site 501-800 students 1 Year	K-8	28426.0	1	\$8,280.00	\$7,038.00	\$7,038.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 501-800 Students 1 Year	K-8	14974.0	1	\$14,540.00	\$13,813.00	\$13,813.00
Subtotal:						\$26,101.90
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$26,101.90

Avery Trace MS 230 Raider Dr, Cookeville, TN 38501

Total Building Enrollment: 745, Grade Range: 5 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 501-800 Students 1 Year	K-8	28812.0	1	\$4,290.00	\$4,075.50	\$4,075.50
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	40	\$27.50	\$26.12	\$1,044.80
Teacher Toolbox Access Math and Reading + Writing Per Site 501-800 students 1 Year	K-8	28426.0	1	\$8,280.00	\$7,038.00	\$7,038.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 501-800 Students 1 Year	K-8	14974.0	1	\$14,540.00	\$13,813.00	\$13,813.00
Subtotal:						\$25,971.30
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$25,971.30

Baxter Primary School 125 Elmore Town Rd, Baxter, TN 38544

Total Building Enrollment: 298, Grade Range: PK - 1

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 201-350 Students 1 Year	K-8	28810.0	1	\$1,815.00	\$1,724.25	\$1,724.25
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	18	\$27.50	\$26.12	\$470.16
Teacher Toolbox Access Math and Reading + Writing Per Site 201-350 students 1 Year	K-8	28424.0	1	\$4,800.00	\$4,080.00	\$4,080.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 201-350 Students 1 Year	K-8	14972.0	1	\$8,680.00	\$8,246.00	\$8,246.00
Subtotal:						\$14,520.41
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$14,520.41

Burks ES 300 Crossville St, Monterey, TN 38574

Total Building Enrollment: 504, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 501-800 Students 1 Year	K-8	28812.0	1	\$4,290.00	\$4,075.50	\$4,075.50
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	32	\$27.50	\$26.12	\$835.84
Teacher Toolbox Access Math and Reading + Writing Per Site 501-800 students 1 Year	K-8	28426.0	1	\$8,280.00	\$7,038.00	\$7,038.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 501-800 Students 1 Year	K-8	14974.0	1	\$14,540.00	\$13,813.00	\$13,813.00
Subtotal:						\$25,762.34
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$25,762.34

Cane Creek ES 1500 W Jackson St, Cookeville, TN 38501

Total Building Enrollment: 405, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 351-500 Students 1 Year	K-8	28811.0	1	\$2,805.00	\$2,664.75	\$2,664.75
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	29	\$27.50	\$26.12	\$757.48
Teacher Toolbox Access Math and Reading + Writing Per Site 351-500 students 1 Year	K-8	28425.0	1	\$7,200.00	\$6,120.00	\$6,120.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	\$12,360.00	\$11,742.00	\$11,742.00
Subtotal:						\$21,284.23
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$21,284.23

Capshaw ES 1 Cougar Ln, Cookeville, TN 38501

Total Building Enrollment: 485, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$500.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 351-500 Students 1 Year	K-8	28811.0	1	\$2,805.00	\$2,664.75	\$2,664.75
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	33	\$27.50	\$26.12	\$861.96
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
Teacher Toolbox Access Reading + Writing Per Site 351-500 students 1 Year	K-8	28347.0	1	\$3,600.00	\$3,060.00	\$3,060.00
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	\$12,360.00	\$11,742.00	\$11,742.00
Subtotal:						\$18,328.71
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$18,328.71

Cookeville HS 1 Cavalier Dr, Cookeville, TN 38501

Total Building Enrollment: 2300, Grade Range: 9 - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Per Student License Grades 9-12 1 Year	9-12	14928.0	840	\$8.25	\$4.00	\$3,360.00
i-Ready Assessment Reading Per Student License Grades 9-12 1 Year	9-12	14936.0	840	\$8.25	\$4.00	\$3,360.00
Subtotal:						\$6,720.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$6,720.00

Cornerstone ES 371 1st Ave S, Baxter, TN 38544

Total Building Enrollment: 367, Grade Range: 2 - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$500.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 351-500 Students 1 Year	K-8	28811.0	1	\$2,805.00	\$2,664.75	\$2,664.75
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	26	\$27.50	\$26.12	\$679.12
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
Teacher Toolbox Access Reading + Writing Per Site 351-500 students 1 Year	K-8	28347.0	1	\$3,600.00	\$3,060.00	\$3,060.00
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	\$12,360.00	\$11,742.00	\$11,742.00
Subtotal:						\$18,145.87
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$18,145.87

Jere Whitson ES 178 E Jerry Woodson Rd, Cookeville, TN 38501

Total Building Enrollment: 295, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 201-350 Students 1 Year	K-8	28810.0	1	\$1,815.00	\$1,724.25	\$1,724.25
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	20	\$27.50	\$26.12	\$522.40
Teacher Toolbox Access Math and Reading + Writing Per Site 201-350 students 1 Year	K-8	28424.0	1	\$4,800.00	\$4,080.00	\$4,080.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 201-350 Students 1 Year	K-8	14972.0	1	\$8,680.00	\$8,246.00	\$8,246.00
Subtotal:						\$14,572.65
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$14,572.65

Monterey HS 710 E Commercial Ave, Monterey, TN 38574

Total Building Enrollment: 182, Grade Range: 7 - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 200 or fewer Students 1 Year	K-8	28809.0	1	\$990.00	\$940.50	\$940.50
i-Ready Assessment Math Per Student License Grades 9-12 1 Year	9-12	14928.0	110	\$8.25	\$4.00	\$440.00
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	10	\$27.50	\$26.12	\$261.20
Teacher Toolbox Access Math and Reading + Writing Per Site 200 or fewer students 1 Year	K-8	28423.0	1	\$2,620.00	\$2,227.00	\$2,227.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 200 or fewer Students 1 Year	K-8	14971.0	1	\$5,080.00	\$4,826.00	\$4,826.00
i-Ready Assessment Reading Per Student License Grades 9-12 1 Year	9-12	14936.0	110	\$8.25	\$4.00	\$440.00
Subtotal:						\$9,134.70
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$9,134.70

Northeast ES 575 N Old Kentucky Rd, Cookeville, TN 38501

Total Building Enrollment: 425, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 351-500 Students 1 Year	K-8	28811.0	1	\$2,805.00	\$2,664.75	\$2,664.75
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	29	\$27.50	\$26.12	\$757.48
Teacher Toolbox Access Math and Reading + Writing Per Site 351-500 students 1 Year	K-8	28425.0	1	\$7,200.00	\$6,120.00	\$6,120.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	\$12,360.00	\$11,742.00	\$11,742.00
Subtotal:						\$21,284.23
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$21,284.23

Park View ES 545 Scott Ave, Cookeville, TN 38501

Total Building Enrollment: 395, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 351-500 Students 1 Year	K-8	28811.0	1	\$2,805.00	\$2,664.75	\$2,664.75
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	29	\$27.50	\$26.12	\$757.48
Teacher Toolbox Access Math and Reading + Writing Per Site 351-500 students 1 Year	K-8	28425.0	1	\$7,200.00	\$6,120.00	\$6,120.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 351-500 Students 1 Year	K-8	14973.0	1	\$12,360.00	\$11,742.00	\$11,742.00
Subtotal:						\$21,284.23
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$21,284.23

Prescott South ES 115 W Cemetery Rd, Cookeville, TN 38506

Total Building Enrollment: 510, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 501-800 Students 1 Year	K-8	28812.0	1	\$4,290.00	\$4,075.50	\$4,075.50
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	33	\$27.50	\$26.12	\$861.96
Teacher Toolbox Access Math and Reading + Writing Per Site 501-800 students 1 Year	K-8	28426.0	1	\$8,280.00	\$7,038.00	\$7,038.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 501-800 Students 1 Year	K-8	14974.0	1	\$14,540.00	\$13,813.00	\$13,813.00
Subtotal:						\$25,788.46
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$25,788.46

Prescott South MS 1859 S Jefferson Ave, Cookeville, TN 38506

Total Building Enrollment: 766, Grade Range: 5 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 501-800 Students 1 Year	K-8	28812.0	1	\$4,290.00	\$4,075.50	\$4,075.50
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	50	\$27.50	\$26.12	\$1,306.00
Teacher Toolbox Access Math and Reading + Writing Per Site 501-800 students 1 Year	K-8	28426.0	1	\$8,280.00	\$7,038.00	\$7,038.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 501-800 Students 1 Year	K-8	14974.0	1	\$14,540.00	\$13,813.00	\$13,813.00
Subtotal:						\$26,232.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$26,232.50

Putnam Co SD 1400 E Spring St, Cookeville, TN 38506

Total Building Enrollment: 8018, Grade Range: PK - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Learning Session (up to 6 hours) AY 26-27	Multiple	38559.0	3	\$2,400.00	\$2,400.00	\$7,200.00
Subtotal:						\$7,200.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$7,200.00

Sycamore ES 452 Ellis Ave, Cookeville, TN 38501

Total Building Enrollment: 290, Grade Range: PK - 4

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 201-350 Students 1 Year	K-8	28810.0	1	\$1,815.00	\$1,724.25	\$1,724.25
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	20	\$27.50	\$26.12	\$522.40
Teacher Toolbox Access Math and Reading + Writing Per Site 201-350 students 1 Year	K-8	28424.0	1	\$4,800.00	\$4,080.00	\$4,080.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 201-350 Students 1 Year	K-8	14972.0	1	\$8,680.00	\$8,246.00	\$8,246.00
Subtotal:						\$14,572.65
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$14,572.65

Upperman HS 6950 Nashville Hwy, Baxter, TN 38544

Total Building Enrollment: 918, Grade Range: 9 - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Per Student License Grades 9-12 1 Year	9-12	14928.0	450	\$8.25	\$4.00	\$1,800.00
i-Ready Assessment Reading Per Student License Grades 9-12 1 Year	9-12	14936.0	450	\$8.25	\$4.00	\$1,800.00
Subtotal:						\$3,600.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$3,600.00

Upperman MS 6700 Nashville Hwy, Baxter, TN 38544

Total Building Enrollment: 847, Grade Range: 5 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 801-1200 Students 1 Year	K-8	28813.0	1	\$6,600.00	\$6,270.00	\$6,270.00
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	44	\$27.50	\$26.12	\$1,149.28
Teacher Toolbox Access Math and Reading + Writing Per Site 801-1200 students 1 Year	K-8	28427.0	1	\$10,280.00	\$8,738.00	\$8,738.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 801-1200 Students 1 Year	K-8	14975.0	1	\$18,710.00	\$17,774.50	\$17,774.50
Subtotal:						\$33,931.78
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$33,931.78

Vital 288 E Main St, Cookeville, TN 38506

Total Building Enrollment: 180, Grade Range: 3 - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Site License - Digital PL Courses and Personalized Learning to Complement Professional Learning Sessions	Multiple	40124.0	1	\$0.00	\$0.00	\$0.00
i-Ready Assessment Math Site License 200 or fewer Students 1 Year	K-8	28809.0	1	\$990.00	\$940.50	\$940.50
i-Ready Personalized Instruction Math Add On Per Student License 1 Year	Multiple	13178.0	10	\$27.50	\$26.12	\$261.20
Teacher Toolbox Access Math and Reading + Writing Per Site 200 or fewer students 1 Year	K-8	28423.0	1	\$2,620.00	\$2,227.00	\$2,227.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$2,000.00	\$0.00	\$0.00
i-Ready Assessment and Personalized Instruction Reading Site License 200 or fewer Students 1 Year	K-8	14971.0	1	\$5,080.00	\$4,826.00	\$4,826.00
Subtotal:						\$8,254.70
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$8,254.70

Total		
	List Total:	\$440,445.00
	Savings:	\$76,391.75
	Merchandise Total:	\$364,053.25
	Voucher/Credit:	\$0.00
	Estimated Tax:	\$0.00
	Estimated Shipping:	\$0.00
	Total:	\$364,053.25

Special Notes

- 15% i-Ready Partnership Discount applied to Toolbox contingent upon purchase of i-Ready.
- All i-Ready purchases require professional learning.
- 5% discount applied to i-Ready K-8 based on scope of quote.

F.O.B.: N. Billerica, MA 01862

Shipping: Shipping based on MDSE total

Terms: Net 30 days, pending credit approval

Fed. ID: #26-3954988

Please submit this quote with your purchase order

Y20

Submitting Your Order

Placing an order is easy! Simply refer to the guide below when preparing your Purchase Order.

Submit Your Purchase Order and Corresponding Quote To: orders@cainc.com

Need Help Placing an Order? Contact: orders@cainc.com or 1 (800) 225-0248

1. Purchase Order Number and Date

2. Bill-To or Invoice-To Name and Address

3. Ship-To Name and Address

4. Items and Quantities

Does your quote include a “for budgeting” note? Ensure all items and quantities are final.

5. Subtotals for Merchandise, Freight, Tax, and the Purchase Order Grand Total

A current tax-exempt certificate must be on file to honor exemption status.

1 Purchase Order

Pleasant Meadows
Regional School District

Purchase Order: 312773
Date: 7/1/2025

2 Bill To:
Pleasant Meadows School District
ATTN: Accounts Payable
47 Whipple Rd
Pleasant Meadows, MA 01234
(978) 123-4567
Vendor Name: Curriculum Associates

3 Ship To:
Pleasant Meadows School District
ATTN: Adam Smith, Warehouse Mgr
47 Whipple Rd
Pleasant Meadows, MA 01234
(978) 123-4567

Product	Quantity	Unit Price	Extended Amount
23456.0 Reading Student Book G2	75	\$15.00	\$1,125.0
23456.9 Reading Teacher Book G2	3	\$30.00	\$90.00
23457.0 Math Student Book G2	75	\$15.00	\$1,125.00
23457.9 Math Teacher Book G2	3	\$30.00	\$90.00
12345.0 Digital School License	1	\$7,000.00	\$7,000.00
Subtotal			\$9,430.00
Freight			\$267.30
Tax			\$0.00
Total			\$9,697.30

Notes:

- 6** Reference Quote # 12456.1
- 7** Pack materials by school site. Deliver between 7/14/25–7/25/25.
- 8** Warehouse open Monday–Thursday 8 a.m.–3 p.m. in July.

9 Sarah Johnson
Purchasing Manager

6. Quote Number

Quote total and Purchase Order total must match.

7. Delivery Window

Must be at least seven to 10 days

8. Delivery Instructions

For example, please indicate weekdays and times the location is open for deliveries.

9. Signature of Authorized Official

If required by your administration

Note: We are unable to accept requisitions or signed quotes.

White-Glove Delivery:

Available upon request for \$500 per shipment location, subject to our carrier partner’s availability. Please notify us of this request prior to submitting your Purchase Order so we can include the service on your quote properly.

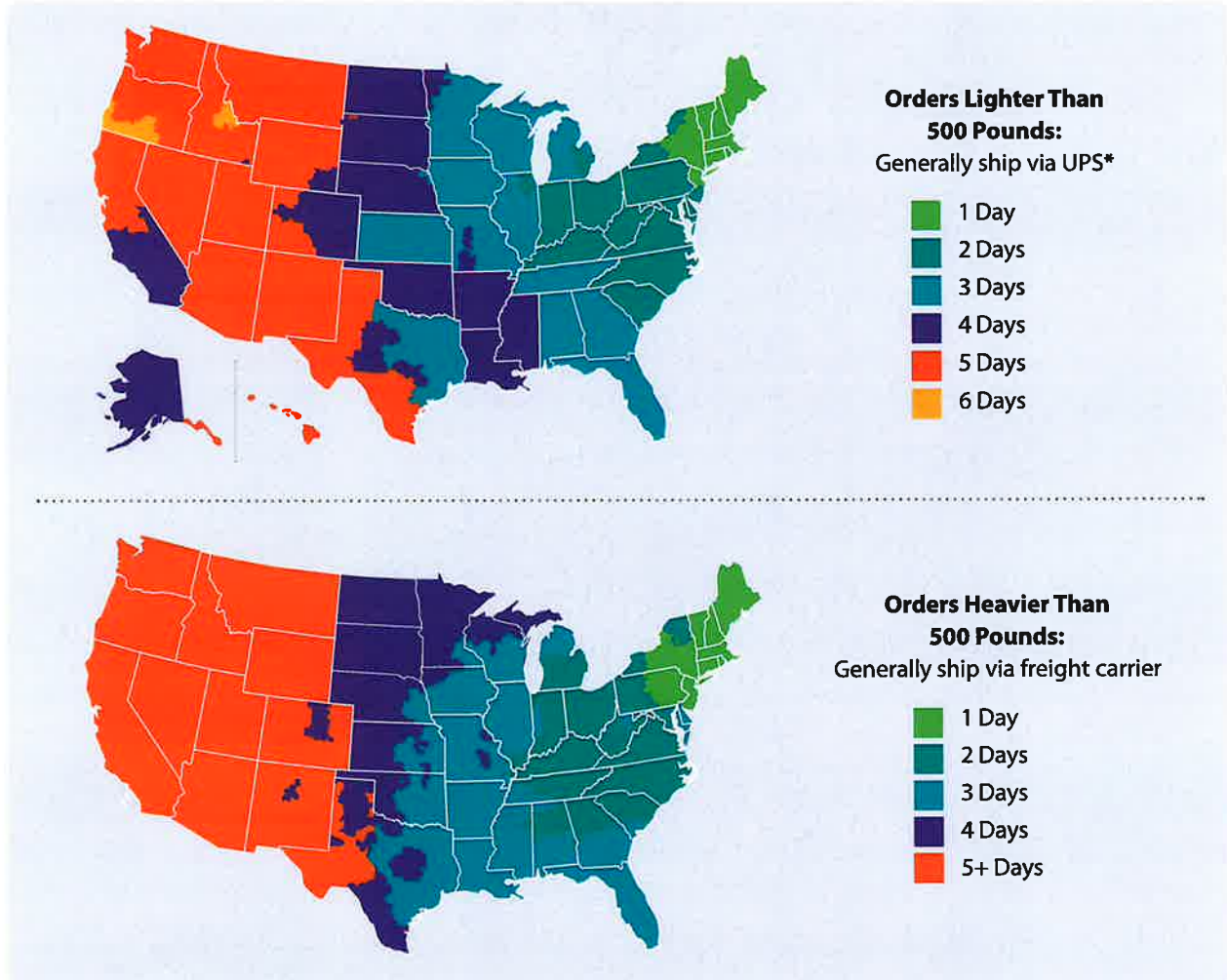
Please Consider Processing and Transit Times as You Are Preparing to Place Your Order

Orders lighter than 500 pounds are shipped via UPS. Orders heavier than 500 pounds are shipped via freight carrier. Reference the maps on the following page for our estimated transit times.

Estimated Transit Times

Please factor in the following lead times when arranging for delivery of our printed materials.

Shipping varies by location and shipping method from our warehouse in Littleton, MA. Locations considered to be remote, including locations within contiguous and non-contiguous states, may require additional transit days and special carrier services. See the maps below for further explanation.



*The threshold for UPS orders may be raised during peak season (i.e., June–September).
Please note that UPS deliveries may arrive over several days.

Additional Tips for Successful Delivery:

- Indicate on your Purchase Order if you would like to ship to a central location, such as a district warehouse, or to individual schools.
- Select a delivery window when someone will be at the delivery location to accept the order.
Notify others, such as front office or custodial staff, about the delivery.

Need Help Placing an Order?
Contact: orders@cainc.com or 1 (800) 225-0248

Curriculum Associates®

Information on Professional Learning Sessions

Protecting the health and safety of the educators we serve and their students, as well as the health and safety of our employees, is of paramount importance to Curriculum Associates. In the event of a (i) government-declared public health emergency or (ii) weather event, that materially impacts in-person instruction, sessions may transition to a virtual format. Curriculum Associates' policy is to only provide PL sessions in person where one of our employees can reach the session site by car and where adequate safety measures are in place to protect the health of our session leaders and participants. Curriculum Associates reserves the right to switch any session from in-person to virtual if we cannot safely reach a session site, or if adequate health safety measures cannot be put in place.

If your school or district will not permit visitors at the time of a scheduled session, Curriculum Associates would be happy to provide an equivalent live, virtual session via videoconference. Similarly, Curriculum Associates will comply with your school or district's health and safety requirements regarding on-site visitors if we are given adequate advance notice.

Any questions regarding scheduling in-person or virtual training sessions should be directed to pdoperations@cainc.com.

Curriculum Associates®

Notice for Usage of Teacher Toolbox Materials

Thank you for your interest in Teacher Toolbox! Teacher Toolbox is a digital collection of instructional materials, designed to support teachers in delivering research-based instruction, remediation, and enrichment to students in Grades K–8.

Your Teacher Toolbox subscription provides access to Teacher Toolbox content for Grades K–8. During this time, educators may use Teacher Toolbox materials during whole class and small group instruction, for individual assignments, and may post student-facing Teacher Toolbox PDFs on a password-protected learning management system (LMS). Please be aware that files expire on June 30 of each year for purposes of Teacher Toolbox maintenance and updates. If you add files to an LMS, this expiration date may require that you re-load these files after this date.

Unparalleled Service and Educator Support

The *i-Ready Partners* team was born from our core value: the quality of our services is as important as the quality of our products. Know that when you implement our programs, your local *i-Ready Partners* will be there to support your team every step of the way.

Service Components

Our *i-Ready Partners* team is tasked with helping you implement our programs to meet ambitious district goals. *i-Ready Partners* support includes:

- **An Account Manager You Know on a First-Name Basis:** Dedicated account managers are your point of connection to a powerful network of *i-Ready* experts focused on making your implementation successful.
- **Consultative Professional Development Planning:** Tailored professional development plans ensure that PD is tied to your implementation goals and that educators are equipped to optimize the use of our programs from day one.
- **Real-Time Achievement Data after Every Assessment:** Detailed student achievement analytics to empower data-driven practices in classrooms.
- **Educational Consultants to Help You Know What's Coming Next:** Educational consultants to keep you up to speed on our latest research, development, and best practices.
- **Technical Support and Health Checks:** Proactive support that anticipates and heads off issues before they start—and is there for you should they arise.



Account Management



Professional Development



Educational Consultants



Achievement Analytics



Technical Support

Your *i-Ready Partners* Team

Dedicated to helping you implement *i-Ready* programs and achieve your district goals



Curriculum Associates®

Placing an Order

Email: Orders@cainc.com

Submit PO by Mail:

ATTN: CUSTOMER SERVICE DEPT.
Curriculum Associates LLC
153 Rangeway Rd
North Billerica, MA 01862-2013

Submit Order by Check:

Curriculum Associates, LLC
PO Box 936600
Atlanta, GA 31193-6600

Please visit CurriculumAssociates.com for more information about placing orders or contact CA's customer service department (1- 800-225-0248) and reference quote number for questions.

Please attach quote to all signed purchase orders.

If tax exempt, please submit a valid exemption certificate with PO and quote in order to avoid processing delays. Exemption certificates can also be submitted to exempt@cainc.com.

Shipping Policy

Unless otherwise noted, shipping costs are calculated as follows:

Order Amount	Freight Amount
\$74.99 or less	Max charge of \$12.75
\$75.00 to \$999.99	12% of order
\$1,000 to \$4,999.99	10% of order

Order Amount	Freight Amount
\$5,000.00 to \$99,999.99	9% of order
\$100,000 and more	8% of order

Please contact your local CA representative or customer service (1-800-225-0248) for expedited shipping rates. The weight limit for an expedited order is **500lbs**.

The enhanced shipping and handling services listed below are available upon request subject to the availability of our carrier partners. Please notify us of these delivery requests prior to submitting your PO so that we can include the service on your quote appropriately:

- White Glove Delivery Service \$1000/delivery/site

If our carrier partners are unable to deliver to the location instructed on the PO or you need to change the time or location of delivery, one or more of the following fees may be applicable:

- Delivery Address Change \$500/shipment location
- Freight Storage \$1000/shipment location
- Freight Carrier Redelivery \$350/pallet

Unless otherwise expressly indicated, the shipping terms for all deliveries is FOB CA's Shipping Point (whether to a CA or third party facility). Risk of loss and title is passed to purchaser upon transfer of the goods to carrier, standard shipping charges (listed above) are added to the invoice or included in the unit price unless otherwise specified.

Supply chain challenges outside of Curriculum Associates' control may impact inventory availability for print product. We recommend submission of purchase orders as soon as possible to help ensure timely delivery.

Payment Terms

Payment terms are as follows:

- With credit approval: Net 30 days
- Without credit approval: payment in full at time of order
- Accounts must be current before subsequent shipments are made

To ensure payment processing is timely and environmentally conscious, CA encourages ACH payments. If you would like to pay via ACH, please request remittance information by emailing AR@cainc.com.

Please send any payment notifications to payments@cainc.com. Credit card payments are only accepted for purchases under \$50,000.

Invoice Receipt Preference

CA is pleased to offer electronic invoice delivery. Electronic invoice delivery allows CA to deliver your invoice in a timely and environmentally friendly manner. To request electronic invoice delivery please contact the CA Accounts Receivable team at invoices@cainc.com or by fax (1- 800-366-1158). Please reference your quote number, provide a valid email address where the invoice should be directed, and indicate you would like to opt into electronic invoice delivery.

Terms of Service

Customer's use of i-Ready® shall be subject to the i-Ready Terms and Conditions of Use, which can be found at <https://www.curriculumassociates.com/privacy>. Customer's professional learning sessions will expire two years following the date of your purchase order or the implementation year noted on your quote, whichever comes first and are subject to the Professional Learning Terms of Service, which can be found at [curriculumassociates.com/support/privacy-and-policies](https://www.curriculumassociates.com/support/privacy-and-policies). To the extent that any of the terms herein come into conflict with CA's existing contractual obligations and legal liabilities, the parties agree to enter into good faith negotiations to re-negotiate the terms herein.

Return Policy

For any non-print products - your subscription may be terminated and you may request a pro-rata refund for unused services within 90 days of license start date. For Professional Learning services, you may request a refund for unused services within 90 days of purchase date. After 90 days, your non-print products and Professional Learning purchase shall be final and no refunds are available. Except for materials sold on a non-refundable basis, purchaser may return, at purchaser risk and expense, purchased print materials with pre-approval from CA's Customer Service department within 12 months of purchase. Please examine your order upon receipt. Before returning material, call CA's Customer Service department (1-800-225-0248 option 2) for return authorization and documentation. When returning material, please include your return authorization number and the return form that will be provided to you by CA's Return department. We do not accept returns on unused i-Ready or Toolbox licenses®, materials that have been used and/or are not in "saleable condition," and individual components of kits or sets including but not limited to BRIGANCE® Kits, Ready® student and teacher sets, i-Ready Classroom® student and teacher sets, and Magnetic Foundation and Literacy classroom kits.



**Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)**

Date _____ 6/25/2026
Department Finance
Person Submitting Mark McReynolds
Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Stone Service Corporation in the amount of \$12,981.91 for pay application #4 related to the Baxter Primary School HVAC Upgrades project to be paid from 141-76100-599-02528.

received
6-18-26 MT

TO OWNER:
 Putnam County Board of Education
 1400 East Spring Street
 Cookeville, TN 38506
FROM CONTRACTOR:
 Charles Stone Heating & Cooling
 PO Box 49293
 Cookeville, TN 38506
CONTRACT FOR:

PROJECT:
 Baxter Primary School Chiller

APPLICATION NO: Four (4)

PERIOD TO: 06/30/26

PROJECT NOS:

CONTRACT DATE:

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 229,142.00
2. Net change by Change Orders \$
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 229,142.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 213,330.17
5. RETAINAGE:
 - a. 5% of Completed Work (Column D + E on G703) \$ 10,666.51
 - b. of Stored Material (Column F on G703) \$
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 10,666.51
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 202,663.66
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 189,681.75
8. CURRENT PAYMENT DUE \$ 12,981.91
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 26,478.34

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

CONTRACTOR:

By: Rebecca Phillips Date: 06/18/26
 State of: Tennessee County of: Putnam Overton
 Subscribed and sworn to before me this 17th day of June, 2026
 Notary Public: Rebecca Phillips
 My Commission expires: 8/18/29



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 12,981.91

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ARCHITECT: Maffett Loftis Engineering, LLC

By: Justin Powell Date: 06/18/2026
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.



Stone Service Corporation
 PO Box 49293
 Cookeville, Tennessee 38506
 931-526-5023

BILL TO

Putnam County Board of Education
 1400 East Spring Street
 Cookeville, TN 38506 USA

INVOICE 185939983	INVOICE DATE Jun 17, 2026
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JOB ADDRESS

Baxter Primary School Chiller Replacement
 125 Elmore Town Road
 Baxter, TN 38544 USA

Payment Term: Net 30
 Due Date: 7/17/2026

DESCRIPTION OF WORK

Contract \$229,142.00
 Work completed to date: \$213,330.17
 Less 5% Retainage: \$10,666.51
 Less previous billing: \$189,681.75 = 12,981.91

TASK	DESCRIPTION	QTY	PRICE	TOTAL
Imported Default Service	Contingency	1.00	\$13,665.17	\$13,665.17
RTNG	Retained for the performance of work	1.00	-\$683.26	-\$683.26
			SUB-TOTAL	\$12,981.91
			TOTAL DUE	\$12,981.91
			BALANCE DUE	\$12,981.91

CUSTOMER AUTHORIZATION

I authorize the work above to be completed and I agree to pay \$12,981.91.

Sign here

Date

CUSTOMER ACKNOWLEDGEMENT

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE TWO OF

2

PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: Four (4)
 APPLICATION DATE: 6/17/2026

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 6/30/2026

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
	Putnam Co. Board of Education - Baxter Primary School Chiller Replacement									
	Contract \$229,142.00									
1	Equipment	\$145,391.12				\$145,391.12	\$145,391.12	100.00%		\$7,269.56
2	Rigging	\$5,000.00	\$5,000.00			\$5,000.00	\$5,000.00	100.00%		\$250.00
3	Material	\$14,782.88	\$14,782.88			\$14,782.88	\$14,782.88	100.00%		\$739.14
4	Labor	\$34,491.00	\$34,491.00			\$34,491.00	\$34,491.00	100.00%		\$1,724.55
5	Contingency	\$29,477.00		\$13,665.17		\$13,665.17	\$13,665.17	46.36%	\$15,811.83	\$683.26
6										
	GRAND TOTALS	\$229,142.00	\$54,273.88	\$13,665.17		\$145,391.12	\$213,330.17	93.10%	\$15,811.83	\$10,666.51



Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)

Date _____ 6/25/2026

Department _____ Finance

Person Submitting _____ Mark McReynolds

Account Number (if appropriate) _____

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Stone Service Corporation in the amount of \$34,352.83 for pay application #13 related to the Sycamore Elementary School HVAC Upgrades project to be paid from the Putnam County Capital Projects Fund.

received
6-18-26 MT

TO OWNER:
 Putnam Co. Board of Education
 1400 E Spring St.
 Cookeville, TN 38506

PROJECT:
 Sycamore Elementary HVAC Upgrades

FROM CONTRACTOR:
 Charles Stone Heating & Cooling
 PO Box 49293
 Cookeville, TN 38506

VIA ARCHITECT:

CONTRACTOR FOR:

APPLICATION NO: Thirteen (13)

PERIOD TO: 6/30/26

PROJECT NOS:

CONTRACT DATE:

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM \$ 457,750.00
2. Net change by Change Orders \$
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 457,750.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 449,666.51
5. RETAINAGE:
 - a. 5% of Completed Work (Column D + E on G703) \$ 22,483.33
 - b. of Stored Material (Column F on G703) \$
 - Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 22,483.33
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 427,183.18
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 392,830.35
8. CURRENT PAYMENT DUE \$ 34,352.83
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 30,566.82

CONTRACTOR:

By: Rebecca Phillips Date: 6/17/26

State of: Tennessee County of: Putnam Overton
 Subscribed and sworn to before me this 17th day of June, 2026
 Notary Public: Rebecca Phillips
 My Commission expires: 8/18/29



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 34,352.83

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Maffett Loftis Engineering, LLC

By: Justin Powell Date: 06/18/2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE TWO OF

2

PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: **Thirteen (13)**
 APPLICATION DATE: **6/17/2026**
 PERIOD TO: **6/30/2026**
 ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
	Putnam Co. Board of Education - Sycamore Elementary HVAC Upgrades									
	Contract \$457,750.00									
1	Equipment	\$239,296.63				\$239,296.63	\$239,296.63	100.00%		\$11,964.83
2	Controls	\$45,781.79				\$45,781.79	\$45,781.79	100.00%		\$2,289.09
3	Rigging	\$5,000.00	\$5,000.00			\$5,000.00	\$5,000.00	100.00%		\$250.00
4	Material	\$32,613.77	\$32,613.77			\$32,613.77	\$32,613.77	100.00%		\$1,630.69
5	Labor	\$76,098.81	\$76,098.81			\$76,098.81	\$76,098.81	100.00%		\$3,804.94
6	Contingency	\$58,959.00	\$14,714.63		\$36,160.88	\$50,875.51	\$50,875.51	86.29%	\$8,083.49	\$2,543.78
	GRAND TOTALS	\$457,750.00	\$128,427.21		\$36,160.88	\$285,078.42	\$449,666.51	98.23%	\$8,083.49	\$22,483.33



Stone Service Corporation
 PO Box 49293
 Cookeville, Tennessee 38506
 931-526-5073

BILL TO

Putnam County Board of Education
 1400 East Spring Street
 Cookeville, TN 38506 USA

INVOICE 185955447	INVOICE DATE Jun 17, 2026
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JOB ADDRESS

Sycamore Elementary HVAC Upgrades
 452 Ellis Avenue
 Cookeville, TN 38501 USA

Payment Term: Net 30

Due Date: 7/17/2026

DESCRIPTION OF WORK

Contract \$457,750.00
 Work completed to date: \$449,666.51
 Less 5% Retainage: \$22,483.33
 Less previous billing: \$392,830.35 = \$34,352.84

TASK	DESCRIPTION	QTY	PRICE	TOTAL
Imported Default Service	Contingency	1.00	\$36,160.88	\$36,160.88
RTNG	Retained for the performance of work	1.00	-\$1,808.04	-\$1,808.04
			SUB-TOTAL	\$34,352.84
			TOTAL DUE	\$34,352.84
			BALANCE DUE	\$34,352.84

CUSTOMER AUTHORIZATION

I authorize the work above to be completed and I agree to pay \$34,352.84.

Sign here

Date

CUSTOMER ACKNOWLEDGEMENT



Putnam County Board of Education Agenda Requests

Date _____ 6/25/26
Department Finance
Person Submitting Mark McReynolds
Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of payment to Moore, Rader, Fitzpatrick and York, P.C. – Cookeville, Tennessee for legal services through June 17th, 2026 in the amount of \$19,981.10 to be paid from 141-72310-331, Legal Services. (General Purpose Schools)

received
6-22-26 MT 

LAW OFFICES
MOORE, RADER AND YORK, P.C.
46 NORTH JEFFERSON AVENUE
COOKEVILLE, TENNESSEE
38501

L. DEAN MOORE (1941-2019)
DANIEL H. RADER III
RICHARD LANE MOORE
DANIEL H. RADER IV
RANDALL A. YORK
ANDRÉ S. GREPPIN
WADE C. BLAIR

MAILING ADDRESS
POST OFFICE BOX 3347
38502

TELEPHONE
(931) 526-3311

FACSIMILE
(931) 526-3092

June 17, 2026

PRIVILEGED AND STRICTLY CONFIDENTIAL

Mr. Corby King
Director of Schools
Putnam County Schools
1400 East Spring Street
Cookeville, TN 38506

RE: School Board Matters

Dear Mr. King:

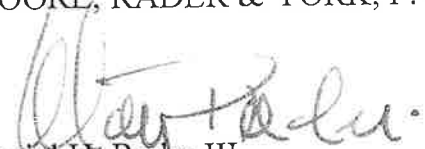
Enclosed is our statement through June 17, 2026.

I would appreciate it if you would place this on the June 25, 2026 agenda for Board approval.

Thank you for your attention to this matter.

Yours very truly,

MOORE, RADER & YORK, P. C.


Daniel H. Rader III

DHRIII/hsj
Enclosure

**STATEMENT
MOORE, RADER & YORK, P.C.
46 NORTH JEFFERSON AVENUE
POST OFFICE BOX 3347
COOKEVILLE, TENNESSEE
38502**

June 17, 2026

**TO: PUTNAM COUNTY BOARD OF EDUCATION
1400 EAST SPRING STREET
COOKEVILLE, TENNESSEE 38506**

IRS No. 62-0897974

FOR PROFESSIONAL SERVICES RENDERED

TO PROFESSIONAL SERVICES RENDERED:

RE: SCHOOL BOARD MATTERS

March 24, 2026 through June 17, 2026

Daniel H. Rader III: 63.00 hours at \$200.00	\$ 12,600.00
Andre Greppin: 18.50 hours at \$200.00	\$ 3,700.00
Caitlin Hodges: 7.25 hours at \$200.00	\$ 1,450.00

PARALEGAL HOURS: 22.50 hours at \$95.00	\$ 2,137.50
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OUT-OF-POCKET EXPENSES:

Copying charges	\$ 93.60
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TOTAL OUT-OF-POCKET EXPENSES	<u>\$ 93.60</u>
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TOTAL AMOUNT OF STATEMENT	\$ 19,981.10
----------------------------------	---------------------

ITEMIZED STATEMENT

March 24, 2026 through June 17, 2026

March 24 –
March 31, 2026

Meeting with Director King re: parent request; receipt and review of documents from parent; obtaining and reviewing Court file; review of communications from parent; telephone conference with Director King re: matter; legal research re: counseling files; receipt and review of communications with Director King with proposed response to parent; communications re: same; receipt and review of communications re: new Federal requirements re: ADA accessibility; receipt and review of communications with Chris Pierce re: records request; telephone conference with Chris Pierce re: same; review of court documents related to records request; receipt and review of communications with Director King re: revisions to public comments during meetings; receipt and review of communications from Mark McReynolds re: records request; communications with records requestor; legal research re: public comments during board meetings; receipt and review of communications with Angie Knight re: personnel matter; telephone conference with Director King and Angie Knight re: personnel matter; receipt and review of communications from Tim Martin re: subpoena to counselor; telephone conference with Tim Martin re: same; telephone conference with counselor

(DHR III) 7.25
(ASG) 3.00
(CH) 2.50

April 2026

Attending School Board meeting and conferences; receipt and review of communications from Director King re: parent request for FERPA compliance information; telephone conference with Director King re: same; receipt and review of communications with records requestor; communications with records requestor; receipt and review of communications with Tim Martin re: appeals to and appearances before the Board; review of proposed revisions to Board policies; meeting with counselor re: subpoena for interview; communications with Mark McReynolds re:

requested records; receipt and review of records; receipt and review of communications with Tim Martin re: athletic trainer contract; receipt and review of athletic trainer contract; review and revising athletic trainer contract; communications with Kevin Bost re: contract; receipt and review of communications from Kevin Bost re: revisions to contract; finalizing athletic trainer contract; communications with Director King, Tim Martin and Kevin Bost re: insurance; communications with records requestor re: same; receipt and review of communications with Tim Martin re: church ads; telephone conference with Tim Martin re: same; receipt and review of church flyer; telephone conference with Director King and Tim Martin re: baseball coach matter at City ball fields; receipt and review of communications from Director King re: Title IX complaint; telephone conference with Kevin Bost re: athletic trainer contract; receipt and review of communications with Tim Martin re: meat antitrust settlement; communications with Tim Martin re: same; communications with Tim Martin re: athletic trainer contract; receipt and review of communications from Director King re: updates; telephone conference with DCS attorney; meeting with counselor and preparing for video interview; communications with DCS attorney re: interview; meeting with counselor and attending video interview

(DHR/III)	15.25
(CH)	1.00
(ASG)	7.50

May 2026

Receipt and review of communications with Tim Martin re: certified records request; telephone conference with Tim Martin re: same; receipt and review of communications from Angie Knight re: parent complaint; telephone conference with Angie Knight re: same; review and revising correspondence to parent; receipt and review of communications with Director King and TSBA re: public comments; telephone conference with Director King re: citizens speaking at Board meetings; attending School Board meeting and conferences; receipt and review of communications from records requestor; communications with records requestor re: same; research re: new legislation on comments at a Board meeting; communications

with Director King and Board Members re: same; receipt and review of communications with Director King re: construction; research re: same; communications with Director King re: construction issues; communications with Mark McReynolds; receipt and review of documents pursuant to records request; communications with records requestor; receipt and review of communications with Director King re: updates; receipt and review of communications with Chris Pierce re: school records/proof of enrollment; telephone conference with Chris Pierce re: same; telephone conference with Kristina re: IEP student matter; meeting with Director King re: student matter; telephone conference with Director King re: new statute; telephone conference with Angie Knight re: parent complaint; meeting with Director King re: personnel matter and records request; telephone conference with Chris Pierce re: records request; telephone conference with former employee; telephone conference with Director King re: former employee matter; review of communications from parent re: records requested and attending graduation; telephone conference with Director King and Tim Martin re: parent concerns; receipt and review of communications from Chris Pierce re: orders regarding parent; obtaining and reviewing Court file re: parental restrictions; communications with Director King re: order dismissing restrictions on parent; communications with parent re: same; receipt and review of communications with Tim Martin re: Early Learning Academy; communications re: same; receipt and review of communications from Angie Knight re: former employee; telephone conference with former employee; receipt and review of communications re: ESG; telephone conference with Director King re: ESG; meeting with Sheri Roberson and teachers re: preparation for student/parent meeting; receipt and review of materials re: meeting; legal research re: tenured teachers; communications with Director King re: same; receipt and review of communications re: textbook lawsuit; attending meeting with parents and Sheri Roberson

(DHRIII)	18.75
(ASG)	1.50
(CH)	3.75

June 1-
June 17,
2026

Review of materials and communications re: ESG: meeting with Director King and; school personnel re: ESG issue; receipt and review of communications with Malaysia re: Board meeting; attending School Board meeting and conferences; meeting with Tim Martin and preparing contract; receipt and review of communications from Tim Martin re: holding records; communications with Tim Martin re: same; receipt and review of communications with Director King re: Board updates; further communications with Tim Martin re: holding records; receipt and review of communications from Director King re: ESG; telephone conference with Director King; detailed review of ESG contract and Project Development Agreement; meeting with Director King, John Magura, Lynn McHenry and Tim Martin re: ESG matter; preparing communications to ESG; communications with Director King re: proposed letter; various communications with Director King, John Magura and Board Members re: ESG; telephone conference with Director King; telephone conference with Dawn Fry; meeting with Director King re: ESG; editing correspondence to ESG; communications with Director King re: same

(DHR III) 21.50
(ASG) 6.50



DEPARTMENT OF EDUCATION
PUTNAM COUNTY
SCHOOL NUTRITION PROGRAM

2353 North Washington Avenue
Cookeville, TN 38501
PHONE: (931) 525-4707

Putnam County Board of Education
Agenda Request

Name of Person Making Request: Jennifer Mitchell

Department: School Nutrition

Phone Number of Person Making Request: 931-525-4707, ext 1501

Account Funding Code (if appropriate):

Backup included

Backup to follow

School Nutrition requests approval to bid kitchen equipment and smallwares for SY 2026-27.

Jennifer Mitchell, SNP Supervisor
Signature of Person Making Request

6/15/26
Date


Signature of Director of Schools

6/15/26
Date

received
6-15-26 mm7

Department: Adult Education

DATE: 16-Jun-26

Item # Account # Account Description Current Approved Amount Increase Decrease Requested Approval Amount

Item #	Account #	Account Description	Current	Approved Amount	Increase	Decrease	Requested	Approval Amount
1	141 E 71600	OTHER STATE EDUCATION FUNDS	-				-	
2	141 E 71600	ADULT BASIC EDUCATION	-				-	
		Total Revenue	-				-	
		Expenditures						
3	141 E 71600	116 000 01002 Regal Teachers	61,281.00		Decrease	Increase	69,920.17	
4	141 E 71600	189 000 01002 Regal Other Salaries	37,371.00		815.74	8,639.17	36,555.26	
4	141 E 71600	201 000 01002 Regal FICA	6,116.00		404.35		5,711.65	
5	141 E 71600	204 000 01002 Regal Retirement	7,889.00		1,876.80		6,012.20	
6	141 E 71600	206 000 01002 Regal	42.00		0.54		41.46	
6	141 E 71600	207 000 01002 Regal Medical Insurance	13,553.00			1,316.49	14,869.49	
7	141 E 71600	212 000 01002 Regal Medicare	129.00			144.75	273.75	
7	141 E 71600	217 000 01002 Regal	266.00			2.85	1,432.85	
8	141 E 71600	355 000 01002 Regal Travel	-			4.81	270.81	
9	141 E 71600	399 000 01002 Regal Other	2,700.00		2,008.72		691.28	
10	141 E 71600	429 000 01002 Regal Supplies & Materials	11,649.00		2,478.84		9,170.16	
11	141 E 71600	790 000 01002 Regal Equipment	-				-	
12	141 E 72260	105 000 01002 Regal Supervisor	20,001.00			843.13	20,844.13	
13	141 E 72260	162 000 01002 Regal Chemical	1,000.00			1,521.85	1,000.00	
14	141 E 72260	201 000 01002 Regal FICA	9,348.00			24.48	10,869.85	
15	141 E 72260	204 000 01002 Regal Retirement	2,935.00		894.17		1,844.48	
16	141 E 72260	206 000 01002 Regal	14.00			0.59	2,040.83	
16	141 E 72260	207 000 01002 Regal Medical Insurance	4,373.00			257.87	14.59	
17	141 E 72260	212 000 01002 Regal Medicare	43.00			2.72	4,630.87	
18	141 E 72260	355 000 01002 Regal Travel	426.00			5.40	45.72	
19	141 E 72260	399 000 01002 Regal Other contracted services	2,614.00		4,718.40		431.40	
20	141 E 72260	429 000 01002 Regal Supplies and Materials	12,000.00			433.45	3,047.45	
21	141 E 72260	790 000 01002 Regal Equipment	-				7,281.60	
		Total Expenditures	197,000.00		13,197.56		197,000.00	
		Total Revenue less Total Expenditures	(197,000.00)		13,197.56		13,197.56	(197,000.00)

Explanation: To budget for revenue received for Adult Education

Requested by: Lynda Huddleston

Recommended for Approval:

Supervisor

Official / Department Head

Reviewed by: *Don Wilson*
Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval

No Recommendation

Date:

Action by County Commission:

Approval

Date:



Department: Adult Education

DATE: 16-Jun-26

Item # Account # Account Description Current Approved Amount Requested Approval Amount

Item #	Account #	Account Description	Current	Approved Amount	Requested	Approval Amount
		Revenue				
1		OTHER STATE EDUCATION FUNDS	-			-
2		ADULT BASIC EDUCATION	-			-
		Total Revenue	-			-
		Expenditures				
3	141 E 71600 116 000 01003	Rega Teachers				-
4	141 E 71600 189 000 01003	Rega Other Salaries				-
4	141 E 71600 201 000 01003	Rega FICA				-
5	141 E 71600 204 000 01003	Rega Retirement				-
6	141 E 71600 206 000 01003	Rega				-
6	141 E 71600 207 000 01003	Rega Medical Insurance	58,991.00		124.92	58,866.08
	141 E 71600 208 000 01003	Rega				110.49
7	141 E 71600 212 000 01003	Rega Medicare				110.49
	141 E 71600 217 000 01003	Rega				14.43
8	141 E 71600 355 000 01003	Rega Travel				14.43
9	141 E 71600 399 000 01003	Rega Other				-
10	141 E 71600 429 000 01003	Rega Supplies & Materials				-
11	141 E 71600 790 000 01003	Rega Equipment				-
12	141 E 72260 105 000 01003	Rega Supervisor				-
12	141 E 72260 117 000 01003	Rega				-
13	141 E 72260 182 000 01003	Rega Clerical				-
14	141 E 72260 201 000 01003	Rega FICA				-
15	141 E 72260 204 000 01003	Rega Retirement				-
	141 E 72260 206 000 01003	Rega				-
16	141 E 72260 207 000 01003	Rega Medical Insurance	22,457.00		2,728.16	19,728.84
	141 E 72260 208 000 01003	Rega				2.00
17	141 E 72260 212 000 01003	Rega Medicare				2.00
18	141 E 72260 355 000 01003	Rega Travel				-
19	141 E 72260 399 000 01003	Rega Other contracted services				2,726.16
20	141 E 72260 429 000 01003	Rega Supplies and Materials				2,726.16
21	141 E 72260 790 000 01003	Rega Equipment				-
		Total Expenditures	81,448.00		2,853.08	81,448.00
		Total Revenue less Total Expenditures	(81,448.00)		2,853.08	(81,448.00)

Explanation: To budget for revenue received for Adult Education

Requested by: Lynda Huddleston
 Supervisor: *Shan McLaughlin*
 Chief Financial Officer

Recommended for Approval: _____
 Official / Department Head

Action by Fiscal Review Committee: Recommended for Approval
 Date: _____
 No Recommendation

Action by County Commission: _____
 Approval _____
 Non-Approval _____
 Date: _____



Department: Student Services/Family Resources

DATE: _____



Item # Account # Account Description Current Approved Amount Requested Approval Amount

Item #	Account #	Account Description	Current Approved Amount	Requested Approval Amount
		Revenue		
		Expenditures		
		Total Revenue		
1	141-E-72130-189-02535	Other Salaries and Wages	833.50	1000.00
2	141-E-72130-196-02535	In Service Training	90.98	0.00
3	141-E-72130-201-02535	Social Security	62.00	56.50
4	141-E-72130-204-02535	State Retirement	90.00	57.70
5	141-E-72130-212-02535	Employer Medicare Liability	14.50	13.21
6	141-E-72130-499-02535	Other Supplies and Materials	3,227.02	3,190.59
		Total Revenue less Total Expenditures		
		Total Expenditures	\$4,318.00	\$4,318.00

Explanation: Transferring funds from one line to another due to more funds being allocated in the benefits lines than needed.

