

GMSD Board Work Session

May 13, 2025 5:30 PM

Board Room, GMSD Office

1. GMSD FY 25-26 Federal, Capital, Cafeteria, Health Insurance and OPEB Budgets First Reading
2. GMSD FY 25-26 General Fund Budget Second Reading
3. Fifth Amendment to Custodial Services Agreement
4. Third Amendment to Maintenance Services Agreement
5. Property, Liability, Workers Compensation and Student Accident Insurance
6. Farmington Playground Project
7. Riverdale Middle School Construction Bid #FY2025-004
8. Intercom System Project at Houston High School
9. Federal Budgets: Discussion to develop a Resolution regarding approval of Federal Projects Fund budgets
10. Approval of 2026-27 Instructional Calendar
11. Summer Success Camp Budget
12. Capturing Kids' Hearts Contract/Purchase Approval
13. Cell Phone Storage in Classrooms
14. Turf Field Discussion
15. Teacher Tenure Recommendations for 2025
16. Nominations for TSBA School Volunteer Recognition and Student Achievement Awards
17. Further Business



GMSD BUDGET

**OTHER FUNDS
FIRST READING
MAY 19, 2025**

FY 26



GMSD

VISION

Inspiring Personal Excellence

MISSION

Cultivate the knowledge and skills that empower our students to achieve their full potential as lifelong learners and contributing global citizens.

ABOUT GMSD

Germantown Municipal School District (GMSD) serves more than 5,900 students across seven schools in Germantown, Tennessee. Known for academic excellence, strong parent involvement, and a focus on the whole child, GMSD includes three elementary schools (K-5), one K-8 school, one middle school (6-8), one high school (9-12), and an online learning academy. Since launching in 2014, the district has consistently ranked among the top public school systems in the state.

INVESTED IN WHAT MATTERS

This year's budget represents more than operational needs—it's a commitment to the bold goals in our Strategic Plan, from narrowing achievement gaps to recruiting and retaining top talent.

Over 75% of our budget is invested in people—because research tells us an effective teacher is the most impactful factor in student success. This plan reflects that priority.

BUDGET REPORT

Angela Griffith, Chairman
Ryan Strain, Vice Chairman
Scotty Hendricks Jr., Member
Brian Curry, Member
Andy Ellis, Member

Jason Manuel, Superintendent
Josh Cathey, Deputy Superintendent
Missy Abel, Assistant Superintendent
Teaching Learning, and Assessment
Chauncey Bland, Assistant
Superintendent Student Services
Sarah Huffman, Assistant
Superintendent Exception Student
Education
Kevin Jones, Chief Financial Officer
Elissa Stratton, Assistant
Superintendent Human Resources
Kate Crowder, Communications
Supervisor



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CAPITAL IMPROVEMENTS

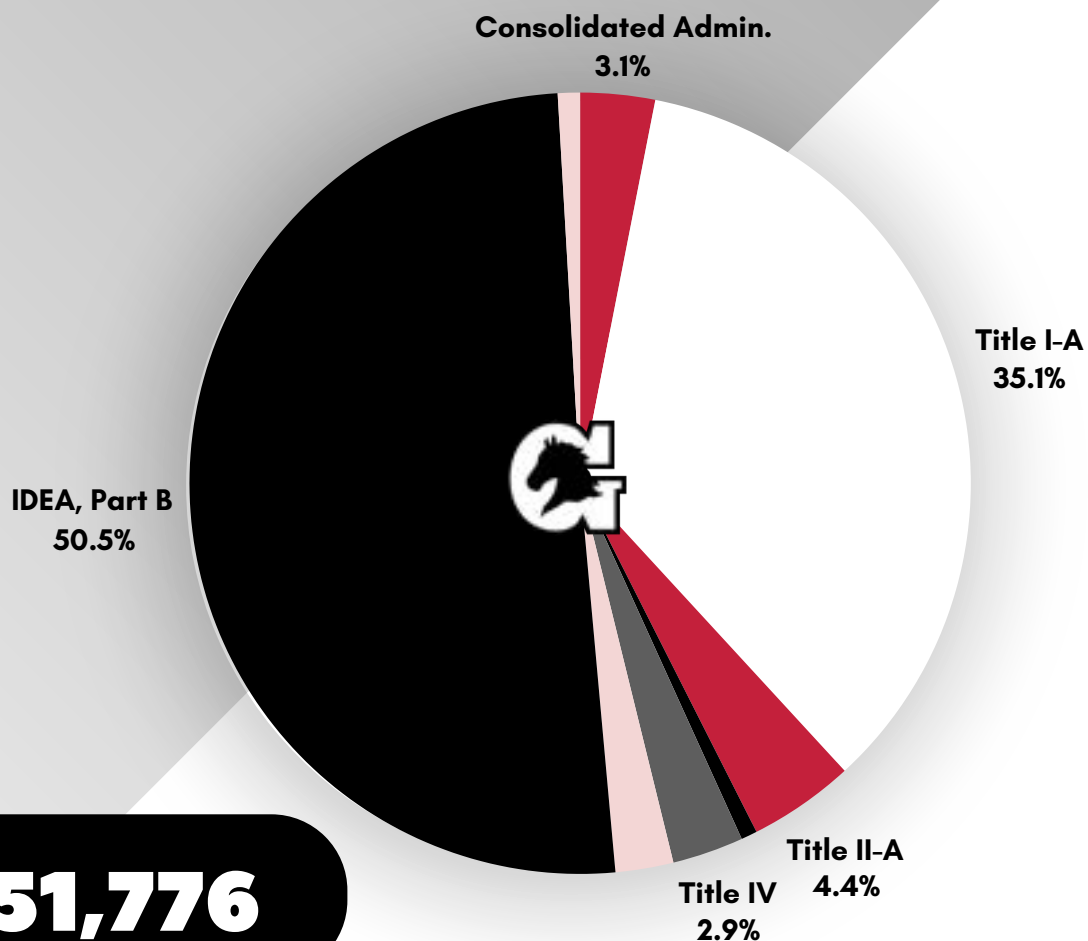
45

HEALTH INSURANCE

60

OPEB TRUST

FEDERAL PROJECTS REVENUES



\$ 2,551,776

SUBCATEGORIES

- Consolidated Admin
- Title I-A
- City Taxes
- Title II-A
- Title III
- Title IV
- Carl Perkins Basic
- "IDEA, Part B"
- IDEA Preschool

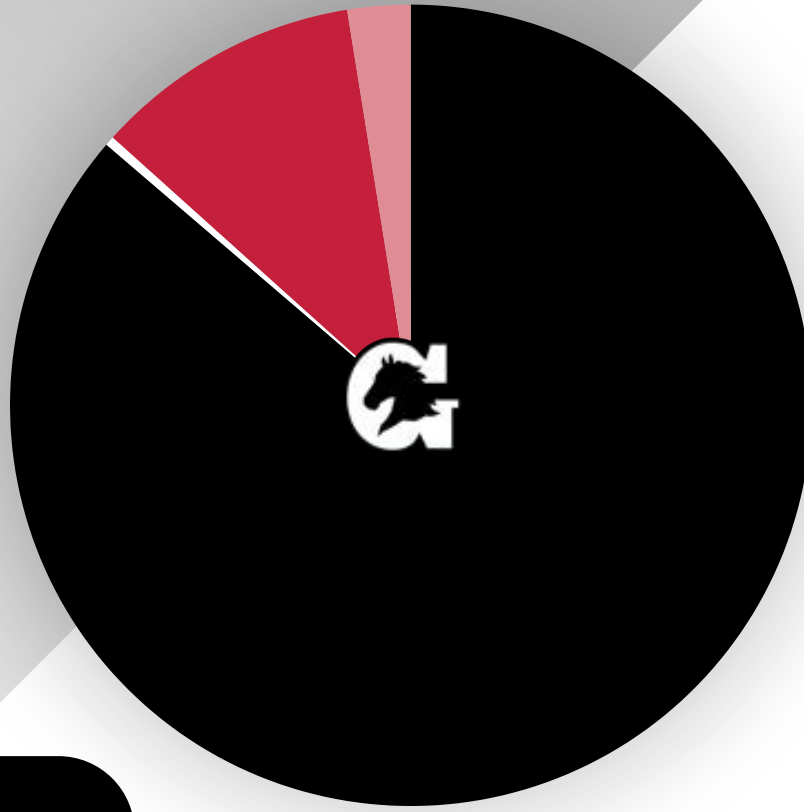
FEDERAL PROJECTS REVENUES

| <u>Program</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|---|---------------------|---------------------------|---------------------------|---------------------------|
| 010 | Consolidated Admin. | 78,700 | 76,100 | 76,296 |
| 100 | Title I-A | 895,174 | 845,174 | 264,981 |
| 200 | Title II-A | 111,826 | 112,225 | 115,913 |
| 300 | Title III | 16,970 | 16,667 | 12,197 |
| 400 | Title IV | 75,266 | 113,630 | 60,528 |
| 800 | Carl Perkins Basic | 61,175 | 62,193 | 53,780 |
| 900 | IDEA, Part B | 1,289,182 | 1,264,023 | 970,665 |
| 910 | IDEA, Preschool | 23,483 | 23,113 | 20,665 |
| FEDERAL PROJECTS REVENUES TOTAL: | | 2,551,776 | 2,513,125 | 1,575,025 |

Title I-A provides funding for children from low-income families. This funding is allocated based on census poverty estimates. Annual IDEA funding also supports special education programs to meet the needs of children with disabilities.

CONSOLIDATED ADMINISTRATION

Inservice/Staff Development
10.8%



\$ 78,700

Salaries & Fringes Subtotal for 72210 :
86.3%

OVERVIEW

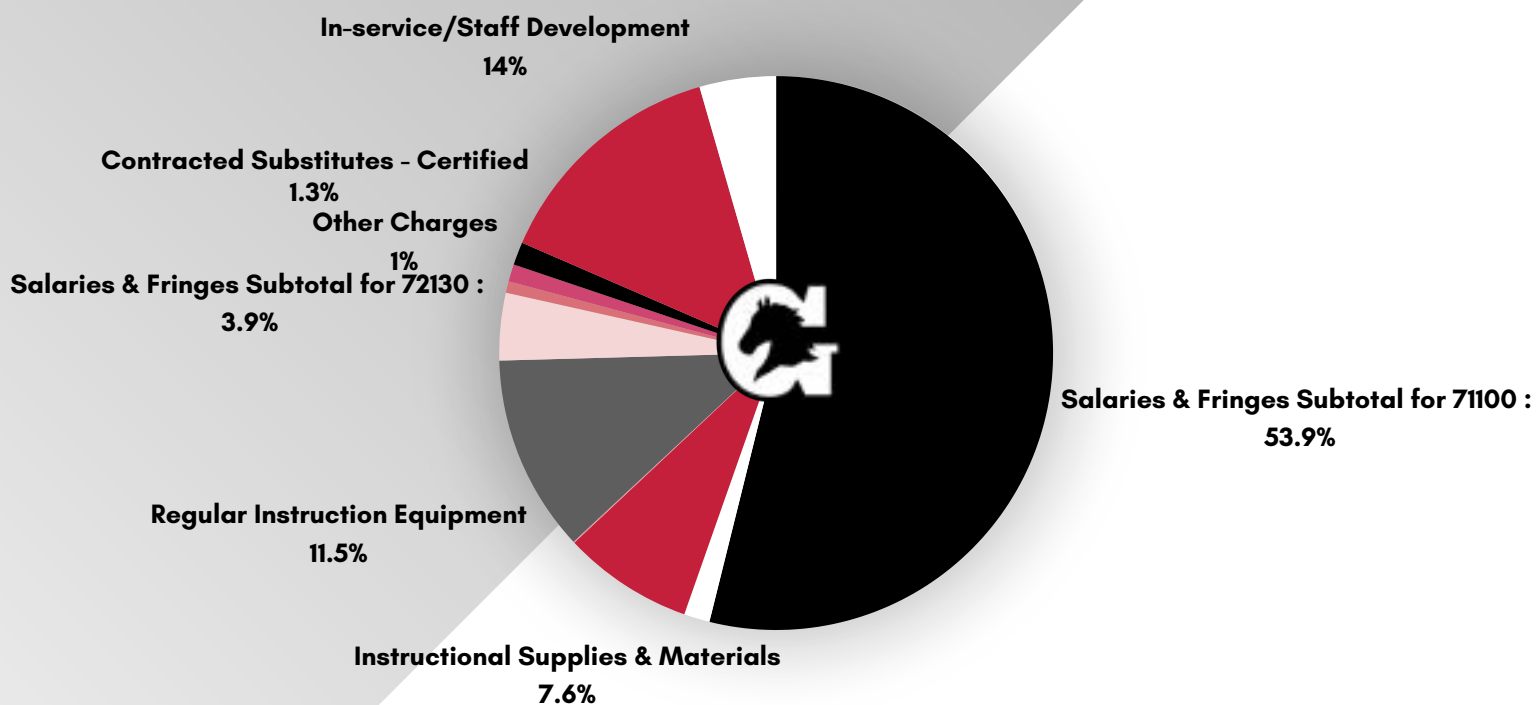
Consolidated Administration funds are utilized to administer Elementary and Secondary Education Act (ESEA) programs which provide services for children, teachers, principals, other instructional staff, and parents. These resources are also used to ensure compliance with all applicable statutes, regulations, and procedures. Programs included are Title I, Part A; Title II, Part A; and Title III, Part A.



CONSOLIDATED ADMIN

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|--------------------------------------|--|---------------------------|---------------------------|---------------------------|
| Support: Regular Instruction (72210) | | | | |
| 189 | Other Salaries & Wages (0.5 FTE) | 55,235 | 53,622 | 52,060 |
| 201 | Social Security | 3,606 | 3,500 | 3,060 |
| 204 | State Retirement | 4,000 | 4,000 | 3,545 |
| 206 | Life Insurance | 76 | 76 | 79 |
| 207 | Medical Insurance | 4,130 | 4,130 | 4,127 |
| 212 | Medicare | 850 | 800 | 716 |
| | Salaries & Fringes Subtotal for 72210 : | 67,897 | 66,128 | 63,587 |
| 499 | Other Supplies and Materials | 300 | 500 | - |
| 524 | Inservice/Staff Development | 8,503 | 6,472 | 6,371 |
| 790 | Other Equipment | | | - |
| Transfers Out (99100) | | | | |
| 504 | Indirect Costs | 2,000 | 3,000 | 6,338 |
| | CONSOLIDATED ADMIN TOTAL: | 78,700 | 76,100 | 76,296 |

TITLE I-A



\$ 895,174

OVERVIEW

Title I, Improving Academic Achievement, provides resources to help ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education, and reach, at a minimum, proficiency on challenging state academic standards and state academic assessments. The major focus of this funding are school improvement, assessment, and accountability.

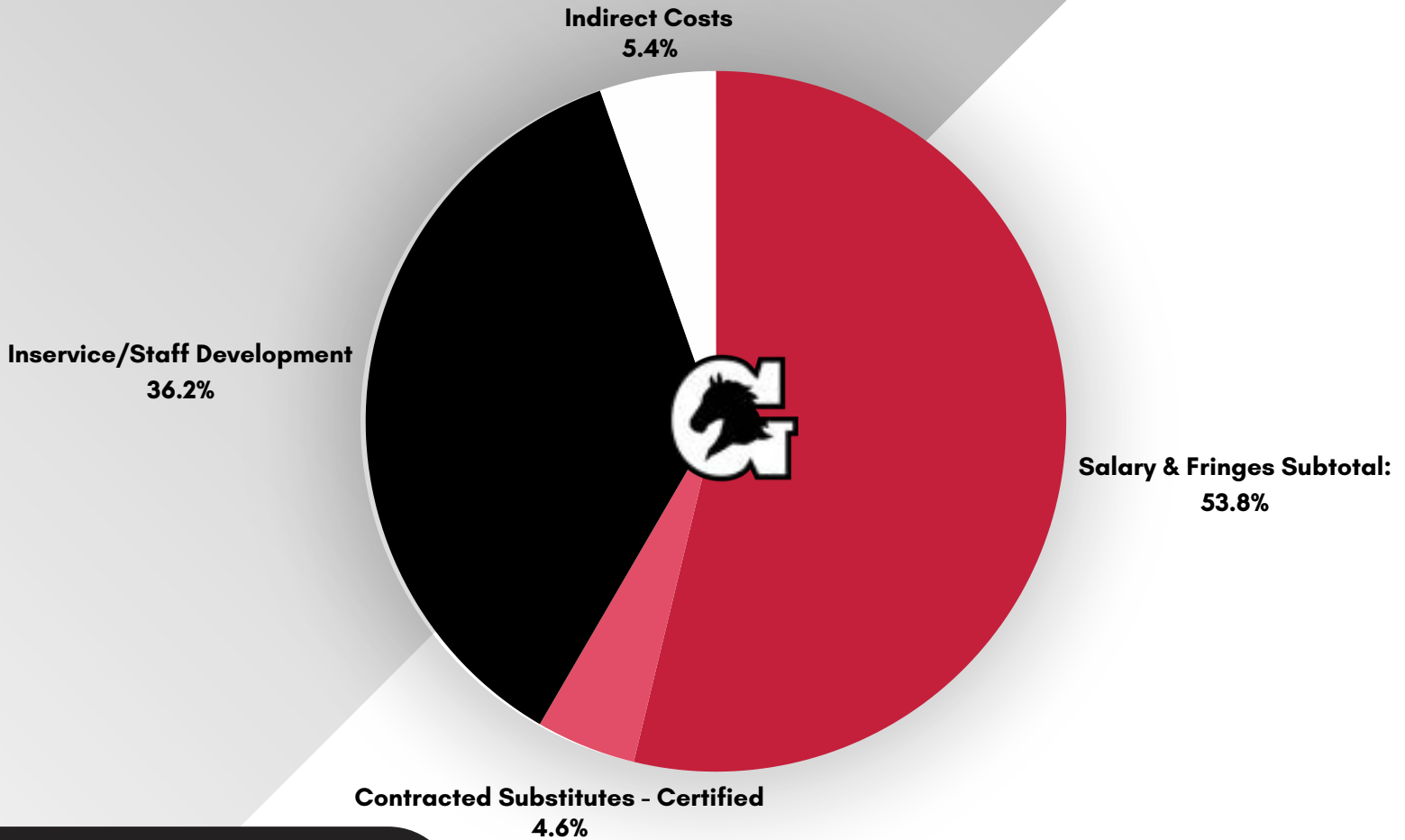
TITLE I-A

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|------------------------------------|--|----------------------------------|----------------------------------|----------------------------------|
| Regular Instruction (71100) | | | | |
| 116 | Teachers | 246,600 | 195,500 | 125,725 |
| 189 | Other Salaries & Wages | 148,797 | 214,920 | 8,420 |
| 201 | Social Security | 24,775 | 26,810 | 7,670 |
| 204 | State Retirement | 27,560 | 37,060 | 10,606 |
| 206 | Life Insurance | 400 | 400 | 186 |
| 207 | Medical Insurance | 28,430 | 16,000 | 15,719 |
| 212 | Medicare | 6,293 | 6,370 | 1,794 |
| | Salaries & Fringes Subtotal for 71100 : | 482,855 | 497,060 | 170,120 |
| 311 | Contracts with Other School Systems | | | - |
| 399 | Other Contracted Services (71100) | - | 13,500 | - |
| 429 | Instructional Supplies & Materials | 68,250 | 28,135 | 46,650 |
| 499 | Other Supplies & Materials (71100) | 600 | 600 | - |
| 722 | Regular Instruction Equipment | 103,091 | 51,200 | 9,275 |

TITLE I-A

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|---|--|----------------------------------|----------------------------------|----------------------------------|
| Other Student Support (72130) | | | | |
| 189 | Other Salaries & Wages | 28,000 | 35,000 | - |
| 201 | Social Security | 2,865 | 3000 | - |
| 204 | Retirement | 3,813 | 3,800 | - |
| 212 | Medicare | 590 | 600 | - |
| | Salaries & Fringes Subtotal for 72130 : | 35,268 | 42,400 | - |
| 471 | Software | 6,000 | - | - |
| 599 | Other Charges | 9,041 | 8,982 | 465 |
| Support: Regular Instruction (72210) | | | | |
| 189 | Other Salaries & Wages | 10,500 | - | - |
| 201 | Social Security | 660 | - | - |
| 204 | Retirement | 1,116 | - | - |
| 212 | Medicare | 152 | - | - |
| 369 | Contracted Substitutes - Certified | 12,000 | 36,195 | 839 |
| 399 | Other Contracted Services | | | - |
| 499 | Other Supplies & Materials (72210) | - | - | - |
| 524 | In-service/Staff Development | 125,641 | 167,002 | 16,390 |
| 790 | Other Equipment | | - | - |
| Transfers Out (99100) | | | | |
| 504 | Indirect Costs | 40,000 | 100 | 21,242 |
| | TITLE I-A TOTAL: | 895,174 | 845,174 | 264,981 |

TITLE II-A



\$ 111,826

OVERVIEW

Title II, Training & Recruiting, is to increase the academic achievement of all students by helping schools and districts improve teacher and principal quality and ensure that all teachers are highly qualified. These funds are utilized to provide professional development activities.

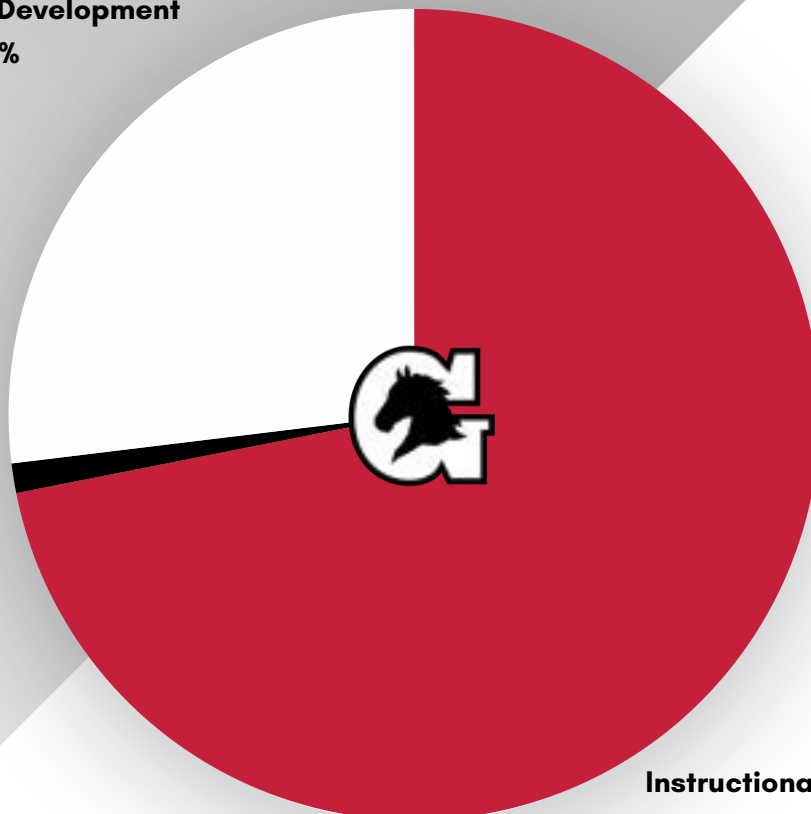
TITLE II-A

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|---|---------------------------------------|---------------------------|---------------------------|---------------------------|
| Support: Regular Instruction (72210) | | | | |
| 189 | Other Salaries & Wages | 49,556 | 46,556 | 44,531 |
| 201 | Social Security | 3,100 | 2,900 | 2,595 |
| 204 | State Retirement | 3,380 | 3,200 | 3,050 |
| 206 | Life Insurance | 60 | 60 | 60 |
| 207 | Medical Insurance | 3,310 | 3,310 | 3,302 |
| 212 | Medicare | 725 | 700 | 607 |
| | Salary & Fringes Subtotal: | 60,131 | 56,726 | 54,145 |
| 369 | Contracted Substitutes - Certified | 5,160 | 5,160 | 387 |
| 524 | Inservice/Staff Development | 40,535 | 44,339 | 51,752 |
| Transfers Out (99100) | | | | |
| 504 | Indirect Costs | 6,000 | 6,000 | 9,629 |
| | TITLE II-A TOTAL: | 111,826 | 112,225 | 115,913 |

TITLE III

Inservice/Staff Development
26.9%

Other Supplies & Materials
1.2%

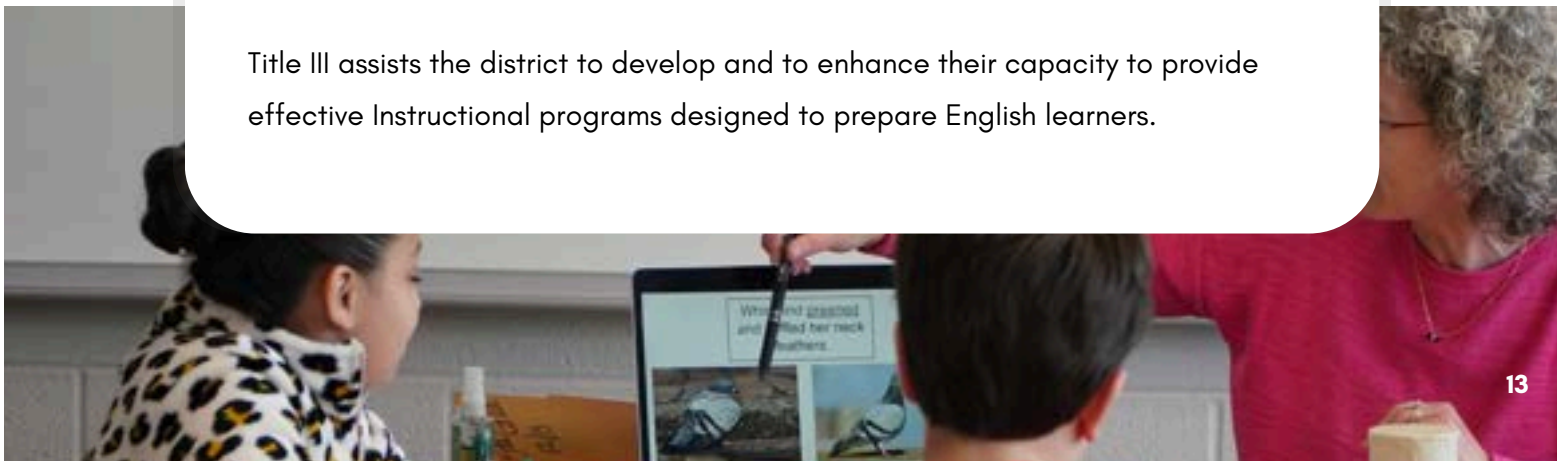


Instructional Supplies & Materials
71.9%

\$ 16,970

OVERVIEW

Title III assists the district to develop and to enhance their capacity to provide effective Instructional programs designed to prepare English learners.



TITLE III

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|---|------------------------------------|---------------------------|---------------------------|---------------------------|
| Regular Instruction (71100) | | | | |
| 429 | Instructional Supplies & Materials | 12,201 | 11,898 | 11,887 |
| Other Student Support (72130) | | | | |
| 499 | Other Supplies & Materials | 200 | 200 | 160 |
| Support: Regular Instruction (72210) | | | | |
| 524 | Inservice/Staff Development | 4,569 | 4,569 | 150 |
| TITLE III TOTAL: | | 16,970 | 16,667 | 12,197 |

Students in GMSD bring global flavor to the classroom, speaking more than 40 different languages across the district.



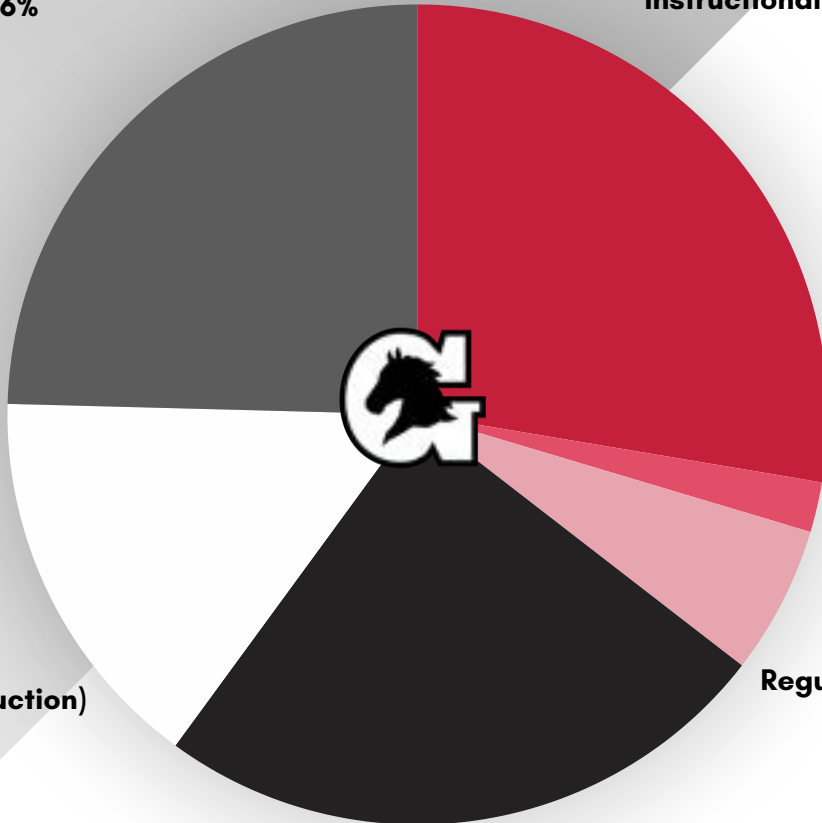
TITLE IV

Inservice/Staff Development (Ed Tech)

24.6%

Instructional Supplies & Materials

27.6%



Inservice/Staff Development (Instruction)

15.4%

Other Supplies & Materials

2%

Regular Instruction Equipment

5.9%

Other Supplies & Materials

24.6%

\$75,266

OVERVIEW

Title IV, Student Support and Academic Enrichment (SSAE), is intended to improve students' academic achievement by increasing the capacity of state educational agencies, local educational agencies, and local communities to provide all students with access to a well-rounded education, improve school conditions for student learning, and improve the use of technology to improve the digital literacy of all students.

TITLE IV

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|------------------------------------|---------------------------------------|---------------------------|---------------------------|---------------------------|
| Regular Instruction (71100) | | | | |
| 169 | Part-Time Personnel | - | 30,000 | - |
| 201 | Social Security | - | 1,900 | - |
| 204 | State Retirement | - | 3,200 | - |
| 212 | Medicare | - | 500 | - |
| | Salary & Fringes Subtotal: | - | 35,600 | - |
| 429 | Instructional Supplies & Materials | 18,000 | 11,200 | 11,867 |
| 499 | Other Supplies & Materials | 1,286 | 5,871 | 9,763 |
| 722 | Regular Instruction Equipment | 3,813 | 8,589 | 6,355 |



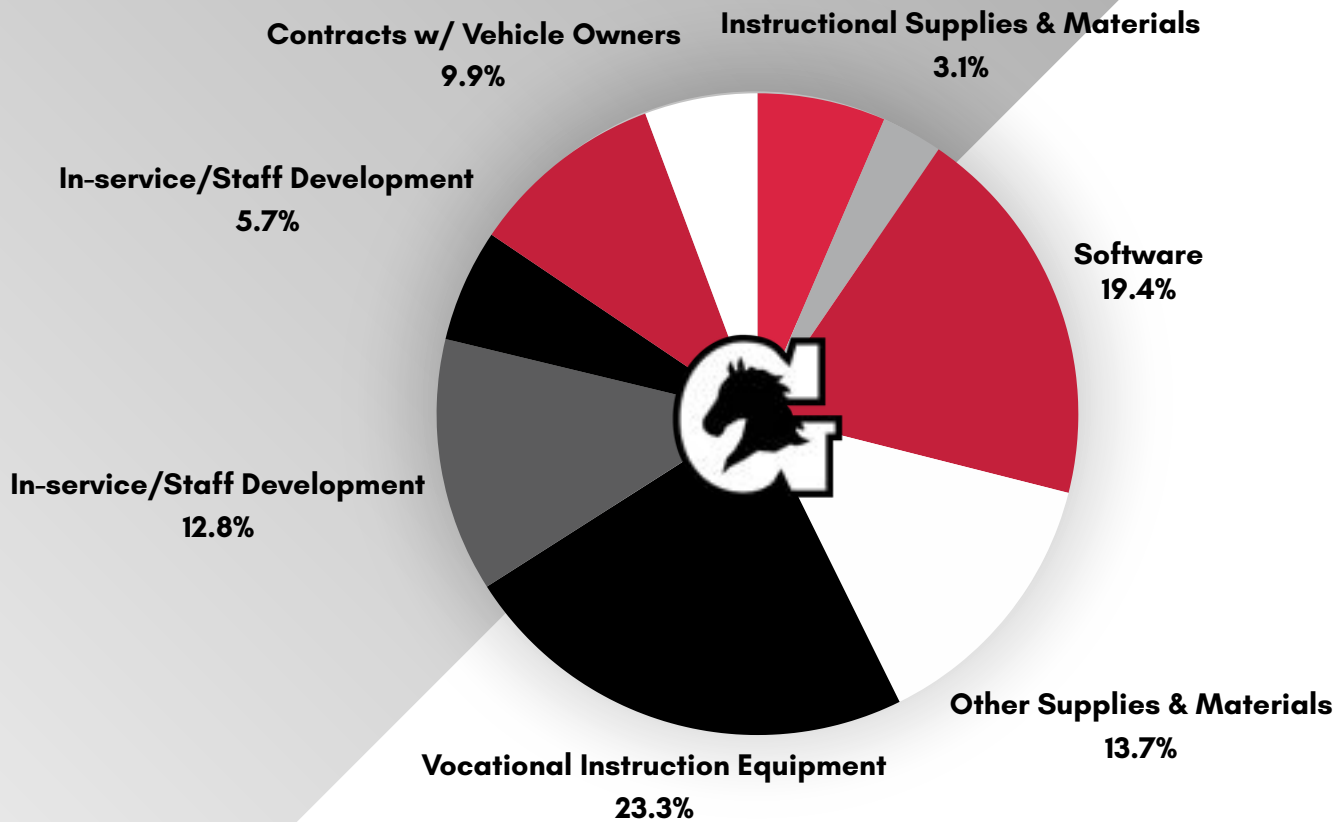
Title IV funds a variety of programs including art instruction, digital theatre, and musical instruments.

TITLE IV

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|---|------------------------------------|---------------------------|---------------------------|---------------------------|
| Health Services (72120) | | | | |
| 399 | Other Contracted Services | 5,000 | - | - |
| 499 | Other Supplies & Materials | 16,000 | 18,950 | - |
| Support: Regular Instruction (72210) | | | | |
| 369 | Contracted Substitutes - Certified | 5,160 | - | - |
| 524 | Inservice/Staff Development | 10,000 | 11,850 | 29,567 |
| 790 | Other Equipment | - | - | 476 |
| Education Technology (72250) | | | | |
| 524 | Inservice/Staff Development | 16,007 | 21,000 | - |
| Transfers Out (99100) | | | | |
| 504 | Indirect Costs | - | 570 | 2,500 |
| TITLE IV TOTAL: | | 75,266 | 113,630 | 60,528 |

Title IV also funds school health initiatives such as suicide prevention, nursing supplies, and professional development for the lead nurse, lead PE teacher, social workers, and school counselors.

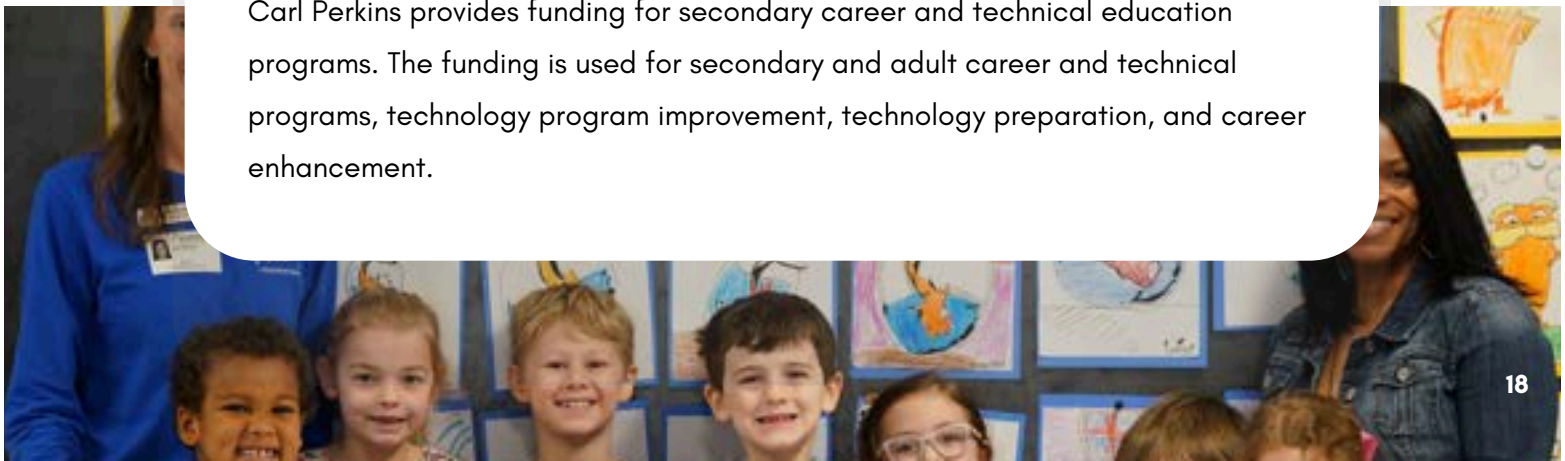
CARL PERKINS BASIC



\$ 61,175

OVERVIEW

Carl Perkins provides funding for secondary career and technical education programs. The funding is used for secondary and adult career and technical programs, technology program improvement, technology preparation, and career enhancement.

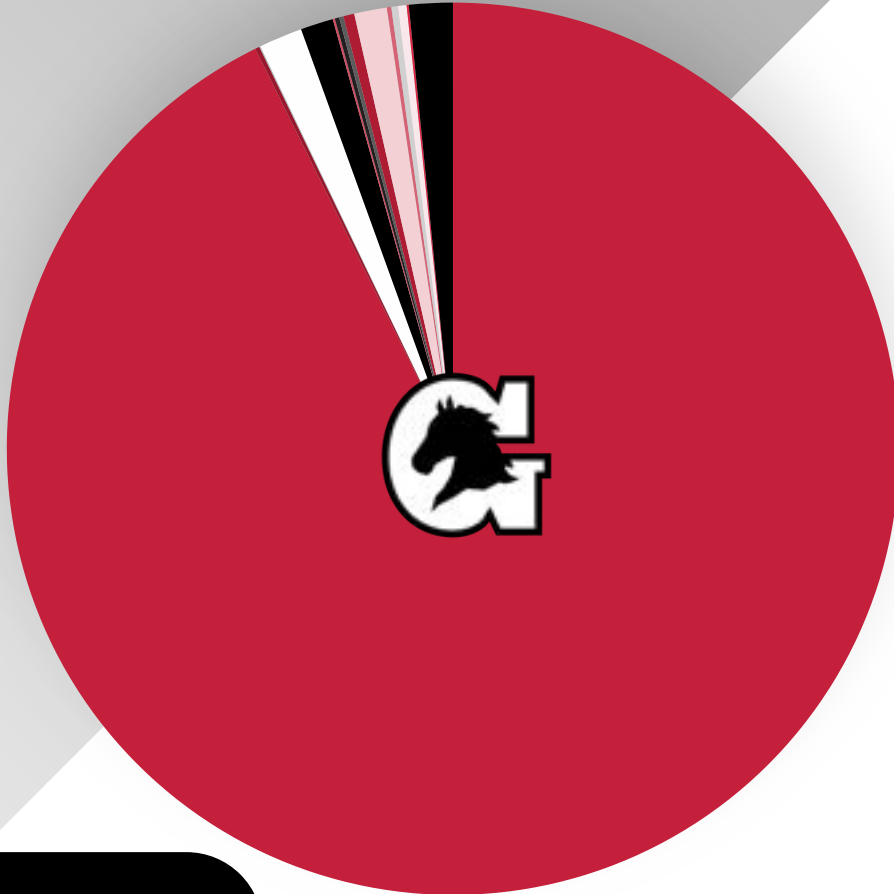


CARL PERKINS BASIC

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|--|------------------------------------|---------------------------|---------------------------|---------------------------|
| Vocational Instruction (71300) | | | | |
| 369 | Contracted Substitutes - Certified | 4,193 | 5,000 | - |
| 429 | Instructional Supplies & Materials | 2,000 | 2,000 | 19,255 |
| 471 | Software | 12,582 | 16,754 | |
| 499 | Other Supplies & Materials | 8,918 | 10,000 | 9,280 |
| 730 | Vocational Instruction Equipment | 15,095 | - | - |
| Other Student Support (72130) | | | | |
| 355 | Travel | - | - | 4,800 |
| 399 | Other Contracted Services | - | - | - |
| 524 | In-service/Staff Development | 8,300 | 10,000 | 18,000 |
| Support: Vocational Education (72230) | | | | |
| 524 | In-service/Staff Development | 3,687 | 6,000 | - |
| 790 | Other Equipment | - | - | 2,445 |
| Transportation (72710) | | | | |
| 315 | Contracts w/ Vehicle Owners | 6,400 | 12,439 | |
| Transfers Out (99100) | | | | |
| 504 | Indirect Costs | - | - | - |
| CARL PERKINS BASIC TOTAL: | | 61,175 | 62,193 | 53,780 |

IDEA PART B

Other Contracted Services
1.6%



\$1,289,182

Salaries & Fringes Subtotal for 71200 :
92.7%

OVERVIEW

IDEA, Part B, is for students ranging in ages of three through twenty-one who are eligible for special education services. The Individuals with Disabilities in Education Act (IDEA, Part B) provides services such as specialized instruction and programs, interpretation services, and behavior interventions.

IDEA-B

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|----------------------------------|--|---------------------------|---------------------------|---------------------------|
| Special Education (71200) | | | | |
| 116 | Teachers (2 FTEs) | 151,000 | 130,229 | 142,119 |
| 163 | Educational Assistants (20 FTEs) | 604,719 | 673,805 | 480,057 |
| 188 | Instructional Responsibility | 75,000 | 500 | 2,233 |
| 201 | Social Security | 57,294 | 57,294 | 35,432 |
| 204 | State Retirement | 87,435 | 87,435 | 48,978 |
| 206 | Life Insurance | 8,769 | 8,769 | 925 |
| 207 | Medical Insurance | 176,000 | 141,800 | 74,091 |
| 212 | Medicare | 13,306 | 13,306 | 8,286 |
| | Salaries & Fringes Subtotal for 71200 : | 1,173,523 | 1,113,138 | 792,121 |
| 312 | Contracts with Private Agencies | 20,159 | 5,000 | 60,069 |
| 369 | Contracts for Substitute Teachers - Certified | 2,000 | 2,000 | 3,160 |
| 370 | Contracts for Substitute Teachers - Non-certified | 500 | 2,000 | - |
| 399 | Other Contracted Services | 20,000 | 55,000 | 841 |
| 429 | Instructional Supplies & Materials | 15,000 | 15,000 | 30,019 |
| 499 | Other Supplies & Materials | 1,000 | 9,678 | 6,475 |
| 725 | SPED Equipment | 2,000 | 10,000 | 6,455 |

The Exceptional Student Education (ESE) Department facilitates opportunities for students ages 3 through 22 with an educational disability,

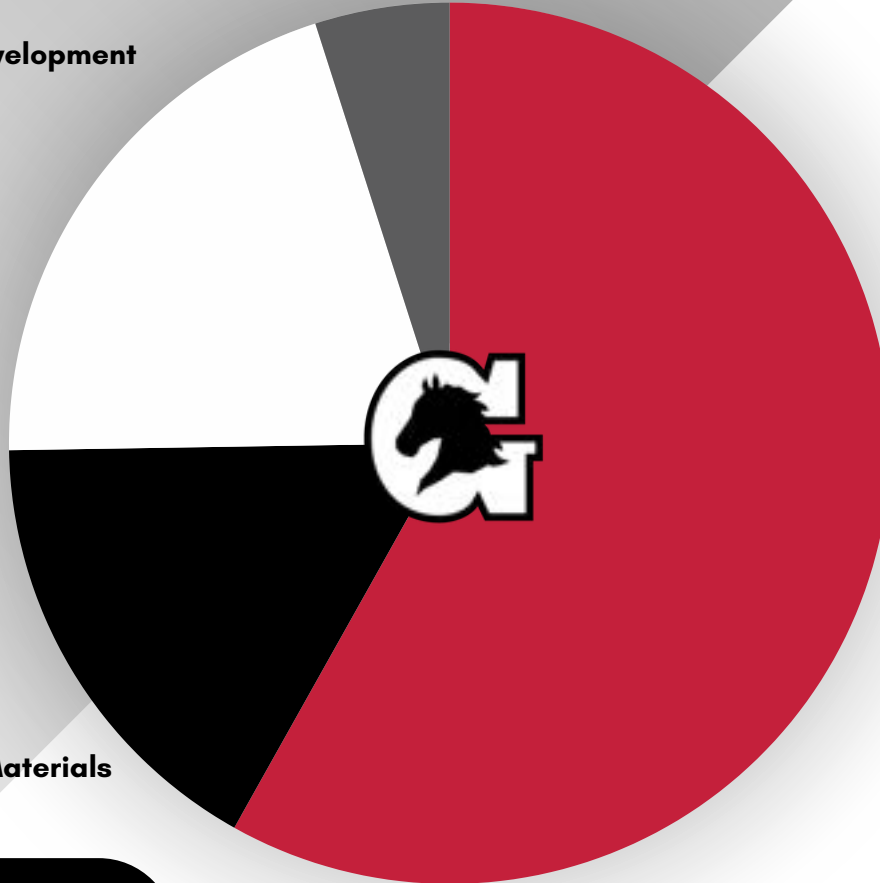
IDEA-B

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------------------------|------------------------------------|---------------------------|---------------------------|---------------------------|
| 312 | Contracts with Private Agencies | 2,000 | 8,600 | - |
| 322 | Evaluation & Testing | 5,000 | 3,000 | 14,369 |
| 355 | Travel | - | - | - |
| 499 | Other Supplies & Materials | 3,000 | - | - |
| 524 | Inservice/Staff Development | 15,000 | 2,107 | 20,711 |
| 599 | Other Charges | 2,000 | 500 | 4,857 |
| Transportation (72710) | | | | |
| 338 | Maintenance and Repairs - Vehicles | 3,000 | 3,000 | - |
| 425 | Gasoline | 4,000 | 4,000 | 1,362 |
| 511 | Vehicle Insurance | 1,000 | 1,000 | 226 |
| 729 | Transportation Equipment | - | - | - |
| Transfers Out (99100) | | | | |
| 504 | Indirect Costs | 20,000 | 30,000 | 30,000 |
| IDEA-B TOTAL: | | 1,289,182 | 1,264,023 | 970,665 |

IDEA PRESCHOOL

Indirect Costs
4.9%

Inservice/Staff Development
20.3%



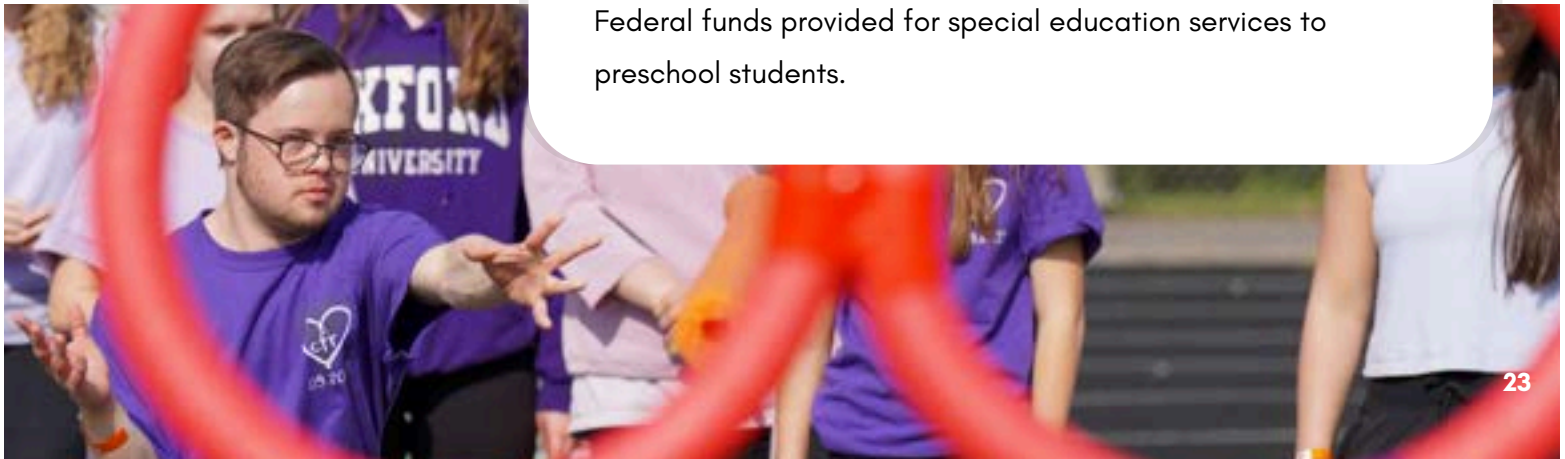
Contracts with Private Agencies
58.1%

Instructional Supplies & Materials
16.6%

\$23,483

OVERVIEW

Federal funds provided for special education services to preschool students.



