Hamilton County Department of Education
Hamilton County Board of Education Board Meeting - Regular Session
January 19, 2023 6:00 PM
3074 Hickory Valley Road
Chattanooga, TN 37421

I. Roll Call
II. **Approval of the Agenda
III. Executive Session - No
IV. Pledge to the Flag and Meditation - Dionne Upton, Principal of Woodmore Elementary School
V. Exemplars of Excellence
    A. Removed from Agenda due to coaches scheduling conflict, they were unable to attend.- Tim James - District Athletic Director - Recognition of Tyner High School Rams - Class AA State Football Champions
VI. Board Member Disclaimer Statement - I declare that I have a [spouse, parent, grandparent, child, sibling, aunt, uncle, nephew, niece, relation-in-law or member of my household] who works for the school system and that the Board's vote on [budget, policies, etc.] may have an effect on my relative's employment. Even so, I hereby certify that I will cast my vote in the best interest of the school system.
VII. **Approval of the Consent Agenda
    A. Approval of the Minutes of the December 8, 2022 Quarterly Session
    B. Executive Committee Report
        1. Chief of Strategy - Shannon Moody
            a. Grant Request - Lavra Navarro-Flores, Community Health Manager
            Health Resiliency Program (HRP) Practice Transformation and Extension Grant
    C. Deputy Superintendent - Dr. Sonia Stewart
        1. Field Trips
            a. Dr. Chip Dale Community Superintendent Harrison Bay
            b. Elaine Harper Community Superintendent North River
            c. Dr. Shane Harwood - Community Superintendent Rock Point
            d. Chief of Opportunity and Access - Dr. Neelie Parker
            Director Exceptional Education - Sarah Evans
    D. Chief Financial Officer - Mary Ellen Heuton, CPA
        1. Bids/Contracts
        2. Financial Reports
        3. Budget Amendments
            a. Federal Grants, State Grants, and Self-Funded Programs
        4. Grant Application Requests
            a. Deputy Superintendent - Dr. Sonia Stewart
                1. School-Based Mental Health Grant - Dr. Patricia Russell, SEAD Executive Director
    E. Chief Equity Officer - Dr. Marsha Drake
        1. First Semester Bullying Prevention Compliance Report - Karen Glenn, Safe Supportive Learning
VIII. Board Matters
    A. Justin Witt, Director of Maintenance and Operations - Old East Lake - Storm Water Replacement
        1. **Old East Lake-Storm Water Easement
    B. Chief Strategy Officer - Shannon Moody
        1. Board Policies - First Reading
            a. Board Policy 2.300 - State and Federal Aid Eligibility Determination

b. Board Policy 2.401 - Gifts and Bequests
c. Board Policy 2.403 - Personal Property Sales
d. Board Policy 2.700 - Accounting System
e. Board Policy 2.701 - Financial Reports and Records
f. Board Policy 2.702 - Inventories
g. Board Policy 2.801 - Petty Cash Accounts
h. Board Policy 2.804 - Expenses and Reimbursements
i. Board Policy 2.805 - Purchasing
j. Board Policy 2.806 - Bids and Quotations
k. Board Policy 2.807 - Requisitions
l. Board Policy 2.807/2.808 - Purchase Orders and Contracts
m. Board Policy 2.809 - Vendor Relations
n. Board Policy 2.810 - Payment Procedures

C. Chief Talent Officer - Dr. Zac Brown

1. Request Approval for New Positions

a. **SEAD (Social, Emotional, and Academic Development) Coach (Classified)
b. **SEAD (Social, Emotional, and Academic Development) Coach (Certified)
c. **RTI Teacher
d. **Intervention Teacher

IX. Information Only

A. Legal Services Report
B. Donation Acceptance from the County Commission
C. Notice of City of Chattanooga Annexation - Scott Bennett

X. Events/Announcements
XI. Adjourn

Hamilton County Department of Education – Draft Minutes – Not Yet Approved by the Board
Hamilton County Board of Education
Board Meeting - Quarterly Session
December 8, 2022 6:00 PM
3074 Hickory Valley Road
Chattanooga, TN 37421

I. Roll Call
II. **Approval of the Agenda
III. Executive Session - Yes
IV. Pledge to the Flag and Meditation - Phil Iannarone, Principal of Central High
V. Exemplars of Excellence
    A. Chief of Opportunity and Access - Dr. Neelie Parker and Chief Talent Officer - Dr. Zac Brown - Recognition of Staff - ASCD Emerging Leaders Class of 2022, Donna Nearly and Erin Kirby
    B. Superintendent Dr. Justin Robertson - Recognition of Various Employees for Going Above and Beyond the Call of Duty
    C. State Champions - Signal Mountain High Cross Country - Tim James
VI. Board Member Disclaimer Statement - I declare that I have a [spouse, parent, grandparent, child, sibling, aunt, uncle, nephew, niece, relation-in-law or member of my household] who works for the school system and that the Board's vote on [budget, policies, etc.] may have an effect on my relative's employment. Even so, I hereby certify that I will cast my vote in the best interest of the school system.
VII. **Approval of the Consent Agenda
    A. Approval of the Minutes of the November 17, 2022 Regular Session
    B. Executive Committee Report
        1. Chief Financial Officer - Mary Ellen Heuton, CPA
            a. Executive Committee Grant Approvals - Dr. Patricia Russell, SEAD Executive Director

            Mental Health Service Professional Demonstration Grant Program
            School-Based Mental Health Services Grant Program
    C. Deputy Superintendent - Dr. Sonia Stewart
        1. Field Trips
            a. Dr. Chip Dale Community Superintendent Harrison Bay
            b. Elaine Harper Community Superintendent North River
            c. Dr. Shane Harwood - Community Superintendent Rock Point
    D. Chief Financial Officer - Mary Ellen Heuton, CPA
        1. Bids/Contracts
        2. Financial Reports
        3. Budget Amendments
            a. Federal Grants, State Grants, and Self-Funded Programs
            b. General Operating Amendments
        4. CLASS Revised Bylaws
        5. CLASS Retainer Agreement
    E. Chief Strategy Officer - Shannon Moody
        1. Board Policies - Second and Final Read
            a. Board Policy 4.200 - Curriculum Development
            b. Board Policy 4.202 - Exceptional Education
            c. Board Policy 4.204 - Career & Technical Education

d. Board Policy 4.206 - Early Postsecondary Opportunities
e. Board Policy 4.207 - Supplementary Porgrams
f. Board Policy 4.208 - Virtual Education Program
g. Board Policy 4.210 - Credit Recovery
h. Board Policy 4.211 - Work-based Learning and Apprenticeship
i. Board Policy 4.402 - Selection of Instructional Materials
j. Board Policy 4.605 - Lottery Scholarships
k. Board Policy 4.609 - Promotion and Retention

VIII. Administrative Business Matters

A. Deputy Superintendent - Dr. Sonia Stewart

1. **University High School - Request for Approval - Blake Freeman, Executive Director of Learning

B. Chief Strategy Officer - Shannon Moody

1. **PECCA Special Question Results - Approval of Collaborative Conferencing Committe

IX. Board Matters

A. **Approval Request for Tyner Middle High School Bid - Hamilton County Project #22-07-01.03 - Justin Witt

X. Information Only

A. Legal Services Report

XI. Events/Announcements

A. Friday, December 16, 2022
End of 2nd Quarter

B. December 19-December 30, 2022
Winter Break

C. December 22-23 and
December 29-30, 2022 CO Closed

D. Monday, January 2, 2023 - No Students
Teacher Inservice #2 - School-Based

E. Tuesday, January 3, 2023 - No Students
Teacher Inservice #3 - System-wide

F. Wednesday, January 4, 2023
School Reopens

G. Friday, January 6, 2023
Report Cards

H. Monday, January 9, 2023
Discipline Committee Meeting 5:30 p.m.

I. Monday, January 16, 2023
Martin Luther King Day
Schools and CO Closed

Thursday, January 19, 2023
Board Work Session - 4:30 p.m.
Board Meeting Regular Session 6:00 p.m.

XII. Adjourn

Hamilton County Department of Education – Draft Minutes – Not Yet Approved by the Board
Hamilton County Board of Education
Board Meeting - Quarterly Session
December 8, 2022 6:00 PM
3074 Hickory Valley Road
Chattanooga, TN 37421

I. Roll Call

Attendance Taken at 6:40 PM.

Mrs. Jill Black:	Absent
Mr. Ben Connor:	Present
Mr. Larry Grohn:	Present
Mrs. Karitsa Jones:	Present
Mr. Gary Kuehn:	Present
Mr. Marco Perez:	Present
Mrs. Faye Robinson:	Present
Mrs. Tiffanie Robinson:	Absent
Mr. Joe Smith:	Absent
Mrs. Rhonda Thurman:	Present
Dr. Joe Wingate:	Present

Also in attendance: Dr. Justin Robertson, Superintendent
Absent: Mrs. Jill Black and Mr. Joe Smith due to illness; Mrs. Tiffanie Robinson due to being out of the country; Eliora Davis, Student Representative

II. **Approval of the Agenda

Passed: Approval of the agenda with the following amendment: Add as Item IX. - Board Matters and renumber all following items: **Tyner High School Bid - Hamilton County Project #22-07-01.03 passed with a motion by Mrs. Karitsa Jones and a second by Mr. Marco Perez.