Requested by: Julie Smith
Supervisor

Recommended for Approval:

Official / Department Head

Reviewed by: Mark Peterson
Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval

No Recommendation

Date: 10-17-2010

Action by County Commission: Approval

Non-Approval

Date: _____



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Food Service

DATE: 17-Jun-26



Item #	Account #	Account Description	Current Approved Amount	Decrease	Increase	Requested Approval Amount
1	143 E 73100 165	CAFETERIA PERSONNEL	3,040,000.00		30,000.00	3,070,000.00
2	143 E 73100 204	STATE RETIREMENT	155,000.00		10,000.00	165,000.00
3	143 E 73100 422	FOOD SUPPLIES	4,165,000.00		50,000.00	4,215,000.00
4	143 E 73100 469	USDA-COMMODITY	571,146.00		10,000.00	581,146.00
5	143 E 73100 599	OTHER CHARGES	35,000.00	10,000.00		25,000.00
6	143 E 73100 710	FOOD SERVICE EQUIPMENT	165,000.00	90,000.00		75,000.00
Total			8,131,146.00	100,000.00	100,000.00	8,131,146.00

Explanation: Annual clean up of line items

Requested by: Jennifer Mitchell
 Supervisor

Recommended for Approval:

Official / Department Head

Reviewed by: Alan McGehee
 Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval

No Recommendation

Action by County Commission: Approval

Approval

Non-Approval

Date:



Putnam County **Budget Amendment** / Line Item Transfer Authorization Form

Department: Finance

DATE:

4-Jun-

EXHIBIT
TTC5
6-25-26

Item # Account # Account Description

Current Approved Amount

Requested Approval Amount

Item #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141 R 43570 000 000 01602 000	RECEIPTS FROM INDIVIDUAL SCHOOLS	56,000.00	4,650.00	-	60,650.00
2	141 R 43570 000 000 01601 000	RECEIPTS FROM INDIVIDUAL SCHOOLS	107,000.00	63,500.00	-	170,500.00
3	141 R 46513 000 000 00000 000	TISA ONBEHALF PAYMENTS	80,000.00	150,000.00	-	230,000.00
4	141 R 40210 000 000 00000 000	SALES TAX	21,252,873.62	200,000.00	-	21,452,873.62
		Total Amendment Revenue	21,495,873.62			21,914,023.62
		Expenditures		Decrease	Increase	
5	141 E 71100 195 000 01602 000	CERTIFIED SUBSTITUTE TEACHERS	52,000.00	-	4,650.00	56,650.00
6	141 E 72110 162 000 00000 000	CLERICAL PERSONNEL	27,805.91	-	300.00	28,105.91
7	141 E 72120 161 000 02000 000	SECRETARY(S)	27,339.54	-	200.00	27,539.54
8	141 E 72130 204 000 02100 000	STATE RETIREMENT	10,988.31	-	9,000.00	19,988.31
9	141 E 72210 189 000 01601 000	OTHER SALARIES & WAGES	93,200.00	-	60,000.00	153,200.00
10	141 E 72210 201 000 01601 000	SOCIAL SECURITY	5,700.00	-	3,500.00	9,200.00
11	141 E 72320 204 000 00000 000	STATE RETIREMENT	8,855.00	-	500.00	9,355.00
12	141 E 72320 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	2,175.00	-	100.00	2,275.00
13	141 E 72510 119 000 00000 000	ACCOUNTANTS/BOOKKEEPERS	333,344.14	-	7,600.00	340,944.14
14	141 E 72510 189 000 00000 000	OTHER SALARIES & WAGES	55,854.38	-	500.00	56,354.38
15	141 E 72250 399 000 00000 000	OTHER CONTRACTED SERVICES	46,500.00	-	85,000.00	131,500.00
16	141 E 72250 330 000 00000 000	LEASE/SBITA PAYMENTS	430,000.00	11,760.00	-	441,760.00
17	141 E 71100 595 000 00000 000	TISA ON-BEHALF PAYMENTS	80,000.00	-	150,000.00	230,000.00
18	141 E 71100 722 000 02117 000	REGULAR INSTRUCTION EQUIPMENT	149,000.00	30,000.00	-	179,000.00
19	141 E 71100 429 000 02117 000	INSTRUCTIONAL SUPPLIES	550,000.00	10,000.00	-	560,000.00
20	141 E 72310 599 000 00000 000	OTHER CHARGES	922,563.00	51,440.00	-	974,003.00
21	141 E 76100 799 000 02530 000	OTHER CAPITAL OUTLAY	100,000.00	-	200,000.00	300,000.00
		Total Amendment Expenditures	2,895,325.28			3,313,475.28
		Total Amendment Revenue less Expenditures	18,600,548.34			18,600,548.34

Explanation: To adjust General Purpose budget to account for additional expenditures

Requested by: Supervisor

Recommended for Approval:

Official / Department Head

Reviewed by: Chief Financial Officer

Action by Fiscal Review Committee:

Recommended for Approval

No Recommendation

Action by County Commission:

Approval

Non-Approval

Date:

Received
6-18-26
MT



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education DATE: June 2026

Item #	Fund #	Account #	Account Description	Current		Requested Approval Amount
				Approved Amount	Decrease	
1	141	71200-116	Teachers	6,671,663.15	12,710.00	6,658,953.15
2	141	71200-195	Certified Substitute Teachers	3,600.00		4,800.00
3	141	71200-199	Other Per Diem	67,000.00		74,500.00
4	141	71200-429	Instructional Supplies and materials	64,055.90		68,065.90
5	141	72220-161	Secretary	63,924.93		64,174.93
6	141	72220-355	Travel	33,875.00		37,555.00
7	141	72220-499	Other Supplies & Materials	25,450.36	3,930.00	21,520.36
				6,929,569.34	16,640.00	6,929,569.34

Explanation: To reallocate funds to meet actual expenditures for the Special Ed. Dept.

Requested by: *Sheeri Roberson* Recommended for Approval: _____
Sheeri Roberson Supervisor Assistant Director

Reviewed by: *Mon Palmer* Official / Department Head
Mon Palmer Finance Director

Action by Fiscal Review Committee: _____ Recommended for Approval No Recommendation

Action by County Commission: _____ Approved Not Approved Date: _____



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Finance

DATE:



Item # Account # Account Description Current Approved Amount Approval Amount

Item #	Account #	Account Description	Current Approved Amount	Approval Amount
		Expenditures & Equity		
	142 E 76100 707 933 00000 000	BUILDING IMPROVEMENTS	0.00	31,838.31
	142 Q 34555 000 933 00000 000	RESTRICTED FOR EDUCATION - EQUITY	31,838.31	-
		Total Amendment Expenditures & Equity	31,838.31	31,838.31

Explanation: To adjust ESSER 3.0 budget to account for over-request of funds in order to remit funds back to the State.

Requested by: _____ Recommended for Approval: _____
 Supervisor _____ Official / Department Head _____

Reviewed by: *Steve McLaughlin*
 Chief Financial Officer

Action by Fiscal Review Committee: _____ Recommended for Approval _____ No Recommendation _____
 Action by County Commission: _____ Approval _____ Non-Approval _____
 Date: _____ Date: _____

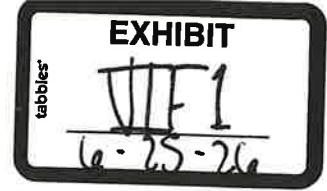


PUTNAM COUNTY BOARD OF EDUCATION
DISCRETIONARY GRANT REPORT
JULY 2026

BOARD ACTION	GRANT TITLE	GRANT AMOUNT REQUESTING	LEA MATCH	TOTAL GRANT AMMOUNT	NEW, ONGOING, RENEWAL	LOCATION	APPROVAL TO APPLY	APPROVAL TO ACCEPT	COMMENTS
PERMISSION TO APPLY	BLOOD ASSURANCE BLOOD DRIVE (HERO'S GRANT)	NA			NEW	UHS	06.25.2026		PAM TURNER PROVIDING INFORMATION
PERMISSION TO ACCEPT	BLOOD ASSURANCE BLOOD DRIVE (HERO'S GRANT)			\$ 1,750.00	NEW	UHS		06.25.2026	PAM TURNER PROVIDING INFORMATION
PERMISSION TO APPLY	UNITE FOR GOOD/ ROTARY CLUB OF COCKEVILLE	\$ 3,722.72	YES	\$ 7,445.44	NEW	SYSTEMWIDE	06.25.2026		KATELYN STEAKLEY PROVIDING INFORMATION
TOTALS		\$ 3,722.72		\$ 9,195.44					
	AUG-26								
	SEP-26								
	OCT-26								
	NOV-26								
	DEC-26								
	JAN-27								
	FEB-27								
	MAR-27								
	APR-27								
	MAY-27								
	JUN-27								
	TOTAL	\$ 3,722.72		\$ 9,195.44					
GRANT REPORT PREPARED BY SHARON BYERS									

tabbles
EXHIBIT
VIE
06-25-26


Received
6-15-26
MTC
ML



Board Agenda Request
For June 25, 2026 Meeting

Date 6/11/26

Department CTE

Person Submitting Jaclyn Vester 

Account Number (if appropriate) N/A

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Approval of an updated Dual Enrollment Agreement between Tennessee College of Applied Technology (TCAT) - Livingston, Tennessee and Putnam County School System for the 2026-2027 school year to include all Putnam County high schools. Once approved, a DocuSign will follow to Mr. Lynn McHenry and Mr. Corby King.

received
6-11-26 

**Dual Enrollment Agreement for Tennessee Colleges of Applied Technology
Between
Tennessee College of Applied Technology Upper Cumberland
and
**Putnam County School System (Cookeville High School, Upperman High
School, Monterey High School, White Plains Academy, VITAL School)****

This Dual Enrollment Agreement (“Agreement”), by and between Tennessee College of Applied Technology Upper Cumberland (“College”) and Putnam County School System (Cookeville High School, Monterey High School, Upperman High School, White Plains Academy, VITAL School) (“High School”), is for the purpose of providing eligible high school students the opportunity to earn both college and high school graduation credits simultaneously upon successful completion of qualified course(s), as further defined herein.

OVERVIEW

In accordance with the guidelines and policies set forth by the Tennessee Higher Education Commission and Tennessee Board of Regents (“TBR”) Policy 2.03.00.01, and the procedures established by College, College desires to provide eligible high school students the opportunity to earn both college and high school graduation credits simultaneously upon successful completion of qualified course(s) (each a “Dual Enrollment Course”) toward a program of study (a “Program”).

The following classes that are listed in the College’s catalog and use the course syllabus, including outcomes and requirements, and text and materials approved by the respective College department, are offered as Dual Enrollment Courses:

- Aesthetics Technology
- Automotive Technology
- Computer Information Technology (CIT)
- Cosmetology
- Industrial Maintenance/Robotics
- Welding Technology

Eligible students (“Students”) must be enrolled as 9th, 10th, 11th, or 12th grade students in a Tennessee public or nonpublic secondary school, or in a home education program. In order to enroll in a specific Dual Enrollment Course, Students must meet the Program’s specific placement requirements as determined by the College.

In order to participate in a Dual Enrollment Course, Students must submit the following no later than the start of classes to the Office of Student Services:

- A completed application for admission signed by the Student;
- All documents necessary for admission and for eligibility for the TSAC grant;
- Required signatures from Student and parent or legal guardian of the Student.
- A completed TSAC Application for admissions.

In order to remain eligible to participate in Dual Enrollment Courses, Students must be in compliance with the College’s attendance policy, or the High School’s attendance policy for Dual Enrollment Courses held at the High School, and maintain a cumulative GPA of at least 2.0, or higher based on individual academic program GPA standards in the Dual Enrollment Course(s) that the Student is taking in order to register for subsequent Dual Enrollment Courses. Exceptions must be submitted in writing to the College’s Vice President of Academic Affairs.

Dual Enrollment Courses may be held on the campus of the College or the High School as mutually agreed to by the parties.

Students must register with College's disability services office in order to receive accommodation in their college course(s), when applicable. A Student's high school IEP does not provide accommodations for courses taken as part of this Agreement.

A. RESPONSIBILITIES OF THE PARTIES

A.1 The College:

- Is responsible for ensuring that a qualified faculty or adjunct faculty member is the instructor for the Dual Enrollment Course.
- Reserves the right to schedule an observation of all Dual Enrollment Courses held on the campus(es) of the High School at any time to ensure that College's expectations for the quality of the Dual Enrollment Course are met.
- Will initially classify Students enrolled in a Dual Enrollment Course as non-degree seeking. However, upon high school graduation or GED completion, the Dual Enrollment Course credit(s) may be applied toward an appropriate college-degree program so long as regular admissions requirements are met.
- Will adhere to High School's standard operating procedures for the reservation and utilization of school equipment for all Dual Enrollment Courses operated on the High School's campus.
- May require that the High School maintain science and computer laboratories and equipment appropriate and compatible for delivery of a Dual Enrollment Course held on the High School's campus.
- May cancel any Dual Enrollment Course with enrollment insufficient to cover College's expenses, so long as no invoices are sent to High School for such Dual Enrollment Course.
- On the schedule requested by High School, provide to High School for all Students completed grade reporting sheets and attendance reporting sheets.
- Once Summer Enrollment is confirmed; the college will pay a stipend of \$1,500.00 to Putnam County School System for busing expenses for the 2026-2027 school year.

A.2. The High School shall:

- Award high school graduation credit(s) for each Dual Enrollment Course successfully completed.
- Provide appropriate classroom space and instructional equipment, as determined by the College, for Dual Enrollment Courses offered on the High School campus.
- Retain the right to observe and supervise instruction, which is conducted on the High School campus during regular school hours.
- Agree to follow the College's academic calendar for all Dual Enrollment Courses if requested by the College.
- Provide College with any grade reporting or attendance reporting that College will be requested to complete for Students.
- Ensure that each Student applies for the Dual Enrollment Lottery Grant and any other Tennessee Student Assistance Corporation ("TSAC") grants available to pay for Dual Enrollment Courses prior to the deadlines set by TSAC.
- Not permit any Student to enroll in a Dual Enrollment Course unless that Student has either (i) provided to High School health information that establishes that the Student has complied with the recommended immunization schedule for measles, mumps, rubella and varicella for adults, issued by the Center for Disease Control and Prevention Advisory Committee on Immunization Practices or (ii) provided to High

School documentation that meets the requirements of Tennessee Board of Regents Policy 2.03.00.01, Admission at the Tennessee Colleges of Applied Technology regarding exemptions from vaccination requirements.

- Ensure that Students enrolling in a nursing, laboratory or allied health profession Dual Enrollment Course are aware that entities providing clinical experiences associated with such courses may impose immunization requirements for participation in a clinical experience..
- Ensure that each Student completes a waiver form indicating that the Student has received detailed information about (i) the recommended immunization schedule for measles, mumps, rubella and varicella for adults, issued by the Center for Disease Control and Prevention Advisory Committee on Immunization Practices and the availability and effectiveness of the recommended vaccines and (ii) the risk factors for hepatitis B infection and the availability and effectiveness of vaccine for persons who are at risk of the disease.

A.3. The College and the High School shall:

- Each designate an individual to provide oversight of details and distribute general program information and necessary forms to Students.
- Jointly determine the Dual Enrollment Courses to be offered, subject to College's staffing and scheduling limitations and any enrollment or financial limitations.
- Provide appropriate information to the Students regarding Dual Enrollment Lottery Grant and any other TSAC grants available to pay for Dual Enrollment Courses.

B. AGREEMENT TERM:

B.1. Term. This Agreement shall be effective for the period of no more than one (1) year, commencing on July 1, 2026, and ending on June 30, 2027.

B.2. Term Extension. The parties may agree to extend the term of this Agreement for additional periods of time not to exceed three (3) years in length, so long as an amendment extending the term of this Agreement is executed prior to the expiration date of this Agreement.

C. FACULTY/COSTS

C.1. Instructors for the Dual Enrollment Courses shall be subject to the approval of both parties and will adhere to College's policies regarding academic standards and documentation of attendance and grades. The College reserves the right to replace any Dual Enrollment Course instructor provided by the High School for non-performance and/or violation of College policies and guidelines. The parties will promptly enter into an amendment of this Agreement if the replacement results in the College then being responsible for compensating the instructor of the affected Dual Enrollment Course. The parties agree that the primary employer of a Dual Enrollment Course instructor (College or High School) shall be responsible to arrange and compensate, if required, a substitute in the event that the instructor will be absent for a class meeting.

C.2. In the event the instructor is provided and compensated by the College, such compensation will be based upon applicable College policies as to College faculty.

C.3. In the event the instructor is provided and directly compensated by the High School, such compensation will be based upon applicable High School policies and no funds shall be due to the High School from the College unless otherwise specified in Section C.6 below. This does not prevent the College from entering into separate agreements with

instructors who are also employees of the High School to engage such instructors as adjuncts.

C.4. All costs associated with enrollment of Students in Dual Enrollment Courses shall be the responsibility of the High School, Student or Student's parent or legal guardian. College shall invoice High School for such costs, and it shall be High School's responsibility to seek any reimbursement of any such amounts from Student or Student's parent or legal guardian, at High School's discretion. Invoices will be sent to High School once Student enrollment numbers and Dual Enrollment Course schedules have been finalized. High School shall remit payment to College at the address set forth in Section D.10 within thirty (30) days of receipt of an invoice. The costs shall be as set forth in Sections C.5. and C.6.

- College shall credit against amounts due from High School for each Dual Enrollment Course, all amounts received under the Tennessee Dual Enrollment Lottery Grant, Middle College Scholarship, or any other TSAC grant intended to pay for the costs of a particular Student's enrollment in a Dual Enrollment Course (collectively, "Grant Monies").
- Invoices shall include the names of all Students for enrolled in each Dual Enrollment Course and the names of all Students for whom Grant Monies were received.

C.5. For Dual Enrollment Courses held at College's facilities, the per Student cost per Dual Enrollment Course shall be equal to the per student cost that the College has set as the per student cost for enrollment in such course by other students of the College (the "College's Class Cost"). The College's Class Cost includes the cost of providing the instructor, classroom space, all maintenance and mandatory fees, textbooks, other class materials and support associated CTSO activities. The College's Class Cost will not include any fees that the Tennessee Higher Education Commission has determined may not be charged for Dual Enrollment Courses. The following costs are not included in the College's Class Cost but are associated with and due for each Student in each Dual Enrollment Course. The parties acknowledge that the per student enrollment cost for each course the College offers, and all fees are approved by TBR and available for review by High School upon request.

C.6. For Dual Enrollment Courses held at High School's facilities, the parties agree as follows:

In the event the High School provides the instructor and other Dual Enrollment Course needs as mutually agreed to by the parties, the College shall pay the High School a stipend of one-hundred dollars (\$100.00) per student in each dual enrollment course per term in order to compensate the High School for the costs associated with providing the Dual Enrollment Course at the High School. This amount shall not be subject to escalation for any reason or increased unless this Agreement is amended.

If other costs are anticipated to be incurred by College in connection with a Dual Enrollment Course, such as for supplies, College will obtain High School's written approval of such costs prior to invoicing High School for the same.

C.7. In the event that a Student drops a Dual Enrollment Course by the College's Drop/Add Deadline, Grant Monies will be returned to TSAC in accordance with College and TSAC policies.

D. TERMS AND CONDITIONS:

- D.1. Required Approvals. The College is not bound by this Agreement until it is approved by the appropriate officials in accordance with applicable Tennessee laws and regulations as shown on the signature page of this Agreement.
- D.2. Modification and Amendment. This Agreement may be modified only by a written amendment executed by all parties hereto and approved by the appropriate officials.
- D.3. Performance. Each party agrees to work in good faith to achieve the objectives of this Agreement.
- D.4. Termination. Either party may terminate this Agreement with or without cause for any reason by providing written notice to the other party. However, in no event shall termination be effective until the end of the academic year then in progress.
- D.5. Nondiscrimination. Each party hereby agrees that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Agreement or in the employment practices of either party on the grounds of disability, age, race, color, religion, sex, veteran status, national origin, or any other classification protected by Federal, or State constitutional or statutory law.
- D.6. Allegations of Sexual Harassment or Other Discrimination.

If the College receives a report of sexual harassment or other discrimination relating to a High School student's participation in DE classes or related activities, the College will coordinate with the High School to determine jurisdiction, to coordinate the provision of supportive measures, and to respond pursuant to the appropriate policy and procedures based on the allegations and identities of the individuals involved.

If the High School receives a report of sexual harassment or other discrimination relating to the College's education program or activity, the High School will coordinate with the College to determine jurisdiction, to coordinate the provision of supportive measures, and to respond to the report under the appropriate policy and procedures based on the allegations and identities of the individuals involved.

- D.7. State and Federal Compliance. Each party shall comply with all applicable State and Federal laws and regulations, including without limitation with the Family Educational Rights and Privacy Act (FERPA) (collectively, the "Laws"). Each party agrees that its officers, employees and agents will use personally identifiable information from an education record disclosed pursuant to this Agreement only for the purposes for which the disclosure was made and not for any other purpose unless permitted by the Laws or necessary in order to comply with this Agreement. For purposes of clarity, the parties acknowledge that Students enrolled in Dual Enrollment Courses are students of both the College and the High School with educational records created by the instructors of such Dual Enrollment Courses being records of both the College and the High School. Consistent with 34 C.F.R. § 99.31(a)(2), each party agrees to disclose to the other party education records which the other party needs for purposes related to the student's Dual Enrollment. The parties further acknowledge that the Laws applicable to educational records held by the College differ from those applicable to educational records held by the High School and agree that the Laws applicable to educational records held by the College shall apply only to the College, and the Laws applicable to educational records held by the High School shall apply only to the High School. The personally identifiable information may not be disclosed or re-disclosed by either party to any but the other party without prior written consent of the Student, the parent or legal guardian of the Student, or as otherwise permitted by FERPA or this Agreement.

D.8. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.

D.9. Severability. If any terms or conditions of this Agreement are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Agreement are declared severable.

D.10. Communications and Contacts.

The College:

Charles Mitchell, Dual Enrollment Coordinator
Tennessee College of Applied Technology Upper Cumberland
740 Hi Tech Drive Livingston, TN 38570
931-823-5525
931-823-7484

The High School:

Jackie Vester, CTE Director Putnam County School System
Cookeville School, Upperman High School, Monterey High School, White Plains
Academy, VITAL School
1400 East Spring Street
931-526-9777
931-528-6942

D.11. Relationship of the Parties. This Agreement shall in no way be interpreted as creating an agency or employment relationship between the parties.

D.12. Liability. College is a public College of higher education and a member of the State University and Community College System of Tennessee governed by the Tennessee Board of Regents. As a state entity, its liability arising from performance under this Agreement shall be subject to and limited to those rights and remedies, if any, available under T. C. A. §§ 9-8-101 through 9-8-407. The High School is a political subdivision of the state and, as, such its liability for injuries which may result from its performance under this Agreement shall be subject to and limited to those rights and remedies, if any, available under the Tennessee Governmental Tort Liability Act, §§ T. C. A. 29-20-201, et seq.

Each party shall be solely liable for payment of its portion of all claims, liability, costs, expenses, demands, settlements, or judgments resulting from action or omissions of itself or those for whom it is legally responsible, relating to or arising under this Agreement.

[Signatures on the Following Page]

IN WITNESS WHEREOF:

Putnam County School System:

Corby King, Director of Schools

Date

Putnam County School System:

Lynn McHenry, PCSSTN Board Chairman

Date

Tennessee College of Applied Technology Upper Cumberland:

Cliff Wightman, President

Date

TENNESSEE BOARD OF REGENTS:

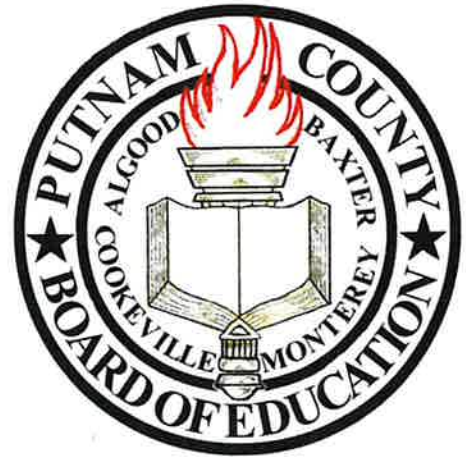
Flora W. Tydings, Chancellor

Date

PUTNAM COUNTY SCHOOL SYSTEM
BOARD AGENDA REQUEST



Date: June 12, 2026
Department: Technology
Person Submitting: Johnny Sloan
Account Number (if appropriate) note
141-72250-330



Check one:

- Backup included
- Backup to follow

Statement to be included in Board Agenda Packet:

Request approval to renew annual subscription for Gaggle, a K-12 student digital safety platform, from 7/1/26 to 6/30/27, per contract #: Sevier County Schools - Contract 011522SCS from Central Technologies, Inc., Knoxville, TN, per attached quote # 032638 in the amount of \$62,100.00 to be paid from: 141-72250-330.

NOTES:

[Empty rectangular box for notes]

received
6-15-26 *MT*



We have prepared a quote for you

Gaggle Renewal

Quote # 032638
Version 1

Prepared for:

Putnam County School System

Angie Smith
asmith4@pcsstn.com

Products

Description	Price	Qty	Ext. Price
Gaggle Safety Gaggle Safety Management for Google - Student	\$5.75	10800	\$62,100.00
Gaggle Safety - SIS Integration Gaggle Safety Management - SIS Integration - PowerSchool	\$0.00	1	\$0.00
Gaggle Web Activity Monitor GGaggle Safety Management: Web Activity Monitor - Chrome	\$0.00	10800	\$0.00

Subtotal: **\$62,100.00**

Purchasing Vehicle

Description	Qty
SEVIER Sevier County Schools - Contract 011522SCS	1

 Renewal Info

PRICING TERM: 12 Month Annual
 SERVICE TERM: 7/1/2026 - 6/30/2027

Gaggle Renewal

Prepared by:

Knoxville HQ

Mark Smith
615-445-9057
mark@centralinc.com

Prepared for:

Putnam County School System

1400 East Spring Street
Cookeville, TN 38506
Angie Smith
(931) 526-9777
asmith4@pcsstn.com

Quote Information:

Quote #: 032638

Version: 1
Delivery Date: 05/12/2026
Expiration Date: 06/30/2026

Quote Summary

Description	Amount
Products	\$62,100.00
Total: \$62,100.00	

Knoxville HQ

Signature: Mark Smith
Name: Mark Smith
Title: Strategic Account Manager
Date: 05/12/2026

Putnam County School System

Signature: _____
Name: Angie Smith
Date: _____



Putnam County Board of Education Agenda Request

Name of Person Making Request: Judy Schinbeckler

Department: Educator Support

Phone Number of Person Making Request: 931-526-9777 ext 1446

Account Funding Code (if appropriate)

Backup included

Backup to follow

Consider approval of the following for the June 25th, 2026 BOE meeting:

approval (Year #1) of the Student Teaching/Internship Affiliation Agreement between Western Kentucky University and the Putnam County School System effective August 1st, 2026 through July 31st, 2027 with an option to renew 4 additional years.

Judy Schinbeckler 6/11/26
Signature of Person Making Request Date

[Signature] 6/11/26
Signature of Director of Schools Date





UNIVERSITY OF GREATER KENTUCKY

MEMORANDUM OF AGREEMENT

BETWEEN

College of Health and Human Services, all divisions

**Entity of
WESTERN KENTUCKY UNIVERSITY**

AND

**Putnam County School System
1400 East Spring Street
Cookeville, TN 38506
931-526-9777**

THIS AGREEMENT, by and between WESTERN KENTUCKY UNIVERSITY (WKU) and **PUTNAM COUNTY SCHOOL SYSTEM**, signifies that both parties are desirous of cooperating in a plan to furnish education to College of Health & Human Services (CHHS) students enrolled at WESTERN KENTUCKY UNIVERSITY. The period of performance for this Agreement shall begin on or about 08/01/2026 and shall continue through **08/01/2031**.

WHEREAS, WESTERN KENTUCKY UNIVERSITY has Associate, Bachelor's, Graduate, and Certificate programs in the College of Health & Human Services which require planned learning experiences for students; and

WHEREAS, WESTERN KENTUCKY UNIVERSITY and the College of Health and Human Services includes the South-Central Area Health Education Center (AHEC), and AHEC ("Program") offers educational services and programs, including State Registered Nursing Assistant (SRNA) for which Program participant may desire practical experience in a professional setting;

WHEREAS, **PUTNAM COUNTY SCHOOL SYSTEM**, hereinafter referred to as Facility, has facilities, services, and personnel to provide experiences essential for quality education through the curriculum at WESTERN KENTUCKY UNIVERSITY; and

WHEREAS, WESTERN KENTUCKY UNIVERSITY and, **PUTNAM COUNTY SCHOOL SYSTEM**, will benefit from cooperating to ensure a future supply of health and human services professionals;

THEREFORE, in consideration of the mutual covenants and conditions herein contained it is agreed, as written hereon that:

The Spirit of '76 - Our Mission

Communication Sciences and Disorders Department | Western Kentucky University | 1906 College Heights Blvd #41030 | Bowling Green 42101-1030
phone: 270-745-4541 | fax: 270-745-3441 | web: <http://www.wku.edu>

Equal Education and Employment Opportunity • Equal Opportunity Statement • 2025-26 • The University of Kentucky • 270-745-4541



STANDARD AGREEMENTS

A. PUTNAM COUNTY SCHOOL SYSTEM:

1. Will make available to CHHS and AHEC students of WKU facilities to be used for educational purposes under the guidance and supervision of a qualified preceptor or faculty member. Said facility will be available upon a schedule agreeable to both parties.
2. Will conduct an orientation for WESTERN KENTUCKY UNIVERSITY students to ensure a working knowledge of the facility and its regulations.
 - 2.1 For Health Information Management students, the orientation will include facility orientation and instructions on safety and security policies related to parking and facility access. Orientation must explicitly address to whom the student would report incidents, including harassment, behavioral issues, and threats to personal safety.
3. Will be responsible for the organization, administration, staffing, operating, and financing of its services, and the maintenance of accepted standards for efficient management, patient care and/or client services, and will operate in accordance with acceptable health care standards.
4. Will provide personnel who are capable and qualified in those divisions in which students are placed.
5. The Facility will provide first aid, with appropriate calls to emergency medical services or referral to a physician to students and faculty in case of an accident or illness (including accidental needle sticks) while engaged in learning experiences. All health care (emergency or otherwise) that a student or University faculty member receives will be at the expense of the individual involved.
6. When applicable, Facility will follow all federal and state mandates regarding standard precautions, to include blood borne pathogens.
7. Will comply with The Family Educational Rights and Privacy Act (FERPA) of 1974, also known as the Buckley Amendment, which affords certain rights to students concerning educational records, and will consult with the University as appropriate concerning same. FERPA coverage includes records, files, documents, and data directly related to students.

B. WESTERN KENTUCKY UNIVERSITY

1. Will be responsible for the administration of educational programs and determining the final grade.
2. Will assume responsibility for providing competent faculty who shall be well qualified, meeting state licensure guidelines in the appropriate discipline, when applicable.
3. When applicable, will assume responsibility for maintaining records of students and correspondence relating to the program.
4. When applicable, will comply with the standards, licensing, and regulatory requirements of appropriate accrediting agency (ies) insofar as they pertain to the activities of the students and instructors in their placement at the facility.

The Spirit Walks with Meets.



CLERKSHIP COORDINATOR GUIDELINES

5. Will provide faculty who will (a) identify student experiential needs, and (b) confer with facility personnel about the prescribed student experience as it relates to the course(s) in which each student is enrolled.
6. Faculty will work collaboratively with facility personnel who are ultimately responsible for patient/client care, as applicable by discipline.
7. Will direct and instruct that students are to act only within the scope of their assigned and supervised activities and are not to act independently of such supervision or instruction.
8. Will assure the affiliating agency that all students studying in the facility will have in effect current individual professional liability coverage in the amount of \$1,000,000/\$3,000,000. All students must have on file in their respective Department a photocopy of the current individual insurance policy (not applicable to Public Health, Healthcare Administration, and EMT-B).
9. As appropriate, will maintain a student/faculty ratio (excluding observational experiences) not to exceed the maximum prescribed by the Kentucky Board of Nursing or any other discipline specific accrediting agencies.
10. The University will require students to either be vaccinated for Hepatitis B or sign a release if declining that vaccination and complete all other immunizations/health examinations required by the Facility.
 - 10.1. Nursing will assure the affiliating agency that all nursing students have on file in the department of nursing a current RN license (if applicable), as well as a current medical history, medical examination report, a negative drug screen, and evidence of current immunizations against diphtheria, tetanus, and measles. Results of the following diagnostic studies must also be on file: Tuberculin skin test and Rubella Titer or proof of immunizations. All students in the nursing program will be vaccinated with Hepatitis B vaccine or they must sign the declination statement.
11. Will require students participating in educational experiences to provide results of criminal background check to the facility upon request.
 - 11.1. All Nursing students will be required to complete a criminal background check. The Nursing Department will maintain the results of the policy checks confidentially and securely. Affiliating agencies requiring the police checks will be advised of any students with reported felony or misdemeanor information and may reserve the right to determine the student's appropriateness for clinical practice within their agency.

C. PUTNAM COUNTY SCHOOL SYSTEM AND WESTERN KENTUCKY UNIVERSITY

1. Will cooperate in planning and evaluating clinical, administrative or other learning experiences which will ensure student progress and competency.



CHHS AND FACILITY MEMORANDUM OF UNDERSTANDING

2. Will have mutually acceptable standards for the behavior of the students acceptable to both the facility staff and to the University faculty.
3. Will review this agreement as needed, at which time mutually agreeable revisions or modifications may be made in writing.
4. Will agree that the withdrawal of a student from an assignment may be effected by either party. The party causing such withdrawal shall notify the other party, and the withdrawal shall be upon the terms and conditions agreed to by WKU and the facility. However, the facility retains the right at all times to safeguard the health, safety, and welfare of its patients/clients and employees by removing a student from an assignment, at any time, for any reason not prohibited by law.
5. Will agree to the desires of either party to terminate this agreement. Either party shall serve written notice thereof on the other party. Termination shall thereupon be effective 30 days after the date of service of such notice. Terminations shall not become effective as to students already enrolled and participating in the program until they shall have had an opportunity to fully complete their scheduled program.
6. Will not discriminate against any student in the nomination, selection, and training of individuals because of race, color, creed, sex, disability, or national origin.
7. WKU faculty, staff, or students shall not be deemed to be employees of the facility for any purpose, including but not limited to, compensation or fringe benefits, worker's compensation, unemployment compensation, minimum wage laws, OSHA regulations or for any other purpose, due to their participation in the educational program. This provision shall not be deemed to prohibit the employment of any such participant by the facility under a separate employment agreement.

7.1 For Health Information Management (HIM) students, this is a planned professional practice experience (PPE) and should not be regarded as strictly work experience. It is expected that HIM students will not be substituted for paid staff. The PPE does not prohibit a paid internship* (*HIM program accrediting agency- The Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM))

8. WKU agrees to provide participating instructors, advisors, and students with training on the security and privacy standards of the Health Insurance Portability and Accountability Act ("HIPAA") and regulations promulgated thereunder. For purposes of HIPAA, CHHS at WKU AND FACILITY acknowledge that Students are part of Facility's "workforce", as defined in the HIPAA Privacy Regulations at 45 C.F.R. 160.103, and as such, no Business Associate agreement is required between CHHS at WKU AND FACILITY.



CLIMBING TO GREATER HEIGHTS

D. MODIFICATION OF AGREEMENT

This agreement may be modified only by written amendment executed by all parties *hereto*.

E. INSURANCE / LIABILITY

WESTERN KENTUCKY UNIVERSITY, as an agency and instrumentality of the Commonwealth of Kentucky, is vested with sovereign immunity and does not carry general liability for itself, agents, officers, employees, or students. Any claim brought against WKU for negligence is governed by the Kentucky Board of Claims Act, KRS 49 *et. seq.*

F. BINDING EFFECT / CHOICE OF LAW

1. This agreement shall not be binding upon the parties until it is approved by a Western Kentucky University Authorized Representative of the College of Health & Human Services and by the Authorized Representative of the facility.
2. This agreement shall be governed in all respects by the laws of the Commonwealth of Kentucky.

G. SIGNED BY:

CHHS, WKU Authorized Representative
Dr. Danita Kelley, Associate Dean
College of Health and Human Services
Phone: (270) 745-7003
FAX: (270) 745-7073
E-Mail: Danita.kelley@wku.edu

Date



COMMUNICATION SCIENCES AND DISORDERS DEPARTMENT

Facility/Hospital - Authorized Representative

Date

Name:

Title:

Putnam County School System
Address: 1400 East Spring Street
Cookeville, TN 38506

Phone: 931-526-9777

E-Mail:



Facility/Hospital - Technical Representative

Date

(If different from Authorized Representative)

Name:

Title:

Putnam County School System:

Address:

Phone:

Fax:

E-Mail:

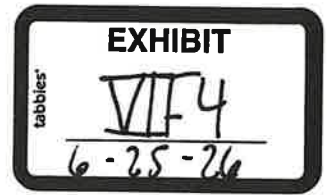
The Spirit Moves for Needs



Putnam County School System

1400 E. Spring Street
Cookeville, TN 38506-4313
Ph: (931) 526-9777 | Fax: (931) 528-6942
www.pcsstn.com

Corby King
Director of Schools



ENGAGE INSPIRE ACHIEVE

Putnam County Board of Education Agenda Request

Name of Person Making Request: Chris Pierce

Date: 6/4/2026

RE: Discipline Hearing Authority- Appeal Panel Members

Account Funding Code (if appropriate)

Backup included

Backup to follow

Agenda Item for June 25, 2026, Board meeting.

Please consider approving the following employees to be members of the PCSS Discipline Hearing Authority (DHA) panel:

- Chris Pierce, Chair
- Jason Stickler, Vice Chair
- Chris Winningham
- Julie Smith
- Tonia Wheeler


 Supervisor 6/4/26
 Date


 Director of Schools 6/4/26
 Date

received
 6-4-26 MT



PCSS Board Agenda Request

Date: June 8, 2026

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into an agreement with Cookeville Heating & Cooling Services, LLC, for the replacement of backflow preventers at Prescott South Elementary School in the amount of \$11,215.00 to be paid for from 141-72620-399

received
6-8-26 MT ✓



QUOTE
Number 4074

COOKEVILLE HEATING & COOLING SERVICES, LLC.
347 EAST STEVENS STREET
COOKEVILLE, TN 38501
(931) 528-5514

To:
PUTNAM CO BOARD OF EDUCATION
1400 E SPRING ST
COOKEVILLE, TN 38501

PRESCOTT SOUTH ELEMENTARY
115 W CEMETERY RD
COOKEVILLE, TN 38506

QUOTE DATE	FOR	PAGE
6/2/2026	Replace Backflows	1

Thank you for the opportunity to provide this proposal for the below referenced project. This proposal includes all necessary equipment, materials and labor required for the following scope of work:

Replace (2) 3in backflows located in the mechanical room
Backflows will be installed w/ new flange gaskets and new air gaps
A 4in back flow will be installed after the backflows for serviceability in the future
After installation is completed test operations

TOTAL AMOUNT \$11,215.00

WE SINCERELY APPRECIATE YOUR BUSINESS!

Should you have questions with regards to this proposal, please direct them to Logan Selby, (931) 319-5825. Upon acceptance of this proposal, please sign and email back to lselby@chccompanies.com.

Signature of Approval: _____ Date: _____

Name/Title (Please Print): _____

Any additional repairs will be billed on a time and material basis.
This proposal is valid for 10 day

ALL LABOR ON REPAIR WORK WILL BE WARRANTIED FOR A PERIOD OF 90 DAYS UNLESS OTIHERWISE STATED. ALL PARTS WILL BE WARRANTIED PER MANUFACTURE'S WARRANTY. IT IS FUTURE UNDERSTOOD THAT IN THE EVENT IT IS NECESSARY FOR THE SELLER TO EMPLOY AN ATTORNEY TO ENFORCE THE SELLER'S RIGHTS IN ANY PARTICULAR IN CONNECTION WITH THE TERMS OF THIS AGREEMENT, THEN IN SUCH EVENT THE PURCHASER WILL BE RESPONDIBLBE FOR ALL EXPENSES INCLUDING BUT NOT LIMITED TO ATTORNEY'S FEES NECESSARY TO ENFORCF THIS AGREEMENT.



433 East 15th Street
Cookeville, TN 38501
931/526-6151
Fax: 931/528-9283

DATE: 5/18/2026
TO: Tony Simmons
RE: PCS – Prescott Backflows
BID #: I-2894, Rev0

Scope of Work:

- Furnish and install (2) 3” Wilkins backflow preventors, Model 375 LF 3 RPZ BFP W/ NRS GATE VLV
- Certify new backflow preventors
- Furnish and install (1) 3” shutoff valve after backflows

Total \$15,960.00

Notes:

1. All labor is assumed to be performed during regular time.
2. Electrical by others.
3. All personnel access and material handling equipment to provide above scope of work is included in above price.

Will Broyles
Industrial Division Manager

All work to be completed in a substantial workman like manner according to standard practice. Any deviation or alteration from the above description will require approval of all parties.

Accepted: The above prices, specifications, conditions, and terms are satisfactory and are hereby accepted.

BY: _____ **Title:** _____ **Date:** _____

Please sign and return. If we receive verbal instructions to begin the above work, all terms of this quote are considered accepted.

Because of current market fluidity in our material pricing, this proposal is invalid if not accepted within 10 days.

This proposal may be withdrawn by us if not accepted within 10 days. Carwile Mechanical will not bear responsibility for the event of significant changes in lead time and/or cost of material procured (5% between date of quote and date of installation) occurring during the project. At that point, the contract requirements will be equitably adjusted by change order.

All proposals are subject to acceptance by Carwile’s Credit Dept. Terms are net 30 from date of invoice unless other terms are agreed upon. Past due accounts are subject to service charge of 2% per month. If collection efforts are required, by acceptance you agree to pay costs of collection, including attorney or court fees.

Proprietary Notice: *This drawing, print, or document with all attachments and subject matter disclosed herein are proprietary items to which Carwile Mechanical retains the exclusive right of dissemination, distribution, reproduction, and sale. This drawing, print, or document with all attachments is submitted in confidence for consideration by the recipient alone unless permission for further disclosure is expressly granted by Carwile Mechanical.*



Putnam County Board of Education Agenda Request

Name of Person Making Request: Angie Knight

Department: Human Resources

Phone Number of Person Making Request: 931.526.9777.1435

Account Funding Code (if appropriate)

Backup included

Backup to follow

Requesting approval of the following names to serve on the Collaborative Conferencing Team for 2026-2027 representing the Board of Education

- Renee Cantrell
- Bridgett Carwile
- Rusty Darley
- Angie Knight
- Tim Martin
- Mark McReynolds
- Judy Schinbeckler

Respectfully submitted,

Angie Knight
06/03/2026

Signature of Person Making Request

6-3-26

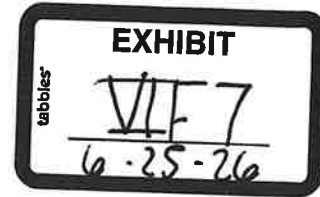
Date

Signature of Director of Schools

6-3-26

Date





DEPARTMENT OF EDUCATION
PUTNAM COUNTY
SCHOOL NUTRITION PROGRAM

2353 N Washington Ave
COOKEVILLE, TN 38501
PHONE: (931) 525-4707

Putnam County Board of Education
Agenda Request

Name of Person Making Request: **Jennifer Mitchell**
Department: **School Nutrition**
Phone Number of Person Making Request: **931-525-4707 x1501**

Account Funding Code (if appropriate)
141 E 73100 199

_____ Backup included
_____ Backup to follow

Requesting Approval for a \$20.00 monthly stipend for personal cell phone usage, per policy, 3.3001, use of Cellular Phones, for the following School Nutrition Employees:

- Shirley Barbosa- Field Manager**
- Stacy Bradford-Fund Accountant**
- Lynette Ellis-Administrative Assistant**
- Jessica Grissom-Field Manager**
- Elizabeth Miller –Field Manager**
- Donna Shanahan-Purchasing Clerk**

This stipend will begin July 2026 and will go through June 2027 and will be paid from 141 E 73100 199.