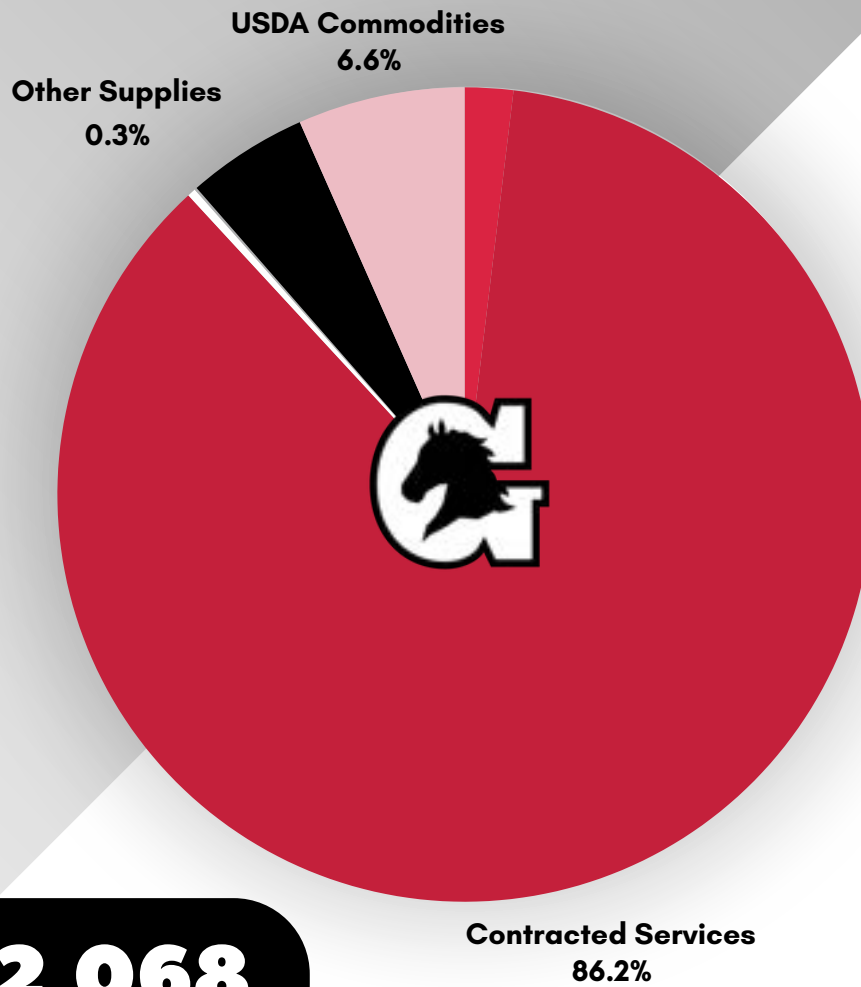
IDEA- PRESCHOOL

| <u>Fund</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|---|------------------------------------|---------------------------|---------------------------|---------------------------|
| Special Education (71200) | | | | |
| 399 | Other Contracted Services | 13,650 | 514 | 285 |
| 429 | Instructional Supplies & Materials | 3,903 | 17,039 | 15,000 |
| 725 | Special Education Equipment | - | - | - |
| Support: Special Education (72220) | | | | |
| 524 | Inservice/Staff Development | 4,772 | 4,772 | 4,592 |
| Transfers Out (99100) | | | | |
| 504 | Indirect Costs | 1,158 | 788 | 788 |
| IDEA- PRESCHOOL TOTAL: | | 23,483 | 23,113 | 20,665 |



GMSD currently has eight early childhood preschool programs located in four elementary schools that serve students identified with disabilities, ages 3 - 5.

SCHOOL NUTRITION



\$ 2,082,068

OVERVIEW

SFE, an independent contractor, is responsible for all District cafeteria operations. All sales and USDA breakfast and lunch reimbursements are received directly by the District.



SCHOOL NUTRITION

REVENUES

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---|---------------------------|---------------------------|---------------------------|
| 43521 | Lunch Income- Children | 815,560 | 832,642 | 798,478 |
| 43522 | Lunch Income- Adults | 16,879 | 23,969 | 9,789 |
| 43523 | Breakfast Income | 48,846 | 48,531 | 49,161 |
| 43525 | Ala Carte Sales | 679,974 | 774,762 | 585,185 |
| 47111 | USDA Lunch | 396,530 | 389,263 | 403,797 |
| 47113 | USDA Breakfast | 45,650 | 44,600 | 46,699 |
| 47112 | USDA Commodities | 138,074 | 122,889 | 153,258 |
| 47121 | Miscellaneous - Other Revenue - Catering | 7,296 | 6,500 | 8,091 |
| 47590 | Other Federal Through State | 60,729 | 26,162 | 95,295 |
| | Transfers In | | | - |
| | Reserves | - | - | - |
| | TOTAL NUTRITION REVENUES: | 2,209,536 | 2,269,318 | 2,149,753 |

Includes federal reimbursements from the Federal Government for meals served, payments made by students, teachers, and parents eating at schools, and other miscellaneous revenues.

SCHOOL NUTRITION

EXPENDITURES

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--|---------------------------|---------------------------|---------------------------|
| 336 | Maintenance & Repairs - Equipment | 40,000 | 40,000 | 45,606 |
| 399 | Contracted Services | 1,794,994 | 1,984,919 | 1,605,069 |
| 499 | Other Supplies | 7,000 | 7,000 | 2,161 |
| 524 | In-service/Staff development | 2,000 | 2,000 | 628 |
| 707 | Building Improvements | - | - | 125,467 |
| 710 | Equipment | 100,000 | 100,000 | 188,434 |
| 469 | USDA Commodities | 138,074 | 122,889 | 153,258 |
| | TOTAL NUTRITION EXPENDITURES: | 2,082,068 | 2,256,808 | 2,120,623 |
| | CHANGE IN CAFETERIA FUND BALANCE: | 127,468 | 12,510 | 29,130 |

Includes expected contracted service to food service management company.

CAPITAL IMPROVEMENTS

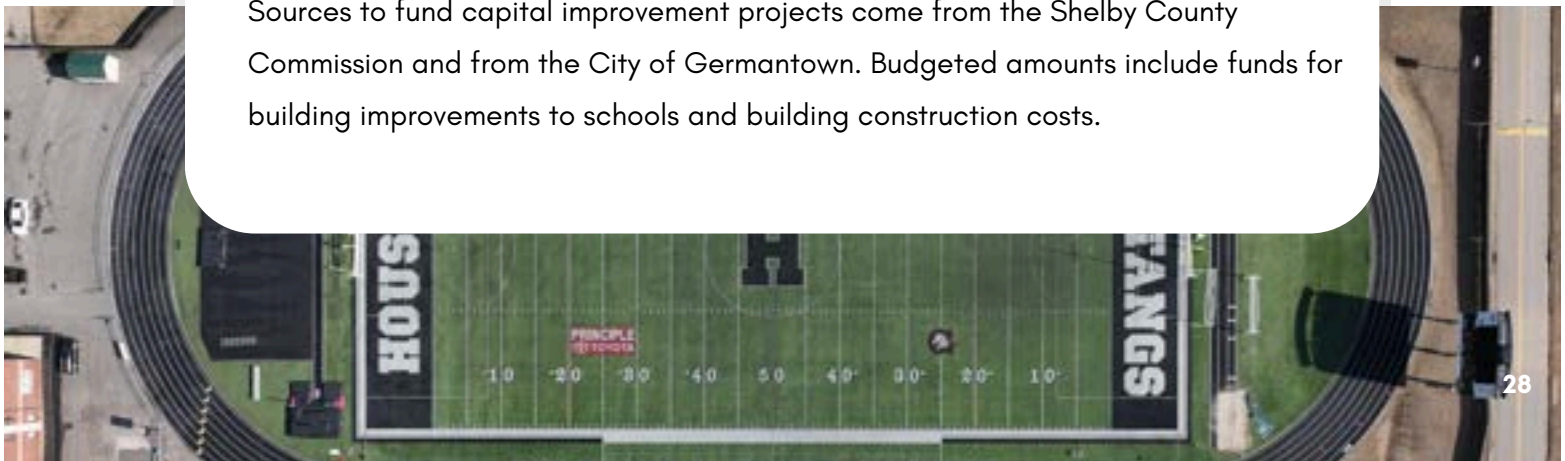


\$3,000,000

Building Improvements
100%

OVERVIEW

Sources to fund capital improvement projects come from the Shelby County Commission and from the City of Germantown. Budgeted amounts include funds for building improvements to schools and building construction costs.



CAPITAL IMPROVEMENT

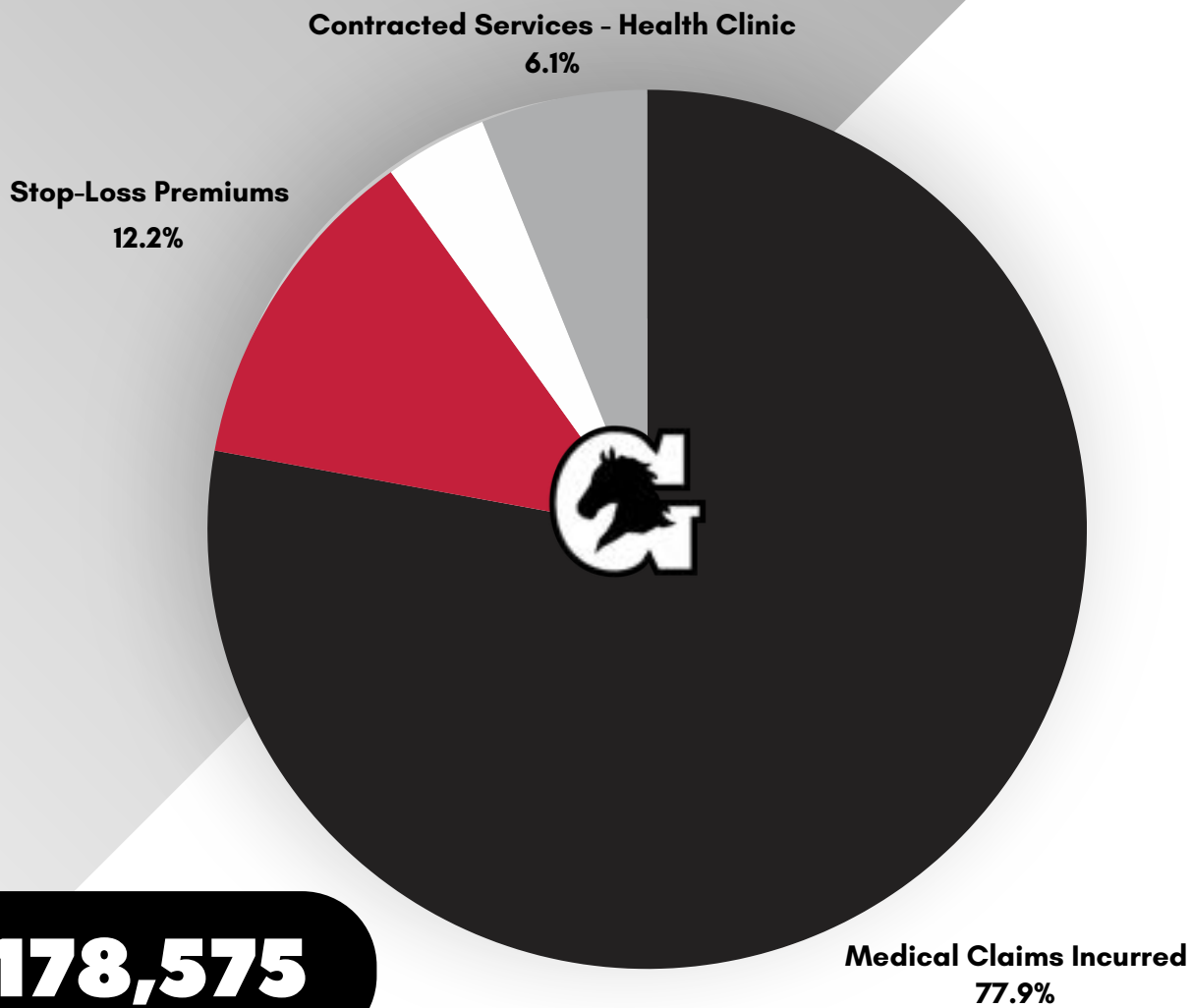
REVENUES

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------------|---------------------------|---------------------------|---------------------------|
| 44190 | County Commission | 2,500,000 | 2,500,000 | 2,800,861 |
| 39000 | Reserves | 500,000 | 2,065,657 | |
| | TOTAL CAPITAL IMPROV. REVENUE: | 3,000,000 | 4,565,657 | 2,800,861 |

EXPENDITURES

| <u>Acct</u> | <u>Description</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Budget</u> | <u>FY 2023 Actual</u> |
|-------------|--|---------------------------|---------------------------|---------------------------|
| 304 | Architects | - | - | - |
| 706 | Building Construction | - | - | 139,627 |
| 707 | Building Improvements | 3,000,000 | 4,565,657 | 252,514 |
| 790 | Other Equipment | - | - | - |
| | TOTAL CAPITAL IMPROV. EXPENDITURES: | 3,000,000 | 4,565,657 | 392,141 |
| | CHANGE IN CAPITAL IMPROVEMENT FUND BALANCE: | - | - | 2,408,720 |

HEALTH INSURANCE



\$8,178,575

OVERVIEW

During 20 pay periods of the year, employees, through payroll deduction, and the District make contributions to the health insurance fund to pay actual medical and pharmacy claims incurred during the year. Stop-loss insurance covers any claims above \$125,000. Contributions also cover any administrative expenses paid to third-party administrators and consultants.

HEALTH INSURANCE

REVENUES

| <u>Acct</u> | <u>Description</u> | FY 2026 <u>Budget</u> | FY 2025 <u>Budget</u> | FY 2024 <u>Actual</u> |
|--|------------------------|--|--|--|
| 42000 | Employee Contributions | 2,203,215 | 2,028,640 | 2,006,933 |
| 42100 | Employer Contributions | 4,675,360 | 3,731,200 | 5,362,832 |
| 42500 | COBRA payments | 0 | 0 | 0 |
| 42900 | Other Income | 100,000 | 160,000 | 160,912 |
| 44110 | Interest income | 0 | 0 | 32,375 |
| | Reserves | 1,200,000 | 1,280,160 | 0 |
| TOTAL HEALTH INSURANCE FUND REVENUES: | | 8,178,575 | 7,200,000 | 7,563,052 |

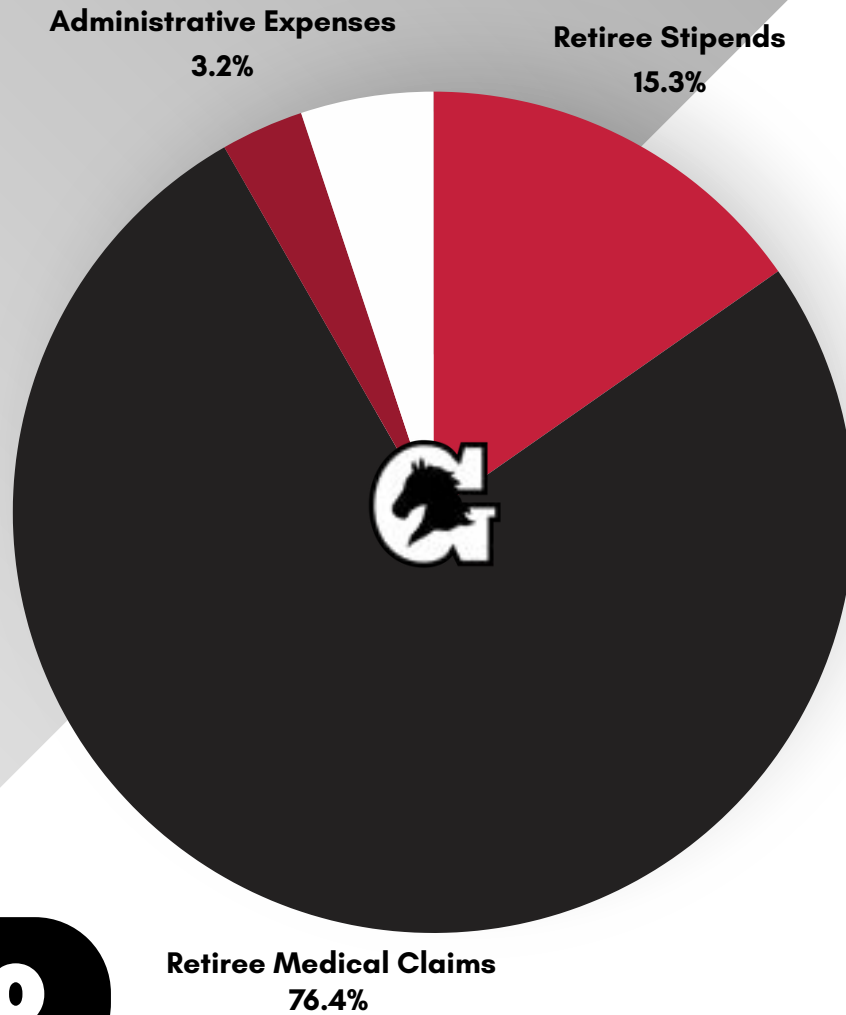
EXPENDITURES

| <u>Acct</u> | <u>Description</u> | FY 2026 <u>Budget</u> | FY 2025 <u>Budget</u> | FY 2024 <u>Actual</u> |
|--|-------------------------------------|--|--|--|
| 280 | Medical Claims Incurred | 6,226,575 | 5,500,000 | 6,455,923 |
| 281 | Stop-Loss Premiums | 1,100,000 | 900,000 | 844,150 |
| 282 | Administrative Expenses | 312,000 | 300,000 | 302,003 |
| 399 | Contracted Services - Health Clinic | 540,000 | 500,000 | 449,617 |
| TOTAL HEALTH INSURANCE FUND EXPENDITURES: | | 8,178,575 | 7,200,000 | 8,051,693 |

| | | | |
|---|----------|----------|-----------------|
| CHANGE IN HEALTH INSURANCE FUND BALANCE: | 0 | 0 | -488,641 |
|---|----------|----------|-----------------|

Includes employees' and the District's contributions for health insurance. Other income includes pharmacy rebates. Includes claims expense for medical and pharmacy, stop loss premiums, and third-party administrative expenses.

OPEB TRUST



\$785,000

OVERVIEW

The District and retirees participating in the health insurance plan make contributions to the Other Post-Employment Benefits (OPEB) trust during the year. Contributions cover actual retiree medical and pharmacy claims, retiree stipends to help cover premiums, certain health and life insurance premiums, custodial and investment management fees, and actuarial costs.

OPEB TRUST

REVENUES

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---|---------------------------|---------------------------|---------------------------|
| 42100 | Employer Contributions | 547,000 | 755,000 | 555,908 |
| 42200 | Retiree Contributions | 96,000 | 80,000 | 96,000 |
| 44110 | Investment Income | 75,000 | 75,000 | 127,973 |
| 44111 | Unrealized and Realized Gain/Loss on Investment | 318,000 | 318,000 | 424,016 |
| | TOTAL OPEB TRUST FUND REVENUES: | 1,036,000 | 1,228,000 | 1,203,897 |

EXPENDITURES

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--|---------------------------|---------------------------|---------------------------|
| 280 | Retiree Stipends | 120,000 | 110,000 | 106,500 |
| 281 | Retiree Medical Claims | 600,000 | 600,000 | 515,510 |
| 282 | Administrative Expenses | 25,000 | 25,000 | 20,850 |
| 283 | Health and Life Insurance Premiums | 40,000 | 50,000 | 28,476 |
| | TOTAL OPEB TRUST FUND EXPENDITURES: | 785,000 | 785,000 | 671,336 |
| | CHANGE IN OPEB TRUST FUND BALANCE: | 251,000 | 443,000 | 532,561 |

Includes district-paid health and life insurance benefits for retirees, retiree contributions from TCRS, a 6% assumed investment return, medical and pharmacy claims, retiree health stipends, insurance premiums, and third-party admin costs.

FY 2026 GMSD GENERAL FUND BUDGET SECOND READING REVISIONS

| Total Additional Revenues \$205,000 | Total Additional Expenditures \$205,000 |
|---|---|
| County Taxes (40400) Page 9: Increase of \$205,000 | Support: Special Ed (72220) Page 43: Reduction of \$876 |
| Charges for Services (43000) Page 11: Increase of \$500 | Health Services (72120) Page 51: Increase of \$1,163 |
| Other State Revenue (46800) Page 12: Reduction of \$500 | Other Student Support (72130) Page 55: Reduction of \$1,217 |
| Regular Instruction (71100) Page 20: Increase of \$47,252 | Operation of Plant (72610) Page 74: Reduction of \$55,000 |
| Support: Regular Ed (72210) Page 25: Reduction of \$313 | Regular Capital Outlay (76100) Page 85: Increase of \$296,062 |
| CTE Program (71300) Page 32: Increase of \$21,914 | Board of Education (72310) Page 96: Increase of \$19,100 |
| Special Education (71200) Page 39: Reduction of \$123,085 | |



GMSD BUDGET

GENERAL FUNDS

FY 26



GMSD

VISION

Inspiring Personal Excellence

MISSION

Cultivate the knowledge and skills that empower our students to achieve their full potential as lifelong learners and contributing global citizens.

ABOUT GMSD

Germantown Municipal School District (GMSD) serves more than 5,900 students across seven schools in Germantown, Tennessee. Known for academic excellence, strong parent involvement, and a focus on the whole child, GMSD includes three elementary schools (K-5), one K-8 school, one middle school (6-8), one high school (9-12), and an online learning academy. Since launching in 2014, the district has consistently ranked among the top public school systems in the state.

INVESTED IN WHAT MATTERS

This year's budget represents more than operational needs—it's a commitment to the bold goals in our Strategic Plan, from narrowing achievement gaps to recruiting and retaining top talent.

Over 75% of our budget is invested in people—because research tells us an effective teacher is the most impactful factor in student success. This plan reflects that priority.

BUDGET REPORT

Angela Griffith, Chairman
Ryan Strain, Vice Chairman
Scotty Hendricks Jr., Member
Brian Curry, Member
Andy Ellis, Member

Jason Manuel, Superintendent
Josh Cathey, Deputy Superintendent
Missy Abel, Assistant Superintendent
Teaching Learning, and Assessment
Chauncey Bland, Assistant
Superintendent Student Services
Sarah Huffman, Assistant
Superintendent Exception Student
Education
Kevin Jones, Chief Financial Officer
Elissa Stratton, Assistant
Superintendent Human Resources
Kate Crowder, Communications
Supervisor



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State Education Funds, County Taxes, City Taxes, Other State Revenue, Other Local Revenue, Charges for Services, Other Sources

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37

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Special Education Instruction, Support: Special Education

45

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FINANCE

Fiscal Services

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Technology

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OPERATIONS

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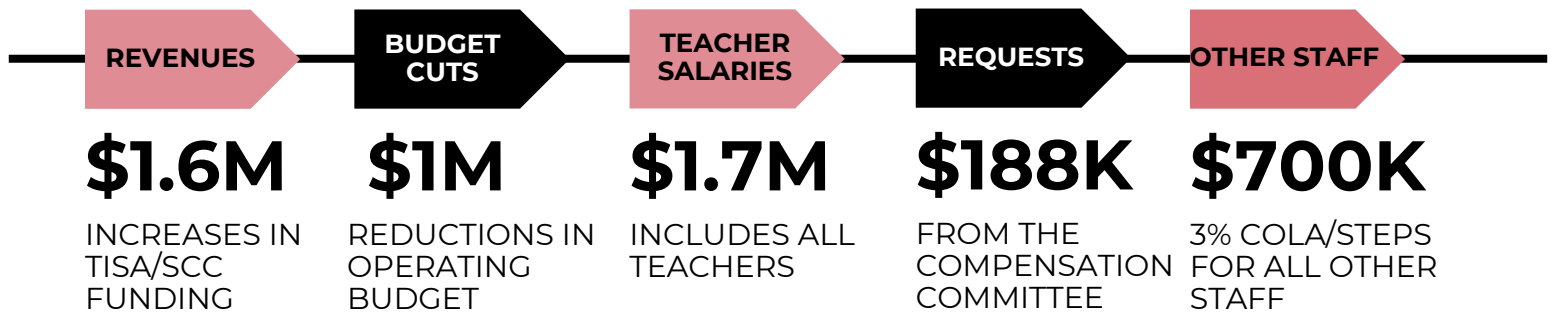
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LEADERSHIP

Office of the Superintendent, Board of Education Services



BUDGET HIGHLIGHTS



GENERAL FUND REVENUES OVERVIEW

The Germantown Municipal School District (GMSD) receives funding from several key sources. The three primary revenue streams are:

STATE EDUCATION FUNDING

The Tennessee Department of Education implemented a new K-12 funding model called the Tennessee Investment in Student Achievement (TISA), replacing the former Basic Education Program (BEP). For FY 2026, TISA funding is projected to increase by \$1.4 million for GMSD.

COUNTY FUNDING

Shelby County provides education funds through two primary tax sources:

- Property Taxes: Allocated to school districts based on Weighted Full-Time Equivalent Average Daily Attendance (WFTEADA).
- Sales Taxes: Half of all local sales tax collections are designated for education and distributed using the same WFTEADA formula.

CITY FUNDING

The City of Germantown provides a \$3.1 million maintenance of effort (MOE) contribution to GMSD annually.

BUDGET HIGHLIGHTS

ENROLLMENT

The District's enrollment projections for FY 2026 are estimated using FY 2025 enrollment data and enrollment applications made during open enrollment for the FY 2026 school year. Projected enrollment for FY2026 is 5,900.

RESOURCE MANAGEMENT

During the budget development process, GMSD will allocate additional resources in alignment with strategic plan goals. Resources will be allocated to departmental functions for engaging, challenging, and innovative academics; student readiness and safety; to recruit, develop, and retain exemplary staff; to enhance community partnerships; and for other needs.

RECRUIT, DEVELOP, AND RETAIN EXEMPLARY STAFF

- Teacher Salary Schedule Adjustment and Steps- \$1,700,000
- All Other Staff 3% COLA and STEPS- \$700,000
- Additional Health Benefits Claims District Investment- \$800,000
- 1 Assistant Principal- \$130,000
- 1 Part-Time Library Assistant- \$15,340
- Assistant Athletic Director- Budget Neutral (Paid through fees for intramurals/youth sports)
- Academic/Behavior Interventionist Salary Schedule Adjustment- \$20,000
- Strength/Conditioning Coach- Budget Neutral
- Lead Counselor Stipend- \$5,000
- Admissions/Retention Registrar- Budget Neutral
- ESE Assistants Flex Day \$16,340



BUDGET REDUCTIONS

- Board of Education Budget- \$565,000 Reduction for Last OPEB Payment to MSCS and Reduction in OPEB Contribution
- Transportation Budget- \$222,000 Reduction due to Efficiencies in Routing and Penalties
- Capital Improvements Budget- \$140,000 Reduction



GENERAL FUND REVENUES

OVERVIEW:

The three major sources of revenues for GMSD are from the State of Tennessee, Shelby County, and the City of Germantown.

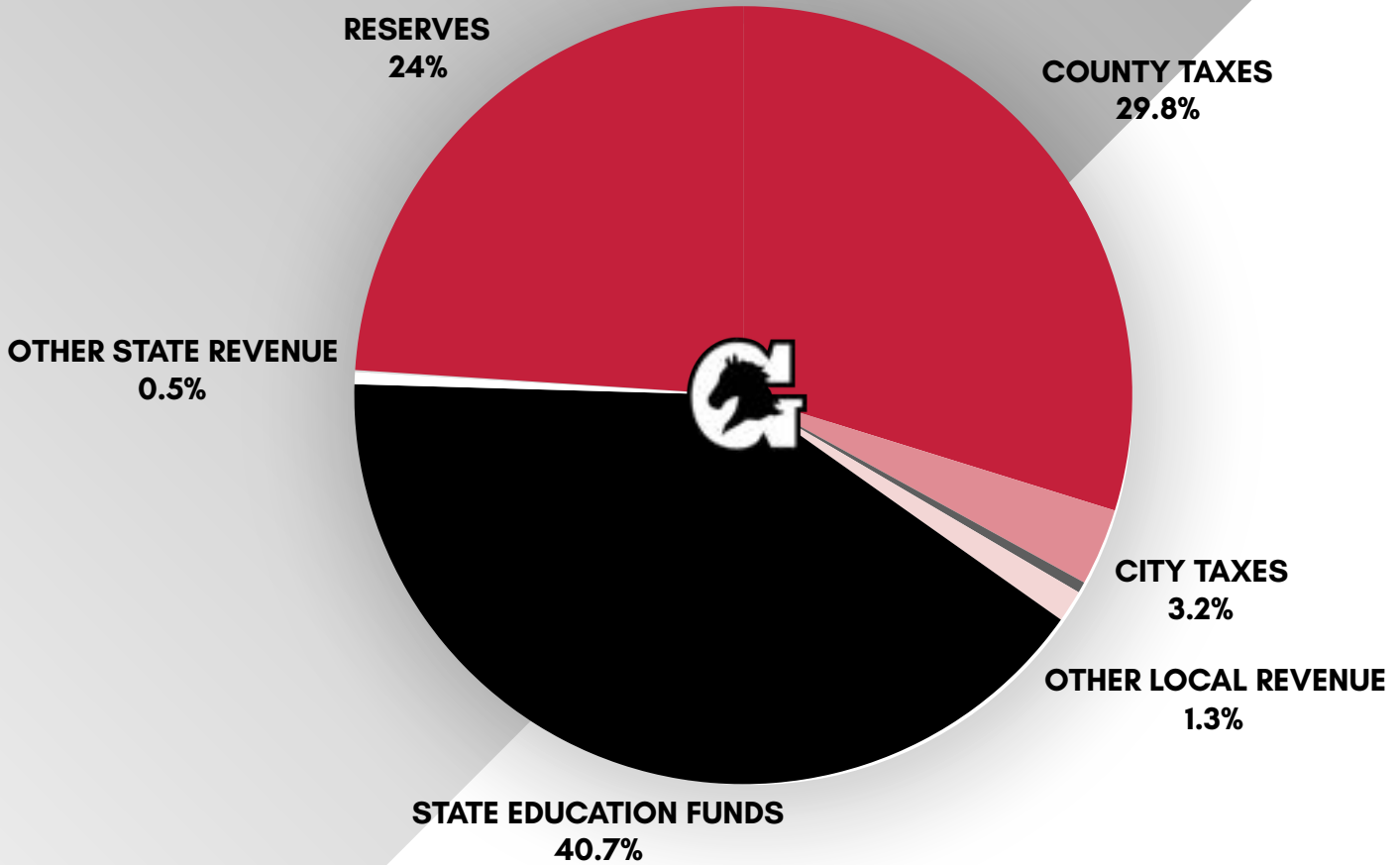
MANAGED BY:

Jason Manuel, Superintendent

Josh Cathey, Deputy Superintendent

Kevin Jones, Chief Financial Officer

GENERAL FUND REVENUES



\$ 75,565,348

SUBCATEGORIES

- State Education Funds
- County Taxes
- City Taxes
- Other State Revenues
- Other Local Revenues
- Charges for Services
- Other Sources

GENERAL FUND REVENUES

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|------------------------------|---------------------------|---------------------------|---------------------------|
| 40400 | COUNTY TAXES | 28,830,951 | 28,830,591 | 28,399,474 |
| 40800 | CITY TAXES | 3,082,064 | 3,082,064 | 3,082,064 |
| 43000 | CHARGES FOR SERVICES | 440,057 | 385,011 | 190,566 |
| 44000 | OTHER LOCAL REVENUE | 1,283,500 | 858,000 | 1,583,569 |
| 46000 | STATE EDUCATION FUNDS | 39,065,016 | 37,611,299 | 37,047,932 |
| 46800 | OTHER STATE REVENUE | 490,462 | 335,441 | 612,454 |
| 47100 | FED FUNDS RCVD THRU STATE | - | - | - |
| 49000 | OTHER SOURCES | 70,000 | 35,000 | 70,498 |
| | RESERVES | 2,303,298 | 2,303,298 | - |
| | REVENUES GRAND TOTAL: | 75,565,348 | 73,440,792 | 70,986,557 |

Revenues changes include: a reduction in local option sales tax of \$204,640, an increase of \$1,453,717 in TISA funding, and an increase in other local revenue of \$425,000.

COUNTY TAXES (40400)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------------|---------------------------|---------------------------|---------------------------|
| 40110 | Current County Property Tax | 16,475,969 | 16,270,969 | 16,225,159 |
| 40120 | Trustee Collection - Prior Year | 297,152 | 297,152 | 115,179 |
| 40130 | Chancery & Circuit Court - Prior Year | 151,462 | 151,462 | 122,896 |
| 40162 | PILOT - Utility | 152,970 | 152,970 | 107,315 |
| 40163 | PILOT - Other | 126,124 | 126,124 | 201,840 |
| 40210 | Local Option Sales Tax | 10,200,016 | 10,404,656 | 10,200,015 |
| 40240 | Wheel Tax | 1,403,882 | 1,403,882 | 1,298,395 |
| 40290 | Other Tax | 23,376 | 23,376 | 128,675 |
| | COUNTY TAXES TOTAL: | 28,830,951 | 28,830,591 | 28,399,474 |

Includes Germantown Municipal School District's share of Shelby County property taxes, local option sales taxes, and wheel taxes based on the prior year weighted average daily attendance (ADA) for schools in the Germantown Municipal School District.

CITY TAXES

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--------------------------|---------------------------|---------------------------|---------------------------|
| 40610 | Municipal Property Taxes | 3,082,064 | 3,082,064 | 3,082,064 |
| | CITY TAXES TOTAL: | 3,082,064 | 3,082,064 | 3,082,064 |

City of Germantown's contribution to the School District.



CHARGES FOR SERVICES

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|------------------------------------|---------------------------|---------------------------|---------------------------|
| 43512 | Laptop Insurance | - | - | 76,857 |
| 43512 | Tuition | 385,057 | 385,011 | 113,709 |
| 43990 | Other Charges | 55,000 | - | - |
| | CHARGES FOR SERVICES TOTAL: | 440,057 | 385,011 | 190,566 |

OTHER LOCAL REVENUE

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---|---------------------------|---------------------------|---------------------------|
| 44110 | Interest Earned | 1,093,000 | 725,000 | 1,202,678 |
| 44120 | Lease/Rentals | 93,000 | 21,000 | 90,011 |
| 44160 | PEG Funding | 97,500 | 112,000 | 107,862 |
| 44170 | Miscellaneous Refunds | - | - | 7,709 |
| 44530 | Sale of Equipment | - | - | 175,309 |
| | RECURRING LOCAL REVENUE TOTAL: | 1,283,500 | 858,000 | 1,583,569 |

Includes revenue for laptop insurance and tuition for out-of-district, out-of-county residents, summer school, and preschool program. Includes interest income on reserves, PEG funding from cable companies for the Houston High School TV studio.

STATE EDUCATION FUNDS

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|-------------------------------------|---------------------------|---------------------------|---------------------------|
| 46511 | TISA/BEP | 39,015,016 | 37,545,387 | 36,354,750 |
| 46590 | Other State Education Funds | | - | 634,150 |
| 46591 | Coordinated School Health Grant | | - | - |
| 46610 | Career Ladder Program | 50,000 | 66,000 | 59,032 |
| | STATE EDUCATION FUNDS TOTAL: | 39,065,016 | 37,611,387 | 37,047,932 |

OTHER STATE REVENUE

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---|---------------------------|---------------------------|---------------------------|
| 46850 | Mixed Drink Tax | 252,000 | 252,000 | 271,885 |
| 46980 | Other State/Local Revenue - SPED State Grant | 238,462 | 83,441 | 340,569 |
| 46981 | Safe Schools Grant | - | - | - |
| | OTHER STATE REVENUE TOTAL: | 490,462 | 335,441 | 612,454 |

Includes Germantown Municipal School District's share of the Basic Education Program (BEP) and TISA Funds, grants, and other flow-through state funds, such as Career Ladder.

FEDERAL FUNDS RECEIVED THRU STATE

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|----------------------------------|--------------------------|---------------------------|---------------------------|---------------------------|
| 47590 | Other Federal Thru State | - | - | - |
| FEDERAL THRU STATE TOTAL: | | - | - | - |

OTHER SOURCES

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-----------------------------|-------------------------------|---------------------------|---------------------------|---------------------------|
| 49800 | Transfers In - Indirect Costs | 70,000 | 35,000 | 70,498 |
| OTHER SOURCES TOTAL: | | 70,000 | 35,000 | 70,498 |

Includes funds from federal allocations for administration of federal grants.



GENERAL FUND EXPENDITURES

OVERVIEW:

General Fund expenditures outline Germantown Municipal School District's commitment to its Strategic Plan and is organized in this document by departments.

MANAGED BY:

Josh Cathey, Deputy Superintendent

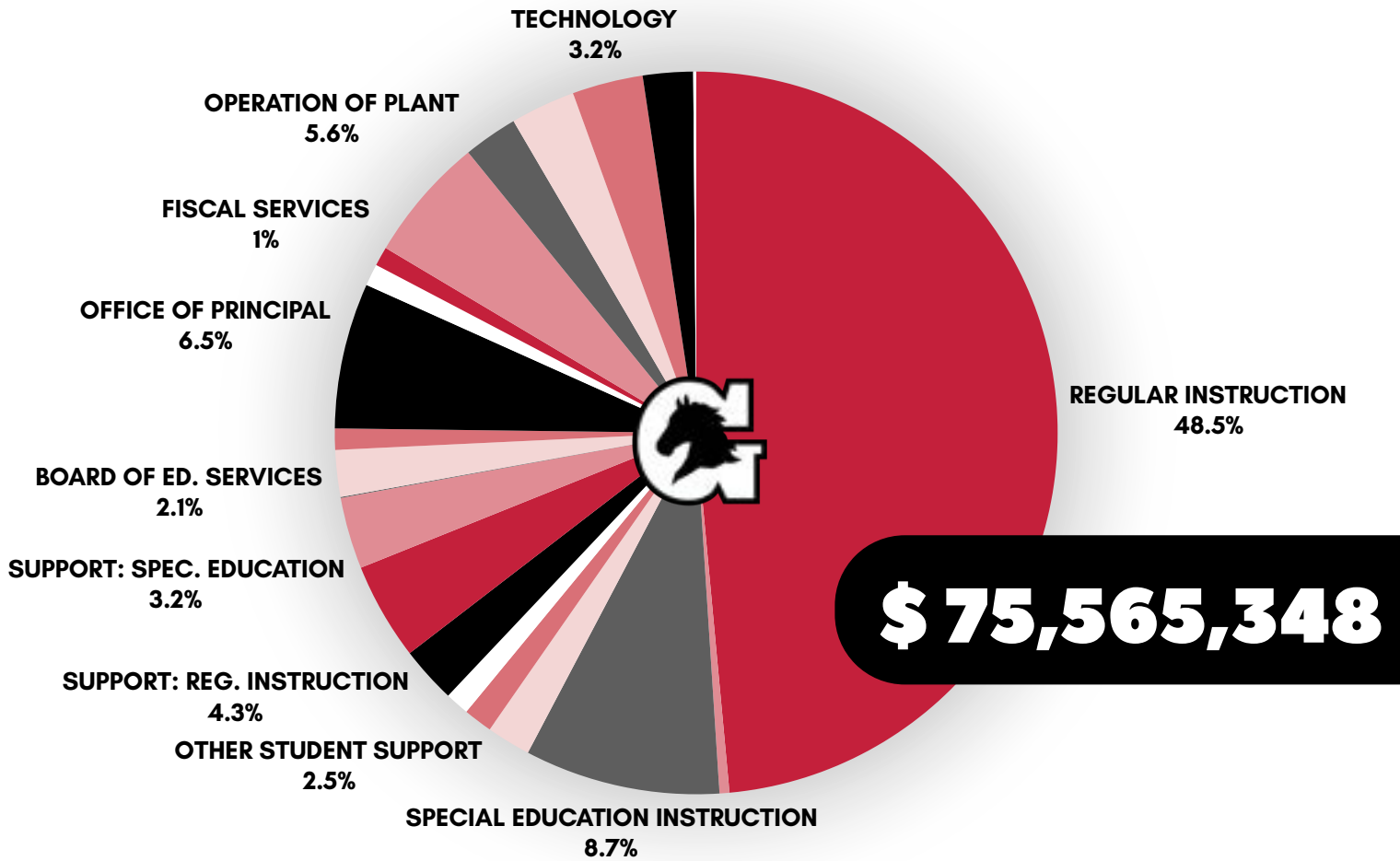
Jason Manuel, Superintendent

Kevin Jones, Chief Financial Officer

SUBCATEGORIES

- Teaching, Learning, & Assessment
- Exceptional Students
- Student Services
- Human Resources
- Finance
- Technology
- Operations
- Principals
- Superintendent
- Board of Education

GENERAL FUND EXPENDITURES



GENERAL FUND

| <u>Acct</u> | <u>Description</u> | <u>FY 2026</u> <u>Per.</u> | <u>FY 2026</u> <u>Budget</u> | <u>FY 2025</u> <u>Budget</u> | <u>FY 2024</u> <u>Actual</u> |
|-------------|----------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 71100 | REGULAR INSTRUCTION | 377.5 | 36,619,604 | 34,214,159 | 33,184,673 |
| 71150 | ALTERNATIVE EDUCATION | 4.0 | 333,772 | 415,596 | 393,416 |
| 71200 | SPECIAL EDUCATION INSTRUCTION | 94.0 | 6,461,904 | 6,319,860 | 5,530,082 |
| 71300 | TECHNICAL EDUCATION | 16.0 | 1,506,367 | 1,553,022 | 1,525,572 |
| 72110 | ATTENDANCE & PLANNING | 7.5 | 972,943 | 932,961 | 813,908 |
| 72120 | HEALTH SERVICES | 9.5 | 807,453 | 787,819 | 668,835 |
| 72130 | OTHER STUDENT SUPPORT | 19.0 | 1,901,599 | 1,774,817 | 1,937,540 |
| 72210 | SUPPORT: REG. INSTRUCTION | 31.8 | 3,276,486 | 3,251,910 | 2,685,610 |
| 72220 | SUPPORT: SPEC. EDUCATION | 24.5 | 2,411,944 | 2,313,684 | 2,143,505 |
| 72230 | SUPPORT: TECH. EDUCATION | 0.2 | 33,710 | 33,694 | 28,372 |
| 72310 | BOARD OF ED. SERVICES | 5.0 | 1,592,064 | 2,138,463 | 3,459,299 |



GENERAL FUND

| <u>Acct</u> | <u>Description</u> | <u>FY 2026</u> <u>Per.</u> | <u>FY 2026</u> <u>Budget</u> | <u>FY 2025</u> <u>Budget</u> | <u>FY 2024</u> <u>Actual</u> |
|----------------------------------|--------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 72320 | OFFICE OF SUPERINTENDENT | 4.4 | 716,158 | 706,899 | 700,028 |
| 72410 | OFFICE OF PRINCIPAL | 51.5 | 4,910,941 | 4,656,908 | 4,318,052 |
| 72510 | FISCAL SERVICES | 5.5 | 736,464 | 728,273 | 649,153 |
| 72520 | HUMAN RESOURCES | 4.5 | 645,985 | 625,892 | 557,013 |
| 72610 | OPERATION OF PLANT | 12.0 | 4,156,999 | 4,230,173 | 3,830,893 |
| 72620 | MAINTENANCE OF PLANT | 6.0 | 1,829,312 | 1,766,390 | 1,705,741 |
| 72710 | TRANSPORTATION | 0.0 | 2,182,891 | 2,405,302 | 1,794,919 |
| 73100 | SCHOOL NUTRITION | 0.0 | - | - | - |
| 72250 | TECHNOLOGY | 11.0 | 2,385,289 | 2,363,090 | 2,252,216 |
| 76100 | REGULAR CAPITAL OUTLAY | 0.0 | 1,983,763 | 2,123,130 | 3,656,188 |
| 72830 | SCHOOL SAFETY | | 99,700 | 98,750 | 67,360 |
| EXPENDITURES GRAND TOTAL: | | | 75,565,348 | 73,440,792 | 71,902,374 |



REGULAR INSTRUCTION PROGRAM

OVERVIEW:

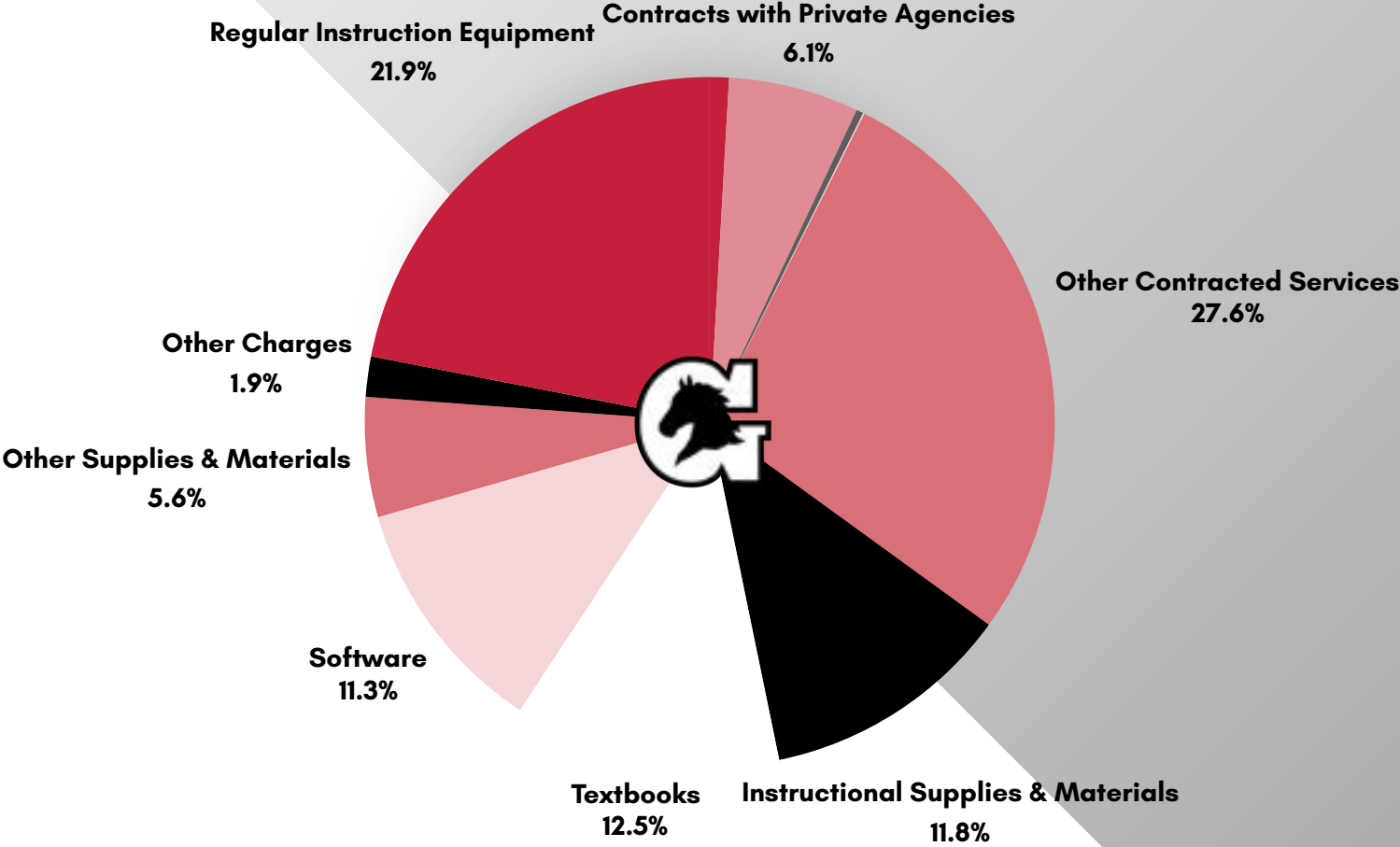
The Regular Education Program includes activities that provide students in grades K through 12 with learning experiences to provide them with Engaging, Challenging and Innovative academics. This encompasses academics, technology integration, career and technical education, fine arts and athletics. Within this budget, salaries, textbooks, equipment, instructional supplies and materials, TV and media equipment, and other costs are used to ensure academic programming that differentiates to meet the various learning styles of our students. GMSD teachers are highly effective and successfully implement curriculum such as Wit and Wisdom, McGraw Hill, HMH, Eureka Math, Saxon Phonics, Discovery Education, Dual Enrollment, Advanced Placement and other programs to support a rigorous academic experience. The district offers strings instruction from elementary to high school and has a state-of-the-art television studio. Students are able to take advantage of a technology-rich environment, which includes the blended learning model for all students in grades 6-12.