Mrs. Jill Black:	Absent
Mrs. Tiffanie Robinson:	Absent
Mr. Joe Smith:	Absent
Mr. Ben Connor:	Yes
Mr. Larry Grohn:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Gary Kuehn:	Yes
Mr. Marco Perez:	Yes
Mrs. Faye Robinson:	Yes
Mrs. Rhonda Thurman:	Yes
Dr. Joe Wingate:	Yes

Yes: 8, No: 0, Absent: 3

III. Executive Session - Yes

IV. Pledge to the Flag and Meditation - Phil Iannarone, Principal of Central High

V. Exemplars of Excellence

A. Chief of Opportunity and Access - Dr. Neelie Parker and Chief Talent Officer - Dr. Zac Brown - Recognition of Staff - ASCD Emerging Leaders Class of 2022, Donna Nearly and Erin Kirby

B. Superintendent Dr. Justin Robertson - Recognition of Various Employees for Going Above and Beyond the Call of Duty

C. State Champions - Signal Mountain High Cross Country - Tim James

VI. Board Member Disclaimer Statement - I declare that I have a [spouse, parent, grandparent, child, sibling, aunt, uncle, nephew, niece, relation-in-law or member of my household] who works for the school system and that the Board's vote on [budget, policies, etc.] may have an effect on my relative's employment. Even so, I hereby certify that I will cast my vote in the best interest of the school system.

Disclaimers were made by: Mr. Kuehn, Mrs. Jones, Mr. Perez, Mrs. Thurman, and Dr. Wingate

VII. **Approval of the Consent Agenda

Passed: Approval of the Consent Agenda passed with a motion by Mr. Marco Perez and a second by Mrs. Karitsa Jones.

Mrs. Jill Black:	Absent
Mrs. Tiffanie Robinson:	Absent
Mr. Joe Smith:	Absent
Mr. Ben Connor:	Yes
Mr. Larry Grohn:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Gary Kuehn:	Yes
Mr. Marco Perez:	Yes
Mrs. Faye Robinson:	Yes
Mrs. Rhonda Thurman:	Yes
Dr. Joe Wingate:	Yes

Yes: 8, No: 0, Absent: 3

A. Approval of the Minutes of the November 17, 2022 Regular Session

B. Executive Committee Report

1. Chief Financial Officer - Mary Ellen Heuton, CPA

a. Executive Committee Grant Approvals - Dr. Patricia Russell, SEAD Executive Director

Mental Health Service Professional Demonstration Grant Program
School-Based Mental Health Services Grant Program

C. Deputy Superintendent - Dr. Sonia Stewart

1. Field Trips

a. Dr. Chip Dale Community Superintendent Harrison Bay

1. **East Hamilton High School** – Twenty members of the wrestling team request permission to travel to Tullahoma, Tennessee December 9-10, 2022 to compete in a tournament.
2. **East Hamilton High School** - Twenty members of the wrestling team request permission to travel to Franklin, Tennessee February 2-4, 2023 to compete in the TSSAA State Duals.
3. **East Hamilton High School** – Fifty students enrolled in AP classes request permission to travel to Merritt Island, Florida and Orlando, Florida February 16-20, 2023 to explore America's space program and theme park design.
4. **East Hamilton High School** – Twenty members of the wrestling team request permission to travel to Franklin, Tennessee February 22-25, 2023 to compete in the TSSAA Traditional State Tournament.
5. ***Brown Middle School** – Twenty-five members of the Beta Club traveled to Nashville, Tennessee November 21-22, 2022 to attend the Jr. Beta State Convention.

*This item was previously approved by Dr. Justin Robertson, Superintendent and Mrs. Tiffanie Robinson, Board Chairwoman.

b. Elaine Harper Community Superintendent North River

1. **Soddy Daisy High School** – Fourteen members of the cheer team request permission to travel to Dallas, Texas January 19-23, 2023 to compete in the NCA High School Nationals.
2. **Soddy Daisy High School** – Twenty members of the wrestling team request permission to travel to Franklin, Tennessee February 3-4, 2023 to compete in the TSSAA State Dual Tournament.
3. **Soddy Daisy High School** – Fourteen members of the wrestling team request permission to travel to Franklin, Tennessee February 23-25, 2023 to compete in the TSSAA State Tournament.
4. **Soddy Daisy High School** – Fifteen student members of Youth in Government request permission to travel to Nashville, Tennessee April 13-16, 2023 to attend the Tennessee Youth in Government Conference.

c. Dr. Shane Harwood - Community Superintendent Rock Point

#1. **<u>Center for Creative Arts -</u>** Thirty 9th - 12th grade Instrument students will travel to Gatlinburg, TN February 2-4, 2023 to attend a ETSBOA Senior Band and Orchestra Clinic.

#2. **<u>CSAS Upper</u> –** Thirty-Nine High School Choir students will travel to Lake Buena Vista, Fl March 30, 2023 - April 3, 2023 to perform at Saratoga Springs Resort Festival of Disney.

#3. **<u>Center for Creative Arts</u> –** Forty-Eight 9th - 12th grade acting, musical and theatre students will travel to Newark, NJ May 24-28, 2023 to participate in workshops and industry experiences.

D. Chief Financial Officer - Mary Ellen Heuton, CPA

1. Bids/Contracts

A. Request Approval of iCIMS SOW for CRM and Renewal Order Form.

1. Attached for your approval is a contract for the following:

Request Approval of iCIMS SOW for CRM and Renewal Order Form.

2. Financial Reports

The monthly financial report comparing budget to actual through October 2022. The presentation of the monthly financial statement compares actual year-to-date expenditures to the original adopted budget and the year-to-date amended budget.

HAMILTON COUNTY SCHOOLS
REVENUE/EXPENSES VS BUDGET
PERIOD ENDED
October, 2022

		General Purpose			Federal Programs			Self-Funded Programs			School Nutrition			Grand Totals		
REVENUES		Adopted Budget	Revised Budget	YTD Actual	Adopted Budget	Revised Budget	YTD Actual	Adopted Budget	Revised Budget	YTD Actual	Adopted Budget	Revised Budget	YTD Actual	Adopted Budget	Revised Budget	YTD Actual
LOCAL TAXES		257,733,000	257,733,000	34,317,519										257,733,000	257,733,000	34,317,519
LICENSES AND PERMITS		13,000	13,000	3,558										13,000	13,000	3,558
CHARGES FOR CURRENT SERVICES		543,140	543,140	148,820				4,397,076	4,417,516	1,409,527	3,035,654	3,035,654	1,231,651	7,975,870	7,996,310	2,789,999
OTHER LOCAL REVENUES		1,209,000	1,209,000	316,327				3,304,098	5,674,644	505,155	40,587	40,587	96,973	4,552,685	6,923,231	918,454
STATE OF TENNESSEE		192,550,290	192,731,827	57,369,520										192,550,290	192,731,827	57,369,520
OTHER STATE REVENUES		699,223	3,101,319	1,521,469							198,558	198,558		897,781	3,299,877	1,521,469
FEDERAL GOVERNMENT		1,065,000	1,867,637	810,049	86,561,499	105,046,169	4,202,368				19,599,647	19,599,647	7,007,602	107,226,146	126,513,473	12,020,019
OTHER SOURCES		2,285,000	2,285,000	2,096,365										2,285,000	2,285,000	2,096,365
RESERVES/FUND BALANCE *			4,105,097					212,173	2,567,907	93,637			769	212,173	6,673,004	94,406
PY ENCUMBRANCE BUDGET																
TOTAL REVENUES		**456,096,653**	**463,588,040**	**96,582,827**	**86,561,499**	**105,046,169**	**4,202,368**	**7,913,347**	**12,660,067**	**2,008,319**	**22,874,446**	**22,874,446**	**8,336,994**	**573,445,945**	**604,168,722**	**111,130,369**
EXPENDITURES																
REGULAR INSTRUCTION PROGRAM	71100	220,689,490	219,051,897	57,238,377	17,071,100	19,650,821	5,223,904	2,914,488	5,695,389	741,870				240,675,078	244,398,107	63,204,150
SPECIAL EDUCATION INSTR PROG	71200	41,105,120	43,508,464	9,597,119	5,905,170	5,407,549	1,136,743	338,000	638,000	25,878				47,348,290	49,654,013	10,759,740
VOCATIONAL ED INSTR PROG	71300	8,815,287	9,115,787	2,372,529	1,690,208	1,873,840	446,309	14,154	154,051	-				10,519,649	11,143,678	2,818,838
ATTENDANCE	72110	2,944,451	3,216,441	671,818	25,915	25,915	58,487	-	-	-				2,970,366	3,242,376	730,305
HEALTH SERVICES	72120	5,981,313	6,306,308	1,463,160	119,050	607,727	206,625	42,500	42,500	9,058				6,142,863	7,156,535	1,678,843
OTHER STUDENT SUPPORT	72130	14,259,303	14,913,536	4,815,824	4,430,682	6,971,724	1,307,053	62,173	69,283	28,713				18,752,158	21,954,543	6,151,600
REG INST SUPPORT	72210	17,958,851	19,497,873	5,975,461	12,563,010	15,576,843	3,192,395	548,327	1,814,755	320,225				31,069,988	36,891,471	9,488,101
SPECIAL ED INST SUPPORT	72220	3,684,570	3,933,094	2,016,422	4,451,135	5,139,744	798,562	-	-	-				8,135,705	9,072,838	2,814,984
VOCATIONAL ED INST SUPPORT	72230	422,155	442,847	148,927	575,000	510,669	59,384	-	-	-				997,155	953,516	208,311
EDUCATION TECHNOLOGY	72250	5,822,599	5,969,340	2,638,956	461,503	461,503	55,506	-	-	-				6,284,102	6,430,843	2,694,463
BOARD OF EDUCATION	72310	6,867,979	6,876,697	1,580,856	-	-	-	100,000	100,000	-				6,967,979	6,976,697	1,580,856
OFFICE OF SUPERINTENDENT	72320	2,976,479	3,108,431	930,564	-	-	825	98,298	98,298	20,223				3,074,777	3,206,729	976,266
OFFICE OF PRINCIPAL	72410	30,807,096	31,980,211	9,121,893	529,621	408,956	25,478	-	-	-				31,336,717	32,389,167	9,164,401
FISCAL SERVICES	72510	3,899,707	4,039,355	1,040,374	347,700	393,900	42,500	-	-	-				4,247,407	4,433,255	1,040,374
HUMAN RESOURCES	72520	1,968,155	2,025,964	616,191	-	-	-	21,530	27,021	3,241				1,989,685	2,052,985	654,432
OPERATION OF PLANT	72610	27,835,452	28,859,296	9,537,562	-	2,517,975	35,000	-	5,951	-				27,835,452	31,383,222	9,537,562
MAINTENANCE OF PLANT	72620	9,310,001	9,607,623	3,529,743	-	2,006,041	-	-	196,500	-				9,310,001	11,810,164	3,917,306
TRANSPORTATION	72710	20,852,162	21,155,489	5,674,963	339,950	648,098	388,563	-	23,663	650				21,192,112	21,827,190	5,675,833
CENTRAL AND OTHER	72810	447,719	498,641	387,309	-	-	-	-	6,600	1,918				447,719	505,241	389,227
FOOD SERVICE	73100	-	-	2,771	20,000	20,000	-	-	-	-	22,874,446	22,874,446	7,032,498	22,894,446	22,894,446	8,018,698
COMMUNITY SERVICES	73300	499,266	509,596	79,544	1,083,991	4,985,991	983,428	3,655,923	3,655,923	98,107				5,236,200	9,151,510	193,713
EARLY CHILDHOOD EDUCATION	73400	3,052,850	3,236,302	632,140	56,220	56,220	6,062	117,954	132,193	38,383				3,227,024	3,424,715	790,321
REGULAR CAPITAL OUTLAY	76100	200,000	200,000	-	34,715,000	34,940,000	119,799	-	-	-				34,915,000	35,140,000	-
EDUCATION DEBT SERVICE		975,000	-	-	-	-	-	-	-	-				975,000	-	-
EDUCATION CAPITAL PROJECTS		3,000,000	3,000,000	-	-	-	-	-	-	-				3,000,000	3,000,000	-
CHARTER SCHOOLS (TRANSFERS)		21,724,828	21,724,828	6,143,505	-	-	-	-	-	-				21,724,828	21,724,828	6,143,505
TRANSFERS-STATE GRANTS		-	-	-	2,176,244	2,640,653	-	-	-	-				2,176,244	2,640,653	-
TRANSFERS TO FUND BALANCE			710,000													
TOTAL EXPENDITURES		**456,096,653**	**463,588,040**	**126,215,948**	**86,561,499**	**105,046,169**	**14,086,643**	**7,913,347**	**12,660,067**	**1,288,266**	**22,874,446**	**22,874,446**	**7,032,498**	**573,445,945**	**604,168,722**	**148,622,456**