Jennifer Mitchell 5/28/26
Signature of Person Making Request Date

[Signature] 5/28/26
Signature of Director of Schools Date





Putnam County Board of Education Agenda Request

Name of Person Making Request: Angie Knight

Department: Human Resources

Phone Number of Person Making Request: 931.526.9777.1435

Account Funding Code (if appropriate)

Backup included

Backup to follow

Requesting approval of Complaint Managers for 2026-2027 School Year

Respectfully submitted,

Angie Knight
06/03/2026

Signature of Person Making Request

6-3-26

Date

Signature of Director of Schools

6-3-26

Date



Putnam County Board of Education
Complaint Managers
2026-2027

School	Male	Female
VITAL/FLEX Learning Center 1060B East Spring Street Cookeville, TN 38501 Phone: 931-528-8685	Shannon Pirtle	Becky White
Algood Elementary School 2525 Old Walton Road Algood, TN 38506 Phone: 931-303-0362	Brian Rohr	Patience Cannon
Algood Middle School 540 Dry Valley Road Algood, TN 38506 Phone: 931-537-6141	Steve Robbins	Shanee Wallace
Avery Trace Middle School 230 Raider Drive Cookeville, TN 38501 Phone: 931-520-2200	Dustin Williams	Michelle Hale
Baxter Primary 125 Elmore Town Road Baxter, TN 38544 Phone: 931-858-3110	Nathan Davis	Marsha Wyatt
Burks Elementary/Middle School 300 Crossville Street Monterey, TN 38574 Phone: 931-839-7641	John Wright	Heather Tinch
Cane Creek Elementary School 1500 West Jackson Street Cookeville, TN 38501 Phone: 931-520-1173	Ben Bilyeu	Kathy Koughan
Capshaw Elementary School 1 Cougar Lane Cookeville, TN 38501 Phone: 931-526-2414	Trevor Sheets	Renee Cantrell
Cookeville High School 2335 North Washington Avenue Cookeville, TN 38501 Phone: 931-520-2287	Lance Kennedy	Claudia Zavala
Cornerstone Elementary 371 First Avenue South Baxter, TN 38544 Phone: 931-858-6601	Jay Coutta	Tammy Hoover

White Plains Academy
288 E. Main Street
Algood, TN 38506
Phone: 931-537-3862

Ben Herron

Margaret Copeland

Jere Whitson Elementary School
178 E. Jere Whitson
Cookeville, TN 38501
Phone: 931-526-6575

Craig Swineford

Diana Cook

Monterey High School
710 Commercial Avenue, South
Monterey, TN 38574
Phone: 931-839-2970

Ben Novak

Bree Wheeler

Northeast Elementary School
575 Old Kentucky Road
Cookeville, TN 38501
Phone: 931-526-2978

Chris Pierce

Dr. Melissa Paik

Park View Elementary School
2000 Lee Seminary Road
Cookeville, TN 38501
Phone: 931-526-2516

Wayne Haggard

Dr. Mel Presley

Prescott South Elementary School
115 W. Cemetery Road
Cookeville, TN 38506
931-526-2275

Dale Bryant

Catherine Jones

Prescott South Middle School
1859 South Jefferson Avenue
Cookeville, TN 38506
931-528-3647

Nathan Twitty

Tera Brooks

Sycamore Elementary School
452 Ellis Avenue
Cookeville, TN 38501
Phone: 931-526-9322

Chris Pierce

Deborah Robbins

Upperman Middle School
6700 Nashville Hwy.
Baxter, TN 38544
Phone: 931-858-6601

Jackson Williams

Kimberly Ledford

Upperman High School
6950 Nashville Highway
Baxter, TN 38544
Phone: 931-858-3112

Justin Campbell

Michelle Bowman

Central Administrative
1400 East Spring Street

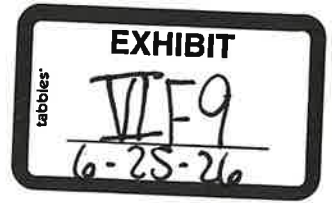
Tim Martin

Angie Knight

Phone: 931-526-9777

Title IV / Title IX Coordinator:
Angie Knight, HR Director
Putnam Co. Board of Education
1400 East Spring Street

Cookeville, TN 38506
931-526-9777



Putnam County Board of Education Agenda Request

Name of Person Making Request: Judy Schinbeckler

Department: Educator Support

Phone Number of Person Making Request: 931-526-9777 ext 1446

Account Funding Code (if appropriate) N/A

Backup included

Backup to follow

Consider approval of the following for the June 25th, 2026 BOE meeting:

Educator Preparation Provider (EPP) / Local Education Agency (LEA) State Recognized Partnership Agreement between University of TN Martin and the Putnam County School System effective 8/1/26 - 7/31/27.

Judy Schinbeckler 6/2/26
Signature of Person Making Request Date

[Signature] 6/2/26
Signature of Director of Schools Date

received
6-2-26 MT

**AFFILIATION AGREEMENT BETWEEN
THE UNIVERSITY OF TENNESSEE
AND
PUTNAM COUNTY SCHOOL SYSTEM**

This Agreement is between The University of Tennessee, acting on behalf of its Martin campus, ("Institution") and Putnam County School System ("Affiliate").

Whereas, it is to the mutual benefit of the parties to provide experience for students enrolled in certain programs of the Institution, the parties have agreed to the terms and provisions set forth below:

- I. Purpose** - the purpose of this Agreement shall be to provide experience to students enrolled in the Educator Preparation Program ("Students") of the Institution.

Consideration for this Agreement shall consist of the mutual promises contained herein, the parties agreeing that monetary compensation shall neither be expected nor received by either party. Students accepted into the UT Martin Grow Your Own Apprenticeship program and the Job Embedded Pathway may be paid Affiliate employees.

- A. The student teaching or practicum experience shall be provided at the Affiliate's Facility located at 1400 East Spring Street, Cookeville, TN 38506, hereinafter referred to as "Facility".
- B. The specific experience to be provided students is described in Exhibit A.

- II. Terms and Conditions** - pursuant to the above-stated purpose, the parties agree as follows:

- A. **Term** - the term of this Agreement shall be for one year commencing August 1, 2026.

Either party may terminate this Agreement upon giving thirty (30) days written notice to the other party. Such termination shall have no effect on Students receiving experience during the current academic term, and the terms of this Agreement shall continue to apply with respect to those Students.

- B. **Placement of Students** – As mutually agreed between the parties, the Institution will place an appropriate number of Students at the Facility each academic term.
- C. **Discipline** - While enrolled in experience at the Facility, Students (and faculty, if applicable), will be subject to applicable policies of the Institution and the Affiliate.

Students shall be dismissed from participation in the Institution's program only after the appropriate disciplinary or academic policies and procedures of the Institution have been followed. However, the Affiliate may immediately remove from the Facility any Student who poses an immediate threat or danger.

- D. **Specific Responsibilities** - The following duties shall be the specific responsibility of the designated party:

1. Institution shall be responsible for the selection of Students to be placed at the Facility.
2. Affiliate and Institution shall provide orientation to the Facility for Students.
3. Affiliate shall be responsible for scheduling training activities for Students.
4. Affiliate shall be responsible for supervising Students at all times while present at the Facility for experience.
5. Facility and Institution shall evaluate the performance of individual Students as appropriate.
6. The Affiliate shall retain complete responsibility for client care providing adequate supervision of Students (and faculty, if applicable) at all times.
7. Students will not be expected nor allowed to perform services in lieu of employees. (The last sentence does not apply to Students who are also Affiliate employees.)

8. Additional duties are as listed in Exhibit B.
9. The Affiliate may provide emergency medical treatment to Students (and faculty, if applicable) if needed for illness or injuries suffered during experience. Such treatment shall be at the expense of the individual treated.
10. The Affiliate shall maintain all applicable accreditation requirements and certify such compliance to the Institution or other entity as requested by the Institution. The Affiliate shall also permit authorities responsible for accreditation of the Institution's curriculum to inspect the Affiliate's clinical facilities and services, as necessary, provided that the Affiliate is provided reasonable notice of the time and need for inspection.
11. The Institution shall establish a procedure for notifying the Affiliate if a Student (or faculty, if applicable) is/are unable for any reason to report for training.
12. If the Affiliate requires written evidence of professional and general liability insurance coverage from individual Students participating in the experience, the minimum amount of coverage per individual shall be not less than \$1,000,000 per occurrence and \$3,000,000 in the annual aggregate, per program participant, with insurance carriers or self-insurance programs approved by Facility.

The coverage shall extend through the term of the student's participation. If such coverage is provided on a claims- made basis, then such insurance shall continue throughout the term of this Agreement and upon the termination of this Agreement, or the expiration or cancellation of the insurance, Institution shall require each individual participant to purchase tail coverage for a period of three years after the termination of this Agreement or the expiration or cancellation of the claim-made coverage (said tail coverage shall be in amounts and type equivalent to the claims- made coverage.)

13. Affiliate shall treat all student education records that are protected by FERPA and by applicable state law confidentially and not disclose such student education records except to Institution and Affiliate officials who need the information to fulfill their professional responsibilities pursuant to the Agreement, or as otherwise required or permitted by law. Affiliate shall not release or disclose such confidential student information to a third party without the prior written authorization of Institution and the student, a court order, or as permitted by law. To the extent it is legally permitted to do so, Affiliate shall provide reasonable notice to Institution of all such requests or court orders for Institution to take other appropriate action to prevent unauthorized disclosure of such student records.

E. Mutual responsibilities - the parties shall cooperate to fulfill the following mutual responsibilities:

1. Each party shall comply with all federal, state and municipal laws, advice, rules and regulations which are applicable to the performance of this Agreement.
2. **Background Checks:** In accordance with Tennessee Educator Preparation Policy 5.504 and T.C.A. § 49-5-5610, all candidates for admission to the educator preparation program must supply a fingerprint sample and submit to a criminal history records check (See Exhibit C for background check requirements) to be conducted by the Tennessee Bureau of Investigation (TBI) and the Federal Bureau of investigation (FBI). Education Students are required to submit the background check and release form upon application to the program. Recognizing that Students were required to submit a background check when enrolling in the program, Affiliate agrees to accept the results of the background check done prior to the Student's initial placement if (1) the results of the background check were issued within twelve (12) months of a student's placement with Affiliate, (2) the Student maintains continuous enrollment in the program, and (3) the results of the background check are archived by the background check agency. If the Affiliate requires more current background check results than the ones provided by the Institution, the Affiliate shall notify the Institution that the Students will be required to complete the more current criminal background check at the expense of the Student.

If criminal background checks are required for Institutional faculty or staff, it shall be the Institution's responsibility to arrange for the background check, to pay all costs associated with such checks and to provide the results to the Affiliate.

It shall be the responsibility of the Institution to set the eligibility standards for participation and to evaluate the results of the background checks. If Affiliate determines that a Student or faculty /staff member shall not participate at its facility, Affiliate shall so notify that individual and the Institution. Institution shall take steps to ensure that this individual does not participate in the clinical program at the Affiliate.

If an Institutional faculty/staff member is also an employee of Affiliate, Affiliate will allow the faculty/staff member to provide on-site supervision and instruction for its education program without the necessity of undergoing an additional background check.

Institution shall inform Students or faculty/staff members excluded from placement on the basis of a criminal background check of any review or appeal process available pursuant to the Fair Credit Reporting Act or any other law or policy, if any.

3. Students shall be treated as trainees who have no expectation of receiving compensation or future employment from the Affiliate or the Institution. This does not apply to Students who are employees of Affiliate.
4. Any courtesy appointments to faculty or staff by either the Institution or the Affiliate shall be without entitlement of the individual to compensation or benefits from the appointing party.
5. The University of Tennessee is an equal opportunity institution. During the performance of this Agreement, each party agrees to be bound by all applicable federal, state, and local laws, rules and regulations, orders, instructions and other directives governing equal employment opportunity. Each party assumes that it will not discriminate against any individual including, but not limited to, employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status, national origin, citizenship status and genetic information. The parties also agree to take affirmative action to ensure that applicants are employed and that employees are treated during their employment without regard to their race, religion, creed, color, sex, age, disability, veteran status, national origin, citizenship status or genetic information. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection available to employees and applicants for employment.
6. The confidentiality of student records shall be maintained at all times.
7. Data Sharing Agreement – Addendum A – is hereby incorporated into this Agreement.

F. **Miscellaneous Terms** – The following terms shall apply in the interpretation and performance of this Agreement:

1. Neither party shall be responsible for personal injury or property damage or loss except that resulting from its own negligence or the negligence of its employees or others for whom the party is legally responsible.
2. The delay or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.
3. This Agreement shall in no way be interpreted as creating an agency or employment relationship between the parties.
4. Entire Agreement. This Agreement and its accompanying Exhibits, made a part hereof, set forth the entire Agreement with respect to the subject matter hereof and supersedes all prior agreements, oral or written, and all other communications between the parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.
5. Severability. If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.
6. No Waiver. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any of the provisions contained herein.
7. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Tennessee.

- 8. Assignment; Binding Effect. Institution may not assign or transfer any part of its rights, duties, or obligations under this Agreement, in whole or in part, without the prior written consent of Affiliate. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective successors and permitted assigns.
- 9. Notices. All notices hereunder by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by overnight courier, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

If to Affiliate: Putnam County School System
 1400 East Spring Street
 Cookeville, TN 38506

Attention: Mr. Corby King, Director of Schools

Copy to: Judy Schinbeckler, PD/Licensure Supervisor

If to Institution: The University of Tennessee at Martin

Finance and Administration
 224 Hall-Moody Administration Bldg.
 UT Martin, Martin, TN 38238

Attention: Petra McPhearson, Senior Vice Chancellor for Finance & Administration

or to such other persons or places as either party may from time to time designate by written notice to the other.

- 10. The State of Tennessee is self-insured and does not carry or maintain commercial general liability insurance. Any and all claims against the State of Tennessee, including the Institution or its employees, shall be heard and determined by the Tennessee Claims Commission in the manner prescribed by law. Damages recoverable against the Institution shall be expressly limited to claims paid by the Claims Commission pursuant to T.C.A. Section 9-8-301 et seq.

In witness whereof, the parties, through their authorized representatives, have affixed their signatures below.

UNIVERSITY OF TENNESSEE

PUTNAM COUNTY SCHOOL SYSTEM

Signed by:
 BY: Petra McPhearson
CBEA1376DAGC4E9...

BY: _____

TITLE: Senior Vice Chancellor of Finance and Administration

TITLE: _____

DATE: 5/29/2026 | 16:38:33 EDT

DATE: _____



Exhibit A

Teacher Candidate experiences:

- i. Provide opportunities for the Student to engage in a variety of activities under supervision and for the purpose of evaluating the Student's performance.
- ii. Provide a supervisory contact that involves some examination of the Student's work using audio/visual, observation, or live supervision and interaction.

Potential Student Teaching Activities:

1. Assisting students with their work
2. Assisting with laboratory projects
3. Working with individuals or small groups
4. Assisting with supervision during study period or recess
5. Gathering resources and materials
6. Reading literature aloud
7. Co-planning with Cooperating Teacher
8. Co-teaching
9. Teaching all classes/periods of instruction
10. Supervision during school
11. Professional development meetings
12. School activities after school hours
13. Working with student clubs and organizations
14. Communication with parents
15. Observation of educators in the school

Exhibit B Additional Duties

The Institution agrees:

1. to assign a faculty supervisor to facilitate and to coordinate the student teaching and/or practicum and/or internship experience;
2. that the faculty supervisor shall be available for consultation with both Affiliate supervisor and Student;
3. to select a Student who has completed all of the prerequisite courses and practicum experience;
4. to provide the Affiliate prior to or at the time of placement of the Student the following information:
 - a. a profile of the Student,
 - b. an academic calendar that shall include dates for periods during which the Student will be graded,
 - c. course outline delineating program expectations,
 - d. a Student Teaching Handbook and/or School Counseling Handbook, outlining the specific requirements and expectations of Students, site supervisors, and university supervisors;
5. to notify the Student that he/she must adhere to the administrative policies, rules, standards, schedules, and practices of the Affiliate;
6. to advise the Student that he/she must have adequate liability and accident insurance; and,
7. that the faculty supervisor is responsible for the assignment of the Student.
8. For School Counseling – to provide one hour of consistent supervision with site supervisor on a weekly basis.

The Affiliate agrees:

1. to provide the Student with an overall orientation to the Affiliate's specific services necessary for the implementation of the practicum experience and/or student teaching experience or school counseling practicum and/or internship;
2. to designate a supervisor with appropriate credentials, time, and interest for monitoring the Students;
3. to provide opportunities for the Student to engage in a variety of educational activities under supervision and for the purpose of evaluating the Student's performance;
4. to provide the Student with adequate work space, telephone, or office supplies necessary to conduct the activities above;
5. to allow two visits per semester for supervisory contact that involves some examination of the Student's work using audio/visual, observation, or live supervision and interaction;
6. to provide written evaluation of Student's performance based on criteria established by the Institution's programs; and
7. to immediately contact Institution's faculty supervisor should any problem occur.

The Student Teacher shall be required:

1. to purchase and maintain liability insurance for the duration of the experience;

2. to adhere to the administrative policies, rules, standards, and practices of the Institution and Affiliate;
3. to adhere to the ethical standards of the code of ethics outlined in the Student Teaching Handbook with the understanding that any breach of these ethics or any unethical behavior on his/her part will result in the removal of the Student from the Facility, a failing grade, and documentation of behavior in the Student's permanent record;
4. to keep the Affiliate and the faculty supervisors informed about his/her student teaching, and/or practicum, experiences at all times;
5. to complete the appropriate number of hours; and

The School Counselor Student shall be required to:

1. to purchase and maintain liability insurance for the duration of the experience;
2. to adhere to the administrative policies, rules, standards, and practices of the Institution and Affiliate;
3. to adhere to the ethical standards of the code of ethics outlined in the School Counseling Handbook with the understanding that any breach of these ethics or any unethical behavior on his/her part will result in the removal of the Student from the Facility, a failing grade, and documentation of behavior in the Student's permanent record;
4. to keep the Affiliate and the faculty supervisors informed about his/her practicum, or internship experiences at all times;
5. conduct or teach individual lessons or counseling sessions.
6. Record individual lessons or counseling sessions to be submitted to the university. All recordings shall be used for candidate evaluation purposes. They shall be uploaded and reviewed in Canvas which is HIPAA compliant. All recordings shall be deleted at the close of the semester.
7. lead or teach a lesson or counseling session from start to finish.
8. teach classroom guidance lessons and/or lead meetings for students.
9. be observed completing the following four activities: group counseling sessions, individual counseling sessions, classroom lessons, and college/career activities.

Exhibit C
Background
Check
Requirements

The background check for Students shall include the following: Check all that apply:

- Social Security Number Verification
- Criminal Search (7 years or up to 5 criminal searches);
- Employment Verification to include reason for separation and eligibility for re-employment for each employment;
- Violent Sexual Offender and Predator Registry search;
- HHS/OIG List of Excluded Individuals/Entities;
- GSA List of Parties Excluded from Federal Programs;
- U.S. Treasury, Office of Foreign Assets Control (OFAC), List of Specially Designated Nationals (SDN);
- Applicable State Exclusion List, if one.

The background check for staff/faculty, if licensed or certified caregivers, shall include all of the above and, in addition, shall include the following:

Check all that apply:

- Education verification (highest level);
- Professional License Verification;
- Certification & Designation Check;
- Professional Disciplinary Action Search;
- Department of Motor Vehicle Driving History, based on responsibilities;
- Consumer Credit Report, based on responsibilities.

Should the background check disclose adverse information as to any Student and/or member of the staff/faculty, Institution shall immediately remove such individual from participation in the Program at the Affiliate.

If Affiliate requires background checks on criteria in addition to that specified above, it shall be the responsibility of the Affiliate to conduct, evaluate, and pay for the extra checks.

Addendum A
Data Sharing Agreement

- A. Both INSTITUTION and AFFILIATE will share relevant data and will collaboratively develop goals and strategies to recruit, select, and support program completion for high-quality candidates.

A.1 INSTITUTION, serving as School Official of AFFILIATE as defined by 20 USC ss1232g; 34 CFR Part 99, and in compliance with AFFILIATE Policies district policy number- (Personnel Files) and district policy number (Student Educational Records) will:

1. Perform institutional services or function for which the AFFILIATE would otherwise use employees,
2. Use shared data and information under the direct control of AFFILIATE regarding the use and maintenance of education records,
3. Agree not to disclose or use data outside of the of the designated purpose as pursuant to 34 CFR ss 99.33(a) as related to FERPA regulations controlling the use and disclosure of Personally Identifiable Information, and
4. Meet the criteria listed in AFFILIATE annual notification of FERPA Rights for being a School Official with a legitimate educational interest

A.2. AFFILIATE, serving as a School Official of INSTITUTION as defined by 20 USC ss1232g; 34 CFR Part 99, will

1. Perform institutional services or functions for which the INSTITUTION would otherwise use employees,
2. Use shared data and information under the direct control of INSTITUTION regarding the use and maintenance of education records,
3. Agree not to disclose or use data outside of the designated purpose of pursuant to 34 CFR ss 99.33(a) as related to FERPA regulations controlling the use and disclosure of Personally Identifiable Information, and
4. Meet the criteria listed in INSTITUTION's notification of FERPA Rights for being a School Official with a legitimate educational interest.

A.3. AFFILIATE and INSTITUTION wish to create, improve, and evaluate collaborative educational programs through the analysis of data concerning students and education professionals who have previously or are now attending INSTITUTION. Therefore, it is necessary for the parties to reciprocally share data for the purpose of evaluating and analyzing their respective educational preparation and support programs.

B. AFFILIATE and INSTITUTION agree to the following terms of this agreement:

B1. Data Sharing: AFFILIATE and INSTITUTION shall provide one another with data concerning teacher candidates, teachers, education leaders, students, and educator vacancies in addition to any other relevant and available data source. Available data shall be provided in the manner and form as specified by the designated representatives or designee of AFFILIATE and INSTITUTION. These data may include:

1. Data necessary to fulfill partnership agreement requirements and duties,
2. Teacher effective data from tests administered in accordance with ESSA and TCA 49-1-602,
3. Educator evaluation data, to be used for the purposes of improving preparation programs,
4. Student data for AFFILIATE graduates who have matriculated into INSTITUTION to be used for the purpose of recruiting and co-selecting participants in the AFFILIATE /INSTITUTION collaborative educator preparation pipeline programs (Grow Your Own), inclusive of program of study, academic performance, and/or status within the university.

The shared data shall be used only for the purpose of providing an evidence-base to inform the creating, designing, evaluating, and improving of collaborative educator preparation programs.

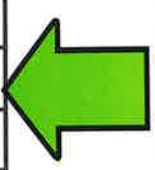
INSTITUTION will share data related work products via mutually agreed upon secure electronic submission. This data may include personally identifiable information included by not limited to names, gender, and ethnicity as well as status in the teacher education program. Any data received pursuant to this agreement shall be destroyed when it is no longer needed for collaborative improvement processes, or upon termination of this Agreement, whichever comes first. Affiliate shall certify such destruction upon request by Institution.

B.2. Confidentiality: INSTITUTION and AFFILIATE will maintain the confidentiality of any and all data, to the extent allowed by law, exchanged as a part of this agreement. The confidentiality requirements under this paragraph shall survive the expiration or termination of this agreement or any subsequent agreement intended to supersede this agreement. AFFILIATE and INSTITUTION agree to the following system of safeguards:

1. Ensuring that all shared data records are kept in secured facilities and access to such records is limited only to personnel who are authorized to have access to said data under this section of the agreement.
2. Secure passwords will be needed to access computer and cloud-based databases used to process, store, transmit, or analyses data provided under this agreement.
3. Good practices for assigning and/or securing passwords will be maintained to ensure the integrity of the systems used to secure computer and cloud-based databases used to process, store, transmit, or analyses data provided under this agreement.
4. Systems that ensure that all confidential data processed, stored, transmitted, and analyzed under the provisions of this agreement shall be maintained in a secure manner that prevents the interception, diversion, or other unauthorized access to said data.
5. Ensuring that any and all disclosures of confidential data comply with FERPA and Tennessee law relating to the privacy rights of students and educators, such as TCA Title 49-Education.

The details of this agreement are subject to continuing review and may be changed through collaborative agreement by the participating parties in the best interest AFFILIATE and INSTITUTION. Additionally, no person on the grounds of disability, age, race, color, religion, sex, national origin, veteran status, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or be denied benefits of, or be otherwise subjected to discrimination, and shall post in conspicuous places, available to all employees and applicants, notice of nondiscrimination.

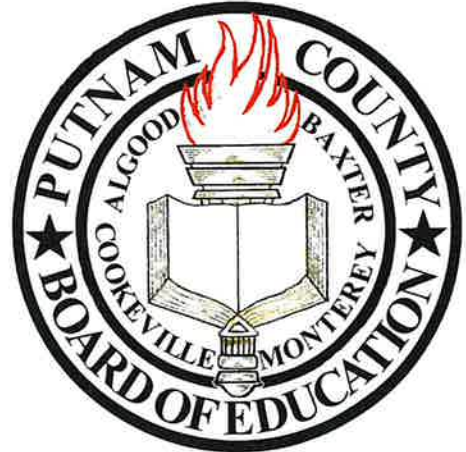
Certification (Signature verify partnership)	
Institution	Name: Petra McPhearson
	Title: Senior Vice Chancellor of Finance and Administration
	Signature: <small>Signed by:</small> <i>Petra McPhearson</i> <small>CB8E1376DAAC4E9...</small>
	Date: 5/29/2026 16:38:33 EDT
AFFILIATE Director of Schools	Name:
	Title:
	Signature: <i>Carly R. King</i>
	Date:



PUTNAM COUNTY SCHOOL SYSTEM
BOARD AGENDA REQUEST



Date: June 15, 2026
Department: Technology
Person Submitting: Johnny Sloan
Account Number (if appropriate) note below:



Check one:

Backup included

Statement to be included in Board Agenda Packet:

Request approval to renew the annual subscription of the Libib software as a service platform through June 30, 2027, per Sole Source, in the amount of \$14,250.00, to be paid from: 141-72250-330

NOTES:

received
6-15-26 *mf* *CK*

QUOTE

Valid until Jun 29, 2026

\$14,250.00

Libib

440 N Barranca Ave #5504
Covina, California 91723
United States
billing@libib.com

QUOTE NUMBER QT-F30CDDEB-0004-1
ISSUE DATE Apr 30, 2026
EXPIRATION DATE Jun 29, 2026

QUOTE FOR
Putnam County School System
1400 East Spring St.
Cookeville, Tennessee 38506
United States
sloanj2@pcsstn.com

Libib Ultimate: Cataloging and circulation web-service. Includes full year of 19 accounts (schools). Each account includes 50 managers (teachers) per account. Each account includes up to 100 collections. Each account can catalog up to 100,000 items. Extra manager/collection blocks can be added for an additional fee. Quote covers July 1, 2026 - June 30, 2027

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Ultimate Individual Account Each account/school includes 50 managers and 100 collections	19	\$750.00	\$14,250.00
	Subtotal		\$14,250.00
	Total		\$14,250.00



libib

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A handwritten signature in black ink, appearing to read 'Javod Khalaj'.

Javod Khalaj

Founder

Libib, Inc.



Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)

Date _____ 6/25/2026

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of the 2026-2027 Certified Salary Scales, as submitted.

received
6-16-26 mgj 

Putnam County Schools
2026-2027
Teacher Scale
200 Days

200 Step	Bachelors		Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily	Annual	Daily
0	\$50,000.00	\$250.00	\$53,605.00	\$268.03	\$55,200.00	\$276.00	\$57,800.00	\$289.00
1	\$50,650.00	\$253.25	\$53,753.00	\$268.77	\$55,850.00	\$279.25	\$58,450.00	\$292.25
2	\$51,300.00	\$256.50	\$53,900.00	\$269.50	\$56,500.00	\$282.50	\$59,100.00	\$295.50
3	\$51,950.00	\$259.75	\$54,550.00	\$272.75	\$57,150.00	\$285.75	\$59,750.00	\$298.75
4	\$52,950.00	\$264.75	\$55,550.00	\$277.75	\$58,150.00	\$290.75	\$60,750.00	\$303.75
5	\$53,600.00	\$268.00	\$56,200.00	\$281.00	\$58,800.00	\$294.00	\$61,400.00	\$307.00
6	\$54,250.00	\$271.25	\$57,365.00	\$286.83	\$59,450.00	\$297.25	\$62,050.00	\$310.25
7	\$54,900.00	\$274.50	\$57,500.00	\$287.50	\$60,100.00	\$300.50	\$62,700.00	\$313.50
8	\$55,900.00	\$279.50	\$58,500.00	\$292.50	\$61,100.00	\$305.50	\$63,700.00	\$318.50
9	\$56,550.00	\$282.75	\$59,150.00	\$295.75	\$61,750.00	\$308.75	\$64,350.00	\$321.75
10	\$57,200.00	\$286.00	\$59,800.00	\$299.00	\$62,400.00	\$312.00	\$65,000.00	\$325.00
11	\$57,850.00	\$289.25	\$61,380.00	\$306.90	\$63,050.00	\$315.25	\$65,650.00	\$328.25
12	\$58,850.00	\$294.25	\$61,450.00	\$307.25	\$64,050.00	\$320.25	\$66,650.00	\$333.25
13	\$59,500.00	\$297.50	\$62,100.00	\$310.50	\$64,700.00	\$323.50	\$67,300.00	\$336.50
14	\$60,150.00	\$300.75	\$62,750.00	\$313.75	\$65,350.00	\$326.75	\$67,950.00	\$339.75
15	\$60,800.00	\$304.00	\$63,400.00	\$317.00	\$66,000.00	\$330.00	\$68,600.00	\$343.00
16	\$62,050.00	\$310.25	\$64,650.00	\$323.25	\$67,250.00	\$336.25	\$69,850.00	\$349.25
17	\$62,700.00	\$313.50	\$65,300.00	\$326.50	\$67,900.00	\$339.50	\$70,500.00	\$352.50
18	\$63,350.00	\$316.75	\$65,950.00	\$329.75	\$68,550.00	\$342.75	\$71,150.00	\$355.75
19	\$64,000.00	\$320.00	\$66,600.00	\$333.00	\$69,200.00	\$346.00	\$71,800.00	\$359.00
20	\$65,500.00	\$327.50	\$68,100.00	\$340.50	\$70,700.00	\$353.50	\$73,300.00	\$366.50
21	\$66,150.00	\$330.75	\$68,750.00	\$343.75	\$71,350.00	\$356.75	\$73,950.00	\$369.75
22	\$66,800.00	\$334.00	\$69,400.00	\$347.00	\$72,000.00	\$360.00	\$74,600.00	\$373.00
23	\$67,450.00	\$337.25	\$70,050.00	\$350.25	\$72,650.00	\$363.25	\$75,250.00	\$376.25
24	\$69,200.00	\$346.00	\$71,800.00	\$359.00	\$74,400.00	\$372.00	\$77,000.00	\$385.00
25	\$69,850.00	\$349.25	\$72,450.00	\$362.25	\$75,050.00	\$375.25	\$77,650.00	\$388.25
26	\$70,500.00	\$352.50	\$73,100.00	\$365.50	\$75,700.00	\$378.50	\$78,300.00	\$391.50
27	\$71,150.00	\$355.75	\$73,750.00	\$368.75	\$76,350.00	\$381.75	\$78,950.00	\$394.75
28	\$73,150.00	\$365.75	\$75,750.00	\$378.75	\$78,350.00	\$391.75	\$80,950.00	\$404.75
29	\$73,800.00	\$369.00	\$76,400.00	\$382.00	\$79,000.00	\$395.00	\$81,600.00	\$408.00

Note: The following scale will be implemented over multiple years. No employee will receive an increase of more than \$6,000 compared to the employee's previous yearly salary. The above scale is based on a 200 day annual contract. Different contractual lengths will be adjusted based on the daily rate.

Putnam County Schools
2026-2027
Specialist Scale
200 Days

200 Step	Bachelors		Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily	Annual	Daily
0	\$53,000.00	\$265.00	\$56,605.00	\$283.03	\$58,200.00	\$291.00	\$60,800.00	\$304.00
1	\$53,650.00	\$268.25	\$56,753.00	\$283.77	\$58,850.00	\$294.25	\$61,450.00	\$307.25
2	\$54,300.00	\$271.50	\$56,900.00	\$284.50	\$59,500.00	\$297.50	\$62,100.00	\$310.50
3	\$54,950.00	\$274.75	\$57,550.00	\$287.75	\$60,150.00	\$300.75	\$62,750.00	\$313.75
4	\$55,950.00	\$279.75	\$58,550.00	\$292.75	\$61,150.00	\$305.75	\$63,750.00	\$318.75
5	\$56,600.00	\$283.00	\$59,200.00	\$296.00	\$61,800.00	\$309.00	\$64,400.00	\$322.00
6	\$57,250.00	\$286.25	\$60,365.00	\$301.83	\$62,450.00	\$312.25	\$65,050.00	\$325.25
7	\$57,900.00	\$289.50	\$60,500.00	\$302.50	\$63,100.00	\$315.50	\$65,700.00	\$328.50
8	\$58,900.00	\$294.50	\$61,500.00	\$307.50	\$64,100.00	\$320.50	\$66,700.00	\$333.50
9	\$59,550.00	\$297.75	\$62,150.00	\$310.75	\$64,750.00	\$323.75	\$67,350.00	\$336.75
10	\$60,200.00	\$301.00	\$62,800.00	\$314.00	\$65,400.00	\$327.00	\$68,000.00	\$340.00
11	\$60,850.00	\$304.25	\$64,380.00	\$321.90	\$66,050.00	\$330.25	\$68,650.00	\$343.25
12	\$61,850.00	\$309.25	\$64,450.00	\$322.25	\$67,050.00	\$335.25	\$69,650.00	\$348.25
13	\$62,500.00	\$312.50	\$65,100.00	\$325.50	\$67,700.00	\$338.50	\$70,300.00	\$351.50
14	\$63,150.00	\$315.75	\$65,750.00	\$328.75	\$68,350.00	\$341.75	\$70,950.00	\$354.75
15	\$63,800.00	\$319.00	\$66,400.00	\$332.00	\$69,000.00	\$345.00	\$71,600.00	\$358.00
16	\$65,050.00	\$325.25	\$67,650.00	\$338.25	\$70,250.00	\$351.25	\$72,850.00	\$364.25
17	\$65,700.00	\$328.50	\$68,300.00	\$341.50	\$70,900.00	\$354.50	\$73,500.00	\$367.50
18	\$66,350.00	\$331.75	\$68,950.00	\$344.75	\$71,550.00	\$357.75	\$74,150.00	\$370.75
19	\$67,000.00	\$335.00	\$69,600.00	\$348.00	\$72,200.00	\$361.00	\$74,800.00	\$374.00
20	\$68,500.00	\$342.50	\$71,100.00	\$355.50	\$73,700.00	\$368.50	\$76,300.00	\$381.50
21	\$69,150.00	\$345.75	\$71,750.00	\$358.75	\$74,350.00	\$371.75	\$76,950.00	\$384.75
22	\$69,800.00	\$349.00	\$72,400.00	\$362.00	\$75,000.00	\$375.00	\$77,600.00	\$388.00
23	\$70,450.00	\$352.25	\$73,050.00	\$365.25	\$75,650.00	\$378.25	\$78,250.00	\$391.25
24	\$72,200.00	\$361.00	\$74,800.00	\$374.00	\$77,400.00	\$387.00	\$80,000.00	\$400.00
25	\$72,850.00	\$364.25	\$75,450.00	\$377.25	\$78,050.00	\$390.25	\$80,650.00	\$403.25
26	\$73,500.00	\$367.50	\$76,100.00	\$380.50	\$78,700.00	\$393.50	\$81,300.00	\$406.50
27	\$74,150.00	\$370.75	\$76,750.00	\$383.75	\$79,350.00	\$396.75	\$81,950.00	\$409.75
28	\$76,150.00	\$380.75	\$78,750.00	\$393.75	\$81,350.00	\$406.75	\$83,950.00	\$419.75
29	\$76,800.00	\$384.00	\$79,400.00	\$397.00	\$82,000.00	\$410.00	\$84,600.00	\$423.00

Note: The following scale will be implemented over multiple years. No employee will receive an increase of more than \$6,000 compared to the employee's previous yearly salary. The above scale is based on a 200 day annual contract. Different contractual lengths will be adjusted based on the daily rate.

Putnam County Schools
2026-2027
Assistant Principal - Elementary School
210 Days

210 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$65,808.75	\$313.38	\$68,308.75	\$325.28	\$70,808.75	\$337.18
1	\$67,124.93	\$319.64	\$69,624.93	\$331.55	\$72,124.93	\$343.45
2	\$68,441.10	\$325.91	\$70,941.10	\$337.81	\$73,441.10	\$349.72
3	\$70,415.36	\$335.31	\$72,915.36	\$347.22	\$75,415.36	\$359.12
4	\$71,731.54	\$341.58	\$74,231.54	\$353.48	\$76,731.54	\$365.39
5	\$72,389.63	\$344.71	\$74,889.63	\$356.62	\$77,389.63	\$368.52
6	\$73,705.80	\$350.98	\$76,205.80	\$362.88	\$78,705.80	\$374.79
7	\$75,021.98	\$357.25	\$77,521.98	\$369.15	\$80,021.98	\$381.06
8	\$75,680.06	\$360.38	\$78,180.06	\$372.29	\$80,680.06	\$384.19
9	\$76,338.15	\$363.52	\$78,838.15	\$375.42	\$81,338.15	\$387.32
10	\$76,996.24	\$366.65	\$79,496.24	\$378.55	\$81,996.24	\$390.46
11	\$78,312.41	\$372.92	\$80,812.41	\$384.82	\$83,312.41	\$396.73
12	\$78,970.50	\$376.05	\$81,470.50	\$387.95	\$83,970.50	\$399.86
13	\$80,286.68	\$382.32	\$82,786.68	\$394.22	\$85,286.68	\$406.13
14	\$80,944.76	\$385.45	\$83,444.76	\$397.36	\$85,944.76	\$409.26
15	\$82,260.94	\$391.72	\$84,760.94	\$403.62	\$87,260.94	\$415.53
16	\$82,919.03	\$394.85	\$85,419.03	\$406.76	\$87,919.03	\$418.66
17	\$84,235.20	\$401.12	\$86,735.20	\$413.02	\$89,235.20	\$424.93
18	\$85,551.38	\$407.39	\$88,051.38	\$419.29	\$90,551.38	\$431.20
19	\$86,209.46	\$410.52	\$88,709.46	\$422.43	\$91,209.46	\$434.33
20	\$86,867.55	\$413.66	\$89,367.55	\$425.56	\$91,867.55	\$437.46

Note: Assistant Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

**Putnam County Schools
2026-2027
Assistant Principal - Middle School
210 Days**

210 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$66,412.50	\$316.25	\$68,912.50	\$328.15	\$71,412.50	\$340.06
1	\$67,740.75	\$322.58	\$70,240.75	\$334.48	\$72,740.75	\$346.38
2	\$69,069.00	\$328.90	\$71,569.00	\$340.80	\$74,069.00	\$352.71
3	\$71,061.38	\$338.39	\$73,561.38	\$350.29	\$76,061.38	\$362.20
4	\$72,389.63	\$344.71	\$74,889.63	\$356.62	\$77,389.63	\$368.52
5	\$73,053.75	\$347.88	\$75,553.75	\$359.78	\$78,053.75	\$371.68
6	\$74,382.00	\$354.20	\$76,882.00	\$366.10	\$79,382.00	\$378.01
7	\$75,710.25	\$360.53	\$78,210.25	\$372.43	\$80,710.25	\$384.33
8	\$76,374.38	\$363.69	\$78,874.38	\$375.59	\$81,374.38	\$387.50
9	\$77,038.50	\$366.85	\$79,538.50	\$378.75	\$82,038.50	\$390.66
10	\$77,702.63	\$370.01	\$80,202.63	\$381.92	\$82,702.63	\$393.82
11	\$79,030.88	\$376.34	\$81,530.88	\$388.24	\$84,030.88	\$400.15
12	\$79,695.00	\$379.50	\$82,195.00	\$391.40	\$84,695.00	\$403.31
13	\$81,023.25	\$385.83	\$83,523.25	\$397.73	\$86,023.25	\$409.63
14	\$81,687.38	\$388.99	\$84,187.38	\$400.89	\$86,687.38	\$412.80
15	\$83,015.63	\$395.31	\$85,515.63	\$407.22	\$88,015.63	\$419.12
16	\$83,679.75	\$398.48	\$86,179.75	\$410.38	\$88,679.75	\$422.28
17	\$85,008.00	\$404.80	\$87,508.00	\$416.70	\$90,008.00	\$428.61
18	\$86,336.25	\$411.13	\$88,836.25	\$423.03	\$91,336.25	\$434.93
19	\$87,000.38	\$414.29	\$89,500.38	\$426.19	\$92,000.38	\$438.10
20	\$87,664.50	\$417.45	\$90,164.50	\$429.35	\$92,664.50	\$441.26

Note: Assistant Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

Putnam County Schools
2026-2027
Assistant Principal - High School
220 Days

220 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$71,472.50	\$324.88	\$74,091.55	\$336.78	\$76,710.60	\$348.68
1	\$72,901.95	\$331.37	\$75,521.00	\$343.28	\$78,140.05	\$355.18
2	\$74,331.40	\$337.87	\$76,950.45	\$349.77	\$79,569.50	\$361.68
3	\$76,475.58	\$347.62	\$79,094.62	\$359.52	\$81,713.67	\$371.43
4	\$77,905.03	\$354.11	\$80,524.07	\$366.02	\$83,143.12	\$377.92
5	\$78,619.75	\$357.36	\$81,238.80	\$369.27	\$83,857.85	\$381.17
6	\$80,049.20	\$363.86	\$82,668.25	\$375.76	\$85,287.30	\$387.67
7	\$81,478.65	\$370.36	\$84,097.70	\$382.26	\$86,716.75	\$394.17
8	\$82,193.38	\$373.61	\$84,812.42	\$385.51	\$87,431.47	\$397.42
9	\$82,908.10	\$376.86	\$85,527.15	\$388.76	\$88,146.20	\$400.66
10	\$83,622.83	\$380.10	\$86,241.87	\$392.01	\$88,860.92	\$403.91
11	\$85,052.28	\$386.60	\$87,671.32	\$398.51	\$90,290.37	\$410.41
12	\$85,767.00	\$389.85	\$88,386.05	\$401.75	\$91,005.10	\$413.66
13	\$87,196.45	\$396.35	\$89,815.50	\$408.25	\$92,434.55	\$420.16
14	\$87,911.18	\$399.60	\$90,530.22	\$411.50	\$93,149.27	\$423.41
15	\$89,340.63	\$406.09	\$91,959.67	\$418.00	\$94,578.72	\$429.90
16	\$90,055.35	\$409.34	\$92,674.40	\$421.25	\$95,293.45	\$433.15
17	\$91,484.80	\$415.84	\$94,103.85	\$427.74	\$96,722.90	\$439.65
18	\$92,914.25	\$422.34	\$95,533.30	\$434.24	\$98,152.35	\$446.15
19	\$93,628.98	\$425.59	\$96,248.02	\$437.49	\$98,867.07	\$449.40
20	\$94,343.70	\$428.84	\$96,962.75	\$440.74	\$99,581.80	\$452.64

Note: Assistant Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

Putnam County Schools
2026-2027
Principal - Elementary Schools
0 to 499 Students
230 Days

230 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$75,382.50	\$327.75	\$78,120.60	\$339.65	\$80,858.69	\$351.56
1	\$76,890.15	\$334.31	\$79,628.25	\$346.21	\$82,366.34	\$358.11
2	\$78,397.80	\$340.86	\$81,135.90	\$352.76	\$83,873.99	\$364.67
3	\$80,659.28	\$350.69	\$83,397.37	\$362.60	\$86,135.47	\$374.50
4	\$82,166.93	\$357.25	\$84,905.02	\$369.15	\$87,643.12	\$381.06
5	\$82,920.75	\$360.53	\$85,658.85	\$372.43	\$88,396.94	\$384.33
6	\$84,428.40	\$367.08	\$87,166.50	\$378.98	\$89,904.59	\$390.89
7	\$85,936.05	\$373.64	\$88,674.15	\$385.54	\$91,412.24	\$397.44
8	\$86,689.88	\$376.91	\$89,427.97	\$388.82	\$92,166.07	\$400.72
9	\$87,443.70	\$380.19	\$90,181.80	\$392.09	\$92,919.89	\$404.00
10	\$88,197.53	\$383.47	\$90,935.62	\$395.37	\$93,673.72	\$407.28
11	\$89,705.18	\$390.02	\$92,443.27	\$401.93	\$95,181.37	\$413.83
12	\$90,459.00	\$393.30	\$93,197.10	\$405.20	\$95,935.19	\$417.11
13	\$91,966.65	\$399.86	\$94,704.75	\$411.76	\$97,442.84	\$423.66
14	\$92,720.48	\$403.13	\$95,458.57	\$415.04	\$98,196.67	\$426.94
15	\$94,228.13	\$409.69	\$96,966.22	\$421.59	\$99,704.32	\$433.50
16	\$94,981.95	\$412.97	\$97,720.05	\$424.87	\$100,458.14	\$436.77
17	\$96,489.60	\$419.52	\$99,227.70	\$431.42	\$101,965.79	\$443.33
18	\$97,997.25	\$426.08	\$100,735.35	\$437.98	\$103,473.44	\$449.88
19	\$98,751.08	\$429.35	\$101,489.17	\$441.26	\$104,227.27	\$453.16
20	\$99,504.90	\$432.63	\$102,243.00	\$444.53	\$104,981.09	\$456.44

Note: Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

**Putnam County Schools
2026-2027
Principal - Elementary Schools
500 to 999 Students
230 Days**

230 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$77,882.50	\$338.62	\$80,620.60	\$350.52	\$83,358.69	\$362.43
1	\$79,390.15	\$345.17	\$82,128.25	\$357.08	\$84,866.34	\$368.98
2	\$80,897.80	\$351.73	\$83,635.90	\$363.63	\$86,373.99	\$375.54
3	\$83,159.28	\$361.56	\$85,897.37	\$373.47	\$88,635.47	\$385.37
4	\$84,666.93	\$368.12	\$87,405.02	\$380.02	\$90,143.12	\$391.93
5	\$85,420.75	\$371.39	\$88,158.85	\$383.30	\$90,896.94	\$395.20
6	\$86,928.40	\$377.95	\$89,666.50	\$389.85	\$92,404.59	\$401.76
7	\$88,436.05	\$384.50	\$91,174.15	\$396.41	\$93,912.24	\$408.31
8	\$89,189.88	\$387.78	\$91,927.97	\$399.69	\$94,666.07	\$411.59
9	\$89,943.70	\$391.06	\$92,681.80	\$402.96	\$95,419.89	\$414.87
10	\$90,697.53	\$394.34	\$93,435.62	\$406.24	\$96,173.72	\$418.15
11	\$92,205.18	\$400.89	\$94,943.27	\$412.80	\$97,681.37	\$424.70
12	\$92,959.00	\$404.17	\$95,697.10	\$416.07	\$98,435.19	\$427.98
13	\$94,466.65	\$410.72	\$97,204.75	\$422.63	\$99,942.84	\$434.53
14	\$95,220.48	\$414.00	\$97,958.57	\$425.91	\$100,696.67	\$437.81
15	\$96,728.13	\$420.56	\$99,466.22	\$432.46	\$102,204.32	\$444.37
16	\$97,481.95	\$423.83	\$100,220.05	\$435.74	\$102,958.14	\$447.64
17	\$98,989.60	\$430.39	\$101,727.70	\$442.29	\$104,465.79	\$454.20
18	\$100,497.25	\$436.94	\$103,235.35	\$448.85	\$105,973.44	\$460.75
19	\$101,251.08	\$440.22	\$103,989.17	\$452.13	\$106,727.27	\$464.03
20	\$102,004.90	\$443.50	\$104,743.00	\$455.40	\$107,481.09	\$467.31

Note: Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

Putnam County Schools
2026-2027
Principal - Middle Schools
0 to 499 Students
240 Days

240 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$80,730.00	\$336.38	\$83,587.14	\$348.28	\$86,444.29	\$360.18
1	\$82,344.60	\$343.10	\$85,201.74	\$355.01	\$88,058.89	\$366.91
2	\$83,959.20	\$349.83	\$86,816.34	\$361.73	\$89,673.49	\$373.64
3	\$86,381.10	\$359.92	\$89,238.24	\$371.83	\$92,095.39	\$383.73
4	\$87,995.70	\$366.65	\$90,852.84	\$378.55	\$93,709.99	\$390.46
5	\$88,803.00	\$370.01	\$91,660.14	\$381.92	\$94,517.29	\$393.82
6	\$90,417.60	\$376.74	\$93,274.74	\$388.64	\$96,131.89	\$400.55
7	\$92,032.20	\$383.47	\$94,889.34	\$395.37	\$97,746.49	\$407.28
8	\$92,839.50	\$386.83	\$95,696.64	\$398.74	\$98,553.79	\$410.64
9	\$93,646.80	\$390.20	\$96,503.94	\$402.10	\$99,361.09	\$414.00
10	\$94,454.10	\$393.56	\$97,311.24	\$405.46	\$100,168.39	\$417.37
11	\$96,068.70	\$400.29	\$98,925.84	\$412.19	\$101,782.99	\$424.10
12	\$96,876.00	\$403.65	\$99,733.14	\$415.55	\$102,590.29	\$427.46
13	\$98,490.60	\$410.38	\$101,347.74	\$422.28	\$104,204.89	\$434.19
14	\$99,297.90	\$413.74	\$102,155.04	\$425.65	\$105,012.19	\$437.55
15	\$100,912.50	\$420.47	\$103,769.64	\$432.37	\$106,626.79	\$444.28
16	\$101,719.80	\$423.83	\$104,576.94	\$435.74	\$107,434.09	\$447.64
17	\$103,334.40	\$430.56	\$106,191.54	\$442.46	\$109,048.69	\$454.37
18	\$104,949.00	\$437.29	\$107,806.14	\$449.19	\$110,663.29	\$461.10
19	\$105,756.30	\$440.65	\$108,613.44	\$452.56	\$111,470.59	\$464.46
20	\$106,563.60	\$444.02	\$109,420.74	\$455.92	\$112,277.89	\$467.82