MANAGED BY:

Missy Abel, Assistant Superintendent of Teaching, Learning, and Assessment

\$36,619,604

REGULAR INSTRUCTION PROGRAM



REGULAR INSTRUCTION PROGRAM (71100)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| 116 | Teachers | 340.5 | 24,954,979 | 23,686,412 | 21,989,000 |
| 117 | Career Ladder | | 50,000 | 50,000 | 36,500 |
| 127 | Extended Contracts | | 25,000 | 25,000 | 18,240 |
| 140 | Coaching and Other Supplements | | 403,694 | 386,794 | 274,545 |
| 163 | Educational Assistants | 29.0 | 805,364 | 718,659 | 731,463 |
| 188 | Instructional Responsibility | | 102,500 | 107,500 | 99,606 |
| 189 | Other Salaries & Wages - Tutors | 8.0 | 280,050 | 268,800 | - |
| 201 | Social Security | | 1,650,538 | 1,565,076 | 1,345,063 |
| 204/217 | State Retirement | | 1,543,584 | 1,718,290 | 1,784,399 |
| 206 | Life Insurance | | 64,575 | 64,313 | 33,106 |
| 207 | Medical Insurance | | 2,707,058 | 1,904,540 | 1,914,085 |
| 212 | Medicare | | 386,013 | 366,026 | 314,537 |
| | Salary & Fringes Subtotal: | 377.5 | 32,973,355 | 30,861,410 | 28,540,544 |

Includes personnel and benefits for teachers and classroom assistants. Career Ladder is a State funded initiative for veteran teachers and administrators.

REGULAR INSTRUCTION PROGRAM (71100)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|------------------------------------|---------------------------|---------------------------|---------------------------|
| 312 | Contracts with Private Agencies | 225,000 | 225,000 | 227,733 |
| 336 | Maintenance & Repair - Equipment | 12,000 | 12,000 | 9,579 |
| 355 | Travel - Local Mileage | 2,500 | 2,500 | 926 |
| 399 | Other Contracted Services | 1,015,165 | 1,010,065 | 1,127,655 |
| 429 | Instructional Supplies & Materials | 433,200 | 430,800 | 510,568 |
| 449 | Textbooks | 460,000 | 804,000 | 433,427 |
| 471 | Software | 415,000 | 375,000 | 339,304 |
| 499 | Other Supplies & Materials | 206,500 | 206,500 | 158,389 |
| 599 | Other Charges | 69,384 | 29,384 | 25,809 |
| 722 | Regular Instruction Equipment | 807,500 | 257,500 | 1,810,739 |
| | Services Subtotal: | 3,646,249 | 3,352,749 | 4,644,129 |
| | REGULAR INSTRUCTION TOTAL: | 36,619,604 | 34,214,159 | 33,184,673 |

Includes costs for textbooks, materials and supplies and instructional equipment provided to the schools.



REGULAR INSTRUCTION SUPPORT

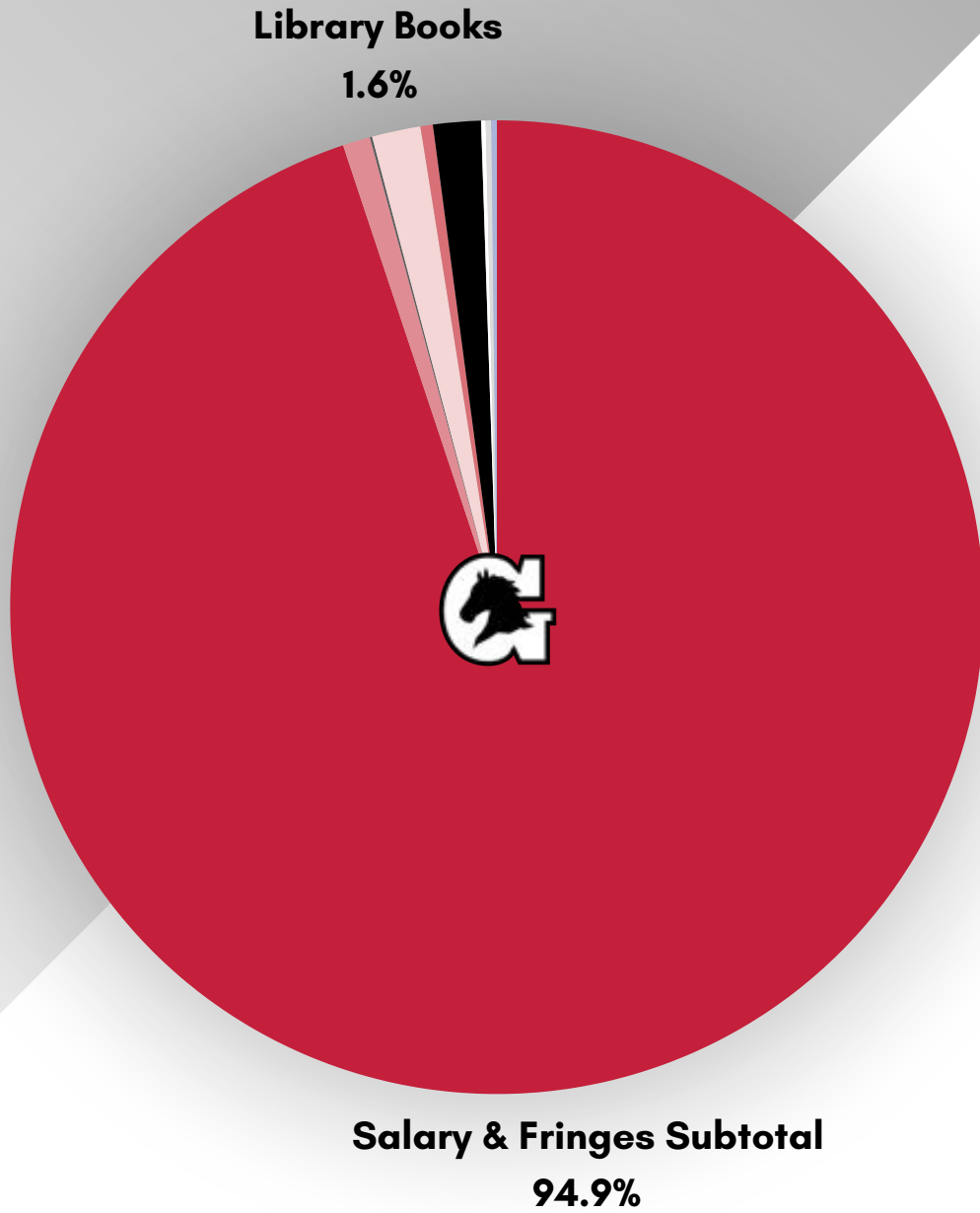
OVERVIEW:

Regular Education Instructional Support includes activities primarily for assisting instructional staff in planning, developing, and evaluating the process of providing learning experiences for students. These activities include curriculum development, techniques of instruction, in-service/professional learning, etc. Within this budget, personnel includes instructional supervisors, an Assistant Superintendent, Teaching, Learning, and Assessment, Librarians, Audiovisual Personnel, Education Media Personnel, Instructional Computer Personnel, Clerical Personnel, Educational Assistants, and in-service training.

MANAGED BY:

Missy Abel, Assistant Superintendent of Teaching, Learning, and Assessment

REGULAR INSTRUCTION SUPPORT



\$3,276,486

SUPPORT: REGULAR INSTRUCTION (72210)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------------|---------------------|-----------------------|-----------------------|-----------------------|
| 105 | Directors/Supervisors | 9.8 | 1,015,538 | 1,077,711 | 842,840 |
| 117 | Career Ladder Program | | 3,000 | 3,000 | 2,000 |
| 129 | Librarians | 7.0 | 539,228 | 520,450 | 491,499 |
| 136 | Audiovisual Personnel | 1.0 | 82,589 | 81,797 | 77,909 |
| 137 | Education Media Personnel | 1.0 | 80,401 | 76,576 | 72,913 |
| 138 | Instructional Computer Personnel | 6.0 | 459,358 | 431,595 | 393,829 |
| 161 | Secretary | 1.0 | 79,391 | 75,614 | 72,021 |
| 163 | Ed/Library Assistant | 3.0 | 62,523 | 45,882 | 46,914 |
| 188 | Instructional Responsibility | | 1,500 | 1,500 | 1,500 |
| 189 | Other Salaries & Wages | 3.0 | 253,423 | 242,092 | 62,005 |
| 201 | Social Security | | 144,059 | 143,476 | 120,416 |
| 204/217 | State Retirement | | 172,435 | 187,687 | 152,901 |
| 206 | Life Insurance | | 7,950 | 7,575 | 3,037 |
| 207 | Medical Insurance | | 179,000 | 171,500 | 180,383 |
| 212 | Medicare | | 33,691 | 33,555 | 28,161 |
| | Salary & Fringes Subtotal: | 31.8 | 3,114,086 | 3,100,010 | 2,548,328 |

Includes personnel and benefits for teachers and classroom assistants. Career Ladder is a State funded initiative for veteran teachers and administrators.

SUPPORT: REGULAR INSTRUCTION (72210)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--|---------------------------|---------------------------|---------------------------|
| 308 | Consultants | 30,000 | 30,000 | 27,317 |
| 355 | Travel - Local Mileage | 2,500 | 2,000 | 2,334 |
| 432 | Library Books | 53,400 | 43,400 | 43,398 |
| 499 | Other Supplies & Materials | 13,500 | 13,500 | 11,533 |
| 524 | In-Service/Staff Development | 52,000 | 52,000 | 43,817 |
| 599 | Other Charges | 5,000 | 5,000 | 4,078 |
| 790 | Other Equipment | 6,000 | 6,000 | 4,806 |
| | Services Subtotal: | 162,400 | 151,900 | 191,240 |
| | SUPPORT: REGULAR INSTRUCTION TOTAL: | 3,276,486 | 3,251,910 | 2,739,568 |

Includes costs for library books used in schools for replacement and additional books to address enrollment growth and meet educational standards. Includes costs for professional development of district staff.



ALTERNATIVE SCHOOL PROGRAM

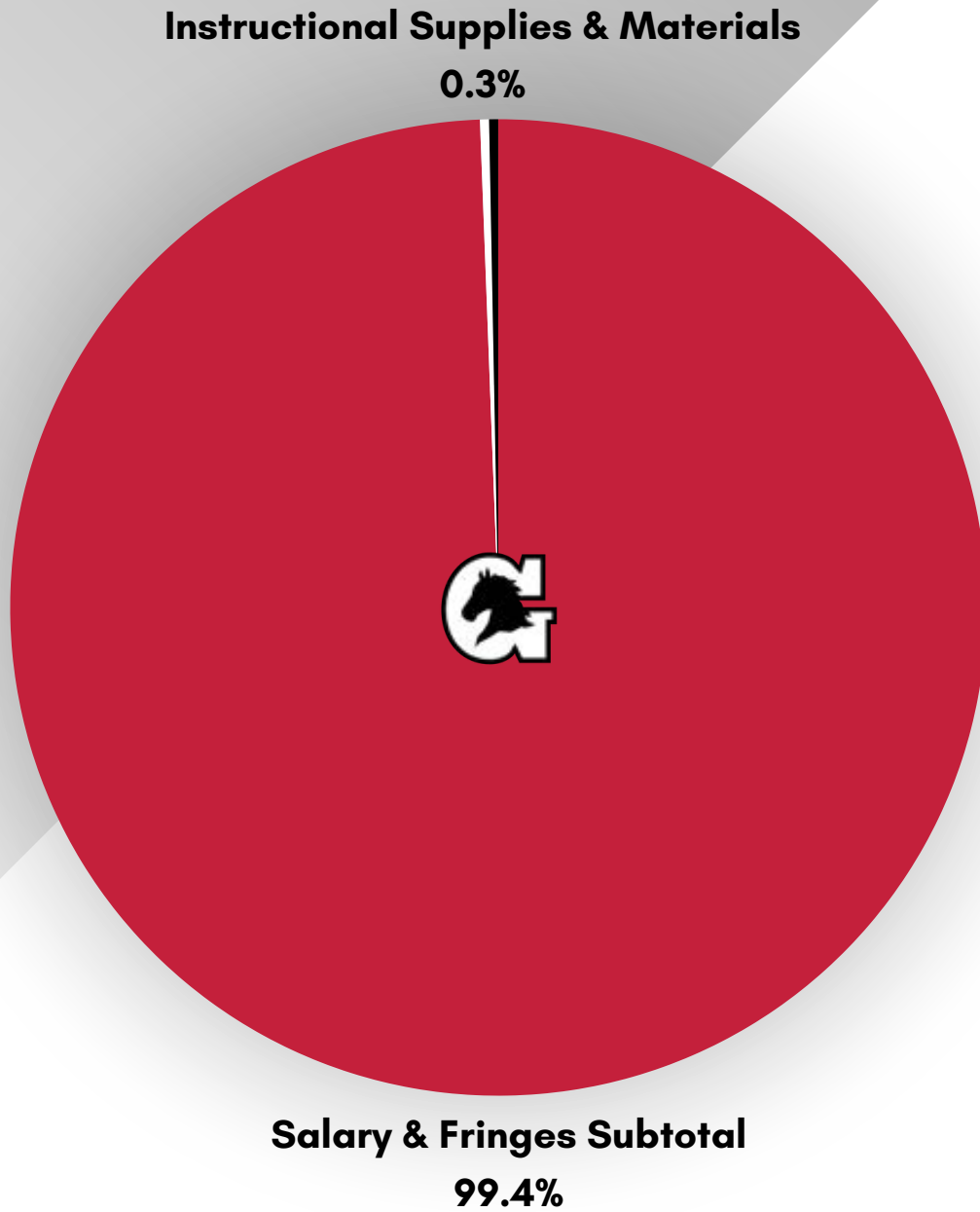
OVERVIEW:

Alternative Schools Program is an instruction program designated for students who consistently exhibit behavior that is disruptive to the learning process. This program may also serve at-risk youth or students who have a medical need for an alternative learning environment. Included in this budget are the activities of aides or classroom assistants, teachers, or social workers. The major expenditures for GMSD include teachers, a social worker, homebound instruction, contracts with local agencies for healthcare, and supplies and materials.

MANAGED BY:

Missy Abel, Assistant Superintendent, Teaching, Learning, and Assessment

ALTERNATIVE SCHOOL PROGRAM



\$333,772

ALTERNATIVE EDUCATION PROGRAM (71150)

| <u>Acct</u> | <u>Description</u> | FY 2026 | FY 2026 | FY 2025 | FY 2024 |
|-------------|---------------------------------------|-------------|----------------|----------------|----------------|
| | | <u>PERS</u> | <u>Budget</u> | <u>Budget</u> | <u>Actual</u> |
| 116 | Teachers | 1.0 | 70,856 | 154,069 | 146,651 |
| 117 | Career Ladder | | 1,000 | 1,000 | - |
| 128 | Homebound Teachers | 1.0 | 88,760 | 75,704 | 78,431 |
| 130 | Social Worker | 1.0 | 75,816 | 70,864 | 67,355 |
| 163 | Educational Assistants | 1.0 | 31,868 | 31,000 | 23,691 |
| 201 | Social Security | - | 16,635 | 20,623 | 18,367 |
| 204/217 | State Retirement | - | 18,647 | 25,138 | 24,226 |
| 206 | Life Insurance | - | 700 | 875 | 453 |
| 207 | Medical Insurance | - | 23,600 | 29,500 | 28,831 |
| 212 | Medicare | - | 3,890 | 4,823 | 4,296 |
| | Salary & Fringes Subtotal: | 4.0 | 331,772 | 413,596 | 392,301 |

Includes salaries and fringe benefits for teachers serving in the alternative school and counseling programs.

ALTERNATIVE EDUCATION PROGRAM (71150)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|-------------------------------------|---------------------------|---------------------------|---------------------------|
| 429 | Instructional Supplies & Materials | 1,000 | 1,000 | 618 |
| 722 | Regular Instruction Equipment | 1,000 | 1,000 | 495 |
| | Services Subtotal: | 2,000 | 2,000 | 1,113 |
| | ALTERNATIVE EDUCATION TOTAL: | 333,772 | 415,596 | 393,414 |

Includes materials for alternative school.





CAREER AND TECHNICAL ED PROGRAM

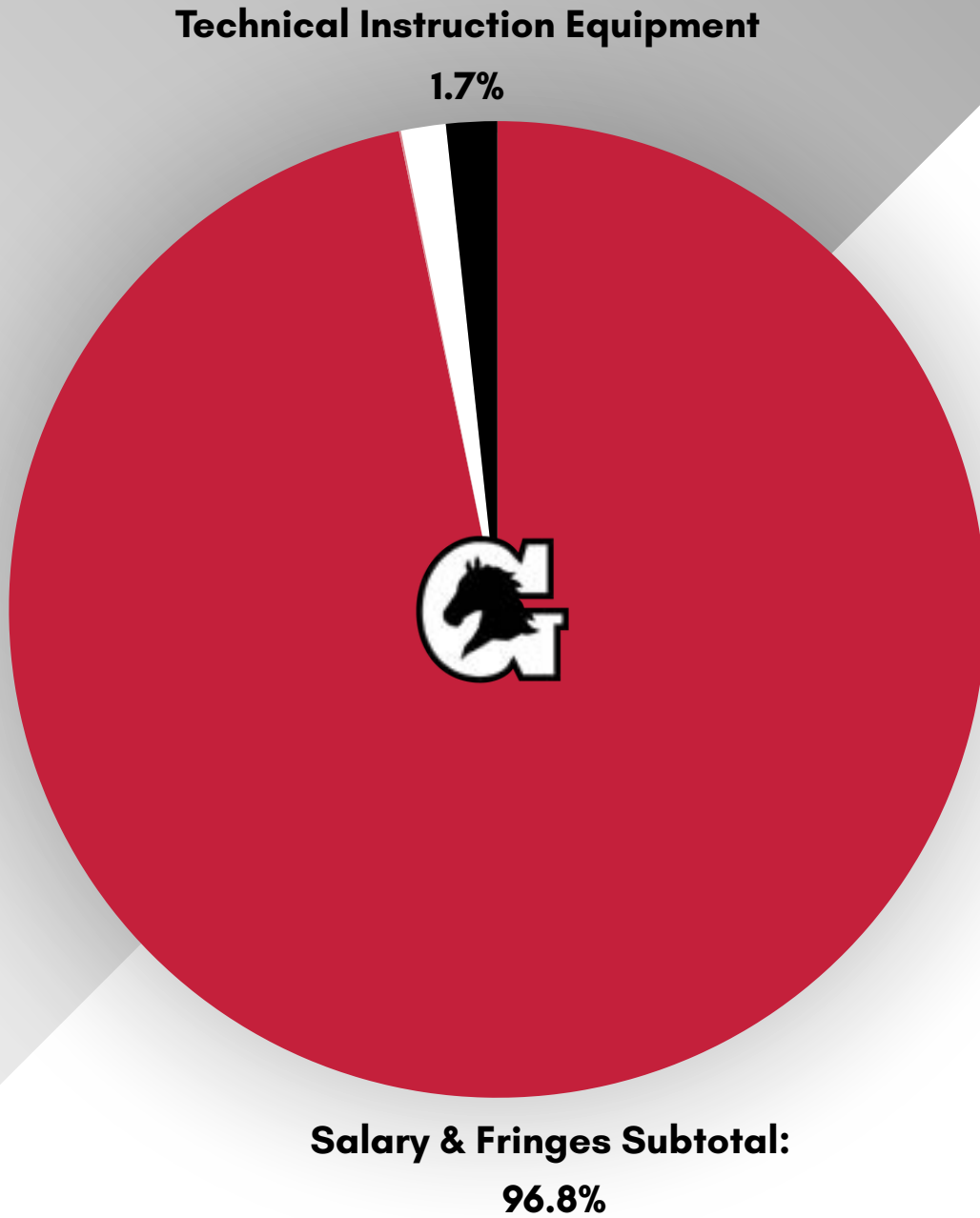
OVERVIEW:

The Career Education Instructional Program includes instructional activities that provide students with the opportunity to develop knowledge, skills, and attitudes needed for employment in an occupational area. Activities include training both in the classroom and in a supervised work environment. Our Career and Technical Education (CTE) offers programs that align with our area high-demand occupations and provide Early Postsecondary Opportunities for our students who are on the college or career pathway.

MANAGED BY:

Missy Abel, Assistant Superintendent, Teaching, Learning and Assessment

CAREER AND TECHNICAL ED PROGRAM



\$1,506,367

CAREER & TECHNICAL EDUCATION PROGRAM (71300)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026</u> <u>PERS</u> | <u>FY 2026</u> <u>Budget</u> | <u>FY 2025</u> <u>Budget</u> | <u>FY 2024</u> <u>Actual</u> |
|-------------|---------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 116 | Teachers | 16.0 | 1,169,488 | 1,192,472 | 1,031,667 |
| 117 | Career Ladder Program | | 1,000 | 1,000 | - |
| 201 | Social Security | | 72,570 | 73,995 | 59,257 |
| 204/217 | State Retirement | | 67,537 | 81,275 | 78,674 |
| 206 | Life Insurance | | 2,800 | 2,975 | 1,507 |
| 207 | Medical Insurance | | 128,000 | 136,000 | 100,325 |
| 212 | Medicare | | 16,972 | 17,305 | 13,858 |
| | Salary & Fringes Subtotal: | 16.0 | 1,458,367 | 1,505,022 | 1,285,288 |

Includes salaries and benefits for teachers in the Career and Technical Education programs provided at Houston High School.

CAREER & TECHNICAL EDUCATION PROGRAM (71300)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|------------------------------------|-----------------------|-----------------------|-----------------------|
| 336 | Maintenance & Repair -Equipment | 1,000 | 1,000 | - |
| 429 | Instructional Supplies & Materials | 22,000 | 22,000 | 231,803 |
| 730 | Technical Instruction Equipment | 25,000 | 25,000 | 8,482 |
| | Services Subtotal: | 48,000 | 48,000 | 240,285 |
| | TECHNICAL EDUCATION TOTAL: | 1,506,367 | 1,553,022 | 1,525,573 |

Includes textbooks, materials and supplies, and equipment in Career and Technical Education programs at Houston High School.





CAREER & TECH ED SUPPORT

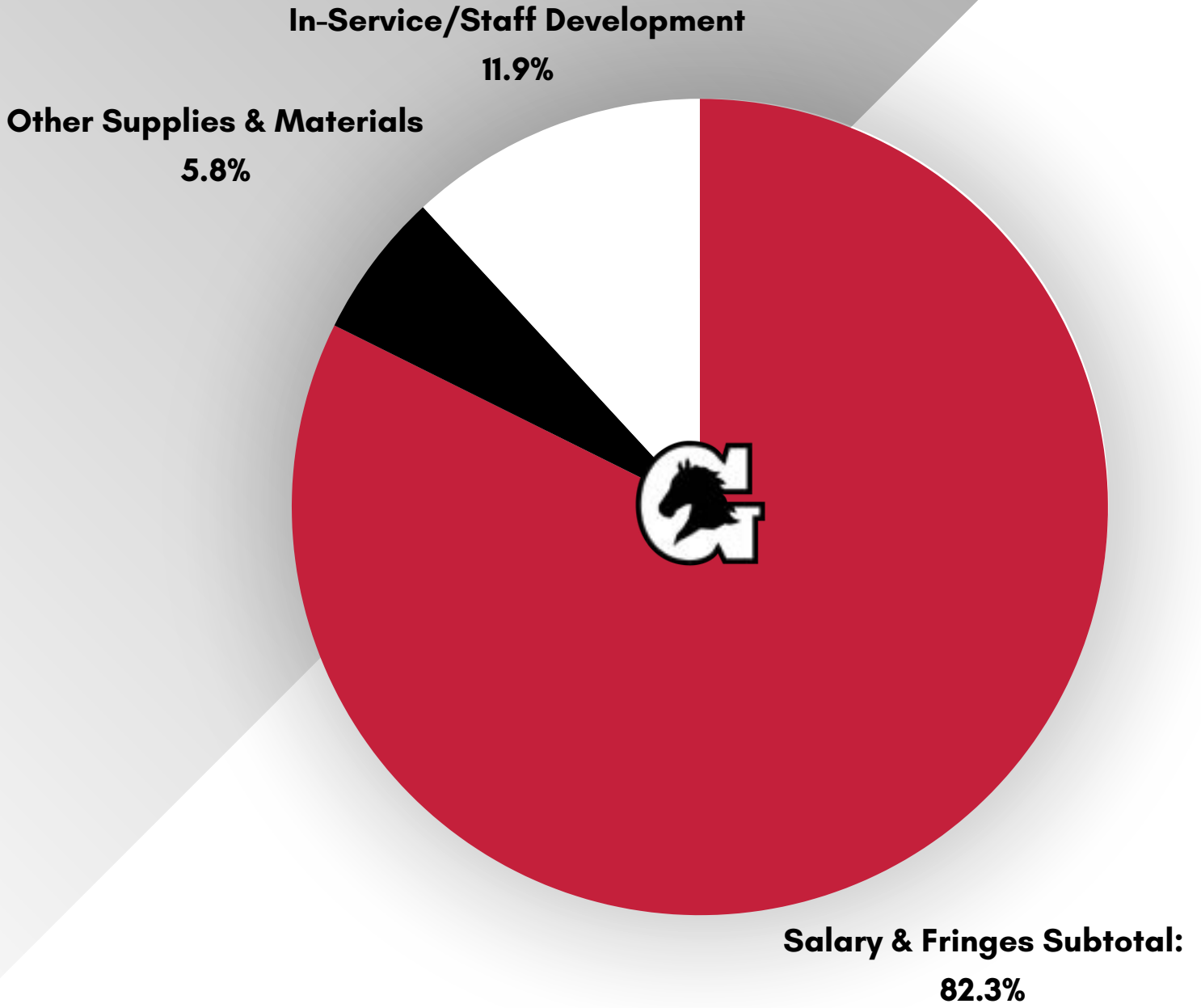
OVERVIEW:

Vocational Education Instructional Staff Support includes activities primarily for assisting CTE instructional staff in planning, developing, and evaluating the process of providing learning experiences that give students the opportunity to develop the knowledge, skills and attitudes, and possibly industry certification needed for employment in an occupational area.

MANAGED BY:

Missy Abel, Assistant Superintendent, Teaching, Learning, and Assessment

CAREER AND TECH ED SUPPORT



\$33,710

SUPPORT: CAREER AND TECHNICAL EDUCATION (72230)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--|---------------------|-----------------------|-----------------------|-----------------------|
| 105 | Director/Supervisor | 0.2 | 22,092 | 21,878 | 21,024 |
| 201 | Social Security | | 1,370 | 1,356 | 1,192 |
| 204/217 | State Retirement | | 1,275 | 1,490 | 1,892 |
| 206 | Life Insurance | | 50 | 50 | 31 |
| 207 | Medical Insurance | | 2,650 | 2,650 | 2,303 |
| 212 | Medicare | | 320 | 317 | 279 |
| | Salary & Fringes Subtotal: | 0.2 | 27,757 | 27,741 | 26,721 |
| 399 | Other Contracted Services | | | - | 516 |
| 499 | Other Supplies & Materials | | 1,953 | 1,953 | - |
| 524 | In-Service/Staff Development | | 4,000 | 4,000 | 1,135 |
| | Services Subtotal: | | 5,953 | 5,953 | 1,651 |
| | SUPPORT: TECHNICAL EDUCATION TOTAL: | | 33,710 | 33,694 | 28,372 |

Includes funds for staff in the Career and Technical Education Department. Supplies and materials and staff development for the CTE program.



SPECIAL EDUCATION INSTRUCTION

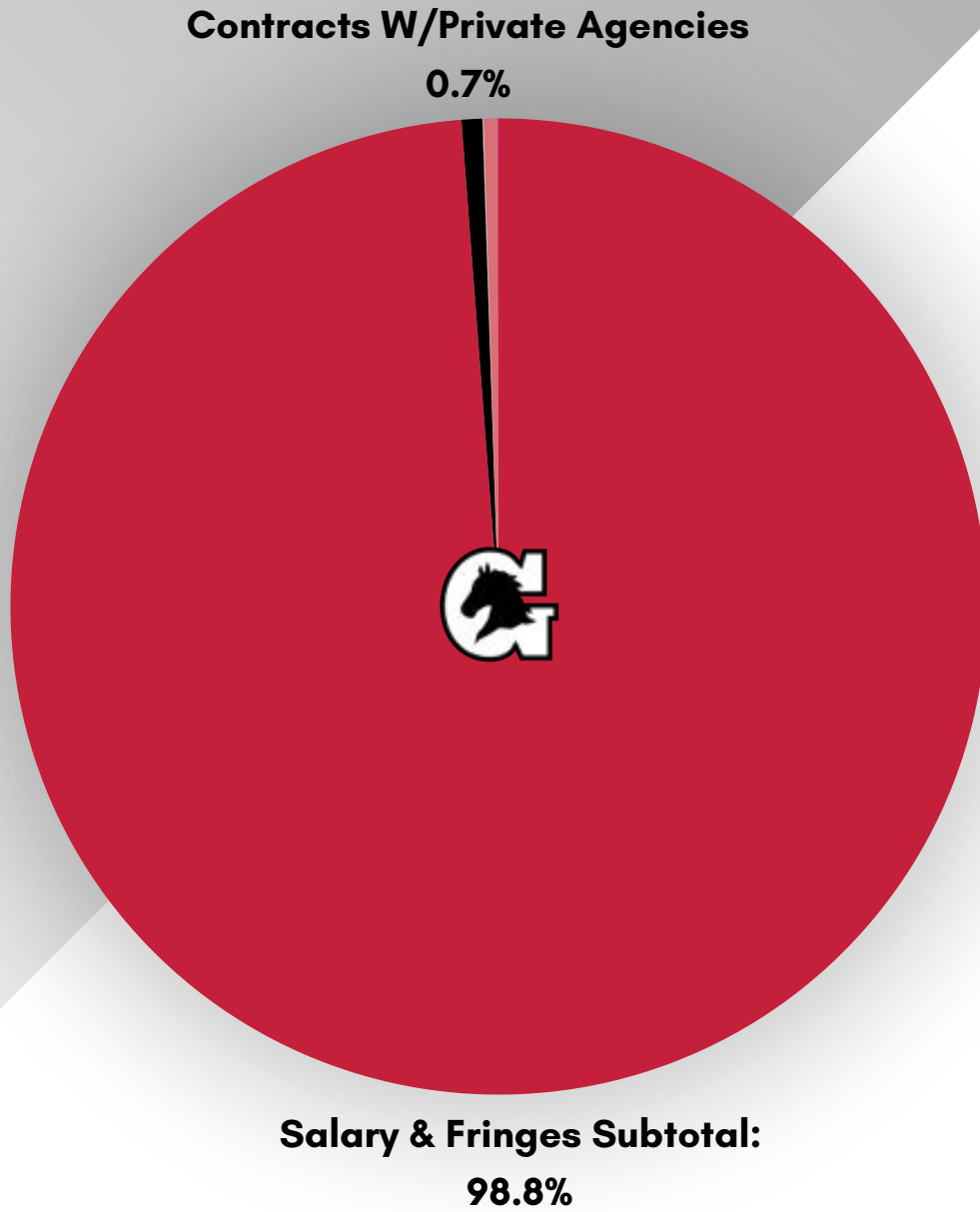
OVERVIEW:

This function holds all SPED teachers, assistants, speech language pathologists, Board-Certified Behavior Analysts, and contracting services for vision and speech. Instructional Supplies and Materials include teacher discretionary funds. Special education equipment purchases ranged from standers to assistive technology devices.

MANAGED BY:

Sarah Huffman, Assistant Superintendent, Exceptional Student Education

SPECIAL EDUCATION INSTRUCTION



\$6,461,904

SPECIAL EDUCATION PROGRAM (71200)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| 116 | Teachers | 43.0 | 2,934,279 | 2,801,268 | 2,475,096 |
| 117 | Career Ladder Program | | 5,000 | 5,000 | 1,000 |
| 128 | Homebound Teachers | 1.0 | 75,296 | 70,717 | 68,686 |
| 163 | Educational Assistants | 40.0 | 1,286,299 | 1,223,393 | 1,037,124 |
| 171 | Therapists (Speech) | 10.0 | 759,666 | 790,363 | 610,736 |
| 188 | Instructional Responsibility | | 122,000 | 122,000 | 136,184 |
| 201 | Social Security | | 321,317 | 310,790 | 248,075 |
| 204/217 | State Retirement | | 336,850 | 371,219 | 364,177 |
| 206 | Life Insurance | | 16,450 | 16,625 | 6,147 |
| 207 | Medical Insurance | | 440,000 | 445,000 | 442,588 |
| 212 | Medicare | | 75,147 | 72,685 | 58,018 |
| | Salary & Fringes Subtotal: | 94.0 | 6,372,304 | 6,229,060 | 5,447,831 |

Includes salaries and benefits for teachers, speech therapists, and classroom assistants used in Special Education classes. Includes homebound teachers who go to individual students' homes if they are unable to attend school because of illness or hospitalization.

SPECIAL EDUCATION PROGRAM (71200)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--------------------------------------|---------------------------|---------------------------|---------------------------|
| 312 | Contracts W/Private Agencies | 44,900 | 44,900 | 38,900 |
| 369 | Substitutes - Certified | 1,400 | 5,000 | 7,928 |
| 370 | Substitutes - Noncertified | 1,400 | 5,000 | 2,279 |
| 399 | Other Contracted Services | 10,000 | - | - |
| 429 | Instructional Supplies and Materials | 28,900 | 32,900 | 30,145 |
| 725 | Special Education Equipment | 3,000 | 3,000 | - |
| | Services Subtotal: | 89,600 | 90,800 | 79,252 |
| | SPECIAL EDUCATION TOTAL: | 6,461,904 | 6,261,401 | 5,527,083 |

Includes contracts for services provided by private agencies for services (such as hearing impaired and visually impaired) that cannot be provided in a cost-efficient manner by the District and the cost of instructional materials and supplies, and equipment used to provide Special Education services.



SPECIAL EDUCATION SUPPORT

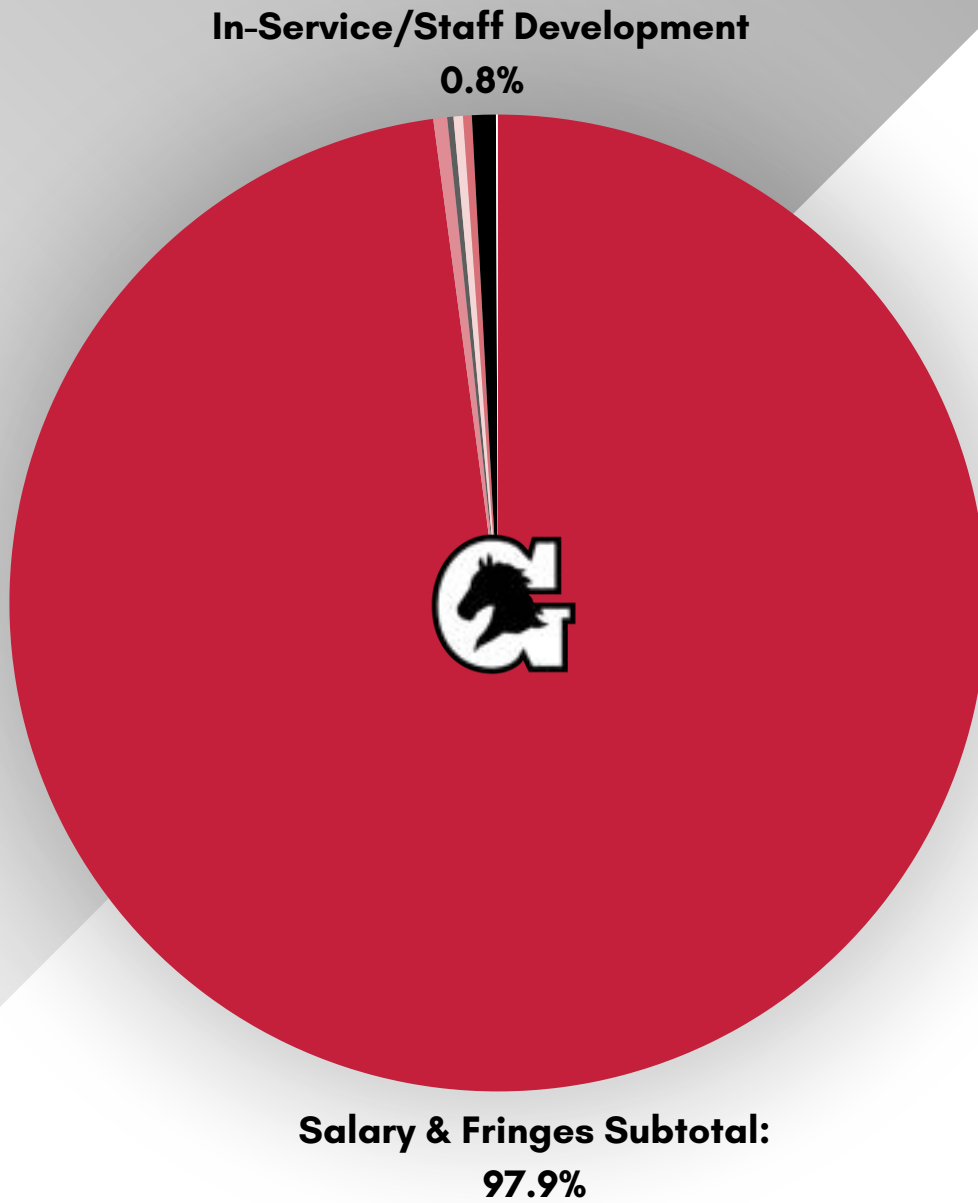
OVERVIEW:

This budget includes positions that are not common in many systems across the state: clericals assigned specifically to SPED only. These clericals work to schedule meetings, keep paperwork in compliance and assist in parent communication. Occupational and physical therapists and testing, evaluation materials are also included.

MANAGED BY:

Sarah Huffman, Assistant Superintendent, Exceptional Student Education

SPECIAL EDUCATION SUPPORT



\$2,411,944

SUPPORT: SPECIAL EDUCATION (72220)

| Acct | Description | FY 2026 PERS | FY 2026 Budget | FY 2025 Budget | FY 2024 Actual |
|-------------|---------------------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| 105 | Supervisors/Supervisor | 4.0 | 466,973 | 453,444 | 332,645 |
| 124 | Psychological Personnel | 5.0 | 467,079 | 448,344 | 430,391 |
| 131 | Medical Personnel (OT/PT) | 5.5 | 420,494 | 398,456 | 392,793 |
| 161 | Assistant | 1.0 | 79,391 | 62,746 | 72,021 |
| 162 | Clerical Personnel | 6.0 | 255,257 | 244,868 | 230,257 |
| 189 | Other Salaries | 3.0 | 221,963 | 210,767 | 233,727 |
| 201 | Social Security | | 118,492 | 112,755 | 99,214 |
| 204/217 | State Retirement | | 152,733 | 157,159 | 138,794 |
| 206 | Life Insurance | | 6,300 | 6,175 | 2,467 |
| 207 | Medical Insurance | | 144,550 | 141,600 | 135,868 |
| 212 | Medicare | | 27,712 | 26,370 | 23,203 |
| | Salary & Fringes Subtotal: | 24.5 | 2,360,944 | 2,262,684 | 2,091,380 |

Includes salaries and benefits for directors, supervisors, psychologists, occupational and physical therapists, Central Office clerical personnel as well as clerical personnel located at every elementary, middle, and high school.

SUPPORT: SPECIAL EDUCATION (72220)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--|---------------------------|---------------------------|---------------------------|
| 312 | Contracts with Private Agencies | 11,000 | 11,000 | 919 |
| 322 | Evaluation Materials | 5,000 | 5,000 | 4,456 |
| 355 | Travel - Local Mileage | 7,500 | 7,500 | 3,549 |
| 499 | Other Supplies & Materials | 7,000 | 7,000 | 22,351 |
| 524 | In-Service/Staff Development | 19,000 | 19,000 | 19,000 |
| 599 | Other Charges | 1,500 | 1,500 | 1,849 |
| | Services Subtotal: | 51,000 | 51,000 | 52,124 |
| | SUPPORT: SPECIAL EDUCATION TOTAL: | 2,411,944 | 2,313,684 | 2,143,504 |

Includes support for Special Education Department for consultation, travel - local mileage for special education personnel using personal vehicles in the performance of their job, in-service and staff development. Includes specialized supplies, materials, and evaluations used with special populations.



ATTENDANCE & PLANNING

OVERVIEW:

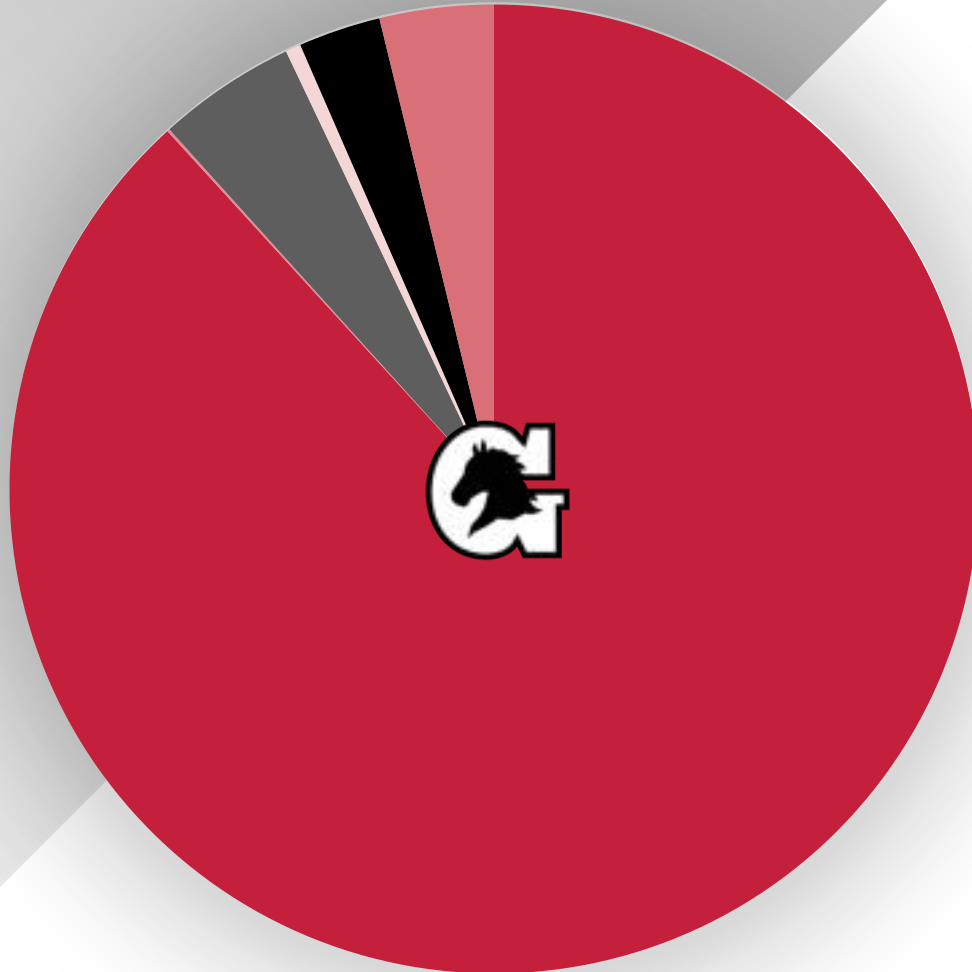
The GMSD Attendance and Planning (Student Services) department monitors and responds to student issues. Staff attend local and state level professional development to assist in providing the best products and programs. Student success is the focus of the district, and the district strives to provide the tools students need to become productive citizens in the community.