10/01/2022

3. Budget Amendments

a. Federal Grants, State Grants, and Self-Funded Programs

The following budget amendments for Federal Grants and Self-Funded Programs for FY2023 are recommended for your approval.

The Federal Programs budget is amended by items 1 - 6. Items 1, 4 and 6 consist of both current year awards and carryover funds. Items 2 and 5 consist of current year awards. Item 3 consists of carryover funds.

The Self-Funded Programs budget is amended by item 7 which consists of current year contributions and carryover contributions.

1. Title III Immigrant, with transfers between lines
2. Turnaround Action Grant III, totaling $1,859,734
3. ARP IDEA Part B and Preschool, with transfers between lines
4. TN All Corps, with transfers between lines
5. Emergency Connectivity Fund, totaling $168,096
6. IDEA Part B Grant, with transfers between lines
7. Community Donations - Schools, with transfers between lines

b. General Operating Amendments

Board approval is requested to amend the FY23 General Purpose Operating Budget as follows:

- Transfers between accounts to reclassify existing budget appropriations between various accounts as indicated in the attachment. These transfers will not increase the total FY23 budget.
- Appropriate unassigned fund balance for the following projects:
    - $500,000 for fire upgrades
    - $89,000 for paging system at Signal Mountain Middle/High School
- Appropriate $3,800,000 of unassigned fund balance for the 6th and 9th grade device refresh.

Recommendation: It is recommended that the Board approve the amendment to the FY23 General Purpose Operating Budget to reallocate appropriations between various expense line items, and appropriate unassigned fund balance for various one-time expenditures.

5. CLASS Revised Bylaws

A revised set of Bylaws for The Coalition of Large School Systems (CLASS) has been proposed. The main purpose is to remove Knox County who voted to withdraw from CLASS in October 2022. There is also proposed language to update the purpose section and revise the fiscal year.

Hamilton County Schools has been a member of CLASS since inception. Member school systems include Hamilton County, Memphis-Shelby County, and Metro Nashville/Davidson County.

Hamilton County will be serving as the Chairman of CLASS for Fiscal year 2023.

6. CLASS Retainer Agreement

The Coalition of Large School Systems (CLASS) retainer agreement with Millsaps Gowan Government Relations requires Board approval.

Hamilton County Schools has been a member of CLASS since inception. Member school systems include Hamilton County, Memphis-Shelby County, and Metro Nashville/Davidson County.

The annual cost is $37,500 and this amount is included in the general-purpose operating budget as an ongoing operating expense.

Recommendation: It is recommended that the Board accept the retainer agreement with Millsaps Gowan Government Relations.

E. Chief Strategy Officer - Shannon Moody

1. Board Policies - Second and Final Read

a. Board Policy 4.200 - Curriculum Development

b. Board Policy 4.202 - Exceptional Education

c. Board Policy 4.204 - Career & Technical Education

d. Board Policy 4.206 - Early Postsecondary Opportunities

e. Board Policy 4.207 - Supplementary Programs

f. Board Policy 4.208 - Virtual Education Program

g. Board Policy 4.210 - Credit Recovery

h. Board Policy 4.211 - Work-based Learning and Apprenticeship

i. Board Policy 4.402 - Selection of Instructional Materials

j. Board Policy 4.605 - Lottery Scholarships

k. Board Policy 4.609 - Promotion and Retention

VIII. Administrative Business Matters

A. Deputy Superintendent - Dr. Sonia Stewart

1. **University High School - Request for Approval - Blake Freeman, Executive Director of Learning
   Passed: Approval of VIII. Administrative Business Matters - **University High School - Request for Approval passed with a motion by Mr. Larry Grohn and a second by Mr. Gary Kuehn.

Mrs. Jill Black:	Absent
Mrs. Tiffanie Robinson:	Absent
Mr. Joe Smith:	Absent
Mr. Ben Connor:	Yes
Mr. Larry Grohn:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Gary Kuehn:	Yes
Mr. Marco Perez:	Yes
Mrs. Faye Robinson:	Yes
Mrs. Rhonda Thurman:	Yes
Dr. Joe Wingate:	Yes

   Yes: 8, No: 0, Absent: 3

B. Chief Strategy Officer - Shannon Moody

1. **PECCA Special Question Results - Approval of Collaborative Conferencing Committee
   Passed: Approval of PECCA Special Questions Results - Approval of Collaborative Conference Committee passed with a motion by Mr. Marco Perez and a second by Mr. Ben Connor.

Mrs. Jill Black:	Absent

Mrs. Tiffanie Robinson:	Absent
Mr. Joe Smith:	Absent
Mr. Ben Connor:	Yes
Mr. Larry Grohn:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Gary Kuehn:	Yes
Mr. Marco Perez:	Yes
Mrs. Faye Robinson:	Yes
Mrs. Rhonda Thurman:	Yes
Dr. Joe Wingate:	Yes

Yes: 8, No: 0, Absent: 3

IX. Board Matters

A. **Approval Request for Tyner Middle High School Bid - Hamilton County Project #22-07-01.03 - Justin Witt

Passed: Approval of the Tyner Middle High School Bid - Hamilton County Project #22-07-01.03 passed with a motion by Mrs. Karitsa Jones and a second by Mr. Marco Perez.

Mrs. Jill Black:	Absent
Mrs. Tiffanie Robinson:	Absent
Mr. Joe Smith:	Absent
Mr. Ben Connor:	Yes
Mr. Larry Grohn:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Gary Kuehn:	Yes
Mr. Marco Perez:	Yes
Mrs. Faye Robinson:	Yes
Mrs. Rhonda Thurman:	Yes
Dr. Joe Wingate:	Yes

Yes: 8, No: 0, Absent: 3

X. Information Only

A. Legal Services Report

XI. Events/Announcements

XII. Adjourn- The meeting was adjourned at 7:15 p.m.

_____ _____

Chairperson Date

_____	_____
Superintendent	Date

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

TO: Hamilton County Board of Education

FROM: Sherrie Ford

DATE: January 19, 2023

RE: Executive Committee Report

The Executive Committee of the Board may act on behalf of the full Board during the time between Board meetings. The Executive Committee items submitted to me for the agenda packet for the period of December 8, 2022 through January 19, 2023 are included. These items include previously approved field trips indicated by an asterisk and various early/emergency approvals presented for ratification.