Note: Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

Putnam County Schools
2026-2027
Principal - Middle Schools
500 to 999 Students
240 Days

240 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$83,338.70	\$347.24	\$86,195.84	\$359.15	\$89,052.98	\$371.05
1	\$84,953.30	\$353.97	\$87,810.44	\$365.88	\$90,667.58	\$377.78
2	\$86,567.90	\$360.70	\$89,425.04	\$372.60	\$92,282.18	\$384.51
3	\$88,989.80	\$370.79	\$91,846.94	\$382.70	\$94,704.08	\$394.60
4	\$90,604.40	\$377.52	\$93,461.54	\$389.42	\$96,318.68	\$401.33
5	\$91,411.70	\$380.88	\$94,268.84	\$392.79	\$97,125.98	\$404.69
6	\$93,026.30	\$387.61	\$95,883.44	\$399.51	\$98,740.58	\$411.42
7	\$94,640.90	\$394.34	\$97,498.04	\$406.24	\$100,355.18	\$418.15
8	\$95,448.20	\$397.70	\$98,305.34	\$409.61	\$101,162.48	\$421.51
9	\$96,255.50	\$401.06	\$99,112.64	\$412.97	\$101,969.78	\$424.87
10	\$97,062.80	\$404.43	\$99,919.94	\$416.33	\$102,777.08	\$428.24
11	\$98,677.40	\$411.16	\$101,534.54	\$423.06	\$104,391.68	\$434.97
12	\$99,484.70	\$414.52	\$102,341.84	\$426.42	\$105,198.98	\$438.33
13	\$101,099.30	\$421.25	\$103,956.44	\$433.15	\$106,813.58	\$445.06
14	\$101,906.60	\$424.61	\$104,763.74	\$436.52	\$107,620.88	\$448.42
15	\$103,521.20	\$431.34	\$106,378.34	\$443.24	\$109,235.48	\$455.15
16	\$104,328.50	\$434.70	\$107,185.64	\$446.61	\$110,042.78	\$458.51
17	\$105,943.10	\$441.43	\$108,800.24	\$453.33	\$111,657.38	\$465.24
18	\$107,557.70	\$448.16	\$110,414.84	\$460.06	\$113,271.98	\$471.97
19	\$108,365.00	\$451.52	\$111,222.14	\$463.43	\$114,079.28	\$475.33
20	\$109,172.30	\$454.88	\$112,029.44	\$466.79	\$114,886.58	\$478.69

Note: Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

Putnam County Schools
2026-2027
Principal - Middle Schools
1,000 to 1,499 Students
240 Days

240 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$84,382.17	\$351.59	\$87,239.32	\$363.50	\$90,096.46	\$375.40
1	\$85,996.77	\$358.32	\$88,853.92	\$370.22	\$91,711.06	\$382.13
2	\$87,611.37	\$365.05	\$90,468.52	\$376.95	\$93,325.66	\$388.86
3	\$90,033.27	\$375.14	\$92,890.42	\$387.04	\$95,747.56	\$398.95
4	\$91,647.87	\$381.87	\$94,505.02	\$393.77	\$97,362.16	\$405.68
5	\$92,455.17	\$385.23	\$95,312.32	\$397.13	\$98,169.46	\$409.04
6	\$94,069.77	\$391.96	\$96,926.92	\$403.86	\$99,784.06	\$415.77
7	\$95,684.37	\$398.68	\$98,541.52	\$410.59	\$101,398.66	\$422.49
8	\$96,491.67	\$402.05	\$99,348.82	\$413.95	\$102,205.96	\$425.86
9	\$97,298.97	\$405.41	\$100,156.12	\$417.32	\$103,013.26	\$429.22
10	\$98,106.27	\$408.78	\$100,963.42	\$420.68	\$103,820.56	\$432.59
11	\$99,720.87	\$415.50	\$102,578.02	\$427.41	\$105,435.16	\$439.31
12	\$100,528.17	\$418.87	\$103,385.32	\$430.77	\$106,242.46	\$442.68
13	\$102,142.77	\$425.59	\$104,999.92	\$437.50	\$107,857.06	\$449.40
14	\$102,950.07	\$428.96	\$105,807.22	\$440.86	\$108,664.36	\$452.77
15	\$104,564.67	\$435.69	\$107,421.82	\$447.59	\$110,278.96	\$459.50
16	\$105,371.97	\$439.05	\$108,229.12	\$450.95	\$111,086.26	\$462.86
17	\$106,986.57	\$445.78	\$109,843.72	\$457.68	\$112,700.86	\$469.59
18	\$108,601.17	\$452.50	\$111,458.32	\$464.41	\$114,315.46	\$476.31
19	\$109,408.47	\$455.87	\$112,265.62	\$467.77	\$115,122.76	\$479.68
20	\$110,215.77	\$459.23	\$113,072.92	\$471.14	\$115,930.06	\$483.04

Note: Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

**Putnam County Schools
2026-2027
Principal - High Schools
0 to 499 Students
240 Days**

240 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$82,800.00	\$345.00	\$85,657.14	\$356.90	\$88,514.29	\$368.81
1	\$84,456.00	\$351.90	\$87,313.14	\$363.80	\$90,170.29	\$375.71
2	\$86,112.00	\$358.80	\$88,969.14	\$370.70	\$91,826.29	\$382.61
3	\$88,596.00	\$369.15	\$91,453.14	\$381.05	\$94,310.29	\$392.96
4	\$90,252.00	\$376.05	\$93,109.14	\$387.95	\$95,966.29	\$399.86
5	\$91,080.00	\$379.50	\$93,937.14	\$391.40	\$96,794.29	\$403.31
6	\$92,736.00	\$386.40	\$95,593.14	\$398.30	\$98,450.29	\$410.21
7	\$94,392.00	\$393.30	\$97,249.14	\$405.20	\$100,106.29	\$417.11
8	\$95,220.00	\$396.75	\$98,077.14	\$408.65	\$100,934.29	\$420.56
9	\$96,048.00	\$400.20	\$98,905.14	\$412.10	\$101,762.29	\$424.01
10	\$96,876.00	\$403.65	\$99,733.14	\$415.55	\$102,590.29	\$427.46
11	\$98,532.00	\$410.55	\$101,389.14	\$422.45	\$104,246.29	\$434.36
12	\$99,360.00	\$414.00	\$102,217.14	\$425.90	\$105,074.29	\$437.81
13	\$101,016.00	\$420.90	\$103,873.14	\$432.80	\$106,730.29	\$444.71
14	\$101,844.00	\$424.35	\$104,701.14	\$436.25	\$107,558.29	\$448.16
15	\$103,500.00	\$431.25	\$106,357.14	\$443.15	\$109,214.29	\$455.06
16	\$104,328.00	\$434.70	\$107,185.14	\$446.60	\$110,042.29	\$458.51
17	\$105,984.00	\$441.60	\$108,841.14	\$453.50	\$111,698.29	\$465.41
18	\$107,640.00	\$448.50	\$110,497.14	\$460.40	\$113,354.29	\$472.31
19	\$108,468.00	\$451.95	\$111,325.14	\$463.85	\$114,182.29	\$475.76
20	\$109,296.00	\$455.40	\$112,153.14	\$467.30	\$115,010.29	\$479.21

Note: Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

**Putnam County Schools
2026-2027
Principal - High School
500 to 999 Students
240 Days**

240 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$85,408.70	\$355.87	\$88,265.84	\$367.77	\$91,122.98	\$379.68
1	\$87,064.70	\$362.77	\$89,921.84	\$374.67	\$92,778.98	\$386.58
2	\$88,720.70	\$369.67	\$91,577.84	\$381.57	\$94,434.98	\$393.48
3	\$91,204.70	\$380.02	\$94,061.84	\$391.92	\$96,918.98	\$403.83
4	\$92,860.70	\$386.92	\$95,717.84	\$398.82	\$98,574.98	\$410.73
5	\$93,688.70	\$390.37	\$96,545.84	\$402.27	\$99,402.98	\$414.18
6	\$95,344.70	\$397.27	\$98,201.84	\$409.17	\$101,058.98	\$421.08
7	\$97,000.70	\$404.17	\$99,857.84	\$416.07	\$102,714.98	\$427.98
8	\$97,828.70	\$407.62	\$100,685.84	\$419.52	\$103,542.98	\$431.43
9	\$98,656.70	\$411.07	\$101,513.84	\$422.97	\$104,370.98	\$434.88
10	\$99,484.70	\$414.52	\$102,341.84	\$426.42	\$105,198.98	\$438.33
11	\$101,140.70	\$421.42	\$103,997.84	\$433.32	\$106,854.98	\$445.23
12	\$101,968.70	\$424.87	\$104,825.84	\$436.77	\$107,682.98	\$448.68
13	\$103,624.70	\$431.77	\$106,481.84	\$443.67	\$109,338.98	\$455.58
14	\$104,452.70	\$435.22	\$107,309.84	\$447.12	\$110,166.98	\$459.03
15	\$106,108.70	\$442.12	\$108,965.84	\$454.02	\$111,822.98	\$465.93
16	\$106,936.70	\$445.57	\$109,793.84	\$457.47	\$112,650.98	\$469.38
17	\$108,592.70	\$452.47	\$111,449.84	\$464.37	\$114,306.98	\$476.28
18	\$110,248.70	\$459.37	\$113,105.84	\$471.27	\$115,962.98	\$483.18
19	\$111,076.70	\$462.82	\$113,933.84	\$474.72	\$116,790.98	\$486.63
20	\$111,904.70	\$466.27	\$114,761.84	\$478.17	\$117,618.98	\$490.08

Note: Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

**Putnam County Schools
2026-2027
Principal - High School
1,000 to 1,499 Students
240 Days**

240 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$86,452.17	\$360.22	\$89,309.32	\$372.12	\$92,166.46	\$384.03
1	\$88,108.17	\$367.12	\$90,965.32	\$379.02	\$93,822.46	\$390.93
2	\$89,764.17	\$374.02	\$92,621.32	\$385.92	\$95,478.46	\$397.83
3	\$92,248.17	\$384.37	\$95,105.32	\$396.27	\$97,962.46	\$408.18
4	\$93,904.17	\$391.27	\$96,761.32	\$403.17	\$99,618.46	\$415.08
5	\$94,732.17	\$394.72	\$97,589.32	\$406.62	\$100,446.46	\$418.53
6	\$96,388.17	\$401.62	\$99,245.32	\$413.52	\$102,102.46	\$425.43
7	\$98,044.17	\$408.52	\$100,901.32	\$420.42	\$103,758.46	\$432.33
8	\$98,872.17	\$411.97	\$101,729.32	\$423.87	\$104,586.46	\$435.78
9	\$99,700.17	\$415.42	\$102,557.32	\$427.32	\$105,414.46	\$439.23
10	\$100,528.17	\$418.87	\$103,385.32	\$430.77	\$106,242.46	\$442.68
11	\$102,184.17	\$425.77	\$105,041.32	\$437.67	\$107,898.46	\$449.58
12	\$103,012.17	\$429.22	\$105,869.32	\$441.12	\$108,726.46	\$453.03
13	\$104,668.17	\$436.12	\$107,525.32	\$448.02	\$110,382.46	\$459.93
14	\$105,496.17	\$439.57	\$108,353.32	\$451.47	\$111,210.46	\$463.38
15	\$107,152.17	\$446.47	\$110,009.32	\$458.37	\$112,866.46	\$470.28
16	\$107,980.17	\$449.92	\$110,837.32	\$461.82	\$113,694.46	\$473.73
17	\$109,636.17	\$456.82	\$112,493.32	\$468.72	\$115,350.46	\$480.63
18	\$111,292.17	\$463.72	\$114,149.32	\$475.62	\$117,006.46	\$487.53
19	\$112,120.17	\$467.17	\$114,977.32	\$479.07	\$117,834.46	\$490.98
20	\$112,948.17	\$470.62	\$115,805.32	\$482.52	\$118,662.46	\$494.43

Note: Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

**Putnam County Schools
2026-2027
Principal - High School
1,500 to 1,999 Students
240 Days**

240 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$88,017.39	\$366.74	\$90,874.53	\$378.64	\$93,731.68	\$390.55
1	\$89,673.39	\$373.64	\$92,530.53	\$385.54	\$95,387.68	\$397.45
2	\$91,329.39	\$380.54	\$94,186.53	\$392.44	\$97,043.68	\$404.35
3	\$93,813.39	\$390.89	\$96,670.53	\$402.79	\$99,527.68	\$414.70
4	\$95,469.39	\$397.79	\$98,326.53	\$409.69	\$101,183.68	\$421.60
5	\$96,297.39	\$401.24	\$99,154.53	\$413.14	\$102,011.68	\$425.05
6	\$97,953.39	\$408.14	\$100,810.53	\$420.04	\$103,667.68	\$431.95
7	\$99,609.39	\$415.04	\$102,466.53	\$426.94	\$105,323.68	\$438.85
8	\$100,437.39	\$418.49	\$103,294.53	\$430.39	\$106,151.68	\$442.30
9	\$101,265.39	\$421.94	\$104,122.53	\$433.84	\$106,979.68	\$445.75
10	\$102,093.39	\$425.39	\$104,950.53	\$437.29	\$107,807.68	\$449.20
11	\$103,749.39	\$432.29	\$106,606.53	\$444.19	\$109,463.68	\$456.10
12	\$104,577.39	\$435.74	\$107,434.53	\$447.64	\$110,291.68	\$459.55
13	\$106,233.39	\$442.64	\$109,090.53	\$454.54	\$111,947.68	\$466.45
14	\$107,061.39	\$446.09	\$109,918.53	\$457.99	\$112,775.68	\$469.90
15	\$108,717.39	\$452.99	\$111,574.53	\$464.89	\$114,431.68	\$476.80
16	\$109,545.39	\$456.44	\$112,402.53	\$468.34	\$115,259.68	\$480.25
17	\$111,201.39	\$463.34	\$114,058.53	\$475.24	\$116,915.68	\$487.15
18	\$112,857.39	\$470.24	\$115,714.53	\$482.14	\$118,571.68	\$494.05
19	\$113,685.39	\$473.69	\$116,542.53	\$485.59	\$119,399.68	\$497.50
20	\$114,513.39	\$477.14	\$117,370.53	\$489.04	\$120,227.68	\$500.95

Note: Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

**Putnam County Schools
2026-2027
Principal - High Schools
2,000+ Students
240 Days**

240 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$89,582.61	\$373.26	\$92,439.75	\$385.17	\$95,296.89	\$397.07
1	\$91,238.61	\$380.16	\$94,095.75	\$392.07	\$96,952.89	\$403.97
2	\$92,894.61	\$387.06	\$95,751.75	\$398.97	\$98,608.89	\$410.87
3	\$95,378.61	\$397.41	\$98,235.75	\$409.32	\$101,092.89	\$421.22
4	\$97,034.61	\$404.31	\$99,891.75	\$416.22	\$102,748.89	\$428.12
5	\$97,862.61	\$407.76	\$100,719.75	\$419.67	\$103,576.89	\$431.57
6	\$99,518.61	\$414.66	\$102,375.75	\$426.57	\$105,232.89	\$438.47
7	\$101,174.61	\$421.56	\$104,031.75	\$433.47	\$106,888.89	\$445.37
8	\$102,002.61	\$425.01	\$104,859.75	\$436.92	\$107,716.89	\$448.82
9	\$102,830.61	\$428.46	\$105,687.75	\$440.37	\$108,544.89	\$452.27
10	\$103,658.61	\$431.91	\$106,515.75	\$443.82	\$109,372.89	\$455.72
11	\$105,314.61	\$438.81	\$108,171.75	\$450.72	\$111,028.89	\$462.62
12	\$106,142.61	\$442.26	\$108,999.75	\$454.17	\$111,856.89	\$466.07
13	\$107,798.61	\$449.16	\$110,655.75	\$461.07	\$113,512.89	\$472.97
14	\$108,626.61	\$452.61	\$111,483.75	\$464.52	\$114,340.89	\$476.42
15	\$110,282.61	\$459.51	\$113,139.75	\$471.42	\$115,996.89	\$483.32
16	\$111,110.61	\$462.96	\$113,967.75	\$474.87	\$116,824.89	\$486.77
17	\$112,766.61	\$469.86	\$115,623.75	\$481.77	\$118,480.89	\$493.67
18	\$114,422.61	\$476.76	\$117,279.75	\$488.67	\$120,136.89	\$500.57
19	\$115,250.61	\$480.21	\$118,107.75	\$492.12	\$120,964.89	\$504.02
20	\$116,078.61	\$483.66	\$118,935.75	\$495.57	\$121,792.89	\$507.47

Note: Principals will be given 1 additional year of admin experience for every 3 years of TN Compass teaching experience.

Putnam County Schools
2026-2027
Coordinator
220 Days

220 Admin Step	Bachelors		Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily	Annual	Daily
0	\$68,240.70	\$310.19	\$71,383.56	\$324.47	\$74,002.60	\$336.38	\$76,621.65	\$348.28
1	\$69,605.51	\$316.39	\$72,748.37	\$330.67	\$75,367.42	\$342.58	\$77,986.47	\$354.48
2	\$70,970.33	\$322.59	\$74,113.19	\$336.88	\$76,732.23	\$348.78	\$79,351.28	\$360.69
3	\$73,017.55	\$331.90	\$76,160.41	\$346.18	\$78,779.45	\$358.09	\$81,398.50	\$369.99
4	\$74,382.36	\$338.10	\$77,525.22	\$352.39	\$80,144.27	\$364.29	\$82,763.32	\$376.20
5	\$75,064.77	\$341.20	\$78,207.63	\$355.49	\$80,826.67	\$367.39	\$83,445.72	\$379.30
6	\$76,429.58	\$347.41	\$79,572.44	\$361.69	\$82,191.49	\$373.60	\$84,810.54	\$385.50
7	\$77,794.40	\$353.61	\$80,937.26	\$367.90	\$83,556.30	\$379.80	\$86,175.35	\$391.71
8	\$78,476.81	\$356.71	\$81,619.66	\$371.00	\$84,238.71	\$382.90	\$86,857.76	\$394.81
9	\$79,159.21	\$359.81	\$82,302.07	\$374.10	\$84,921.12	\$386.01	\$87,540.16	\$397.91
10	\$79,841.62	\$362.92	\$82,984.48	\$377.20	\$85,603.52	\$389.11	\$88,222.57	\$401.01
11	\$81,206.43	\$369.12	\$84,349.29	\$383.41	\$86,968.34	\$395.31	\$89,587.39	\$407.22
12	\$81,888.84	\$372.22	\$85,031.70	\$386.51	\$87,650.74	\$398.41	\$90,269.79	\$410.32
13	\$83,253.65	\$378.43	\$86,396.51	\$392.71	\$89,015.56	\$404.62	\$91,634.61	\$416.52
14	\$83,936.06	\$381.53	\$87,078.92	\$395.81	\$89,697.97	\$407.72	\$92,317.01	\$419.62
15	\$85,300.88	\$387.73	\$88,443.73	\$402.02	\$91,062.78	\$413.92	\$93,681.83	\$425.83
16	\$85,983.28	\$390.83	\$89,126.14	\$405.12	\$91,745.19	\$417.02	\$94,364.23	\$428.93
17	\$87,348.10	\$397.04	\$90,490.95	\$411.32	\$93,110.00	\$423.23	\$95,729.05	\$435.13
18	\$88,712.91	\$403.24	\$91,855.77	\$417.53	\$94,474.81	\$429.43	\$97,093.86	\$441.34
19	\$89,395.32	\$406.34	\$92,538.17	\$420.63	\$95,157.22	\$432.53	\$97,776.27	\$444.44
20	\$90,077.72	\$409.44	\$93,220.58	\$423.73	\$95,839.63	\$435.63	\$98,458.68	\$447.54

Putnam County Schools

2026-2027

Coordinator

240 Days

240 Admin Step	Bachelors		Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily	Annual	Daily
0	\$74,444.40	\$310.19	\$77,872.97	\$324.47	\$80,730.11	\$336.38	\$83,587.26	\$348.28
1	\$75,933.29	\$316.39	\$79,361.86	\$330.67	\$82,219.00	\$342.58	\$85,076.15	\$354.48
2	\$77,422.18	\$322.59	\$80,850.75	\$336.88	\$83,707.89	\$348.78	\$86,565.03	\$360.69
3	\$79,655.51	\$331.90	\$83,084.08	\$346.18	\$85,941.22	\$358.09	\$88,798.37	\$369.99
4	\$81,144.40	\$338.10	\$84,572.97	\$352.39	\$87,430.11	\$364.29	\$90,287.25	\$376.20
5	\$81,888.84	\$341.20	\$85,317.41	\$355.49	\$88,174.55	\$367.39	\$91,031.70	\$379.30
6	\$83,377.73	\$347.41	\$86,806.30	\$361.69	\$89,663.44	\$373.60	\$92,520.59	\$385.50
7	\$84,866.62	\$353.61	\$88,295.19	\$367.90	\$91,152.33	\$379.80	\$94,009.47	\$391.71
8	\$85,611.06	\$356.71	\$89,039.63	\$371.00	\$91,896.77	\$382.90	\$94,753.92	\$394.81
9	\$86,355.50	\$359.81	\$89,784.08	\$374.10	\$92,641.22	\$386.01	\$95,498.36	\$397.91
10	\$87,099.95	\$362.92	\$90,528.52	\$377.20	\$93,385.66	\$389.11	\$96,242.81	\$401.01
11	\$88,588.84	\$369.12	\$92,017.41	\$383.41	\$94,874.55	\$395.31	\$97,731.69	\$407.22
12	\$89,333.28	\$372.22	\$92,761.85	\$386.51	\$95,618.99	\$398.41	\$98,476.14	\$410.32
13	\$90,822.17	\$378.43	\$94,250.74	\$392.71	\$97,107.88	\$404.62	\$99,965.03	\$416.52
14	\$91,566.61	\$381.53	\$94,995.18	\$395.81	\$97,852.33	\$407.72	\$100,709.47	\$419.62
15	\$93,055.50	\$387.73	\$96,484.07	\$402.02	\$99,341.21	\$413.92	\$102,198.36	\$425.83
16	\$93,799.94	\$390.83	\$97,228.52	\$405.12	\$100,085.66	\$417.02	\$102,942.80	\$428.93
17	\$95,288.83	\$397.04	\$98,717.40	\$411.32	\$101,574.55	\$423.23	\$104,431.69	\$435.13
18	\$96,777.72	\$403.24	\$100,206.29	\$417.53	\$103,063.43	\$429.43	\$105,920.58	\$441.34
19	\$97,522.16	\$406.34	\$100,950.74	\$420.63	\$103,807.88	\$432.53	\$106,665.02	\$444.44
20	\$98,266.61	\$409.44	\$101,695.18	\$423.73	\$104,552.32	\$435.63	\$107,409.47	\$447.54

**Putnam County Schools
2026-2027
Supervisor
240 Days**

240 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$82,800.00	\$345.00	\$85,657.14	\$356.90	\$88,514.29	\$368.81
1	\$84,456.00	\$351.90	\$87,313.14	\$363.80	\$90,170.29	\$375.71
2	\$86,112.00	\$358.80	\$88,969.14	\$370.70	\$91,826.29	\$382.61
3	\$88,596.00	\$369.15	\$91,453.14	\$381.05	\$94,310.29	\$392.96
4	\$90,252.00	\$376.05	\$93,109.14	\$387.95	\$95,966.29	\$399.86
5	\$91,080.00	\$379.50	\$93,937.14	\$391.40	\$96,794.29	\$403.31
6	\$92,736.00	\$386.40	\$95,593.14	\$398.30	\$98,450.29	\$410.21
7	\$94,392.00	\$393.30	\$97,249.14	\$405.20	\$100,106.29	\$417.11
8	\$95,220.00	\$396.75	\$98,077.14	\$408.65	\$100,934.29	\$420.56
9	\$96,048.00	\$400.20	\$98,905.14	\$412.10	\$101,762.29	\$424.01
10	\$96,876.00	\$403.65	\$99,733.14	\$415.55	\$102,590.29	\$427.46
11	\$98,532.00	\$410.55	\$101,389.14	\$422.45	\$104,246.29	\$434.36
12	\$99,360.00	\$414.00	\$102,217.14	\$425.90	\$105,074.29	\$437.81
13	\$101,016.00	\$420.90	\$103,873.14	\$432.80	\$106,730.29	\$444.71
14	\$101,844.00	\$424.35	\$104,701.14	\$436.25	\$107,558.29	\$448.16
15	\$103,500.00	\$431.25	\$106,357.14	\$443.15	\$109,214.29	\$455.06
16	\$104,328.00	\$434.70	\$107,185.14	\$446.60	\$110,042.29	\$458.51
17	\$105,984.00	\$441.60	\$108,841.14	\$453.50	\$111,698.29	\$465.41
18	\$107,640.00	\$448.50	\$110,497.14	\$460.40	\$113,354.29	\$472.31
19	\$108,468.00	\$451.95	\$111,325.14	\$463.85	\$114,182.29	\$475.76
20	\$109,296.00	\$455.40	\$112,153.14	\$467.30	\$115,010.29	\$479.21

**Putnam County Schools
2026-2027
Deputy Director
240 Days**

240 Admin Step	Masters		EDS		EDD/PHD	
	Annual	Daily	Annual	Daily	Annual	Daily
0	\$96,600.00	\$402.50	\$99,457.14	\$414.40	\$102,314.29	\$426.31
1	\$98,532.00	\$410.55	\$101,389.14	\$422.45	\$104,246.29	\$434.36
2	\$100,464.00	\$418.60	\$103,321.14	\$430.50	\$106,178.29	\$442.41
3	\$103,362.00	\$430.68	\$106,219.14	\$442.58	\$109,076.29	\$454.48
4	\$105,294.00	\$438.73	\$108,151.14	\$450.63	\$111,008.29	\$462.53
5	\$106,260.00	\$442.75	\$109,117.14	\$454.65	\$111,974.29	\$466.56
6	\$108,192.00	\$450.80	\$111,049.14	\$462.70	\$113,906.29	\$474.61
7	\$110,124.00	\$458.85	\$112,981.14	\$470.75	\$115,838.29	\$482.66
8	\$111,090.00	\$462.88	\$113,947.14	\$474.78	\$116,804.29	\$486.68
9	\$112,056.00	\$466.90	\$114,913.14	\$478.80	\$117,770.29	\$490.71
10	\$113,022.00	\$470.93	\$115,879.14	\$482.83	\$118,736.29	\$494.73
11	\$114,954.00	\$478.98	\$117,811.14	\$490.88	\$120,668.29	\$502.78
12	\$115,920.00	\$483.00	\$118,777.14	\$494.90	\$121,634.29	\$506.81
13	\$117,852.00	\$491.05	\$120,709.14	\$502.95	\$123,566.29	\$514.86
14	\$118,818.00	\$495.08	\$121,675.14	\$506.98	\$124,532.29	\$518.88
15	\$120,750.00	\$503.13	\$123,607.14	\$515.03	\$126,464.29	\$526.93
16	\$121,716.00	\$507.15	\$124,573.14	\$519.05	\$127,430.29	\$530.96
17	\$123,648.00	\$515.20	\$126,505.14	\$527.10	\$129,362.29	\$539.01
18	\$125,580.00	\$523.25	\$128,437.14	\$535.15	\$131,294.29	\$547.06
19	\$126,546.00	\$527.28	\$129,403.14	\$539.18	\$132,260.29	\$551.08
20	\$127,512.00	\$531.30	\$130,369.14	\$543.20	\$133,226.29	\$555.11



Putnam County Board of Education Agenda Request

Name of Person Making Request: Sheri Roberson

Department: Special Education

Phone Number of Person Making Request: 931-525-4708

Backup Included

Backup to follow

Approval for a \$20 Monthly Stipend for cell phone usage for the 2026-2027 school year per Policy 3.3001, Use of Cellular Phones to be paid from 141-72220-199.



Sheri Roberson, Special Education Supervisor 7/15/26
Date



Corby King, Director of Schools 6-15-26
Date

received
6-15-26 MT

MONTHLY \$20 STIPEND FOR CELL PHONE USAGE DURING 2026-2027 SCHOOL YEAR

Tonia Wheeler	845 Shady Lane, Cookeville 38501
Sheree Bernard	805 N. Pickard Avenue, Cookeville 38501
Tammy Julian	8755 Austin Bottom Road, Baxter 38544
Terri Melton	198 Park Road, Rickman 38580
Laura Rich	3420 Plantation Drive, Cookeville 38506
Christina Martin	824 Holland Drive, Cookeville 38506
Jennifer Peek	2100 Buffalo Valley Road, Cookeville 38501
Brooke Morris	584 Maddux Road, Cookeville 38501



Putnam County Board Of Education
Agenda Request

Date: June 8, 2026

Department: Coordinated School Health/Student Services/Family Resources

Person Submitting: Shelia Barker

Account Number (if appropriate) N/A

Check one:

Backup included

Backup to follow

Statement to be included in board agenda packet:

Approval of the attached quote from Quaver Ready in the amount of \$20,790.00. This curriculum is to be used in the eleven elementary schools within the Putnam County School system for the 2026-2027 school year to address the social emotional well-being of students.

Shelia Barker
Signature of Person Making Request

6/8/26
Date

[Signature]
Signature of Director of Schools

6/8/26
Date

received
6-8-26 MT



Quote

Quote: 14222-3

(Not a Final Invoice)

Prepared For: PUTNAM COUNTY SCHOOL DISTRICT

Date: 04/20/2026

Item Description	Quantity	Unit Price	Unit Price After Discounts	Line Total
QuaverReady Resources - Grades PK-5, 1-year license (Limited Seats)	11	\$2,100.00		\$23,100.00
Professional Development - On-Demand Video Training Courses - Available 24/7	1	\$0.00		\$0.00
Live Virtual Training Check-In (up to 1 hour)	1	\$0.00		\$0.00
			Sub Total	\$23,100.00
			Additional Discounts	\$2,310.00
			Tax	\$0.00
			*Total	\$20,790.00

Notes:

SY 26-27

*Sales Tax will be included on final invoice unless Tax Exempt Certificate is included at time of purchase.

Includes all of the following elements:

- Ready to use Lessons
- Interventions
- Behavior Resources
- Skills Assessment Tool
- Customizable Lesson Plans
- Teacher Module Overviews
- Literacy Connections
- Resources in Spanish
- Parent Resources
- Community Resources
- Professional Development
- Ongoing Training

Credit card orders over \$10,000 may be subject to a 3% processing fee.

To place your order, upload the following information to [this form](#):

1. PO or other form of payment, and tax exempt certificate (if applicable).
2. Billing information including email address. We email all invoices.
3. List of teachers/users including the user's name, email address and school location.



**DEPARTMENT OF EDUCATION
PUTNAM COUNTY
SCHOOL NUTRITION PROGRAM**

2353 North Washington Avenue
Cookeville, TN 38501
PHONE: (931) 525-4707

**Putnam County Board of Education
Agenda Request**

Name of Person Making Request: Jennifer Mitchell

Department: School Nutrition

Phone Number of Person Making Request: 931-525-4707, ext 1501

Account Funding Code (if appropriate): N/A

Backup included

Backup to follow

Approval of both the "Agreement to Administer the School Nutrition Program" and the "Local Agriculture Products Compliance Plan" for School Year 26-27, due annually for School Nutrition Programs.

Jennifer Mitchell, SNP Supervisor
Signature of Person Making Request

6/11/26
Date


Signature of Director of Schools

6-11-26
Date

received
6-11-26 MT

Agreement to Administer the School Nutrition Program(s) for Local Education Agencies/SFAs School Year 2026-27

My signature below indicates that I understand and agree to all the terms and conditions contained in the 2026-27 Agreement and Free and Reduced-Price Policy Statement to operate the School Nutrition Program(s) and will ensure all school personnel abide by the provisions set forth in the Agreement and Policy Statement.

Putnam County Schools

710

[Name of SFA]

[SFA Agr #]

RW73KH7UQAW1

System UEI Number: _____

Indirect Cost Rate: _____

On behalf of the School Food Authority:

Director of Schools:

Corby R. King



[Print]

[Signature]

[Date]

School Nutrition Program Administrator:

Jennifer Mitchell



[Print]

[Signature]

[Date]

On behalf of the Tennessee Department of Education:

State Director, School Nutrition Program:

Joshua Nunnally

[Print]

[Signature]

[Date]

NOTE: This signature page must be provided in conjunction with the electronic renewal of the agreement between the SFA and the Tennessee Department of Education, to administer the School Nutrition Program(s). After completing the automated Agreement renewal process, reviewing the Agreement and the Policy Statement, please sign in blue ink or utilize an electronic signature and upload to the application packet in the Tennessee: Meals, Accounting, and Claiming (TMAC) system.

Local Agriculture Products Compliance Plan School Year 2026-27

Tenn. Code Ann.

§ 49-6-2303(6)

Putnam County Schools

710

[Name of SFA]

[SFA Agr #]

I/we certify to the Tennessee Commissioner of Education that the School Nutrition Program was implemented according to this plan for compliance and that we will make efforts to:

- Make available to our school nutrition program local agriculture products, freshness, and transportation costs to be considered;
- Allow flexible bidding process to assist farmers to bid competitively on portions of a given bid, rather than the entire bid; and
- Require that all food provided for public school use meet or exceed food safety standards for commercial food operations

Each local school board shall submit this plan for compliance 60 days prior to the beginning of the school year. In the subsequent school year, each local school board shall submit modifications to this plan 60 days prior to the beginning of the school year.

On behalf of the School Food Authority:

Director of Schools:

Corby R. King

[Print]



[Signature]

[Date]

School Board Chairperson:

Lynn McHenry

[Print]

[Signature]

[Date]

NOTE: This signature page must be provided in conjunction with the electronic renewal of the agreement between the SFA and the Tennessee Department of Education, to administer the School Nutrition Program(s). After reviewing the Local Agriculture Products Compliance Plan, please sign in blue ink or utilize an electronic signature and upload to the application packet in the Tennessee: Meals, Accounting, and Claiming (TMAC) system.

USDA Debarment Certification and SFA Agreement School Year 2026-27

The USDA Debarment Certification is required to administer the School Nutrition Programs. Complete the USDA certification below to verify that the subrecipient is not excluded or disqualified in accordance with [2 C.F.R. § 180.300](#).

Please complete the attached USDA certification form as part of the agreement package.



Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 C.F.R. §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal or

(Read instructions on page two before completing certification.)

- A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME Putnam County Schools	PR/AWARD NUMBER OR PROJECT NAME School Nutrition Program
NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S) Corby R. King, Director of Schools	
SIGNATURE 	DATE

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

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

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

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

School Year 2026-27 Agreement to Administer the School Nutrition Program(s)

School Breakfast Program – Child Nutrition Grant (ALN 10.553)
National School Lunch Program – Child Nutrition Grant (ALN 10.555)
Seamless Summer Option – Child Nutrition Grant (ALN 10.555)
Afterschool Snack Program – Child Nutrition Grant (ALN 10.555)
Special Milk Program – Child Nutrition Grant (ALN 10.556)

This Agreement (“Agreement”) exists to achieve the purposes of: (1) the Richard B. Russell National School Lunch Act, as amended (42 U.S.C. §§ 1751-1760) and regulations governing the National School Lunch Program (7 C.F.R. Parts 210 and 245) and (2) the Child Nutrition Act of 1966, as amended (7 U.S.C. §§ 1771–1985), and regulations governing the School Breakfast Program (7 C.F.R. Parts 220 and 245) and (3) the Special Milk Program for Children (7 C.F.R. Part 215); (4) Public Law 105–336 authorizing reimbursement for snacks, (5) Public Law 85-478, as amended authorizing the Seamless Summer Option (formerly known as the Seamless Summer Food Service Program); (6) Public Law 108-265 to amend the National School Lunch Act and Child Nutrition Act of 1966 to provide children with increased access to food and nutrition assistance, to simplify program operations and improve program management; (7) Public Law 111-296 the Healthy, Hunger-Free Kids Act of 2010; (8) 2 C.F.R. Part 225 (formerly Office of Management and Budget (OMB) Circular A-87) which stipulates allowable and unallowable expenses in the non-profit School Nutrition Program; (9) Tennessee Code Annotated (T.C.A.) Title 49, Chapter 6, Part 23 governing the operation of the School Nutrition Programs within the state of Tennessee; and (10) State Board of Education rules, regulations, and minimum standards for the operation of the public school system, Chapter 0520-01-06 governing the operation of the Child Nutrition Programs within the State of Tennessee. Those responsible for administering School Nutrition Programs must adhere to all regulations found under 2 C.F.R. Part 200 relating to procurement within the National School Lunch Program and all associated school meal programs.

The Tennessee Department of Education, hereinafter referred to as the “State Agency (SA),” and the School Food Authority (SFA), listed below, hereinafter referred to as the “SFA” agree to comply with the conditions of this Agreement which are based on public laws, regulations, statutes, policies, procedures and best practices that govern the School Nutrition Programs to be operated by the SFA. The State Agency (SA) and SFA are referred to as “Parties” established by this Agreement.

The State Agency (SA)

- a. Agrees that to the extent of funds available, it shall reimburse the SFA in connection with meals, snacks and milk served to children in the indicated program(s) in schools, institutions or sites included in the Agreement and/or amended Agreement during the effective period of this Agreement; agrees that during any fiscal year, the amount of reimbursement paid to the SFA for meals and snacks served to children in each school, institution or site shall not exceed the amount equal to the number of meals or snacks by types (free, reduced, paid), served to children, multiplied by the assigned rates;
- b. Agrees that it will supply, in writing or electronically, to the SFA's School Nutrition Program Administrator, all changes, additions, and deletions to federal and state regulations and policies of the Tennessee Department of Education and State Board of Education that govern the operation of the programs;
- c. Will operate in accordance with U.S. Department of Agriculture nondiscrimination policy, which prohibits discrimination on the basis of race, color, national origin, sex, age, disability or any other category protected under federal civil rights laws;
- d. Reserves the right to disallow any claim for reimbursement, to withhold School Nutrition funds and/or to recover any School Nutrition funds which are used in a manner that is not in accordance with the applicable laws and regulations or the terms of this Agreement; and
- e. Shall execute this Agreement.

The School Food Authority (SFA)

- a. Application. A person appointed as an official for the SFA shall make a written application to the State Agency (SA) for any school in which it desires to operate the program. Applications shall provide the State Agency (SA) with sufficient information to determine eligibility. The SFA shall also submit for approval a Free and Reduced Price Policy Statement in accordance with 7 C.F.R. Part 245.
- b. Agreement. The Parties establish this Agreement, as each SFA approved to participate in the program is required under 7 C.F.R. § 210.9 to enter into a written agreement with the State Agency (SA) that may be amended as necessary. Nothing in the preceding sentence shall be construed to limit the ability of the State Agency (SA) to suspend or terminate this Agreement in accordance with 7 C.F.R. § 210.25. The SFA and participating schools under its jurisdiction shall comply with all provisions of 7 C.F.R. Parts 200, 210, 215, 220, and 245. This Agreement shall provide that each SFA shall, with respect to participating schools under its jurisdiction:
 1. Maintain a nonprofit school nutrition program and observe the requirements for and limitations on the use of nonprofit school nutrition program revenues set forth in 7 C.F.R. § 210.14 and limitations on any competitive school food service as set forth in 7 C.F.R. § 210.11 and SBE Rule 0520-06-.04;
 2. Per 7 C.F.R. § 210.14 (b): Limit its net cash resources in the School Nutrition Program to an



amount that does not exceed three (3) months average expenditures for its nonprofit School Nutrition Program or such other amount as may be approved by the State Agency (SA) in accordance with 7 C.F.R. § 210.19 (a)(1). An SFA seeking to exceed three (3) months average expenditures in its nonprofit school food service account will need State Agency approval. The State Agency (SA) has approved for net cash resources in the School Nutrition Program to not exceed six (6) months' average expenditures for its nonprofit School Nutrition Program account;

3. Agrees that indirect costs may be recovered from the School Nutrition Program only from a reserve fund that exceeds three (3) months' operating expenses as outlined in Tenn. Code Ann. § 49-6-2305 Reserve Fund;
4. Maintain a system of financial accounting as prescribed under 7 C.F.R. §§ 210.14, 220.13 and Part 225;
5. Comply with uniform administrative requirements, cost principles, and audit requirements of federal awards in 2 C.F.R. Part 200 as applicable;
6. Serve meals, during meal periods, which meet the requirements for food components and dietary standards as prescribed in 7 C.F.R. §§ 210.10 and 220.8;
7. Price meals as a unit;
8. Adult meal pricing must follow the requirements stated in the USDA-Food and Nutrition Services (FNS) Instruction 782-5;
9. Serve meals free or at a reduced price to all children who are determined by the local educational agency to be eligible for such meals under 7 C.F.R. Part 245;
10. Comply with the requirements of Provision 2, the Community Eligibility Provision, and reimbursement alternatives if applicable;
11. Claim reimbursement at the assigned rates only for reimbursable free, reduced-price, and paid meals served to eligible children in accordance with 7 C.F.R. Parts 210 and 220. Agree that the SFA official who electronically signs the claim shall be responsible for reviewing and analyzing meal counts to ensure accuracy as specified in 7 C.F.R. §§ 210.8 and 220.9 governing claims for reimbursement. Acknowledge that failure to submit accurate claims will result in the withholding of payments, suspension, or termination of the program as specified in 7 C.F.R. 210.25 regulations. Acknowledge that if failure to submit accurate claims reflects embezzlement, willful misapplication of funds, theft, or fraudulent activity the penalty specified in 7 C.F.R. §§ 210.26 and 220.19 shall apply;
12. Count the number of free, reduced-priced, and paid reimbursable meals served to eligible children at the point of service, or through another counting system if approved by the State Agency (SA);
13. Submit claims for reimbursement in accordance with 7 C.F.R. §§ 210.8 and 220.11;



14. Comply with the requirements of the United States Department of Agriculture regulations regarding nondiscrimination (FNS Instruction 113-1 and 7 C.F.R. Parts 15, 15a, 15b);
15. Not discriminate against any child because of his or her eligibility for free or reduced-price meals in accordance with the approved Free and Reduced-Price Policy Statement;

The program applicant hereby agrees that it will comply with:

- i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d, et seq.);
- ii. Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681, et seq.);
- iii. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794);
- iv. Age Discrimination Act of 1975 (42 U.S.C. §§ 6101, et seq.);
- v. Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. §§ 12131-12189);
- vi. All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 C.F.R. Part 15 et seq.);
- vii. Department of Justice Enforcement Guidelines (28 C.F.R. Parts 35, 42, and 50.3);
- viii. Food and Nutrition Services (FNS) directives and guidelines, to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement; and
- ix. The USDA non-discrimination statement that in accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

By accepting this assurance, the Program applicant agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities and interview such personnel as

needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Program applicant, its successors, transferees, and assignees as long as it receives assistance or retains possession of any assistance from USDA. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Program applicant.

16. Enter into an agreement with the United States Department of Agriculture to receive donated foods as required by 7 C.F.R. Part 250;
17. Maintain, in the storage, preparation, and service of food, proper sanitation and health standards in conformance with all applicable state and local laws and regulations, and comply with the food safety requirements of 7 C.F.R. §§ 210.13 and 220.13;
18. Accept and use, in as large quantities as may be efficiently utilized in its nonprofit school food service, such foods as may be offered as a donation by the United States Department of Agriculture;
19. Maintain necessary facilities for storing, preparing, and serving food;
20. Upon request, make all accounts and records pertaining to its school food service available to the State Agency (SA) and to FNS, for audit or review, at a reasonable time and place. Such records shall be retained for a period of three years after the date of the final Claim for Reimbursement for the fiscal year to which they pertain, except that if audit findings have not been resolved, the records shall be retained beyond the three-year period as long as required for resolution of the issues raised by the audit;
21. Maintain files of currently approved and denied free and reduced-price applications, which must be readily retrievable by the SFA;
22. Maintain files of the names of children currently approved for free meals through direct certification with the supporting documentation, as specified in 7 C.F.R. § 245.6(b)(5), which must be readily retrievable by the SFA. Documentation for direct certification must include information obtained directly from the appropriate state or local agency, or other appropriate individual, as specified by FNS, that:
 - i. A child in the Family, as defined in 7 C.F.R § 245.2, is receiving benefits from SNAP, FDPIR, or TANF, as defined in § 245.2; if one child is receiving such benefits, all children in that family are considered to be directly certified;
 - ii. The child is a homeless child as defined in 7 C.F.R § 245.2;
 - iii. The child is a runaway child as defined in 7 C.F.R § 245.2;
 - iv. The child is a migrant child as defined in 7 C.F.R § 245.2; or
 - v. The child is a Head Start child as defined in 7 C.F.R § 245.2.

23. Retain the individual applications for free and reduced-price meals and meal supplements submitted by families for a period of three (3) years after the end of the fiscal year to which they pertain or as otherwise specified under 7 C.F.R. § 210.9(b)(17);
 24. Retain direct certification documentation for record keeping related to CEP cycles, documentation for established CEP cycles must be maintained for the duration of the cycle and 3 years beyond the final claim as specified under 7 CFR 245.6(e) and the CEP guidance manual; and
 25. No later than December 31 of each year, provide the State Agency (SA) with a list of all elementary schools under its jurisdiction in which 50 percent or more of enrolled children have been determined eligible for free or reduced-price meals as of the last operating day the preceding October. In addition, each SFA shall provide, when available for the schools under its jurisdiction, and upon the request of a sponsoring organization of day care homes of the Child and Adult Care Food Program, information on the boundaries of the attendance areas for the elementary schools identified as having 50 percent or more of enrolled children certified eligible for free or reduced-price meals.
- c. Afterschool care requirements. Those SFAs with eligible schools (as defined in 7 C.F.R. § 210.10(o)(1)) that elect to serve afterschool snacks during afterschool care programs must agree to:
1. Serve afterschool snacks that meet the minimum requirements prescribed in 7 C.F.R. § 210.10;
 2. Price the afterschool snack as a unit;
 3. Serve afterschool snacks free or at a reduced price to all children who are determined by the SFA to be eligible for free or reduced-price school meals under 7 C.F.R. Part 245;
 4. If charging for meals, the charge for a reduced-price afterschool snack must not exceed 15 cents;
 5. Claim reimbursement at the assigned rates only for afterschool snacks served in accordance with this Agreement;
 6. Claim reimbursement for no more than one afterschool snack per child per day;
 7. Review each afterschool care program two times a year; the first review must be made during the first four weeks that the afterschool snack program is in operation each school year; except that an afterschool care program operating year-round shall be reviewed during the first four weeks of its initial year of operation, once more during its first year of operation, and twice each school year thereafter;
 8. Agree to provide organized, regularly scheduled activities in a structured and supervised environment, including an educational or enrichment activity; and
 9. Comply with all requirements of 7 C.F.R. Part 210, except that claims for reimbursement

need not be based on “point of service” meal supplement counts (as required by 7 C.F.R. § 210.9(b)(9)).