MANAGED BY:

Chauncey Bland, Assistant Superintendent, Student Services

ATTENDANCE & PLANNING

Other Contracted Services
4.6%



Salary & Fringes Subtotal:
88.2%

\$972,943

ATTENDANCE & PLANNING (72110)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026</u> <u>PERS</u> | <u>FY 2026</u> <u>Budget</u> | <u>FY 2025</u> <u>Budget</u> | <u>FY 2024</u> <u>Actual</u> |
|-------------|---------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 105 | Director/Supervisor | 2.0 | 252,587 | 250,152 | 238,193 |
| 130 | Social Worker | 2.0 | 164,002 | 160,855 | 153,248 |
| 162 | Clerical Personnel | 2.0 | 121,370 | 115,631 | 109,946 |
| 189 | Other Salaries | 1.5 | 159,398 | 152,738 | 145,453 |
| 201 | Social Security | | 43,236 | 42,121 | 35,879 |
| 204/217 | State Retirement | | 53,313 | 56,738 | 44,654 |
| 206 | Life Insurance | | 1,875 | 1,875 | 894 |
| 207 | Medical Insurance | | 52,500 | 52,500 | 31,284 |
| 212 | Medicare | | 10,112 | 9,851 | 9,040 |
| | Salary & Fringes Subtotal: | 7.5 | 858,393 | 842,461 | 768,591 |

Includes salaries and benefits for personnel working in the Student Services department which provides support services for the schools in the areas of attendance, safety, discipline, suspensions, etc.

ATTENDANCE & PLANNING (72110)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---|---------------------------|---------------------------|---------------------------|
| 355 | Travel - mileage | 850 | 500 | 226 |
| 399 | Other Contracted Services | 45,000 | 36,000 | 750 |
| 499 | Other Supplies & Materials | 5,000 | 5,000 | 4,604 |
| 524 | In-Service/Staff Development | 26,700 | 25,000 | 134 |
| 599 | Other Charges | 37,000 | 20,000 | 13,622 |
| | Services Subtotal: | 114,550 | 51,500 | 19,336 |
| | ATTENDANCE & PLANNING TOTAL: | 972,943 | 893,961 | 787,927 |

Includes costs for athletic trainers and professional development for GMSD personnel to receive specialized training in appropriate areas of school discipline.

HEALTH SERVICES

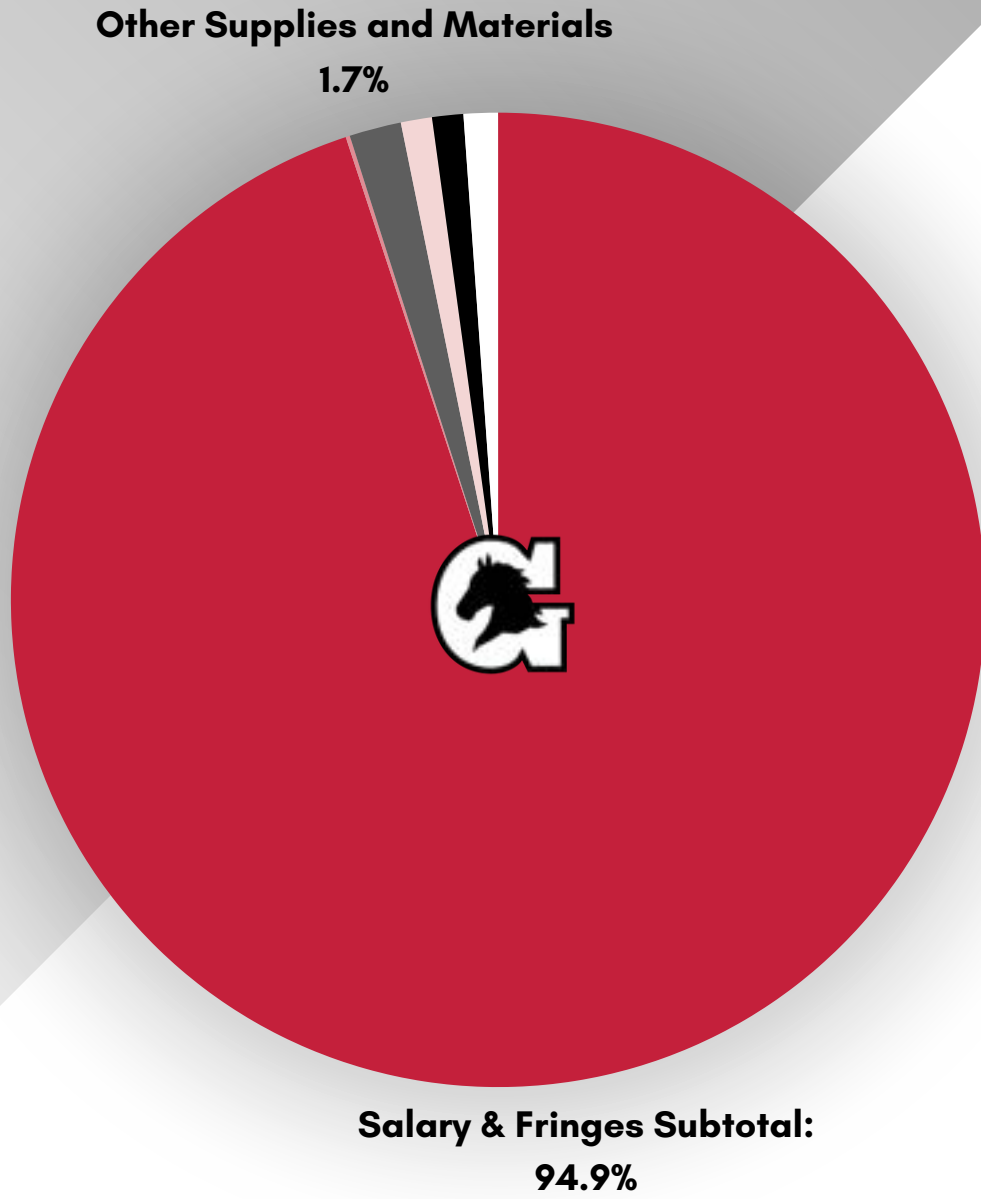
OVERVIEW:

GMSD is dedicated to improving the overall health of our students to assure academic and personal success. GMSD demonstrates its dedication by providing funding to support Tennessee's Coordinated School Health initiative by employing a School Health Supervisor. The School Health Supervisor works to develop programs to improve health-conscious opportunities such as; 7th/9th/ 11th grade CPR/AED certification, in and out of class physical activity, nutritional education, safe educational environments for all, increasing staff wellness, student health screenings, and community partnerships throughout the city. In addition, GMSD provides funding for a full-time nurse at each school and a district lead nurse for additional medical support.

MANAGED BY:

Chauncey Bland, Assistant Superintendent, Student Services

HEALTH SERVICES



\$807,453

HEALTH SERVICES (72120)

| <u>Acct</u> | <u>Description</u> | FY 2026 <u>PERS</u> | FY 2026 <u>Budget</u> | FY 2025 <u>Budget</u> | FY 2024 <u>Actual</u> |
|-------------|---------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 105 | Director/Supervisor | 1.5 | 160,858 | 154,779 | 139,755 |
| 131 | School Nurses | 8.0 | 439,107 | 420,305 | 374,144 |
| 189 | Other Salaries & Wages | | - | 4,500 | - |
| 201 | Social Security | | 37,198 | 35,934 | 25,833 |
| 204/217 | State Retirement | | 47,528 | 49,834 | 38,231 |
| 206 | Life Insurance | | 1,663 | 1,663 | 640 |
| 207 | Medical Insurance | | 75,650 | 75,560 | 59,109 |
| 212 | Medicare | | 8,699 | 8,404 | 6,936 |
| | Salary & Fringes Subtotal: | 9.5 | 770,703 | 751,069 | 644,648 |

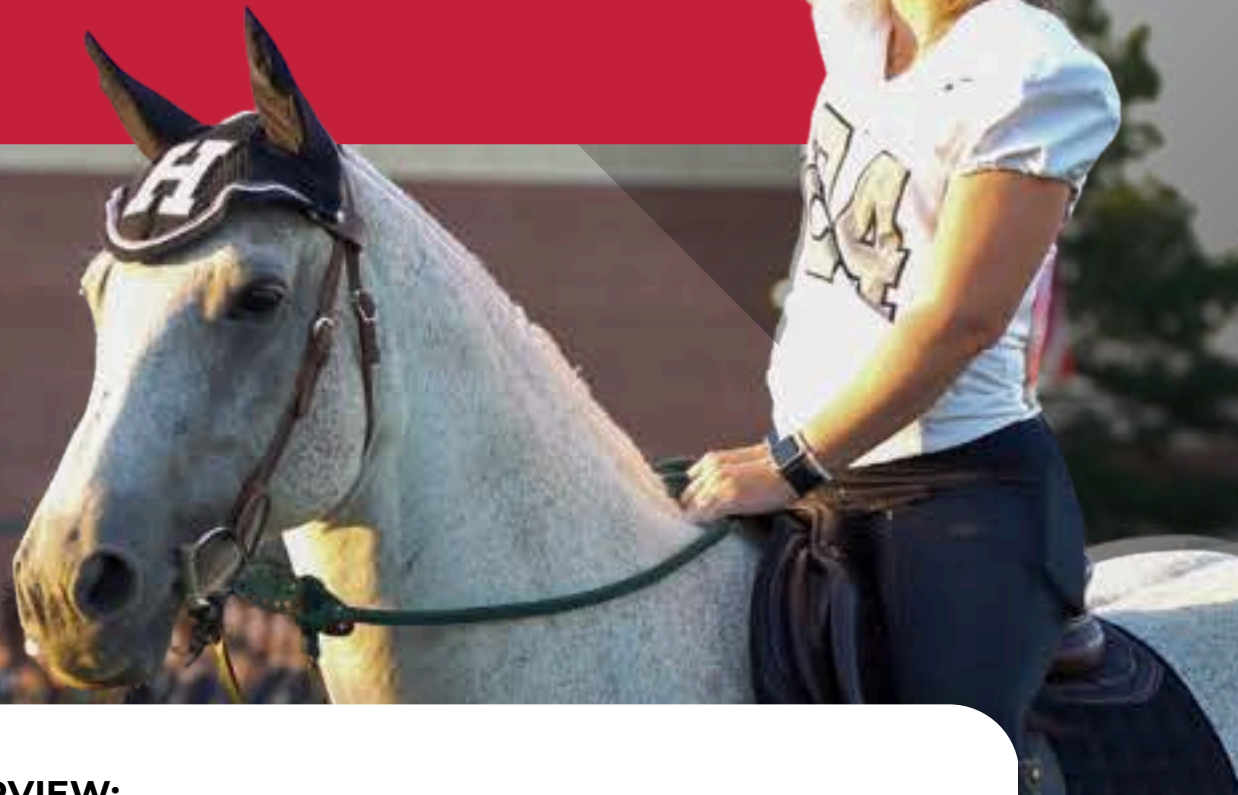
Includes salaries and benefits for school nurses.

HEALTH SERVICES (72120)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|-------------------------------|---------------------------|---------------------------|---------------------------|
| 399 | Other Contracted Services | 1,000 | 1,000 | 952 |
| 499 | Other Supplies and Materials | 12,500 | 12,500 | 254 |
| 524 | In Service/Staff Development | 7,500 | 7,500 | 7,321 |
| 599 | Other Charges | 7,500 | 7,500 | 7,492 |
| 735 | Health Equipment | 8,250 | 8,250 | 8,169 |
| | Services Subtotal: | 36,750 | 36,750 | 24,188 |
| | HEALTH SERVICES TOTAL: | 807,453 | 787,819 | 644,648 |

Includes cost of supplies and other support costs for school nurses.

OTHER STUDENT SUPPORT/ GUIDANCE



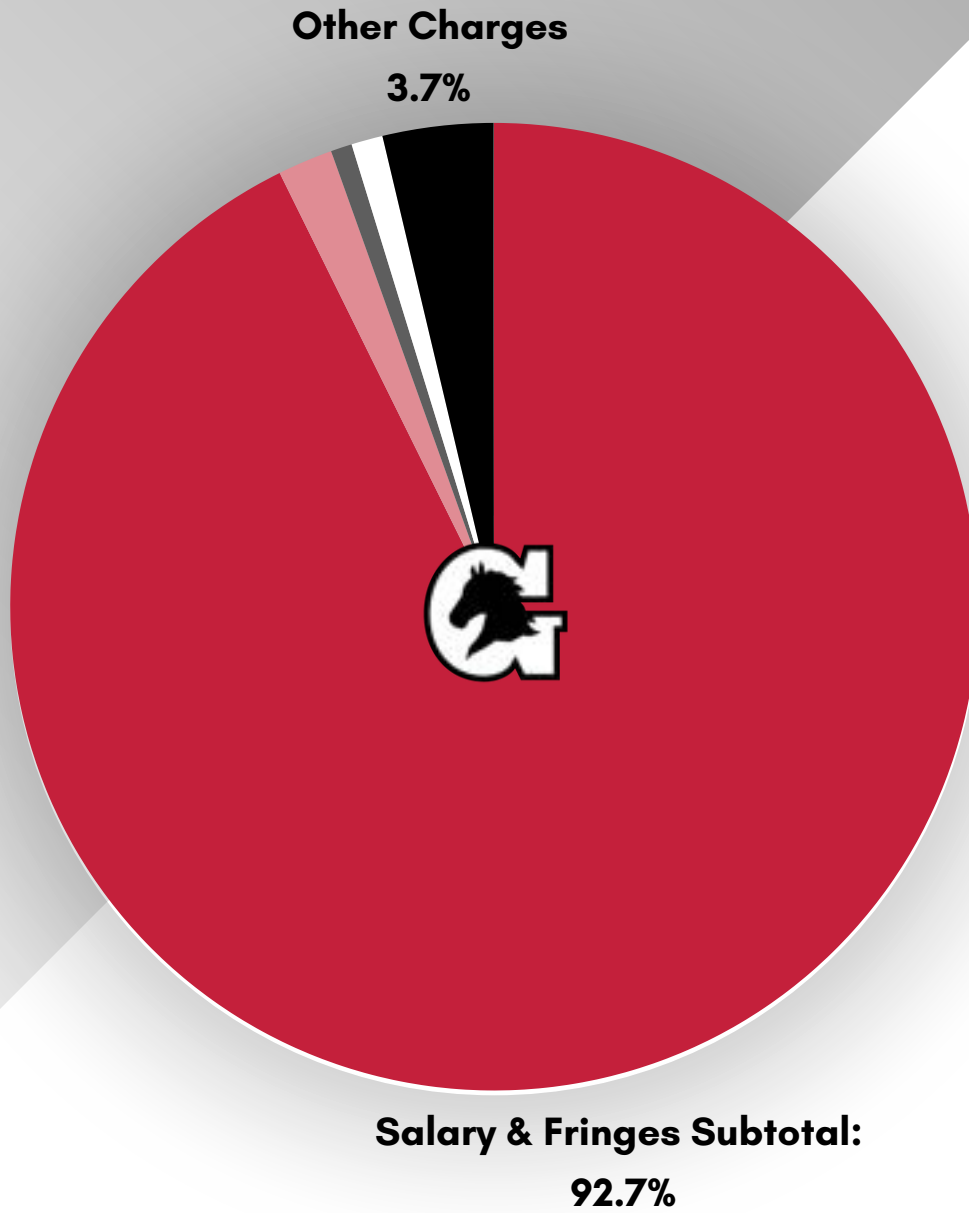
OVERVIEW:

The GMSD Other Student Support department is comprised of 18 School Counselors and one Counseling Intervention Specialist. Our school counselors receive local, state, and national professional development, to stay current with new programs that support student development. Houston Middle has received the Recognized ASCA Model Program (RAMP) designation and was honored at the American School Counselors Association conference in New Orleans, LA.

MANAGED BY:

Chauncey Bland, Assistant Superintendent, Student Services

OTHER STUDENT SUPPORT/GUIDANCE



\$1,901,599

OTHER STUDENT SUPPORT/GUIDANCE (72130)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026</u> <u>PERS</u> | <u>FY 2026</u> <u>Budget</u> | <u>FY 2025</u> <u>Budget</u> | <u>FY 2024</u> <u>Actual</u> |
|-------------|---------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 117 | Career Ladder Program | | 3,000 | 3,000 | 3,000 |
| 123 | Guidance Personnel | 19.0 | 1,442,779 | 1,367,501 | 1,321,793 |
| 188 | Instructional Responsibility | | 6,500 | 1,500 | - |
| 201 | Social Security | | 90,041 | 85,064 | 78,695 |
| 204/217 | State Retirement | | 83,796 | 93,433 | 101,400 |
| 206 | Life Insurance | | 3,325 | 3,325 | 1,945 |
| 207 | Medical Insurance | | 112,100 | 112,100 | 89,352 |
| 212 | Medicare | | 21,058 | 19,894 | 18,404 |
| | Salary & Fringes Subtotal: | 19.0 | 1,762,599 | 1,685,817 | 1,614,589 |

Includes salaries and benefits for School Counselors in Elementary, Middle and High Schools to meet state mandates and Strategic Plan goals.

OTHER STUDENT SUPPORT/GUIDANCE (72130)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|-------------------------------------|-----------------------|-----------------------|-----------------------|
| 399 | Other Contracted Services | 35,000 | 30,000 | 189,171 |
| 499 | Other Supplies and Materials | 13,500 | 15,000 | 973 |
| 524 | In-Service/Staff Development | 20,000 | 25,000 | 17,388 |
| 599 | Other Charges | 70,000 | 19,000 | 26,452 |
| 355 | Travel | 500 | - | - |
| | Services Subtotal: | 139,000 | 89,000 | 233,984 |
| | OTHER STUDENT SUPPORT TOTAL: | 1,901,599 | 1,774,817 | 1,848,573 |

Includes cost of materials used and staff development costs.





SCHOOL SAFETY

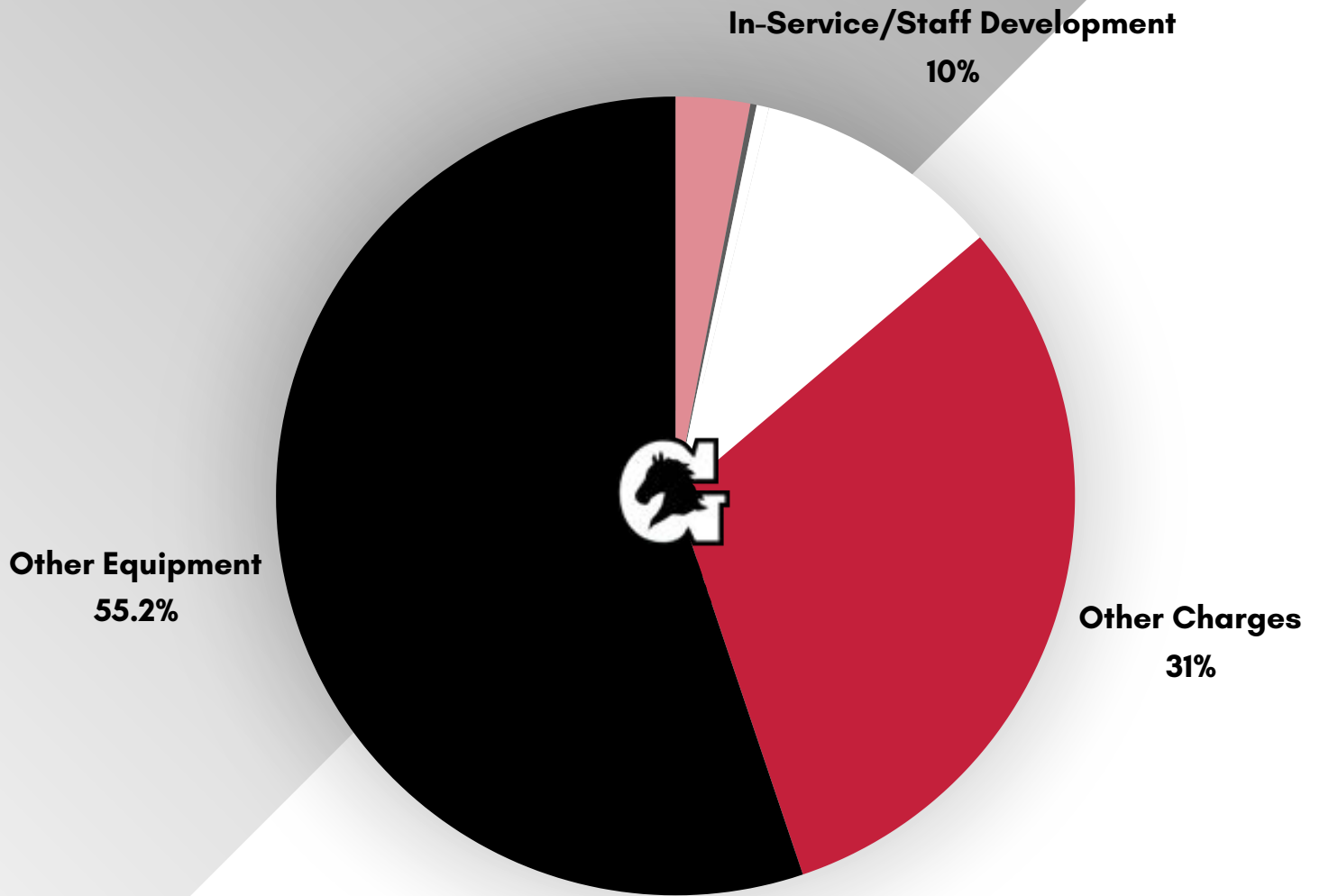
OVERVIEW:

Each year school districts across the state are awarded Safe Schools Grants. These monies are used to increase school safety awareness as well as to purchase equipment to help GMSD students, faculties, and stakeholders feel safe while on campus. In recent years, we have used a portion of the grant to upgrade and/or replace the security cameras on the exterior and interior of each campus. We have recognized that cell phone coverage is inconsistent on our campuses and realize that phone communications are an essential part of any emergency plan. Each year our School Resource Officer Supervisor attends a national conference where school systems across the nation listen to real life emergency preparedness events and participate in round table discussions to identify programs and procedures that we may be able to implement in GMSD.

MANAGED BY:

Chauncey Bland, Assistant Superintendent, Student Services

SCHOOL SAFETY



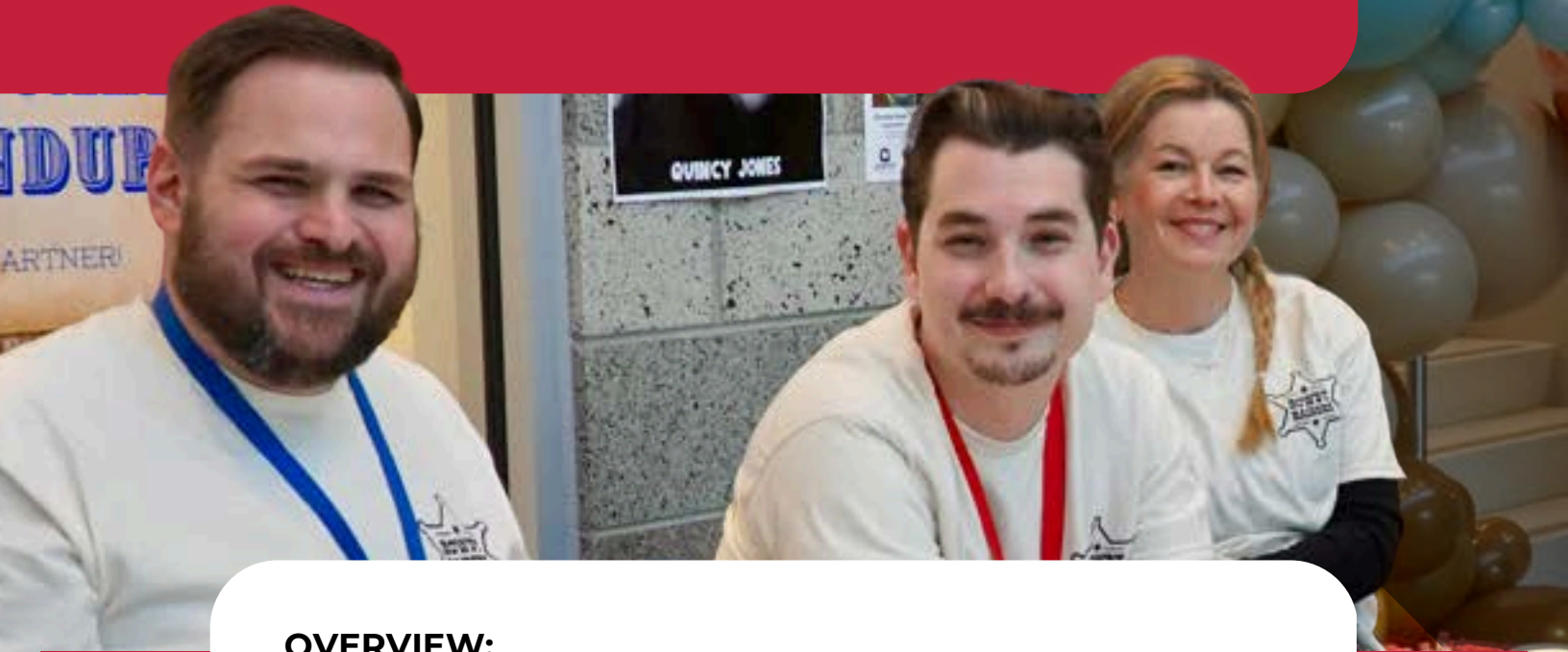
\$99,700

SCHOOL SAFETY (72830)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-----------------------------|------------------------------|---------------------------|---------------------------|---------------------------|
| 336 | Repairs and Maintenance | 3,000 | 3,000 | - |
| 435 | Office Supplies | 250 | 250 | 160 |
| 499 | Other Supplies | 500 | 500 | - |
| 524 | In-Service/Staff Development | 10,000 | 10,000 | 9,978 |
| 599 | Other Charges | 30,950 | 30,000 | 29,458 |
| 790 | Other Equipment | 55,000 | 55,000 | 27,763 |
| SCHOOL SAFETY TOTAL: | | 99,700 | 98,750 | 67,359 |

Includes cost of employee badges and visitor identification system for all schools.

HUMAN RESOURCES



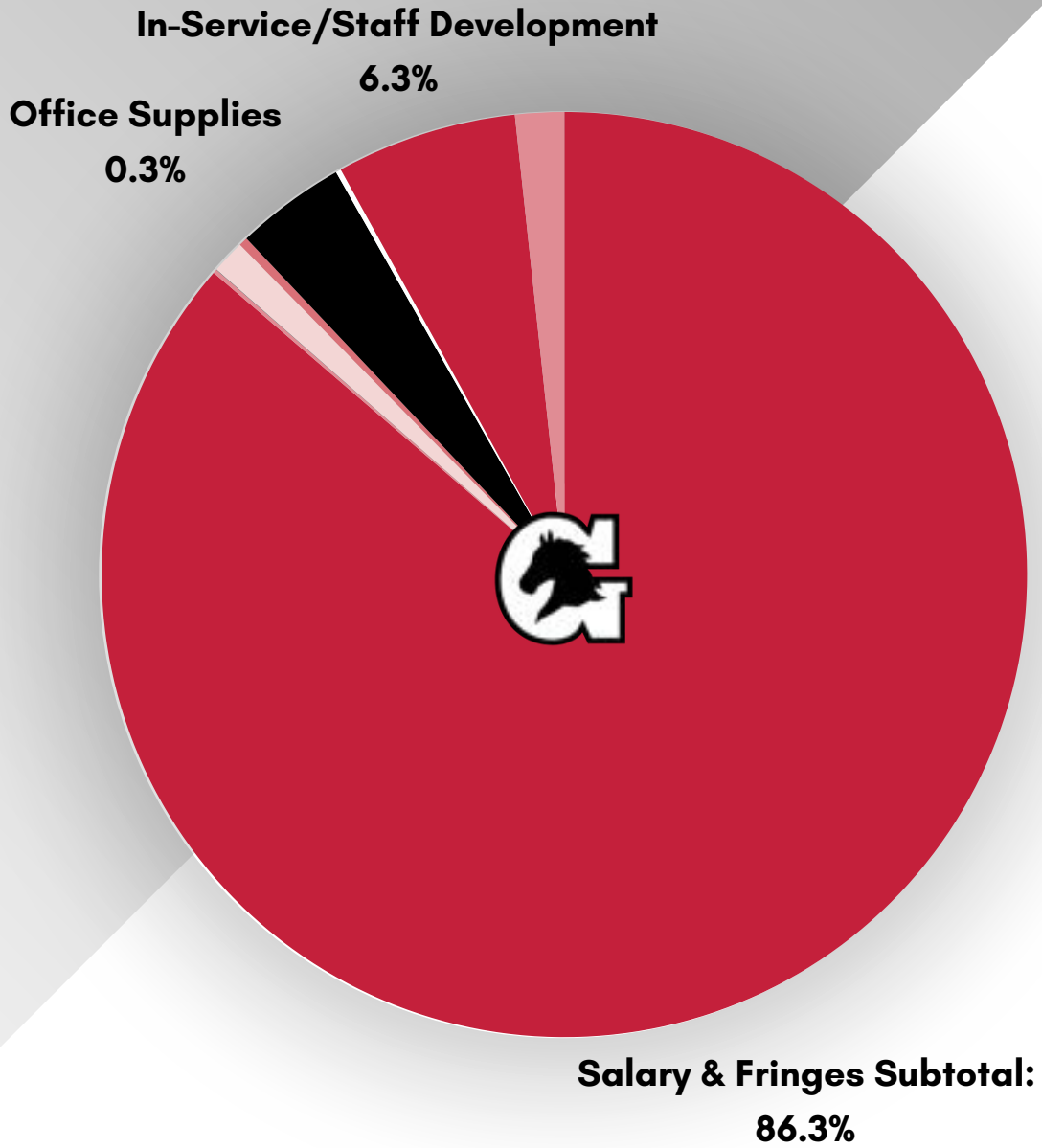
OVERVIEW:

The Department of Human Resources Budget includes the salaries of an Assistant Superintendent, a Human Resources Supervisor, and Human Resources and Benefits Specialists. This department recruits, retains, and develops exemplary staff through employee relations programs. Human Resources also works to develop a competitive, comprehensive benefits package and works with staff in selecting benefits that best meet their differentiated needs during the open enrollment process.

MANAGED BY:

Elissa Stratton, Assistant Superintendent, Human Resources

HUMAN RESOURCES



\$645,985

HUMAN RESOURCES (72520)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| 105 | Directors/Supervisors | 2.0 | 252,587 | 238,455 | 227,029 |
| 161 | Human Resources Specialist | 1.5 | 119,663 | 114,728 | 105,010 |
| 162 | Benefits Specialist | 1.0 | 80,958 | 80,181 | 76,369 |
| 201 | Social Security | | 28,099 | 26,869 | 22,356 |
| 204/217 | State Retirement | | 32,048 | 34,268 | 29,110 |
| 206 | Life Insurance | | 1,125 | 1,125 | 559 |
| 207 | Medical Insurance | | 31,500 | 31,500 | 24,240 |
| 212 | Medicare | | 6,572 | 6,284 | 5,645 |
| 299 | Other Fringe Benefits | | 5,000 | 5,000 | - |
| | Salary & Fringes Subtotal: | 4.5 | 557,552 | 538,410 | 490,318 |

Includes salaries and benefits for Human Resources. Other fringe benefits include costs for employee assistant program, physicals, drug testing, and other pre-employment costs.

HUMAN RESOURCES (72520)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|-------------------------------|---------------------------|---------------------------|---------------------------|
| 320 | Dues & Memberships | 899 | 864 | 150 |
| 355 | Travel - Local Mileage | 100 | 100 | - |
| 399 | Other Contracted Services | 7,547 | 7,328 | 6,838 |
| 435 | Office Supplies | 2,000 | 2,000 | 1,546 |
| 471 | Software | 24,832 | 24,135 | 13,085 |
| 499 | Other Supplies & Materials | 1,200 | 1,200 | - |
| 524 | In-Service/Staff Development | 40,815 | 40,815 | 43,666 |
| 599 | Other Charges | 11,040 | 11,040 | 1,412 |
| | Services Subtotal: | 88,433 | 87,482 | 66,697 |
| | HUMAN RESOURCES TOTAL: | 645,985 | 625,892 | 557,015 |

Includes costs associated with Human Resource department.

A photograph of two young women with long hair, smiling warmly at the camera. They are positioned in the lower half of the page, partially overlapping a red background element.

FISCAL SERVICES

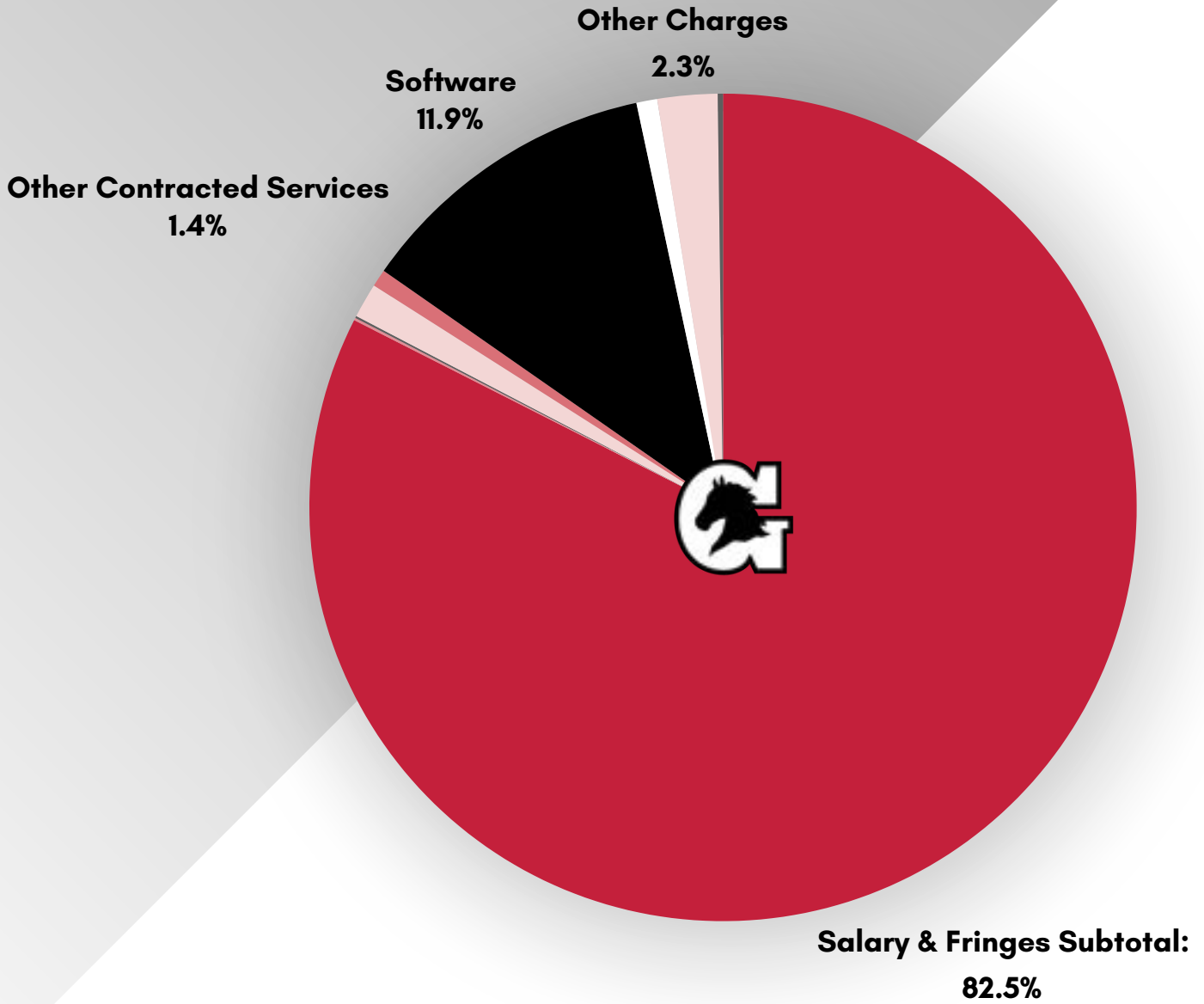
OVERVIEW:

The Finance Department is responsible for processing payroll, paying vendors, preparing financial reports for the Board and for the TN Department of Education, developing budgets, processing grant and federal program reimbursements and cash receipts, accounting for fixed assets and construction projects, assisting staff with procuring goods and services, assisting school financial secretaries with financial reporting processes and compliance, providing staff technical assistance with Skyward systems development, and working with SFE who administers the school nutrition program. The Finance Department processes annually approximately 15,000 vendor payments and payroll direct deposits.

MANAGED BY:

Kevin Jones, Chief Financial Officer

FISCAL SERVICES



\$736,464

FISCAL SERVICES (72510)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| 105 | Directors/Supervisors | 2.0 | 250,423 | 243,843 | 163,453 |
| 119 | Accounting Specialists | 1.5 | 119,131 | 120,272 | 180,669 |
| 122 | Purchasing Personnel | 1.0 | 29,534 | 29,534 | 10,382 |
| 161 | Assistant | 1.0 | 79,391 | 75,614 | 72,582 |
| 201 | Social Security | | 29,666 | 29,094 | 25,143 |
| 204/217 | State Retirement | | 41,676 | 43,407 | 37,667 |
| 206 | Life Insurance | | 1,375 | 1,375 | 741 |
| 207 | Medical Insurance | | 49,280 | 49,280 | 18,530 |
| 212 | Medicare | | 6,938 | 6,804 | 5,880 |
| | Salary & Fringes Subtotal: | 5.5 | 607,414 | 599,223 | 515,047 |

Includes salaries and benefits for CFO, School Accounting, Purchasing, Accounts Payable and Payroll department personnel.

FISCAL SERVICES (72510)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|-------------------------------|---------------------------|---------------------------|---------------------------|
| 320 | Dues & Memberships | 700 | 700 | 360 |
| 355 | Travel - Local Mileage | 600 | 600 | - |
| 399 | Other Contracted Services | 10,000 | 10,000 | 3,200 |
| 435 | Office Supplies | 5,000 | 5,000 | 4,889 |
| 471 | Software | 88,000 | 88,000 | 94,041 |
| 524 | In-Service/Staff Development | 6,000 | 6,000 | 5,539 |
| 599 | Other Charges | 17,250 | 17,250 | 13,547 |
| 790 | Other Equipment | 1,500 | 1,500 | 418 |
| | Services Subtotal: | 129,050 | 129,050 | 121,994 |
| | FISCAL SERVICES TOTAL: | 736,464 | 728,273 | 637,041 |

Includes costs for the new business software implemented.



DEPARTMENT OF TECHNOLOGY

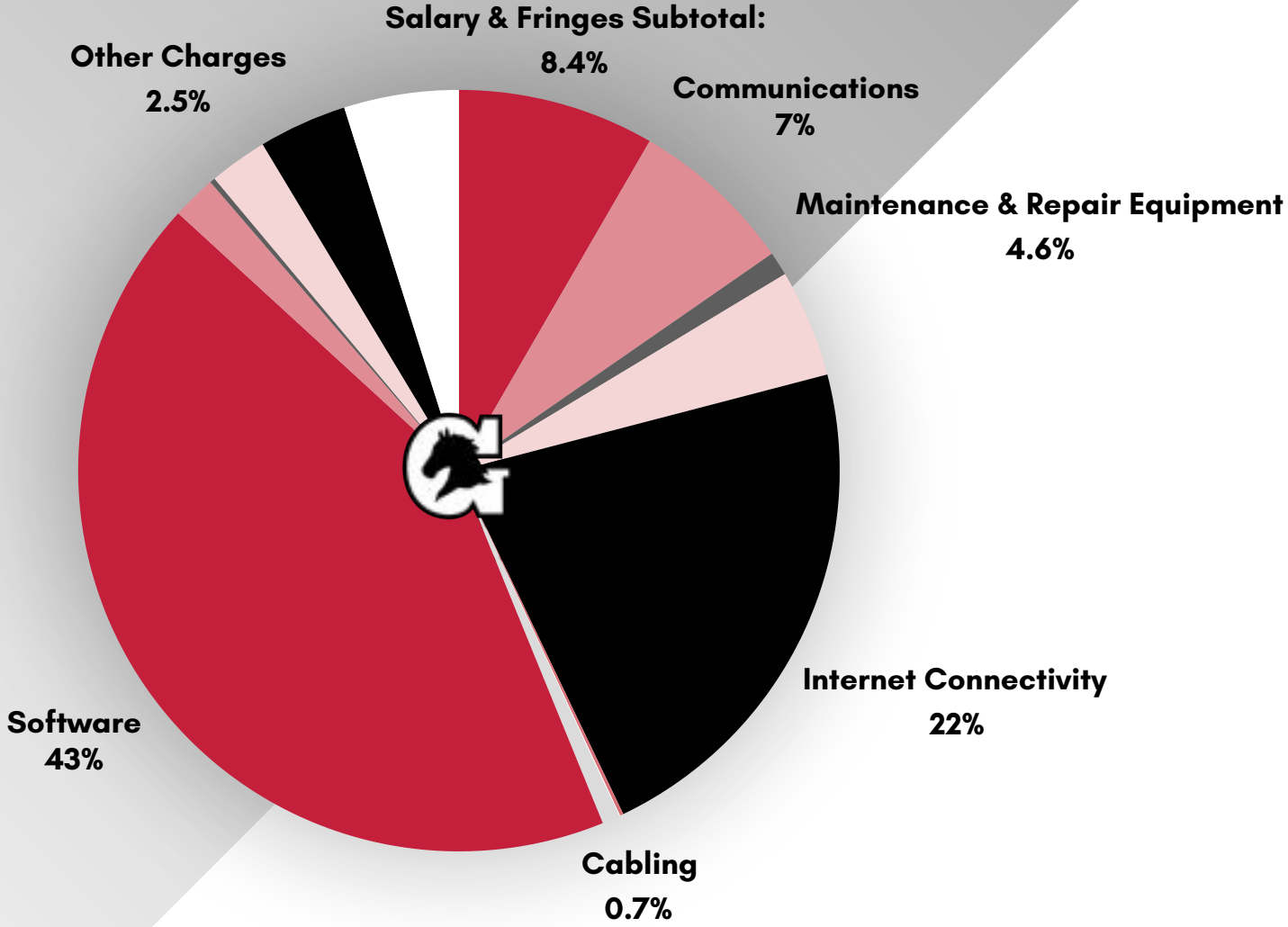
OVERVIEW:

The Germantown Municipal School District is committed to providing students with a 21st Century Classroom environment to better prepare them for their future careers in a technology rich society. The Technology Department provides and supports communication tools that connect students and teachers in digital platforms and also give parents up to date information on classroom assignments, grades, attendance, etc. These tools include the district's student information system (Skyward), the district's notification system (Skylert), the learning management system (Schoology) and the district website. In addition to communication tools, our department provides and supports devices that enhance digital learning, improves computer skills, and helps make instruction seamless from school to home.

MANAGED BY:

Josh Cathey, Deputy Superintendent

DEPARTMENT OF TECHNOLOGY



\$2,385,289

TECHNOLOGY (72250)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| 105 | Directors/Supervisors | 1.0 | 111,462 | 110,388 | 105,121 |
| 120 | Computer Programmers | 7.0 | 503,726 | 493,061 | 402,072 |
| 162 | Clerical Personnel | 0.0 | - | - | - |
| 189 | Other Salaries & Wages | 3.0 | 284,148 | 270,604 | 285,374 |
| 201 | Social Security | | 55,759 | 54,191 | 46,325 |
| 204/217 | State Retirement | | 78,332 | 80,850 | 71,548 |
| 206 | Life Insurance | | 2,750 | 2,750 | 1,119 |
| 207 | Medical Insurance | | 113,212 | 113,212 | 61,675 |
| 212 | Medicare | | 13,040 | 12,674 | 10,834 |
| | Salary & Fringes Subtotal: | 11.0 | 1,162,429 | 1,137,730 | 984,068 |

Includes salaries and benefits for administrative and instructional support technology positions.

TECHNOLOGY (72250)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--------------------------------|---------------------------|---------------------------|---------------------------|
| 307 | Communications | 93,400 | 93,400 | 87,291 |
| 308 | Consultants | 13,500 | 13,500 | 4,500 |
| 336 | Maintenance & Repair Equipment | 61,000 | 61,000 | 51,596 |
| 350 | Internet Connectivity | 293,000 | 293,000 | 220,163 |
| 355 | Travel - Local Mileage | 2,000 | 2,000 | 1,762 |
| 435 | Office Supplies | 500 | 500 | 482 |
| 470 | Cabling | 10,000 | 10,000 | 9,561 |
| 471 | Software | 573,460 | 598,960 | 542,078 |
| 499 | Other Supplies & Materials | 25,000 | 25,000 | 39,289 |
| 524 | In-Service/Staff Development | 3,000 | 8,000 | 1,529 |
| 599 | Other Charges | 33,000 | 50,000 | 45,754 |
| 701 | Administrative Equipment | 50,000 | 55,000 | 249,381 |
| 790 | Other Equipment | 65,000 | 15,000 | 14,762 |
| | Services Subtotal: | 1,222,860 | 1,225,360 | 1,268,148 |
| | TECHNOLOGY TOTAL: | 2,385,289 | 2,363,090 | 2,252,216 |

Includes costs for all telephone and internet charges, computers, software, and equipment.