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

To: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

From: Shannon Moody, Chief of Strategy
Layra Navarro-Flores, Community Health Manager

Date: January 19, 2023

Subject: Executive Committee Grant Approval

Grant requests in excess of $100,000 that do not obligate the Board to provide funds, can be approved by the Executive Committee.

The following grant request was approved by the Executive Committee in December 2022.

- Health Resiliency Program (HRP) Practice Transformation and Extension Grant

Enclosures: Executive Committee Approval

DocuSign Envelope ID: 584A079F-72B4-4D77-90EC-E81BB0A2BB03

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

To: Dr. Justin Robertson, Superintendent
Tiffanie Robinson, HCS Board Chairwoman

From: Shannon Moody, Chief of Strategy
Layra Navarro-Flores, Community Health Manager

Date: December 2, 2022

Subject: Health Resiliency Program (HRP) Practice Transformation and Extension Grant

The Tennessee Department of Health's Health Resiliency Program Grant will provide approximately $765,000 to fund medical personnel from Erlanger Health System to staff the School-Based Health Clinic at Howard Connect Academy. Grant funds will also support the buildout of the Community Health domain in the Student Success Plan platform.

If awarded, obligated grant funds must be spent by December 2026. The positions will be sustained by Erlanger through additional Federal, State, and/or local funds after the completion of the grant period. Any ongoing expenses related to the maintenance of the SSP Community Health domain will be included in the GP budget for SSP platform maintenance.

Grant requests in excess of $100,000, that do not obligate the Board to provide funds, can be approved by the Executive Committee. All Executive Committee approved grant requests will be placed on the following month's Board agenda.

DocuSigned by:
Layra Navarro-Flores
1413D952260D4A3...
Grant Budget Manager — 12/02/2022 Date

DocuSigned by:
Shannon Moody
29F1F41DD9C149A...
Budget Unit Manager — 12/05/2022 Date

DocuSigned by:
Mary Ellen Henton
B693C462946245F...
Chief Financial Officer — 12/05/2022 Date

Executive Committee Approval

DocuSigned by:
Justin Robertson
4D76312655B6468...
Superintendent — 12/05/2022 Date

DocuSigned by:
228E55A7389846D...
Board Chairman — 12/05/2022 Date

HAMILTON COUNTY DEPARTMENT OF EDUCATION
3074 Hickory Valley Road
Chattanooga, TN 37421

MEMORANDUM

TO: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

FROM: Dr. T. Chip Dale
Harrison Bay Learning Community Superintendent

DATE: January 19,2023

RE: Overnight Field Trips

This is to request Board approval of the following overnight field trips:

1. **Chattanooga School for the Liberal Arts** – Nine members of the high school robotics team request permission to travel to White House, Tennessee January 27-28, 2023 to compete in the White House 7th Annual VEX Winter Tournament.

2. **Chattanooga School for the Liberal Arts** – Eighteen members of the robotics team request permission to travel to Collierville, Tennessee March 3-4, 2023 to compete in the VlQC State Championship.

3. **East Hamilton High School** – Ten students enrolled in band request permission to travel to Gatlinburg, Tennessee February 2-4, 2023 to audition for the ETSBOA Sr. Clinic Honor Band.

4. **Ooltewah High School** – Twelve students enrolled in band request permission to travel to Gatlinburg, Tennessee February 2-4, 2023 to audition for the ETSBOA Sr. Clinic Honor Band.

5. **Ooltewah High School** – Eighteen members of the cheer team request permission to travel to Orlando, Florida April 28-May 1, 2023 to compete in the One Cheer & Dance Global Finals.

6. ***East Hamilton High School** – Fifty students enrolled in concert choir traveled to Sevierville, Tennessee December 9-10, 2022 to perform at the Wilderness Resort.

*This item was previously approved by Dr. Justin Robertson, Superintendent and Mrs. Tiffanie Robinson, Board Chairwoman.

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** 12/13/2022

☐ **Exceptional Ed** ■ **Learning Community** ☐ **PreK**

School CSLA Grade/Group/Team CSLA VRC HS Robotics

Departure Date/Time 1/27/2023 3:00PM Return Date/Time 1/28/2023 10:00PM

Event/Venue White House 7th Annual VEX Winter Tournament (MS/HS) Address 111 Meadows Rd, White House, Tennessee, 37188, United States

Instructional value VRC Robotics Teams competing in regional competition; testing driving and skills programming strategies.

Evaluation Team members reflect on competition, robot performance, observation of teams and robots.

Fee Requested $ 0 How Acquired?

Total # of Students 9 Total # of Staff 1 Total # of Chaperones 0 Nurse Required: ☐ Yes ■ No

Number of subs needed 0 Funding source for subs

- Total # of Students with 504 Plan 0 Modifications Needed 0
- Total # of Students with Disabilities 0 Modifications Needed 0

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $ Bus # Driver's Name

☐ Handicap Accessible Bus Cost $

☐ Charter Bus (**Board Approved**) Cost $

■ Cars List Driver(s) Parents will transport own student(s). Cost $ 0

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Scott Rosenow, Natasha Clark

Chaperones: Each parent will transport and house their own student.

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ■Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 5

*Estimated cost to parent support groups for this trip $ 0

*Projects students have undertaken to secure funds Volunteerism with Sponsor Companies

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature: Scott Rosenow NClark		**Date:** 1/5/23
Principal's Signature: Krystal Harlerow		**Date:** 1/5/23
LC Superintendent's Signature: T. Chip Dale	Digitally signed by T. Chip Dale Date: 2023.01.05 13:39:45 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** December 13, 2022

☐ **Exceptional Ed** ■ **Learning Community** ☐ **PreK**

School Chattanooga School for the Liberal Arts Grade/Group/Team CSLA VEXIQ Robotics

Departure Date/Time March 3, 2023 / 1:30PM Return Date/Time March 4, 2023 / 12:00AM

Event/Venue VIQC State Championship/ St. George's Indpendent School Address 1880 Wolf River Blvd., Collierville, TN 38017

Instructional value Students competing at highest level; observing and interacting with other teams/robots to continually seek improvement.

Evaluation Outcomes of tournament; student reflection on process and outcomes

Fee Requested $ 100 How Acquired? Family funded trip.

Total # of Students 18 Total # of Staff 2 Total # of Chaperones Parents Nurse Required: ☐ Yes ■ No

Number of subs needed 2 Funding source for subs HCS

- Total # of Students with 504 Plan 0 Modifications Needed _____
- Total # of Students with Disabilities 0 Modifications Needed _____

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # ____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

☐ Charter Bus **(Board Approved)** _____ Cost $_____

■ Cars List Driver(s) Students driven by own parents Cost $_____

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Scott Rosenow; Diedra Aldridge

Chaperones: Each student traveling and housing with their own parent.

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ■Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 3

*Estimated cost to parent support groups for this trip $ 0

*Projects students have undertaken to secure funds 0

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature: Scott Rosenow	**Date:** 12/13/2022
Principal's Signature: Krystal Scarbrough	**Date:** 12/13/2022
LC Superintendent's Signature: T. Chip Dale Digitally signed by T. Chip Dale Date: 2023.01.05 12:48:22 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

8/2020

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** 12/1/22

☐ **Exceptional Ed** ■ **Learning Community** ☐ **PreK**

School East Hamilton High School Grade/Group/Team 9-12 Band

Departure Date/Time 2/2/23 @8am Return Date/Time 2/4/23 @3pm

Event/Venue ETSBOA Sr. Clinic Honor Band- Gatlinburg, TN Address 705 Cherokee Orchard Rd. Gatlinburg, TN 37738

Instructional value Students will gain knowledge and valuable experience from participating in an Honor Band

Evaluation through performance

Fee Requested $ 50 How Acquired? through school bookkeeper

Total # of Students 10 Total # of Staff 2 Total # of Chaperones 0 Nurse Required: ☐ Yes ■ No

Number of subs needed 1 Funding source for subs school

- Total # of Students with 504 Plan 0 Modifications Needed n/a
- Total # of Students with Disabilities 0 Modifications Needed n/a

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # ____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

■ Charter Bus (**Board Approved**) Rocky Top Tours Cost $TBA

■ Cars List Driver(s) Parents will provide transportation for their students. Cost $_____

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Molly Epperson, Josh Light (SDHS)

Chaperones: _____

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ■Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 1

*Estimated cost to parent support groups for this trip $200

*Projects students have undertaken to secure funds various fundraisers

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:	**Date:** 12/1/22
Principal's Signature:	**Date:**
LC Superintendent's Signature: T. Chip Dale Digitally signed by T. Chip Dale Date: 2022.12.07 08:21:16 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ Day ■ Overnight (Must go to Board for Approval) **Today's Date:** 1/4/2023

☐ Exceptional Ed ☐ Learning Community ☐ PreK

School Ooltewah High School Grade/Group/Team 9-12 Band

Departure Date/Time 2/2/23 @ 8AM Return Date/Time 2/4/23 @ 3PM

Event/Venue ETSBOA Sr. Clinic Honor Band - Gatlinburg, TN Address 705 Cherokee Orchard Rd. Gatlinburg, TN 37738

Instructional value Students will gain knowledge and valuable experience through participation in an honor band.