- d. Seamless Summer Option (SSO). Those SFAs with eligible schools and sites that elect to serve meals and meal supplements with the seamless summer option, shall agree to:
1. Feed children in low-income areas during the summer months (or during extended breaks of a year-round school schedule). The National School Lunch Act at 42 U.S.C. § 1761(a)(8) allows public and non-profit School Food Authorities/Local Educational Agency (SFA/LEA) participating in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) to operate the Seamless Summer Option. The SFA/LEA will follow requirements, where applicable, in the NSLP and SBP regulations at 7 C.F.R. Parts 210, 220, and 225 for this option;
 2. Apply with the location and description of the option site, percentage of Free/Reduced-price meals, type of site, and method of advertisement;
 3. Adhere to the special provisions of the Seamless Summer Option, which are described in the following sections below (4-23);
 4. Demonstrate financial and administrative capability for Program operations and accept final financial and administrative responsibility for total Program operations at all sites;
 5. Follow SSO policy (established in the body of regulations, instructions, handbooks, and other written guidance) to choose SSO sites;
 6. Restricted Open Site is an open site initially (open to all children through age 18 in the community), but later restricted by the district for security, safety or control reasons;
 7. Closed enrolled a site of which is open to only enrolled children, as opposed to the community at large, which at least 50 percent of enrolled children at the site are eligible for free or reduced-price school meals under National School Lunch Program and School Breakfast Program, as determined by approval of application in accordance with [7 C.F.R. 225.15\(f\)](#), or on the basis of documentation the site meets the definition of “Areas in which poor economic conditions exist, referred to as area eligible;”
 8. The SFA will not claim any meals under the seamless option at any site without receiving prior approval from the State Agency (SA);
 9. All persons meeting the definition of Children in the Summer Food Service Program (SFSP) federal regulations at 7 C.F.R. § 225.2 are eligible to participate. This includes all persons in the community who are 18 years of age and under and (as defined at 7 C.F.R. § 225.2) those persons over age 18 who meet the State Agency (SA) definition of mentally or physically disabled persons and who participate in a public or nonprofit school program established for the mentally or physically disabled;
 10. The SFA/LEA will follow NSLP meal service requirements for lunch and/or afterschool snacks (7 C.F.R. § 210.10) and SBP meal service requirements (7 C.F.R. § 220.8) for breakfast. With State



Agency (SA) approval, the SFA/LEA may serve a supper meal, using applicable NSLP meal service requirements for lunches;

11. Meals will be counted at the point of service;
 12. Second meals are not reimbursable and may not be claimed;
 13. Production and menu records will be maintained that show compliance with meal requirements;
 14. The designated lunch period will be between the hours of 10 a.m. and 2 p.m., unless otherwise exempted by FNS (such as supper service that would not occur during these hours) or exempted by the State Agency (SA) through appropriate waiver requests;
 15. The SFA/LEA may allow “offer versus serve” meals at SSO sites;
 16. Off-site consumption of meals shall not be allowed, except as part of an authorized scheduled event, such as a planned field trip, or if the site is approved to operate non-congregate feeding in rural areas;
 17. The number and types of meals will comply with SFSP requirements at 7 C.F.R. § 225.16(b), as described below in sections # 18-23;
 18. All sites except camps or migrant sites: With State Agency (SA) approval, the SFA/LEA may serve up to two meals at all sites. Meal service may include either (1) one meal each day: a breakfast, a lunch, or a snack; or (2) two meals each day, if one is a lunch and the other is a breakfast or a snack. The SFA/LEA may not claim both lunch and supper meals at the same site on the same day;
 19. There will be no charge for meals served to eligible participants;
 20. Meals at all approved SSO sites, except camps, will be served free to all children in accordance with 7 C.F.R. § 225.6(e)(4) of the SFSP regulations;
 21. The SFA/LEA may claim meals at the “free” rates prescribed by USDA for the NSLP (including snacks) and the SBP. Supper meals, if permitted by the State Agency (SA), may be claimed at the free rate for NSLP lunches. All lunches and suppers served under this amendment will receive the standard commodity support rate available for the NSLP. SSO sites that qualify for the severe needed breakfast rate will continue to receive this differential;
 22. On the monthly claim filed with the State Agency (SA), the SFA/LEA must identify meals served at SSO sites separately from other NSLP or SBP meals served at other sites; and
 23. The SFA/LEA will review the meal counting, claiming, and meal pattern compliance within the three (3) weeks of starting operations for all sites that are newly approved to operate the Seamless Summer Feeding Option or that are operated by non-SFA/LEA personnel.
- e. The Fresh Fruit and Vegetable Program (FFVP) allows selected schools to receive reimbursement for the cost of making free fresh fruits and vegetables available to students during the school day.



The following conditions must be met:

1. These fresh fruits and vegetables must be provided separately outside of the lunch or breakfast meal service times, in one or more areas of the school during the official school day;
2. All schools that participate in the FFVP are required to widely publicize within the school the availability of free fresh fruits and vegetables;
3. Schools with the highest free and reduced-price enrollment will be selected;
4. Yearly training with any updates shall be available to all FFVP schools;
5. Selected schools must meet the following criteria: be an elementary school, represent the highest percentage of students certified for free and reduced-price benefits, participate in the NSLP, complete an annual application and/or update for the FFVP;
6. A per-student allocation of \$50-\$75 per year will be made;
7. Provide a serving of fruit or vegetable only to teachers who are directly responsible for serving the fruit or vegetable;
8. Submit a monthly claim for reimbursement;
9. May use no more than ten (10) percent of your school's total grant for administrative costs; and
10. Receive reimbursement for the costs of purchasing, preparing, and serving fresh fruits and vegetables to children in your schools.

The State Agency (SA) and the SFA mutually agree that:

- a. Schools or sites may be added or deleted by amending this Agreement as the need arises and references herein to schools or sites within the SFA shall be deemed to include all schools or sites as added through the Site Application.
- b. Both shall cooperate with USDA officials and contractors conducting evaluations and research in the School Nutrition Programs.
- c. For the purpose of this Agreement, the following terms will mean respectively:
 1. *Adult*: the department interprets adult to mean a person who is (1) a staff member or employee of a school, including all faculty, supervisory and other personnel and (2) not under twenty-one (21) chronological years of age in non-profit Residential Child Care Institutions (RCCIs) and (3) not a student of high school grade or under as determined by the state education agency in schools;
 2. *Child*: means (a) a student of high school grade or under as determined by the state education agency, who is enrolled in an educational unit of high school grade or under as described in



paragraph (a) and (b) of the definition *school* including students with a disability who participate in a school program established for persons with disabilities ; (b) a person under twenty-one (21) chronological years of age who is enrolled in an institution or center as described in paragraph (c) of the definition of school; or (c) for afterschool care programs, persons aged 18 and under at the start of the school year, and persons of any age with a disability who participate in a school program established for persons with disabilities;

3. *Meals*: means food served at a school under the indicated programs that meets the applicable nutritional requirements set forth in the regulations and policies; *Meals* include breakfast, lunch, or snack;
 4. *Non-profit School Food Service*: means meal service operated by the SFA for the benefit of children, all the income from which is used solely for the operation or improvement of such meal service and for no other purpose;
 5. *School*: (a) an educational unit of high school grade or under, recognized as part of the educational system in the state and operating under public or non-profit private ownership in a single building or complex of buildings; (b) any public or non-profit private classes of pre-primary grade when they are conducted in the aforementioned schools; or (c) any public or non-profit, private residential child care institution, or distinct part of such institution, which operates principally for the care of children, and, if private, is licensed to provide residential child care services under the appropriate licensing code by the state or a subordinate level of the government, with the exception of residential summer camps, which participate in the Summer Food Service Program for Children, Job-corps Centers funded by the Department of Labor, and private foster homes;
 6. *School food authority* means the governing body responsible for the administration of one or more schools, institutions, or sites, and that has the legal authority to operate the NSLP, the SBP, the Special Milk Program, the SSO and/or the Afterschool Snack Program therein.
- d. This Agreement is effective for the programs as approved in the electronic application for the period commencing July 1 and ending the following June 30; This must be signed by the Director of Schools and maintained at the SFA level. Approval in the Tennessee: Meals, Accounting, and Claiming (TMAC) system will be made as soon as SFAs submit the appropriate information through the TMAC system.
 - e. The SFA/LEA shall comply with all requirements of 7 C.F.R. § 245.6(f) when disclosing students' free and reduced-price eligibility status without parental consent. This includes the requirement that SFAs/LEAs may only disclose such information to persons determined to be "directly connected" with the administration or enforcement of a federal education program, state education program, state health program, or a means-tested nutrition program, as well as to persons directly connected with the Comptroller General Office or law enforcement for an authorized activity. Eligibility information shall not be made generally available to all school officials. Only individuals with a legitimate "need to know" to provide a service or carry out an authorized activity may access or use eligibility information. Teachers, guidance counselors, principals, or other school officials who are not helping under the appropriate statutory or regulatory requirements

cannot have access to eligibility information. The SFA/LEA is responsible for determining whether it is legally permissible and appropriate for an individual to have access to and/or disclose students' free and reduced-price eligibility information.

- f. State agencies, SFAs/LEAs, and schools must also ensure data systems, records, and other means of accessing a student's eligibility status are limited to officials directly connected with administration or enforcement of federal or state program or activity. Online data systems shall have a masking or de-identification capability to prevent unauthorized access to free and reduced-price eligibility status.
- g. The State Agency (SA) may withhold Federal School Nutrition funds from the SFA when there is evidence of material non-compliance with the terms and conditions of this Agreement; the State Agency (SA) may also withhold Federal School Nutrition funds for failure of the SFA to take corrective action within sixty (60) days of notification of non-compliance as a result of a USDA mandated review, an Additional Administrative Review (AAR) or Technical Assistance (TA) Review; the State Agency (SA) may terminate this Agreement with the SFA immediately upon receipt of evidence that the terms and conditions of this Agreement or any of the regulations specified herein have not been fully complied with the SFA; any termination of the Agreement by the State Agency (SA) shall be in accordance with applicable laws and regulations.
- h. The terms of this Agreement shall not be modified or changed in any way other than by written amendment, agreed to in writing by both parties hereto.

Policy Statement for Providing Free and Reduced Price Meals to Students

This document is part of the Agreement between the SFA and the SA to administer the School Nutrition Programs.

The SFA accepts responsibility for providing **free and reduced-price meals and/or free milk and afterschool snacks** to eligible children in the schools under its jurisdiction.

The SFA assures the Tennessee Department of Education that the school district will uniformly implement the following policies to administer the program(s) in schools under its jurisdiction. In fulfilling these responsibilities, the SFA agrees to the following provisions:

- A. Serve meals free to children from households whose income is at or below the free meal eligibility scale listed in the current income eligibility guidelines, or whose participation in SNAP (formerly Food Stamp Program) or Families First also called Temporary Assistance for Needy Families (TANF) or the Food Distribution Program on Indian Reservations (FDPIR) qualifies them for direct certification for free meals, or whose migrant, homeless, runaway or foster child status or other federally-approved status as described in a policy memorandum issued by the United States Department of Agriculture, entitles them for categorical eligibility for free meals, or whose participation in Medicaid indicates a household income equivalent to an income eligible for free meals;
- B. Serve meals at a reduced price to children from households whose income is at or below the reduced-price meal eligibility scale listed in the current income eligibility guidelines and/or use other available resources for the student co-pay for reduced price breakfast meals (\$ 0.30 per meal) or paid meals to serve breakfast meals at no charge to students who are eligible for reduced price meals or paid meals;
- C. Ensure reduced price charges for lunch and breakfast are at or below the maximum reduced price allowed by regulations. Reduced price charges for lunch shall be set at \$.40 or less, reduced price breakfast shall be set at \$ 0.30 or less, and reduced-price snacks shall be served at \$ 0.15 or less;
- D. Ensure food is not used as a means of rewarding or punishing students for any purpose;
- E. Ensure no physical segregation of, nor any other discrimination against, any child because of his/her inability to pay the full price. The names of children eligible to receive free or reduced-price meals shall not be distributed, published, posted, or announced in any manner, and there shall be no overt identification of any such children by use of special tokens, tickets, identification numbers or any other means. Further assurance is given that children eligible for free or reduced-price meals shall not be required to:
 1. Work for their meals;

2. Use separate dining room areas;
 3. Go through a separate serving line;
 4. Enter the dining room through a separate entrance;
 5. Eat meals at a different time; or
 6. Eat a meal different from the one sold to children paying the full price, or be denied a meal.
- F. Operate the School Nutrition Programs so that no child shall be discriminated against on the basis of race, color, national origin, sex, age, or disability.
- G. Authorize the School Nutrition Administrator/Designee to serve as the Determining Official for the LEA; the Determining Official shall determine student's meal eligibility status based on the current school year NSLP income eligibility guidelines, which are updated annually. This official agrees that information on the application will be used to determine the child's eligibility for only those benefits designated by the parent/guardian. The determining official is also authorized to make decisions about extending school meal benefits to students residing in households where other students are directly certified for free meals and who are subsequently eligible to receive them based USDA guidance. (Note: The Determining Official may not serve as the Hearing Official. See Item K.)
- H. Develop and make available to each child's parent or guardian, a letter as outlined herein, including a household application for free or reduced-price meals, at the beginning of each school year. The school system must develop a procedure and keep it on file for disseminating applications (school packets, email, website, or combination, etc.). This procedure must define if applications will be paper or electronic and how they will be returned. Parents will be responsible for completing a household application and returning it to the school or Board of Education for review. Such applications and documentation of action taken will be maintained for three (3) years after the end of the school year to which they pertain. Applications are effective for one year. Any parent enrolling a child in a school for the first time, at any time during the year, shall be provided with an application for meal benefits. If a child transfers from one school to another under the jurisdiction of the LEA, the child's eligibility for free or reduced-price meals will be transferred to, and honored by, the receiving school. Parents or guardians will be notified within ten (10) working days of the acceptance or denial of their applications. Children will be served meals immediately upon the submission of a complete application; children whose applications are approved for free meal benefits shall not incur charges during the application processing period.

Use data from the State Agency's Direct Certification Technology System to issue meal benefits to students who are directly certified for free meals and to notify the students' households of free or reduced-price meal benefits and allow the household the opportunity to decline free meal benefits should they choose to do so.

The Healthy, Hunger-Free Kids Act of 2010, Public Law 111-296, amended Section 9(b)(5) of the Richard B. Russell National School Lunch Act to allow certification of a foster child for free meals, without application, if the local educational agency or other child nutrition program institution obtains documentation from an

appropriate state or local agency indicating the status of the child as a foster child whose care and placement is the responsibility of the state. The foster child is categorically eligible and may be certified without an application. Households with foster and non-foster children may choose to include the foster child as a household member, as well as any personal income earned by the foster child, on the same household application that includes their non-foster children. This will streamline the application process and may help the foster family's non-foster children qualify for free or reduced-price meals based on household size and income.

In processing the application, the LEA would certify the foster child for free meals and then make an eligibility determination for the remainder of the household based on the household's income (including personal income earned by the foster child) or other categorical eligibility information reported on the application. Foster payments received by the family from the placing agency are not considered income and do not need to be reported. The presence of a foster child in the household does not convey eligibility for free meals to all children in the household in the same manner as FNS, Temporary Assistance for Needy Families (TANF), Food Distribution Program.

When an application is denied, parents or guardians will be provided written notification in a language that parents and guardians can understand, to the extent practicable, which shall include the following:

1. Reason for the denial of benefits, (for example: income in excess of allowable limits or incomplete application).
 2. Notification of the right to appeal the denial of benefits.
 3. Specific instructions on how to appeal.
 4. Statement reminding parents that they may reapply for free and reduced-price benefits at any time during the school year. (Note: The reasons for ineligibility shall be properly documented and retained on file at the LEA level.)
- I. Select and verify by November 15 the eligibility of a sample of the approved free and reduced-price applications on file as of October 1. The SFA further agrees to maintain the following records relating to verification for a period of three (3) years:
1. Total number of applications on file as of October 1st.
 2. Documentation of the sample selection.
 3. Summary of all verification activities and outcomes.
- J. Conduct a second-party review of applications to ensure the applications are complete and benefits are accurately issued if a computerized system is not used.
- K. Identify individuals within the district who are authorized to serve as liaisons in the following areas:

- Migrant
- Homeless/Runaway
- HeadStart
- EvenStart
- FosterChild

These liaisons will be authorized to provide official, accurate information to the SFA's determining official for the purpose of determining categorical eligibility for students who meet pre-established criteria.

- L. Designate a Hearing Official to establish and use a fair hearing procedure under which:
1. A household can appeal against a decision made on the original application.
 2. A household can appeal an adverse action made because of verification of an application.
 3. The SFA can challenge the continued eligibility of any child. During the appeal and hearing, the child who was determined to be eligible based on the application submitted will continue to receive free or reduced-price meals or free milk.

The Hearing Official must be someone not involved in the original eligibility determination. It is suggested that the Hearing Official hold a position at a higher administrative level than that of the Determining Official.

Hearing Procedure

Prior to initiating the hearing procedure, the school official, the parent(s) or the guardian may request a conference to provide an opportunity for the parent(s)/guardian(s) and school official(s) to discuss the situation, present information, obtain an explanation of data submitted in the application and the decisions rendered. Such a conference shall not in any way prejudice nor diminish the right to a fair hearing.

The designated hearing official shall ensure that the hearing procedure provides the following for both the household and the LEA:

1. A publicly announced, simple method for making an oral or written request for a hearing;
2. An opportunity to be assisted or represented by an attorney or other person;
3. An opportunity to examine, prior to and during the hearing, the documents, and records presented to support the decision under appeal;
4. Reasonable promptness and convenience in scheduling a hearing and adequate notice as to its time and place;



5. An opportunity to present oral or documentary evidence and arguments supporting a position without undue interference;
 6. An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witness(s);
 7. That the hearing will be conducted, and the decision will be made by an official who did not participate in the decision under appeal (or any previous conference);
 8. That the decision of the hearing official will be based on the oral and documentary evidence presented at the hearing and entered into the hearing record;
 9. That the parties concerned, and any designated representative thereof be notified in writing of the decision;
 10. That for each hearing, a written record be prepared, including the decision under appeal, any documentary evidence and a summary of any oral testimony presented at the hearing, the decision of the hearing official and the reasons therefore, and a copy of the notification to the parties concerned of the hearing official's decision; and
 11. That such written record must be retained for a period of three (3) years after the close of the school year to which it pertains; these records must be made available for examination by the parties concerned or their designees at any reasonable time and place during such period.
- M. Submit a public/press release annually to notify the public of the process for applying for free and reduced-price meal benefits. At such time during the course of the year the LEA is informed of major employers contemplating or experiencing large layoffs, or other conditions that would result in loss of income to households, the LEA will provide specific information about applying for free or reduced-price school meal benefits to employees whose children may be enrolled in the LEA. In addition, the LEA agrees to provide such a public release whenever there is a change in eligibility criteria, unless specifically exempted from doing so.
- N. Establish a written procedure to collect money from children who pay for their meals and milk and to account for the number of free, reduced-price, and full-price and alternate meals served. The procedure described will be used so that no other child in the school will be aware of such a procedure or the identity of the children receiving free or reduced-price meals or free milk.
- O. Submit to the Tennessee Department of Education, School Nutrition Program, Andrew Johnson Tower, 710 James Robertson Parkway, Nashville, TN 37243-0389, or email to School.Nutrition@tn.gov any revisions to the administrative procedures outlined in this policy statement before implementation. Such changes will be effective only upon approval by the department. All changes in eligibility criteria must be publicly announced in the same manner used at the beginning of the school year.



Putnam County Board Of Education
Agenda Request

Date: June 15, 2026

Department: Coordinated School Health/Student Services/Family Resources

Person Submitting: Shelia Barker

Account Number (if appropriate) N/A

Check one:

Backup included

Backup to follow

Statement to be included in board agenda packet:

Approval of the Memorandum of Understanding (MOU) between Communities in Schools of Tennessee, Inc. (CIS) and Putnam County School System (PCSS) for the 2026-2027 school year. The purpose of this relationship is to coordinate partnerships among service agencies, business organizations, community members and the school to effectively provide the vital nonacademic resources and support that youth need to succeed and stay on the path to graduation in the following schools: Park View, Cane Creek and Cornerstone.

Shelia Barker 6-15-26
Signature of Person Making Request Date

[Signature] 6-15-26
Signature of Director of Schools Date



Memorandum of Understanding
Communities In Schools of Tennessee, Inc.
and _____
Parkview

I. Background and Introduction

This document defines the relationship and responsibilities of Communities In Schools of Tennessee, Inc. (CISTN) and _____ Parkview _____. The following agreement is designed to assist CISTN and _____ Parkview _____ in the effective delivery of integrated student supports.

These integrated student supports will typically be provided in the school community but may also be provided virtually, at the sole discretion of CISTN, in the case of unforeseen events such as a pandemic or natural disaster.

The mission of Communities In Schools is to surround students and families with a community of support, empowering students to stay in school and achieve in life. CISTN establishes and coordinates partnerships among service agencies, business organizations, community members, and the school to effectively provide the vital non-academic resources and supports that youth need to succeed and stay on the path to graduation. CISTN will provide a Program Manager to work in the school with students, staff, and families. Through case management and the development of community partnerships, the Program Manager will bring comprehensive resources and supports into the school to address school-wide and individual student needs.

Through programming and case management, the Program Manager will connect the school and students with the following tiers of support, which address school wide as well as individual needs.

- **Tier I:** Widely available services designed to foster a positive school climate and address school-level risk factors.
- **Tier II:** Targeted services typically provided in a group setting to case managed students with a common need.
- **Tier III:** Intensive, individualized services typically provided in a one-on-one setting to case managed students with highly specific needs.

The successful delivery of the CISTN program depends upon a clear understanding regarding the use of dedicated CISTN staff. Through this MOU, both parties mutually agree that oversight of the program rests with CISTN program management, and adherence to the model is critical to the success of the students. CISTN Program Managers are expected to spend their time with activities directly aligned with School Support Plan goals, and any deviation from that must be discussed with and agreed upon by CISTN program management.

Through the work of CIS, partnerships are built that bring comprehensive resources and supports into the school to meet the needs of at-risk students and address risk factors related to student drop-out. Additional information about the CIS model can be found in Attachment A.

II. Deliverables

In support of their mutual goals and missions, Communities In Schools of Tennessee and _____ Parkview _____ agree to the following:

<p><u>Communities In Schools of Tennessee will:</u></p>	<p><u>Parkview will:</u></p>
<p>1. Provide a full-time CIS Program Manager (PM) on campus and/or virtually in accordance with the school calendar to complete the following:</p> <ul style="list-style-type: none"> • Build community partnerships to address needs identified in CIS Annual Needs Assessment; • Connect and provide all three tiers of integrated student supports aligned with CIS School Support Plan and individual Student Support Plans; <ol style="list-style-type: none"> i. Tier 1 – whole school supports ii. Tier 2 – small group intervention for case managed students iii. Tier 3 – individualized support for case managed students • Serve as a liaison to school administrators while working with community organizations and volunteers. 	<p>1. Commit to supporting the full implementation of the CIS model,</p> <ul style="list-style-type: none"> • Completing New Principal Orientation upon the first year of CIS services or when a new principal is assigned to the school • Actively engaging with CIS Program Manager (PM) on efforts that fall within the CIS mission • Supporting PM in providing all three tiers of integrated student supports aligned with CIS School Support Plan and Individual Student Support Plans <ol style="list-style-type: none"> i. Tier 1 – whole school supports ii. Tier 2 – small group intervention for case managed students iii. Tier 3 – individualized support for case managed students • Ensure that the PM is integrated into the school community as a valued partner. <p>The principal will serve as a primary point of contact for PM and liaison to CISTN program leadership.</p>
<p>2. Support successful implementation of the CIS model (see Attachment A) by sharing program information with school staff during professional development and/or faculty/staff meetings at a minimum of 4 times per school year. Newly placed PM’s will attend first available professional development after placement at school to introduce themselves and share program information. Additionally, PM will participate in faculty/staff meetings as needed</p>	<p>2. Assist school staff in understanding the PM’s role and referral process by providing PM dedicated time during professional development and/or faculty/staff meetings at a minimum of 4 times per school year. Provide newly placed PM’s dedicated time at first available professional development after placement at school to introduce themselves and share program information. Additionally, include PM in regularly scheduled faculty/staff meetings relevant to PM’s role.</p>
<p>3. Ensure that all adults having direct contact with students on behalf of CISTN have undergone the appropriate criminal background checks in accordance with CIS, school and/or district policies. Direct contact is defined as volunteer opportunities in which the volunteer works independently with students without CIS direct supervision. Examples include, but are not limited to, lunch buddies or reading buddies.</p>	<p>3. Assist CISTN, if needed, in securing the necessary resources for background checks in accordance with school and/or district policies.</p>
<p>4. Observe and formally evaluate the PM’s capacity, competencies, and contributions during a 90-day</p>	<p>4. Maintain open communication with the PM and CISTN leadership and provide timely feedback regarding progress and challenges when delivering supports.</p>

<p>introductory period of employment and at the end of the school year.</p>	
<p>5. Work collaboratively with school principal and identified leadership to conduct a school wide Needs Assessment and develop a School Support Plan to address identified needs in-person and/or virtually.</p>	<p>5. Work collaboratively with PM on an annual needs assessment by sharing existing needs assessments, current student & school data, and school improvement plans.</p>
<p>6. Establish and/or identify members of a School Support Team that may include school staff, leadership, and others to inform and monitor the School Support Plan and to offer guidance and assistance in delivering the three tiers of support.</p>	<p>6. Work with the PM to establish/designate School Support Team members who will assist in the delivery of the CIS model. Actively support and advance the coordinated efforts of the School Support Team throughout the year.</p>
<p>7. Implement CIS School Support Plan strategies throughout the year to address identified needs.</p> <ul style="list-style-type: none"> • PM will advance the School Support Plan draft for Principal approval and signature. 	<p>7. Assist PM in the development of annual goals and in identifying community partners that can provide aligned services to support the implementation of the signed School Support Plan.</p>
<p>8. Maintain the security and confidentiality of all student information as required by FERPA and other applicable law, and in accordance with CIS's Parent/Guardian Consent from (Attachment B). CIS obtains parent/guardian consent for all Case Managed students on an annual basis. CIS shares schoolwide and/or aggregated case managed student information to inform service planning, evaluate student progress and for purposes of required reporting and auditing, to partner schools and districts, partner referral agencies and support providers, CIS national headquarters and audit agencies. CIS may share limited confidential information, including personally identifiable information, only when required by FERPA, applicable law, and an authorized CIS Parent/Guardian consent form. Requests for CIS data outside the normal district/school reporting process as outlined in part 10 of this MOU can be made to CIS's Chief Program Officer in writing. Such requests will be evaluated on a case-by-case basis and be provided at the sole discretion of CIS, which is subject to statutory requirements.</p>	<p>8. Provide direct access to the student data management system, along with login, training, and tech support, for the purpose of monitoring and evaluating progress of schoolwide data and individual case managed students with signed CIS Parent/Guardian Consent forms. Provide PM with school district email and ensure access to school-level and case-managed student level data for the following: attendance and chronic absenteeism, grades, behavior incidents, promotion/graduation, demographic data, enrollment data, free and reduced lunch qualification data, and any additional data points as deemed necessary and pursuant to applicable law. Understand CIS will enter relevant student data into the CIS data management system and other applications necessary for the delivery of services.</p>
<p>9. Develop and manage a consistent, school-specific referral process for school staff, parents/families, and School Support Team members to use when referring students for CISTN targeted/intensive case management services, whether at school or virtual. If</p>	<p>9. Work with the Program Manager and other school staff to establish and maintain a consistent, school-specific referral process for CISTN targeted/intensive case management services. If school has access to Early Warning Indicator data, then the school will</p>

<p>CISTN has access to Early Warning Indicator data, then the PM will work with the school to review student data (attendance, behavior, academics) on a regular basis to identify students who might benefit most from CISTN case management services. Understand that student referrals can be made by the CIS site coordinator, school faculty, parents, or by the student themselves. Program Managers must assess all students to determine if they meet the requirements to receive case management services. PM is expected to case manage 10% of the student enrollment up to 50 students per PM.</p>	<p>work with the PM to review student data (attendance, behavior, academics) on a regular basis to identify students who might benefit most from CISTN case management services. Understand that student referrals can be made by the CIS site coordinator, school faculty, parents, or by the student themselves. Program Managers must assess each and every student referral to determine if they meet the requirements to receive case management services.</p>
<p>10. Provide regular and timely reports on both the progress toward annual School Support Plan goals and aggregated Case Management student progress, in the following formats:</p> <ol style="list-style-type: none"> a. School Support Plan b. Quarterly Reports, including aggregated end of year outcomes and results in Quarter 4 c. Regional End of Year Impact Reports 	<p>10. Principal will participate in quarterly partnership meetings with the Program Manager and Program Director to review data and discuss progress toward agreed upon School Support Plan goals.</p>
<p>11. In the unlikely event that a formal CISTN employee or volunteer investigation is warranted, CISTN will remove personnel or volunteers while investigation is underway and until the matter is settled to the satisfaction of the school site and CISTN.</p>	<p>11. Work with CISTN in arbitration of problems arising with CISTN employee or volunteer, as needed.</p>
<p>12. Equal Employment Opportunity and Anti-Harassment</p> <p>CISTN is committed to providing a work and program environment that is free from discrimination and harassment. CISTN and the School Partner agree not to discriminate against or allow harassment of any employee, applicant, contractor, or volunteer based on any characteristic protected by law.</p> <p>Reporting and Investigation</p> <p>Complaints can be made through the CISTN Complaint Form accessible from www.cistn.org/contact and will be reviewed by the CISTN COO. If a concern or complaint is raised by a CISTN employee or district, CISTN will follow internal investigation processes and escalation to members of organization leadership as required. This may include speaking with the individuals involved, gathering information, and documenting what is found. CISTN will provide a written summary of next steps to</p>	<p>12. Equal Employment Opportunity and Anti-Harassment</p> <p>CISTN is committed to providing a work and program environment that is free from discrimination and harassment. CISTN and the School Partner agree not to discriminate against or allow harassment of any employee, applicant, contractor, or volunteer based on any characteristic protected by law.</p> <p>Reporting and Investigation</p> <p>Complaints can be made through the CISTN Complaint Form accessible from www.cistn.org/contact and will be reviewed by the CISTN COO. If a concern or complaint is raised by a CISTN employee or district, CISTN will follow internal investigation processes and escalation to members of organization leadership as required. This may include speaking with the individuals involved, gathering information, and documenting what is found. CISTN will provide a written summary of next steps to</p>

<p>school and/or district leadership. Temporary actions may be taken during the investigation, such as adjusting staff assignments or removing staff from the assignment.</p> <p>Corrective Action If a CISTN employee is found to commit a policy or legal violation, CISTN will take appropriate action. This may include disciplinary steps, up to and including termination. CISTN will also take steps to help prevent similar issues in the future. When appropriate, updates will be shared with the School Partner while respecting privacy requirements. In some cases, resolution may require engagement of CISTN and school or district-level leadership in a collaborative process to ensure a satisfactory resolution or compromise for both parties. In the event of a credible complaint by a CISTN employee regarding the actions of school or district personnel, CISTN will ensure compliance with district/school reporting processes and may adjust staff assignments or remove staff from the assignment for the safety and wellbeing of the CISTN employee.</p> <p>Non-Retaliation CISTN does not allow retaliation against anyone who raises a concern, makes a complaint, or participates in an investigatory process.</p> <p>Cooperation CISTN and the School Partner agree to comply with any lawful investigation or inquiry by the U.S. Equal Employment Opportunity Commission or other authorized agencies.</p> <p>Breach of Agreement Failure to follow these requirements may be considered a material breach of this MOU and may result in further action, in line with notice and cure provisions.</p>	<p>school and/or district leadership. Temporary actions may be taken during the investigation, such as adjusting staff assignments or removing staff from the assignment.</p> <p>Corrective Action If a CISTN employee is found to commit a policy or legal violation, CISTN will take appropriate action. This may include disciplinary steps, up to and including termination. CISTN will also take steps to help prevent similar issues in the future. When appropriate, updates will be shared with the School Partner while respecting privacy requirements. In some cases, resolution may require engagement of CISTN and school or district-level leadership in a collaborative process to ensure a satisfactory resolution or compromise for both parties. In the event of a credible complaint by a CISTN employee regarding the actions of school or district personnel, CISTN will ensure compliance with district/school reporting processes and may adjust staff assignments or remove staff from the assignment for the safety and wellbeing of the CISTN employee.</p> <p>Non-Retaliation CISTN does not allow retaliation against anyone who raises a concern, makes a complaint, or participates in an investigatory process.</p> <p>Cooperation CISTN and the School Partner agree to comply with any lawful investigation or inquiry by the U.S. Equal Employment Opportunity Commission or other authorized agencies.</p> <p>Breach of Agreement Failure to follow these requirements may be considered a material breach of this MOU and may result in further action, in line with notice and cure provisions.</p>
<p>13. Provide the PM with programmatic materials, computer, and office supplies. Provide the PM with offsite, CISTN-led professional learning opportunities</p>	<p>13. In each of the schools identified, provide the PM with private, non-shared office space in order to maintain confidentiality during case management, groups or</p>

<p>and administrative reporting days at a minimum of two (2) full days a month.</p>	<p>crisis intervention. Additionally, schools must provide a phone, desk, office chair, and printing access and capability. Schools must also provide the PM with secure internet access with industry standard firewalls and compliance with Children’s Internet Protection Act. Internet access should be on the same network used by school administration and teachers, not a guest network. In the event that the PM office space must be relocated, the change will be communicated to the Program Manager and Program Director prior to the move. Recognize that the PM participates in offsite, CISTN-led professional development learning opportunities and administrative reporting days at a minimum of two (2) full days a month.</p>
<p>14. Agree to market and promote the school in its marketing materials.</p>	<p>14. Agree to market and promote CISTN in its marketing materials.</p>

III. Payment

Annual payment of \$20,000 will be made to CISTN by Putnam County School District. Payment will be due to CISTN within 30 days of the invoice date. Invoices will be sent biannually in August and January. The annual payment amount indicated is subject to annual review and shall be adjusted by an inflationary percentage, as needed. Any planned adjustments will be communicated by March 2027.

IV. Duration

This agreement is effective July 1, 2026 for the duration of 12 months and will automatically renew for subsequent 12-month terms in the absence of written/emailed notice by either party 30 days prior to the renewal date.

V. Authorized Representative

The Chief Program Officer, Tiffany Patton, is authorized to serve as MOU Manager on behalf of CISTN. The school Principal will serve as the MOU Manager and the primary point of operational contact for the administration and operation of this MOU on behalf of the school. Any deviation from the project deliverables contained in the Scope of Work must be approved in writing in advance by the MOU Managers and will require an addendum to this MOU.

VI. Modifications

This agreement may be amended by an agreement in writing executed by authorized representative of Communities In Schools of Tennessee and Parkview.



VII. Approvals

Communities in Schools of Tennessee

By : 
CISTN Chief Program Officer

Date : 05/18/2026

Parkview _____ :

By : *Corby R. King*
District Director or Principal

Date : 05/18/2026



Communities In Schools of Tennessee will:	Cane Creek will:
<p>1. Provide a full-time CIS Program Manager (PM) on campus and/or virtually in accordance with the school calendar to complete the following:</p> <ul style="list-style-type: none"> • Build community partnerships to address needs identified in CIS Annual Needs Assessment; • Connect and provide all three tiers of integrated student supports aligned with CIS School Support Plan and individual Student Support Plans; <ol style="list-style-type: none"> i. Tier 1 – whole school supports ii. Tier 2 – small group intervention for case managed students iii. Tier 3 – individualized support for case managed students • Serve as a liaison to school administrators while working with community organizations and volunteers. 	<p>1. Commit to supporting the full implementation of the CIS model,</p> <ul style="list-style-type: none"> • Completing New Principal Orientation upon the first year of CIS services or when a new principal is assigned to the school • Actively engaging with CIS Program Manager (PM) on efforts that fall within the CIS mission • Supporting PM in providing all three tiers of integrated student supports aligned with CIS School Support Plan and Individual Student Support Plans <ol style="list-style-type: none"> i. Tier 1 – whole school supports ii. Tier 2 – small group intervention for case managed students iii. Tier 3 – individualized support for case managed students • Ensure that the PM is integrated into the school community as a valued partner. <p>The principal will serve as a primary point of contact for PM and liaison to CISTN program leadership.</p>
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VII. Approvals

Communities in Schools of Tennessee

By : 
CISTN Chief Program Officer

Date : 05/18/2026

Cane Creek _____ :

By : *Corby R. King*
District Director or Principal

Date : 05/18/2026



Memorandum of Understanding
Communities In Schools of Tennessee, Inc.
and _____

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These integrated student supports will typically be provided in the school community but may also be provided virtually, at the sole discretion of CISTN, in the case of unforeseen events such as a pandemic or natural disaster.

The mission of Communities In Schools is to surround students and families with a community of support, empowering students to stay in school and achieve in life. CISTN establishes and coordinates partnerships among service agencies, business organizations, community members, and the school to effectively provide the vital non-academic resources and supports that youth need to succeed and stay on the path to graduation. CISTN will provide a Program Manager to work in the school with students, staff, and families. Through case management and the development of community partnerships, the Program Manager will bring comprehensive resources and supports into the school to address school-wide and individual student needs.

Through programming and case management, the Program Manager will connect the school and students with the following tiers of support, which address school wide as well as individual needs.

- **Tier I:** Widely available services designed to foster a positive school climate and address school-level risk factors.
- **Tier II:** Targeted services typically provided in a group setting to case managed students with a common need.
- **Tier III:** Intensive, individualized services typically provided in a one-on-one setting to case managed students with highly specific needs.

The successful delivery of the CISTN program depends upon a clear understanding regarding the use of dedicated CISTN staff. Through this MOU, both parties mutually agree that oversight of the program rests with CISTN program management, and adherence to the model is critical to the success of the students. CISTN Program Managers are expected to spend their time with activities directly aligned with School Support Plan goals, and any deviation from that must be discussed with and agreed upon by CISTN program management.

Through the work of CIS, partnerships are built that bring comprehensive resources and supports into the school to meet the needs of at-risk students and address risk factors related to student drop-out. Additional information about the CIS model can be found in Attachment A.

II. Deliverables

In support of their mutual goals and missions, Communities In Schools of Tennessee and _____ Cornerstone _____ agree to the following:

<u>Communities In Schools of Tennessee will:</u>	<u>Cornerstone</u> <u>will:</u>
<p>1. Provide a full-time CIS Program Manager (PM) on campus and/or virtually in accordance with the school calendar to complete the following:</p> <ul style="list-style-type: none"> • Build community partnerships to address needs identified in CIS Annual Needs Assessment; • Connect and provide all three tiers of integrated student supports aligned with CIS School Support Plan and individual Student Support Plans; <ol style="list-style-type: none"> i. Tier 1 – whole school supports ii. Tier 2 – small group intervention for case managed students iii. Tier 3 – individualized support for case managed students • Serve as a liaison to school administrators while working with community organizations and volunteers. 	<p>1. Commit to supporting the full implementation of the CIS model,</p> <ul style="list-style-type: none"> • Completing New Principal Orientation upon the first year of CIS services or when a new principal is assigned to the school • Actively engaging with CIS Program Manager (PM) on efforts that fall within the CIS mission • Supporting PM in providing all three tiers of integrated student supports aligned with CIS School Support Plan and Individual Student Support Plans <ol style="list-style-type: none"> i. Tier 1 – whole school supports ii. Tier 2 – small group intervention for case managed students iii. Tier 3 – individualized support for case managed students • Ensure that the PM is integrated into the school community as a valued partner. <p>The principal will serve as a primary point of contact for PM and liaison to CISTN program leadership.</p>
<p>2. Support successful implementation of the CIS model (see Attachment A) by sharing program information with school staff during professional development and/or faculty/staff meetings at a minimum of 4 times per school year. Newly placed PM's will attend first available professional development after placement at school to introduce themselves and share program information. Additionally, PM will participate in faculty/staff meetings as needed</p>	<p>2. Assist school staff in understanding the PM's role and referral process by providing PM dedicated time during professional development and/or faculty/staff meetings at a minimum of 4 times per school year. Provide newly placed PM's dedicated time at first available professional development after placement at school to introduce themselves and share program information. Additionally, include PM in regularly scheduled faculty/staff meetings relevant to PM's role.</p>
<p>3. Ensure that all adults having direct contact with students on behalf of CISTN have undergone the appropriate criminal background checks in accordance with CIS, school and/or district policies. Direct contact is defined as volunteer opportunities in which the volunteer works independently with students without CIS direct supervision. Examples include, but are not limited to, lunch buddies or reading buddies.</p>	<p>3. Assist CISTN, if needed, in securing the necessary resources for background checks in accordance with school and/or district policies.</p>
<p>4. Observe and formally evaluate the PM's capacity, competencies, and contributions during a 90-day</p>	<p>4. Maintain open communication with the PM and CISTN leadership and provide timely feedback regarding progress and challenges when delivering supports.</p>

<p>introductory period of employment and at the end of the school year.</p>	
<p>5. Work collaboratively with school principal and identified leadership to conduct a school wide Needs Assessment and develop a School Support Plan to address identified needs in-person and/or virtually.</p>	<p>5. Work collaboratively with PM on an annual needs assessment by sharing existing needs assessments, current student & school data, and school improvement plans.</p>
<p>6. Establish and/or identify members of a School Support Team that may include school staff, leadership, and others to inform and monitor the School Support Plan and to offer guidance and assistance in delivering the three tiers of support.</p>	<p>6. Work with the PM to establish/designate School Support Team members who will assist in the delivery of the CIS model. Actively support and advance the coordinated efforts of the School Support Team throughout the year.</p>
<p>7. Implement CIS School Support Plan strategies throughout the year to address identified needs.</p> <ul style="list-style-type: none"> • PM will advance the School Support Plan draft for Principal approval and signature. 	<p>7. Assist PM in the development of annual goals and in identifying community partners that can provide aligned services to support the implementation of the signed School Support Plan.</p>
<p>8. Maintain the security and confidentiality of all student information as required by FERPA and other applicable law, and in accordance with CIS's Parent/Guardian Consent from (Attachment B). CIS obtains parent/guardian consent for all Case Managed students on an annual basis. CIS shares schoolwide and/or aggregated case managed student information to inform service planning, evaluate student progress and for purposes of required reporting and auditing, to partner schools and districts, partner referral agencies and support providers, CIS national headquarters and audit agencies. CIS may share limited confidential information, including personally identifiable information, only when required by FERPA, applicable law, and an authorized CIS Parent/Guardian consent form. Requests for CIS data outside the normal district/school reporting process as outlined in part 10 of this MOU can be made to CIS's Chief Program Officer in writing. Such requests will be evaluated on a case-by-case basis and be provided at the sole discretion of CIS, which is subject to statutory requirements.</p>	<p>8. Provide direct access to the student data management system, along with login, training, and tech support, for the purpose of monitoring and evaluating progress of schoolwide data and individual case managed students with signed CIS Parent/Guardian Consent forms. Provide PM with school district email and ensure access to school-level and case-managed student level data for the following: attendance and chronic absenteeism, grades, behavior incidents, promotion/graduation, demographic data, enrollment data, free and reduced lunch qualification data, and any additional data points as deemed necessary and pursuant to applicable law. Understand CIS will enter relevant student data into the CIS data management system and other applications necessary for the delivery of services.</p>
<p>9. Develop and manage a consistent, school-specific referral process for school staff, parents/families, and School Support Team members to use when referring students for CISTN targeted/intensive case management services, whether at school or virtual. If</p>	<p>9. Work with the Program Manager and other school staff to establish and maintain a consistent, school-specific referral process for CISTN targeted/intensive case management services. If school has access to Early Warning Indicator data, then the school will</p>

<p>CISTN has access to Early Warning Indicator data, then the PM will work with the school to review student data (attendance, behavior, academics) on a regular basis to identify students who might benefit most from CISTN case management services. Understand that student referrals can be made by the CIS site coordinator, school faculty, parents, or by the student themselves. Program Managers must assess all students to determine if they meet the requirements to receive case management services. PM is expected to case manage 10% of the student enrollment up to 50 students per PM.</p>	<p>work with the PM to review student data (attendance, behavior, academics) on a regular basis to identify students who might benefit most from CISTN case management services. Understand that student referrals can be made by the CIS site coordinator, school faculty, parents, or by the student themselves. Program Managers must assess each and every student referral to determine if they meet the requirements to receive case management services.</p>
<p>10. Provide regular and timely reports on both the progress toward annual School Support Plan goals and aggregated Case Management student progress, in the following formats:</p> <ol style="list-style-type: none"> a. School Support Plan b. Quarterly Reports, including aggregated end of year outcomes and results in Quarter 4 c. Regional End of Year Impact Reports 	<p>10. Principal will participate in quarterly partnership meetings with the Program Manager and Program Director to review data and discuss progress toward agreed upon School Support Plan goals.</p>
<p>11. In the unlikely event that a formal CISTN employee or volunteer investigation is warranted, CISTN will remove personnel or volunteers while investigation is underway and until the matter is settled to the satisfaction of the school site and CISTN.</p>	<p>11. Work with CISTN in arbitration of problems arising with CISTN employee or volunteer, as needed.</p>
<p>12. Equal Employment Opportunity and Anti-Harassment</p> <p>CISTN is committed to providing a work and program environment that is free from discrimination and harassment. CISTN and the School Partner agree not to discriminate against or allow harassment of any employee, applicant, contractor, or volunteer based on any characteristic protected by law.</p> <p>Reporting and Investigation</p> <p>Complaints can be made through the CISTN Complaint Form accessible from www.cistn.org/contact and will be reviewed by the CISTN COO. If a concern or complaint is raised by a CISTN employee or district, CISTN will follow internal investigation processes and escalation to members of organization leadership as required. This may include speaking with the individuals involved, gathering information, and documenting what is found. CISTN will provide a written summary of next steps to</p>	<p>12. Equal Employment Opportunity and Anti-Harassment</p> <p>CISTN is committed to providing a work and program environment that is free from discrimination and harassment. CISTN and the School Partner agree not to discriminate against or allow harassment of any employee, applicant, contractor, or volunteer based on any characteristic protected by law.</p> <p>Reporting and Investigation</p> <p>Complaints can be made through the CISTN Complaint Form accessible from www.cistn.org/contact and will be reviewed by the CISTN COO. If a concern or complaint is raised by a CISTN employee or district, CISTN will follow internal investigation processes and escalation to members of organization leadership as required. This may include speaking with the individuals involved, gathering information, and documenting what is found. CISTN will provide a written summary of next steps to</p>

<p>school and/or district leadership. Temporary actions may be taken during the investigation, such as adjusting staff assignments or removing staff from the assignment.</p> <p>Corrective Action If a CISTN employee is found to commit a policy or legal violation, CISTN will take appropriate action. This may include disciplinary steps, up to and including termination. CISTN will also take steps to help prevent similar issues in the future. When appropriate, updates will be shared with the School Partner while respecting privacy requirements. In some cases, resolution may require engagement of CISTN and school or district-level leadership in a collaborative process to ensure a satisfactory resolution or compromise for both parties. In the event of a credible complaint by a CISTN employee regarding the actions of school or district personnel, CISTN will ensure compliance with district/school reporting processes and may adjust staff assignments or remove staff from the assignment for the safety and wellbeing of the CISTN employee.</p> <p>Non-Retaliation CISTN does not allow retaliation against anyone who raises a concern, makes a complaint, or participates in an investigatory process.</p> <p>Cooperation CISTN and the School Partner agree to comply with any lawful investigation or inquiry by the U.S. Equal Employment Opportunity Commission or other authorized agencies.</p> <p>Breach of Agreement Failure to follow these requirements may be considered a material breach of this MOU and may result in further action, in line with notice and cure provisions.</p>	<p>school and/or district leadership. Temporary actions may be taken during the investigation, such as adjusting staff assignments or removing staff from the assignment.</p> <p>Corrective Action If a CISTN employee is found to commit a policy or legal violation, CISTN will take appropriate action. This may include disciplinary steps, up to and including termination. CISTN will also take steps to help prevent similar issues in the future. When appropriate, updates will be shared with the School Partner while respecting privacy requirements. In some cases, resolution may require engagement of CISTN and school or district-level leadership in a collaborative process to ensure a satisfactory resolution or compromise for both parties. In the event of a credible complaint by a CISTN employee regarding the actions of school or district personnel, CISTN will ensure compliance with district/school reporting processes and may adjust staff assignments or remove staff from the assignment for the safety and wellbeing of the CISTN employee.</p> <p>Non-Retaliation CISTN does not allow retaliation against anyone who raises a concern, makes a complaint, or participates in an investigatory process.</p> <p>Cooperation CISTN and the School Partner agree to comply with any lawful investigation or inquiry by the U.S. Equal Employment Opportunity Commission or other authorized agencies.</p> <p>Breach of Agreement Failure to follow these requirements may be considered a material breach of this MOU and may result in further action, in line with notice and cure provisions.</p>
<p>13. Provide the PM with programmatic materials, computer, and office supplies. Provide the PM with offsite, CISTN-led professional learning opportunities</p>	<p>13. In each of the schools identified, provide the PM with private, non-shared office space in order to maintain confidentiality during case management, groups or</p>

<p>and administrative reporting days at a minimum of two (2) full days a month.</p>	<p>crisis intervention. Additionally, schools must provide a phone, desk, office chair, and printing access and capability. Schools must also provide the PM with secure internet access with industry standard firewalls and compliance with Children’s Internet Protection Act. Internet access should be on the same network used by school administration and teachers, not a guest network. In the event that the PM office space must be relocated, the change will be communicated to the Program Manager and Program Director prior to the move. Recognize that the PM participates in offsite, CISTN-led professional development learning opportunities and administrative reporting days at a minimum of two (2) full days a month.</p>
<p>14. Agree to market and promote the school in its marketing materials.</p>	<p>14. Agree to market and promote CISTN in its marketing materials.</p>

III. Payment

Annual payment of \$20,000 will be made to CISTN by Putnam County School District. Payment will be due to CISTN within 30 days of the invoice date. Invoices will be sent biannually in August and January. The annual payment amount indicated is subject to annual review and shall be adjusted by an inflationary percentage, as needed. Any planned adjustments will be communicated by March 2027.