A photograph of two women with glasses smiling and looking at a framed certificate. The certificate is titled "Certificate of Nominative" and lists "Brady Yeoch". The background shows a wall decorated with various photos and posters, including one for "Boyd's Busy Bees" and another for "Captain Boyd".

OPERATION OF PLANT

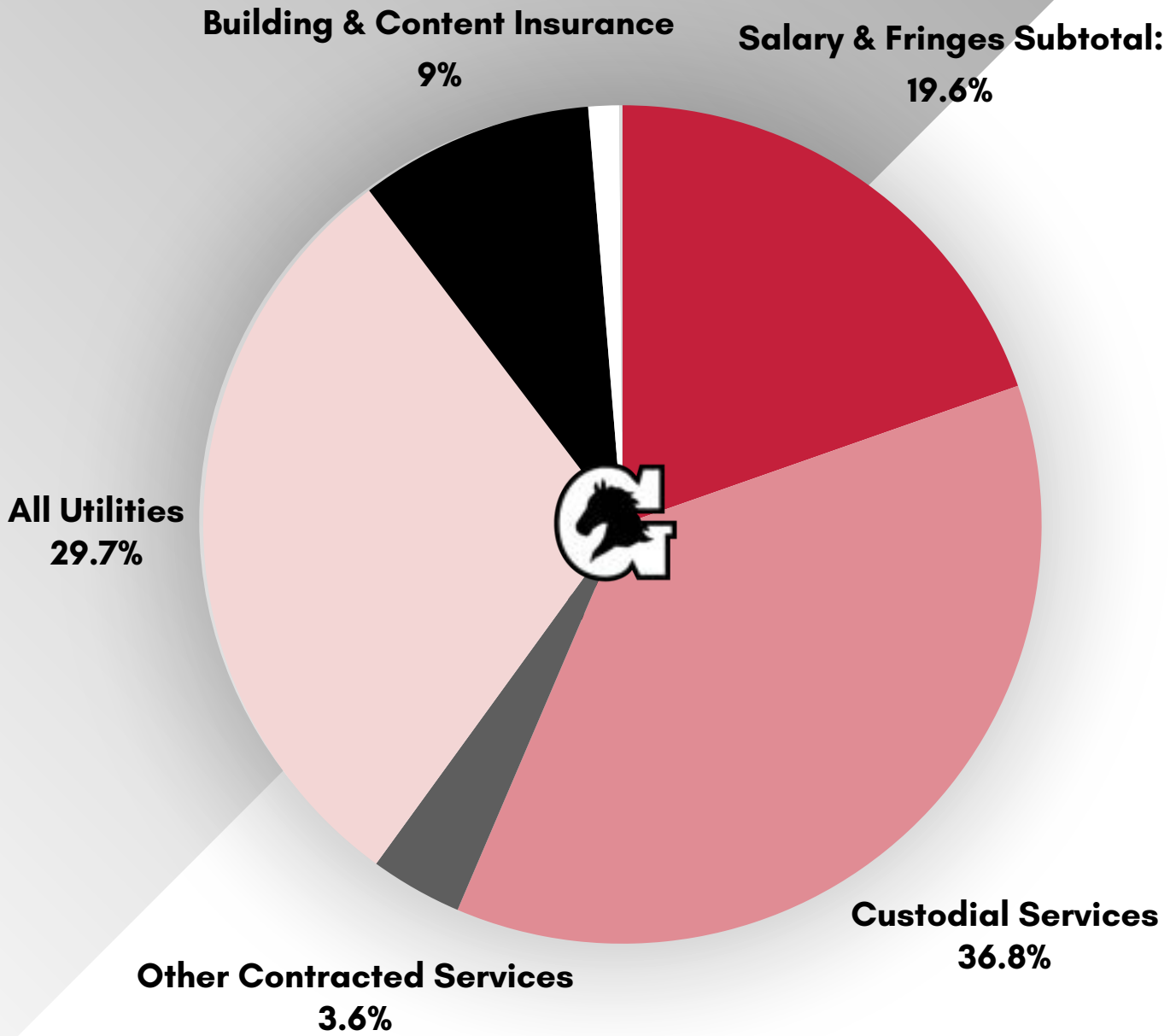
OVERVIEW:

Included in this budget are plant manager salaries and fringes, custodial contract, daily trash and recycling collection, monthly elevator maintenance and inspection, security and monitoring contract, TOSHA/OSHA inspections, landscaping contract, light gas and water utility payments, property insurance, pest control contract, and weed control/fertilization.

MANAGED BY:

Josh Cathey, Deputy Superintendent

OPERATION OF PLANT



\$4,156,999

OPERATION OF PLANT (72610)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| 166 | Custodial Wages | 6.0 | 240,502 | 231,920 | 169,200 |
| 167 | Plant Managers | 6.0 | 393,425 | 385,011 | 344,393 |
| 189 | Other Salaries & Wages | | - | - | 14,170 |
| 201 | Social Security | | 39,304 | 38,250 | 30,407 |
| 204/217 | State Retirement | | 34,267 | 35,613 | 46,539 |
| 206 | Life Insurance | | 1,800 | 1,800 | 751 |
| 207 | Medical Insurance | | 111,996 | 111,996 | 54,584 |
| 212 | Medicare | | 5,705 | 5,583 | 7,111 |
| | Salary & Fringes Subtotal: | 12.0 | 826,999 | 810,173 | 667,155 |

Includes salaries and benefits for day porters providing cleaning and custodial services at all GMSD schools.

OPERATION OF PLANT (72610)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|----------------------------------|---------------------------|---------------------------|---------------------------|
| 328 | Custodial Services | 1,450,000 | 1,455,000 | 1,410,675 |
| 399 | Other Contracted Services | 150,000 | 200,000 | 149,781 |
| 415 | All Utilities | 1,250,000 | 1,325,000 | 1,238,607 |
| 502 | Building & Content Insurance | 425,000 | 380,000 | 318,001 |
| 599 | Other Charges | 50,000 | 55,000 | 46,675 |
| 720 | Plant Operation Equipment | 5,000 | 5,000 | - |
| | Services Subtotal: | 3,330,000 | 3,420,000 | 3,163,739 |
| | OPERATION OF PLANT TOTAL: | 4,156,999 | 4,230,173 | 3,830,894 |

Includes costs for all utilities, trash pickup, out-sourcing custodial services, materials and supplies, environmental monitoring, security system maintenance, elevator maintenance, building insurance, and equipment needed to maintain cleanliness of buildings and grounds.



MAINTENANCE OF PLANT

OVERVIEW:

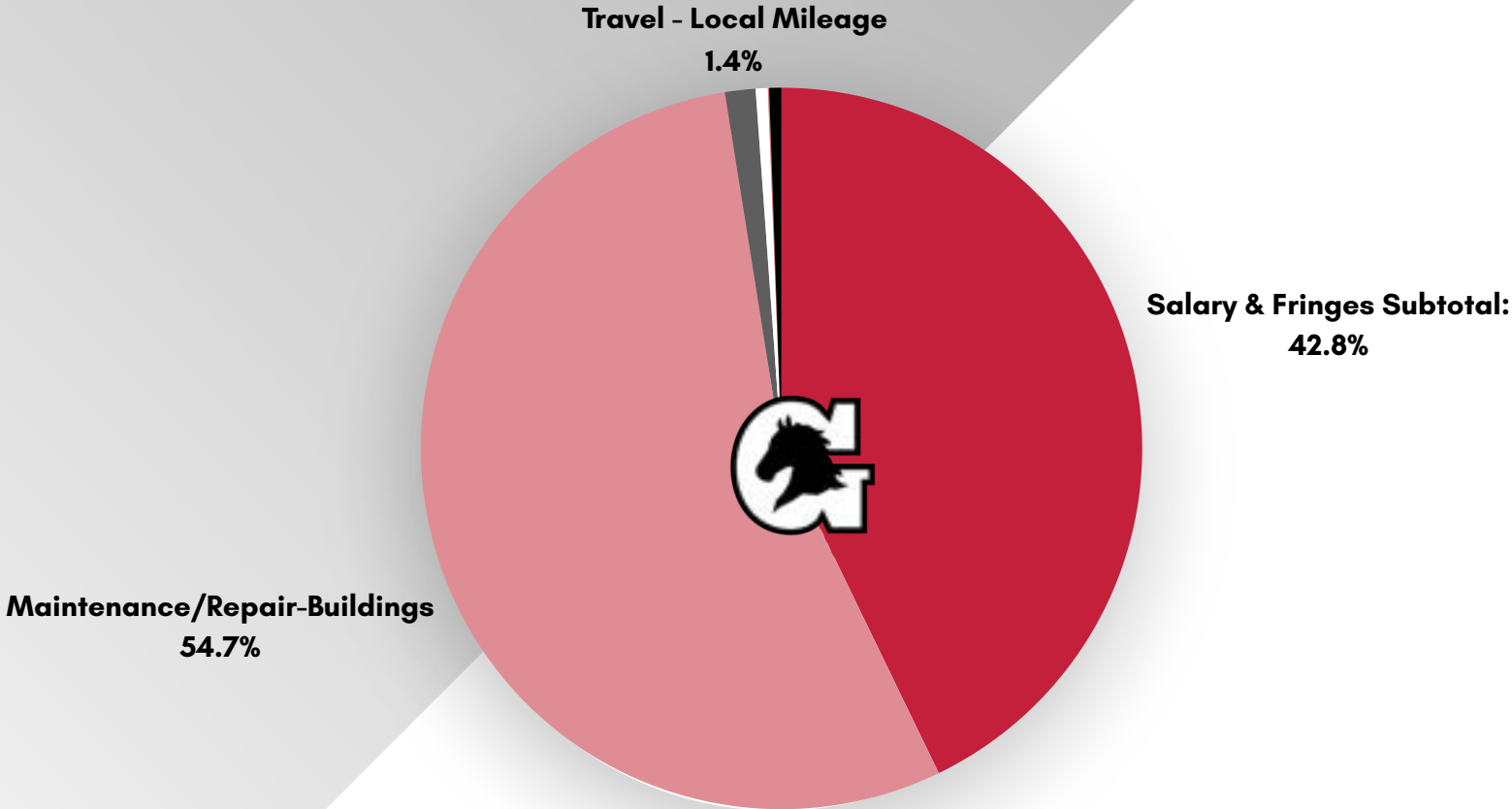
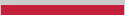
Included in this budget are Operations department salaries and fringes, all maintenance of buildings including plumbing, electrical, roofing, HVAC, carpentry, locksmith, grease trap cleanings, security alarm system maintenance/inspections, fire alarm system maintenance/inspections, fire extinguisher maintenance/inspections, fire sprinkler system maintenance/inspections, AHERA asbestos plans, and many other trades, including School Dude maintenance software.

This budget allows the district to stay operational on a day-to-day basis. This maintenance software allows the department to see problem areas, maintenance staffing needs, and to prioritize capital improvement projects by providing data on the number of work orders received from a specific building or priority area.

MANAGED BY:

Josh Cathey, Deputy Superintendent

MAINTENANCE OF PLANT



\$1,829,312

MAINTENANCE OF PLANT (72620)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026</u> <u>PERS</u> | <u>FY 2026</u> <u>Budget</u> | <u>FY 2025</u> <u>Budget</u> | <u>FY 2024</u> <u>Actual</u> |
|-------------|---------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| 105 | Director | 1.0 | 149,559 | 145,228 | 138,286 |
| 161 | Secretaries | 1.0 | 71,552 | 68,153 | 64,819 |
| 167 | Maintenance Personnel | 4.0 | 403,759 | 396,820 | 336,270 |
| 201 | Social Security | | 38,742 | 37,832 | 31,635 |
| 204/217 | State Retirement | | 50,030 | 52,900 | 45,197 |
| 206 | Life Insurance | | 1,500 | 1,500 | 797 |
| 207 | Medical Insurance | | 59,109 | 59,109 | 48,797 |
| 212 | Medicare | | 9,061 | 8,848 | 7,399 |
| | Salary & Fringes Subtotal: | 6.0 | 783,312 | 770,390 | 673,200 |

Includes salaries and benefits for personnel in the School Plant Maintenance Department (building repairs, heating and air conditioning, plumbing, electrical, glass, roof, door locks and hardware, ground maintenance, etc.)

MAINTENANCE OF PLANT (72620)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|------------------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| 320 | Dues and Memberships | | - | - | - |
| 335 | Maintenance/Repair-Buildings | | 1,000,000 | 950,000 | 994,236 |
| 355 | Travel - Local Mileage | | 25,000 | 25,000 | 24,097 |
| 399 | Other Contracted Services | | 10,000 | 10,000 | 7,629 |
| 435 | Office Supplies | | 1,000 | 1,000 | 617 |
| 524 | In-Service/Staff Development | | 10,000 | 10,000 | 5,961 |
| | Services Subtotal: | | 1,046,000 | 996,000 | 1,032,540 |
| | MAINTENANCE OF PLANT TOTAL: | | 1,829,312 | 1,766,390 | 1,705,740 |

Includes costs for materials and supplies to repair and maintain facilities and equipment necessary to perform such functions. Includes cost for outsourced maintenance contract.

TRANSPORTATION

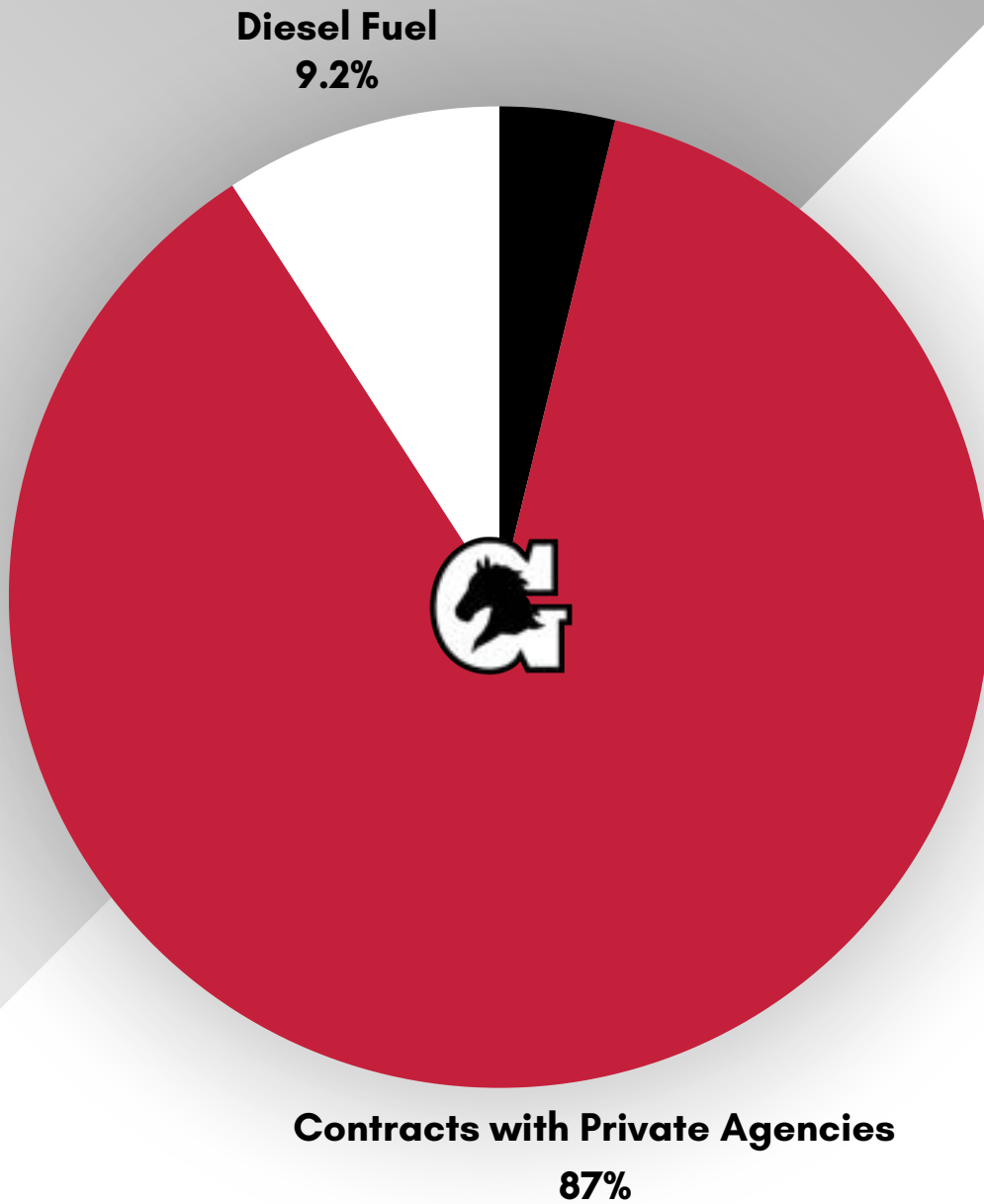
OVERVIEW:

Included in this budget are all costs associated with transportation, including our transportation contract with Durham, diesel fuel, software, and personnel. Roughly 1,600-1,700 utilize transportation services to and from school on a daily basis. Transporting our students safely to and from school each day is the number one priority of the transportation department.

MANAGED BY:

Josh Cathey, Deputy Superintendent

TRANSPORTATION



\$2,182,891

TRANSPORTATION (72710)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------|---------------------------|---------------------------|---------------------------|
| 311 | Contracts with Other Schools | 82,891 | 80,302 | 76,788 |
| 312 | Contracts with Private Agencies | 1,900,000 | 2,100,000 | 1,551,748 |
| 412 | Diesel Fuel | 200,000 | 225,000 | 166,383 |
| | Services Subtotal: | 2,182,891 | 2,405,302 | 1,794,919 |
| | TRANSPORTATION TOTAL: | 2,182,891 | 2,405,302 | 1,794,919 |

Includes bus transportation support costs for contracted transportation services, shared overhead services, and fuel costs.

The background of the slide features a photograph of a school building with a brick facade and several windows. In the foreground, there is a green lawn and a playground with blue slides and orange climbing equipment. A black fence separates the playground from the lawn. The sky is clear and blue.

REGULAR CAPITAL OUTLAY

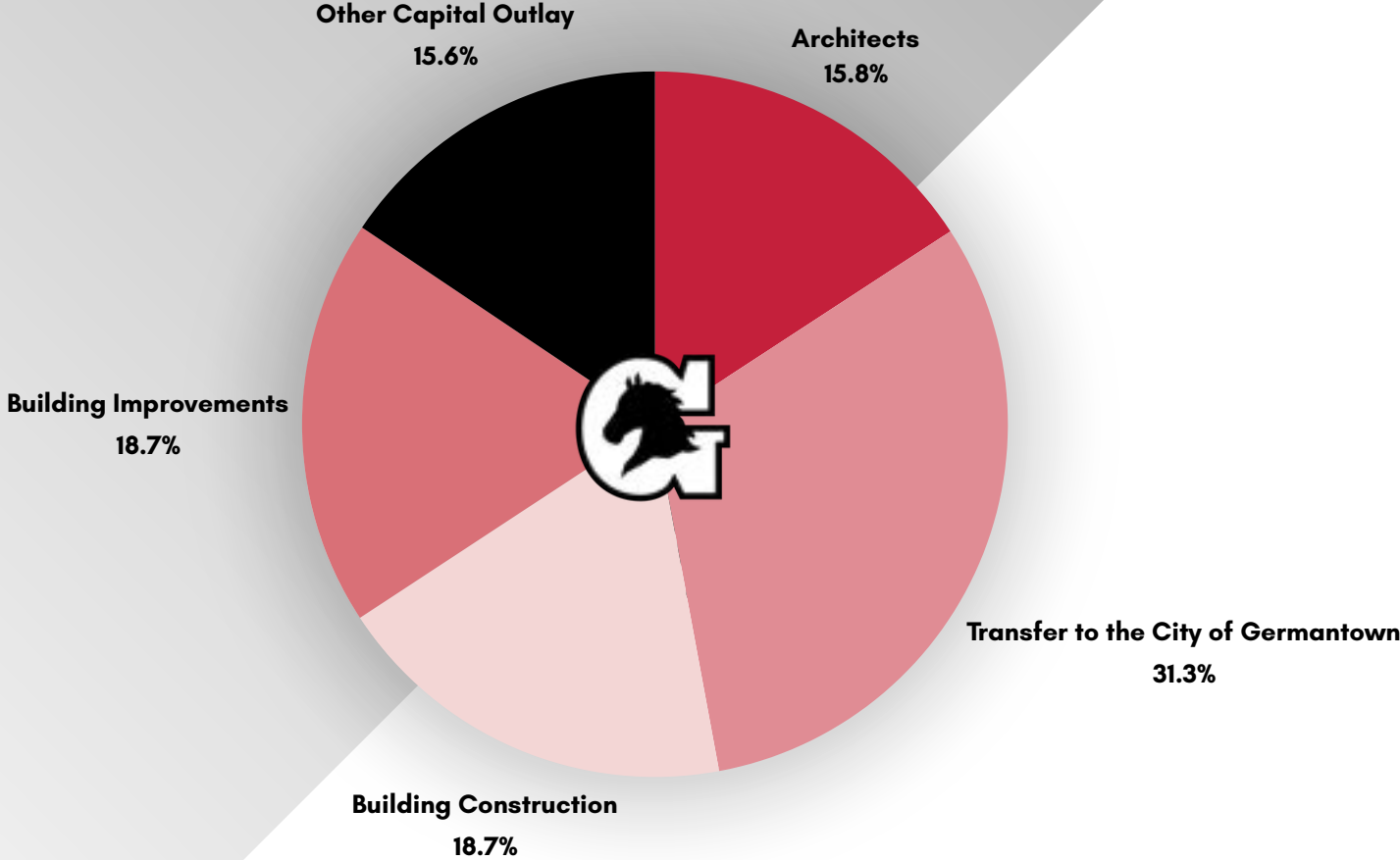
OVERVIEW:

Included in this budget are architect and engineering fees, payments to the City of Germantown totaling \$527,130 for bond debt for the Riverdale Addition and District Office, \$180,000 for modular lease payments for modular classrooms at Farmington and Dogwood, and all other operating dollars to address capital improvement projects large and small throughout the District.

MANAGED BY:

Josh Cathey, Deputy Superintendent

REGULAR CAPITAL OUTLAY



\$1,983,763

REGULAR CAPITAL OUTLAY (76100)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--|---------------------------|---------------------------|---------------------------|
| 304 | Architects | 266,943 | 283,000 | 137,568 |
| 590 | Transfer to the City of Germantown | 528,158 | 527,130 | 527,676 |
| 599 | Other Charges - Athletics | - | 50,000 | 50,000 |
| 706 | Building Construction | 315,000 | 500,000 | 347,711 |
| 707 | Building Improvements | 462,831 | 500,000 | 1,154,509 |
| 799 | Other Capital Outlay | 410,831 | 263,000 | 122,207 |
| | REGULAR CAPITAL OUTLAY TOTAL: | 1,983,763 | 2,123,130 | 2,339,671 |

Includes costs for projects of a long-term nature to maintain or improve school facilities, as well as the architect, consultant, and engineering costs associated with larger projects and projects where code enforcement requires professional architecture or engineering plans.

OFFICE OF THE PRINCIPAL



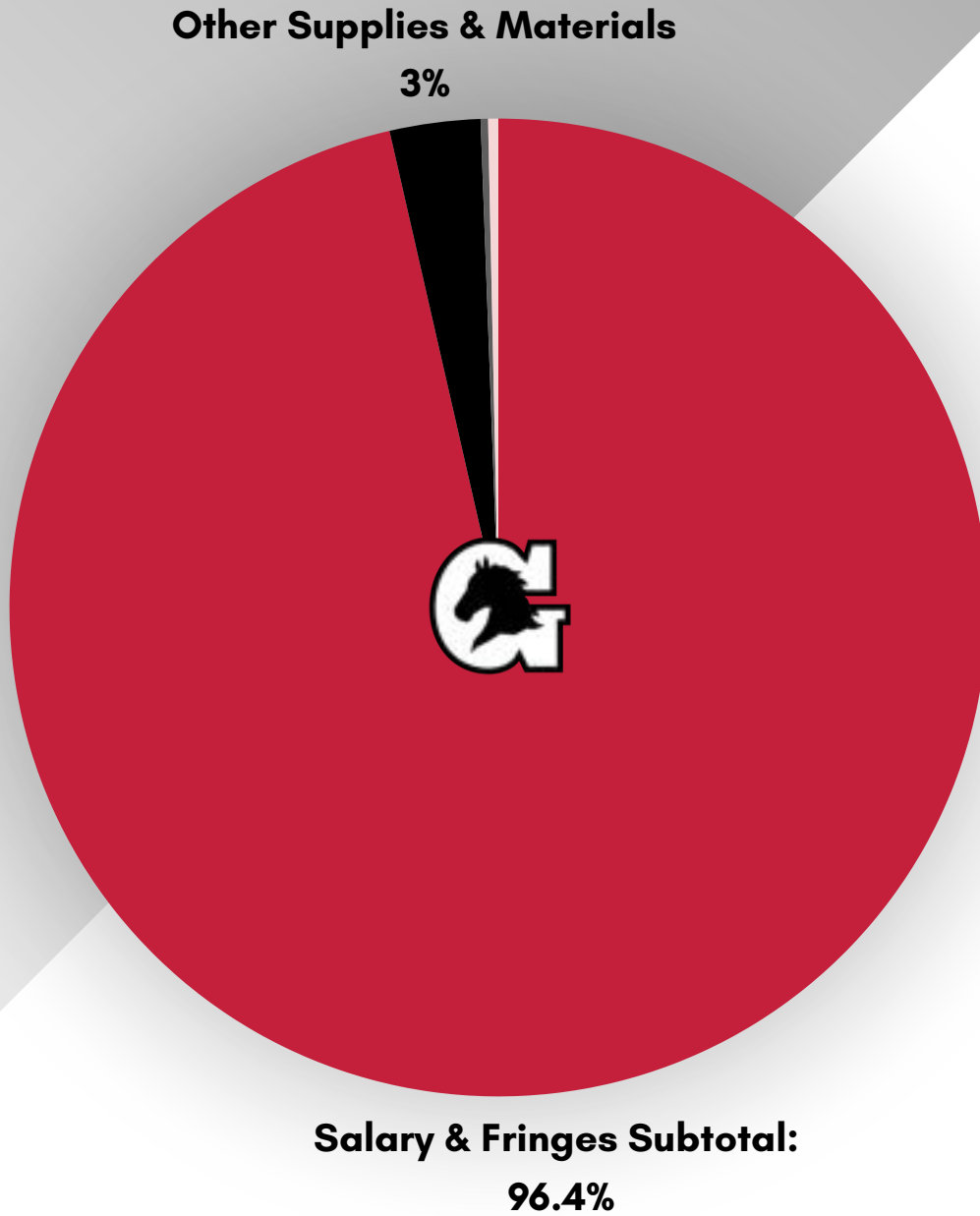
OVERVIEW:

Germantown Municipal Schools recognizes that the achievement of the district's strategic plan can only be accomplished through school leadership who shape school-level culture that supports GMSD's visions and missions. The majority of this budget encompasses the salaries of principals, assistant principals, and office staff at each school campus. There are some monies allocated for professional development training sessions and for travel expenses.

MANAGED BY:

Josh Cathey, Deputy Superintendent

OFFICE OF THE PRINCIPAL



\$4,910,941

OFFICE OF PRINCIPAL (72410)

| | | FY 2026 | FY 2026 | FY 2025 | FY 2024 |
|-------------|---------------------------------------|-------------|------------------|------------------|------------------|
| <u>Acct</u> | <u>Description</u> | <u>PERS</u> | <u>Budget</u> | <u>Budget</u> | <u>Actual</u> |
| 104 | Principals & Vice Principals | 8.0 | 1,026,798 | 999,402 | 1,005,902 |
| 117 | Career Ladder | | 11,000 | 11,000 | 2,750 |
| 139 | Assistant Principals | 17.0 | 1,781,453 | 1,586,661 | 1,435,088 |
| 161 | School Secretaries | 8.5 | 398,482 | 388,584 | 361,018 |
| 162 | Clerical Personnel | 16.0 | 601,591 | 590,528 | 532,543 |
| 189 | Other Salaries- Lunch Room Monitors | 4.0 | 38,446 | 37,662 | 15,427 |
| 201 | Social Security | | 239,182 | 224,058 | 195,157 |
| 204/217 | State Retirement | | 253,126 | 270,912 | 246,350 |
| 206 | Life Insurance | | 12,375 | 12,000 | 4,753 |
| 207 | Medical Insurance | | 317,050 | 308,200 | 263,390 |
| 212 | Medicare | | 55,938 | 52,401 | 45,555 |
| | Salary & Fringes Subtotal: | 51.5 | 4,735,441 | 4,481,408 | 4,107,933 |

Includes salaries and benefits for school principals, school administration, school clerical and school lunchroom monitors.

OFFICE OF PRINCIPAL (72410)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|-----------------------------------|---------------------------|---------------------------|---------------------------|
| 399 | Other Contracted Services | | - | 35,000 |
| 499 | Other Supplies & Materials | 147,000 | 147,000 | 1,924 |
| 524 | In-Service/Staff Development | 12,000 | 12,000 | 10,646 |
| 599 | Other Charges | 16,500 | 16,500 | 15,550 |
| | Services Subtotal: | 175,500 | 175,500 | 63,120 |
| | OFFICE OF PRINCIPAL TOTAL: | 4,910,941 | 4,656,908 | 4,171,053 |

Includes costs associated with operation of schools including TISA funds allocated to individual school operations.



SUPERINTENDENT

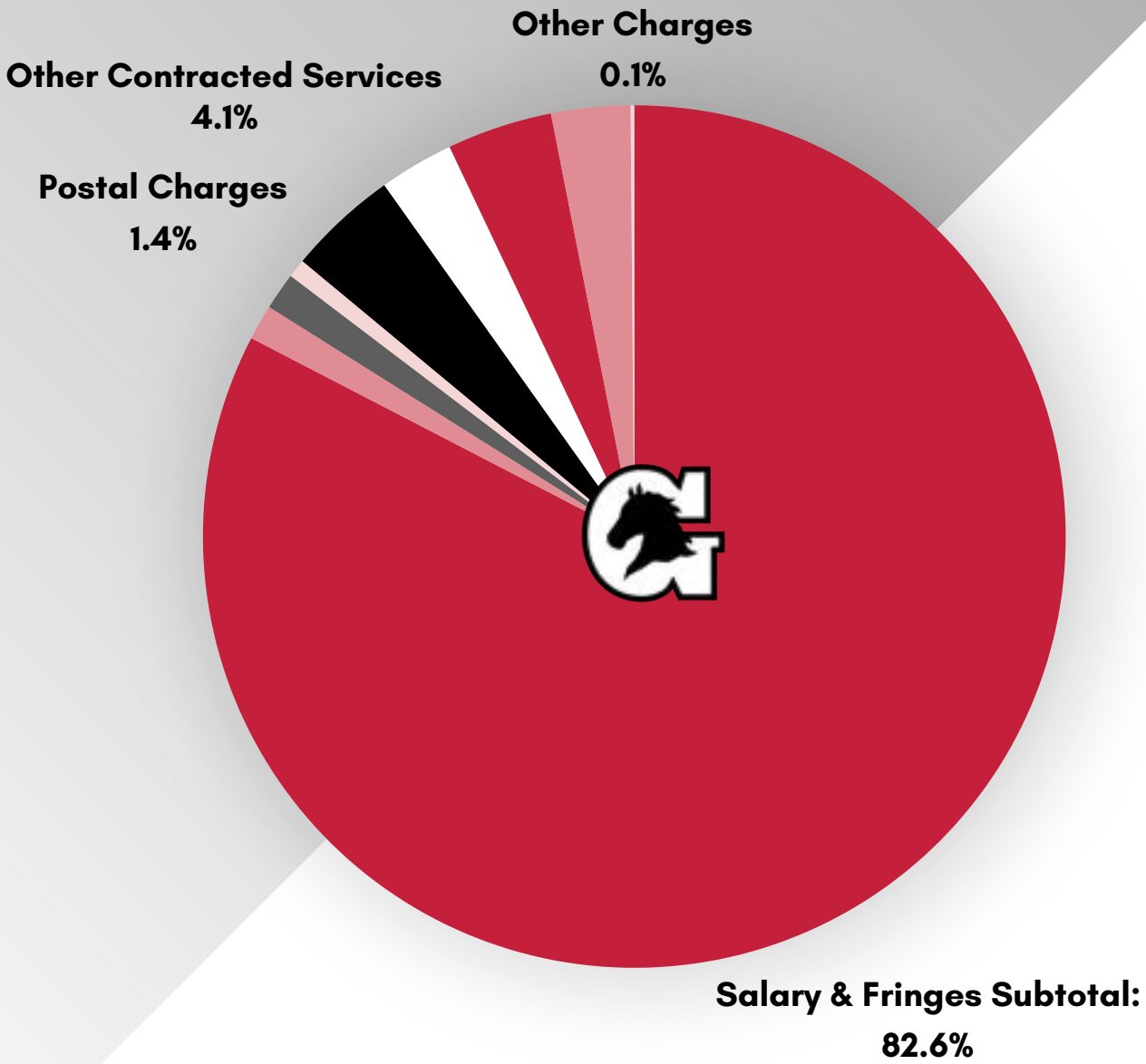
OVERVIEW:

This budget includes salaries for the Superintendent, communications supervisor and interns, executive secretary, and front desk receptionist.

MANAGED BY:

Jason Manuel, Superintendent

SUPERINTENDENT



\$716,158

OFFICE OF SUPERINTENDENT (72320)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--|-------------------------|---------------------------|---------------------------|---------------------------|
| 101 | County Official/Administrative Officer | 1.0 | 208,876 | 202,850 | 196,000 |
| 103 | Deputy | 0.2 | 15,062 | 14,624 | 14,011 |
| 117 | Career Ladder | | 1,000 | 1,000 | 2,000 |
| 161 | Secretaries | 2.0 | 124,162 | 120,022 | 160,557 |
| 189 | Other Salaries & Wages | 1.2 | 127,462 | 126,388 | 105,121 |
| 201 | Social Security | | 29,547 | 28,823 | 26,783 |
| 204/217 | State Retirement | | 30,279 | 33,591 | 36,352 |
| 206 | Life Insurance | | 1,760 | 1,760 | 730 |
| 207 | Medical Insurance | | 33,500 | 33,500 | 34,792 |
| 212 | Medicare | | 6,910 | 6,741 | 6,714 |
| 299 | Other Fringe Benefits | | 13,050 | 13,050 | 13,050 |
| | Salary & Fringes Subtotal: | 4.4 | 591,608 | 582,349 | 596,110 |

Includes salaries and benefits for the Superintendent, secretary, communications supervisor, and a receptionist.

OFFICE OF SUPERINTENDENT (72320)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|--|-----------------------|-----------------------|-----------------------|
| 320 | Dues & Memberships | 9,500 | 9,500 | 4,352 |
| 348 | Postal Charges | 10,000 | 10,000 | 10,257 |
| 355 | Travel - Local Mileage | 5,000 | 5,000 | 3,121 |
| 399 | Other Contracted Services | 29,600 | 29,600 | 21,214 |
| 435 | Office Supplies | 20,000 | 20,000 | 14,859 |
| 499 | Other Supplies & Materials | 28,250 | 28,250 | 35,477 |
| 524 | In-Service/Staff Development | 21,200 | 21,200 | 14,639 |
| 599 | Other Charges | 1,000 | 1,000 | 1,000 |
| | Services Subtotal: | 124,550 | 124,550 | 104,919 |
| | OFFICE OF SUPERINTENDENT TOTAL: | 716,158 | 706,899 | 701,029 |

Includes costs associated with the Office of the Superintendent.



SCHOOL BOARD

OVERVIEW:

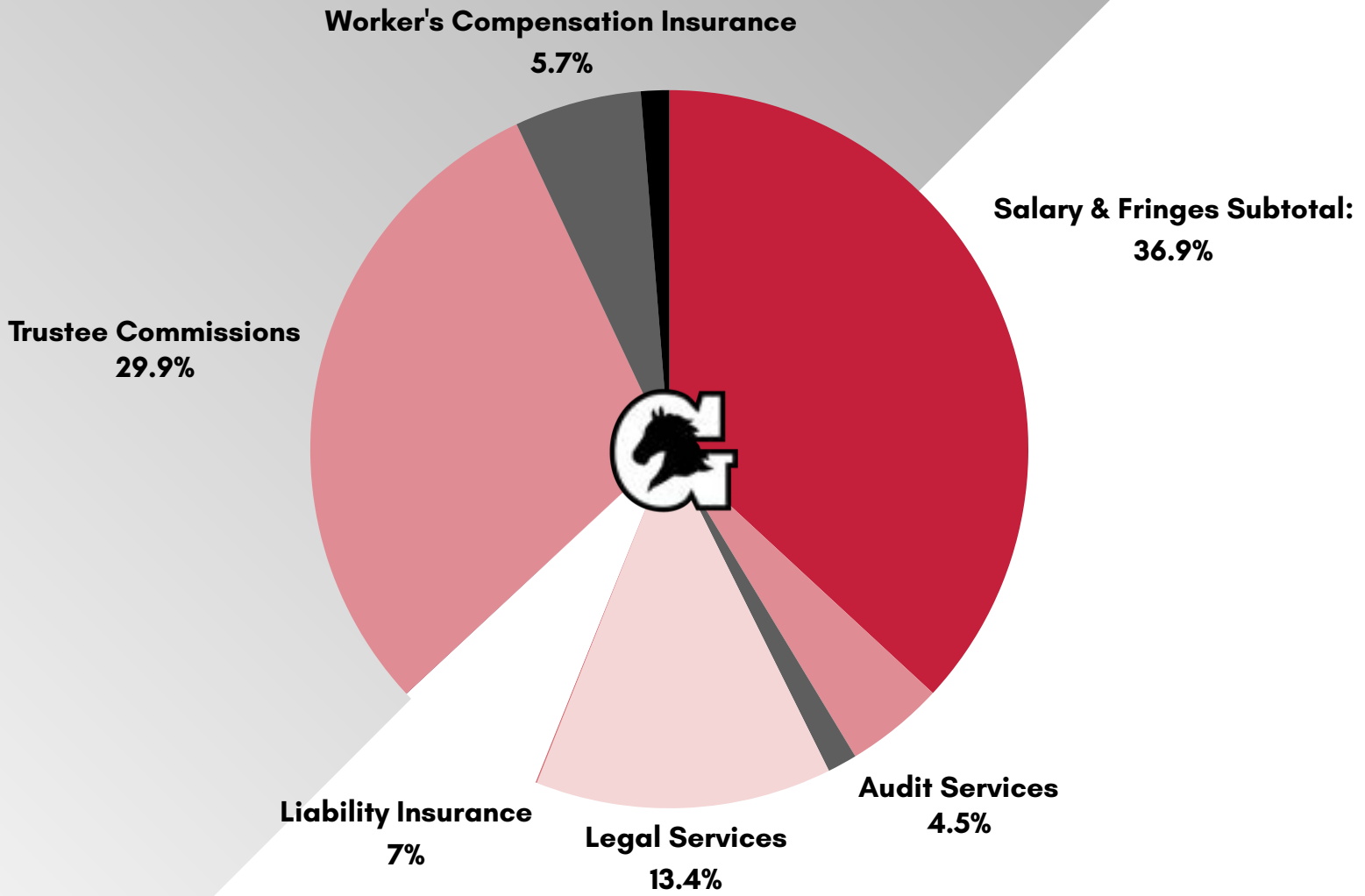
This budget includes salaries for school board members, travel, workers' compensation insurance, liability insurance, legal services, and audit services.

The School Board has made a commitment to fully fund retiree health benefits (OPEB) since FY15. The total amount of the district's OPEB trust account is \$5.3 million.

MANAGED BY:

Jason Manuel, Superintendent

SCHOOL BOARD



\$1,592,064

BOARD OF EDUCATION SERVICES (72310)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 PERS</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---------------------------------------|---------------------|-----------------------|-----------------------|-----------------------|
| 189 | Other Salaries & Wages | 5.0 | 21,500 | 21,500 | 21,500 |
| 201 | Social Security | | 1,333 | 1,333 | 2,666 |
| 206 | Life Insurance - Retirees | | 47,000 | 47,000 | 19,057 |
| 207 | Health Insurance - Retirees | | 500,000 | 708,000 | 2,203,886 |
| 210 | Unemployment Compensation | | 10,000 | 10,000 | 1,832 |
| 212 | Medicare | | 312 | 312 | 624 |
| | Salary & Fringes Subtotal: | 5.0 | 580,145 | 788,145 | 2,249,565 |

**Includes salaries and benefits for members of the Board of Education.
Includes employee benefits related to OPEB contributions.**

BOARD OF EDUCATION SERVICES (72310)

| <u>Acct</u> | <u>Description</u> | <u>FY 2026 Budget</u> | <u>FY 2025 Budget</u> | <u>FY 2024 Actual</u> |
|-------------|---|---------------------------|---------------------------|---------------------------|
| 305 | Audit Services | 70,000 | 70,000 | 69,000 |
| 320 | Dues & Memberships | 21,000 | 21,000 | 17,960 |
| 331 | Legal Services | 210,000 | 210,000 | 132,878 |
| 399 | Other Contracted Services | - | - | - |
| 499 | Other Supplies and Materials | 1,000 | 1,000 | 446 |
| 505 | Judgments | - | 355,453 | 355,453 |
| 506 | Liability Insurance | 125,000 | 110,000 | 100,453 |
| 508 | Premium on Corporate Surety Bonds | 300 | 300 | 300 |
| 510 | Trustee Commissions | 474,619 | 472,565 | 427,483 |
| 513 | Worker's Compensation Insurance | 90,000 | 90,000 | 85,760 |
| 524 | In-Service/Staff Development | 20,000 | 20,000 | 20,000 |
| | Services Subtotal: | 1,011,919 | 1,350,318 | 1,209,733 |
| | BOARD OF EDUCATION SERVICES TOTAL: | 1,592,064 | 2,138,463 | 3,459,298 |

Includes costs related to operation of the Board of Education, including audit services, legal services and Shelby County Trustee commissions on property and sales tax collections.



CUSTODIAL SERVICES AGREEMENT

THIS CUSTODIAL SERVICES AGREEMENT (“Agreement”), by and between **Germantown Board of Education, operating as Germantown Municipal School District**, a school district organized and existing under the laws of the State of Tennessee (hereinafter referred to as the “Owner”), having its principal place of business at 3350 S. Forest Hill Irene Rd., Germantown, TN 38138 and **SKB Facilities and Maintenance, Inc.** (hereinafter referred to as the “Contractor”), having its principal place of business at 3571 Winchester Rd. Memphis, TN 38118.

RECITALS:

1. Owner is desirous of contracting with a third party for providing custodial and cleaning services for the Germantown Municipal School District.
2. The Contractor represents that it can perform the work and is willing and able to perform the work required under this Agreement.

FOR AND IN CONSIDERATION of the mutual covenants contained in this Agreement, Owner and the Contractor (the “Parties”) agree as follows:

1. DEFINITIONS

As used in this Agreement, the following terms shall have the respective meanings set forth below:

“**Contract Documents**” means the documents listed in Section 3 of this Agreement and modifications issued after execution of the contract.

“**Contract Price**” means the amount to be paid for the Work, as set forth in Section 6 of this Agreement.

“**Contractor**” means the person or entity identified as such throughout the Contract Documents, as if singular in number, or its authorized representative.

“**Owner**” means Germantown Board of Education, including its Project Manager or other designees.

“**Equipment**” means the related materials involved in providing the services delineated herein.

“**Work**” means the services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment, and services provided or to be provided by the Contractor to fulfill the Contractor's obligation.

2. SCOPE OF WORK. The Contractor shall furnish all labor, materials and equipment, and perform all work (collectively, the “Work”) required for custodial and cleaning services for the Germantown Municipal School District, in strict accordance with the Contract Documents. The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor hereby represents and warrants that it is certified and licensed to perform the Work. The Contractor shall provide the Owner copies of appropriate certifications upon request.

3. CONTRACT DOCUMENTS. The Contract Documents consist of the following documents which are either

attached to this Agreement or are incorporated herein by reference and made a part hereof:

- a. This Agreement, including the ARRA Addendum attached hereto, if any;
- b. RFP #FY210006 issued by Arlington Community Schools;
- c. SKB Proposal dated May 24, 2021;
- d. Certificate(s) of Insurance submitted by the Contractor in connection with this contract;

3.1 PRIORITY OF DOCUMENTS. In the event of inconsistency between the terms of this Agreement and any other agreements or documents, the terms of this Agreement shall prevail.

4. CONTRACT TERM. The contract shall be for an initial period beginning July 1, 2021 through June 30, 2022 upon receipt of a fully executed Agreement. The Germantown Board of Education reserves the right to extend this agreement annually for up to four (4) additional consecutive one (1) year periods at the same pricing if agreeable to both parties.

5. CONTRACT PRICE. The Owner shall pay the Contractor for the performance of the Work, in current funds, a monthly payment of Eighty Five Thousand One Hundred Sixty Two and 98/100 Dollars (\$85,162.98) for the Services. Should service not be needed at a particular facility as defined in the proposal from SKB, the amount quoted from SKB for that particular facility will be deducted and monthly billing will be pro-rated accordingly.

6. PAYMENT FOR WORK PERFORMED. The Owner will use best efforts to pay within fifteen (15) days of receipt of an invoice for the Work accepted by the Owner.

7. RESPONSIBILITY FOR THE WORK. The Contractor shall take all responsibility for the Work, and shall take all precautions for preventing injuries to persons and property in or about the Work. The Contractor shall effectively protect its Work and shall be liable for all damage and loss by delay or otherwise caused by his neglect or failure so to do.

8. GENERAL INDEMNIFICATION. The Contractor shall take all responsibility for the Work and take all precautions for preventing injuries to persons and property in or about the Work; and shall bear all losses resulting to or on account of the amount or character of the Work. The Contractor shall pay or cause payment to be made for all labor performed or furnished and for all materials used or employed in carrying out this Agreement. The Contractor shall assume the defense of, and indemnify and save harmless the Owner, and the Owner's officers and agents from all claims relating to labor performed or furnished and materials used or employed for the Work; to inventions, patents and patent rights used in and in doing the Work unless such patent infringement is due to a product or process specified by the Owner; to injuries to any person or corporation received or sustained by or from the Contractor and any employees, and subcontractors and employees, in doing the Work, or in consequence of any improper materials, implements or labor used or employed therein; and to any act, omission or neglect of the Contractor and any employees therein.

9. INSPECTION AND TESTS. All Equipment furnished and installed hereunder shall be subject to the inspection, tests and approval of the Owner. Notwithstanding, the Owner's inspection of the Work shall not relieve the Contractor of any of its responsibilities to fulfill the contract obligations.