Evaluation Through musical performance

Fee Requested $ 50 How Acquired? through school bookkeeper

Total # of Students 12 Total # of Staff 2 Total # of Chaperones 0 Nurse Required: ☐ Yes ☐ No

Number of subs needed 1 Funding source for subs school

- Total # of Students with 504 Plan 0 Modifications Needed N/A
- Total # of Students with Disabilities 0 Modifications Needed N/A

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # _____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

■ Charter Bus (**Board Approved**) Rocky Top Tours Cost $ TBA

■ Cars List Driver(s) Parents will transport home after performance Cost $_____

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Michael Griffith, Molly Epperson (East Hamilton High School Band Director)

Chaperones: _____

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ■Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 1

*Estimated cost to parent support groups for this trip $ 200

*Projects students have undertaken to secure funds Various fundraisers

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:	**Date:** 1/4/23
Principal's Signature:	**Date:** 1/5/2023
LC Superintendent's Signature: T. Chip Dale Digitally signed by T. Chip Dale Date: 2023.01.05 14:01:32 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

8/2020

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ Day ■ Overnight (Must go to Board for Approval) **Today's Date:** Dec. 15, 2022

☐ Exceptional Ed ☐ Learning Community ☐ PreK

School Ooltewah High School Grade/Group/Team Varsity Competition Cheerleaders

Departure Date/Time April 28, 2023 2:00pm Return Date/Time Monday, May 1, 2023 7:36 pm

Event/Venue Orange County Convention Center Address 9800 International Dr. Orlando, FL 32819

Instructional value National Championship to end competition season in the High School Division of The ONE Cheer & Dance Global Finals 2023

Evaluation Please see attached Intermediate School Cheer Scoresheet

Fee Requested $ 200 each How Acquired? Fundraisers, parent/guardians/ and OHS Cheerleading Booster Club

Total # of Students 18 Total # of Staff 2 Total # of Chaperones _____ Nurse Required: ☐ Yes ■ No

Number of subs needed 2 Funding source for subs HCS

- Total # of Students with 504 Plan 0 Modifications Needed NA
- Total # of Students with Disabilities 0 Modifications Needed NA

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # _____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

☐ Charter Bus **(Board Approved)** _____ Cost $_____

■ Cars List Driver(s) parent responsible for airport drop off *flight Cost $0

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Shara Cook and Wendy Smith

Chaperones: _____

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ☐Yes

*Overnight Field Trips

*Number of students not attending for economic reasons none

*Number of trips this group expects to take which will require funds none other than this

*Estimated cost to parent support groups for this trip $ 200 each cheerleader

*Projects students have undertaken to secure funds Cash Calendar, Spirit Sales, Sponsorships, OYA cheer camp, donations

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:	Shara M Cook, Ed.D.	**Date:** 12/15/22
Principal's Signature:		**Date:** 12/16/22
LC Superintendent's Signature:	T. Chip Dale Digitally signed by T. Chip Dale Date: 2023.01.02 08:12:23 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

DocuSign Envelope ID: 843106FD-B27D-4F7D-AF70-25AE4DBFA06C

Hamilton County Schools
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

Request for Early Approval

MEMORANDUM

To: Executive Committee of the Board

School: East Hamilton High School

Date: 11/17/22 Trip Dates: 12/9-12/10/22

The attached request requires approval of the Board of Education. The reason this item was not submitted within the timeframe necessary for it to be placed on the agenda for a scheduled Board session is as follows:

Revisions were made and missed the Board Due Date.

Principal Signature — Date

DocuSigned by:
Sonia Stewart
F208EEDFA17A4E8...
Deputy Superintendent — Date

APPROVED:

DocuSigned by:
Justin Robertson
4D763126555B6468...
Superintendent Signature — Date

DocuSigned by:
Tiffanie Robinson
228E55A7389846D...
Board Chairman Signature — Date

DocuSign Envelope ID: 843106FD-B27D-4F7D-AF70-25AE4DBFA06C

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** revised 10/31/2022

☐ **Career/Tech.** ☐ **Exceptional Ed** ■ **Learning Community** ☐ **Opportunity Zone** ☐ **PreK**

School East Hamilton School Grade/Group/Team HS Concert Choir

Departure Date/Time 12/9 at 8 am Return Date/Time 12/10 at 6:30 pm

Event/Venue Wilderness at the Smokies Performance Address 424 Old Knoxville Hwy, Sevierville, TN 37876

Instructional value Perform holiday concert at Wilderness Resort

Evaluation Through recorded performance and student reflections

Fee Requested $ 275 How Acquired? OSP, Check, or Cash Payment

Total # of Students 50 Total # of Staff 3 Total # of Chaperones 1 Nurse Required: ☐ Yes ■ No

Number of subs needed 2 Funding source for subs school

- Total # of Students with 504 Plan 4 Modifications Needed NA
- Total # of Students with Disabilities 0 Modifications Needed NA

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

County School Bus ☐ Cost $_____ Handicap Accessible Bus ☐ Cost $_____

Charter Bus (Board Approved) ■ Premier Transportation LLC Cost $ 2770

Cars ☐ List Driver(s) _____ Cost $_____

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Morgan Klassen, Alex Ford, Brent Eller (admin)

Chaperones: Robert Klassen

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ■Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 1

*Estimated cost to parent support groups for this trip $_____

*Projects students have undertaken to secure funds various fundraisers

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:	Morgan Klassen	**Date:**	10/31/2022
Principal's Signature:		**Date:**	11/5/22
Director's Signature:	T. Chip Dale Digitally signed by T. Chip Dale Date: 2022.11.29 12:41:41 -05'00'	**Date:**	

SEND TO APPROPRIATE SCHOOL DIRECTOR FOR APPROVAL

HAMILTON COUNTY DEPARTMENT OF EDUCATION
3074 Hickory Valley Road
Chattanooga, TN 37421

MEMORANDUM

TO: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

FROM: Elaine Harper
North River Learning Community Superintendent

DATE: January 19, 2023

RE: Overnight Field Trips

This is to request Board approval of the following overnight field trips:

1. **Hixson High School** – Twelve students enrolled in band request permission to travel to Gatlinburg, Tennessee February 2-4, 2023 to audition for ETSBOA All State-East Senior Band Clinic.

2. **Soddy Daisy High School** – Twenty-eight students enrolled in band request permission to travel to Gatlinburg, Tennessee February 2-4, 2023 to audition for ETSBOA All State-East Senior Band Clinic.

3. **Soddy Daisy High School** – Twenty members of the forensics team request permission to travel to Bluff City, Tennessee February 3-4, 2023 to compete in the Sullivan East High School Forensics Tournament.

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ Day ■ Overnight (Must go to Board for Approval) **Today's Date:** 11/29/22

☐ Exceptional Ed ■ Learning Community ☐ PreK

School Hixson High School Grade/Group/Team Select Band Students - Grades 9-12

Departure Date/Time 9:00 AM, Feb. 2, 2023 Return Date/Time 9:00 PM, Feb. 4, 2023

Event/Venue ETSBOA All State-East Senior Band Clinic Address Park Vista Hotel, Gatlinburg, TN

Instructional value Students are selected by audition to participate in the regional honor band clinic with guest conductors and performances.

Evaluation Student performance and reflection

Fee Requested $ 150 How Acquired? Student

Total # of Students approx. 6-12 Total # of Staff 1 Total # of Chaperones 1 Nurse Required: ☐ Yes ■ No

Number of subs needed 1 Funding source for subs HCS

- Total # of Students with 504 Plan 0 Modifications Needed _____
- Total # of Students with Disabilities 0 Modifications Needed _____

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # _____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

■ Charter Bus (Board Approved) Premier Transportation - one way on 2/2/2022 Cost $1350

■ Cars List Driver(s) Eachparentisresponsibletotaketheirownstudents' homeafterconcertSat.2/4 Cost $_____

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Torey Hart

Chaperones: Jalen Talley

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ☑ Yes

Overnight Field Trips

- Number of students not attending for economic reasons 0
- Number of trips this group expects to take which will require funds 2-4
- Estimated cost to parent support groups for this trip $0
- Projects students have undertaken to secure funds 0
- Co-ed trips require co-ed chaperones. Have you complied? ■ Yes
- Travel itinerary attached with name/address of accommodations ■ Yes

Teacher's Signature: Torey Hart	**Date:** 11/29/22
Principal's Signature: Lee Ziegler	**Date:** 11/30/22
LC Superintendent's Signature: Harper_Elaine Digitally signed by Harper_Elaine Date: 2022.12.19 12:49:48 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

8/2020

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** 11/28/2022

☐ **Exceptional Ed** ■ **Learning Community** ☐ **PreK**

School Soddy Daisy HS Grade/Group/Team Band 9-12

Departure Date/Time Feb. 2 2023 8am Return Date/Time Feb 4 2023 6pm

Event/Venue ETSBOA All-East Clinic Honor Band Address Park Vista Hotel, 705 Cherokee Orchard Rd, Gatlinburg, TN

Instructional value Students will be performing in an Honor Band Clinic

Evaluation Clinicians with public perforance

Fee Requested $ 25 How Acquired? Students pay

Total # of Students 28 or less Total # of Staff 1 Total # of Chaperones 1 Nurse Required: ☐ Yes ■ No

Number of subs needed 1 Funding source for subs Hamilton Co.