IV. Duration

This agreement is effective July 1, 2026 for the duration of 12 months and will automatically renew for subsequent 12-month terms in the absence of written/emailed notice by either party 30 days prior to the renewal date.

V. Authorized Representative

The Chief Program Officer, Tiffany Patton, is authorized to serve as MOU Manager on behalf of CISTN. The school Principal will serve as the MOU Manager and the primary point of operational contact for the administration and operation of this MOU on behalf of the school. Any deviation from the project deliverables contained in the Scope of Work must be approved in writing in advance by the MOU Managers and will require an addendum to this MOU.

VI. Modifications

This agreement may be amended by an agreement in writing executed by authorized representative of Communities In Schools of Tennessee and Cornerstone.

VII. Approvals

Communities in Schools of Tennessee

By : 
CISTN Chief Program Officer

Date : 05/18/2026

Cornerstone _____ :

By : *Corby R. King*
District Director or Principal

Date : 05/18/2026





Putnam County Board Of Education
Agenda Request

Date: June 15, 2026

Department: Coordinated School Health/Student Services/Family Resources

Person Submitting: Shelia Barker

Account Number (if appropriate) N/A

Check one:

Backup included

Backup to follow

Statement to be included in board agenda packet:

Approval of the Memorandum of Understanding (MOU) between Volunteer Behavioral Health Care System (VBHCS) and Putnam County School System (PCSS) for the 2026-2027 school year to provide counseling, mental health and/or related services to various clients within the PCSS.

Shelia Barker 6-15-26
Signature of Person Making Request Date

[Signature] 6-15-26
Signature of Director of Schools Date



**Memorandum of Understanding
Between
Volunteer Behavioral Health Care System
And
Putnam County Schools**

This Memorandum of Understanding (MOU) documents an agreement between Volunteer Behavioral Health Care System, hereinafter referred to as “VBHCS,” and Putnam County Schools, hereinafter referred to as “Putnam County Board of Education” or “Putnam County Schools,” each individually as the “Party” and collectively as the “Parties.”

Whereas, VBHCS desires to enter into a Memorandum of Understanding with the Putnam County Board of Education to provide the services described herein and further described in VBHCS contract with the State of Tennessee, Department of Mental Health and Substance Abuse Services (TDMHSAS) for School Based Behavioral Health Liaison Services (SBBHL) to the students within Putnam County Schools.

Now Therefore, the Parties hereto understand and agree as follows:

A. PARTIES

This Memorandum of Understanding between VBHCS will establish a working relationship to make the described services easily accessible for Putnam County Schools’ students by offering services on site at participating schools.

B. PURPOSE

The purpose of the MOU is to outline the scope of activities, formalize the exchange of resources/services, and describe the agreed relationships between VBHCS and Putnam County Board of Education in serving the school employees and students, in accordance with the Scope of Services: School Based Behavioral Health Liaisons, hereinafter referred to as “SBBHL Scope of Services,” and included as Attachment A to this agreement.

C. AUTHORITIES

VBHCS will serve as the lead agency collaborative with the Putnam County Board of Education. The Senior VP of Specialized Grants and Services will provide oversight for VBHCS. The Putnam County Schools Mental Health Coordination Team will provide oversight for the Putnam County Board of Education.

D. CONCEPT AND COOPERATION

Both organizations are separate and independent and work cooperatively to enhance the mental health, well-being, and readiness to learn within the Putnam County Schools. As such, each organization retains its own identity in providing services. No element of this MOU will be construed to imply any form of financial obligation or liability.

1. VBHCS's SBBHL program will provide 4 FTE Liaison(s) who will be proficient in or will receive training in a trauma-informed approach. Eligible applicants for the position will have either
 - a. At least a Master's degree in the Behavioral Sciences (e.g. social work, counseling, or psychology) and experience working in a school setting, or
 - b. At least a Bachelor's degree in the Behavioral Sciences, and experience working within a school-type setting; and a minimum of two (2) years' experience with mental health.Note: VBHCS is required to get approval from grant management at TDMHSAS before opening a position to Bachelor's level applicants.
2. The liaison(s) will promote trauma informed approaches and aim to assist in the prevention and mitigation of the impact of adverse childhood experiences (ACEs) while upholding the System of Care core values and principles.
3. The SBBHL will provide the following services to teachers and students of the participating school(s) (with parental consent when appropriate, as described below).
 - a. Face-to-Face consultation with classroom teachers to assist in creating a positive, trauma-informed classroom that enhances the learning environment and assists the teacher in developing effective, trauma-informed behavior responses;
 - b. Training to school personnel regarding a variety of mental health and substance abuse topics;
 - c. Liaison services to include communication between the school and students' family to build open lines of communication and home-school partnerships. This can include assisting in the IEP process when requested;
 - d. Information and support for school personnel in navigating the local behavioral health system (including crisis services);
 - e. Direct therapeutic services and support opportunities to students that include individual student consultations/interventions to assist in building positive coping and de-escalation skills and at least one group activity offered that may cover a variety of behavioral health topics;
 - f. One or more "School Climate Activity" per school each year, approved by school administration, to be an ongoing or repeated project which aims to positively impact the school environment;
 - g. Assistance with referrals as appropriate for students with further needs, whether within or outside of the school setting, including but not limited to clinical mental health services;
 - h. Other services or participation as required to fulfill the SBBHL Scope of Services (Attachment A) for the academic year.

E. RESPONSIBILITIES OF THE PARTIES

In fulfilling the purpose of this MOU, the Parties agree to participate in, and be responsible for activities as follows:

1. VBHCS shall:

- a. Provide 4 FTE of qualified staff persons to conduct all program services as SBBHL for the participating school(s) in Putnam County Schools.
- b. VBHCS, at its own expense, shall provide oversight responsibility for the project including recruitment, hiring (including criminal background check, drug screen, verification of degree, and fingerprinting if required by the school district), training, and supervision of the SBBHL.
 - i. VBHCS uses Paycom and HireRight for completing background checks.
 - ii. Fingerprinting will be completed by VBHCS staff following the District's policies and process, if required by the District; and expenses will be reimbursed to the staff by VBHCS.
 - iii. Drug screens are completed through a local walk-in medical facility, and the degree verifications are done through a clearing house.
 - iv. If required by the school district, a copy of the background check results for any VBHCS employee will be provided by the employee to the appropriate school official before the employee will be given access to the school grounds.
- c. Ensure that the SBBHL will be available on the premises of a participating school during the majority of regular school hours, as scheduled.
 - i. SBBHL work days are based upon the school's teacher calendar, upholding teacher Professional Development days as requested, and as needed to fulfill end of month/year grant reporting requirements.
 - ii. The SBBHL will notify the principal or other school contact if unable to be at a school as expected. This could be due to holidays of VBHCS, meetings or trainings related to the SBBHL program, professional development/continuing education activities, or utilizing paid time off, as for illness.
- d. Procure adequate supplies for the SBBHL to provide services, including office supplies and technology/communication devices.
- e. Document activities related to the above described services and provide data related to services for reporting and statistical purposes.

2. Putnam County Board of Education shall:

- a. Compile and manage data for each participating school(s) and provide data to the SBBHL and VBHCS, which will then be used in program reporting to the State as required.
 - i. Data will include, at a minimum: number of students enrolled, number of teachers employed, student demographics (age, gender, race, ethnicity), and total number of discipline referrals from the previous school year and the current school year.
 - ii. Ensure that these data are provided in time for the State's reporting deadlines:
 - Demographics for the student body are required by the end of August for a new/current school year.
 - Data on the number of school discipline referrals are required before the end of the year's administrative schedule, for both the year just ending and the

previous school year.

- b. Provide access and space within participating school premises for use of SBBHL, to include:
 - i. An office or work space designated for SBBHL when on site, preferably one accessible to students and staff;
 - ii. An office or meeting space that allows for confidential counseling with individual students, supplied for enough time to meet the demands of students within the school;
 - iii. A space which can be used for psychoeducational groups when scheduled;
 - iv. Freedom of movement within the school premises in order to perform duties, such as entry to buildings during regular hours, use of hallways, use of basic employee facilities (break room, restroom, parking, etc.).
- c. Provide and maintain internet access which can be accessed by the Liaisons while on site.
- d. Provide access to the students through referral by School Counselor or others and assist as necessary with procurement of parental consent.
- e. Allow or assist with access to and collaboration with school administration, school counselors, school social workers, teachers, School Resource officers and other personnel through participation in staff meetings and/or professional development and related events, as well as cooperation in arranging of teacher trainings by the SBBHL as required within the SBBHL Scope of Services (Attachment A) and other needs of the school as may be agreed upon.
- f. Engage with SBBHL in some discussion of school needs and opportunities for growth, both to align services to best serve the community and to ensure collaboration and proper authorization in the School Climate Activity and other SBBHL services.
- g. Allow access and assistance to the Liaison, as well as participation at varying levels, including visits as required on-site by the Operational Supervisor (Program Director) and/or SBBHL Technical Assistant (TA) assigned by their region and shadowing by other new SBBHLs in training, as needed.

F. METHODS OF COOPERATION

1. Close ties will be maintained via on-site consultations, meetings, telephone, e-mail, and/or fax between the VBHCS staff and Putnam County Schools' staff for the purpose of communication. Both Parties commit to ongoing dialogue regarding program outcomes and need for improvement.
2. Staff at both the VBHCS and Putnam County Board of Education will work together in every way to promote the MOU in order to provide school based mental health services to students. **The SBBHL is intended to enhance the school service and will not replace existing or future guidance and counseling, special education, student health, or institutional programs.**
3. The SBBHL shall work with the school to ensure that guardian permission is obtained for services and supports when applicable per state and federal law requirements. The only exception to this is in the event of a one-time, brief evaluation at the request of a school when a

child is believed to pose a potential risk to themselves or others. The purpose of this evaluation is to offer guidance on the types of services the child may need. This evaluation is not intended to replace any assessment needing to be conducted by the state contracted youth crisis provider. Any additional services provided by VBHCS will require parental consent. VBHCS' involvement with subsequent crises with the same child will be determined by the supervisor in collaboration with VBHCS Compliance on a case by case basis. This upholds the Fundamental Family Rights and Responsibilities Act, TCA 36-08-101 through TCA 36-8-104, which ensures protection of the fundamental rights of parents to the care, custody, and control for their child in addition to the protections provided under federal law, state law, and the state constitution. These services shall be provided on the premises of the school.

4. The Parties shall not subscribe to any policy or practice which permits or allows the refusal of services to individuals in need due to the individual's race, creed, color, national origin, age, gender, sexual orientation, or which is in violation of any applicable laws.
5. VBHCS ensures total quality management of therapeutic protocols during the provision of care and program implementation.
6. Operational Guidelines: VBHCS follows the Commission on Accreditation of Rehabilitative Facilities (CARF) guidelines and recommendations for its mental health services.

G. FERPA

Both Parties shall keep in strict confidence to the fullest extent required by any applicable law, including but not limited to the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g ("FERPA"), any and all records and information, in whatever form or format received, pertaining to the District's individual students. Both Parties shall not publish confidential information or any other information which identifies students, employees, or officers of the District by name without first obtaining written consent from such individuals, or in the case of a student, his or her parent or legal guardian. Both Parties will protect and ensure confidentiality of children's records. Exceptions will be made when precedence of law or professional ethics permits or requires, such as is necessary for basic coordination of services with the school and family or in situations when a child's welfare is at risk.

H. HIPAA COMPLIANCE AND CONFIDENTIALITY

The Parties shall each maintain the privacy and confidentiality of all information, including the personal facts and circumstances of shared Clients, in compliance with all applicable federal and state laws and regulations (including, but not limited to, the Health Insurance Portability and Accountability Act [HIPAA] and its implementing regulations set forth at 45 C.F.R Part 160 and Part 164) and individual Parties' policies and procedures regarding the privacy and confidentiality of such information. The Parties shall: (1) not use or disclose patient information other than as permitted or required by this Agreement for the proper performance of its duties and responsibilities hereunder, and any other disclosure of protected health information must be made pursuant to a properly executed Authorization as required by HIPAA or other applicable law or regulation; (2) use appropriate safeguards to prevent use or disclosure of patient information other than and provided for under this agreement; and (3) notify the other immediately in the event the Party becomes aware of any use or disclosure of patient

information that violates the terms and conditions of this agreement or applicable federal and state laws or regulations.

Additional Confidentiality Requirements: Both Parties acknowledge that consumers of mental health services are entitled to additional confidentiality protections awarded under the Title 33 Mental Health Code which may supersede the confidentiality protections provided by HIPAA. Furthermore, consumers of substance abuse treatment services are entitled to additional confidentiality protections awarded under 42 CFR, Part 2 which may supersede the confidentiality protections provided by HIPAA. When serving mental health consumers on site, both Parties will comply with the confidentiality requirements of these and any other applicable state or federal laws, rules, or regulations.

Breaches of Confidentiality: If either Party becomes aware of a material breach or any violation of its obligation to protect the confidentiality and security of consumers' protected health information (PHI), they must immediately take reasonable steps to cure the breach or end the violation and must report the breach or violation to the other Party's Privacy Officer. The alleged breach or violation will be investigated and appropriate steps will be taken, up to and including immediate termination of this MOU. Both Parties reserve the right to terminate this agreement if they determine that either Party has violated a material term of the agreement.

It is expressly understood and agreed the obligations set forth in this section shall survive the termination of this agreement.

I. TERM AND TERMINATION OF MOU

The Term, referred collectively in this MOU as the "Term," becomes effective on the date this MOU is signed by both Parties and remains in force until June 30, 2027 unless explicitly terminated, in writing, by either Party. Either Party may terminate this MOU, with or without cause, upon thirty (30) days prior written notice to the other Party. In addition, this MOU may be revised, in writing, in accordance with each organization's need if both Parties are in agreement of such revisions.

J. INDEMNIFICATION

VBHCS shall indemnify, defend, save, and hold harmless the Putnam County Board of Education and its elected officials, officers, employees, agents, assignees, and instrumentalities from and against any and all claims, liability, losses, or damages including but not limited to Title VII and 42 USC 1983 prohibited acts-arising out of or resulting from any conduct; whether actions or omissions whether intentional, unintentional, or negligent; whether legal or illegal; or otherwise that occur in connection with or in breach of this MOU or in the performance of the duties hereunder, whether performed by the Putnam County Board of Education its subcontractors, agents, employees, or assigns.

This indemnification shall survive the termination or conclusion of this MOU.

The Putnam County Board of Education shall indemnify, defend, save, and hold harmless,

within the limitations stated in Tennessee Code Annotated, VBHCS and its elected officials, officers, employees, agents, assignees, and instrumentalities from and against any and all claims, liability, losses, or damages including but not limited to Title VII and 42 USC 1983 prohibited acts-arising out of or resulting from any conduct; whether actions or omissions whether intentional, unintentional, or negligent; whether legal or illegal; or otherwise that occur in connection with or in breach of this MOU or in the performance of the duties hereunder, whether performed by VBHCS or its subcontractors, agents, employees, or assigns.

This indemnification shall survive the termination or conclusion of this MOU.

K. INSURANCE

VBHCS shall secure and keep in force during the term of this agreement the following:

1. Commercial general liability coverage with minimum liability limits of \$1,000,000 per claim, \$1,000,000 per incident, and \$3,000,000 aggregate.
2. Workers Compensation coverage, regardless of requirement by state statute.

L. FORCE MAJURE

If the provision of services agreed upon in this MOU are suspended because of an act of God, inevitable accident, fire, lockout, strike, or other labor dispute, riot, or other civil commotion, an act of public enemy, enactment, rule or act of any government or governmental instrumentality (federal, state or local), failure of any needed equipment or facilities, failure or delay of transportation facilities, or other cause of a similar or different nature not reasonably with VBHCS's control; and, if any such suspension period shall exceed one semester, VBHCS may, by written notice, terminate this MOU with no further liability hereunder. No such suspension shall operate to extend the term of this MOU.

M. RESOLVING DISPUTES

If any dispute arises relating to the MOU, the Parties shall use their best efforts to resolve such dispute or claim through negotiation. No disputes will be settled in court.

N. GENERAL

1. This MOU, which contains the entire understanding of the Parties and shall be construed and enforced according to the laws of Tennessee, supersedes any and all prior understandings and arrangements and cannot be amended orally.
2. Any provision of this MOU which may be prohibited by law or otherwise held invalid shall be ineffective only to the extent of such prohibition or invalidity and shall not invalidate or otherwise render ineffective the remaining provisions of this MOU.
3. Construction. The language in this agreement shall be construed, in all cases, according to its fair meaning, and not for or against any Party hereto. The Parties acknowledge that each Party has reviewed the agreement and had an opportunity to review this MOU with legal counsel.

4. Attorney Fees. Each Party shall be responsible for their respective attorney fees.

IN WITNESS WHEREOF, the Parties hereto have set their signatures for the purposes contained herein, on the day and date written below.

PUTNAM COUNTY
SCHOOLS

VOLUNTEER BEHAVIORAL
HEALTH CARE SYSTEM



Corby King
Director of Schools

Phyllis Persinger
CEO/President

DATE _____

DATE _____



Putnam County Board Of Education
Agenda Request

Date: June 15, 2026

Department: Coordinated School Health/Student Services/Family Resources

Person Submitting: Shelia Barker

Account Number (if appropriate) N/A

Check one:

Backup included

Backup to follow

Statement to be included in board agenda packet:

Approval of the Memorandum of Agreement (MOA) between Volunteer Behavioral Health Care System (VBHCS) and Putnam County School System (PCSS) for the 2026-2027 school year to conduct Project B.A.S.I.C. which will entail various mental health curriculum presentations within the classroom setting at Northeast Elementary School.

Shelia Barker 6-15-26
Signature of Person Making Request Date

[Signature] 6-15-26
Signature of Director of Schools Date

received
6-15-26 MT



MEMORANDUM OF AGREEMENT
Between
Putnam County School System
And
Volunteer Behavioral Health Care System

- A. This Memorandum of Agreement (MOA) documents the cooperation in the conduct of Project B.A.S.I.C. at Northeast Elementary (hereinafter “the School”) during the 2026-2027 school year(s), between Volunteer Behavioral Health Care System (hereinafter referred to as “VBHCS”) and Putnam County Schools (hereinafter “the District”), each referred to as the “Party” and collectively as the “Parties” herein.
- B. By this agreement, both Parties understand and affirm that:
1. Project B.A.S.I.C. (Better Attitudes and Skills in Children) is a school-based mental health early intervention and prevention program based on the Pyramid Model framework which seeks to encourage the healthy psychological and social development of elementary school-aged children, with a special focus on children in Kindergarten through Third grade. Program activities provided by a Child Development Specialist (CDS) include: mental health education, early identification of mental health concerns, referrals to community service providers, teacher consultation/coaching in Pyramid Model practices, and a school climate enhancement project. All Project B.A.S.I.C. services are provided at no charge to service recipients.
 2. Project B.A.S.I.C. is a program of VBHCS which assumes responsibility for services and the actions of agency staff assigned to the program. Project B.A.S.I.C. staff will pass a background check agreeable to both parties at the expense of VBHCS.
 3. Project B.A.S.I.C. shall conduct twelve mental health curriculum presentations in each classroom served that promote social-emotional literacy and skills. This service will be provided by the CDS in compliance with accepted educational practice and with regard to the instructional needs of the School. These presentations are ideally held in the classroom setting with the teacher present. The CDS is not a teacher and should not be expected to hold a regular spot within the specials’ rotation. If put in specials’ rotation, the School is responsible for arranging coverage when CDS is absent or cancels the class.
 4. Project B.A.S.I.C. shall provide support and other educational opportunities to individuals and/or small groups of students at the School in order to assist in developing effective coping skills, to assess for potential Serious Emotional Disturbances (SED), and/or to improve social-emotional skills. The CDS will only provide individual support to a student when the CDS has received a referral for the student and has obtained parent permission. The only exception to this is in the event of a one-time, brief evaluation at the request of a school when a child is believed to pose a potential risk to themselves or others. The purpose of this evaluation is to offer guidance on the types of services the child may need. This evaluation is not intended to replace any assessment needing to be conducted by the state contracted youth crisis provider. Any additional services provided by VBHCS will require parental consent. VBHCS’ involvement with subsequent crises with the same child will be determined by the supervisor in collaboration with VBHCS Compliance on a case by case basis. This upholds the Fundamental Family Rights and Responsibilities Act, TCA 36-08-101 through TCA

36-8-104, which ensures protection of the fundamental rights of parents to the care, custody, and control for their child in addition to the protections provided under federal law, state law, and the state constitution. These services shall be provided on the premises of the school.

5. Project B.A.S.I.C. shall provide individual or group consultation on Pyramid Model practices to the teachers and staff of the School in order to increase their ability to more effectively support students who have or at risk of developing an SED. Consultation can be child-focused, providing strategies to assist teachers in supporting individual children with problematic behaviors, or classroom-focused, building teachers' capacity to manage challenging behaviors within the classroom. The CDS is meant to provide support to teachers and school staff through these consultations in order to increase their skills. Consultation sessions are not meant to evaluate teaching ability.
6. Project B.A.S.I.C. shall provide assessment and referral services for students at the School who are referred to the program and are at-risk of developing a Serious Emotional Disturbance (SED). This service shall be provided on the premise of the school.
7. Protection of the privacy of the individual is an obligation in the conduct of Project B.A.S.I.C. Therefore, transactions between the CDS and individual students, parents, and school staff shall be confidential, except where protection of a child's welfare or orderly operation of the school are at risk, of where statute requires suspension of confidence or where precedence of law or professional ethics permits suspension of confidence.
8. Project B.A.S.I.C. is intended to enhance and support the student services of the School and will not replace existing or future guidance and counseling, special education, student health, or institutional programs.
9. Operation of Project B.A.S.I.C. is funded by a grant through the TN Dept. of Mental Health and Substance Abuse Services and through contract with VBHCS and is, therefore, subject to the regulations of this contract and limited by the availability of the contract funds.

C. Toward accomplishment of this contract, the District and the School agree that:

1. The CDS assigned to Project B.A.S.I.C. will have access to the building and campus of Elementary, subject to the same usual regulations for school staff.
2. Teachers of the School will coordinate scheduling of classroom activities with Project B.A.S.I.C. staff.
3. All staff of the School may refer students for services directly to Project B.A.S.I.C. staff.
4. The initial meeting between the CDS and a student of the School requires parental permission, except in the case of an emergency or crisis. If additional meetings between the CDS and student are requested by school staff or the student after a crisis, the student must be referred to the CDS, and the CDS must obtain parent permission before additional meetings can occur.
5. Students may be released from class to receive services from Project B.A.S.I.C. staff at the teacher's discretion.

6. The principal of the School may provide Project B.A.S.I.C. staff with information about student grades, disciplinary actions/FBAs, and attendance after the CDS has obtained parent permission for services, if such information is necessary to the assessment of the student's need for services by Project B.A.S.I.C. The confidentiality of the information is protected.
7. An appropriate location at the School, including a confidential work space and furnishings, if possible, will be provided for use by the CDS in provision of program services including: individual meetings with students, consultations with teachers/school staff, and other program responsibilities.
8. Project B.A.S.I.C. staff will have access to school telephones in a confidential location, to place and receive calls.
9. Project BASIC staff will supply their own materials, but would appreciate the use of school equipment.
10. At the beginning of the school year, the Principal will schedule a time for the CDS to conduct a briefing about Project B.A.S.I.C. for all staff of the School. The briefing will include an introduction of the employee assigned to the project, an overview of the Project B.A.S.I.C. program, roles and responsibilities of the CDS, program expectations, and an explanation of services to be provided to both students and teachers.

D. VBHCS agrees that:

1. VBHCS will provide a qualified person as a Child Development Specialist (CDS) to conduct all Project B.A.S.I.C. services at the School.
2. VBHCS will make the CDS available on the premises of the School at least four days per week except in the case of school holidays, meetings or trainings related to Project B.A.S.I.C., or short-term illness of the CDS.
3. VBHCS will provide adequate general and professional liability insurance coverage as required by the grantor for the activities of the CDS. VBHCS shall secure and keep in force during the term of this agreement the following:
 - Commercial general liability coverage with minimum liability limits of \$1,000,000 per claim. \$1,000,000 per incident, and \$3,000,000 aggregate.
 - Works Compensation coverage, regardless of requirement by state statute.
4. The CDS shall be responsible to the principal of the School for his/her conduct while on campus. Any concerns that arise should be reported by the principal to the CDS' direct clinical supervisor at VBHCS and to the appropriate Regional B.A.S.I.C. Coordinator, Sonya Hornbuckle at shornbuckle@vbhcs.org.
5. The CDS will coordinate delivery of services with the school staff to minimize disruption of usual school procedures and activities.
6. The CDS will obtain parental permission as necessary to the delivery of services to students.
7. The agency will provide the CDS with adequate supplies for the conduct of all Project B.A.S.I.C. services.

8. There exists the possibility of confusion of Project B.A.S.I.C. services with school services because of its location on campus. Therefore, all communications by VBHCS, the CDS, and other agency staff shall clearly represent Project B.A.S.I.C. as a program of VBHCS.
 9. All news releases about operations of Project B.A.S.I.C. at the School will be submitted to the Principal for review of accuracy prior to publication.
 10. The Vice President of Specialized Grants and Services, his/her designee to coordinate operations of Project B.A.S.I.C., and the Regional Coordinator for Project B.A.S.I.C. shall monitor the program at the School to assure effective, professional operations and shall be available to the School to resolve any related conflicts.
 11. VBHCS shall comply with the background check requirement of T.C.A. § 49-5-413(d) and of Putnam County Schools for all employees of VBHCS that will have access to school grounds when children are present. Criminal background checks for VBHCS staff are completed through Paycom and HireRight. Fingerprinting will be completed by the staff following the District's policies and process, if required by the District; and expenses will be reimbursed to the staff by VBHCS. Drug screens are completed through a local walk-in medical facility, and the degree verifications are done through a clearing house. If required by the school district, a copy of the background check results for any VBHCS employee will be provided by the employee to the appropriate school official before the employee will be given access to the school grounds.
- E. This agreement shall be in effect upon signature of the responsible agents of VBHCS and the District and the School until June 30, 2027. Either party may cancel the agreement after transmission of a written declaration of intent to the other at least 30 days prior to the effective date of cancellation.
- F. **FERPA:** Both Parties shall keep in strict confidence to the fullest extent required by any applicable law, including but not limited to the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g ("FERPA"), any and all records and information, in whatever form or format received, pertaining to the District's individual students. Both Parties shall not publish confidential information or any other information which identifies students, employees, or officers of the District by name without first obtaining written consent from such individuals, or in the case of a student, his or her parent or legal guardian. Both Parties will protect and ensure confidentiality of children's records. Exceptions will be made when precedence of law or professional ethics permits or requires, such as is necessary for basic coordination of services with the school and family or in situations when a child's welfare is at risk.
- G. **HIPAA COMPLIANCE AND CONFIDENTIALITY:** The Parties shall each maintain the privacy and confidentiality of all information, including the personal facts and circumstances of shared Clients, in compliance with all applicable federal and state laws and regulations (including, but not limited to, the Health Insurance Portability and Accountability Act [HIPAA] and its implementing regulations set forth at 45 C.F.R Part 160 and Part 164) and individual Parties' policies and procedures regarding the privacy and confidentiality of such information. The Parties shall: (1) not use or disclose patient information other than as permitted or required by this Agreement for the proper performance of its duties and responsibilities hereunder, and any other disclosure of protected health information must be made pursuant to a properly executed Authorization as required by HIPAA or other applicable law or regulation; (2) use appropriate safeguards to prevent use or disclosure of patient information other than and provided for under this agreement; and (3) notify the other

immediately in the event the Party becomes aware of any use or disclosure of patient information that violates the terms and conditions of this agreement or applicable federal and state laws or regulations.

Additional Confidentiality Requirements: Both Parties acknowledge that consumers of mental health services are entitled to additional confidentiality protections awarded under the Title 33 Mental Health Code which may supersede the confidentiality protections provided by HIPAA. Furthermore, consumers of substance abuse treatment services are entitled to additional confidentiality protections awarded under 42 CFR, Part 2 which may supersede the confidentiality protections provided by HIPAA. When serving mental health consumers on site, both Parties will comply with the confidentiality requirements of these and any other applicable state or federal laws, rules, or regulations.

Breaches of Confidentiality: If either Party becomes aware of a material breach or any violation of its obligation to protect the confidentiality and security of consumers' protected health information (PHI), they must immediately take reasonable steps to cure the breach or end the violation and must report the breach or violation to the other Party's Privacy Officer. The alleged breach or violation will be investigated and appropriate steps will be taken, up to and including immediate termination of this MOU. Both Parties reserve the right to terminate this agreement if they determine that either Party has violated a material term of the agreement.

It is expressly understood and agreed the obligations set forth in this section shall survive the termination of this agreement.

IN WITNESS WHEREOF, the Parties hereto have set their signatures for the purposes contained herein, on the day and date written below.

PUTNAM COUNTY SCHOOLS

VOLUNTEER BEHAVIORAL
HEALTH CARE SYSTEM

Corby King
Director of Schools

Phyllis Persinger
President/CEO

DATE _____

DATE _____

Dr. Melissa Palk
Principal- Northeast Elementary

DATE _____

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]



Putnam County Board Of Education
Agenda Request

Date: June 15, 2026

Department: Coordinated School Health/Student Services/Family Resources

Person Submitting: Shelia Barker

Account Number (if appropriate) N/A

Check one:

Backup included

Backup to follow

Statement to be included in board agenda packet:

Approval of the Memorandum of Agreement (MOA) between Volunteer Behavioral Health Care System (VBHCS) and Putnam County School System (PCSS) for the 2026-2027 school year to provide the Positive Action prevention program to students in grades fourth through grade twelve.

Shelia Barker 6-15-26
Signature of Person Making Request Date

[Signature] 6-15-26
Signature of Director of Schools Date



MEMORANDUM OF AGREEMENT
Between
Volunteer Behavioral Health Care System
And
Putnam County Board of Education

- A. This Memorandum of Agreement (MOA) documents the cooperation in the conduct of Positive Action Prevention Program at participating Putnam County Schools, to begin during the 2026-2027 school year, between Volunteer Behavioral Health Care System (hereinafter referred to as “VBHCS”) and Putnam County Board of Education, each referred to as the “Party” and collectively as the “Parties” herein.
- B. By this agreement, both parties understand and affirm that:
1. The Positive Action Prevention Program is a school-based alcohol and drug abuse prevention program based on the philosophy that when we think positive thoughts and have positive feelings about ourselves, we will make positive decisions; and our actions in our daily life will be positive. The program can serve students from grade 3 to grade 12 in school and court settings. Program activities provided by a trained Positive Action Prevention Specialist (PS) include classroom group settings focusing on mental health education, life skills, alcohol and drug abuse education, and other social skills lessons to build resiliency among our children and youth. All Positive Action services are provided at no charge to service recipients.
 2. Positive Action is a program of VBHCS, which assumes responsibility for services and the actions of agency staff assigned to the program. Positive Action staff will pass a background check agreeable to both parties at the expense of VBHCS.
 3. The Positive Action Program recommends a minimum of twelve (12) hours of service for each group/participant. The group sessions can range from 30-minute sessions to 90-minute sessions in a school or court setting. The specialists will conduct lessons in person or a hybrid format using the steps outlined in Positive Action, which is an evidence-based curriculum. This service will be provided by the PS in compliance with accepted educational practices and with regard to the instructional needs of Putnam County School District. These presentations are ideally held in the classroom setting with the teacher present, but can be presented in a hybrid format utilizing in person and virtual adaptations. If utilizing the hybrid format, all steps outlined by Positive Action will be followed to ensure program fidelity. Final implementation timeline of the program will be determined through collaboration with site administration and/or staff designated by site administration.
 4. The Positive Action Program is allowed into Putnam County School District classrooms, however each school site principal reserves the right to allow or deny the program into their school.

5. The Positive Action Program will not interfere with and/or take away from instructional time for tested subjects.
6. Written consent by the legal guardian must be obtained for each potential group participant.
7. Protection of the privacy of the individual is an obligation in the conduct of Positive Action Prevention Specialists. Therefore, all transactions between the Prevention Specialist and individual students, parents, and school staff shall be confidential, except where protection of a child's welfare or orderly operation of the school are at risk, or where statute requires suspension of confidence, or where precedence of law or professional ethics permits suspension of confidence.
8. As the Positive Action Prevention Program is a grant-funded program, it is required to collect pre- and post-survey information to measure program effectiveness. The surveys are confidential and will not include student/participant names to ensure anonymity. Parents/guardians can view the survey using a QR code on the consent form and approve or deny survey completion.
9. The Positive Action Program is intended to enhance the school service of participating schools and therefore will not replace existing or future guidance and counseling, special education, student health, or institutional programs.
10. Operation of Positive Action Prevention Program is funded by a grant through the TN Department of Mental Health and Substance Abuse Services and through contract with VBHCS and is, therefore, subject to the regulations of this contract and limited by the availability of the contract funds.

C. Toward accomplishment of this cooperation, Putnam County School District agrees that:

1. The PS assigned to Positive Action will have access to the building and campus of participating schools, subject to the same usual regulations for school staff.
2. The staff of participating schools will coordinate scheduling of classroom activities with Positive Action staff in accordance with program session details listed in Section B.3. of this Agreement.
3. All students participating in the Positive Action Program require parental permission. Parental consent forms will be collected before the program begins.
4. Students may be released from class to receive services from Positive Action staff at the teacher's discretion, if applicable. Most group sessions will be provided to the entire classroom.
5. At the beginning of the school year, the principal may schedule a time for the PS to conduct a briefing about Positive Action for all staff of participating schools. The briefing

will include an introduction of the PS, an overview of the Positive Action program, role and responsibilities of the PS, program expectations, and an explanation of services to be provided.

D. Volunteer Behavioral Health Care System agrees that:

1. VBHCS will provide a qualified person as a Prevention Specialist (PS) to conduct all Positive Action services at participating schools.
2. VBHCS will provide adequate liability insurance coverage for the activities of the PS.
3. The PS shall be responsible to the principal of participating schools for his/her conduct while on campus. Any concerns that arise should be reported by the principal to the PS' direct supervisor; the program director at VBHCS.
4. The PS will coordinate delivery of services with the school staff to minimize disruption of usual school procedures and activities.
5. The PS will obtain parental permission as necessary to the delivery of services to students.
6. The agency will provide the PS with adequate supplies for the conduct of all Positive Action services.
7. There exists the possibility of confusion of Positive Action services with school services because of its location on campus. Therefore, all communications by VBHCS, the PS, and other agency staff shall clearly represent Positive Action as a program of VBHCS.
8. All news releases about the operation of Positive Action at participating schools will be submitted to the principal for review of accuracy prior to publication.
9. The Vice President of Specialized Grants and Services and their designee to coordinate operations of Positive Action shall monitor the program at participating schools to assure effective, professional operations and shall be available to participating schools to resolve any related conflicts.
10. VBHCS shall comply with the background check requirement of T.C.A. § 49-5-413(d) and of Putnam County Schools for all employees of VBHCS that will have access to school grounds when children are present. Criminal background checks for VBHCS staff are completed through Paycom and HireRight. Fingerprinting will be completed by the staff following the District's policies and process, if required by the District; and expenses will be reimbursed to the staff by VBHCS. Drug screens are completed through a local walk-in medical facility, and the degree verifications are done through a clearing house. If required by the school district, a copy of the background check results for any VBHCS employee will be provided by the employee to the appropriate school official before the employee will be given access to the school grounds.

- E. **TERM AND TERMINATION OF MOA:** The Term, referred collectively in this MOU as the “Term,” becomes effective on the date this MOU is signed by both Parties and remains in force unless explicitly terminated, in writing, by either Party. Either Party may terminate this MOU, with or without cause, upon thirty (30) days prior written notice to the other Party. In addition, this MOU may be revised, in writing, in accordance with each organization’s need if both Parties are in agreement of such revisions.
- F. **FERPA:** Both Parties shall keep in strict confidence to the fullest extent required by any applicable law, including but not limited to the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g (“FERPA”), any and all records and information, in whatever form or format received, pertaining to the District’s individual students. Both Parties shall not publish confidential information or any other information which identifies students, employees, or officers of the District by name without first obtaining written consent from such individuals, or in the case of a student, his or her parent or legal guardian. Both Parties will protect and ensure confidentiality of children’s records. Exceptions will be made when precedence of law or professional ethics permits or requires, such as is necessary for basic coordination of services with the school and family or in situations when a child’s welfare is at risk.
- G. **HIPAA COMPLIANCE AND CONFIDENTIALITY:** The Parties shall each maintain the privacy and confidentiality of all information, including the personal facts and circumstances of shared Clients, in compliance with all applicable federal and state laws and regulations (including, but not limited to, the Health Insurance Portability and Accountability Act [HIPAA] and its implementing regulations set forth at 45 C.F.R Part 160 and Part 164) and individual Parties' policies and procedures regarding the privacy and confidentiality of such information. The Parties shall: (1) not use or disclose patient information other than as permitted or required by this Agreement for the proper performance of its duties and responsibilities hereunder, and any other disclosure of protected health information must be made pursuant to a properly executed Authorization as required by HIPAA or other applicable law or regulation; (2) use appropriate safeguards to prevent use or disclosure of patient information other than and provided for under this agreement; and (3) notify the other immediately in the event the Party becomes aware of any use or disclosure of patient information that violates the terms and conditions of this agreement or applicable federal and state laws or regulations.

Additional Confidentiality Requirements: Both Parties acknowledge that consumers of mental health services are entitled to additional confidentiality protections awarded under the Title 33 Mental Health Code which may supersede the confidentiality protections provided by HIPAA. Furthermore, consumers of substance abuse treatment services are entitled to additional confidentiality protections awarded under 42 CFR, Part 2 which may supersede the confidentiality protections provided by HIPAA. When serving mental health consumers on site, both Parties will comply with the confidentiality requirements of these and any other applicable state or federal laws, rules, or regulations.

Breaches of Confidentiality: If either Party becomes aware of a material breach or any violation of its obligation to protect the confidentiality and security of consumers' protected health information (PHI), they must immediately take reasonable steps to cure the breach or end the violation and must report the breach or violation to the other Party’s Privacy Officer. The alleged

breach or violation will be investigated and appropriate steps will be taken, up to and including immediate termination of this MOU. Both Parties reserve the right to terminate this agreement if they determine that either Party has violated a material term of the agreement.

It is expressly understood and agreed the obligations set forth in this section shall survive the termination of this agreement.

IN WITNESS WHEREOF, the Parties hereto have set their signatures for the purposes contained herein, on the day and date written below.

PUTNAM COUNTY
BOARD OF EDUCATION

VOLUNTEER BEHAVIORAL
HEALTH CARE SYSTEM



Corby King
Director of Schools

Phyllis Persinger
President/CEO

DATE _____

DATE _____



Putnam County Board Of Education
Agenda Request

Date: June 15, 2026

Department: Coordinated School Health/Student Services/Family Resources

Person Submitting: Julie Smith

Account Number (if appropriate) N/A

Check one:

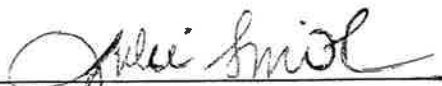
Backup included

Backup to follow

Statement to be included in board agenda packet:

Approval of a \$20.00 monthly cell phone stipend for the 2026-2027 school year per policy 3.3001, Use of Cellular Phones, to be paid as follows:

- Kristy Hunt, Family Resource Coordinator, 141-73300-199
- Shelia Barker, Social Emotional Coordinator, 141-72120-199
- Amy West, CSH Administrative Assistant, 141-72120-199

 6-15-26
 Signature of Person Making Request Date

 6-15-26
 Signature of Director of Schools Date



Kristy Hunt

258 Wisteria Lane

Sparta, TN 38583

801-516-6013

Shelia Barker

3228 Cherry Creek Rd

Sparta, TN 38583

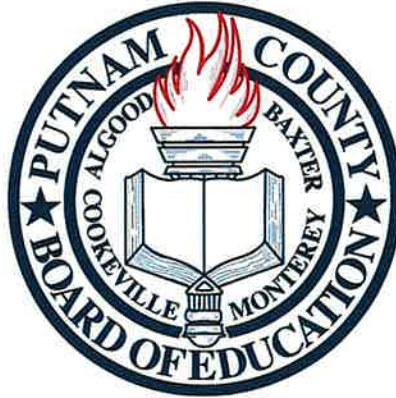
931-260-0528

Amy West

1225 Lexus Place

Cookeville, TN 38501

931-319-5268



Board Agenda Request

Date 6/11/2026

Department RTI / Learning Loss Prevention

Person Submitting Melanie Bussell MB

Account Number (if appropriate) 141-71100-330-02103

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Approval to renew Houghton Mifflin Harcourt (HMH) Read180 and Math 180 Flex and Professional Development per sole source for the 2026-2027 school year. The price of renewal is \$206,096.05 to be paid from 141-71100-330-02103.

received
6-16-26 *MB*



06/11/2026

Putnam County Public Schools
1400 East Spring St.
Cookeville, TN 38506

Dear Putnam County Public Schools,

Please be advised that HMH is the sole source for all Read 180 and Math 180 programs in its 2026-2027 catalogs, including student editions, teacher editions, and applicable ancillaries.

Notwithstanding the foregoing, in the event that HMH uses a distributor or reseller for some, or all of the products covered by this procurement, the price offered by HMH for the same product(s) is equal to the most favorable price available. In addition, HMH is the only source for complementary products and/or in-service training or other services, where specifically agreed with the district or the state. HMH confirms that school, district, and state customers in the United States that purchase our products will receive the catalog wholesale school price that is effective at the time of purchase.

Thank you for your interest in HMH products. If you need additional information, please contact me at 800-225-5425, or by email at k12inquiries@hnhco.com.

Sincerely,

Customer Service
HMH
125 High St
Boston, MA 02110
hnhco.com

HMH



Proposal #009608810
Prepared For
Putnam Co School District

Attention:
Bridgett Carwile
bridgett.carwile@pcsstn.com

For the Purchase of:
Read 180 Licensing A, B and Flex

Prepared By
Amy Raimondi
amy.raimondi@hnhco.com

Please submit this proposal with your purchase order.

Purchase orders or duly executed service agreements for **Professional Services** purchased, must be submitted at least 30 days before the service event date.

For greater detail, the complete Terms of Purchases may be reviewed here:

<http://www.hnhco.com/common/terms-conditions>

Send **Check Payments** to:
HMH Education Company
14046 Collection Center Drive
Chicago, IL 60693

Attention:
Bridgett Carwile
bridgett.carwile@pcsstn.com

Send **Orders** to:
orders@hnhco.com
FAX: 800-269-5232

HMH Confidential and Proprietary

Proposal for Putnam Co School District

ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
<u>Stage A</u>					
Student Licenses					
1866600	9780358937265 Read 180 Student License 1 Year Includes: Read 180 on Ed Student License 1 Year Implementation Success	\$109.00	600	\$65,400.00	
Total for Student Licenses		\$65,400.00			
Teacher Licenses					
1835546	9780358740643 Read 180 Teacher License 1 Year Includes: Read 180 on Ed Teacher License 1 Year Access to Teacher's Corner	\$299.00			20
Total for Teacher Licenses		\$0.00			
<u>Total for Stage A</u>		\$65,400.00			

<u>Stage B</u>					
Student Licenses					
1866600	9780358937265 Read 180 Student License 1 Year Includes: Read 180 on Ed Student License 1 Year Implementation Success	\$109.00	200	\$21,800.00	
Total for Student Licenses		\$21,800.00			
Teacher Licenses					
1835546	9780358740643 Read 180 Teacher License 1 Year Includes: Read 180 on Ed Teacher License 1 Year Access to Teacher's Corner	\$299.00			10
Total for Teacher Licenses		\$0.00			
<u>Total for Stage B</u>		\$21,800.00			

Read 180 Flex Core Classroom

Student Licenses

Send **Check Payments** to:
HMH Education Company
14046 Collection Center Drive
Chicago, IL 60693

Attention:
Bridgett Carwile
bridgett.carwile@pcsstn.com

Send **Orders** to:
orders@hnhco.com
FAX: 800-269-5232

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Proposal for Putnam Co School District

ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
1867398 9780358937692	Read 180 Flex Student License 1 Year Includes: Read 180 on Ed Flex Student License, 1 Year Implementation Success	\$30.00	21	\$630.00	
Total for Student Licenses		\$630.00			
Teacher Licenses					
1855113 9780358864646	Read 180 Flex Teacher License 1 Year Includes: Read 180 on Ed Flex Teacher License, 1 Year Access to Teacher's Corner	\$199.00			2
Total for Teacher Licenses		\$0.00			
<u>Total for Read 180 Flex Core Classroom</u>		\$630.00			

Professional Services - Read 180 Implementation Success Plan

1833602 9780358732082	Read 180 Getting Started Live Online Grades 3-12 3-Hour This three-hour Getting Started session introduces teachers to their new program's structure, essential resources, and implementation recommendations. Teachers will also explore Ed, HMH's teaching and learning platform, and the professional learning pathway on Ed. Getting Started is the initial step toward a successful first 30 days. Ongoing training and support will be also provided on Ed. There, teachers will access a guided learning pathway based on their grade level and implementation timeline. A recommended sequence of topics, which includes live sessions, videos, interactive media, and related resources, will help teachers plan, teach, and assess student learning using their new HMH program. After teachers complete each pathway topic, they receive a certificate of completion.		1		
1852471 9780358841821	Read 180 Leader Success Live Online Grades 3-12 1-Hour During this one-hour live online session, leaders learn about the design and resources of their HMH program. To help leaders develop a plan to guide implementation and set up teachers for a successful start, HMH Coaches share tools and best teaching and student learning practices to observe in the classroom. Leaders also preview the Teacher Success Pathways and resources on HMH Ed for ongoing support.		1		

Total for Professional Services - Read 180 **\$ 0.00**

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Proposal for Putnam Co School District

ISBN	Title	Price	Quantity	Value of All Material	Free Materials Quantity
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Subtotal Purchase Amount:	\$87,830.00
Shipping & Handling:	\$0.00
Sales Tax:	\$0.00
Total Cost of Proposal (PO Amount):	\$87,830.00

Send **Check Payments** to:
 HMH Education Company
 14046 Collection Center Drive
 Chicago, IL 60693

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 Bridgett Carwile
 bridgett.carwile@pcsstn.com

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 FAX: 800-269-5232

Total Cost of Proposal (PO Amount): \$87,830.00

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- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
 - o Point of Contact for Print materials
 - o Point of Contact for Digital materials
 - o Point of Contact for Scheduling Professional Development
 - o Email address for Accounts Payable contact
- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

<p>Ship to: Putnam County School District 1400 E SPRING ST COOKEVILLE, TN 38506-4313</p>	<p>Sold to: Putnam County School District 1400 E SPRING ST COOKEVILLE, TN 38506-4313</p>
---	---
- Please provide funding start and end dates.
- Please note HMH bills products and services as they are fulfilled. You may receive multiple invoices for your order.
- HMH reserves the right to transmit documents electronically.
- Our payment terms are 30 days from the invoice date.
- Print subscription material quantities may be adjusted across grades for like products, to accommodate enrollment fluctuations, quantities cannot be adjusted between different programs or copyrights.
- Our shipping terms are FOB shipping point. The shipping term for your proposal is Shipping Point.
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For greater detail, the complete Terms of Purchase may be reviewed here: <http://www.hmhco.com/common/terms-conditions>

Date of Proposal: 4/12/2026

Proposal Expiration Date: 7/27/2026



Send **Check Payments** to:
HMH Education Company
14046 Collection Center Drive
Chicago, IL 60693

Attention:
Bridgett Carwile
bridgett.carwile@pcsstn.com

Send **Orders** to:
orders@hnhco.com
FAX: 800-269-5232

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HMH



Proposal #009608807

Prepared For

Putnam Co School District

Attention:

Bridgett Carwile

bridgett.carwile@pcsstn.com

For the Purchase of:

Math 180 Grades 3-8 RTI Licensing and Consumables

Dropship to Schools

Prepared By

Amy Raimondi

amy.raimondi@hnhco.com

Please submit this proposal with your purchase order.