10. PATENT INDEMNIFICATION. The Contractor agrees to assume the defense of and shall indemnify and save harmless the Owner and all persons acting for or on behalf of it from all suits and claims against them, or any of them, arising from or occasioned by the use of any material, Equipment or apparatus, or any part thereof which infringes or is alleged to infringe on any patent rights. In case such material, equipment or apparatus, or any part thereof, in any such suit is held to constitute infringement, the Contractor, within a reasonable time, shall at its own expense, and as the Owner may elect, replace such material, Equipment or apparatus with non-infringing material, Equipment or apparatus, or remove the material, equipment, or apparatus and refund the sums paid therefor.

11. INSURANCE REQUIREMENTS. The Contractor shall provide insurance coverage as listed below. This insurance shall be provided at the Contractor's expense and shall be in full force and effect during the full term of this

Agreement.

- a. Worker's compensation coverage in accordance with the statutory requirements and limits of the State of Tennessee
- b. Comprehensive general liability insurance for bodily injury, including death, and property damage of \$1,000,000 per occurrence from a company licensed to write insurance policies in the state of Tennessee.
- c. Comprehensive automobile liability insurance covering owned, hired, and non-owned vehicles with a minimum of bodily and property damage of \$1,000,000 each accident, combined single limit from a company licensed to write insurance policies in the state of Tennessee.
- d. Excess or umbrella insurance of \$1,000,000 per occurrence from a company licensed to write insurance policies in the state of Tennessee.
- e. Fidelity/Employee Dishonesty insurance with a \$100,000 limit from a company licensed to write insurance policies in the state of Tennessee.
- f. Employment practices liability insurance (EPLI) with a \$100,000 limit from a company licensed to write insurance policies in the state of Tennessee.

The Contractor shall not commence the Work until proof of compliance with this Section 11 has been furnished to the Owner by submitting one copy of a properly endorsed insurance certificate issued by a company authorized to write insurance in the state of Tennessee. This certificate shall indicate that the contractual liability coverage is in force. The Owner shall be named as additional insured on the Contractor's Liability Policies. Written notice of cancellation of any insurance required by this Agreement, whether by the insurer or the insured must be provided to Owner at least thirty days prior to the effective date thereof, which shall be expressed in said notice. Contractor will ensure that required coverage is re-established should such cancellation occur. Failure to re-establish coverage shall be considered a breach of this Agreement.

12. DEVOTION TO DUTY. Contractor shall devote adequate time and attention to its duties under this Agreement and agrees that it shall perform these duties to the best of its ability and according to the requirements of this Agreement.

13. TERMINATION FOR UNSATISFACTORY PERFORMANCE. Owner shall have the right to terminate this agreement for failure of performance by Contractor. If, in the sole reasonable opinion of the Owner, Contractor is not performing services in accordance with the requirements of this agreement, and Owner desires to terminate the agreement, Owner shall give contractor sixty (60) days written notice of its intention to cancel the agreement if such service deficiencies are not corrected within that time (the "Cure Period"), which notice shall specify the service areas in default. On or before the end of the sixty (60) days Cure Period, Owner shall reasonably determine that either (i) the service deficiencies have been corrected, in which case the agreement will continue in full force and effect subsequent to the Cure Period, or (ii) the service deficiencies have not been corrected, in which event Owner may, by further written notice, cancel the agreement thirty (30) days from the end of the Cure Period. In the event that Owner does not act pursuant to either (i) or (ii) above, the service deficiencies shall be deemed corrected and the agreement shall continue in full force and effect thereafter.

14. JOINT REVIEW COMMITTEE. A Joint Review Committee shall be formed and comprised of at least two (2) persons from Owner and two (2) persons from Contractor. The purpose of the Committee will be to review the performance by Contractor and facilitate regular communication between Owner and Contractor regarding the Services. This Committee shall hold its first meeting not later than thirty (30) days from the commencement of this Agreement and thereafter shall have regular meetings.

15. SAFETY REQUIREMENTS. The Contractor shall comply with all Federal, State, and local safety laws and regulations applicable to the Work performed under this Agreement. The Contractor shall also agree to abide by the following:

a) Contractor shall be responsible for safeguarding against loss, theft or damage of Owner's property, materials, equipment and accessories. Owner shall provide storage for the equipment and supplies or materials normally required for services provided under this Agreement. Contractor shall be responsible for the proper secure and safe storage of its equipment, supplies or materials necessary for providing services to Owner.

b) Contractor employees shall not carry or allow to be carried onto school property any guns, knives, dangerous weapons, alcohol or drugs. Contractor employees shall not use or allow to be used any tobacco products while on school property.

c) Contractor shall be fully responsible for the security and appropriate use of any keys issued to Contractor or its employees. Contractor shall immediately notify Owner that a key has been lost. Contractor will replace lost keys and reimburse Owner for costs resulting from keys issued to Contractor and lost. Keys shall be returned to the appropriate site administrator at the end of each work period.

d) Contractor personnel shall not allow unauthorized persons to enter school buildings.

e) Owner shall charge back to Contractor \$15.00 per hour should an employee of Owner be required to secure a building left unsecured by a Contractor employee.

f) All employees representing the Contractor shall abide by all policies set at the school level, including, but not limited to parking, checking in and out at the front office any time an employee of the Contractor is on campus, and working within the framework of the school and administration of the school to provide services that are least disruptive to the educational environment of the school.

16. BACKGROUND CHECKS. Contractor hereby agrees that it is aware of the provisions of Tennessee Code Annotated §49-5-413 requiring the background check of any employee or subcontractor that works on school grounds at any time when students are present, and prohibiting any person with a history of the criminal offenses cited in the statute from working on a school campus during such times. The Contractor hereby certifies that it has, and will, at all times during the performance of the Work, comply with the provisions of this statute and will provide to Owner, upon request, proof of its compliance with this provision. A default by the Contractor of the provisions of this Section 20 shall be automatic grounds for termination of this Agreement pursuant to Section 15.

17. NONDISCLOSURE. Contractor will not disclose or permit to be disclosed any proprietary information, data, systems, pricing or finances of Owner unless otherwise required by law. Contractor will not disclose or permit to be disclosed any information required by law to be maintained confidentially by Owner, including but not limited to individually identifiable information about students and confidential information concerning employees.

18. INDEPENDENT CONTRACTOR. It is understood and agreed that Contractor will perform the Work under this Agreement as an independent contractor. It is also agreed that Contractor will comply with all applicable federal, state, and local laws and regulations relating to the employment, insurance, and taxation of employees who perform Work under this Agreement. No agency or employment relationship with Owner is intended nor shall be construed to exist between Owner and Contractor or between Owner and any of Contractor's employees performing the Work under this Agreement, and neither Contractor nor its employees shall be entitled to participate in any of Owner's pension or employee welfare benefit plans, including its group life insurance plans. Owner will have no liability for payment of Contractor employee wages, fringe benefits, payroll taxes or other expenses of employment. Furthermore, if any charge, lawsuit or claim of any kind is filed against Owner alleging that Owner is also an employer of Contractor's employees, Contractor agrees to indemnify, hold harmless and reimburse Owner for all costs, including attorneys' fees in defending any such action. Contractor shall provide a fidelity bond to insure Owner against losses that Owner may incur as a result of acts by Contractor employees and/or agents and shall indemnify and hold Owner, its servants and employees harmless for negligent or intentional acts of Contractor employees.

19. ASSIGNMENT/SUB-CONTRACTING. The Contractor agrees that he will not sell, assign or transfer this Agreement or any part thereof or interest therein without the prior written consent of the Owner. It is understood that all terms and conditions of the Contract Documents apply to any subcontractors that may be utilized for this project.

20. GOVERNING LAW AND VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee without reference to its choice of law provisions. Jurisdiction of any legal proceeding or dispute related to this agreement shall be exclusively within the Courts of the State of Tennessee and venue shall be in Shelby County, Tennessee.

21. SEVERABILITY. The provisions of this Agreement are severable. If any section, paragraph, clause or provision of this Agreement shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall be unaffected by such adjudication and all of the remaining provisions of this Agreement shall remain in full force and effect as though such section, paragraph, clause or provision, or any part thereof so adjudicated to be invalid, had not been included herein, unless such remaining provisions, standing alone, are incomplete and incapable of being executed in accordance with the intent of the parties to this Agreement.

22. AMENDMENTS TO THIS CONTRACT. This Agreement may not be amended except by mutual agreement in writing which specifically recites that the Parties intend such writing to amend this Agreement and which is signed by authorized representatives of each party

23. ENTIRE AGREEMENT. This Agreement, together with the Scope of Work and other documents that may be executed pursuant to this Agreement and incorporated herein, constitutes the entire agreement between the Parties and shall supersede any and all prior agreements, communications and understandings between the Parties with respect to the subject matter hereof. The terms of this Agreement shall apply notwithstanding any proposed variations or additions that may be contained in any purchase order, invoice or other communication submitted by Contractor. This Agreement may not be modified, amended or changed except by mutual agreement in writing.

25. NOTICES. All notices required or permitted to be given by one party to the other under this Agreement shall be sufficient if sent by express delivery or confirmed facsimile, or certified mail, return receipt requested, to the Parties at the respective address set forth below, or to such other address as the party to receive the notice has designated by notice to the other party:

If to Contractor: SKB Facilities and Maintenance, Inc.
3571 Winchester Rd.
Memphis, TN 38118
Attn: Lashone Bynum

If to Owner: Germantown Municipal School District
3350 S. Forest Hill Irene Rd.
Germantown, TN 38138
Attn: Joshua Cathey

26. NO WAIVER. The failure by either party at any time to require performance by the other of any provision of this Agreement shall in no way affect that party's right to enforce such provision, nor shall the waiver by either party of any breach of any provision of this Agreement be taken or held to be a waiver of any further breach of the same provision or any other provision.

27. SURVIVAL. Any provisions of this Agreement, and any other provisions that create obligations extending beyond the term of this Agreement, shall survive the expiration or termination of this Agreement, regardless of the reason for such termination.

28. EQUAL OPPORTUNITY. During the performance of this contract, the Contractor agrees as follows:

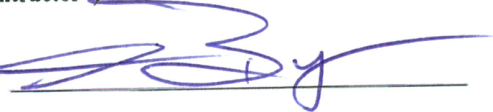
- a. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action so that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. 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 for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

- b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
 - c. To the extent required by law, the Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
 - d. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
 - e. In the event of the Contractor's non-compliance with the nondiscrimination clauses of this Agreement or with any of such rules, regulations, or orders, this Agreement may be canceled or terminated.
- 29. SALES TAX EXEMPTION AND OTHER TAXES.** The Contractor shall be responsible for paying all taxes and tariffs of any sort, related to the Work. Owner is a tax-exempt organization and, to the fullest extent allowable by law, shall incur no charges for the payment of taxes.
- 30. PROHIBITION AGAINST LIENS.** The Contractor is prohibited from placing a lien on the Owner's property. This prohibition shall apply to all subcontractors at any tier and all materials suppliers.
- 31. ATTORNEYS FEE AND EXPENSE OF ENFORCEMENT.** If, by reason of the failure of the Contractor to carry out and perform any of the provisions of this Agreement or the obligations under this Agreement, it becomes necessary or desirable in the judgment of the Owner to employ an attorney or incur any other reasonable attorneys' fees, cost or expenses, then Contractor agrees to pay such reasonable attorneys' fees and expenses, and hold Owner harmless against any loss thereof.
- 32. CONFLICT OF INTEREST.** Contractor warrants that no part of the compensation payable hereunder shall be paid directly or indirectly to an employee or official of Owner as wages, compensation, or gifts in exchange in connection with the Services contemplated or performed relative to this Agreement. Contractor shall disclose in writing to Owner's Office of the General Counsel any financial or beneficial interests that it, or its principals or officers, has in services, products, or companies recommended to Owner in the performance of this Agreement. Failure to disclose any such interests shall be deemed a violation of this Agreement and will result in the forfeiture of all monies previously paid by Owner to Contractor pursuant to this Agreement.
- 33. COMPLIANCE WITH LAWS.** Contractor will observe and comply with all applicable local, state, and federal laws, ordinances and regulations, including, but not limited to, Equal Opportunity laws, the Fair Labor Standards Act, the Occupational Safety and Health Act (OSHA) the Civil Rights Act of 1964, and the Americans with Disability Act (ADA).
- 34. APPROPRIATIONS.** This Agreement is subject to the appropriation and availability of funds. In the event that the funds are not appropriated or are otherwise unavailable, Owner reserves the right to terminate this Agreement upon written notice to the Contractor. Said termination shall not be deemed a breach of this Agreement by Owner. Upon receipt of written notice, the Contractor shall cease all work associated with this Agreement. In the event of termination, the Contractor shall be entitled to compensation for all satisfactory and authorized Services completed as of the termination date. Upon such termination, the Contractor shall have no right to recover from Owner any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
- 35. AUTHORIZATION FOR AGREEMENT.** The execution and performance of this Agreement by Contractor and Owner have been duly authorized by all necessary laws, resolutions and/or corporate action, and this Agreement constitutes the valid and enforceable obligations of Contractor and Owner in accordance with its terms.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties have caused this instrument to be executed under seal the day and year first above written.

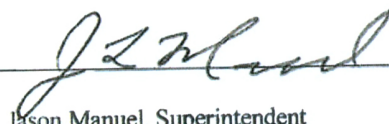
SKB FACILITIES AND MAINTENANCE, INC.
("Contractor")

By: 

Lashone Bynum, President/CEO

Date: 6-10-2021

GERMANTOWN BOARD OF EDUCATION
("Owner")

By: 

Jason Manuel, Superintendent

Date: 6-10-21



FIRST AMENDMENT TO CUSTODIAL SERVICES AGREEMENT

THIS FIRST AMENDMENT TO THE CUSTODIAL SERVICES AGREEMENT (the "First Amendment"), effective as of July 1, 2022, is made by and between **Germantown Board of Education**, operating as Germantown Municipal School District ("Customer") and **SKB Facilities and Maintenance, Inc.** ("Contractor"). Contractor and Customer are hereinafter referred to as the "Parties" to this First Amendment.

RECITALS:

- A. **WHEREAS**, the Parties have entered into a Custodial Services Agreement dated June 10, 2021 (collectively referred to as the "Agreement"), whereby customer retained Contractor to perform various services specified in the Agreement itself; and
- B. **WHEREAS**, the Parties desire to make certain modifications, revisions, and amendments to the Agreement itself.

NOW, THEREFORE, for and in consideration of the mutual promises and undertakings herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties state and agree as follows:

1. **Term.** Section 4 of the Agreement is hereby amended to extend the term, which extended term shall commence as of **July 1, 2022** and terminate **June 30, 2023** (the "Term"), unless sooner extended or terminated as provided in the Agreement.
2. **Ratification.** Except as and to the extent amended, altered, and/or modified as provided in this First Amendment, all terms, covenants, conditions, and provisions of the Agreement are hereby ratified and reaffirmed, and shall remain in full force and effect.
3. **No Default.** The Parties hereby acknowledge and agree that, as of the date of this First Amendment, neither party is in default or otherwise in breach of the Agreement, and to

their best knowledge no facts exist which, with the passage of time, the giving of notice, or both, could become a default or breach of the Agreement.

4. **Counterparts.** This First Amendment may be executed in one or more counterparts, and exchanged via facsimile or other electronic transmission, each of which shall for all purposes be deemed to be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have set their hands as of the day and year first above written.

GERMANTOWN BOARD OF EDUCATION

SKB FACILITIES AND MAINTENANCE, INC.

Signature: 

Signature: 

Name: Jason L. Maxwell

Name: Shone Bynum

Title: Superintendent

Title: President / CEO

Date: 6-9-22

Date: 6/3/2022

SECOND AMENDMENT TO CUSTODIAL SERVICES AGREEMENT

THIS SECOND AMENDMENT TO THE CUSTODIAL SERVICES AGREEMENT (the “Second Amendment”), effective as of January 1, 2023, is made by and between **Germantown Board of Education**, operating as Germantown Municipal School District (“Customer”) and **SKB Facilities and Maintenance, Inc.** (“Contractor”). Contractor and Customer are hereinafter referred to as the “Parties” to this Second Amendment.

RECITALS:

- A. **WHEREAS**, the Parties have entered into a Custodial Services Agreement dated June 10, 2021 (collectively referred to as the “Agreement”), whereby customer retained Contractor to perform various services specified in the Agreement itself; and
- B. **WHEREAS**, the Parties have entered into a First Amendment to Custodial Services Agreement dated June 9, 2022 (collectively referred to as the “First Amendment”)
- C. **WHEREAS**, the Parties desire to make certain modifications, revisions, and amendments to the Agreement itself.

NOW, THEREFORE, for and in consideration of the mutual promises and undertakings herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties state and agree as follows:

1. **Contract Price.** In order to add the Houston Middle School addition to SKB’s custodial Services as outlined in the Agreement and First Amendment, the Owner shall pay the Contractor for the performance of the work, in current funds, a monthly payment of Ninety One Thousand Three Hundred Sixty Nine and 98/100 Dollars (\$91,369.98). This is a monthly addition of Six Thousand Two Hundred Seven (\$6,207) Dollars to the Agreement.
2. **Ratification.** Except as and to the extent amended, altered, and/or modified as provided in this Second Amendment, all terms, covenants, conditions, and provisions of

the Agreement and the First Amendment are hereby ratified and reaffirmed, and shall remain in full force and effect.

3. **No Default.** The Parties hereby acknowledge and agree that, as of the date of this Second Amendment, neither party is in default or otherwise in breach of the Agreement, and to their best knowledge no facts exist which, with the passage of time, the giving of notice, or both, could become a default or breach of the Agreement.
4. **Counterparts.** This Second Amendment may be executed in one or more counterparts, and exchanged via facsimile or other electronic transmission, each of which shall for all purposes be deemed to be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have set their hands as of the day and year first above written.

GERMANTOWN BOARD OF EDUCATION

Signature: 

Name: Jason Manuel

Title: Superintendent

Date: 3/1/23

SKB FACILITIES AND MAINTENANCE, INC.

Signature: 

Name: Shane Bynum

Title: President / CEO

Date: 3/1/2023



THIRD AMENDMENT TO CUSTODIAL SERVICES AGREEMENT

THIS THIRD AMENDMENT TO THE CUSTODIAL SERVICES AGREEMENT (the "Third Amendment"), effective as of July 1, 2023, is made by and between **Germantown Board of Education**, operating as Germantown Municipal School District ("Customer") and **SKB Facilities and Maintenance, Inc.** ("Contractor"). Contractor and Customer are hereinafter referred to as the "Parties" to this Third Amendment.

RECITALS:

- A. **WHEREAS**, the Parties have entered into a Custodial Services Agreement dated June 10, 2021 (collectively referred to as the "Agreement"), whereby customer retained Contractor to perform various services specified in the Agreement itself; and
- B. **WHEREAS**, the Parties have entered into a First Amendment to Custodial Services Agreement dated June 9, 2022 (collectively referred to as the "First Amendment")
- C. **WHEREAS**, the Parties have entered into a Second Amendment to Custodial Services Agreement dated March 1, 2023 (collectively referred to as the "Second Amendment")
- D. **WHEREAS**, the Parties desire to make certain modifications, revisions, and amendments to the Agreement itself.

NOW, THEREFORE, for and in consideration of the mutual promises and undertakings herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties state and agree as follows:

1. **Contract Price.** Section 5 of the Agreement is amended as follows: The Owner shall pay the Contractor for the performance of the work, in current funds, a monthly payment of One Hundred Sixteen Thousand Nine Hundred Nine and 96/100 Dollars (\$116,909.96), less non-performance penalties in the amount of \$500.00 per occurrence for:
 - a) Each month that SKB scores less than ninety (90%) percent on the monthly cleaning inspection score sheet; AND/OR
 - b) Each week that SKB fails to satisfy ninety-five (95%) percent of the staffing requirements as set forth on the "Staffing Requirements Chart" (attached as Exhibit "A").
2. **Term.** Section 4 of the Agreement is hereby amended to extend the term, which extended term shall commence as of July 1, 2023, and terminate June 30, 2024 (the "Term") unless sooner extended or terminated as provided in the Agreement.

3. **Additional Terms.** SKB agrees to be bound by the terms of the General Terms and Conditions set forth in Request for Proposal #FY210006, with the exception that numbered paragraphs 3(k) and 7 on page 12 of Proposal #FY21006 shall be deleted and replaced with the following language: "A minimum wage of \$15/hour shall be paid to all SKB employees assigned to perform work at any GMSD facility."
4. **Additional Terms.** SKB agrees that all required summer cleaning, including but not limited to floor waxing must be completed prior to July 15, 2023.
5. **Additional Terms.** SKB agrees to provide a 100% Performance bond by close of business on May 26, 2023.
6. **Ratification.** Except as and to the extent amended, altered, and/or modified as provided in this Third Amendment, all terms, covenants, conditions, and provisions of the Agreement, the First Amendment, and the Second Amendment are hereby ratified and reaffirmed, and shall remain in full force and effect.
7. **No Default.** The Parties hereby acknowledge and agree that, as of the date of this Second Amendment, neither party is in default or otherwise in breach of the Agreement, and to their best knowledge no facts exist which, with the passage of time, the giving of notice, or both, could become a default or breach of the Agreement.
8. **Counterparts.** This Third Amendment may be executed in one of more counterparts, and exchanged via facsimile or other electronic transmission, each of which shall for all purposes be deemed to be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have set their hands as of the day and year first above written.

GERMANTOWN BOARD OF EDUCATION

SKB FACILITIES AND MAINTENANCE, INC.

Signature: 

Signature: 

Name: Shone Bynum

Name: Jason Manuel

Title: President / CEO

Title: Superintendent

Date: 5/28/2023

Date: 5/30/23



FOURTH AMENDMENT TO CUSTODIAL SERVICES AGREEMENT

THIS AMENDMENT TO THE CUSTODIAL SERVICES AGREEMENT (the "Fourth Amendment"), effective as of July 1, 2024, is made by and between **Germantown Board of Education**, operating as Germantown Municipal School District ("Customer") and **SKB Facilities and Maintenance, Inc.** ("Contractor"). Contractor and Customer are hereinafter referred to as the "Parties" to this Fourth Amendment.

RECITALS:

- A. **WHEREAS**, the Parties have entered into a Custodial Services Agreement dated June 10, 2021 (collectively referred to as the "Agreement"), whereby customer retained Contractor to perform various services specified in the Agreement itself; and
- B. **WHEREAS**, the Parties have entered into a First Amendment to Custodial Services Agreement dated June 9, 2022 (collectively referred to as the "First Amendment"); and
- C. **WHEREAS**, the Parties have entered into a Second Amendment to Custodial Services Agreement dated March 1, 2023 (collectively referred to as the "Second Amendment"); and
- D. **WHEREAS**, the Parties have entered into a Third Amendment to Custodial Services Agreement dated May 30, 2023 (collectively referred to as the "Third Amendment").
- E. **WHEREAS**, the Parties desire to make certain modifications, revisions, and amendments to the Agreement itself.

NOW, THEREFORE, for and in consideration of the mutual promises and undertakings herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties state and agree as follows:

- 1. **Contract Price.** Section 5 of the Agreement is amended as follows: The Owner shall pay the Contractor for the performance of the work, in current funds, a monthly payment of One Hundred Twenty Thousand Four Hundred Seventeen Dollars and Twenty Four Cents (\$120,417.24), less non-performance penalties in the amount of \$500.00 per occurrence for:
 - a) Each month that SKB scores less than ninety (90%) on the monthly cleaning inspection score sheet; AND/OR

- b) Each week that SKB fails to satisfy ninety-five (95%) percent of the staffing requirements as set forth on the "Staffing Requirements Chart" (attached as Exhibit "A").
2. **Term.** Section 4 of the Agreement is hereby amended to extend the term, which extended term shall commence as of July 1, 2024, and terminate June 30, 2025 (the "Term") unless sooner extended or terminated as provided in the Agreement.
 3. **Additional Terms.** SKB agrees that all required summer cleaning, including but not limited to floor waxing must be completed prior to July 15, 2024.
 4. **Additional Terms.** SKB agrees to provide a 100% Performance bond by close of business on May 26, 2024.
 5. **Ratification.** Except as and to the extent amended, altered, and/or modified as provided in this Fourth Amendment, all terms, covenants, conditions, and provisions of the Agreement, the First Amendment, the Second Amendment, and the Third Amendment are hereby ratified and reaffirmed, and shall remain in full force and effect.
 6. **No Default.** The Parties hereby acknowledge and agree that, as of the date of this Fourth Amendment, neither party is in default or otherwise in breach of the Agreement, and to their best knowledge no facts exist which, with the passage of time, the giving of notice, or both, could become a default or breach of the Agreement.
 7. **Counterparts.** This Fourth Amendment may be executed in one or more counterparts, and exchanged via facsimile or other electronic transmission, each of which shall for all purposes be deemed to be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have set their hands as of the day and year first above written.

GERMANTOWN BOARD OF EDUCATION

SKB FACILITIES AND MAINTENANCE, INC.

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Jason Manuel

Jason Manuel

Superintendent

5-7-24

Shone Bynum

Shone Bynum

President / CEO

5/7/2024



FIFTH AMENDMENT TO CUSTODIAL SERVICES AGREEMENT

THIS FIFTH AMENDMENT TO THE CUSTODIAL SERVICES AGREEMENT (the “Fifth Amendment”), effective as of July 1, 2025, is made by and between **Germantown Board of Education**, operating as Germantown Municipal School District (“Customer”) and **SKB Facilities and Maintenance, Inc.** (“Contractor”). Contractor and Customer are hereinafter referred to as the “Parties” to this Fifth Amendment.

RECITALS:

- A. **WHEREAS**, the Parties have entered into a Custodial Services Agreement dated June 10, 2021 (collectively referred to as the “Agreement”), whereby customer retained Contractor to perform various services specified in the Agreement itself; and
- B. **WHEREAS**, the Parties have entered into a First Amendment to Custodial Services Agreement dated June 9, 2022 (collectively referred to as the “First Amendment”)
- C. **WHEREAS**, the Parties have entered into a Second Amendment to Custodial Services Agreement dated March 1, 2023 (collectively referred to as the “Second Amendment”)
- D. **WHEREAS**, the Parties have entered into a Third Amendment to Custodial Services Agreement dated May 30, 2023 (collectively referred to as the “Third Amendment”)
- E. **WHEREAS**, the Parties have entered into a Fourth Amendment to Custodial Services Agreement dated May 7, 2024 (collectively referred to as the “Fourth Amendment”)
- F. **WHEREAS** the Parties desire to make certain modifications, revisions, and amendments to the Agreement itself.

NOW, THEREFORE, for and in consideration of the mutual promises and undertakings herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties state and agree as follows:

1. **Contract Price.** Section 5 of the Agreement is amended as follows: The Owner shall pay the Contractor for the performance of the work, in current funds, a monthly payment of One Hundred Eighteen Thousand Four Hundred Seventeen and 24/100 Dollars (\$118,417.24), less non-performance penalties in the amount of \$500.00 per occurrence for:
 - a) Each month that SKB scores less than ninety (90%) percent on the monthly cleaning inspection score sheet; AND/OR

b) Each week that SKB fails to satisfy ninety-five (95%) percent of the staffing requirements as set forth on the Staffing Requirements Chart.

2. **Term.** Section 4 of the Agreement is hereby amended to extend the term, which extended term shall commence as of July 1, 2025, and terminate June 30, 2026 (the "Term") unless sooner extended or terminated as provided in the Agreement.
3. **Additional Terms.** SKB agrees that all required summer cleaning, including but not limited to floor waxing must be completed prior to July 15, 2025.
4. **Additional Terms.** SKB agrees to provide a 100% Performance bond by close of business on May 26, 2025.
5. **Ratification.** Except as and to the extent amended, altered, and/or modified as provided in this Fifth Amendment, all terms, covenants, conditions, and provisions of the Agreement, the First Amendment, Second Amendment, Third Amendment, and Fourth Amendment are hereby ratified and reaffirmed, and shall remain in full force and effect.
6. **No Default.** The Parties hereby acknowledge and agree that, as of the date of this Second Amendment, neither party is in default or otherwise in breach of the Agreement, and to their best knowledge no facts exist which, with the passage of time, the giving of notice, or both, could become a default or breach of the Agreement.
7. **Counterparts.** This Fifth Amendment may be executed in one or more counterparts, and exchanged via facsimile or other electronic transmission, each of which shall for all purposes be deemed to be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have set their hands as of the day and year first above written.

GERMANTOWN BOARD OF EDUCATION

SKB FACILITIES AND MAINTENANCE, INC.

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Custodial RFP #FY2025-005 Pricing Breakdown

| | Company | Price-Monthly | Hourly Rate | SKB- Current Provider |
|--|-----------------------|----------------------|--------------------|------------------------------|
| | HES | \$115,137.45 | \$28.50 | \$118,417.24 |
| | ABM | \$116,211.33 | \$20.86 | |
| | Parcou | \$123,088.44 | \$22.50 | |
| | EJSCS | \$123,999.96 | \$35.00 | |
| | 4M Building Solutions | \$157,182.57 | | |
| | Division I | \$166,013.84 | \$25.50 | |
| | Give Clean | \$168,689.15 | \$23.08 | |



MAINTENANCE SERVICES AGREEMENT

THIS FACILITIES SERVICES AGREEMENT (“Agreement”), by and between **Germantown Board of Education, operating as Germantown Municipal School District**, a school district organized and existing under the laws of the State of Tennessee (hereinafter referred to as the “Owner”), and **GCA Education Services, Inc.**, a division of ABM Industry Groups, Inc., the successor-in-interest to GCA Education Services, Inc. (hereinafter referred to as the “Contractor”). Owner and Contractor are hereinafter referred to as the “Parties” to this Agreement.

RECITALS:

1. Owner is desirous of contracting with a third party for providing maintenance services for the Germantown Municipal School District.

2. The Contractor represents that it can perform the work and is willing and able to perform the work required under this Agreement.

FOR AND IN CONSIDERATION of the mutual covenants contained in this Agreement, Owner and the Contractor (the “Parties”) agree as follows:

1. DEFINITIONS

As used in this Agreement, the following terms shall have the respective meanings set forth below:

“Contract Documents” means the documents listed in Section 3 of this Agreement and modifications issued after execution of the contract.

“Contract Price” means the amount to be paid for the Work, as set forth in Section 6 of this Agreement.

“Contractor” means the person or entity identified as such throughout the Contract Documents, as if singular in number, or its authorized representative.

“Owner” means Germantown Board of Education, including its Project Manager or other designees.

“Equipment” means the related materials involved in providing the services delineated herein.

“Work” means the services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment, and services provided or to be provided by the Contractor to fulfill the Contractor's obligation.

2. **SCOPE OF WORK.** The Contractor shall furnish all labor, materials and equipment, and perform all work (collectively, the “Work”) required for maintenance services for the Germantown Municipal School District, in strict accordance with the Contract Documents. The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor hereby represents and warrants that it is certified and licensed to perform the Work. The Contractor shall provide the Owner copies of appropriate certifications upon request.

3. **CONTRACT DOCUMENTS.** The Contract Documents consist of the following documents which are either

attached to this Agreement or are incorporated herein by reference and made a part hereof:

- a. This Agreement, including the ARRA Addendum attached hereto, if any;
- b. RFP #FY2021-22-07 issued by the GMSD Purchasing Department.
- c. The RFP Response of the Contractor submitted for this Project and accompanying documents and certifications;
- d. Certificate(s) of Insurance submitted by the Contractor in connection with this contract;

3.1 PRIORITY OF DOCUMENTS. In the event of inconsistency between the terms of this Agreement and any other agreements or documents, the terms of this Agreement shall prevail.

4. CONTRACT TERM. The contract shall be for an initial period beginning July 1, 2022 through June 30, 2023 upon receipt of a fully executed Agreement. The Germantown Board of Education reserves the right to extend this agreement annually for up to four (4) additional consecutive one (1) year periods at the same pricing if agreeable to both parties.

5. CONTRACT PRICE. The Owner shall pay the Contractor for the performance of the Work, in current funds, a monthly payment of Thirty Nine Thousand Two Hundred Twenty Five and 0/100 Dollars (\$39,225) for the Services.

6. PAYMENT FOR WORK PERFORMED. The Owner will use best efforts to pay within thirty (30) days of receipt of an invoice for the Work accepted by the Owner.

7. RESPONSIBILITY FOR THE WORK. The Contractor shall take all responsibility for the Work, and shall take all precautions for preventing injuries to persons and property in or about the Work. The Contractor shall effectively protect its Work and shall be liable for all damage and loss by delay or otherwise caused by his neglect or failure so to do.

8. GENERAL INDEMNIFICATION. The Contractor shall take all responsibility for the Work and take all precautions for preventing injuries to persons and property in or about the Work; and shall bear all losses resulting to or on account of the amount or character of the Work. The Contractor shall pay or cause payment to be made for all labor performed or furnished and for all materials used or employed in carrying out this Agreement. The Contractor shall assume the defense of, and indemnify and save harmless the Owner, and the Owner's officers and agents from all claims relating to labor performed or furnished and materials used or employed for the Work; to inventions, patents and patent rights used in and in doing the Work unless such patent infringement is due to a product or process specified by the Owner; to injuries to any person or corporation received or sustained by or from the Contractor and any employees, and subcontractors and employees, in doing the Work, or in consequence of any improper materials, implements or labor used or employed therein; and to any act, omission or neglect of the Contractor and any employees therein.

9. INSPECTION AND TESTS. All Equipment furnished and installed hereunder shall be subject to the inspection, tests and approval of the Owner. Notwithstanding, the Owner's inspection of the Work shall not relieve the Contractor of any of its responsibilities to fulfill the contract obligations.

10. PATENT INDEMNIFICATION. The Contractor agrees to assume the defense of and shall indemnify and save harmless the Owner and all persons acting for or on behalf of it from all suits and claims against them, or any of them, arising from or occasioned by the use of any material, Equipment or apparatus, or any part thereof which infringes or is alleged to infringe on any patent rights. In case such material, equipment or apparatus, or any part thereof, in any such suit is held to constitute infringement, the Contractor, within a reasonable time, shall at its own expense, and as the Owner may elect, replace such material, Equipment or apparatus with non-infringing material, Equipment or apparatus, or remove the material, equipment, or apparatus and refund the sums paid therefor.

11. INSURANCE REQUIREMENTS. The Contractor shall provide insurance coverage as listed below. This insurance shall be provided at the Contractor's expense and shall be in full force and effect during the full term of this

Agreement.

- a. Worker's compensation coverage in accordance with the statutory requirements and limits of the State of Tennessee
- b. Comprehensive general liability insurance for bodily injury, including death, and property damage of \$1,000,000 per occurrence from a company licensed to write insurance policies in the state of Tennessee.
- c. Comprehensive automobile liability insurance covering owned, hired, and non-owned vehicles with a minimum of bodily and property damage of \$1,000,000 each accident, combined single limit from a company licensed to write insurance policies in the state of Tennessee.
- d. Excess or umbrella insurance of \$1,000,000 per occurrence from a company licensed to write insurance policies in the state of Tennessee.
- e. Fidelity/Employee Dishonesty insurance with a \$100,000 limit from a company licensed to write insurance policies in the state of Tennessee.
- f. Employment practices liability insurance (EPLI) with a \$100,000 limit from a company licensed to write insurance policies in the state of Tennessee.

The Contractor shall not commence the Work until proof of compliance with this Section 11 has been furnished to the Owner by submitting one copy of a properly endorsed insurance certificate issued by a company authorized to write insurance in the state of Tennessee. This certificate shall indicate that the contractual liability coverage is in force. The Owner shall be named as additional insured on the Contractor's Liability Policies. Written notice of cancellation of any insurance required by this Agreement, whether by the insurer or the insured must be provided to Owner at least thirty days prior to the effective date thereof, which shall be expressed in said notice. Contractor will ensure that required coverage is re-established should such cancellation occur. Failure to re-establish coverage shall be considered a breach of this Agreement.

12. DEVOTION TO DUTY. Contractor shall devote adequate time and attention to its duties under this Agreement and agrees that it shall perform these duties to the best of its ability and according to the requirements of this Agreement.

13. DISPUTE RESOLUTION. Contractor and Owner shall attempt in good faith to resolve any dispute arising out of or relating to this Agreement in the following manner:

The dispute shall first be referred to the Joint Review Committee, which shall attempt to resolve the dispute within five (5) days of notice of dispute. If the Joint Review Committee is unable to resolve the matter, it shall be referred to mediation. If the parties are unable to mutually agree upon a mediator, then the process and procedures of Resolute Systems, Inc., in Memphis, Tennessee shall be used. However, any mediation shall take place in Shelby County. In the event that Contractor and Owner are unable to resolve the matter through mediation, then either party may file suit in the appropriate court in Shelby County, Tennessee. Contractor and Owner agree that no lawsuit will be filed except in Shelby County and agree that jurisdiction and that venue is proper in such a location. However, mediation shall be a mandatory prerequisite to the filing of litigation by either party arising out of any claim, dispute or other matter in controversy between them arising out of this Agreement, unless the filing deadlines under applicable statute of limitations would otherwise expire. If suit is filed before mediation is conducted in order to avoid expiration of limitations and/or repose, then the parties agree to submit the matter to mediation as soon as reasonably possible. This dispute resolution process is intended to be the sole remedy available to the parties.

14. TERMINATION FOR UNSATISFACTORY PERFORMANCE. Owner shall have the right to terminate this agreement for failure of performance by Contractor. If, in the sole reasonable opinion of the Owner, Contractor is not performing services in accordance with the requirements of this agreement, and Owner desires to terminate the agreement, Owner shall give contractor sixty (60) days written notice of its intention to cancel the agreement if such service deficiencies are not corrected within that time (the "Cure Period"), which notice shall specify the service areas in default. On or before the end of the sixty (60) days Cure Period, Owner shall reasonably determine that either (i) the

service deficiencies have been corrected, in which case the agreement will continue in full force and effect subsequent to the Cure Period, or (ii) the service deficiencies have not been corrected, in which event Owner may, by further written notice, cancel the agreement thirty (30) days from the end of the Cure Period. In the event that Owner does not act pursuant to either (i) or (ii) above, the service deficiencies shall be deemed corrected and the agreement shall continue in full force and effect thereafter.

15. JOINT REVIEW COMMITTEE. A Joint Review Committee shall be formed and comprised of at least two (2) persons from Owner and two (2) persons from Contractor. The purpose of the Committee will be to review the performance by Contractor and facilitate regular communication between Owner and Contractor regarding the Services. This Committee shall hold its first meeting not later than thirty (30) days from the commencement of this Agreement and thereafter shall have regular meetings.

16. SAFETY REQUIREMENTS. The Contractor shall comply with all Federal, State, and local safety laws and regulations applicable to the Work performed under this Agreement. The Contractor shall also agree to abide by the following:

a) Contractor shall be responsible for safeguarding against loss, theft or damage of Owner's property, materials, equipment and accessories. Owner shall provide storage for the equipment and supplies or materials normally required for services provided under this Agreement. Contractor shall be responsible for the proper secure and safe storage of its equipment, supplies or materials necessary for providing services to Owner.

b) Contractor employees shall not carry or allow to be carried onto school property any guns, knives, dangerous weapons, alcohol or drugs. Contractor employees shall not use or allow to be used any tobacco products while on school property.

c) Contractor shall be fully responsible for the security and appropriate use of any keys issued to Contractor or its employees. Contractor shall immediately notify Owner that a key has been lost. Contractor will replace lost keys and reimburse Owner for costs resulting from keys issued to Contractor and lost. Keys shall be returned to the appropriate site administrator at the end of each work period.

d) Contractor personnel shall not allow unauthorized persons to enter school buildings.

e) Owner shall charge back to Contractor \$15.00 per hour should an employee of Owner be required to secure a building left unsecured by a Contractor employee.

f) All employees representing the Contractor shall abide by all policies set at the school level, including, but not limited to parking, checking in and out at the front office any time an employee of the Contractor is on campus, and working within the framework of the school and administration of the school to provide services that are least disruptive to the educational environment of the school.

17. BACKGROUND CHECKS. Contractor hereby agrees that it is aware of the provisions of Tennessee Code Annotated §49-5-413 requiring the background check of any employee or subcontractor that works on school grounds at any time when students are present, and prohibiting any person with a history of the criminal offenses cited in the statute from working on a school campus during such times. The Contractor hereby certifies that it has, and will, at all times during the performance of the Work, comply with the provisions of this statute and will provide to Owner, upon request, proof of its compliance with this provision. A default by the Contractor of the provisions of this Section 20 shall be automatic grounds for termination of this Agreement pursuant to Section 15.

18. NONDISCLOSURE. Contractor will not disclose or permit to be disclosed any proprietary information, data, systems, pricing or finances of Owner unless otherwise required by law. Contractor will not disclose or permit to be disclosed any information required by law to be maintained confidentially by Owner, including but not limited to individually identifiable information about students and confidential information concerning employees.

19. INDEPENDENT CONTRACTOR. It is understood and agreed that Contractor will perform the Work under this Agreement as an independent contractor. It is also agreed that Contractor will comply with all applicable federal, state, and local laws and regulations relating to the employment, insurance, and taxation of employees who perform Work under this Agreement. No agency or employment relationship with Owner is intended nor shall

be construed to exist between Owner and Contractor or between Owner and any of Contractor's employees performing the Work under this Agreement, and neither Contractor nor its employees shall be entitled to participate in any of Owner's pension or employee welfare benefit plans, including its group life insurance plans. Owner will have no liability for payment of Contractor employee wages, fringe benefits, payroll taxes or other expenses of employment. Furthermore, if any charge, lawsuit or claim of any kind is filed against Owner alleging that Owner is also an employer of Contractor's employees, Contractor agrees to indemnify, hold harmless and reimburse Owner for all costs, including attorneys' fees in defending any such action. Contractor shall provide a fidelity bond to insure Owner against losses that Owner may incur as a result of acts by Contractor employees and/or agents and shall indemnify and hold Owner, its servants and employees harmless for negligent or intentional acts of Contractor employees.

20. ASSIGNMENT/SUB-CONTRACTING. The Contractor agrees that he will not sell, assign or transfer this Agreement or any part thereof or interest therein without the prior written consent of the Owner. It is understood that all terms and conditions of the Contract Documents apply to any subcontractors that may be utilized for this project.

21. GOVERNING LAW AND VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee without reference to its choice of law provisions. Jurisdiction of any legal proceeding or dispute related to this agreement shall be exclusively within the Courts of the State of Tennessee and venue shall be in Shelby County, Tennessee.

22. SEVERABILITY. The provisions of this Agreement are severable. If any section, paragraph, clause or provision of this Agreement shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall be unaffected by such adjudication and all of the remaining provisions of this Agreement shall remain in full force and effect as though such section, paragraph, clause or provision, or any part thereof so adjudicated to be invalid, had not been included herein, unless such remaining provisions, standing alone, are incomplete and incapable of being executed in accordance with the intent of the parties to this Agreement.

23. AMENDMENTS TO THIS CONTRACT. This Agreement may not be amended except by mutual agreement in writing which specifically recites that the Parties intend such writing to amend this Agreement and which is signed by authorized representatives of each party

24. ENTIRE AGREEMENT. This Agreement, together with the Scope of Work and other documents that may be executed pursuant to this Agreement and incorporated herein, constitutes the entire agreement between the Parties and shall supersede any and all prior agreements, communications and understandings between the Parties with respect to the subject matter hereof. The terms of this Agreement shall apply notwithstanding any proposed variations or additions that may be contained in any purchase order, invoice or other communication submitted by Contractor. This Agreement may not be modified, amended or changed except by mutual agreement in writing.

25. NOTICES. All notices required or permitted to be given by one party to the other under this Agreement shall be sufficient if sent by express delivery or confirmed facsimile, or certified mail, return receipt requested, to the Parties at the respective address set forth below, or to such other address as the party to receive the notice has designated by notice to the other party:

If to Contractor: GCA Education Services, Inc.
830 Fesslers Pkwy Ste. 124
Nashville, TN 37210
Attn: Kris Thomas

If to Owner: Germantown Municipal School District
3350 S. Forest Hill Irene Rd.
Germantown, TN 38138
Attn: Joshua Cathey

26. NO WAIVER. The failure by either party at any time to require performance by the other of any provision of this Agreement shall in no way affect that party's right to enforce such provision, nor shall the waiver by either party of any breach of any provision of this Agreement be taken or held to be a waiver of any further breach of

the same provision or any other provision.

27. SURVIVAL. Any provisions of this Agreement, and any other provisions that create obligations extending beyond the term of this Agreement, shall survive the expiration or termination of this Agreement, regardless of the reason for such termination.

28. EQUAL OPPORTUNITY. During the performance of this contract, the Contractor agrees as follows:

- a. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action so that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. 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 for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- b. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
- c. To the extent required by law, the Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- d. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- e. In the event of the Contractor's non-compliance with the nondiscrimination clauses of this Agreement or with any of such rules, regulations, or orders, this Agreement may be canceled or terminated.

29. SALES TAX EXEMPTION AND OTHER TAXES. The Contractor shall be responsible for paying all taxes and tariffs of any sort, related to the Work. Owner is a tax-exempt organization and, to the fullest extent allowable by law, shall incur no charges for the payment of taxes.

30. PROHIBITION AGAINST LIENS. The Contractor is prohibited from placing a lien on the Owner's property. This prohibition shall apply to all subcontractors at any tier and all materials suppliers.

31. ATTORNEYS FEE AND EXPENSE OF ENFORCEMENT. If, by reason of the failure of the Contractor to carry out and perform any of the provisions of this Agreement or the obligations under this Agreement, it becomes necessary or desirable in the judgment of the Owner to employ an attorney or incur any other reasonable attorneys' fees, cost or expenses, then Contractor agrees to pay such reasonable attorneys' fees and expenses, and hold Owner harmless against any loss thereof.

32. CONFLICT OF INTEREST. Contractor warrants that no part of the compensation payable hereunder shall be paid directly or indirectly to an employee or official of Owner as wages, compensation, or gifts in exchange in connection with the Services contemplated or performed relative to this Agreement. Contractor shall disclose in writing to Owner's Office of the General Counsel any financial or beneficial interests that it, or its principals or officers, has in services, products, or companies recommended to Owner in the performance of this Agreement. Failure to disclose any such interests shall be deemed a violation of this Agreement and will result in the forfeiture of all monies previously paid by Owner to Contractor pursuant to this Agreement.

33. COMPLIANCE WITH LAWS. Contractor will observe and comply with all applicable local, state, and federal laws, ordinances and regulations, including, but not limited to, Equal Opportunity laws, the Fair Labor Standards Act, the Occupational Safety and Health Act (OSHA) the Civil Rights Act of 1964, and the Americans with Disability Act (ADA).