- Total # of Students with 504 Plan 0 Modifications Needed N/A
- Total # of Students with Disabilities 0 Modifications Needed N/A

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # _____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

■ Charter Bus **(Board Approved)** Rocky Top/Premier/Malone Transportation - ONE WAY to event Cost $25/student

■ Cars List Driver(s) Parents are responsible for student transportation from event Cost $_____

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Joshua Light

Chaperones: Elicia Cruz

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ■Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 3-4

*Estimated cost to parent support groups for this trip $ $2000

*Projects students have undertaken to secure funds Concessions/Coke Sale

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:	Joshua Light	**Date:**	11/28/2022
Principal's Signature:	[signature]	**Date:**	12/7/22
LC Superintendent's Signature:	Harper_Elaine Digitally signed by Harper_Elaine Date: 2022.12.12 13:12:29 -05'00'	**Date:**	

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ☒ **Overnight** (Must go to Board for Approval) **Today's Date:** 12/14/22

☐ **Exceptional Ed** ☐ **Learning Community** ☐ **PreK**

School Soddy Daisy High Grade/Group/Team Forensics Team

Departure Date/Time 10am/Feb 3 Return Date/Time 10pm/Feb 4

Event/Venue Sullivan East High Forensics Tournament Address 4180 Weaver Pike, Bluff City, Tn 37618

Instructional value Forensics Tournament

Evaluation Students will be critiqued by judges

Fee Requested $ 48 How Acquired? Students will pay

Total # of Students 20 Total # of Staff 3 Total # of Chaperones 4 Nurse Required: ☐ Yes ☒ No

Number of subs needed 2 Funding source for subs HCDE

- Total # of Students with 504 Plan 0 Modifications Needed 0
- Total # of Students with Disabilities 0 Modifications Needed 0

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # ____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

☐ Charter Bus (**Board Approved**) _____ Cost $_____

☒ Cars List Driver(s) Lucy Boydston,Julie Pohl,Jennifer Harvey,Heather Montgomery,Adis Hunt,Lynn Tilley,Terry Davis Cost $0

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Lucy Boydston, Julie Pohl, Jennifer Harvey

Chaperones: Heather Montgomery,Adis Hunt, Lynn Tilley, Terry Davis

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ☒Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 5

*Estimated cost to parent support groups for this trip $0

*Projects students have undertaken to secure funds Pizza Sales, Play Performance

*Co-ed trips require co-ed chaperones. Have you complied? ☒Yes

*Travel itinerary attached with name/address of accommodations ☒Yes

Teacher's Signature:	Lucy Boydston	**Date:**	12/14/22
Principal's Signature:	Angela Cross	**Date:**	12/15/22
LC Superintendent's Signature:	Harper_Elaine Digitally signed by Harper_Elaine Date: 2022.12.19 14:14:42 -05'00'	**Date:**	

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

HAMILTON COUNTY DEPARTMENT OF EDUCATION
3074 Hickory Valley Road
Chattanooga, TN 37421

MEMORANDUM

TO: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

FROM: Dr. Shane Harwood, Community Superintendent, Rock Point Learning Community

DATE: January 19, 2023

RE: Overnight Field Trips

This is to request Board approval of the following overnight field trips:

#1. **CSAS Upper -** Twenty 9th - 12th grade Band students will travel to Gatlinburg, TN February 2-4, 2023 to attend and perform at the ETSBOA Senior Band and Orchestra Clinic.

#2. **CSAS Upper -** Twenty 9th-12th grade String Orchestra students will travel to Gatlinburg, TN February 2-4, 2023 to attend and perform at the ETSBOA Senior Band and Orchestra Clinic.

#3. **Lookout Valley MH** - Six 9th-12th grade select Band students will travel to Gatlinburg, TN February 2-4, 2023 to attend and perform at the ETSBOA Senior Band and Orchestra Clinic.

#4. **Red Bank High -** Fourteen 9th - 12th grade String Orchestra students will travel to Gatlinburg, TN February 2 - 4, 2023to attend and perform at the ETSBOA Senior Band and Orchestra Clinic.

#5. **CSAS Upper -** Eight 9th - 12th grade select Band students will travel to Cookeville, TN February 10-11, 2023 to work with world class directors and perform at end of event.

#6. **Signal Mtn. Middle High** - One hundred and two Youth in Government students will travel to Nashville, TN February 23-26, 2023 to go to the Capitol Building and attend conferences.

#7. **Alpine Crest Elementary** - Ten 5th grade Beta Club students will travel to Gatlinburg, TN March 9-10, 2023 to take part in clinics to promote ideals of Beta.

*These items were previously approved by Dr. Justin Robertson, Superintendent and Tiffanie Robinson, Board Chairman.

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** 11/30/22

☐ **Exceptional Ed** ■ **Learning Community** ☐ **PreK**

School CSAS Grade/Group/Team 9-12 Band

Departure Date/Time February 2, 9:30 AM Return Date/Time February 4, 7:00 PM

Event/Venue ETSBOA Band and Orchestra Clinic, Gatlinburg, TN Address Park Vista Rd, Gatlinburg, TN 37738

Instructional value ETSBOA Senior Band and Orchestra Clinic

Evaluation Performance at the end of the clinic

Fee Requested $ 125 How Acquired? Collected from students

Total # of Students 20 Total # of Staff 2 Total # of Chaperones _____ Nurse Required: ☐ Yes ■ No

Number of subs needed 1 Funding source for subs HCS

- Total # of Students with 504 Plan 0 Modifications Needed n/a
- Total # of Students with Disabilities 0 Modifications Needed n/a

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # _____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

■ Charter Bus (**Board Approved**) Premier Transportation Cost $1,880.00

■ Cars List Driver(s) Parents are responsible for transportation going home from event. Cost $_____

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: James Albertson, Wimberly Kennedy

Chaperones: _____

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ☐Yes

*Overnight Field Trips

*Number of students not attending for economic reasons _____

*Number of trips this group expects to take which will require funds 1

*Estimated cost to parent support groups for this trip $0

*Projects students have undertaken to secure funds 0

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:	**Date:** 11/30/22
Principal's Signature:	**Date:** 11/30/22
LC Superintendent's Signature: Dr. Shane Harwood Digitally signed by Dr. Shane Harwood Date: 2022.12.01 09:16:38 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

8/2020

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** 11/29/22

☐ **Exceptional Ed** ■ **Learning Community** ☐ **PreK**

School CSAS Upper Grade/Group/Team String Orchestra gr. 9-12

Departure Date/Time February 2, 9:30 am Return Date/Time February 4, 7pm

Event/Venue ETSBOA Band and Orchestra Clinic, Gatlinburg, TN Address 315 Historic Nature Trail, Gatlinburg, TN 37738

Instructional value ETSBOA Senior Band and Orchestra Clinic

Evaluation Performance at the end of clinic

Fee Requested $ 125 How Acquired? Collected from students

Total # of Students 20 Total # of Staff 2 Total # of Chaperones _____ Nurse Required: ☐ Yes ■ No

Number of subs needed 1 Funding source for subs HCS

- Total # of Students with 504 Plan 1 Modifications Needed n/a
- Total # of Students with Disabilities 0 Modifications Needed n/a

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # _____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

■ Charter Bus (**Board Approved**) Premier Transportation Cost $ $1,880.00

■ Cars List Driver(s) Parents are responsible for transportation going home from event Cost $_____

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Kenzie Hammond, Aaron Moore

Chaperones: _____

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ■Yes

*Overnight Field Trips

*Number of students not attending for economic reasons _____

*Number of trips this group expects to take which will require funds 1

*Estimated cost to parent support groups for this trip $0

*Projects students have undertaken to secure funds 0

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:		**Date:** 11/29/22
Principal's Signature:		**Date:** 11/29/22
LC Superintendent's Signature:	Dr. Shane Harwood Digitally signed by Dr. Shane Harwood Date: 2022.12.01 09:51:11 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** October 19, 2022

☐ **Exceptional Ed** ☐ **Learning Community** ☐ **PreK**

School Lookout Valley MHS Grade/Group/Team 9-12th Grade Band

Departure Date/Time February 2, 2023 8:00 AM Return Date/Time February 4, 2023 6:00 PM

Event/Venue ETSBOA Senior Clinic Address Park Vista Hotel, Gatlinburg TN705 Cherokee Orchard Rd, Gatlinburg, TN 37738

Instructional value Students performing with ETSBOA Senior Clinic Band

Evaluation Students will be evaluated based on performance

Fee Requested $ 15.00 How Acquired? Students will pay director

Total # of Students 6 Total # of Staff 2 Total # of Chaperones 0 Nurse Required: ☐ Yes ■ No

Number of subs needed 0 Funding source for subs 0

- Total # of Students with 504 Plan 0 Modifications Needed 0
- Total # of Students with Disabilities 0 Modifications Needed 0

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # ____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

■ Charter Bus (**Board Approved**) Rocky Top Tours (to venue) Cost $ 25.00

■ Cars List Driver(s) Parents can drive students to venue if not choosing charter option, must pick students up Saturday Cost $_____

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Shannon Hornady Stephens, Joshua Light

Chaperones: _____

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ☐Yes

*Overnight Field Trips

*Number of students not attending for economic reasons N/A

*Number of trips this group expects to take which will require funds N/A

*Estimated cost to parent support groups for this trip $ N/A

*Projects students have undertaken to secure funds N/A

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature: SS	**Date:** 12/5/22
Principal's Signature: Lee Ann McBryan	**Date:** 12-5-22
LC Superintendent's Signature: Dr. Shane Harwood Digitally signed by Dr. Shane Harwood Date: 2022.12.07 09:36:16 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

8/2020

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** 12-5-22

☐ **Exceptional Ed** ☐ **Learning Community** ☐ **PreK**

School Red Bank High School Grade/Group/Team 9-12 Band

Departure Date/Time Feb 2 8AM Return Date/Time Feb 4 5PM

Event/Venue Park Vista Hotel/ Sr. Clinic Address 705 Cherokee Orchard Rd. Gatlinburg, TN 37738

Instructional value An audition based ensemble that students earn a spot to perform in.