Purchase orders or duly executed service agreements for **Professional Services** purchased, must be submitted at least 30 days before the service event date.

For greater detail, the complete Terms of Purchases may be reviewed here:

<http://www.hnhco.com/common/terms-conditions>

Coupon Code: PRODPB5

Send **Check Payments** to:
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Attention:
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bridgett.carwile@pcsstn.com

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FAX: 800-269-5232

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Proposal for Putnam Co School District

ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Materials and Services						
1866040	9780358937616 Math 180 Flex Student License 1 Year	\$30.00	22	\$660.00	\$33.00	\$627.00
		\$627.00				

Total for - \$627.00

**Math 180
Student Licenses**

1867368	9780358937449 Math 180 Student License 1 Year Includes: Math 180 on Ed Student License, 1 Year Implementation Success	\$109.00	240	\$26,160.00	\$1,308.00	\$24,852.00
		\$24,852.00				

Teacher Licenses

1821211	9780358654605 Math 180 Teacher License 1 Year Includes: Math 180 on Ed Teacher License, 1 Year Access to Teacher's Corner	\$299.00	30	\$8,970.00	\$8,970.00	
		\$0.00				

A la Carte Items Available for Purchase

Student Materials

1879019	9780358988281 Math 180 Addition, Subtraction, and Place Value Student mSpace Block Bundle Includes: Math 180 Addition, Subtraction, and Place Value Student mSpace Block 1 Math 180 Addition, Subtraction, and Place Value Student mSpace Block 2 Math 180 Addition, Subtraction, and Place Value Student mSpace Block 3	\$15.00	120	\$1,800.00	\$90.00	\$1,710.00
1815167	9780358610076 MATH 180 Multiplication and Division Student mSpace	\$15.00	150	\$2,250.00	\$112.50	\$2,137.50
1815170	9780358610106 MATH 180 Fractions Student mSpace	\$15.00	250	\$3,750.00	\$187.50	\$3,562.50
1815173	9780358610137 MATH 180 Decimals and Integers Student mSpace	\$15.00	175	\$2,625.00	\$131.25	\$2,493.75
1815176	9780358610168 MATH 180 Rates and Ratios Student mSpace	\$15.00	100	\$1,500.00	\$75.00	\$1,425.00
1815179	9780358610199 MATH 180 Proportional and Linear Relationships Student mSpace	\$15.00	50	\$750.00	\$37.50	\$712.50
1815182	9780358610229 MATH 180 Linear and Non-Linear Functions Student mSpace	\$15.00	20	\$300.00	\$15.00	\$285.00

Teacher/Classroom Materials

Classroom Packages

1879021	9780358988298 Math 180 Addition, Subtraction, and Place Value Teacher Edition Block Bundle Includes: Math 180 Getting Started Teacher Edition Math 180 Addition, Subtraction, and Place Value Teacher Edition Block 1 Math 180 Addition, Subtraction, and Place Value Teacher Edition Block 2 Math 180 Addition, Subtraction, and Place Value Teacher Edition Block 3	\$474.00	20	\$9,480.00	\$474.00	\$9,006.00
1821671	9780358658535 MATH 180 Multiplication and Division Teacher Bookshelf Includes: MATH 180 Multiplication and Division mSpace Annotated Edition MATH 180 Multiplication and Division Teacher Edition MATH 180 Getting Started Teacher Edition MATH 180 Classroom Posters	\$599.00	17	\$10,183.00	\$509.15	\$9,673.85
1821672	9780358658542 MATH 180 Fractions Teacher Bookshelf Includes: MATH 180 Fractions mSpace Annotated Edition MATH 180 Fractions Teacher Edition MATH 180 Getting Started Teacher Edition	\$599.00	25	\$14,975.00	\$748.75	\$14,226.25

Coupon Code: PRODPB5

Attention:
Bridgett Carwile
bridgett.carwile@pcsstn.com

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FAX: 800-269-5232

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Chicago, IL 60693

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Proposal for Putnam Co School District

ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
1821683	MATH 180 Classroom Posters 9780358658559 MATH 180 Decimals and Integers Teacher Bookshelf Includes: MATH 180 Decimals and Integers mSpace Annotated Edition MATH 180 Decimals and Integers Teacher Edition MATH 180 Getting Started Teacher Edition MATH 180 Classroom Posters	\$599.00	26	\$15,574.00	\$778.70	\$14,795.30
1821684	9780358658566 MATH 180 Rates and Ratios Teacher Bookshelf Includes: MATH 180 Rates and Ratios mSpace Annotated Edition MATH 180 Rates and Ratios Teacher Edition MATH 180 Getting Started Teacher Edition MATH 180 Classroom Posters	\$349.00	6	\$2,094.00	\$104.70	\$1,989.30
1821685	9780358658573 MATH 180 Proportional and Linear Relationships Teacher Bookshelf Includes: MATH 180 Proportional and Linear Relationships mSpace Annotated Edition MATH 180 Proportional and Linear Relationships Teacher Edition MATH 180 Getting Started Teacher Edition MATH 180 Classroom Posters	\$349.00	5	\$1,745.00	\$87.25	\$1,657.75
1821686	9780358658580 MATH 180 Linear and Non-Linear Functions Teacher Bookshelf Includes: MATH 180 Linear and Non-Linear Functions mSpace Annotated Edition MATH 180 Linear and Non-Linear Functions Teacher Edition MATH 180 Getting Started Teacher Edition MATH 180 Classroom Posters	\$349.00	5	\$1,745.00	\$87.25	\$1,657.75
Teacher Materials						
1815185	9780358610250 MATH 180 Multiplication and Division Games Box	\$59.00	10	\$590.00	\$29.50	\$560.50
1815186	9780358610267 MATH 180 Fractions Game Box	\$149.00	9	\$1,341.00	\$67.05	\$1,273.95
1815187	9780358610274 MATH 180 Decimals and Integers Games Box	\$59.00	15	\$885.00	\$44.25	\$840.75
Total for A la Carte Items Available for Purchase				\$68,007.65		

Total for Math 180 **\$92,859.65**

Additional Items

1835334	9780358739296 Read 180 Code Book 2 Student Edition	\$7.51	100	\$751.00	\$38.00	\$713.00
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Total for Additional Items **\$713.00**

Professional Services - Math 180

Implementation Success Plan

1821115	9780358653707 Math 180 Getting Started Live Online Grades 3-12 3-Hour This three-hour Getting Started session introduces teachers to their new program's structure, essential resources, and implementation recommendations. Teachers will also explore Ed, HMH's teaching and learning platform, and the professional learning pathway on Ed. Getting Started is the initial step toward a successful first 30 days. Ongoing training and support will be also provided on Ed. There, teachers will access a guided learning pathway based on their grade level and implementation timeline. A recommended sequence of topics, which includes live sessions, videos, interactive media, and related resources, will help teachers plan, teach, and assess student learning using their new HMH program. After teachers complete each pathway topic, they receive a certificate of completion.	\$800.00	1	\$800.00	\$800.00	
1852718	9780358845010 Math 180 Leader Success Live Online Grades 3-12 1-Hour During this one-hour live online session, leaders learn about the design and resources of their HMH program. To help leaders develop a plan to guide implementation and set up teachers for a successful start, HMH Coaches share tools and best teaching and	\$400.00	1	\$400.00	\$400.00	

Coupon Code: PRODPB5

Attention:
Bridgett Carwile
bridgett.carwile@pcsstn.com

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FAX: 800-269-5232

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Chicago, IL 60693

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Proposal for Putnam Co School District

ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
	student learning practices to observe in the classroom. Leaders also preview the Teacher Success Pathways and resources on HMH Ed for ongoing support.					
	Total for Implementation Success Plan	\$0.00				
Total for Professional Services - Math 180		\$0.00				

Subtotal Purchase Amount:	\$94,199.65
Shipping & Handling:	\$3,436.03
Total Cost of Proposal (PO Amount):	\$97,635.68

****Please add proper sales tax to your order****

Coupon Code: PRODPB5

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Chicago, IL 60693

Attention:
Bridgett Carwile
bridgett.carwile@pcsstn.com

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FAX: 800-269-5232

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Total Cost of Proposal (PO Amount): \$97,635.68

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- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges.
- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
 - o Point of Contact for Print materials
 - o Point of Contact for Digital materials
 - o Point of Contact for Scheduling Professional Development
 - o Email address for Accounts Payable contact

- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

Ship to:
Putnam County School District
1400 E SPRING ST
COOKEVILLE, TN 38506-4313

Sold to:
Putnam County School District
1400 E SPRING ST
COOKEVILLE, TN 38506-4313

- Please provide funding start and end dates.
- Please note HMH bills products and services as they are fulfilled. You may receive multiple invoices for your order.
- HMH reserves the right to transmit documents electronically.
- Our payment terms are 30 days from the invoice date.
- Print subscription material quantities may be adjusted across grades for like products, to accommodate enrollment fluctuations, quantities cannot be adjusted between different programs or copyrights.
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Date of Proposal: 4/12/2026

Proposal Expiration Date: 10/31/2026



Coupon Code: PRODPB5

Attention:
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bridgett.carwile@pcsstn.com

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Chicago, IL 60693

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HMH



Proposal #009608811
Prepared For
Putnam Co School District

Attention:
Bridgett Carwile
bridgett.carwile@pcsstn.com

For the Purchase of:
Professional Learning Math 180 and Read 180

Prepared By
Amy Raimondi
amy.raimondi@hnhco.com

Please submit this proposal with your purchase order.

Purchase orders or duly executed service agreements for **Professional Services** purchased, must be submitted at least 30 days before the service event date.

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**Proposal for
Putnam Co School District**

ISBN	Title	Price	Quantity	Value of All Materials
1858775 9780358885641	Read 180 Coaching In-Person 6-Hour	\$4,200.00	5	\$21,000.00
Total for -		\$21,000.00		

Subtotal Purchase Amount:	\$21,000.00
Shipping & Handling:	\$0.00
Sales Tax:	\$0.00
Total Cost of Proposal (PO Amount):	\$21,000.00

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 14046 Collection Center Drive
 Chicago, IL 60693

Attention:
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 bridgett.carwile@pcsstn.com

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**Proposal for
Putnam Co School District**

Total Cost of Proposal (PO Amount): \$21,000.00

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Date of Proposal: 4/12/2026

Proposal Expiration Date: 7/27/2026



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 bridgett.carwile@pcsstn.com

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 FAX: 800-269-5232

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Putnam County School System

1400 E. Spring Street
Cookeville, TN 38506-4313
Ph: (931) 526-9777 | Fax: (931) 528-6942
www.pcsstn.com

Corby King
Director of Schools



ENGAGE INSPIRE ACHIEVE

Putnam County Board of Education Agenda Request

Name of Person Making Request: Dustin Williams (Avery Trace Athletic Director)

Date: 5/8/26

RE: Avery Trace Dance

Account Funding Code (if appropriate)

_____ Backup included

___X___ Backup to follow

Agenda Item for ___Thursday___, ___June 4th___, Board meeting.

Dear Mr. Martin,

Avery Trace Middle School has had a Track & Field team for 6 seasons. This position has been open to all schools within the district comparable to Lacrosse and is labeled "Cookeville Middle Track & Field" This season (2025-26) will conclude the 6th. I am requesting that now that Avery Trace is outside of its 3 year transition period from a club to a sport that our coach now receives a supplement comparable to other schools receiving a Track & Field supplement. I will be glad to provide any additional information.

Supervisor

Date

Director of Schools

Date

received
6-17-26 MT



Memo to: Corby King
Director of Schools

From: Mark McReynolds *Mark McReynolds*
Finance Director

Date: June 17, 2026

Subject: Givebacks, 2026-2027

Agenda Item, June 25, 2026, Board Meeting

Request approval to continue usage for 2026/27 fiscal year the Givebacks software for 21 Putnam County Schools and unlimited PCSS school support organizations at a total cost of \$10,342.50.

Service includes: Dedicated Support Specialist, use of Givebacks platform (online payments, point of sale, fundraising communications.)

Thank you for your consideration.

Attached: 2026/27 Givebacks, Inc. Estimate

received
6-17-26 MT

ESTIMATE

Givebacks, Inc.
4441-106 Six Forks Rd, #106
Raleigh, NC 27609

accounting@givebacks.com
+1 (919) 589-3076
givebacks.com



Bill to

Putnam County Schools (TN)
1400 East Spring Street
Cookeville, TN 38506

Ship to

Putnam County Schools (TN)
1400 East Spring Street
Cookeville, TN 38506

Estimate details

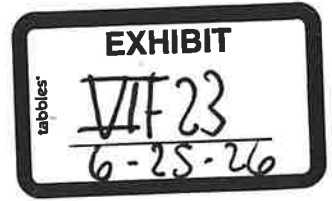
P.O. Number: FY 2026-2027

Estimate no.: PCSS-0004(1)
Estimate date: 06/09/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Premium School Services	Dedicated Support Specialist	1	\$2,625.00	\$2,625.00
2.		Givebacks Platform for Districts	Givebacks Platform includes: Online Payments, Point-of-Sale, Fundraising, Communications Unlimited SSO (Booster, PTO, PTA, Foundation) licenses as needed for the school orgs	21	\$367.50	\$7,717.50
Total						\$10,342.50

Accepted date

Accepted by



Putnam County Board of Education Agenda Requests

Date 6/25/26
Department Finance
Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

X Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of the Athletic and Activity Supplement amounts and guidelines for the 2026-2027 school year.

received 6-17-26 MT

**PROPOSED ATHLETIC AND ACTIVITY
FOR THE SCHOOL YEAR 2026 - 2027**

POSITION	SCHOOL	Base	Year 4-6	Year 7+
HIGH SCHOOLS				
Athletic Director	Cookeville High School	6,490.00	7,420.00	8,350.00
Athletic Director	Cookeville High School	6,490.00	7,420.00	8,350.00
Athletic Director	Monterey High School	6,490.00	7,420.00	8,350.00
Athletic Director	Upperman High School	6,490.00	7,420.00	8,350.00
Baseball Head Coach	Cookeville High School	4,540.00	5,190.00	5,840.00
Baseball Head Coach	Monterey High School	4,540.00	5,190.00	5,840.00
Baseball Head Coach	Upperman High School	4,540.00	5,190.00	5,840.00
Baseball Assistant Coach	Cookeville High School	2,280.00	2,610.00	2,930.00
Baseball Assistant Coach	Monterey High School	2,280.00	2,610.00	2,930.00
Baseball Assistant Coach	Upperman High School	2,280.00	2,610.00	2,930.00
Basketball Head Boys Coach	Cookeville High School	6,490.00	7,420.00	8,350.00
Basketball Head Boys Coach	Monterey High School	6,490.00	7,420.00	8,350.00
Basketball Head Boys Coach	Upperman High School	6,490.00	7,420.00	8,350.00
Basketball Head Girls Coach	Cookeville High School	6,490.00	7,420.00	8,350.00
Basketball Head Girls Coach	Monterey High School	6,490.00	7,420.00	8,350.00
Basketball Head Girls Coach	Upperman High School	6,490.00	7,420.00	8,350.00
Basketball Freshman Boys Coach	Cookeville High School	3,580.00	4,090.00	4,600.00
Basketball Freshman Girls Coach	Cookeville High School	3,580.00	4,090.00	4,600.00
Basketball Asst Boys Coach	Cookeville High School	3,250.00	3,720.00	4,180.00
Basketball Asst Boys Coach	Monterey High School	3,250.00	3,720.00	4,180.00
Basketball Asst Boys Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Basketball Asst Boys Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Basketball Asst Girls Coach	Cookeville High School	3,250.00	3,720.00	4,180.00
Basketball Asst Girls Coach	Monterey High School	3,250.00	3,720.00	4,180.00
Basketball Asst Girls Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Basketball Asst Girls Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Bowling Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Cheer Competition Coach	Cookeville High School	1,620.00	1,850.00	2,090.00
Cheerleading Basketball Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Cheerleading Basketball Coach	Monterey High School	2,600.00	2,970.00	3,340.00
Cheerleading Basketball Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Cheerleading Football Coach	Cookeville High School	2,280.00	2,610.00	2,930.00
Cheerleading Football Coach	Monterey High School	2,280.00	2,610.00	2,930.00
Cheerleading Football Coach	Upperman High School	2,280.00	2,610.00	2,930.00
Cross Country Head Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Cross Country Head Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Cross Country Assistant Coach	Cookeville High School	1,300.00	1,490.00	1,670.00
Dance Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Dance Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Dance Asst.	Cookeville High School	1,300.00	1,490.00	1,670.00
Dance Asst.	Upperman High School	1,300.00	1,490.00	1,670.00
Football Head Coach	Cookeville High School	6,490.00	7,420.00	8,350.00
Football Head Coach	Monterey High School	6,490.00	7,420.00	8,350.00
Football Head Coach	Upperman High School	6,490.00	7,420.00	8,350.00

**PROPOSED ATHLETIC AND ACTIVITY
FOR THE SCHOOL YEAR 2026 - 2027**

POSITION	SCHOOL	Base	Year 4-6	Year 7+
Football Head Freshman Coach	Cookeville High School	3,580.00	4,090.00	4,600.00
Football Assistant Coach	Cookeville High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Cookeville High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Cookeville High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Cookeville High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Cookeville High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Monterey High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Monterey High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Monterey High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Football Assistant Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Golf Head Boys Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Golf Head Boys Coach	Monterey High School	2,600.00	2,970.00	3,340.00
Golf Head Boys Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Golf Head Girls Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Golf Head Girls Coach	Monterey High School	2,600.00	2,970.00	3,340.00
Golf Head Girls Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Golf Asst. Boys Coach	Cookeville High School	1,300.00	1,490.00	1,670.00
Golf Asst. Boys Coach	Monterey High School	1,300.00	1,490.00	1,670.00
Golf Asst. Boys Coach	Upperman High School	1,300.00	1,490.00	1,670.00
Golf Asst. Girls Coach	Cookeville High School	1,300.00	1,490.00	1,670.00
Golf Asst. Girls Coach	Monterey High School	1,300.00	1,490.00	1,670.00
Golf Asst. Girls Coach	Upperman High School	1,300.00	1,490.00	1,670.00
LaCrosse Boys Coach	Cookeville High School	1,950.00	2,230.00	2,510.00
LaCrosse Boys Coach	Upperman High School	1,950.00	2,230.00	2,510.00
LaCrosse Girls Coach	Cookeville High School	1,950.00	2,230.00	2,510.00
LaCrosse Girls Coach	Upperman High School	1,950.00	2,230.00	2,510.00
Soccer Head Boys Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Soccer Head Boys Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Soccer Head Girls Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Soccer Head Girls Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Soccer Assistant Boys Coach	Cookeville High School	1,300.00	1,490.00	1,670.00
Soccer Assistant Boys Coach	Upperman High School	1,300.00	1,490.00	1,670.00
Soccer Assistant Girls Coach	Cookeville High School	1,300.00	1,490.00	1,670.00
Soccer Assistant Girls Coach	Upperman High School	1,300.00	1,490.00	1,670.00
Softball Head Coach	Cookeville High School	4,540.00	5,190.00	5,840.00
Softball Head Coach	Monterey High School	4,540.00	5,190.00	5,840.00
Softball Head Coach	Upperman High School	4,540.00	5,190.00	5,840.00
Softball Assistant Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Softball Assistant Coach	Monterey High School	2,280.00	2,610.00	2,930.00
Softball Assistant Coach	Upperman High School	2,280.00	2,610.00	2,930.00

**PROPOSED ATHLETIC AND ACTIVITY
FOR THE SCHOOL YEAR 2026 - 2027**

POSITION	SCHOOL	Base	Year 4-6	Year 7+
Swimming Head Coach	Cookeville High School	1,950.00	2,230.00	2,510.00
Swimming Assistant Coach	Cookeville High School	970.00	1,110.00	1,250.00
Tennis Head Boys Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Tennis Head Girls Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Tennis Asst. Boys Coach	Cookeville High School	1,300.00	1,490.00	1,670.00
Tennis Asst. Girls Coach	Cookeville High School	1,300.00	1,490.00	1,670.00
Track Head Boys Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Track Head Boys Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Track Head Girls Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Track Head Girls Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Track Asst. Boys Coach	Cookeville High School	1,300.00	1,490.00	1,670.00
Track Asst. Boys Coach	Upperman High School	1,300.00	1,490.00	1,670.00
Track Asst. Girls Coach	Cookeville High School	1,300.00	1,490.00	1,670.00
Track Asst. Girls Coach	Upperman High School	1,300.00	1,490.00	1,670.00
Volleyball Head Coach	Cookeville High School	3,900.00	4,460.00	5,020.00
Volleyball Head Coach	Monterey High School	3,900.00	4,460.00	5,020.00
Volleyball Head Coach	Upperman High School	3,900.00	4,460.00	5,020.00
Volleyball Assistant Coach	Cookeville High School	1,950.00	2,230.00	2,510.00
Volleyball Assistant Coach	Cookeville High School	1,950.00	2,230.00	2,510.00
Volleyball Assistant Coach	Monterey High School	1,950.00	2,230.00	2,510.00
Volleyball Assistant Coach	Upperman High School	1,950.00	2,230.00	2,510.00
Wrestling Head Coach	Cookeville High School	3,900.00	4,460.00	5,020.00
Wrestling Head Coach	Upperman High School	3,900.00	4,460.00	5,020.00
Wrestling Assistant Coach	Cookeville High School	1,950.00	2,230.00	2,510.00
Wrestling Assistant Coach	Upperman High School	1,950.00	2,230.00	2,510.00
Band Director	Cookeville High School	6,490.00	7,420.00	8,350.00
Band Director	Upperman High School	6,490.00	7,420.00	8,350.00
Band Director	Monterey High School	6,490.00	7,420.00	8,350.00
Band Assistant Director	Cookeville High School	3,250.00	3,720.00	4,180.00
Band Assistant Director	Cookeville High School	3,250.00	3,720.00	4,180.00
Chorus Director	Cookeville High School	3,580.00	4,090.00	4,600.00
Chorus Director	Monterey High School	3,580.00	4,090.00	4,600.00
Chorus Director	Upperman High School	3,580.00	4,090.00	4,600.00
Flag Corp / Drum Line Coordinator	Upperman High School	2,600.00	2,970.00	3,340.00
Drama Coach	Cookeville High School	3,900.00	4,460.00	5,020.00
Drama Coach	Monterey High School	3,900.00	4,460.00	5,020.00
Drama Coach	Upperman High School	3,900.00	4,460.00	5,020.00
Speech / Forensics Coach	Cookeville High School	3,250.00	3,720.00	4,180.00
Speech / Forensics Coach	Upperman High School	3,250.00	3,720.00	4,180.00
Academic Team Coach	Cookeville High School	2,600.00	2,970.00	3,340.00
Academic Team Coach	Monterey High School	2,600.00	2,970.00	3,340.00
Academic Team Coach	Upperman High School	2,600.00	2,970.00	3,340.00
Newspaper Advisor	Cookeville High School	3,900.00	4,460.00	5,020.00
Newspaper Advisor	Monterey High School	3,900.00	4,460.00	5,020.00
Newspaper Advisor	Upperman High School	3,900.00	4,460.00	5,020.00
Odyssey of the Mind Coach	Cookeville High School	810.00	930.00	1,040.00

**PROPOSED ATHLETIC AND ACTIVITY
FOR THE SCHOOL YEAR 2026 - 2027**

POSITION	SCHOOL	Base	Year 4-6	Year 7+
Yearbook Advisor	Cookeville High School	3,900.00	4,460.00	5,020.00
Yearbook Advisor	Monterey High School	3,900.00	4,460.00	5,020.00
Yearbook Advisor	Upperman High School	3,900.00	4,460.00	5,020.00
Yearbook Advisor	VITAL	550.00	630.00	710.00
MIDDLE SCHOOLS				
Athletic Director	Algood Middle School	3,580.00	4,090.00	4,600.00
Athletic Director	Avery Trace Middle School	3,580.00	4,090.00	4,600.00
Athletic Director	MHS/ Middle School	3,580.00	4,090.00	4,600.00
Athletic Director	Prescott South Middle School	3,580.00	4,090.00	4,600.00
Athletic Director	Upperman Middle School	3,580.00	4,090.00	4,600.00
Baseball Coach	Algood Middle School	2,600.00	2,970.00	3,340.00
Baseball Coach	Avery Trace Middle School	2,600.00	2,970.00	3,340.00
Baseball Coach	MHS/ Middle School	2,600.00	2,970.00	3,340.00
Baseball Coach	Prescott South Middle School	2,600.00	2,970.00	3,340.00
Baseball Coach	Upperman Middle School	2,600.00	2,970.00	3,340.00
Basketball Head Boys Coach	Algood Middle School	3,580.00	4,090.00	4,600.00
Basketball Head Boys Coach	Avery Trace Middle School	3,580.00	4,090.00	4,600.00
Basketball Head Boys Coach	MHS/ Middle School	3,580.00	4,090.00	4,600.00
Basketball Head Boys Coach	Prescott South Middle School	3,580.00	4,090.00	4,600.00
Basketball Head Boys Coach	Upperman Middle School	3,580.00	4,090.00	4,600.00
Basketball Head Girls Coach	Algood Middle School	3,580.00	4,090.00	4,600.00
Basketball Head Girls Coach	Avery Trace Middle School	3,580.00	4,090.00	4,600.00
Basketball Head Girls Coach	MHS/ Middle School	3,580.00	4,090.00	4,600.00
Basketball Head Girls Coach	Prescott South Middle School	3,580.00	4,090.00	4,600.00
Basketball Head Girls Coach	Upperman Middle School	3,580.00	4,090.00	4,600.00
Basketball Asst. Boys Coach	Algood Middle School	1,780.00	2,040.00	2,290.00
Basketball Asst. Boys Coach	Avery Trace Middle School	1,780.00	2,040.00	2,290.00
Basketball Asst. Boys Coach	MHS/ Middle School	1,780.00	2,040.00	2,290.00
Basketball Asst. Boys Coach	Prescott South Middle School	1,780.00	2,040.00	2,290.00
Basketball Asst. Boys Coach	Upperman Middle School	1,780.00	2,040.00	2,290.00
Basketball Asst. Girls Coach	Algood Middle School	1,780.00	2,040.00	2,290.00
Basketball Asst. Girls Coach	Avery Trace Middle School	1,780.00	2,040.00	2,290.00
Basketball Asst. Girls Coach	MHS/ Middle School	1,780.00	2,040.00	2,290.00
Basketball Asst. Girls Coach	Prescott South Middle School	1,780.00	2,040.00	2,290.00
Basketball Asst. Girls Coach	Upperman Middle School	1,780.00	2,040.00	2,290.00
Cheerleading Head Coach	Algood Middle School	1,620.00	1,850.00	2,090.00
Cheerleading Head Coach	Avery Trace Middle School	1,620.00	1,850.00	2,090.00
Cheerleading Head Coach	MHS/ Middle School	1,620.00	1,850.00	2,090.00
Cheerleading Head Coach	Prescott South Middle School	1,620.00	1,850.00	2,090.00
Cheerleading Head Coach	Upperman Middle School	1,620.00	1,850.00	2,090.00
Cheerleading Asst. Coach	Algood Middle School	810.00	930.00	1,040.00
Cheerleading Asst. Coach	Avery Trace Middle School	810.00	930.00	1,040.00
Cheerleading Asst. Coach	MHS/ Middle School	810.00	930.00	1,040.00
Cheerleading Asst. Coach	Prescott South Middle School	810.00	930.00	1,040.00
Cheerleading Asst. Coach	Upperman Middle School	810.00	930.00	1,040.00

**PROPOSED ATHLETIC AND ACTIVITY
FOR THE SCHOOL YEAR 2026 - 2027**

POSITION	SCHOOL	Base	Year 4-6	Year 7+
Cross Country Coach	Avery Trace Middle School	1,620.00	1,850.00	2,090.00
Dance Coach	Algood Middle School	1,620.00	1,850.00	2,090.00
Dance Coach	Avery Trace Middle School	1,620.00	1,850.00	2,090.00
Dance Coach	Prescott South Middle School	1,620.00	1,850.00	2,090.00
Football Head Coach	Algood Middle School	3,580.00	4,090.00	4,600.00
Football Head Coach	Avery Trace Middle School	3,580.00	4,090.00	4,600.00
Football Head Coach	MHS/ Middle School	3,580.00	4,090.00	4,600.00
Football Head Coach	Prescott South Middle School	3,580.00	4,090.00	4,600.00
Football Head Coach	Upperman Middle School	3,580.00	4,090.00	4,600.00
Football Assistant Coach	Algood Middle School	1,780.00	2,040.00	2,290.00
Football Assistant Coach	Algood Middle School	1,780.00	2,040.00	2,290.00
Football Assistant Coach	Avery Trace Middle School	1,780.00	2,040.00	2,290.00
Football Assistant Coach	Avery Trace Middle School	1,780.00	2,040.00	2,290.00
Football Assistant Coach	MHS/ Middle School	1,780.00	2,040.00	2,290.00
Football Assistant Coach	MHS/ Middle School	1,780.00	2,040.00	2,290.00
Football Assistant Coach	Prescott South Middle School	1,780.00	2,040.00	2,290.00
Football Assistant Coach	Prescott South Middle School	1,780.00	2,040.00	2,290.00
Football Assistant Coach	Upperman Middle School	1,780.00	2,040.00	2,290.00
Football Assistant Coach	Upperman Middle School	1,780.00	2,040.00	2,290.00
Golf Coach	Algood Middle School	1,620.00	1,850.00	2,090.00
Golf Coach	Avery Trace Middle School	1,620.00	1,850.00	2,090.00
Golf Coach	MHS/ Middle School	1,620.00	1,850.00	2,090.00
Golf Coach	Prescott South Middle School	1,620.00	1,850.00	2,090.00
Golf Coach	Upperman Middle School	1,620.00	1,850.00	2,090.00
Soccer Boys Coach	Algood Middle School	1,620.00	1,850.00	2,090.00
Soccer Boys Coach	Avery Trace Middle School	1,620.00	1,850.00	2,090.00
Soccer Boys Coach	Prescott South Middle School	1,620.00	1,850.00	2,090.00
Soccer Boys Coach	Upperman Middle School	1,620.00	1,850.00	2,090.00
Soccer Girls Coach	Algood Middle School	1,620.00	1,850.00	2,090.00
Soccer Girls Coach	Avery Trace Middle School	1,620.00	1,850.00	2,090.00
Soccer Girls Coach	Prescott South Middle School	1,620.00	1,850.00	2,090.00
Soccer Girls Coach	Upperman Middle School	1,620.00	1,850.00	2,090.00
Softball Coach	Algood Middle School	2,600.00	2,970.00	3,340.00
Softball Coach	Avery Trace Middle School	2,600.00	2,970.00	3,340.00
Softball Coach	MHS/ Middle School	2,600.00	2,970.00	3,340.00
Softball Coach	Prescott South Middle School	2,600.00	2,970.00	3,340.00
Softball Coach	Upperman Middle School	2,600.00	2,970.00	3,340.00
Tennis Coach	Algood Middle School	1,620.00	1,850.00	2,090.00
Tennis Coach	Avery Trace Middle School	1,620.00	1,850.00	2,090.00
Tennis Coach	Prescott South Middle School	1,620.00	1,850.00	2,090.00
Track and Field	Avery Trace Middle School	1,620.00	1,850.00	2,090.00
Volleyball Coach	Algood Middle School	2,280.00	2,610.00	2,930.00
Volleyball Coach	Avery Trace Middle School	2,280.00	2,610.00	2,930.00
Volleyball Coach	MHS/ Middle School	2,280.00	2,610.00	2,930.00
Volleyball Coach	Prescott South Middle School	2,280.00	2,610.00	2,930.00
Volleyball Coach	Upperman Middle School	2,280.00	2,610.00	2,930.00

**PROPOSED ATHLETIC AND ACTIVITY
FOR THE SCHOOL YEAR 2026 - 2027**

POSITION	SCHOOL	Base	Year 4-6	Year 7+
Wrestling Coach	Algood Middle School	1,620.00	1,850.00	2,090.00
Wrestling Coach	Avery Trace Middle School	1,620.00	1,850.00	2,090.00
Wrestling Coach	Prescott South Middle School	1,620.00	1,850.00	2,090.00
Wrestling Coach	Upperman Middle School	1,620.00	1,850.00	2,090.00
Band Director	Algood Middle School	3,580.00	4,090.00	4,600.00
Band Director	Avery Trace Middle School	3,580.00	4,090.00	4,600.00
Band Director	MHS/ Middle School	3,580.00	4,090.00	4,600.00
Band Director	Prescott South Middle School	3,580.00	4,090.00	4,600.00
Band Director	Upperman Middle School	3,580.00	4,090.00	4,600.00
Chorus Director	Burks Elementary	2,110.00	2,410.00	2,710.00
Chorus Director	Algood Middle School	2,110.00	2,410.00	2,710.00
Chorus Director	Avery Trace Middle School	2,110.00	2,410.00	2,710.00
Chorus Director	Prescott South Middle School	2,110.00	2,410.00	2,710.00
Chorus Director	Upperman Middle School	2,110.00	2,410.00	2,710.00
Academic Team Coach	Algood Middle School	1,300.00	1,490.00	1,670.00
Academic Team Coach	Avery Trace Middle School	1,300.00	1,490.00	1,670.00
Academic Team Coach	Prescott South Middle School	1,300.00	1,490.00	1,670.00
Academic Team Coach	Upperman Middle School	1,300.00	1,490.00	1,670.00
Newspaper Advisor	Algood Middle School	1,300.00	1,490.00	1,670.00
Newspaper Advisor	Avery Trace Middle School	1,300.00	1,490.00	1,670.00
Newspaper Advisor	Prescott South Middle School	1,300.00	1,490.00	1,670.00
Odyssey of the Mind Coach	Algood Middle School	810.00	930.00	1,040.00
Yearbook Advisor	Algood Middle School	1,950.00	2,230.00	2,510.00
Yearbook Advisor	Avery Trace Middle School	1,950.00	2,230.00	2,510.00
Yearbook Advisor	Prescott South Middle School	1,950.00	2,230.00	2,510.00
Yearbook Advisor	Upperman Middle School	1,950.00	2,230.00	2,510.00
ELEMENTARY SCHOOLS				
Jump Rope Team Coach	Capshaw Elementary	490.00	560.00	630.00
Jump Rope Team Coach	Park View Elementary	490.00	560.00	630.00
Yearbook Advisor	Algood Elementary School	550.00	630.00	710.00
Yearbook Advisor	Baxter Primary School	550.00	630.00	710.00
Yearbook Advisor	Burks Elementary	970.00	1,110.00	1,250.00
Yearbook Advisor	Cane Creek Elementary School	550.00	630.00	710.00
Yearbook Advisor	Capshaw Elementary	550.00	630.00	710.00
Yearbook Advisor	Cornerstone Elementary	550.00	630.00	710.00
Yearbook Advisor	Jere Whitson Elementary	550.00	630.00	710.00
Yearbook Advisor	Northeast Elementary	550.00	630.00	710.00
Yearbook Advisor	Park View Elementary	550.00	630.00	710.00
Yearbook Advisor	Prescott South Elementary School	550.00	630.00	710.00
Yearbook Advisor	Sycamore Elementary School	550.00	630.00	710.00
		689,510.00	788,460.00	886,790.00

Coaching and Academic Supplement Guidelines
2026-2027

- All coaching and academic supplements funded by the Board of Education must be approved by position each academic year and integrated into the General Purpose School Budget (Fund 141). A total supplemental cap must also be approved each academic year by the Board of Education.
- The supplements are based on a three-tiered system related to years of experience coaching the specific sport/activity the individual is being paid for. Tier 1 applies to persons with 1 to 3 years of experience, tier 2 to persons with 4 to 6 years and tier 3 to persons with 7 or more years.
- Experience within and outside Putnam County will count as long as it can be verified. Assistant experience will count as long as the experience is within the sport being paid. In cases where a person coaches more than one sport, each sport experience will be considered independently.
- Athletic Directors and/or School Principals will be responsible for verifying experience and reporting experience levels annually to the Finance department.
- No person may sponsor more than two (2) supplemented positions unless recommended by the Principal and approved by the Director of Schools. The absolute maximum number of supplemented positions one individual may sponsor is three (3).
- The Director of Schools shall inform the Board of all individuals that are receiving three (3) supplements and how long those individuals have received the supplements.
- Before one individual is recommended for three (3) supplements a school wide search must be conducted by the Principal to determine there are no other interested, qualified school faculty members willing to sponsor the particular athletic/academic activity.
- All sponsors must meet with the school's Principal and/or Athletic Director each year to review requirements that are to be met based on the supplemented position.
- A sponsor may, with the permission of the school's Principal, choose to split the supplemental position with another individual.
- The school Principal may not force an individual to split their supplemental position with another individual.
- All sponsors of supplemental positions must abide by Putnam County School Board Policy 5.110 and must advise any groups or individuals of Policy 5.110 who might seek to issue payments to the sponsor based on their supplemental position.
- In the event the sponsor is unable to perform the requirements set forth by the Principal and/or Athletic Director, the sponsor will reimburse the Putnam County Board of Education the prorated supplemental amount. The prorated supplemental amount to be reimbursed shall be decided by the school Principal.
- All supplemental positions must be filled and paperwork submitted to the Finance department by the last day of the first semester.
- **IT IS THE RESPONSIBILITY OF THE PRINCIPAL/ATHLETIC DIRECTOR TO ENSURE THAT ALL NON-FACULTY COACHES HAVE COMPLETED THEIR FINGERPRINTING AND BACKGROUND CHECK REQUIREMENTS WITH THE HUMAN RESOURCES DEPT PRIOR TO WORKING WITH STUDENTS.**
- The amount of total supplements allocated to one individual may not exceed \$11,930.

Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)



Date _____ 6/25/2026

Department _____ Finance

Person Submitting _____ Mark McReynolds

Account Number (if appropriate) _____

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of Classification Charts and Pay-scales for both Hourly and Professional Non-certified Employees for the 2026-2027 school year.

Received
6-19-26 MF

PUTNAM COUNTY BOARD OF EDUCATION
2026-2027 CLASSIFICATION CHART - HOURLY / NON-EXEMPT EMPLOYEES

1	13.13	23.49	N/A	Daycare Worker SAC Activity Instructor	25.06	14.36	2	25.06	15.63	26.93	3	27.36	16.06	27.36	4	27.36	16.92	28.22	5
2	13.13	23.49	N/A	Daycare Worker SAC Activity Instructor	25.06	14.36	2	25.06	15.63	26.93	3	27.36	16.06	27.36	4	27.36	16.92	28.22	5
3	13.13	23.49	N/A	Daycare Worker SAC Activity Instructor	25.06	14.36	2	25.06	15.63	26.93	3	27.36	16.06	27.36	4	27.36	16.92	28.22	5
4	13.13	23.49	N/A	Daycare Worker SAC Activity Instructor	25.06	14.36	2	25.06	15.63	26.93	3	27.36	16.06	27.36	4	27.36	16.92	28.22	5
5	13.13	23.49	N/A	Daycare Worker SAC Activity Instructor	25.06	14.36	2	25.06	15.63	26.93	3	27.36	16.06	27.36	4	27.36	16.92	28.22	5
6	18.30	29.59	Mechanic - Level I	Bus Driver**	29.98	18.67	7	29.98	19.05	30.34	8	30.74	19.79	31.12	9	30.74	19.79	31.12	10
7	18.30	29.59	Mechanic - Level I	Bus Driver**	29.98	18.67	7	29.98	19.05	30.34	8	30.74	19.79	31.12	9	30.74	19.79	31.12	10
8	18.30	29.59	Mechanic - Level I	Bus Driver**	29.98	18.67	7	29.98	19.05	30.34	8	30.74	19.79	31.12	9	30.74	19.79	31.12	10
9	18.30	29.59	Mechanic - Level I	Bus Driver**	29.98	18.67	7	29.98	19.05	30.34	8	30.74	19.79	31.12	9	30.74	19.79	31.12	10
10	18.30	29.59	Mechanic - Level I	Bus Driver**	29.98	18.67	7	29.98	19.05	30.34	8	30.74	19.79	31.12	9	30.74	19.79	31.12	10
11	20.19	31.49	Technical Assistant Technology Procurement Assistant	Maintenance - Level IV	32.25	20.95	12	32.25	21.32	32.64	13	33.02	22.08	33.40	14	33.02	22.08	33.40	15
12	20.19	31.49	Technical Assistant Technology Procurement Assistant	Maintenance - Level IV	32.25	20.95	12	32.25	21.32	32.64	13	33.02	22.08	33.40	14	33.02	22.08	33.40	15
13	20.19	31.49	Technical Assistant Technology Procurement Assistant	Maintenance - Level IV	32.25	20.95	12	32.25	21.32	32.64	13	33.02	22.08	33.40	14	33.02	22.08	33.40	15
14	20.19	31.49	Technical Assistant Technology Procurement Assistant	Maintenance - Level IV	32.25	20.95	12	32.25	21.32	32.64	13	33.02	22.08	33.40	14	33.02	22.08	33.40	15
15	20.19	31.49	Technical Assistant Technology Procurement Assistant	Maintenance - Level IV	32.25	20.95	12	32.25	21.32	32.64	13	33.02	22.08	33.40	14	33.02	22.08	33.40	15
16	24.00	35.30	ESL Interpreter - II Deaf Interpreter - II Technology Support Technician	Mechanic - Level IV	36.07	24.77	17	36.07	25.53	36.83	18	38.32	27.04	40.25	19	38.32	27.04	40.25	20
17	24.00	35.30	ESL Interpreter - II Deaf Interpreter - II Technology Support Technician	Mechanic - Level IV	36.07	24.77	17	36.07	25.53	36.83	18	38.32	27.04	40.25	19	38.32	27.04	40.25	20
18	24.00	35.30	ESL Interpreter - II Deaf Interpreter - II Technology Support Technician	Mechanic - Level IV	36.07	24.77	17	36.07	25.53	36.83	18	38.32	27.04	40.25	19	38.32	27.04	40.25	20
19	24.00	35.30	ESL Interpreter - II Deaf Interpreter - II Technology Support Technician	Mechanic - Level IV	36.07	24.77	17	36.07	25.53	36.83	18	38.32	27.04	40.25	19	38.32	27.04	40.25	20
20	24.00	35.30	ESL Interpreter - II Deaf Interpreter - II Technology Support Technician	Mechanic - Level IV	36.07	24.77	17	36.07	25.53	36.83	18	38.32	27.04	40.25	19	38.32	27.04	40.25	20

PUTNAM COUNTY BOARD OF EDUCATION
2026-2027 CLASSIFICATION CHART - HOURLY - NON-EXEMPT EMPLOYEES

GRADE	2025-2026 Annual Rates for Steps - Hourly Wage																								GRADE		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24		25	26
1	13.13	13.29	13.73	14.20	14.64	15.05	15.48	15.94	16.35	16.77	17.19	17.62	18.04	18.48	18.89	19.35	19.74	20.19	20.64	21.05	21.50	21.94	22.39	22.83	23.29	23.73	1
2	14.36	14.78	15.23	15.66	16.10	16.51	16.92	17.37	17.77	18.18	18.59	19.02	19.42	19.86	20.26	20.70	21.09	21.53	21.97	22.38	22.82	23.27	23.71	24.16	24.61	25.06	2
3	15.63	16.07	16.55	17.04	17.50	17.93	18.40	18.87	19.31	19.73	20.16	20.64	21.08	21.54	21.96	22.44	22.88	23.34	23.81	24.25	24.69	25.14	25.58	26.03	26.48	26.93	3
4	16.06	16.51	16.98	17.46	17.92	18.36	18.82	19.29	19.74	20.15	20.60	21.07	21.52	21.96	22.41	22.88	23.31	23.77	24.24	24.68	25.12	25.57	26.01	26.46	26.91	27.36	4
5	16.92	17.37	17.85	18.31	18.78	19.22	19.69	20.16	20.58	21.02	21.47	21.93	22.37	22.84	23.26	23.74	24.17	24.63	25.10	25.55	25.99	26.44	26.88	27.33	27.77	28.22	5
6	18.30	18.75	19.21	19.70	20.17	20.61	21.07	21.53	21.98	22.41	22.85	23.32	23.75	24.21	24.65	25.11	25.56	26.03	26.47	26.92	27.37	27.81	28.26	28.70	29.16	29.59	6
7	18.67	19.12	19.61	20.08	20.54	20.99	21.45	21.91	22.35	22.80	23.21	23.70	24.12	24.59	25.02	25.49	25.92	26.38	26.86	27.30	27.74	28.19	28.63	29.08	29.53	29.98	7
8	19.05	19.50	19.97	20.45	20.92	21.36	21.81	22.28	22.73	23.15	23.60	24.07	24.50	24.95	25.40	25.87	26.31	26.76	27.23	27.67	28.12	28.56	29.01	29.45	29.91	30.34	8
9	19.43	19.89	20.37	20.83	21.31	21.75	22.21	22.68	23.11	23.56	23.98	24.44	24.88	25.35	25.77	26.24	26.68	27.15	27.62	28.06	28.50	28.95	29.39	29.84	30.29	30.74	9
10	19.79	20.26	20.73	21.22	21.67	22.12	22.59	23.04	23.49	23.92	24.36	24.83	25.27	25.71	26.16	26.63	27.07	27.51	27.99	28.44	28.89	29.33	29.78	30.22	30.68	31.12	10
11	20.19	20.65	21.13	21.59	22.07	22.51	22.97	23.44	23.88	24.31	24.74	25.22	25.64	26.12	26.55	27.00	27.44	27.91	28.40	28.81	29.25	29.70	30.14	30.59	31.04	31.49	11
12	20.95	21.41	21.89	22.35	22.83	23.27	23.73	24.20	24.64	25.09	25.49	25.98	26.41	26.88	27.31	27.77	28.20	28.67	29.16	29.57	30.01	30.46	30.90	31.35	31.80	32.25	12
13	21.32	21.79	22.25	22.74	23.20	23.64	24.11	24.57	25.01	25.44	25.89	26.36	26.78	27.24	27.69	28.15	28.59	29.04	29.51	29.96	30.41	30.85	31.30	31.74	32.20	32.64	13
14	21.73	22.16	22.65	23.13	23.59	24.03	24.49	24.96	25.40	25.85	26.27	26.74	27.18	27.65	28.05	28.53	28.97	29.43	29.89	30.34	30.78	31.23	31.67	32.12	32.57	33.02	14
15	22.08	22.55	23.02	23.49	23.96	24.41	24.86	25.32	25.77	26.20	26.65	27.12	27.55	28.00	28.45	28.92	29.35	29.80	30.28	30.72	31.17	31.61	32.06	32.50	32.96	33.40	15
16	24.00	24.46	24.94	25.40	25.87	26.31	26.78	27.25	27.69	28.12	28.55	29.03	29.47	29.92	30.34	30.83	31.25	31.72	32.19	32.63	33.06	33.51	33.95	34.40	34.85	35.30	16
17	24.77	25.22	25.70	26.18	26.63	27.07	27.54	28.02	28.44	28.88	29.32	29.79	30.23	30.69	31.10	31.59	32.03	32.48	32.95	33.40	33.84	34.28	34.72	35.17	35.62	36.07	17
18	25.53	25.99	26.46	26.94	27.40	27.83	28.30	28.78	29.20	29.64	30.08	30.56	30.98	31.45	31.89	32.35	32.78	33.25	33.71	34.16	34.60	35.05	35.48	35.93	36.38	36.83	18
19	27.04	27.50	27.97	28.43	28.91	29.35	29.82	30.27	30.71	31.16	31.59	32.06	32.50	32.96	33.39	33.86	34.28	34.76	35.23	35.64	36.09	36.53	36.98	37.42	37.88	38.32	19
20	28.95	29.40	29.87	30.37	30.82	31.27	31.72	32.19	32.61	33.06	33.50	33.97	34.40	34.86	35.30	35.77	36.21	36.65	37.13	37.57	38.02	38.46	38.91	39.35	39.81	40.25	20

Increase
26-27 1.00%

PUTNAM COUNTY BOARD OF EDUCATION
2026-2027 CLASSIFICATION CHART - PROFESSIONAL / EXEMPT EMPLOYEES

1		2		3		4		5	
55,517	77,917	66,915	91,744	72,525	99,435	78,135	107,128	88,488	121,322
Parent Involvement Coordinator Asst. Supervisor (non-certified) Nurse Coordinator Program Coordinators Interim Supervisor (non-certified) Social Worker		Accounting Dept Supervisor Supervisors (non certified) Clinical Social Worker Network Services Specialist Physical Therapy Assistant Certified Occupational Therapy Assistant (COTA)		Physical Therapist Occupational Therapist Mental Health Coordinator Board Certified Behavior Analyst (BCBA) Student Information System Manager		Construction Manager Food Services Supervisor Transportation Supervisor Communication Supervisor		Special Project Coordinator	
6									
89,355	122,510								
Director of Finance Director of Human Resources									

KEY: Grade
Annual Salary based on 12 months

**Positions less than 12 months will be prorated as applicable

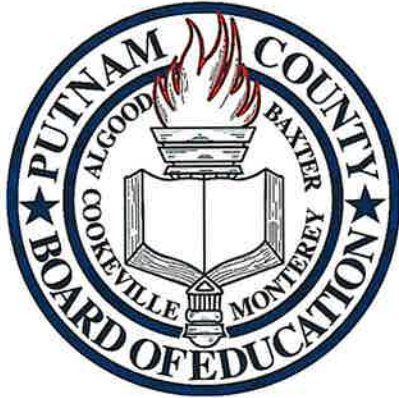
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PUTNAM COUNTY BOARD OF EDUCATION
2026-2027 CLASSIFICATION CHART - EXEMPT PROFESSIONAL EMPLOYEES

GRADE	2026-2027 Annual Rates for Steps - Salary																									
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
1	55,517	56,705	57,894	59,571	60,768	61,478	62,678	63,879	64,589	65,296	66,003	67,207	67,911	69,117	69,821	71,028	71,731	72,940	74,151	74,853	75,364	75,874	76,386	76,897	77,406	77,917
2	66,915	68,254	69,619	71,638	72,999	73,656	74,982	76,331	77,018	77,711	78,411	79,744	80,382	81,748	82,402	83,721	84,390	85,741	87,112	87,809	88,512	89,220	89,844	90,473	91,107	91,744
3	72,525	73,975	75,455	77,643	79,118	79,830	81,267	82,730	83,475	84,226	84,984	86,429	87,120	88,601	89,310	90,739	91,465	92,928	94,415	95,170	95,932	96,699	97,376	98,058	98,744	99,435
4	78,135	79,698	81,292	83,650	85,239	86,006	87,554	89,130	89,932	90,742	91,558	93,115	93,860	95,455	96,219	97,759	98,541	100,117	101,719	102,533	103,353	104,180	104,909	105,644	106,383	107,128
5	88,488	90,258	92,063	94,733	96,533	97,402	99,155	100,940	101,848	102,765	103,690	105,453	106,296	108,103	108,968	110,712	111,597	113,383	115,197	116,119	117,047	117,984	118,810	119,641	120,479	121,322
6	89,355	91,142	92,965	95,660	97,478	98,355	100,126	101,928	102,845	103,771	104,705	106,485	107,337	109,161	110,035	111,795	112,690	114,493	116,325	117,255	118,193	119,139	119,973	120,813	121,658	122,510

Increase	
26-27	1.00%

EXHIBIT
VIIF25-IIIIF27
6-25-26



4Board Agenda Request
For 2026 Meeting

Date June 25, 2026 for (JULY)

Department Federal Programs

Person Submitting Bridgett Carwile *BC*

Account Number (if appropriate) 142

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider Approval of:

- Approval for renewal of Legacy, formally known as Platform and Strategies from Curriculum Associates ELLevation, per BuyBoard Contract 748-24 and quote Q-57538 in the amount of \$31,687.50, where \$15,843.75 is paid from 142-72210-399-101, \$15,843.75 is paid from 142-72210-599-301.