34. APPROPRIATIONS. This Agreement is subject to the appropriation and availability of funds. In the event that the funds are not appropriated or are otherwise unavailable, Owner reserves the right to terminate this Agreement upon written notice to the Contractor. Said termination shall not be deemed a breach of this Agreement by Owner. Upon receipt of written notice, the Contractor shall cease all work associated with this Agreement. In the event of termination, the Contractor shall be entitled to compensation for all satisfactory and authorized Services completed as of the termination date. Upon such termination, the Contractor shall have no right to recover from Owner any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

35. AUTHORIZATION FOR AGREEMENT. The execution and performance of this Agreement by Contractor and Owner have been duly authorized by all necessary laws, resolutions and/or corporate action, and this Agreement constitutes the valid and enforceable obligations of Contractor and Owner in accordance with its terms.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties have caused this instrument to be executed under seal the day and year first above written.

GCA EDUCATION SERVICES, INC.
("Contractor")

By: 

Kris Thomas

Title: Regional Vice President- Education

Date 5/26/2022

GERMANTOWN BOARD OF EDUCATION
("Owner")

By: 

Jason Manuel, Superintendent

Date 5-26-22



FIRST AMENDMENT TO MAINTENANCE SERVICES AGREEMENT

THIS FIRST AMENDMENT TO MAINTENANCE SERVICES AGREEMENT (the “First Amendment”), effective as of July 1, 2023, is made by and between **Germantown Board of Education, operating as Germantown Municipal School District** (“Owner”) and **GCA Education Services, Inc.**, a division of ABM Industry Groups, LLC, the successor-in-interest to GCA Education Services, Inc. (“Contractor”). Contractor and Owner are hereinafter referred to as the “Parties” to this First Amendment.

RECITALS:

- A. **WHEREAS**, the Parties have entered into a Maintenance Services Agreement dated effective July 1, 2022 (referred to as the “Agreement”), whereby Owner retained Contractor to perform various services specified in the Agreement itself; and
- B. **WHEREAS**, the Parties desire to make certain modifications, revisions and amendments to the Agreement itself.

NOW, THEREFORE, for and in consideration of the mutual promises and undertakings herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties state and agree as follows:

1. **Term.** Section 4 of the Agreement is hereby amended to extend the term, which extended term shall commence as of **July 1, 2023** and terminate **June 30, 2024** (the “Term”), unless sooner extended or terminated as provided in the Agreement.
2. **Specifications.** The Scope of Services to the Agreement shall be re-stated as set forth in **Attachment A**, attached to this First Amendment and made a part hereof.
3. **Pricing.** Section 5 to the Agreement shall be modified as set forth **Attachment B**.
4. **Ratification.** Except as and to the extent amended, altered, and/or modified as provided in this First Amendment, all terms, covenants, conditions and provisions of the Agreement are hereby ratified and reaffirmed, and shall remain in full force and effect.
5. **No Default.** The Parties hereby acknowledge and agree that, as of the date of this First Amendment, neither party is in default or otherwise in breach of the Agreement, and to their best knowledge no facts exist which, with the passage of time, the giving of notice, or both, could become a default or breach of the Agreement.
6. **Counterparts.** This First Amendment may be executed in one or more counterparts, and exchanged via facsimile or other electronic transmission, each of which shall for all purposes be deemed to be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year first above written.

GERMANTOWN BOARD OF EDUCATION, OPERATING
AS GERMANTOWN MUNICIPAL SCHOOL DISTRICT

By: 

Name: Jason Manuel

Title: Superintendent

Date: 6-6-23

GCA EDUCATION SERVICES, INC., A DIVISION OF ABM
INDUSTRY GROUPS, LLC

By: 

Name: Kristopher Thomas

Title: Regional Vice President

Date: 5/26/2023

ATTACHMENT A
SERVICE LOCATIONS AND SCOPE OF SERVICES

SERVICE LOCATIONS:

Dogwood Elementary School (88,000 sq ft) - 8945 Dogwood Rd. Germantown, TN 38139
Farmington Elementary School (73,908 sq ft) - 2085 Cordes Rd. Germantown, TN 38139
Forest Hill Elementary School (105,780 sq ft) - 3368 S. Forest Hill Irene Rd. Germantown, TN 38138
Riverdale K-8 School (152,199 sq ft) - 1745 Miller Farms Rd. Germantown, TN 38138
Houston Middle School (92,750 sq ft) - 9400 Wolf River Blvd. Germantown, TN 38139
Houston High School (281,689 sq ft) - 9755 Wolf River Blvd. Germantown, TN 38139
Germantown Municipal School District Office (20,016 sq ft) - 3350 S. Forest Hill Irene Rd, Germantown, TN 38138

SCOPE OF SERVICES:

Contractor shall supply labor as indicated in this specification. Parts/equipment will be provided by the Germantown Municipal School district through district approved supply distributors. Contractors supplied labor will purchase parts, materials and equipment of the account(s) provided by Germantown Municipal School district.

The selected Contractor will provide administrative and technical direction for the management and operation building maintenance functions throughout the Germantown Municipal School District. Such direction will include, but not be limited to, assistance in planning, organizing, coordination, direction, and training to ensure the buildings are functional, safe and to ensure dependable and optimized performance of heating, air conditioning, refrigeration, mechanical, electrical and plumbing systems of the Germantown Municipal School District during normal hours of operation and emergency response during other times. Contractor will maintain the Facility Operation and Maintenance (FOM) function in the buildings. Contractor will control the cost of labor and the materials, support energy conservation measures and maintain continuous availability of trained and experienced managers and technical support. Contractor is expected to provide administration and technical direction in the management of the maintenance organization. When requested, the Contractor will also be capable of providing the technical and engineering expertise and support for various operations' projects as detailed in the attached specifications.

Services will be provided in accordance with the highest standards of professionalism, skill, workmanship, and applicable trade practices and shall conform to all applicable codes, licensure and regulations.

Contractor shall execute creative and cost-effective fiscal management of all related budgets and expenses.

SPECIFICATIONS OF SERVICES TO BE PROVIDED BY CONTRACTOR:

A. Professional Management and Staff

1. Provide management staff who will undertake all issues and duties pursuant to this RFP's specifications
2. Direct and train the employees in a manner providing for effective coordination of skills, time, facilities, purchased services, equipment, and supplies
3. Assist in development of specification and scopes as needed for all third-party service providers beyond core services provided by prime contractor.
4. At all times cooperate and coordinate with outside contractors whose products and services affect the services, repair or replacement of building systems. Provide them with assistance and instructions as to where the services need to be rendered
5. Communicate with district staff and key administration concerning work order requests and overall support service initiatives.

B. Safety and Compliance

1. Contractor's manager shall support the district for providing safe well-maintained facilities to include:
 - Maintenance of all facility doors, windows and means of fire egress
 - Routine review and documented inspections of normal and emergency power supplies

- Recommendations to administration concerning life safety procedures
- Maintenance of facility equipment and structures to affect a safe environment Code compliance for all required systems including but not limited to:
 - Interior Fire Alarms
 - Plumbing
 - Mechanical
 - Electrical
 - Vertical Transportation Boilers and Pressure Vessels
 - Hoods (kitchen & labs) and Ansuls Sprinkler / Standpipes

2. Provide assistance to the school district with respect to the school district's policies, procedures, designs, equipment and furnishings to facilitate compliance with applicable building codes, fire prevention codes, occupational safety and health codes and standards, and applicable Life Safety Codes.

3. Assist in the collection and filling in organized records, documents provided by the school district for certification of the physical plant's compliance with the requirements of applicable laws and regulations.

4. Prepare and submit a correction plan for deferred maintenance and safety deficiencies on an ongoing basis. (Facility Condition Index-FCI). Formal FCI costs to be borne by the school district.

5. Provide recommendations to allow safe facility practices.

6. Upon notification to Contractor of an incident, Contractor shall administer a safety incident reporting system to include investigation and evaluation of incidents.

7. Provide EPA and OSHA required training to all appropriate District employees.

8. Maintain liaison with major safety-oriented agencies.

9. Develop during the first six (6) months of the contract and then maintain a reference library of pertinent local, state and federal documents and publications which deal with facilities facets of safety to include all applicable building safety codes and standards.

10. Contractor will make routine safety and material inspections and report results to the administration.

C. Disaster Preparedness and First Response Plan

1. Assist the school district in the preparations of a facilities-related Emergency Disaster Plan as follows:

- Assisting in disaster rehearsal drills, as required
- Assist the school district in implementing its plan for fire, flood, and collapse etc. response preparation.
- Designation, notification, and assignment of responsibilities to facilities personnel
- Train and provide written procedures/instructions to the maintenance staff on their responsibilities in case of disaster, other threats and threats of explosion or structural failure.

D. Employee Development and Direction

1. Manage and direct Contractor's facilities employees

- Contractor will provide all direction and supervision for its employees.
- Provide personal leadership and clear, comprehensive written instructions defining tasks and functions.
- Provide and maintain a written organizational summary for intra- and interdepartmental responsibilities and relationships. Include organization diagrams showing lines of communication, direction, and reporting relationships.
- Provide and maintain job descriptions for each member of the facilities organization. Establish and conduct a program of individual performance review.
- Establish and maintain personnel records in accordance with existing policies and procedures.
- Maintain a written record of employee performance, qualifications, and specialized training.
- Maintain records and prepare reports as required by occupational and safety and health programs.
- Make staffing recommendations concerning the facilities personnel's organizational skills, number of hours and shifts.

E. Specialized Maintenance and Operations Tools

All specialized tooling and equipment to be provided by Contractor.

F. Facility Management Computer System

1. Contractor will access district provided computerized integrated facility management program (SchoolDude Solutions). The program will provide for the on-line tracking of work activities. The system will include the creation of both preventive maintenance and corrective work orders, for the addition to and removal of equipment, and for the scheduling of new equipment for inspection.
2. The system provided will include quality control capabilities and in-house software support. In addition, the system will include multiple data entry capability in a network environment and have Web access. The following capabilities are just an example of the reporting functions that the school districts desire. Contractor will supply the following reports and other as requested using the established computerized integrated facility management program:
 - Scheduled, open and completed work order reports.
 - Summary and detailed of equipment preventive maintenance history,
 - Equipment cost histories
 - Work Backlog
 - Individual employee activity summaries

G. Required Trade Capabilities

1. Contractor will undertake routine and preventative maintenance trades activities. These activities are those planned for the normal functioning of the department and are, of course, subject to modification by changed circumstances or direction by the client, manufacturer or contractor's management. Industry standard practices will be employed and manufacturers' recommendations followed as a minimum. The following are typical recommended trade's and descriptions:

Preventive Maintenance Tech

- Exercises competency in identifying and correcting equipment defects.
- Operates, maintains, and repairs all electro/mechanical systems on site. This would include HVAC equipment and controls, fans and blowers including troubleshooting of motors, heat exchangers, boilers, absorption, chillers, cooling towers, air-conditioning and refrigeration units (base diagnostics), pumps, etc., school district systems observation-adherence to manufacturers' directives essential.
- Advises supervision and inputs work order of identified defects in equipment and any potential problems observed during their tour.
- Carries out varieties of plumbing and general repair tasks-first responder duties.
- Maintains any equipment logs as dictated by management.
- Assists other trades as needed.
- Keeps mechanical equipment rooms safe and clean.
- Replacing Air Filter on HVAC Units and Air Handlers
- Replace water strainers and filter in or within the system of boilers, Chillers, Ice Machines and Drinking fountains.
- Transports a variety of items (e.g. tools, equipment, supplies, etc.) thus ensuring the availability of proper materials required at job site.
- Responds to emergency situations as district needs 24/7
- Assists other trades as needed and keeps electrical and mechanical closets clean and safe.

Plumber

- Repairs replace and maintain campus' water and steam conveyance infrastructure including all related fittings, devices and equipment.
- Installs and repairs plumbing fixtures such as sinks, commodes and urinals. Assembles and installs pipes, fittings and valves.
- Carries out PM on all steam traps and related control valves.
- Repairs or replaces fittings for grounds' irrigation system.
- Executes inspections and repairs when required to buildings fire protection piping and related components.

- Performs readings of all water utility meters.
- Works closely with contracted water treatment companies and ensures delivery of service.
- Keeps mechanical equipment rooms safe and clean.
- Ability to read and work from prints or schematics.
- Conducts annual testing of RPZ (backflow preventer) devices.
- Winterizes systems as required.
- Un-Stop sewer with sewer snake machine or Hydro Jetting.
- Repair water service to the buildings and water lines within the building along with damages occurred during obtaining access to the point of failure.
- Transports a variety of items (e.g. tools, equipment, supplies, etc.) thus ensuring the availability of proper materials required at job site.
- Responds to emergency situations as district needs 24/7
- Assists other trades as needed and keeps electrical closets clean and safe.

HVAC Tech/Plant OP-essential

- Inspects HVAC systems and engineering plants and answers wide repair calls.
- Operates, maintains, replaces, and installs all HVAC plant equipment, including but not limited to, boilers, chillers, heat pumps, FCU's, diesel generators, water heaters, and associated equipment.
- Tours and monitors equipment performance. Monitors pressure, temperatures, and other equipment parameters; performs preventive maintenance and repairs of HVAC systems and associated equipment.
- Observes pressure, temperature, and draft meters on panel to verify specified operation of automatic combustion control systems, feed water regulators, and burners.
- Turns valves and adjusts controls to set specific fuel feed, draft openings, water level, and steam pressure of the boiler.
- Observes boiler and auxiliary units to detect malfunctions and makes repairs, such as changing burners and tightening pipes and fittings.
- Tests and treats boiler feed water and maintains systems DE aerator.
- Calibrates all temperature control related sensors, receivers, and transmitters, etc.
- Answers general repair and temperature service calls for campus.
- Monitors, troubleshoots, and maintains control systems, including pneumatic, DDS/hybrid systems.
- Makes changes and monitors interior environments through use of building management computer systems or local controls. Repairs and maintains other mechanical and physical plant systems, including motors, pumps, valves, steam operated equipment, compressors, etc.
- Transports a variety of items (e.g. tools, equipment, supplies, etc.) thus ensuring the availability of proper materials required at job site.
- Responds to emergency situations as district needs 24/7
- Assists other trades as needed and keeps electrical and mechanical closets clean and safe.

General Mechanic

- Starts and operates equipment as directed and makes rounds of facilities noting and correcting problems as encountered.
- Makes assorted repairs to furniture, hardware, partitions, doors, soap dispensers, etc.
- Addresses simple plumbing repairs when requested.
- Maintains and makes necessary repairs to classroom and office fixtures e.g. desks, files, bookcases.
- Repairs/replaces resilient flooring and associated cove materials.
- Hangs white boards, notice boards, pictures, and displays.
- Assembles new classroom/office furniture.
- Carries out painting touch ups when class is not in session.
- Installs new ceiling tiles as needed for sagging, discolored and/or damaged ceiling tile.
- Changes light bulbs, ballasts, and broken lenses.
- Installs, when required, temporary HVAC.
- Performs basic electrical outlet and switch repairs including breaker resets.
- Playground equipment and surface repair and track surface repairs.
- Repair Bleacher (Motorized, Auditorium and Stadium style seating)
- Transports a variety of items (e.g. tools, equipment, supplies, etc.) thus ensuring the availability of

- proper materials required at job site.
- Responds to emergency situations as district needs 24/7
- Assists other trades as needed and keeps electrical and mechanical closets clean and safe.

Electrician

- Inspects and tests main switch-gear for electrical integrity. Electrical systems consist of single phase and three phase with voltages up to 480 AC.
- Inspect, verify and label main switch-gear and all breaker locations.
- Monitors performance of electrical service providers and ensures conformance to code and contract scope.
- Files all maintenance and installation documents with the local governing body when necessary.
- Maintains ongoing log of all electrical work performed district wide and advises supervision of potential problems.
- Provides ongoing electric panel load reports for supervision.
- Performs in house changes to supervisory fire detection devices when required.
- Operates, maintains and repairs electrical equipment for lighting, power, heating and air-conditioning.
- Checks, labels, tests and repairs transformers, AC and DC pumps, VFD's, and AC and DC motors and motor controls
- Installs new distribution panels, breakers and circuits for light and power. Ability to work from prints, schematics and electrical control drawings.
- Maintains and expands when required all building control system networks and devices.
- Transports a variety of items (e.g. tools, equipment, supplies, etc.) thus ensuring the availability of proper materials required at job site.
- Responds to emergency situations as the district needs 24/7.
- Assists other trades as needed and keeps electrical and mechanical closets clean and safe.

Carpenter

- Performs skilled work in maintaining and repairing interior and exterior structures, construction of various wooden articles, interior partitioning and sheetrock work (including metal framing).
- Repairs, installs, and services all door related hardware, locks and security devices.
- Repairs and maintains floors, roofs, doors, stairways, windows, signs, and wooden and metal components of buildings and equipment.
- Checks vendor construction for conformance to contract and district standards. Advises supervision of such.
- Carries out construction, installation, and repair of interior sheetrock partitions as well as composite bathroom privacy screens, ceilings, etc.
- Installs door frames (masonry and drywall types) when required.
- Installs, replaces door hardware.
- Sands, prepares, and finishes wood floors and staging.
- Inspects theater scene construction for safety and advises supervision of such.
- Repairs, assembles, and constructs furniture.
- Operates and maintains woodworking equipment and tools.
- Makes shop computations and takes inventory of shop materials and supplies.
- Responds to emergency situations as the district needs 24/7
- Assists other trades as needed and keeps electrical and mechanical closets clean and safe.
- Transports a variety of items (e.g. tools, equipment, supplies, etc.) thus ensuring the availability of proper materials required at the job site.
- Other duties as required.

Locksmith

- Fully Bonded - Strictly adheres to the district's key and security policies.
- Installs, maintains and repairs locking systems, (e.g. doors, door hardware, closures, panic hardware, changes lock combinations, security bolts, electric and magnetic strikes etc.) dedicated to maintaining facilities in a safe and secure operating condition.
- Cuts new or duplicate keys (e.g. building and vehicle keys, file cabinets, desks, cabinets, intrusion alarms, lost or stolen locks/keys, etc.).

- Repairs various items, systems and/or components (e.g. locks, worn tumblers, shortened tumblers, springs, changes combinations, existing hardware, etc.).
- Inspects facilities, systems and their components to identify security hardware issues and effects PM and necessary repairs to said components.
- Fabricates unique locks and locking devices for the purpose of meeting the specialized security problems within the site.
- Programs and diagnoses malfunctions of security systems and card access hardware/software.
- Performs minor repair or modifications to door and/or frames.
- Re-keys lock and change combinations in academic and residence facilities.
- Coordinates with administration and other trades for the purpose of completing projects/work orders efficiently.
- Informs personnel, clients regarding procedures and/or status of work orders.
- Prepares documentation in a variety of written and electronic formats (e.g. card codes, daily paperwork/log, time and materials, key and material records, key inventory, etc.).
- Maintains shop environment, tools and/or equipment for the purpose of ensuring the availability of equipment in safe operating condition.
- Requests and maintains equipment and supplies.
- Responds to emergency situations and resolves the district's security concerns 24/7.
- Transports a variety of items (e.g. tools, equipment, supplies, etc.) thus ensuring the availability of proper materials required at job site.

Roofer-Skilled

- Completes repairs on EPDM, built up, TPO, shingle, tin, etc.
- Maintains and repairs all types of roofs and roofing systems throughout the district.
- Responds to emergency roof leaks or roof related problems
- Performs preventive maintenance program for all roofs within the districts. Advises the districts regarding problems noted and/or replacement needs.
- Transports a variety of items (e.g. tools, equipment, supplies, etc.) thus ensuring the availability of proper materials required at job site.
- Responds to emergency situations as district needs 24/7
- Assists other trades as needed and keeps electrical and mechanical closets clean and safe.
- Performs inspections for new construction and roof replacement.
- Performs other duties as assigned

2. Safety Related Emergency Repairs:

- Contractor will make emergency repairs to protect the students, faculty, and staff, as directed by any responding Emergency Service and the school districts.
- Carries out and fully participates in all first response activities to contain dangerous situations.

H. Definitions of Maintenance Activities

– These definitions simply state general terminology relating to each category of work.

1. **Preventive Maintenance:** Preventive Maintenance is the understanding and delivery of your assets basic needs, while in routine service. It can also be described as the scheduling tool or action plan for managing the anticipated life expectancy of “any” asset and carrying out the required service tasks to ensure the fullest life cycle and performance of the plant.
2. **Corrective Maintenance:** The repairs or replacement to school real property or systems that has or have deteriorated, broken, or worn out and cannot be used for its intended purpose. Essentially, efforts to improve plant reliability, correct deficiencies or mitigate bad situations observed by operators and/or clients. This includes first line repairs and maintenance on components of air-conditioning systems, heating systems, and any structurally related items. Major repairs to such systems as failed chillers, boilers, and roofs normally do not fall within the day-to-day department responsibility and usually require board approval and appropriation of funds to support repairs. It is essential that initial maintenance problems be responded to quickly as they will become worse if left unattended.
3. **Reactive Maintenance:** Responses to unplanned outages or situations beyond the norm.

4. **Plant Operations:** Day-to-day plant operations and service response.
5. **Facility Improvement/Modernization:** The major/minor alteration of existing systems which changes its present configuration, install or construct an addition to the facility, mechanical, structural, or electrical system, to completely/partially revamp or replace components of a facility. These could be considered high cost items that should be planned for and funded in each fiscal year's budget. However, action sometimes must be taken to eliminate a safety or health hazard and the only funds available are the maintenance funds. Caution must be used when utilizing these funds so as not to jeopardize funds needed for the day-to-day operations and efforts should be made to allocate the costs to the building account pursuant to GAAP account standards.
6. **Capital Improvement:** These funds have been appropriated through the school district's budget or bond issues. Priorities should be established each school/department year for those large projects beyond normal school maintenance capabilities. Items such as replacing roofs, additions to facilities, buying new facilities, altering or any construction work would normally come from this fund. All decisions on the utilization of these funds rest with the school district.

I. Administrative Specifications

-- Contractor will undertake all issues and duties pursuant to the attached specifications.

Specific areas of responsibility are:

1. **Supervision** – Contractor's manager will assume line management duties controlling direct labor activities including: hiring, termination, task assignments, job description, scheduling, training, application of personnel policies and direct labor hour justification.
2. **Staff Interaction** – Contractor's manager will undertake to initiate, develop and maintain sound and professional working relationships with members of the faculty, administration and staff throughout the school district including: routine communication on facility related issues, open solicitation of ideas and involvement in facility issues as appropriate.
3. **Preventive Maintenance and Corrective Work Order System** - Contractor will utilize owner's preferred work order software.
4. **Policies and Procedures** – Contractor's manager will develop, publish and apply policies and procedures appropriate and necessary to the facility function including, but not limited to:
 - Emergency Call-In List
 - Assignment Accountability
 - Work Order Procedures
 - Inspection/QA Records
 - Preventive Maintenance Procedures
 - Personnel and Safety Policing
5. **Planning** – Contractor's manager will assist the school district in generating fiscal, capital, administrative and project plans for the facility function.
6. Contractor will review existing Facility Condition Index for the school district. Said information must be updated annually, closer budgeted or a new full-blown assessment carried out.
7. **Reporting** – Contractor's manager will issue such monthly reports as deemed necessary to fully apprise administration of current and planned activities (to include but not limited to) budget compliance, personnel issues, equipment, and facility status.
8. **Records** – At times Contractor's site administration will initiate, compile, and maintain records and files necessary for the smooth and optimal functioning of the facility department, such as: Work Orders, Equipment Preventive Maintenance, Security Code Compliance, Safety Energy Conservation, Life Safety Contractor QA
9. **Code Compliance** – Depending upon the work performed by Contractor, Contractor's site management will research, review, apply and make recommendations concerning compliance with local, state, and federal codes, statues and ordinances.

10. **Safety and Security** – Contractor’s manager will support the school district by providing a safely maintained and secure facility.
11. **Communication** – Within thirty (30) days of the start date of the contract Contractor will meet with administration to establish Common Goals and Objectives for Maintenance Program and a Facilities Services Review Committee.
12. Services Not Performed by Contractor:

The following are the services not performed by Contractor but contracted to outside vendors:

- Asbestos or other Hazmat Abatement
- Sandblasting exterior building surfaces
- Any major painting projects
- Formal Certification of Interior Fire Alarm Systems
- Filing of Construction Activities/Expediting Measures
- PE or AIA Design Services

Contractor Obligations

Contractor shall designate the contact person for daily operations; said person will be responsible for daily operation needs and communication. All Site based individual(s) must complete a criminal background check at the cost of the contractor. Evidence of this investigation must be provided to the client. Monthly, Quality Assurance Inspections will be conducted to ensure contract compliance. The District Representative will coordinate inspections. Contractor will have a manager present for said inspections.

ATTACHMENT B
PRICING

Pricing Effective July 1, 2023 – June 30, 2024

Cost reflects a 3% increase.

Annual Cost- \$484,821.00

Monthly Cost- \$40,401.75



SECOND AMENDMENT TO MAINTENANCE SERVICES AGREEMENT

THIS SECOND AMENDMENT TO MAINTENANCE SERVICES AGREEMENT (the "Second Amendment"), effective as of July 1, 2024, is made by and between Germantown Board of Education, operating as Germantown Municipal School District ("Owner") and GCA Education Services, Inc., a division of ABM Industry Groups, LLC, the successor-in-interest to GCA Education Services, Inc. ("Contractor"). Contractor and Owner are hereinafter referred to as the "Parties" to this Second Amendment.

RECITALS:

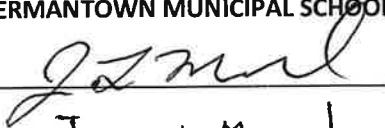
- A. **WHEREAS**, the Parties have entered into a Maintenance Services Agreement dated effective July 1, 2022, which was previously amended effective July 1, 2023 (referred to as the "Agreement"), whereby Owner retained Contractor to perform various services specified in the Agreement itself; and
- B. **WHEREAS**, the Parties desire to make certain modifications, revisions and amendments to the Agreement itself.

NOW, THEREFORE, for and in consideration of the mutual promises and undertakings herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties state and agree as follows:

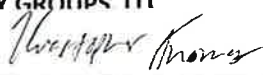
- 1. **Term.** Section 4 of the Agreement is hereby amended to extend the term, which extended term shall commence as of **July 1, 2024** and terminate **June 30, 2025** (the "Term"), unless sooner extended or terminated as provided in the Agreement.
- 2. **Pricing.** Section 5 to the Agreement shall be modified as set forth **Attachment B**.
- 3. **Ratification.** Except as and to the extent amended, altered, and/or modified as provided in this Second Amendment, all terms, covenants, conditions and provisions of the Agreement are hereby ratified and reaffirmed, and shall remain in full force and effect.
- 4. **No Default.** The Parties hereby acknowledge and agree that, as of the date of this Second Amendment, neither party is in default or otherwise in breach of the Agreement, and to their best knowledge no facts exist which, with the passage of time, the giving of notice, or both, could become a default or breach of the Agreement.
- 5. **Counterparts.** This Second Amendment may be executed in one or more counterparts, and exchanged via facsimile or other electronic transmission, each of which shall for all purposes be deemed to be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year first above written.

GERMANTOWN BOARD OF EDUCATION, OPERATING AS GERMANTOWN MUNICIPAL SCHOOL DISTRICT

By: 
 Name: Jason L. Manuel
 Title: Superintendent
 Date: 05/15/24

GCA EDUCATION SERVICES, INC., A DIVISION OF ABM INDUSTRY GROUPS LLC

By: 
 Name: Kristopher Thomas
 Title: Regional Vice President
 Date: 3/28/2024

ATTACHMENT B
PRICING

Pricing Effective July 1, 2024 to June 30, 2025

Cost reflects a 3% increase.

Annual Cost- \$499,365.63

Monthly Cost- \$41,613.80



THIRD AMENDMENT TO MAINTENANCE SERVICES AGREEMENT

THIS THIRD AMENDMENT TO MAINTENANCE SERVICES AGREEMENT (the "Third Amendment"), effective as of July 1, 2025, is made by and between Germantown Board of Education, operating as Germantown Municipal School District ("Owner") and ABM Education Services, LLC, as a successor in interest to GCA Education Services, Inc., a division of ABM Industry Groups, LLC ("Contractor"). Contractor and Owner are hereinafter referred to as the "Parties" to this Third Amendment.

RECITALS:

- A. WHEREAS, the Parties have entered into a Maintenance Services Agreement dated effective July 1, 2022, which was previously amended effective July 1, 2023 and July 1, 2024 (referred to as the "Agreement"), whereby Owner retained Contractor to perform various services specified in the Agreement itself; and
B. WHEREAS, the Parties desire to make certain modifications, revisions and amendments to the Agreement itself.

NOW, THEREFORE, for and in consideration of the mutual promises and undertakings herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties state and agree as follows:

- 1. Assignment. GCA Education Services, Inc., a division of ABM Industry Groups, LLC, hereby assigns the Agreement, as amended, to its affiliate company, ABM Education Services, LLC, and the Customer, by executing this First Amendment, hereby consents to this assignment; and hereafter ABM Education Services, LLC shall be the successor in interest to GCA Education Services, Inc., a division of ABM Industry Groups, LLC in relation to the Agreement.
2. Term. Section 4 of the Agreement is hereby amended to extend the term, which extended term shall commence as of July 1, 2025 and terminate June 30, 2026 (the "Term"), unless sooner extended or terminated as provided in the Agreement.
3. Pricing. Section 5 to the Agreement shall be modified as set forth Attachment B.
4. Ratification. Except as and to the extent amended, altered, and/or modified as provided in this Third Amendment, all terms, covenants, conditions and provisions of the Agreement are hereby ratified and reaffirmed, and shall remain in full force and effect.
5. No Default. The Parties hereby acknowledge and agree that, as of the date of this Third Amendment, neither party is in default or otherwise in breach of the Agreement, and to their best knowledge no facts exist which, with the passage of time, the giving of notice, or both, could become a default or breach of the Agreement.
6. Counterparts. This Third Amendment may be executed in one or more counterparts, and exchanged via facsimile or other electronic transmission, each of which shall for all purposes be deemed to be an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year first above written.

GERMANTOWN BOARD OF EDUCATION, OPERATING AS GERMANTOWN MUNICIPAL SCHOOL DISTRICT

ABM EDUCATION SERVICES, LLC

By: _____

By: [Signature] _____

Name: _____

Name: Kristopher Thomas

Title: _____

Title: VP of Operations EDU

Date: _____

Date: 5/8/2025

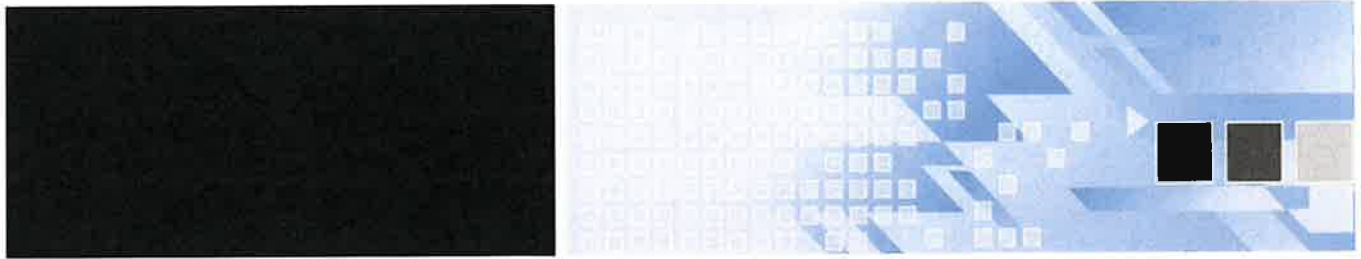
ATTACHMENT B
PRICING

Pricing Effective July 1, 2025 – June 30, 2026

Cost reflects a 3% CPI increase.

Annual Cost- \$514,346.60

Monthly Cost- \$42,862.22



2025 - 2026

**Proposal for Business Insurance Consulting and
Brokerage Services**

*Germantown Board of Education
Germantown Municipal School District*



GERMANTOWN
MUNICIPAL SCHOOL DISTRICT
Excellence. Always.

Presented by:
David A. McDonnell
Insight Risk Management, LLC



Germantown Municipal School District
Germantown Board of Education
Executive Summary
2025/2026

Public Entity Partners

Public Entity Partners was formed in 1979 as a not-for-profit tax-exempt entity under The Tennessee Governmental Tort Liability Act. The Tennessee Governmental Tort Liability Act limits the liability for qualified entities in the State of Tennessee. Public Entity Partners has 480 members comprised of Tennessee municipalities, school districts and qualified social service agencies. Public Entity Partners had premium revenue of \$84,755,179 in 2024.

Property Coverage

Total Insured Values for the GMSD increased from \$221,241,603 in 2024 to \$236,855,907 in 2025 due to a 2.5% automatic inflation guard increase. Public Entity Partners increased the rates by 6% due to ongoing weather-related losses across the footprint of the various member locations. Public Entity Partners did not declare a dividend for the 2025 term due to incurred losses.

Workers Compensation

The total payroll for the GMSD increased from \$45,768,282 to \$47,790,452. Public Entity Partners decreased the base rates 10% and declared a \$4,000,000 dividend for the 2025 fiscal year – the GMSD’s portion of that dividend is \$6,739.

General Liability and Auto

The General Liability coverage is based on the number of students and the number of student athletes. The number of students was very similar to 2024 and the number of student athletes increased 10%. There was a 5% increase in auto liability rates and a 10% increase in auto physical damage rates. Public Entity Partners declared a \$1,000,000 dividend for the 2025 fiscal year – the GMSD portion of the dividend is \$542.

Student Accident Policy

The Student Accident Insurance is rated on number of students and the student count for 2024 and 2025 is very similar and there is a 10% increase in student athletes for 2025.

Germantown Board of Education

2025/2026 Premium Summary

| Line of Coverage | 2024/2025 | 2025/2026 | \$\$\$ Change |
|-----------------------------|-------------------|-------------------|------------------|
| Property | \$ 368,824 | \$ 404,711 | \$ 35,887 |
| Equipment | Included | Included | Included |
| Computers | Included | Included | Included |
| Breakdown | Included | Included | Included |
| Automatic Coverages | Included | Included | Included |
| Earthquake | Included | Included | Included |
| | | | |
| | | | |
| Workers Compensation | \$ 77,493 | \$ 80,685 | \$ 3,192 |
| | | | |
| | | | |
| Liability Total | \$ 79,206 | \$ 93,763 | \$ 14,557 |
| General Liability | \$ 8,923 | \$ 11,056 | \$ 2,133 |
| Errors & Omissions | \$ 65,121 | \$ 75,514 | \$ 10,393 |
| Automobile | \$ 5,162 | \$ 7,193 | \$ 2,031 |
| | | | |
| | | | |
| Student Accident | \$ 23,290 | \$ 23,334 | \$ 44 |
| | | | |
| | | | |
| Total Premium | \$ 548,813 | \$ 602,493 | \$ 53,680 |
| | | | |
| | | | |
| Member Dividends | 2024/2025 | 2025/2026 | |
| Property | \$ - | \$ - | \$ - |
| Liability | \$ 288 | \$ 542 | \$ 254 |
| Workers Comp | \$ 4,248 | \$ 6,739 | \$ 2,491 |
| Total | \$ 4,536 | \$ 7,281 | \$ 2,745 |

**Germantown Board of Education
Property Summary**

| | |
|--|---|
| Coverage | |
| Total Premium | \$404,711 |
| Total Insured Values | \$236,855,907 |
| Boiler & Machinery Limit | \$230,415,907 |
| Computer Equipment | \$6,440,000 |
| Mobile Equipment | \$916,375 |
| Crime-Employee Dishonesty | \$500,000 |
| Forgery & Alteration | \$150,000 |
| Computer Fraud | \$150,000 |
| Catastrophe Auto | Included |
| Deductible | \$25,000 \$500 Transportation, EDP, Mobile Equipment \$1,000 Crime |
| Cause of Loss | Special |
| Adjustment | Replacement Cost |
| Flood Coverage | \$1,000,000 Per Occurrence and Annual Aggregate |
| Earthquake | \$15,000,000 Underground Excluded 1% Deductible subject to \$25,000 per location Per Occurrence and Annual Aggregate |
| Newly Acquired Property | \$1,500,000 |
| Business Income | \$1,500,000 |
| Extra Expense | \$1,500,000 |
| Rental Income | \$500,000 |
| Valuable Papers | \$250,000 |
| Accounts Receivable | \$250,000 |
| Consequential Loss | \$500,000 |
| Builder's Risk | \$500,000 |
| EDP Media & Software | \$100,000 |
| Personal Effects | \$50,000 |
| Pollutant Clean Up | \$50,000 |
| Fine Arts | \$100,000 |
| Debris Removal | \$500,000 |
| Transit Coverage | \$250,000 |
| Vandalism of Natural Grass Fields | \$100,000 |
| Terrorism | \$500,000 Per Occurrence and Annual Aggregate |

Liability Coverages

Germantown Board of Education

Limits of Coverage

Coverage A - General Liability and Coverage B - Personal Injury Liability

- \$ 300,000** Per Person for Bodily Injury or Personal Injury as limited by the Tort Liability Act
- \$ 700,000** Per Occurrence for Bodily Injury or Personal Injury as Limited by the Tort Liability Act
- \$ 100,000** Per Occurrence for Property Damage as Limited by the Tort Liability Act
- \$5,000,000** Per Occurrence for Each Other Loss
- \$ 1,000** Per Person and **\$10,000** Per Accident for Medical Payment
- \$ 500,000** Per Person/**\$1,000,000** Per Occurrence for Catastrophic Medical Expenses Excess of Bodily Injury
- \$ 500,000** Punitive/Exemplary Damage Sublimit
- \$ 100,000** Per Occurrence for Fire Damage
- Deductible \$5,000 Per Occurrence**

Coverage C - Errors or Omissions Liability \$5,000,000 Per Occurrence

- \$5,000,000** Per Occurrence/Policy Aggregate for Employment Practices Liability
- \$1,000,000** Per Occurrence/Policy Aggregate for Privacy/Network Liability
- \$1,000,000** Per Occurrence for Employee Benefits/Fiduciary Liability
- \$ 100,000** Per Occurrence for Non-Monetary Defense Costs
- Deductible \$5,000 Per Occurrence**

Coverage D - Automobile Liability (Owned, Hired and Non Owned Autos)

- \$ 300,000** Per Person for Bodily Injury or Personal Injury as limited by the Tort Liability Act
- \$ 700,000** Per Occurrence for Bodily Injury or Personal Injury as Limited by the Tort Liability Act
- \$ 100,000** Per Occurrence for Property Damage as Limited by the Tort Liability Act
- \$5,000,000** Per Occurrence for Each Other Loss
- \$ 1,000** Per Person and **\$10,000** Per Accident for Medical Payment
- \$ 500,000** Per Person/**\$1,000,000** Per Occurrence for Catastrophic Medical Expenses Excess of Bodily Injury
- \$ 300,000** Per Occurrence for Uninsured / Underinsured Motorist Coverage Bodily Injury
- \$ 100,000** Per Occurrence for Uninsured / Underinsured Motorist Coverage Property Damage
- No Deductible**

Coverage E - Automobile Physical Damage (Specifically Described Autos)

- 2019 Freightliner
- 2017 GMC Savannah
- 2023 Chevy Silverado
- 2023 Chevy Silverado
- 2024 GMC Sierra 1500
- 2024 GMC Sierra 1500
- 2020 Big Tex Utility Trailer
- 2024 Chevy Silverado

Physical Damage Deductibles

- \$ 500** Comprehensive
- \$ 500** Collision

Germantown Board of Education 2025/2026 Policy
Germantown Municipal School District

| Coverage | Limit |
|----------------------|--------------|
| Workers Compensation | Statutory |
| Employers Liability | \$ 1,000,000 |
| | \$ 1,000,000 |
| | \$ 1,000,000 |

| | Payroll | Payroll | % |
|-----------------------------|----------------------|----------------------|-------------------|
| Classification | 2024/2025 | 2025/2026 | Difference |
| Schools Professional | \$ 45,052,451 | \$ 47,045,988 | 0.04 |
| Schools All Other | \$ 715,831 | \$ 744,464 | 0.04 |
| GMSD Board Member | Included | Included | |
| Total Payroll | \$ 44,681,080 | \$ 45,768,282 | 0.02 |
| | | | |
| | | | |
| | | | |
| | Base Rates | Base Rates | |
| | 2024/2025 | 2025/2026 | |
| Schools Professional | 0.223 | 0.201 | -0.11 |
| Schools All Other | 2.310 | 2.079 | -0.11 |
| | | | |
| Increased Limit Factors | 1.028 | 1.028 | |
| Experience Mod Factor | 0.86 | 1.00 | 0.14 |
| Schdeule Mod Factor | 0.805 | 0.805 | 0.00 |
| Deductible Factor (\$1,000) | 0.90 | 0.90 | |
| Three Year Policy Factor | 0.98 | 0.98 | |
| | | | |
| Estimated Premium | \$79,206 | \$80,685 | 0.02 |
| | | | |
| | | | |

**Germantown Municipal
School District
Student Accident Policy**

Accidental Death and Dismemberment

Eligibility

Class 1 – All registered Students of GMSD

Principal Sum

Class 1 - \$10,000

Hazard/When Coverage Applies

Class 1 – Covered Activities

Additional Benefits

Accident Medical Expense

Maximum Benefit Amount: \$25,000

Deductible: \$500

Policy Exclusions

Disease or Illness

Suicide or Intentional Injury

Incarceration

War

Service in the Armed Forces

Owned Aircraft, Leased Aircraft or Operated Aircraft

Aircraft Pilot or Crew

Aggregate Limit of Insurance

A maximum limit of insurance of \$1,000,000 applies per Accident.



Miracle of KY & TN

931 Commerce Drive
 Leitchfield, KY 42754
 Phone: (800) 251-5578
 Email: Brooke@miraclekytn.com
 Prepared By: Brooke Wesson



Customer

Farmington Elementary School
 2085 Cordes Road
 Germantown, TN 38139

Quote

| | |
|-----------------|-----------------------|
| Date: | 4/9/25 |
| Quote # | 25-0409-91 |
| Project: | Farmington Elementary |
| Contact: | Ashley Brasfield |

Sourcewell 010521-LTS

| QTY | Part Number | Description | Total |
|--------|-------------|---|---------------|
| 1 | CUSTOM | Playground Unit | \$ 85,527.00 |
| 1 | 6088 | Inclusive See Saw | \$ 13,599.00 |
| 1 | 4636CHAMR | Physics Phaze/Crescent | \$ 35,360.00 |
| 1 | 4535 | Momentum Corridor | \$ 9,174.00 |
| 1 | MR0932 | 6 Bay Arch Swing W/ 10 Belt Seats and 2 Inclusive Seats | \$ 15,785.00 |
| 1 | SG300D | Bench W/ Back 6' Portable | \$ 747.00 |
| 1 | SG106D | Table Rectangle 6' Portable | \$ 1,158.00 |
| 7000sf | | Turf W/ Rock Base and Pad | \$ 126,355.00 |
| 1 | CUSTOM | Custom Sculpt - Falcon | \$ 10,029.00 |
| | | Customer is responsible for removal of Trash and Soils | |

Quote valid for 30 Days

| | |
|-------------------|----------------|
| Freight: | \$ 3,850.00 |
| Install: | \$ 40,000.00 |
| Discount: | \$ (45,000.00) |
| Total Due: | \$ 296,584.00 |

Terms and Conditions

Installation prices will assume normal soil conditions and does not include rock excavation \$75 per foot for rock break minimum plus equipment rental fees. Installation charges are not included in quote unless stated. Unless otherwise noted quote does not include prevailing wages, taxes, freight, permits, state or local approvals, performance bond, engineering seals, testing, site preparation, borders, safety surfacing, unloading, storage, security, fencing, landscaping, trash removal or soils. (We are not responsible for the seed and straw of disturbed areas.) Must be given clear path 10' to playground area. Not responsible for damage to existing concrete or asphalt. Not responsible for underground utilities or drain pipes. Any product that is coming from a vendor, other than Miracle, needs to be inspected when shipment is received. Please note any damage on the freight bill before signing for the shipment. This quotation, after acceptance by the buyer and when thereafter approved by an authorized official of the seller, in writing, will become a contract. Until so approved, is not a contract and is not binding on the seller in any way. If buyer does not give acceptance within 30 days, this quotation is subject to possible price revision. Replacement Parts are non-returnable.

Name of Buyer: _____ Authorized Signature: _____ Date: _____

Seller: Miracle of KY & TN **Authorized Signature:** _____ **Date:** _____

PROJECT

Name: Riverdale Middle School Classroom Renovation
A2H #: 24398
A2H PM: Stewart A. Smith, AIA

DETAILS

Date: Tuesday, May 6, 2025
Time: 2:00 PM
Location: GMSD District Office

| COMPANY | LUMP SUM BID |
|------------------------------------|---------------------|
| Artizan Constructors | \$284,789.91 |
| Barnes & Brower, Inc. | \$197,952.00 |
| Grinder, Taber & Grinder, Inc. | \$194,026.00 |
| Zellner Construction Services, LLC | \$240,000.00 |

I hereby certify that the above Lump Sum Bid Tabulation is true and correct to the best of my knowledge.



Stewart A. Smith, AIA
Architect | Design Principal



ENGINEERS · ARCHITECTS · PLANNERS

May 7, 2025

Zachary Percoski
Germantown Municipal School District
3350 S. Forest Hill Irene Road
Germantown, TN 38138

RE: Riverdale Middle School Classroom Renovation
Letter of Recommendation

A2H # 24398

Dear Mr. Percoski,

This is to inform you that the bids have been reviewed for completeness for the Riverdale Middle School Classroom Renovation. We are recommending that **Grinder, Taber & Grinder, Inc. of Germantown, TN** be awarded the contract in the Base Bid Amount of **\$ 194,026.00**. I am attaching a Bid Tabulation for your convenience.

Sincerely,

A2H, Inc.

A handwritten signature in blue ink, appearing to read 'SA Smith', written over a horizontal line.

Stewart A. Smith, AIA
Architect | Design Principal

May 6, 2025

Germantown School Systems
3350 Forest Hill Irene Road
Germantown, TN 38138

Re: Proposal for new School Intercom System for Houston HS.

The following is a proposal for the furnishing & installation of a new school intercom system for Houston HS. The installation is based on design build and per the requirements that were outlined in meeting that took place with Germantown school system and A&B construction onsite.

This design is based on 2 phases of installation known as PHASE 1 & PHASE 2. Phase one is to renovate Second floor of the main School building and Annex building including 2 floors. Phase 2 renovation is for later date with the renovation to the remaining part of school building replacing intercom system cable, speakers, call switches and adding new IDF locations in C section of the building with additional cost to be provided at time of phase 2 installation.

Part of the phase 1 renovations is to supply new Intercom equipment for the 175 station throughout the campus, and during the phase 2 renovation some of the new equipment will be relocated from the current MDF to new C section IDF location for the Phase 2 zones.

Inclusion of items in cost:

The following is for Phase I equipment and installation and is based on the following items to be furnished.