Evaluation A performance on Saturday

Fee Requested $ 0 How Acquired? NA

Total # of Students 14 Total # of Staff 1 Total # of Chaperones 1 Nurse Required: ☐ Yes ■ No

Number of subs needed 1 Funding source for subs HCS

- Total # of Students with 504 Plan 0 Modifications Needed NA
- Total # of Students with Disabilities 0 Modifications Needed NA

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # _____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

■ Charter Bus **(Board Approved)** Riding with CSAS using Premier Transportation Cost $0

■ Cars List Driver(s) Students will ride home with their own parents from the concert. Wimberly's husband will drive her car up and James and Wimberly will ride back together. Cost $0

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Wimberly Kennedy

Chaperones: James Albertson (Band Director at CSAS)

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ☐Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 1

*Estimated cost to parent support groups for this trip $550

*Projects students have undertaken to secure funds Provided from their band fees.

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:		**Date:** 12-6-22
Principal's Signature:		**Date:** 12/6/22
LC Superintendent's Signature:	Dr. Shane Harwood Digitally signed by Dr. Shane Harwood Date: 2022.12.07 09:18:04 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

8/2020

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** 12/12/22

☐ **Exceptional Ed** ■ **Learning Community** ☐ **PreK**

School CSAS Grade/Group/Team 9-12 Band

Departure Date/Time 7:00 a.m./ February 10, 2023 Return Date/Time 9:00 p.m./ February 11, 2023

Event/Venue Festival of Winds and Percussion/ Tennessee Tech Address 1 William L Jones Dr, Cookeville, TN 38505

Instructional value Student will be placed into honor bands working with world class directors

Evaluation Concert at end of event

Fee Requested $ 15 How Acquired? Students will turn in prior to event

Total # of Students 8 Total # of Staff 1 Total # of Chaperones 2 Nurse Required: ☐ Yes ■ No

Number of subs needed 1 Funding source for subs

- Total # of Students with 504 Plan 0 Modifications Needed N/A
- Total # of Students with Disabilities 0 Modifications Needed N/A

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $ Bus # Driver's Name

☐ Handicap Accessible Bus Cost $

☐ Charter Bus **(Board Approved)** Cost $

■ Cars List Driver(s) Students will be transported to and from by chaperones. Cost $

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: James Albertson

Chaperones: Brittany Hamilton, Tang Chengg

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ■Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 1

*Estimated cost to parent support groups for this trip $0

*Projects students have undertaken to secure funds N/A

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:		**Date:** 12/16/22
Principal's Signature:		**Date:** 12/16/2022
LC Superintendent's Signature:	Dr. Shane Harwood ~~Digitally signed by Dr. Shane~~ Harwood Date: 2022.12.20 13:06:32 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** 12-6-22

☐ **Exceptional Ed** ■ **Learning Community** ☐ **PreK**

School Signal Mountain Middle High School Grade/Group/Team 9-12

Departure Date/Time Thursday, February 23, 2022 1:00 PM Return Date/Time Sunday, February 26, 2022, 5:00 PM

Event/Venue Youth in Government, Capitol Building Address 600 Capitol Blvd, Nashville, TN 37243

Instructional value speaking, technical writing, collaboration, government function

Evaluation student reflection and awards won

Fee Requested $ 450 How Acquired? parents are responsible for student fees

Total # of Students 102 Total # of Staff 8 Total # of Chaperones 0 Nurse Required: ☐ Yes ■ No

Number of subs needed 7 Funding source for subs HCDE

- Total # of Students with 504 Plan 0 Modifications Needed
- Total # of Students with Disabilities 0 Modifications Needed

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $ Bus # Driver's Name

☐ Handicap Accessible Bus Cost $

■ Charter Bus (**Board Approved**) Rocky Top Tours Cost $ 6260

☐ Cars List Driver(s) Cost $

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Lorri Whitney, Maureen Bergren, Sara Jane Flowers, Kay Goodgame, Michelle Wheeler, Amber Thevenet, Josh Holt, Wes Greer

Chaperones: n/a

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ☐Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 1

*Estimated cost to parent support groups for this trip $ 0

*Projects students have undertaken to secure funds none

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:	LWhitney	**Date:** 12-13-22
Principal's Signature:		**Date:** 12-13-22
LC Superintendent's Signature:	Dr. Shane Harwood Digitally signed by Dr. Shane Harwood Date: 2022.12.20 12:57:54 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date:** 12/6/22

☐ **Exceptional Ed** ■ **Learning Community** ☐ **PreK**

School Alpine Crest Elementary Grade/Group/Team 5th Grade Beta Club

Departure Date/Time March 9, 2023 at 9:00 a.m. Return Date/Time March 10, 2023 at 3:30 p.m.

Event/Venue Gatlinburg Convention Center - Gatlinburg, TN Address 234 Historic Nature Trail, Gatlinburg, TN 37738

Instructional value Students will indentify behaviors and leadership styles and connect with like minded students to promote the ideals of Beta.

Evaluation Students will be given feedback when collaborating and competing in group activities.

Fee Requested $ 150.00 How Acquired? parents

Total # of Students 10 Total # of Staff 3 Total # of Chaperones_____ Nurse Required: ☐ Yes ■ No

Number of subs needed 3 Funding source for subs school

- Total # of Students with 504 Plan 1 ___ Modifications Needed none needed
- Total # of Students with Disabilities 2 Modifications Needed none needed

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus #_____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

☐ Charter Bus (**Board Approved**) _____ Cost $_____

■ Cars List Driver(s) Parents are responsible for transporting their own child. Cost $0

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Lisa Millard, Ellen Bell, and Tiffany Roberts

Chaperones: none

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ■Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 2

*Estimated cost to parent support groups for this trip $150.00

*Projects students have undertaken to secure funds 1

*Co-ed trips require co-ed chaperones. Have you complied? ■Yes

*Travel itinerary attached with name/address of accommodations ■Yes

Teacher's Signature:	LaMont Ellen Bell	**Date:** 12/7/22
Principal's Signature:	Donny Cross	**Date:** 12-7-22
LC Superintendent's Signature:	Dr. Shane Harwood Digitally signed by Dr. Shane Harwood Date: 2022.12.12 09:32:53 -05'00'	**Date:**

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

To: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

From: Dr. Neelie Parker, Chief of Opportunity and Access
Sarah Evans, Director Exceptional Education

Date: January 19, 2023

Re: Exceptional Education - Overnight Field Trip(s)

#1 **East Hamilton High School**: Four (4) students and two (2) teachers to participate in the Special Olympics Winter Games Unified Champion 2023 Youth Leadership Conference on January 29-31, 2023, at the Gatlinburg Convention Center & Glen Stone Lodge in Gatlinburg, TN 37738. Itinerary attached.

2 **Hixson High School**: Nineteen (19) students, seven (7) teachers, and one (1) chaperone to participate in the Special Olympics Winter Games 2023 Winter Youth Leadership Conference on January 29-31, 2023, at the Gatlinburg Convention Center & Glen Stone Lodge in Gatlinburg, TN 37738. Itinerary attached.

3 **Hixson High School**: Two (2) students and two (2) teachers to participate in the Special Olympics 2023 Capitol Hill Day on February 13-15, 2023, at the Washington Plaza Hotel in Washington, DC 20005. Itinerary attached.