VIIF25

received
6-17-26 *MS*

VIF 26

VIF 27

- Approval to renew Title I Crate from 806 Technologies per BuyBoard contract #759-25 and quote in the amount of twelve thousand dollars (\$12,600.00) to be paid from Consolidated Administration budget line 142-72210-399-011.
- Approval of Solution Tree Contract for the July 15, 2026 Leadership Retreat for Professional Development to be paid from 142-72210-524-201.



Solution Tree Purchase Agreement

Effective as of the last date of signature below, Solution Tree Inc. (“Solution Tree”), located at 555 N. Morton St., Bloomington, IN 47404, and Putnam County School District (“Customer”), located at 1400 East Spring St., Cookeville, TN 38506, agree as follows:

1. **Purchase Summary:** Customer will purchase and Solution Tree will provide the products and services described below. Customer will provide Solution Tree with a purchase order for the full amount due under this Agreement, including any applicable taxes. All payments will be due net 30 days from actual date of invoice with all past due invoices subject to monthly finance charges as allowed by law.

Description	Payment	Expected Invoice Date
Professional Development Services (Non-refundable 20% Deposit)	\$1,570.00	Upon execution of Agreement
Professional Development Services (Remainder)	\$6,280.00	Incrementally after each date
Total	\$7,850.00	

2. **Professional Development Services:** Solution Tree agrees to provide a presenter, Tom Schimmer, to disseminate information for Customer on the topic of *Grading From the Inside Out* on July 15, 2026. Except for any pre-printed binders or other materials Solution Tree provides, Customer will reproduce any handouts and other print materials related to the services. Customer will provide a venue, audio/video equipment, and technical support capable of receiving and displaying all onsite or virtual sessions.

3. General Terms

- 3.1. **Intellectual Property:** Customer acknowledges that all tangible or electronic presentation materials, handouts, and/or program books used in conjunction with services performed under this Agreement are pre-existing and that no materials will be developed specifically for Customer. All previously owned rights will be retained, and Customer may not reproduce any materials not designated reproducible without express written permission. All audio, video, and digital recording of the services by Customer is prohibited.
- 3.2. **Authorization:** Customer warrants that it has gone through all required approval and procurement processes related to a purchase of this size and that Customer’s signatory has the authority to bind Customer to the terms of this Agreement.
- 3.3. **Force Majeure:** If an event beyond the parties’ control makes performance impossible, illegal, or commercially impracticable by preventing services from occurring as scheduled, the parties will use best efforts to reschedule or make substitutions for affected services or products. If performance is prevented entirely, neither party will have any further liability to the other party for the prevented performance. All unaffected obligations will remain in place.



3.4. Termination: Solution Tree may terminate this Agreement if Customer does not provide a purchase order at least 30 days before the first scheduled date. If Customer seeks to cancel any services within 90 days of the scheduled date for any reason but Force Majeure and Solution Tree agrees to such cancellation, Customer will reimburse Solution Tree for any reasonable business expenses incurred in anticipation of performance of this Agreement that exceed the amount of the deposit.

3.5. Entire Agreement: This Agreement, any purchase orders issued pursuant to this Agreement, any RFP in place between the parties, any other written agreement executed by the parties for the same services included in this Agreement, and any exhibits attached hereto constitute the entire agreement of the parties and supersede any prior or contemporaneous written or oral understanding or agreement. No waiver or modification of any of the terms of the Agreement will be effective unless made in writing and signed by both parties, and the unenforceability, invalidity, or illegality of any provision of this Agreement will not render the other provisions unenforceable, invalid, or illegal. Any waiver by either party of any default or breach hereunder will not constitute a waiver of any provision of this Agreement or of any subsequent default or breach of the same or a different kind.

This Agreement is acknowledged and accepted by Customer and Solution Tree:

By:	_____	By:	_____
Name:	Bridgett Carwile	Date	_____
Title:			
Entity:	Putnam County School District		



555 North Morton Street
 Bloomington IN 47404
 United States

Phone: 800-733-6786
 Fax: 812-336-7790

www.SolutionTree.com

Quote

#QS140884

7/1/2026

Bill To

Putnam County SD
 1400 E Spring St
 Cookeville TN 38506
 United States

Ship To

Putnam County BOE
 1400 E Spring St
 Cookeville TN 38506
 United States

TOTAL

\$7,850.00

Prices subject to change without notice.

PO #	Terms	Customer ID	Shipping Method	
	Net 30	108012	Not Applicable	

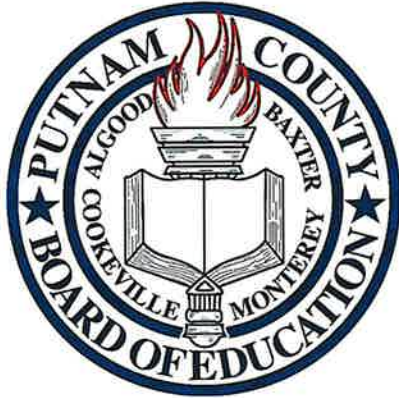
Item	Rate	Quantity	Extension
SPD508 Professional Development	\$7,850.00	1	\$7,850.00

1 day of Onsite Professional Development

Credit card orders exceeding \$5,000 will be subject to a 2.6% surcharge, where applicable by law. This fee is not greater than our cost of card acceptance and does not apply to debit or prepaid cards.

Subtotal	Sales Tax Total	Shipping Cost	Total
\$7,850.00	\$0.00	\$0.00	\$7,850.00

EXHIBIT
VIIF25-IIIIF27
6-25-26



4Board Agenda Request
For 2026 Meeting

Date June 25, 2026 for (JULY)

Department Federal Programs

Person Submitting Bridgett Carwile *YBC*

Account Number (if appropriate) 142

Check one:

Backup included

Backup to follow

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VIIF25

received
6-17-26 *MS*

VIF 26

VIF 27

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3.4. Termination: Solution Tree may terminate this Agreement if Customer does not provide a purchase order at least 30 days before the first scheduled date. If Customer seeks to cancel any services within 90 days of the scheduled date for any reason but Force Majeure and Solution Tree agrees to such cancellation, Customer will reimburse Solution Tree for any reasonable business expenses incurred in anticipation of performance of this Agreement that exceed the amount of the deposit.

3.5. Entire Agreement: This Agreement, any purchase orders issued pursuant to this Agreement, any RFP in place between the parties, any other written agreement executed by the parties for the same services included in this Agreement, and any exhibits attached hereto constitute the entire agreement of the parties and supersede any prior or contemporaneous written or oral understanding or agreement. No waiver or modification of any of the terms of the Agreement will be effective unless made in writing and signed by both parties, and the unenforceability, invalidity, or illegality of any provision of this Agreement will not render the other provisions unenforceable, invalid, or illegal. Any waiver by either party of any default or breach hereunder will not constitute a waiver of any provision of this Agreement or of any subsequent default or breach of the same or a different kind.

This Agreement is acknowledged and accepted by Customer and Solution Tree:

By:	_____	By:	_____
Name: Bridgett Carwile	Date		Date
Title:			
Entity: Putnam County School District			



555 North Morton Street
 Bloomington IN 47404
 United States

Phone: 800-733-6786
 Fax: 812-336-7790

www.SolutionTree.com

Quote

#QS140884

7/1/2026

Bill To

Putnam County SD
 1400 E Spring St
 Cookeville TN 38506
 United States

Ship To

Putnam County BOE
 1400 E Spring St
 Cookeville TN 38506
 United States

TOTAL

\$7,850.00

Prices subject to change without notice.

PO #	Terms	Customer ID	Shipping Method	
	Net 30	108012	Not Applicable	

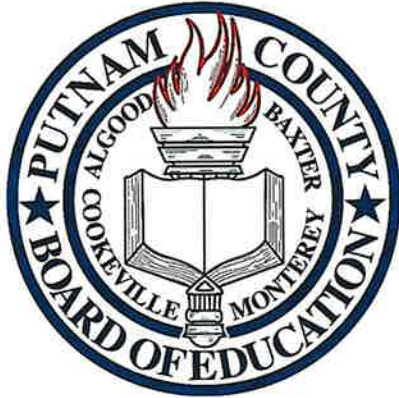
Item	Rate	Quantity	Extension
SPD508 Professional Development	\$7,850.00	1	\$7,850.00

1 day of Onsite Professional Development

Credit card orders exceeding \$5,000 will be subject to a 2.6% surcharge, where applicable by law. This fee is not greater than our cost of card acceptance and does not apply to debit or prepaid cards.

Subtotal	Sales Tax Total	Shipping Cost	Total
\$7,850.00	\$0.00	\$0.00	\$7,850.00

EXHIBIT
VIIF25-IIIIF27
6-25-26



4Board Agenda Request
For 2026 Meeting

Date June 25, 2026 for (JULY)

Department Federal Programs

Person Submitting Bridgett Carwile *BC*

Account Number (if appropriate) 142

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider Approval of:

- Approval for renewal of Legacy, formally known as Platform and Strategies from Curriculum Associates ELlevation, per BuyBoard Contract 748-24 and quote Q-57538 in the amount of \$31,687.50, where \$15,843.75 is paid from 142-72210-399-101, \$15,843.75 is paid from 142-72210-599-301.

VIIF25

received
6-17-26 *MS*

VIF 26

VIF 27

- Approval to renew Title I Crate from 806 Technologies per BuyBoard contract #759-25 and quote in the amount of twelve thousand dollars (\$12,600.00) to be paid from Consolidated Administration budget line 142-72210-399-011.
- Approval of Solution Tree Contract for the July 15, 2026 Leadership Retreat for Professional Development to be paid from 142-72210-524-201.



Solution Tree Purchase Agreement

Effective as of the last date of signature below, Solution Tree Inc. (“Solution Tree”), located at 555 N. Morton St., Bloomington, IN 47404, and Putnam County School District (“Customer”), located at 1400 East Spring St., Cookeville, TN 38506, agree as follows:

1. **Purchase Summary:** Customer will purchase and Solution Tree will provide the products and services described below. Customer will provide Solution Tree with a purchase order for the full amount due under this Agreement, including any applicable taxes. All payments will be due net 30 days from actual date of invoice with all past due invoices subject to monthly finance charges as allowed by law.

Description	Payment	Expected Invoice Date
Professional Development Services (Non-refundable 20% Deposit)	\$1,570.00	Upon execution of Agreement
Professional Development Services (Remainder)	\$6,280.00	Incrementally after each date
Total	\$7,850.00	

2. **Professional Development Services:** Solution Tree agrees to provide a presenter, Tom Schimmer, to disseminate information for Customer on the topic of *Grading From the Inside Out* on July 15, 2026. Except for any pre-printed binders or other materials Solution Tree provides, Customer will reproduce any handouts and other print materials related to the services. Customer will provide a venue, audio/video equipment, and technical support capable of receiving and displaying all onsite or virtual sessions.

3. General Terms

- 3.1. **Intellectual Property:** Customer acknowledges that all tangible or electronic presentation materials, handouts, and/or program books used in conjunction with services performed under this Agreement are pre-existing and that no materials will be developed specifically for Customer. All previously owned rights will be retained, and Customer may not reproduce any materials not designated reproducible without express written permission. All audio, video, and digital recording of the services by Customer is prohibited.
- 3.2. **Authorization:** Customer warrants that it has gone through all required approval and procurement processes related to a purchase of this size and that Customer’s signatory has the authority to bind Customer to the terms of this Agreement.
- 3.3. **Force Majeure:** If an event beyond the parties’ control makes performance impossible, illegal, or commercially impracticable by preventing services from occurring as scheduled, the parties will use best efforts to reschedule or make substitutions for affected services or products. If performance is prevented entirely, neither party will have any further liability to the other party for the prevented performance. All unaffected obligations will remain in place.



3.4. Termination: Solution Tree may terminate this Agreement if Customer does not provide a purchase order at least 30 days before the first scheduled date. If Customer seeks to cancel any services within 90 days of the scheduled date for any reason but Force Majeure and Solution Tree agrees to such cancellation, Customer will reimburse Solution Tree for any reasonable business expenses incurred in anticipation of performance of this Agreement that exceed the amount of the deposit.

3.5. Entire Agreement: This Agreement, any purchase orders issued pursuant to this Agreement, any RFP in place between the parties, any other written agreement executed by the parties for the same services included in this Agreement, and any exhibits attached hereto constitute the entire agreement of the parties and supersede any prior or contemporaneous written or oral understanding or agreement. No waiver or modification of any of the terms of the Agreement will be effective unless made in writing and signed by both parties, and the unenforceability, invalidity, or illegality of any provision of this Agreement will not render the other provisions unenforceable, invalid, or illegal. Any waiver by either party of any default or breach hereunder will not constitute a waiver of any provision of this Agreement or of any subsequent default or breach of the same or a different kind.

This Agreement is acknowledged and accepted by Customer and Solution Tree:

By:	_____	By:	_____
Name: Bridgett Carwile	Date		Date
Title:			
Entity: Putnam County School District			



555 North Morton Street
 Bloomington IN 47404
 United States

Phone: 800-733-6786
 Fax: 812-336-7790

www.SolutionTree.com

Quote

#QS140884

7/1/2026

Bill To

Putnam County SD
 1400 E Spring St
 Cookeville TN 38506
 United States

Ship To

Putnam County BOE
 1400 E Spring St
 Cookeville TN 38506
 United States

TOTAL

\$7,850.00

Prices subject to change without notice.

PO #	Terms	Customer ID	Shipping Method	
	Net 30	108012	Not Applicable	

Item	Rate	Quantity	Extension
SPD508 Professional Development	\$7,850.00	1	\$7,850.00

1 day of Onsite Professional Development

Credit card orders exceeding \$5,000 will be subject to a 2.6% surcharge, where applicable by law. This fee is not greater than our cost of card acceptance and does not apply to debit or prepaid cards.

Subtotal	Sales Tax Total	Shipping Cost	Total
\$7,850.00	\$0.00	\$0.00	\$7,850.00



**Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)**

Date _____ 6/25/2026

Department _____ Finance

Person Submitting _____ Mark McReynolds

Account Number (if appropriate) _____

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of the Substitute Teachers, SPED/Pre-K Assistants and Nurses rates for the 2026-2027 school year.

received
6-18-26 MT

**PROPOSED RATES FOR SUBSTITUTE TEACHERS
FOR THE 2026-27 SCHOOL YEAR**

Non-Certified Substitute Teacher per Day	\$ 120.00
Certified Substitute Teacher per Day	\$ 125.00
Retired PCSS Teacher per Day	\$ 130.00
Nurse PRN - Per Hourly Rate	\$ 18.00

Note: Daily rates based on 7.5 hours per day



**Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)**

Date _____ 6/4/2026

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval that the FY27 budget for the School Federal Project Fund (142) be the budget approved for separate projects within the fund by the Tennessee Department of Education.

received
6-4-26 MT CK



Putnam County School System

1400 E. Spring Street
Cookeville, TN 38506-4313
Ph: (931) 526-9777 | Fax: (931) 528-6942
www.pcsstn.com



ENGAGE INSPIRE ACHIEVE

Putnam County Board of Education Agenda Request

Name of Person Making Request: Jason Stickler (Data and Testing)

Date: 6-2-26

RE:

 X Backup included (Data Sharing Consent Forms)

 N/A Backup to follow

Statement to be Included:

- Seeking approval for the following Data Share Agreements....
 1. Curriculum Associates, Ellevation, Putnam County Schools.
 2. Flashlight Learning / Curriculum Associates
 3. Amplify / Tennessee Department of Education
 4. Curriculum Associates (iReady), McGraw Hill, Putnam County Schools
 5. Putnam County Schools / Tennessee Department of Education
 6. ACT / Ellevation

received
6-2-26 MT *CR*

Curriculum Associates

DATA SHARING CONSENT FORM

[Putnam County School System] has requested that Curriculum Associates, LLC ("Curriculum Associates") provide certain student data to [Ellevation Education], an authorized agent/contractor of [Putnam County School System]. In light of this request, [Putnam County School System] hereby acknowledges and agrees as follows:

1. Curriculum Associates is an authorized agent/contractor of [Putnam County School System] and is entitled to receive Customer Data from [Putnam County School System] in connection with the provision of educational services to [Putnam County School System].
2. [Ellevation Education] is also an authorized agent/contractor of [Putnam County School System] and is entitled to receive Customer Data from [Putnam County School System] in connection with the provision of services to [Putnam County School System].
3. [Putnam County School System] hereby authorizes Curriculum Associates to provide certain Customer Data (defined below) to [Ellevation Education] to allow Curriculum Associates and [Ellevation Education] to better provide such services to [Putnam County School System]. [Putnam County School System] acknowledges and agrees that this sharing of Customer Data is at the request of [Putnam County School System], and [Putnam County School System] hereby consents to the provision of such data to [Ellevation Education] by Curriculum Associates by a secure means as reasonably agreed upon by and Curriculum Associates and [Ellevation Education].
4. [Putnam County School System] acknowledges and agrees that [Ellevation Education] shall be responsible for all Customer Data in its possession and control. Curriculum Associates shall have no liability or responsibility for any unauthorized disclosures of Customer Data, corruption of Customer Data, or data security breaches that occur as a result of the actions or inactions of [Ellevation Education].
5. Curriculum Associates shall only be responsible for Customer Data that is in its possession or control. Nothing in this Agreement shall in any way limit the obligation of Curriculum Associates to protect and preserve Customer Data that is in its possession or control.
6. For purposes of this Agreement, "Customer Data" shall mean the following data, which is to be provided to [Ellevation Education] by Curriculum Associates.

[Diagnostic and Instruction Extracts of iReady Math and ELA]

This Data Sharing Consent Form is hereby executed by an authorized representative of [Putnam County School System], whose signature can be found below.

Signature: _____ Date: _____

Print Name: _____

Title: _____





DATA SHARING CONSENT FORM

Putnam County Schools ("District") has requested that Flashlight Learning, an authorized contractor of District ("Flashlight Learning"), share certain student data with Curriculum Associates, LLC, owner of the Ellevation platform ("Ellevation"), another authorized contractor of District. Accordingly, District hereby acknowledges and agrees to the following:

1. Both Flashlight Learning and Ellevation are authorized contractors of the District and are entitled to receive District Student Data from the District in connection with the provision of educational services to the District. Flashlight Learning and Ellevation have each previously been designated as a "School Official" with "legitimate educational interests" pursuant to the Family Educational Rights and Privacy Action, 20 U.S.C. §1232(g) and its regulations (34 C.F.R. Part 99) (collectively, "FERPA") for purposes of performing the contracted-for educational services and agree to use the District Student Data only for the purpose of fulfilling its duties under their respective agreements with the District.
2. District shall provide Ellevation with credentials to access, and hereby authorizes Ellevation to use such credentials to access District Student Data in the possession of Flashlight Learning. District hereby consents to the provision of District Student Data to Ellevation by Flashlight Learning solely through Ellevation's use of the credentials provided to it by the District.
3. Ellevation shall be responsible for School District Data that is in its possession or control and shall comply with its obligations pursuant to FERPA as well as in accordance with the terms and conditions of the applicable commercial between Ellevation and the District, as well as Ellevation's security policies.
4. Both Flashlight Learning and Ellevation operate independently and therefore Ellevation has no responsibility for, or control over, School District Data that is in the possession of Flashlight Learning. Accordingly, Ellevation shall have no liability for any unauthorized disclosures of School District Data, corruption of School District Data, or data security breaches that occur as a result of the actions or inactions of Flashlight Learning.
5. Both Flashlight Learning and Ellevation operate independently and therefore Flashlight Learning has no responsibility for, or control over, School District Data that is in the possession of Ellevation. Accordingly, Flashlight Learning shall have no liability for any unauthorized disclosures of School District Data, corruption of School District Data, or data security breaches that occur as a result of the actions or inactions of Ellevation.
6. For purposes of this Agreement, "District Student Data" shall mean the following data, which shall be shared with Ellevation by Flashlight Learning.
 - *Assessment data to be shared*



This Data Sharing Consent Form is hereby executed by an authorized representative of _____, whose signature can be found below.

Signature: _____ Date: _____

Print Name: _____

Title: _____

State Educational Agency Data Access Request Agreement

Local Educational Agency (LEA)	Putnam County Schools
MDR or NCES No.	1400 East Spring Street Caturville TN 38506
Address	
Amplify Products	mCLASS DIBELS 8th Edition or DIBELS Data System
Program	Tennessee Literacy Success Act
State Educational Agency (SEA)	Tennessee State Department of Education

Background: In connection with the Program listed above, Amplify Education, Inc. ("Amplify"), has been engaged to provide products and services listed above to certain local educational agencies within the state (i.e., districts; each, an "LEA"). For the purpose of providing such products and services, Amplify collects and uses student data listed below in accordance with the Family Educational Rights and Privacy Act of 1974 and 34 C.F.R. § 99.31(a)(1)(i)(B) and other applicable state laws.

Data: Using Amplify's products listed above, LEA-authorized personnel may input current and historical information (collectively, "LEA Information") into, and access LEA Information from, Amplify's systems.

Evaluation: SEA desires to collect and analyze certain LEA Information in connection with its audit and evaluation of the Program. To facilitate LEA's efforts, LEA desires that Amplify provide the SEA access to LEA Information in Amplify's systems relating to the Program.

Authorization: To facilitate LEA's efforts, LEA requests and desires that Amplify provide the SEA access to the LEA Information in Amplify's systems through one of the third-party access methods as set forth below and in accordance with this State Educational Agency Data Access Request Agreement ("Agreement"). LEA hereby authorizes Amplify to provide the SEA access to the LEA Information as described herein and represents that this authorization covers all participating LEA schools and programs and that no additional approvals or releases are required for Amplify to release the LEA Information to the SEA through one of the following methods (*please check one*):

- Ed-Fi:** Amplify will share a key directly with the SEA so the SEA can have real-time access to the LEA Information directly from the Amplify Products/Services.
- SFTP Site:** Amplify will share credentials directly with the SEA to an SFTP site so the SEA can have real time access to the LEA Information directly from the Amplify Products/Services.
- Amplify-generated reports** (*if selected, please complete the information below*): Amplify will generate a report that includes the LEA Information and will send and securely send the report directly to the SEA. For Amplify-generated reports, please list the School Year and LEA Information requested below:

School Year	SY 2026-2027
LEA Information Requested	Student and staff identifier information: Names, State Assigned Student ID (USID), Teacher License Number (TLN), District Number/ID, School ID/Number, Local Class Number

	<p>(LCN), grades, state, school, school district, and classroom associations.</p> <p>Results: Records including scores and/or achievement/proficiency levels for the assessments listed as part of the Amplify Products</p>
--	---

LEA Acknowledgement:

1. The LEA acknowledges and agrees that it owns and controls the LEA Information and is directing Amplify to provide the SEA access to such LEA Information. The LEA further acknowledges and agrees that Amplify is not responsible for the SEA's (i) access to, use, disclosure or modification of the requested LEA Information or other data accessed or (ii) use of Amplify's Products and Services in violation of the terms of the agreement between LEA and Amplify.
2. The LEA acknowledges and agrees that it is responsible for:
 - a. notifying Amplify when the SEA's access should be removed for the Ed-Fi and SFTP Site methods;
 - b. passing down any applicable terms of service to the SEA and all actions taken by the SEA with respect to the LEA Information; and
 - c. ensuring that the SEA has adopted and implemented reasonable physical, technical and administrative security procedures and processes for all LEA Information consistent with industry standards and Data Protection Laws. Amplify is not responsible for security measures implemented by the SEA for LEA Information within the possession or control of the SEA.
3. Except to the extent Amplify's liability cannot be lawfully limited, Amplify shall not be liable whether in tort (including for negligence or breach of statutory duty), contract, misrepresentation, restitution or otherwise for any loss of profits, loss of business, depletion of goodwill and/or similar losses or loss or corruption of data or information, or pure economic loss, or for any special, indirect or consequential loss, costs, damages, charges or expenses however arising under this Agreement. For the avoidance of doubt, Amplify shall have no liability for any loss whatsoever for any corruption of, deletion of or loss of or other damage to LEA Information caused by any other party authorized by the LEA to access the LEA Information, including but not limited to the SEA.

The undersigned has the right, power, and authority, in compliance with LEA policies, to execute and deliver this Authorization on behalf of LEA and the covered schools.

LEA Representative

Signature: _____

Name: _____

Title: _____

Date: _____



Agreement: Customer Data Sharing with Direction, Consent, Release

The customer district identified below (“Customer” or “You”) has engaged McGraw Hill LLC (“McGraw Hill” or “MH”) to provide certain educational products and services (the “Services”) to Customer and its authorized users.

The purpose of this Agreement is for Customer to provide direction and authorization for McGraw Hill to receive and ingest certain Customer student data solely in order for McGraw Hill to provide personalized learning recommendations for Customer within the subscribed Service.

You hereby request that McGraw Hill receive and process your student data listed on Schedule A for integration and use within the Service set forth on Schedule A, on either a one-time or continual basis, as you may share and direct from time to time. All data will be shared in a secure manner mutually determined by You and McGraw Hill. You are under no obligation to provide data. You may request McGraw Hill delete your data at any time by submitting McGraw Hill’s [Privacy Request Form](#).

Each of McGraw Hill and You acknowledge and agree to comply with all applicable federal, state, or local laws, rules, and/or regulations. This includes, to the extent applicable, the provisions of the Family Educational Rights and Privacy Act (“FERPA”) and the Children’s Online Privacy Protection Act (“COPPA”). You will be responsible for obtaining any written or other consents from students and their parents to the extent required, and MH shall be acting as Your legal agent in capacity as a designated “School Official” under FERPA.

Any information protected by FERPA that You submit to MH in connection herewith is Your confidential information, and McGraw Hill will protect such data in accordance with its commitments in the Services Agreement and McGraw Hill’s [End User Privacy Notice](#).

Sincerely,

District Name: _____

By: _____

Name: _____

Title: _____

Date: _____



Schedule A
Customer Data Sharing Details

Service: McGraw Hill Plus

Description of Customer Data

- Unique Student ID (McGraw Hill will work with the District to match student assessment IDs with student identifiers in McGraw Hill Plus)
- School name (blank if not available)
- Grade level during applicable school year (blank if not available)
- For each of the three (3) total possible iReady Diagnostic testing periods during the Research Term:
 - Test date (dd/mm/yyyy)
 - Mathematics overall score
 - Mathematics domain score



Putnam County School System

1400 E. Spring Street
Cookeville, TN 38506-4313
Ph: (931) 526-9777 | Fax: (931) 528-6942
www.pcsstn.com

Corby King
Director of Schools

ENGAGE INSPIRE ACHIEVE

Putnam County Board of Education

Data Share Purpose

Name of Person Making Request: Jason Stickler (Data / Testing)

Date: 6-2-26

RE: PCSS benchmark, progress monitoring, tutoring, screener data.

Seeking approval for the Putnam County School System to send applicable student data to the Tennessee Department of Education (per data reporting requirements for the 2026 – 2027 school year).

Data sharing includes components such as...

- EasyCBM (Progress Monitoring Assessment Scores, Student Demographics, Student ID, Class ID, Grade Level, School Identification, Student Last Name, Student First Name)
- Student Tutor Rosters (Student ID, Class ID, Grade Level, School Identification, Student Last Name, Student First Name)
- Tutoring Attendance Information
- Benchmark Assessments (Assessment Scores, Student Demographics, Student ID, Class ID, Grade Level, School Identification, Student Last Name, Student First Name)
- Amplify DIBELS Screener (Progress Monitoring Assessment Scores, Student Demographics, Student ID, Class ID, Grade Level, School Identification, Student Last Name, Student First Name)

Purpose...

At times, the Putnam County School district is required (by the Tennessee Department of Education) to report applicable student assessment and progress monitoring data. This data is used to ensure compliance with applicable tutoring, RTI (Response to Intervention), and other student support frameworks.

FERPA and Data Destination...

The Putnam County School system will ensure that student data and identification is protected (as required by the Family Educational Rights and Privacy Act (FERPA)).

Student data will be transmitted securely as requested by the Tennessee Department of Education into student information programs and secure data sharing platforms such as Powerschool, TN Pulse, and TNDOE Orion (TNShare).

Description

Putnam County School System currently sends applicable student assessment data to Ellevation. The uploading of ACT data (by PCSS) would provide an additional student data point to be used when working with ELL students.

Student ACT data would be uploaded to the Ellevation platform by PCSS using their secure Fileshare process.

Student Data

- Name
- Student ID
- School
- ACT Scores
- Assessment Dates
- ELL Status
- Date of Birth
- Gender
- 9th Grade Entry Data
- Native Language
- Ethnicity
- Race
- Cohort Year
- Grade Level



**Board Agenda Request
For June 4, 2026 Meeting**

Date 6/23/2026

Department Future Ready

Person Submitting Adam West

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consideration of Dual Credit MOU for LDC credit between Volunteer State Community College and Putnam County Schools for the 2026-2027 school year.

**Dual Credit Conditions And Agreement
Between
Volunteer State Community College
And
Putnam County School System**

High school students within the Putnam County School System who pass the high school course(s) listed below may sit for the corresponding college end of courses assessment(s).

High School Course(s)	VSCC Course(s)	Credit Hours
Criminal Justice II	CRMJ 1010, Intro to Criminal Justice	3
Criminal Justice III: Forensic Criminal Investigations	CRMJ 1360, Intro to Crime Scene Investigation	3

Students who receive a minimum score on the respective end of course assessment(s) can receive dual credit at Volunteer State Community College in the respective courses, in accordance with Tennessee Board of Regents (TBR) Policy 2:01:00:05, Early Postsecondary Opportunities.

For a student to participate in the dual credit opportunity, he/she must:

1. Successfully complete the corresponding high school course for which he/she is seeking college credit.
2. Submit a completed and signed VSCC "Dual Credit Application for Admission" and "Dual Credit Permission to Test" form (to also be signed by a Putnam County Schools official).
3. Pay the exam fee of \$25 to be submitted by PCSS to VSCC.
4. Present (1) form of photo identification.

The VSCC Manager of Testing will assume the responsibility of administering the exam, scoring it, and documenting each student's performance. Credit for the corresponding VSCC course(s) will be applied to the VSCC transcript of any student scoring a 70% or above. The college course, credit hours and a grade of "Pass" will be shown on the Volunteer State Community College transcript. Transfer of this dual credit to other institutions is at the discretion of the receiving institution.

Both the Putnam County School System and Volunteer State Community College shall comply with all applicable State and Federal laws and regulations, including without limitation the Family Educational Rights and Privacy Act (FERPA) and College policies and guidelines in the performance of this Agreement.

This Agreement shall be effective for the period commencing on August 1, 2026 and ending on May 31, 2027.

This Agreement may be terminated by either party by giving written notice to the other at least thirty (30) days before effective date of termination.

IN WITNESS WHEREOF:

Putnam County High School:

Lynn McHenry,

Date

Volunteer State Community College:

Dr. Wendi Tostenson, President

Date

TENNESSEE BOARD OF REGENTS:

Flory W. Tydings, Chancellor

Date



Putnam County Board of Education Agenda Request

Name of Person Making Request: Candice Waites

Department: Finance

Phone Number of Person Making Request: (931) 526-9777

Account Funding Code (if appropriate)

 x Backup included

 Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to update policy 2.804 as attached.

Candice Waites
Signature of Person Making Request

6.17.2026
Date

[Signature]
Signature of Director of Schools

6-17-26
Date



1000

1000

Putnam County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Expenses and Reimbursements	Descriptor Code: 2.804	Issued Date: 08/07/25
		Rescinds: 2.804	Issued: 06/13/11

1 *Central Office*

2 Annually the Board shall review expense allowances and reimbursement guidelines.

3 **SCHOOL PERSONNEL**

4 School personnel who incur expenses in carrying out their authorized duties will be reimbursed for the
5 amount spent, including nominal sales tax expenses, upon submission of an approved voucher and
6 supporting receipts **as necessary** to the school bookkeeper and subsequent approval by the school
7 principal for payment.

8 Expenses for travel will be reimbursed when the travel has the advance authorization of the director of
9 schools. The director of schools may grant this authorization without prior board action when the travel
10 expense has been anticipated and incorporated into the operational budget of the particular program
11 involved.

12 The Board shall be responsible for all expenses pertaining to staff development. Student activity funds
13 shall not be used for this purpose.¹

14 **BOARD MEMBERS**

15 The Board will follow state regulations regarding expense allowances and reimbursement guidelines
16 **except for meals and incidental expenses (M & I) which will be reimbursed on a per diem basis.**

17 The members of the board shall be paid for transportation, lodging, meals and other pertinent expenses
18 when traveling on business for the Board. Salary and other benefits shall be determined by the County
19 Commission.² Attendance at conventions or other educational meetings or travel for other school
20 purposes shall be authorized in advance by the Board.²

21 Mileage reimbursement shall follow the guidelines of the *Tennessee Department of Finance and*
22 *Administration Travel Reimbursement Rate Schedule* with any change in scheduled rates becoming
23 effective in the next fiscal year. ~~Daily food and/or~~ Lodging expenses shall be reimbursed based on actual
24 cost incurred and must be documented with itemized receipts. ~~Any daily food expense amounts greater~~

1 ~~than U.S. General Service Administration's Continental United States rates will not be reimbursed.~~ M &
2 I expenses will be reimbursed on a per diem basis based on US Government Services
3 Administration's website for the continental United States (CONUS).

4 Expenses shall be submitted to the director of fiscal affairs office within thirty (30) days of the date of
5 completion of such travel. The rate of payment shall be the same as the rate for members of the
6 professional staff regarding transportation and meals. Lodging will be reimbursed on actual cost with
supporting receipts.

Legal References

1. [Internal School Funds Manual, Section 5-17](#)
2. [TCA 49-2-2001\(c\)](#)



**Putnam County Board of Education Agenda Requests
(See attached calendar for deadlines)**

Date _____ 6/25/2026
Department Finance
Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Energy Systems Group in the amount of \$28,712.95 and First National Bank of Tennessee (retainage) in the amount of \$3,563.84 for pay application #19 related to the Parkview Elementary School renovation project to be paid from the Putnam County Bond Issue. (Note: payment is being reduced by \$39,000 due to liquidating damages per contract, paragraph 9.0)

Pay Application: \$ 71,276.79
 -3,563.84 5% retainage
 \$ 67,712.95

 -24,000.00 Liq. Damages 5/1 to 6/4/26 (24 days x \$1,000 per day)
 -15,000.00 Liq. Damages 6/5 to 6/25/26 (15 days x \$1,000 per day)

 \$ 28,712.95 Payment

received
6-15-26 MT *Col*



TO OWNER:
Putnam County School System TN
1400 East Spring Street
Cookeville, TN 38506

PROJECT: CPBNA00578
CONTRACT DATE: 10/02/2024

VALUATION NUMBER: 19
APPLICATION DATE: 06/12/2026
PERIOD TO: 06/30/2026
ESG JOB NUMBER: CPBNA00578
DUE DATE: 07/12/2026

Please Remit To

FROM CONTRACTOR:
Energy Systems Group
9877 Eastgate Court
Newburgh, IN 47630

ACH & EFT information (inbound & outbound):
ABA: 071006486
CIBC (Chicago, IL)
For the Benefit of Energy Systems Group, LLC
Account 1070134

Wire Transfers (inbound & outbound):
ABA: 071006486
CIBC (Corp office in Chicago)
For the Benefit of Energy Systems Group, LLC
Account 1070134

CONTRACT FOR:

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM 8,773,494.77
- 2. Net change by Change Orders 441,161.00
- 3. CONTRACT SUM TO DATE (Line 1 +/- 2) 9,214,655.77
- 4. TOTAL COMPLETED & STORED TO DATE 9,171,638.72

5. RETAINAGE:

a. 5% of Total Completed & Stored To Date 458,581.93
(Column 1 of G703)

6. TOTAL EARNED LESS RETAINAGE 8,713,056.79

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT 8,645,343.84

(Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE 67,712.95

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6) 501,598.98

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	441,161.00	
Total approved this Month		
TOTALS	441,161.00	
NET CHANGES by Change Order	441,161.00	

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

Based on AIA DOCUMENT G703

Based on AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

VALUATION NUMBER: 22
 APPLICATION DATE: 06/12/2026
 PERIOD TO: 06/30/2026
 ESG JOB NUMBER: CPBNA00578
 DUE DATE: 07/12/2026

A	B	C	D		E	F	G	H	I	
			FROM PREVIOUS APPLICATION	WORK COMPLETED THIS PERIOD						MATERIALS PRESENTLY STORED (NOT IN D OR E)
1-1	Bard Units	450,000.00	450,000.00	0.00	0.00	0.00	450,000.00	100.00	0.00	22,500.00
1-2	MEP - Mobilization, General Conditions, Bonds	401,554.00	401,554.00	0.00	0.00	0.00	401,554.00	100.00	0.00	20,077.70
1-3	Electrical Upgrades	920,000.00	910,800.00	9,200.00	0.00	0.00	920,000.00	100.00	0.00	46,000.00
1-4	HVAC, Sheet Metal	1,273,683.00	1,260,946.17	12,736.83	0.00	0.00	1,273,683.00	100.00	0.00	63,684.15
1-5	Plumbing	1,000,000.00	990,000.00	10,000.00	0.00	0.00	1,000,000.00	100.00	0.00	50,000.00
1-6	Controls, Start up, Test/Balance	141,000.00	133,950.00	4,230.00	0.00	0.00	138,180.00	98.00	2,820.00	6,909.00
1-7	General Contractor-Mobilization, General Conditio	252,600.00	252,600.00	0.00	0.00	0.00	252,600.00	100.00	0.00	12,630.00
1-8	Demolition	256,900.00	256,900.00	0.00	0.00	0.00	256,900.00	100.00	0.00	12,845.00
1-9	Concrete & Masonry	394,000.00	390,060.00	3,940.00	0.00	0.00	394,000.00	100.00	0.00	19,700.00
1-10	Carpentry, Millwork, Framing, Doors, Hardware	1,359,393.00	1,345,799.07	0.00	0.00	0.00	1,345,799.07	99.00	13,593.93	67,289.95

CONTINUATION SHEET

Based on AIA DOCUMENT G703

Page 3 (3)

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO RETAINAGE FINISH (C - G)	I 5%
			FROM PREVIOUS APPLICATION	THIS PERIOD			TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G / C)		
1-11	Ceilings, Floors, Windows	470,700.00	461,286.00	9,414.00	0.00	470,700.00	100.00	0.00	23,535.00	
1-12	Paints and Coatings, Specialties	319,400.00	313,012.00	6,388.00	0.00	319,400.00	100.00	0.00	15,970.00	
1-13	Engineering	274,652.00	274,652.00	0.00	0.00	274,652.00	100.00	0.00	13,732.60	
1-14	Architecture	284,575.00	284,575.00	0.00	0.00	284,575.00	100.00	0.00	14,228.75	
1-15	Project Management, Overhead	975,037.77	955,537.01	9,750.38	0.00	965,287.39	99.00	9,750.38	48,264.37	
1-16	Change Order 1 - Floor Tile	160,282.00	160,282.00	0.00	0.00	160,282.00	100.00	0.00	8,014.10	
1-17	Change Order 2 - Code Requirements	280,879.00	258,408.68	5,617.58	0.00	264,026.26	94.00	16,852.74	13,201.31	
	TOTALS	9,214,655.77	9,100,361.93	71,276.79	0.00	9,171,638.72	99.53	43,017.05	458,581.93	

EXHIBIT B-1
LIEN RELEASE AND WAIVER FOR PROGRESS PAYMENT

Project Description: Putnam County School System- Energy Savings Performance Contract
ESG Project Number: CPBNA00578

Energy Systems Group, LLC, the undersigned, for and in consideration of the payments made to it by ESG and/or Subcontractor, for Work provided, labor employed and/or materials furnished for the above-referenced project, agrees and certifies as follows:

1. The undersigned affirms that there are no outstanding claims against ESG, Owner or their agents, owners, employees or sureties in connection with the Project, and that there are no outstanding claims against the undersigned in connection with the Project by any supplier, or other lower tier entity of the undersigned.
2. In consideration of this progress payment to its complete satisfaction, the undersigned waives, releases, and quitclaims in favor of ESG and the Owner, its payment bond rights and all rights that presently exist to the undersigned to assert a lien upon the land and improvements comprising the project by virtue of any law in the jurisdiction in which the land and improvements are located or an amendment of said law regarding the rights of a subcontractor, supplier, or any other party to assert a lien against the Project.
3. The undersigned has not and will not assign any claim against ESG, Owner, Subcontractor, or their agents, owners, employees, or sureties, nor any lien or right to perfect a lien against this Project, and the undersigned has the right, power, and authority to execute this Lien Release and Waiver for Progress Payment.
4. The undersigned warrants that upon receipt of \$67,712.95, the undersigned will pay its subcontractors and suppliers according to applicable law, and that none of such subcontractors or suppliers has any claim, demand, or lien against the Project. The undersigned further warrants that all applicable taxes, fees, and benefits relating directly or indirectly to the undersigned's work have been paid in full.
5. No security interest has been given or executed by the undersigned for or in connection with any materials, services, machinery, fixtures, or furnishings placed upon or installed on the Project.

This Lien Release and Waiver for Progress Payment shall be an independent obligation and shall operate and be effective with respect to Work performed and materials furnished for the Project and also for any extra or additional work on the Project, including change order work.

[remainder of this page left intentionally blank; signature to follow]

This Lien Release and Waiver for Progress Payment has been executed as of the date below.

Kate Thene

(Signature)

Energy Systems Group, LLC

(Company Name)

Controller

(Title)

06/12/2026

(Date)