- Basis of design is for 175 station port within the intercom system
- The proposed intercom system is a Telecor E-series Hybrid system.
- A quantity of four new Intercom Master phone Stations will be installed.
- A visual console interface with a new desktop computer will be provided.
- Sip interface to VOIP phone system.
- Raptor system interface.
- New Media Player
- Installation of new Station Cable and Speaker cabling for (Qty 72) room locations to include Classrooms, TWA, office space, for 2nd floor of A&B wing of main school building and 2 floors of Annex building as shown on ACCI design drawings and reviewed.
- Furnishing and installation of (Qty 150) 2x2 ceiling speakers for Classrooms, Hallways, Office within 2fl floor of main building and 2 floors of Annex building.
- Installation of new network switches for MDF and new IDF location on second floor.
- The furnishing and installation of (Qty 78) new call switches.

- The furnishing and installation of (Qty 5) Power amplifiers.
- The installation of the new J-hook cable support system for 2nd floor and Annex building.
- New MDF and IDF equipment racks with UPS battery backup systems (Qty3) for Phase One installation.
- The Demolition of old cabling for currently installed intercom system on second floor and Annex building.
- Coordination with GC and Electrical contractor.
- Low voltage permits and inspections.
- ACCI will require storage location onsite for intercom equipment.
- Training of Intercom system use with owner.

Exclusion of Items not included in Cost:

- The following cost for repair or replacement of exiting station cable, speakers, call switches, trouble shooting of non-working locations within Phase 2 locations.
- The furnishing or installation of new fiber optic cables for the MDF to new 2nd floor IDF or Annex building IDF. The owner is to furnish and install all new fiber for the intercom system needs in this renovation.
- The furnishing or installation AC power for MDF, IDF locations for Intercom System.
- Any custom color painting of any devices.
- All core drills between floors are to be supplied by others.
- The removal of ceiling speakers from ceiling tiles.
- Any trash, dumpsters or fees associated with debris removal.
- The furnishing of performance or payment bonds.

This proposal is valid for thirty days (30) days from this date.

PHASE 1
Intercom System Base Cost \$ 241,500.00

ADD Alternate # 1

Demo & Re-install the following wireless clocks

The following is the cost to remove existing wireless clocks and re-install them with new batteries

| | |
|--------|-----------------------------|
| Qty-2 | Single face 16" wall clocks |
| Qty-12 | Double face 16" wall clocks |
| Qty- 2 | Wireless clock extenders |

Add cost to base bid \$ 4,206.00

If you should have any questions, please give me a call or email.

Sincerely

Walter Wilhelm

Walter Wilhelm



2026-2027

DRAFT - Germantown Municipal Schools District Instructional Calendar

Before School Begins

July 22 - 23

New Teacher Orientation

Monday July 27-
Tuesday August 4

Professional Development Days

First Semester

| Date | Day | Event | Students | Teachers |
|---------------------------|---------------------------|--|------------|---------------|
| August 5 | Wednesday | Students Return 1 st Quarter Begins | In | In |
| September 4 | Friday | Professional Development Day | Out | In |
| September 7 | Monday | Labor Day | Out | Out |
| September TBD | 3 hours beyond school day | Parent-Teacher Conferences <i>Scheduled by School</i> | In | In |
| October 9 | Friday | End of 1 st Quarter | In (½ Day) | In (Full Day) |
| October 12-16 | Monday-Friday | Fall Break | Out | Out |
| October 19 | Monday | 2 nd Quarter Begins | In | In |
| November 2 | Monday | District Learning Day | Out | In |
| November 23-24 | Monday-Tuesday | Flex Professional Development Days | Out | Flex |
| November 25-27 | Wednesday-Friday | Thanksgiving Break | Out | Out |
| December 16-18 | Wednesday-Friday | Semester Exams | In | In |
| December 18 | Friday | End of 2 nd Quarter | In (½ Day) | In (Full Day) |
| December 21-22 | Monday-Tuesday | Flex Professional Development Days | Out | Flex |
| December 23- January 1 | Wednesday-Friday | Winter Break | Out | Out |

Second Semester

| Date | Day | Event | Students | Teachers |
|--------------|---------------------------|--|------------|---------------|
| January 4 | Monday | Administrative Day | Out | In |
| January 5 | Tuesday | 3 rd Quarter Begins | In | In |
| January 18 | Monday | Martin Luther King, Jr. Day | Out | Out |
| February TBD | 3 hours beyond school day | Parent-Teacher Conferences <i>Scheduled by School</i> | In | In |
| February 15 | Monday | Presidents' Day/District Learning Day | Out | In |
| March 12 | Friday | 3 rd Quarter Ends | In (½ Day) | In (Full Day) |
| March 15-19 | Monday-Friday | Spring Break | Out | Out |
| March 22 | Monday | 4 th Quarter Begins | In | In |
| March 26 | Friday | Good Friday | Out | Out |
| March 29 | Monday | Easter Break | Out | Out |
| May 19-21 | Wednesday-Friday | Semester Exams | In | In |
| May 21 | Friday | 4 th Quarter Ends | In (½ Day) | In (Full Day) |

Instructional Days (175)

1st Semester: 85 days

1st Quarter: 46 days

2nd Quarter: 39 days

2nd Semester: 90 days

3rd Quarter: 47 days

4th Quarter: 43 days

In-service Days (5)

July 28

July 29

July 30

July 31

August 4

Administrative Days (4)

July 27

August 3

January 4

Meet-the-Teacher (0.5 day)

Curriculum Night (0.5 day)

Stockpile PD Days (5)

September 4

November 2

November 23 – Flex PD

November 24 – Flex PD

February 15

Parent-Teacher Conferences (1)

September TBD (0.5 day)

February TBD (0.5 day)



Germantown Municipal School District Budget Amendment

Fiscal Year: 2024 - 2025

Amendment # 27

| GMSD Acct # | GMSD Acct | Original Budget | Approved Changes | Requested Changes | Amended Budget |
|-----------------------------------|--------------------------------------|-----------------|------------------|-------------------|----------------|
| 141-71100-116 - REGED | Teachers | - | - | 409,000 | 409,000 |
| 141-71100-163 | Educational Assistants | - | - | 23,400 | 23,400 |
| 141-71100-201 | Social Security | - | - | 21,414 | 21,414 |
| 141-71100-204 | TCRS | - | - | 14,204 | 14,204 |
| 141-71100-212 | Medicare | - | - | 5,011 | 5,011 |
| 141-71100-217 | TCRS | - | - | 20,146 | 20,146 |
| 141-71100-399 | Other Contracted Services | - | - | 4,000 | 4,000 |
| 141-71200-429 | Instructional Supplies and Materials | - | - | 78,448 | 78,448 |
| 141-72120-131 - HEALTH | Medical Personnel | - | - | 14,630 | 14,630 |
| 141-72120-201 | Social Security | - | - | 908 | 908 |
| 141-72120-217 | TCRS | - | - | 1,317 | 1,317 |
| 141-72120-212 | Medicare | - | - | 213 | 213 |
| 141-72120-499 | Other Supplies & Materials | - | - | 500 | 500 |
| 141-72130-123 - OTH STUDENT SUPPT | Guidance Personnel | - | - | 14,630 | 14,630 |
| 141-72130-201 | Social Security | - | - | 910 | 910 |
| 141-72130-204 | TCRS | - | - | 500 | 500 |
| 141-72130-212 | Medicare | - | - | 214 | 214 |
| 141-72130-217 | TCRS | - | - | 300 | 300 |
| 141-72410-104 - OFC OF PRINCIPAL | Principal Salaries | - | - | 22,035 | 22,035 |
| 141-72410-162 | Clerical Personnel | - | - | 5,850 | 5,850 |
| 141-72410-201 | Social Security | - | - | 1,692 | 1,692 |
| 141-72410-204 | TCRS | - | - | 1,500 | 1,500 |
| 141-72410-212 | Medicare | - | - | 397 | 397 |
| 141-72410-217 | TCRS | - | - | 270 | 270 |
| 141-72410-435 | Office Supplies | - | - | 2,000 | 2,000 |
| 141-73100-165 - FOOD SERVICE | Cafeteria Personnel | - | - | 10,400 | 10,400 |
| 141-73100-422 | Food Supplies | - | - | 17,000 | 17,000 |
| 141-46590 | Revenues - Summer Learning Camps | - | - | 670,889 | 670,889 |

REASON FOR AMENDMENT:

To appropriate Summer Learning Camps funding - Cost Center 1010

APPROVAL / DENIAL:

_____ Budget revision is approved effective _____

_____ Budget revision is denied for the following reason(s):

GMSD Board Chair Date

GMSD Superintendent Date



Capturing
Kids' Hearts®
Powered by Flippen Group



CAPTURING KIDS' HEARTS



SERVICE
AGREEMENT

CAPTURE *Hearts*. IMPACT *Culture*. SEE *Change*.

Created by:

Greg Wilborn
Capturing Kids' Hearts

Prepared for:

Jason Manuel
Germantown Municipal School District

Date: April 29, 2025

SERVICE AGREEMENT



Germantown Municipal School District ("Client" or "you")
3350 S Forest Hill Irene Road
Germantown, Tennessee 38138

Thank you for selecting The Flippen Group, LLC, dba Capturing Kids' Hearts ("**CKH**" or "**we**") to serve your organization. Our goal is to provide you with products and services that will both motivate and empower your organization to advance to a new level of success. Please take a moment to review the information below, and then sign and return this form to confirm this Master Services Agreement ("**Agreement**"). We look forward to serving you.

Section 1: Our Commitment

The Agreement itself is between CKH and you, the above-identified Client, although most of the benefits of this Agreement are available to many of your representatives/participants as well. Once accepted by you, this Agreement governs our relationship with regard to all of the "**Products and Services**" as defined in this Agreement, or that may later be mutually agreed upon between the parties with reference to this Agreement; many if not all of which involve training events to be conducted by CKH's representatives ("**Consultants**" or "**Strategists**"). In addition, this Agreement together with the Terms of Use associated with our "**Websites**" governs our relationship over the numerous resources and products that are and will be made available to you during the "**Term**" of this Agreement (collectively, "**Resources**"). Once your acceptance of this Agreement is confirmed, the pricing applicable to you for all such Products and Services and for your access to many of the Resources ("**Access**") become enforceable.

SERVICE AGREEMENT



Section 2: Products and Services

| Leadership Solutions | Proposed Timeline | Quantity | Solutions Price | Discount | Travel | Solutions Subtotal |
|---|--------------------------|----------|-----------------|----------|------------|--------------------|
| Capturing Kids' Hearts® District By Design Onboarding Call 1:1 onboarding call for the superintendent and their district strategist | Summer 2025 | 1 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Capturing Kids' Hearts® 2 Training* One-day training session for up to 50 participants Each participant receives a: <ul style="list-style-type: none"> • CKH-2: 360 Report • One-on-one coaching call with a Flippen Profile® Certified Coach • My Traction Plan® Summary *Prerequisite: Capturing Kids' Hearts® 1 Training | Farmington July 28, 2025 | 1 | \$23,500.00 | \$0.00 | \$1,300.00 | \$24,800.00 |
| Capturing Kids' Hearts® Coaching Greatness Training Two consecutive-day training sessions for up to 50 participants | July 28-29, 2025 | 1 | \$23,500.00 | \$0.00 | \$2,000.00 | \$25,500.00 |

SERVICE AGREEMENT



| | | | | | | |
|---|------------------|---|-------------|--------|------------|-------------|
| <p>Capturing Kids' Hearts® 1 Training Two consecutive-day training sessions for up to 50 participants Includes:</p> <ul style="list-style-type: none"> • Access to the course training manual • Limited collection of foundational videos and resources on CKH.org | July 28-29, 2025 | 1 | \$23,500.00 | \$0.00 | \$2,000.00 | \$25,500.00 |
| <p>Capturing Kids' Hearts® 1 Training Two consecutive-day training sessions for up to 50 participants Includes:</p> <ul style="list-style-type: none"> • Access to the course training manual • Limited collection of foundational videos and resources on CKH.org | July 28-29, 2025 | 1 | \$23,500.00 | \$0.00 | \$2,000.00 | \$25,500.00 |
| <p>Capturing Kids' Hearts® 1 Training Two consecutive-day training sessions for up to 50 participants Includes:</p> <ul style="list-style-type: none"> • Access to the course training manual • Limited collection of foundational videos and resources on CKH.org | July 28-29, 2025 | 1 | \$23,500.00 | \$0.00 | \$2,000.00 | \$25,500.00 |

SERVICE AGREEMENT



| | | | | | | |
|---|------------------|---|-------------|--------|------------|-------------|
| <p>Capturing Kids' Hearts® 1 Training Two consecutive-day training sessions for up to 50 participants Includes:</p> <ul style="list-style-type: none"> • Access to the course training manual • Limited collection of foundational videos and resources on CKH.org | July 28-29, 2025 | 1 | \$23,500.00 | \$0.00 | \$2,000.00 | \$25,500.00 |
| <p>Capturing Kids' Hearts® 1 Training Two consecutive-day training sessions for up to 50 participants Includes:</p> <ul style="list-style-type: none"> • Access to the course training manual • Limited collection of foundational videos and resources on CKH.org | July 28-29, 2025 | 1 | \$23,500.00 | \$0.00 | \$2,000.00 | \$25,500.00 |
| <p>Capturing Kids' Hearts® 1 Training Two consecutive-day training sessions for up to 50 participants Includes:</p> <ul style="list-style-type: none"> • Access to the course training manual • Limited collection of foundational videos and resources on CKH.org | July 28-29, 2025 | 1 | \$23,500.00 | \$0.00 | \$2,000.00 | \$25,500.00 |

SERVICE AGREEMENT



| | | | | | | |
|---|------------------|---|-------------|--------------|------------|-------------|
| <p>Capturing Kids' Hearts® 1 Training Two consecutive-day training sessions for up to 50 participants Includes:</p> <ul style="list-style-type: none"> • Access to the course training manual • Limited collection of foundational videos and resources on CKH.org | July 28-29, 2025 | 1 | \$23,500.00 | -\$9,145.00 | \$2,000.00 | \$16,355.00 |
| <p>Capturing Kids' Hearts® 1 Training Two consecutive-day training sessions for up to 50 participants Includes:</p> <ul style="list-style-type: none"> • Access to the course training manual • Limited collection of foundational videos and resources on CKH.org | July 28-29, 2025 | 1 | \$23,500.00 | -\$23,500.00 | \$2,000.00 | \$2,000.00 |

SERVICE AGREEMENT



| | | | | | | |
|---|-------------------------------------|----------|--------------------|---------------------|-------------------|-------------------|
| <p>Capturing Kids' Hearts® Process Champions Implementation Visit</p> <p>A two consecutive-day package Includes:</p> <ul style="list-style-type: none"> • One-day instructional session for up to 30 participants • One day customized to fit your needs (either an additional one-day instructional session for a separate group or a one-day Campus Traction Visit). <p>*Prerequisite: Capturing Kids' Hearts® 1 Training, with at least 80% Capturing Kids' Hearts® implementation on campus.</p> | <p>Fall 2025</p> | <p>1</p> | <p>\$16,000.00</p> | <p>-\$16,000.00</p> | <p>\$2,000.00</p> | <p>\$2,000.00</p> |
| <p>Campus Traction Visit</p> <p>Three-day campus visit involving group and one-on-one sessions with campus administrators and/or Process Champions Team.</p> | <p>Fall 2025 or Spring 2026</p> | <p>1</p> | <p>\$9,750.00</p> | <p>-\$9,750.00</p> | <p>\$2,350.00</p> | <p>\$2,350.00</p> |

SERVICE AGREEMENT



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| CKH District Premium Equips a district leadership team with the support to implement the Capturing Kids' Hearts® Process with great fidelity across the district Includes access to a strategist, district-wide reporting, recurring leadership team huddles, and great resources to support implementation. | 2025-2026 School Year | 1 | \$3,500.00 | \$0.00 | \$0.00 | \$3,500.00 |
| CKH Campus Premium A campus-specific subscription that provides comprehensive ongoing support to leaders and staff who have completed Capturing Kids' Hearts® 1 Training | 2025-2026 School Year | 6 | \$4,500.00 | \$0.00 | \$0.00 | \$27,000.00 |

SERVICE AGREEMENT



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|---|---|----------|-----------------|---------------|---------------|-----------------|
| <p>Leadworthy® Course</p> <p>This yearlong leadership development and character education course is a campus-wide digital subscription designed to empower 5th-12th grade students to lead with heart. As part of this subscription, the campus is provided a digital license for any educator who is Leadworthy® Certified and has completed Capturing Kids' Hearts® 1 Training.</p> <p>*Prerequisite for each course leader: Capturing Kids' Hearts® 1 Training & Leadworthy® Certification Training</p> | <p>Farmington 2025-2026 School Year</p> | <p>1</p> | <p>\$495.00</p> | <p>\$0.00</p> | <p>\$0.00</p> | <p>\$495.00</p> |
|---|---|----------|-----------------|---------------|---------------|-----------------|

Grand Total \$257,000.00

ADDITIONAL CHARGES (where applicable):

DISCOUNTS:

Discount made possible due to generous donors and the Capturing Kids' Hearts Foundation.

TRAVEL EXPENSES:

Travel fees for each training event or other service provided by CKH under this Agreement are included in the grand total. Unless otherwise agreed in advance, such travel fees inside the Continental United States will be included on the invoice and billed at the rate of \$1,300.00 for one-day events, \$2,000.00 for two-day events, and \$2,350.00 for three-day events (per Consultant). Each additional consecutive day for durations in excess of three days will be billed at \$350.00 per day (per Consultant).

FACILITY EXPENSES:

Client (at a minimum) will be responsible for securing facilities/meeting space with adequate square footage, comfortable seating, and light refreshments for all attendees for any training event. Facilities and all related costs will be at Client's expense.

ADDITIONAL PARTICIPANT FEES (to the extent applicable):

- A \$450.00 fee will be charged for each person over 50 not to exceed 60 total per Capturing Kids' Hearts® 1 Training.
- A \$450.00 fee will be charged for each person over 30 not to exceed 35 total per Capturing Kids' Hearts® Process Champions Implementation Visit.

Section 3: Investment

AGREEMENT:

By entering this Agreement, you agree to engage CKH as your provider for our Resources and all the Products and Services as outlined in the accompanying Products and Services section or that may later be mutually agreed between the parties with reference to this Agreement, each of which is incorporated into this Agreement in its entirety by this reference.

Until accepted by you this Agreement and its rates and other pricing terms are non-binding and will expire in 14 calendar days following April 29, 2025. To accept and receive the benefits of this Agreement, your signature and acceptance can only be confirmed by CKH upon our receipt of the signed return of this Agreement on or before, May 13, 2025.

PAYMENT TERMS:

The fees for each of the Products and Services and for your Access to Resources shall be determined based on the applicable Products and Services section as well as the other terms of this Agreement. In the case of Products and Services involving scheduled events, the fees (including travel, if applicable) will be billed when the corresponding Products and Services are provided or rendered.

Subscription(s) services shall commence upon the signing of this agreement or July 1, 2025 for the 2025-2026 school year(s) (whichever occurs later) through June 30, 2026. Should subscription costs increase by more than 20% over this agreement, the Client will be given 60 days' notice of the rate increase.

Purchase Orders for each scheduled item that is part of the Products and Services section, must be submitted to CKH at least 45 days prior to the scheduled event.

Invoices are due upon receipt. Please make all checks payable to Capturing Kids' Hearts.

SURCHARGES & TAXES:

SERVICE AGREEMENT



For Products or Services sold or accessed or Services performed in jurisdictions where taxes, including sales tax, apply to the corresponding transactions under this Agreement, Client shall be responsible for payment of such taxes or for reimbursement of the payment of such taxes when they are paid by or for CKH.



Section 4: Policies

SCHEDULING:

CKH will need someone designated in Client organization to work with on scheduling and event planning needs.

CKH will contact you upon confirmed signing of this Agreement to begin setting up dates for Products and Services to be rendered on the applicable Products and Services section.

Confirmation of all scheduled dates of service will be made via email and is subject to cancellation terms as listed in this Agreement.

CKH may need to communicate with the Client's members/Participant(s) via e-mail to communicate pertinent details about events or products they are attending/experiencing. These e-mail addresses are not shared with any third-party organizations and are only used for the events they are attending. These email addresses are NOT used for soliciting purposes.

FACILITIES/EVENT SET-UP:

You and CKH will mutually agree upon the location of any event as part of the Products and Services section, which should be resolved at least 30 days prior to a scheduled service. CKH will provide event-specific details for any scheduled service (including square footage requirements, AV needs, schedule, and other logistics to be coordinated). Should any of those details need to be altered, prior approval by CKH would be needed.

RECORDING/MEDIA:

Video and/or audio taping of events is strictly prohibited without prior written approval by CKH.

Media representatives are not allowed to attend events without prior written approval by CKH.

DEPOSITS and CANCELLATIONS:

- No deposit is required.
- CKH requires a cancellation notice of 90 days prior to any scheduled date of service. A cancellation notice received inside the 90-day window will result in the full contractual fee being assessed as of the date of cancellation. To the extent not offset by duplicate expenses incurred by CKH, the fee charged for such cancellation may be credited to the event once that event is rescheduled, although any amounts paid for Products or Services that are unused by your organization within the 12 months following the date of signature of this Agreement will be forfeited.
- Nonrefundable travel expenses that Capturing Kids' Hearts has incurred as a result of the Client rescheduling or cancelling a service will be passed through to your organization.
- In the event an assigned CKH Consultant/Strategist is subject to illness, travel delay, or unavoidable emergencies, the event can be rescheduled/restructured/reassigned.
- Force Majeure: Except with regard to payment obligations, neither party shall be liable to the other for any failure or delay in performing its obligations under this Agreement where such failure or delay is as a result of Acts of God (including fire, flood, earthquake, storm, hurricane or other natural disasters), pandemics, epidemics, war, invasion, act of foreign enemies, hostilities (whether war is declared or not), civil war, rebellion, revolution, insurrection, military or usurped power or confiscation, terrorist activities, government sanction, blockage, embargo, labor dispute, strike, lockout or interruption or failure of electricity or telephone service, and no other Party will have a right to terminate this Agreement in such circumstances. Any Party asserting Force Majeure as an excuse shall have the burden of proving that reasonable steps were taken (under the circumstances) to minimize delay or damages caused by foreseeable events, that all non-excused obligations were substantially fulfilled, and that the other Party was timely notified of the likelihood or actual occurrence which would justify such an assertion so that other prudent precautions could be contemplated.

RESOURCES:



During the course of providing the Products and Services, participants will be provided with various Resources, some of which shall be distributed by hand or by email to participants during or in preparation or follow-up to particular events, and others of which shall be accessed through websites operated by CKH (“Websites”). For the purpose of accessing some or all of the Resources used during our provision of the Products and Services, you will be required to create an account through one or more of the Websites. In the process, you will be required to accept the Terms of Use for the Websites, which will govern your rights and obligations with respect to the content accessed through those Websites, to the extent such Terms of Use are consistent with this Agreement.

Section 5: Intellectual Property

COPYRIGHTS & TECHNOLOGY RIGHTS

CKH’s intellectual property is a crucial part of providing training materials and consulting services to its clients, and CKH could not continue its work if its clients did not honor and respect CKH’s intellectual property rights. All copyrights and other forms of intellectual property protection pertaining to the Resources, including without limitation all content and functionality on or of the Websites, as well as all text, graphics, images, logos, icons, audio, video, tables, algorithms, analytics, reports, and dynamic content associated with the Resources, whether prearranged or created or modified during the course of providing the Products and Services, as well as the selection, arrangement and “look and feel” of all the foregoing, (excluding personal data belonging to you or your authorized users) are the exclusive property of CKH or its licensors. **None of our work or work product is done on a “work for hire” basis, and all our material and work product is owned exclusively by CKH and is subject to one or more of the following: copyright, trademark, patent, license, or trade secret.** Intellectual property and learning/know-how that may be developed while working with any client shall remain the property of CKH. By entering into this Agreement, you are expressly acknowledging and agreeing to the matters set forth in this paragraph and you are agreeing that none of the training materials, notebooks, videos, presentations, processes or concepts may be used by you, for any purpose, without the express advance written consent of CKH. All textual, dramatic, audio, and/or visual Resources are protected by U.S. and international copyright laws. All rights not expressly granted are reserved.

TRADEMARKS:

The trademarks, service marks, designs, and logos displayed on or in conjunction with the Products, Services, Resources or Websites (collectively, the “Trademarks”) are the registered and unregistered trademarks of CKH and its licensors. You agree that you will obtain advance written consent from CKH before referring to or attributing any information to CKH or its licensors in any public medium (e.g., signage, press releases, websites, etc.) for advertising or promotion purposes, or for the purpose of informing or influencing any third party, understanding that such consent may be denied for any or no reason. You also agree that you will not use or reproduce any Trademark of, or imply any endorsement by or relationship with, CKH or its licensors.

USE OF RESOURCES:

Capturing Kids’ Hearts grants individual participants of training a limited, non-exclusive, revocable, and non-transferable license for the Term of this Agreement to view, access, download, display, and otherwise use specific Capturing Kids’ Hearts Resources for their personal and classroom use only. Resources are made available to participants based upon their completed training and provided during training or through site content of Websites.

Access to Resources for participants is based upon both their completion of specific training(s) with Capturing Kids’ Hearts and the contractual relationship between Capturing Kids’ Hearts and the Client, the organization of which the participant is a current member. The relationship with a Client is documented in the products listed in the Products and Services Section and determines the varying levels of access to Resources based upon the training, products or subscriptions purchased. If the participant is no longer part of the Client’s organization, the participant will no longer have access to the resources.

APPLICABLE RESTRICTIONS & REQUIREMENTS:

Any unauthorized use of Resources is prohibited and may violate copyright, trademark, patent, and other applicable laws or regulations and could result in criminal or civil penalties. All Resources are made available for use by you only to the extent

that such use complies with all Applicable Restrictions & Requirements. For these purposes, “**Applicable Restrictions & Requirements**” means any and all of the following: (i) the provisions of this Agreement; (ii) the Terms of Use associated with the Websites; (iii) any other CKH agreements or Products and Services that may be applicable to you; (iv) any written instructions or restrictions provided to you by CKH; and (v) any instructions or restrictions printed on or otherwise accompanying any copies of the Resources that are provided to you, or that appear on Websites that are associated with such Resources. To be clear, except to the extent expressly permitted in writing as part of the Applicable Restrictions & Requirements, your rights do not include rights to do any of the following (collectively, “**Prohibited Actions**”), all of which you are prohibited from doing without CKH’s express prior written consent: (i) reproduce, modify, translate, aggregate, distribute, sell, commercially exploit, transmit, post, make derivatives of, or publicly disclose any of the Resources, or any portion thereof, in any way not expressly permitted in writing by CKH; (ii) remove, redact, or omit any and all copyright and other proprietary notices displayed on the Resources or on any permitted copies thereof; (iii) use of any data mining, robots or similar data gathering or extraction methods in connection with the Resources or the Websites; (iv) download (other than page caching) of any portion of the Resources or the Websites except to the extent expressly authorized during provision of the Products and Services; (v) reverse engineer or access the Resources or the Websites in order to develop or use any competitive website, content, app, product or service; (vi) use any of the Websites, Products or Resources other than for their intended purposes; (vii) resell any Resources or other Products delivered or otherwise acquired by you during the course of the Services or otherwise through the Websites; (viii) store, transport or use any Products or Resources in an unsafe or reckless manner or in any manner prohibited by law or regulation; or (ix) use any of the Resources in any manner not permitted by law or regulation. CKH may also impose additional reasonable limits on the scope of your access to and use of the Resources, including limits on time or number of materials accessed or machines used to access such Resources, in part to prevent unauthorized third-party access to or use of such Resources.

CONFIDENTIALITY:

This Agreement and its various terms (including the pricing, combination of services and solutions, and other terms of all associated Products and Services section) as well as metrics, observations and personal information about Client’s participants that may be contained or reflected in Deliverables (collectively, “**Confidential Information**”) shall be treated as confidential by Client and shall not be disclosed to any third parties throughout the Term of this Agreement and for five (5) years thereafter. However, notwithstanding the foregoing, Client may disclose such Confidential Information in compliance with judicial or other governmental orders or open records requests, provided that (i) Client shall give CKH at least ten business days advance written notice before so disclosing in response to such orders or requests, and (ii) Client shall reasonably cooperate with CKH to accommodate any requests from CKH to secure protective orders or to limit the scope of responses to the extent legally permissible.

Section 6: Disclaimers

Client accepts and must accept all of the Resources, Access, Products and Services, including any work products, results or deliverables produced thereby (collectively, “**Deliverables**”), “AS IS” and with all faults and errors. CKH HEREBY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, THAT MIGHT RELATE TO THE RESOURCES, ACCESS, SERVICES OR ANY DELIVERABLES, EXCEPT FOR ANY SPECIFIC WARRANTIES THAT MAY BE EXPRESSLY PROVIDED IN THE TERMS OF THIS AGREEMENT, IF ANY. The entire risk as to the functionality, operation, and results is with the Client, and neither CKH nor any of its Consultants or other representatives assumes any risk or obligation in connection therewith. CKH hereby disclaims any and all liability, risk, obligation, or responsibility for decisions made or actions taken by Client after use of the Products, Resources, Access, Services, or any Deliverables. CKH shall in no way be responsible or liable for CLIENT’S use of (1) the Resources, Access, Products, Services, or Deliverables, (2) the information and data provided by third parties in order to use the Resources, Access, Products, Services or Deliverables; or (3) the information or results obtained through the Resources, Access, Products, Services or Deliverables. CKH does not guarantee or warrant any particular result or success as a result of the use of the Resources, Access, Products, Services, or Deliverables. Instead, the Resources, Access, Products, Services, and Deliverables should be considered tools to assist the Client, but they should not be treated as a singular solution.



In no event shall CKH or any of its Consultants or other representatives be liable for or responsible for any indirect, incidental, or consequential damages or injuries related to Client's or its representative's use of: (1) the Resources, Access, Products, Services or Deliverables; (2) the information and data provided by third parties in order to use the Resources, Access, Products, Services or Deliverables; or (3) the information or results obtained through the Resources, Access, Products, Services or Deliverables.

No information shared by CKH verbally or in writing can be constituted to be professional advice, such as medical, legal, financial, psychological, business, or counseling advice. Diagnosing medical or psychological conditions cannot be done through a coaching process and should only be done by licensed professionals.

BOYCOTT OF ISRAEL:

Pursuant to T.C.A. § 12-4-119, CKH certifies it is not currently engaged in and will not, for the duration of this Agreement, engage in a boycott of Israel.

Section 7: Entirety & Interpretation

Once accepted, this Agreement together with the Terms of Use associated with our Websites represents the entire agreement, and supersedes any and all previous understandings, between you and CKH as pertains to our Products and Services and your Access to Resources. To be valid and enforceable, any amendment or modification to this Agreement, which may be in the form of a subsequent Products and Services Amendment that expressly invokes this Agreement, must be in a writing and signed by the respective authorized representatives to be bound thereby. This Agreement shall be construed, interpreted, and enforced exclusively under the laws and venue applicable in Shelby County, Tennessee. Section and paragraph headings have been included in this Agreement in hopes of facilitating ease of reference, but such headings shall not affect the interpretation of this Agreement. In the event of any inconsistency that cannot be reasonably resolved between this Agreement and an applicable Products and Services, the Products and Services section shall control for purposes of resolving the inconsistency, and a more recent Products and Services section shall control over inconsistent terms in Products and Services section(s). To the extent of any inconsistency that cannot be reasonably resolved between this Agreement and the Terms of Use associated with our Websites, this Agreement shall control throughout the Term, while the Terms of Use will control after the Term. You also agree that this Agreement will not be construed against CKH by virtue of having drafted it.

Section 8: Acceptance & Term

To indicate your acceptance of this Agreement without changes, the Client should have its authorized representative sign where indicated below and return the signed Agreement to Capturing Kids' Hearts via email to greg.wilborn@capturingkidshearts.org. Once returned, the date of your authorized representative's signature shall be treated as the effective start date of this Agreement. The enforceable term of this Agreement ("**Term**") shall extend until all services on the Products and Services section are from the Effective Date, unless sooner terminated.

Either party to this Agreement may terminate this Agreement at any point during the Term by providing ninety days' written notice to the other in the event that such other party materially breaches any provision of this Agreement, unless that other party cures such breach during those ninety days. All unpaid payment obligations and all rights and obligations under Intellectual Property of this Agreement shall survive any termination of this Agreement.

Section 9: Confirmation

On behalf of the Client, the undersigned individual hereby confirms that they have read and understand all the terms and conditions of this Agreement, and, as the contact person and authorized representative of the Client for all purposes of this

SERVICE AGREEMENT



Agreement, will endeavor to see that all policies and related details are understood and completed by all Client involved parties in the planning of the Products and Services. The undersigned individual applies their signature to this Agreement on behalf of their respective party for the purposes of entering into a legally binding contractual relationship between CKH and Client.

If you have any questions or need additional assistance, please do not hesitate to contact us.

Germantown Municipal School District

By:

Printed Name:
Client's Authorized Representative

Title: Assistant Superintendent

Date:

Contact Information:
Capturing Kids' Hearts
Attn: Greg Wilborn
greg.wilborn@capturingkidshearts.org
1199 Haywood Drive
College Station, TX 77845
Phone: 800-316-4311
Fax: 877-941-4700

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8. Governing law; jurisdiction

These Terms are governed by the laws of the State of Tennessee without reference to the principles of conflicts of laws thereof.



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GERMANTOWN
MUNICIPAL SCHOOL DISTRICT
Inspiring Personal Excellence

3350 S. Forest Hill Irene Rd • Germantown, TN 38138 • 901.752.7900 • Fax 901.757.6479 • www.gmsdk12.org

School Tenure Eligibility Review

Understandings:

1. According to school board policy, 5.117-*Teacher Tenure*, “the decision to grant tenure is solely within the discretion of the board.”
2. Tenure is granted typically when there has been a completion of five (5) school years or not less than forty-five (45) months within the last seven-year period.
3. Employees’ evaluations must demonstrate an overall performance effectiveness level (LOE) of “above expectations” or significantly above expectations” as provided in the evaluation guidelines adopted by the state board of education, during the last two (2) years of the probationary period.
4. Teachers from other public school systems in the state of Tennessee who arrived to us in a non-tenured status can include these years of service to count towards the five (5) years with the last two of the five years being at levels of overall performance level (LOE) of “above expectations” or significantly above expectations” as provided in the evaluation guidelines adopted by the state board of education. Year 5 of the non-tenured status does have to be with the Germantown Municipal School District.
5. A teacher who comes to us and *has tenure* from another Tennessee public school system must serve two (2) consecutive school years with us on probationary status. During these two (2) years of service, the teacher does have to perform at levels of overall performance level (LOE) of “above expectations” or significantly above expectations” as provided in the evaluation guidelines adopted by the state board of education.

Process:

- A list was generated by the Human Resources Department on teachers who met tenure eligibility requirements at the conclusion of the 2023-2024 school year.
- GMSD reviewed their overall level of effectiveness (LOE) scores for the 22-23 and 23-24 school years to determine tenure eligibility.
- Principals reviewed the list to provide their recommendation to Superintendent Manuel, and then were asked to identify any staff members who may have inadvertently been left off the list.
- HR reviewed these additional names and determined their eligibility status for tenure as described in the *Understandings* section and presented the list to Superintendent Manuel for consideration. Superintendent Manuel is providing the GMSD School Board with the finalized list of teacher names eligible for tenure, which can be found on page 2.

With Gratitude:

Thank you, GMSD School Board, for reviewing this list of forty-six (46) staff members. By granting these teachers tenure, you have honored their work with children in this school district. On their behalf, Superintendent Manuel, the GMSD HR Team, and our School Principals appreciate the consideration and the amount of work you put in for this school district.

GMSD Tenure Recommendations

The following Certified Staff Members have met the requirements for initial tenure eligibility according to TCA 49-5-501 et seq.

| Certified Staff Member | Location |
|-------------------------------|-----------------|
| Casey Fernandez | Dogwood Elem |
| Sabrina Mink | Dogwood Elem |
| Shelby Morris | Dogwood Elem |
| Millicent Williams | Dogwood Elem |
| Molly Wilson | Dogwood Elem |

| Certified Staff Member | Location |
|-------------------------------|-----------------|
| Amanda Bennett | Farmington Elem |
| Jonathan "Derek" Brookshire | Farmington Elem |
| Beverly Pearson | Farmington Elem |
| Taylor Pettie | Farmington Elem |

| Certified Staff Member | Location |
|-------------------------------|------------------|
| Jennifer Brenneman | Forest Hill Elem |
| Elizabeth Collins | Forest Hill Elem |
| Shavitra Davis | Forest Hill Elem |
| Megan Dwyer | Forest Hill Elem |
| Sharon Harris | Forest Hill Elem |
| Stephanie Hathaway | Forest Hill Elem |
| Emma Kouger | Forest Hill Elem |
| Mary Jane May | Forest Hill Elem |
| Christina Schrimsher | Forest Hill Elem |
| Kimberly Thomas | Forest Hill Elem |
| Skylar Workman | Forest Hill Elem |

| Certified Staff Member | Location |
|-------------------------------|-----------------|
| Jordan Bell | Houston Middle |
| Meagan Fowler | Houston Middle |
| Dr. Anne Marie Pratt | Houston Middle |
| Storm Schoonover | Houston Middle |
| Melinda Sturgell | Houston Middle |
| Kayla Whitsett | Houston Middle |

| Certified Staff Member | Location |
|-------------------------------|-----------------|
| Alexis Almonte | Houston High |
| Emily Brettell-Malloy | Houston High |
| Lesley Coleman | Houston High |
| Ashton Collins | Houston High |
| Sarah Condra | Houston High |
| Meredith Gladney | Houston High |
| Elizabeth Handy | Houston High |
| Virginia Hunter | Houston High |
| Timothy Perry | Houston High |
| Jerica Ross | Houston High |
| Robert Sabau | Houston High |
| John "Zeke" Vezina | Houston High |
| Gerry Wartenberg | Houston High |

| Certified Staff Member | Location |
|-------------------------------|-----------------|
| Kipp Lawton | Riverdale Elem |
| Julie Knowles | Riverdale Elem |
| Megan Pszonak | Riverdale Elem |
| Abigail Wade | Riverdale Elem |

| Certified Staff Member | Location |
|-------------------------------|-----------------|
| Jane Garitty | District Office |
| Victoria Gast | District Office |
| Adam Schepman | District Office |

JOYFUL SERVICE

TSBA Volunteer Recognition



JOY WILLIAMS

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Germantown, TN
38138

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901-628-1673

School Information:
Houston High School
& GMSD District
Council

Submitted By:
Jason Manuel,
Superintendent
jason.manuel@gmsdk12.org



GERMANTOWN
MUNICIPAL SCHOOL DISTRICT
Inspiring Personal Excellence

TWO DECADES OF SERVICE



In every thriving school district, there's a force behind the scenes who lifts others, shows up early, stays late, and makes it all look effortless. In Germantown Municipal School District, that person is Joy Williams.

For more than two decades, Joy has been the kind of volunteer who doesn't just fill a gap—she builds the bridge. From decorating bulletin boards to building robots for mother-son science nights, from photographing ribbon cuttings to mentoring first-time PTO parents, Joy has quietly shaped the heart and culture of GMUSD's parent community.

Joy Williams began her volunteer journey the way many do—with a desire to simply be present and helpful in her child's school. As a former educator herself, being inside the school building felt like home. Not originally from Germantown, she saw volunteering as the best way to build relationships and plug into the community. Starting as a room parent and hospitality volunteer at Farmington Elementary, Joy's service quickly increased. She served as Vice President of Programs, President-Elect, and then PTO President at Farmington—ultimately helping lead the school through its transition from PTA to PTO. As her children moved on, so did she, taking on roles at Houston Middle and Houston High School, including positions as Parliamentarian, VP, and President at each level.



“NO DETAIL MISSED, NO JOB HALFWAY DONE”

At the district level, she served multiple terms on the GMSD PTO Council, including three years as Council President. Throughout, she became known as the volunteer who could be counted on to organize, energize, and unify—someone who saw every new role not as a title, but as an opportunity to serve and include others.

“She’s one of the first Germantown parents I ever met,” recalls Zac Percoski, former principal of Farmington Elementary, where Joy’s volunteer career began. “I knew instantly I was dealing with a different level of parent support. Once I pointed Joy in the right direction, I could trust her to take it from there—no detail missed, no job halfway done.”

What began as room mom duties and food for hospitality blossomed into a leadership legacy: PTO president, president-elect, VP of programs, and council leader—not just once, but at every stage of her children’s school careers, from elementary through high school. She’s been the guiding hand behind districtwide transitions, like GMSD’s historic move from PTA to PTO, and a consistent voice at the table during major changes like the formation of the municipal district.

BUILDING THE BRIDGE

From school to the home



“
She thinks about every school, every family.”

But Joy’s magic isn’t just in how many titles she’s held—it’s in how she makes others feel.

“Joy doesn’t just think about her own kids’ schools. She thinks about every school, every family,” said Angela Griffith, GMSD Board Chairman. “She casts a wide net, and she brings others along with her. If you don’t know her, she’s going to find you anyway. That’s just who she is.”

Board meetings, booster clubs, teacher luncheons, spirit nights—Joy’s been there. She’s volunteered at schools her kids never attended, just to support friends or help lighten the load. Her famous “feet up at Field Day” photo has become a running joke and a symbol of her ‘joy’ful presence.



Ask around and you'll hear how Joy never let PTO service or leadership feel exclusive. New parents who felt out of place found a hand extended and a warm "join us" spirit. Behind her volunteerism is a simple goal: to make schools feel like home—for families, for staff, and especially for kids.

"She's not just a volunteer—she's a leader who brings people with her," Griffith added. "She makes you want to say yes. And she makes you better."

Even GMSD Superintendent Jason Manuel has been known to say, "Every district needs a Joy. She's the kind of volunteer who not only inspires others, She's woven service into the fabric of who we are—it's hard to imagine GMSD without her influence".

Joy has served on everything from the Germantown Education Commission to district-wide committees on calendars, site selection, and strategic planning. She's advocated at the state level, led roundtables, and even helped write bylaws.

And when she's not doing that? She's making people feel seen—whether it's dropping a kind note, organizing a staff treat cart, or sending holiday cards with a photo she took herself.

"At the high school level—where parent involvement tends to taper off—her willingness to step up, lead, and give her time makes her especially remarkable and deeply appreciated," shared Houston High School Principal Hallie Ross.

"Whether she's organizing events to celebrate our staff, finding creative ways to involve other parents, or simply showing up to support our students, Joy's commitment is a true gift to our school. She was the very first parent I talked to after I got the job, and she immediately welcomed me with open arms", wrote Ross.

“

*It's hard to
imagine GMSD
without her
influence.*

As her youngest graduates this year, Joy's official chapter as a GMSD parent volunteer may be closing—but her legacy is everywhere: in council bylaws, in PTO handbooks, in friendships, and in the countless students and teachers who benefited from her time, her creativity, and her big heart.

Over the years, Joy Williams has been quietly celebrated for her extraordinary service—though she’s never sought the spotlight. While at Farmington Elementary, she received the PTA Lifetime Achievement Award, honoring her years of consistent, hands-on leadership. Later, the Germantown Municipal Council PTO recognized her with the Kristen Melton Legacy of Excellence Award, a STAR Award given to individuals who demonstrate sustained, districtwide impact. Beyond the school system, Joy’s commitment to children and community extended into her faith and civic life—she taught second grade Bible class on Wednesday nights for over a decade and spent five years volunteering with the “Arise2Read” literacy program in Shelby County Schools. Each recognition reflects not just the hours she’s given, but the heart and purpose she brings to every role.

In her own words, Joy would say, “It doesn’t have to be big.” For her, volunteering was never about grand gestures—it was about showing up, paying attention, and filling in wherever there was a need. Whether it was placing placemats at a luncheon, building a robot for a science event, or simply making a new parent feel seen and included, Joy believed that every small act mattered. But to those who have served alongside her, it’s clear: her impact is anything but small. She built a culture of inclusion, joy, and generosity that shaped how GMSD welcomes and values parent involvement. What Joy humbly considers “just helping out” has, over time, become a model of service that others now emulate. What she started with kindness, she sustained with purpose—and that legacy will carry on in every corner of our schools.




**“IT DOESN’T
HAVE TO BE BIG.”**

LINDSEY BAKER

TSBA Student Recognition Award

Nominee: Lindsey Baker
Board Vote Not Required
Recognition Date: June 17, 6:00 PM, BOE Meeting

Lindsey Baker is a Houston High School junior and academic standout with a 4.5 GPA and numerous honors—including acceptance to the Tennessee Governor’s School for International Studies and recognition as an Outstanding Statesperson at the TriStar Youth in Government Conference. Lindsey is a leader on campus and in the community, having helped organize a student survey for the district calendar committee and tutoring young learners through Project Omega. She exemplifies excellence in academics, leadership, and service, and her contributions are already making a statewide impact. Lindsey was selected by Houston High School for this nomination!

 **Full Nomination Narrative: Lindsey Baker: TSBA Student Achievement Award**
(Please feel free to reach out with any personal remarks you'd like to include in her profile.)



TSBA Student Recognition Award Nomination: Lindsey Baker

Germantown Municipal School District is proud to nominate Lindsey Baker, an exceptional rising senior at Houston High School, for the 2025 TSBA Student Recognition Award. With a weighted GPA of 4.583, a 36 ACT composite, and a PSAT score of 1500, Lindsey exemplifies academic excellence at the highest level.

Lindsey's leadership on campus is just as impressive. She is the President of National Beta Club, Co-Founder and President of Houston's Youth in Government (YIG) Club, Deputy Secretary General for Model UN, and Vice President of the Community Service Club. This spring, she earned the Outstanding Statesperson Award at the TriStar Youth in Government Conference and the Best Delegate Award at the Mid-South Model UN. She also serves on the 2026–27 GMSD Instructional Calendar Committee and represents the district as a GMSD Ambassador, speaking at community events and supporting district outreach.

Her service extends far beyond school walls. Lindsey volunteers with 901 POP (Petals of Purpose), tutors weekly through the 30+ ACT Service Club, and has participated in Project Omega literacy tutoring. She's currently working to bring greater student involvement to local nonprofits through her leadership in school-based clubs.

A standout athlete as well, Lindsey is a three-year varsity volleyball player and starting libero, named to the All Sectional Team and listed among the Top 100 in Tennessee for defensive stats. She also earned formal recognition from the Shelby County Board of Commissioners for her team's outstanding achievements.

This summer, Lindsey has been accepted into some of the most prestigious academic programs in the nation, including the University of Notre Dame's Leadership Seminars and Economics for Leaders at Vanderbilt University—each with national-level selection standards and full funding.

Lindsey Baker represents the very best of what GMSD and Tennessee public schools have to offer: brilliance, service, humility, and heart.

[Lindsey Baker's Resume](#)