#1

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ Day ☒ Overnight (Must go to Board for Approval) Today's Date: 12/14/2022

☒ Exceptional Ed ☒ Learning Community ☐ PreK

School East Hamilton High School Grade/Group/Team Unified Champions

Departure Date/Time Sunday 8 am 1/29/2023 Return Date/Time Tuesday 7 pm 131/2023

Event/Venue 2023 Youth Leadership Conference Gatlinburg Convention Center & Glen Stone Lodge Address 234 Historic Nature Trail, Gatlinburg, TN 37738 & 504 Historic Nature Trail, Gatlinburg, TN 37738

Instructional value Leadship skills and volunteering oppurtunities

Evaluation Teacher evaluation

Fee Requested $ 0 How Acquired? N/A

Total # of Students 4 Total # of Staff 1 Total # of Chaperones 1 Nurse Required: ☐ Yes ☒ No

Number of subs needed 1 Funding source for subs School

- Total # of Students with 504 Plan 0 Modifications Needed N/A
- Total # of Students with Disabilities 2 Modifications Needed N/A

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # ____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

☐ Charter Bus (Board Approved) _____ Cost $_____

☒ Cars List Driver(s) Timothy Goode Cost $ 0

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Timothy Goode

Chaperones: Tina Gower (Hixson HS exceptional ed teacher)

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ☐Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 0

*Estimated cost to parent support groups for this trip $ 0

*Projects students have undertaken to secure funds 0

*Co-ed trips require co-ed chaperones. Have you complied? ☒Yes

*Travel itinerary attached with name/address of accommodations ☒Yes

Teacher's Signature:		**Date:** 12/14/22
Principal's Signature:		**Date:** 12/14/22
LC Superintendent's Signature:	T. Chip Dale Digitally signed by T. Chip Dale Date: 2022.12.16 08:37:46 -05'00'	**Date:** 12/15/22

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

8/2020

Hamilton County Department of Education

Field Trip Permission Slip

School East Hamilton HS Grade/Course Unified Champions

Destination and Event 2023 Youth Leadership Conference Gatlinburg Convention Center & Glen Stone Lodge

Trip Date January 29-31, 2023 Departure 8 am Return 7 pm

No. of Teachers 1 Instructional value of trip/relationship to classroom activities:
Leadship skills and volunteering oppurtunities

Provision for students not attending Regular Class schedule

Name of Teacher(s)/Adult Chaperone(s)* Timothy Goode Tina Gower

Transportation ☐ County School Bus # _____ Bus Driver's Name _____

☐ Charter Bus Name _____

☐ Car / List Drivers Timothy Goode

Fee Requested $ 0 Permission Slip and Fee Due to Teacher by: January 27

Any trip which occurs during the regular day or is offered in connection with a class is offered without charge. However, if enough funds are not provided, this trip can be cancelled. Any received funds will be reimbursed.

All rules of conduct that are in effect on school grounds apply on this school trip.

---------- Cut Here ----------

Field Trip Destination 2023 Youth Leadership Conference Trip Date January 29-31, 2023

I/we, the undersigned, hereby grant permission for _____ (Student Name)
to participate in the above activity.

- I/we do hereby agree to release from any and all liability and otherwise hold harmless all school personnel acting in their supervisory capacity for personal injury, property or other type of loss which occurred as a result of this activity.
- I/we further authorize the above mentioned teachers/chaperones to seek and arrange for emergency medical care, hospitalization or surgery that may become necessary in my absence and I/we will assume financial responsibility for same.
- The school sponsors, schools, and Hamilton County School officials will make every reasonable effort to properly supervise, control, and render safe all activities in the planned program above.

Student Signature _____ Parent(s) Signature _____ Emergency Phone _____

List any special medical requirements or allergies:

_____

*A chaperone is a non HCDE adult who has submitted to a background check and will have direct unsupervised contact with students during the field trip. A volunteer is a non HCDE adult who assists the teacher(s) during the field trip, but will not have any direct unsupervised contact with students.

July 2017

2023 Youth Leadership Conference

Why: Provide opportunity for an inclusive group of young leaders to gain a better understanding of their own personal leadership journey within the Special Olympics movement and learn new skills to bring back to their peers with the goal of building a more inclusive community.

Who:

Unified Pair

- 1 young person (aged 14-22) with ID
- 1 young person (aged 14-22) without ID
- Must be currently enrolled in high school

Adult Mentor

- School Staff or Volunteer (i.e. educator, school liaison) responsible for the support of Inclusive Youth Leadership in schools, engaging and activating students

When:

Sunday, January 29th through Tuesday, January 31st

Where:

Gatlinburg Convention Center 234 Historic Nature Trail, Gatlinburg, TN 37738

And

Glen Stone Lodge 504 Historic Nature Trail, Gatlinburg, TN 37738

With volunteer opportunities;

Monday, January 30 Volunteering at Unified Basketball Competition @ Rocky Top Sports World 1870 Sports World Blvd, Gatlinburg, TN 37738

And

Tuesday, January 31 Training Sessions and Volunteering @ Ober Gatlinburg 1339 Ski Mountain Rd, Gatlinburg, TN 37738

Cost:

All lodging and meal costs will be covered by SOTN. If you need assistance with travel costs, you can make that request in your registration form. Requests will be honored based on number of requests received and availability of funds.

Draft Schedule

Sunday:

Arrive Sunday morning to the Gatlinburg Convention Center

Lunch

Prep for the athletes coming in that afternoon

Help with registration and opening ceremonies

Dinner

Training sessions

Lights out at 11

Monday:

Breakfast

Training sessions

Lunch

Volunteering at Unified Basketball Competition

Dinner

Training sessions

Lights out at 11

Tuesday:

Breakfast

Go to Ober Gatlinburg

Training sessions

Lunch

Volunteering at the Skiing Competition

Head to Chattanooga around 4/5

Judy Rogers, Director
250 Layne Road
Soddy Daisy, TN 37379

423-802-7354
tn4specialolympics@enbfi.com

Special Olympics Tennessee

Southeast Region - Area 4

December 7 , 2022

To Whom It May Concern:

Please be advised that Tim Goode will be transporting athletes to the Special Olympics Youth Leadership Conference in Gatlinburg, TN, on January 29-31.

The new Certificate of Insurance for 2023 will be sent as soon as it is received.

Thank you for your support of the Special Olympics program.

Sincerely,

Judy Rogers

Judy Rogers

#3

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ Day ☒ Overnight (Must go to Board for Approval) **Today's Date:** 12/15/2022

☒ Exceptional Ed ☐ Learning Community ☐ PreK

School Hixson High School Grade/Group/Team Special Olympics

Departure Date/Time 2/13/2023 6:20am Return Date/Time 2/15/2023 7:30pm

Event/Venue Capitol Hill Day Washington Plaza Hotel Address 10 Thomas Cir NW, Washington, DC 20005

Instructional value Engage in meetings with Tennessee Senators, Representative and/or their aides regarding continued funding for Unified Champion Schools

Evaluation Participation in Training and Capitol Hill Meetings

Fee Requested $ 0 How Acquired? _____

Total # of Students 2 Total # of Staff 2 Total # of Chaperones _____ Nurse Required: ☐ Yes ☒ No

Number of subs needed 1 Funding source for subs HCS

- Total # of Students with 504 Plan 0 Modifications Needed 0
- Total # of Students with Disabilities 1 Modifications Needed interpreter for the deaf

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $ _____ Bus # _____ Driver's Name _____

☐ Handicap Accessible Bus Cost $ _____

☐ Charter Bus (Board Approved) _____ Cost $ _____

☐ Cars List Driver(s) students will be dropped off and picked up by parents at the airport Cost $

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Tina Gower and Michael Maclellan

Chaperones: _____

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ☐Yes

*Overnight Field Trips

*Number of students not attending for economic reasons NA

*Number of trips this group expects to take which will require funds 3

*Estimated cost to parent support groups for this trip $ 0

*Projects students have undertaken to secure funds luncheon fundraiser and cookie sale

*Co-ed trips require co-ed chaperones. Have you complied? ☒Yes

*Travel itinerary attached with name/address of accommodations ☒Yes

Teacher's Signature: Tina R Gower		Date: 12/14/2022
Principal's Signature:		Date: 12/14/22
LC Superintendent's Signature: Harper_Elaine Digitally signed by Harper_Elaine Date: 2022.12.19 14:06:40 -05'00'		Date: 12/15/22

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

8/2020

2023 Capitol Hill Day

Special Olympics Tennessee

Monday, February 13

6:20 a.m.	Depart Chattanooga	CHA Airport
11:00 a.m	Arrive Washington DC	DCA Airport
11:30 a.m.	Uber/Taxi to Hotel	
1:00 p.m.	Delegate Training	Washington Plaza Hotel
5:00 pm	Check-in to Hotel, Rest	Washington Plaza Hotel
6:00 pm	Dinner and Reception	Washington Plaza Hotel
10:00 pm	Lights Out	Washington Plaza Hotel

Tuesday, February 14

6:30 AM	Breakfast	Washington Plaza Hotel
7:30 AM	Charter Bus to Capitol Hill	
8:00–4:00 p.m.	Capitol Hill Meetings	Capitol Hill Offices
As able	Lunch	Capitol Hill
4:00 PM	Charter Bus back to Hotel	
6:00 p.m.	Dinner and Reception	Washington Plaza Hotel
10:00 PM	Lights Out	Washington Plaza Hotel

Wednesday, February 15

7:00 AM	Breakfast	Washington Plaza Hotel
8:00 AM	Charter Bus to Capitol Hill	
8:00-12:00 PM	Capitol Hill Meetings	Capitol Hill Offices
12:00-3:00 PM	Sightseeing	Washington DC
5:00 PM	Depart Washington DC	DCA Airport
7:30 PM	Arrive Chattanooga	CHA Airport

All expenses for activities on this schedule are covered by Special Olympics.

Additional Information

- Dress code for trainings and Capitol Hill meetings is business casual. Examples of appropriate dress include: khakis or slacks, polo shirt, suit, dress, etc.
- Washington Plaza Hotel is the official hotel of 2023 Special Olympics Capitol Hill Day. Address: 10 Thomas Circle NW, Washington DC, 20005
- Training webinars will take place in January and February 2023 along with in-person training on 2/13
- Travel within Washington, DC may take place in Special Olympics-provided charter bus, taxi/Uber/Lyft, and/or Washington Metro subway
- Participants will engage in meetings with Tennessee Senators, Representatives and/or their aides regarding continued funding for Unified Champion Schools and health programming
- State program contact: Victoria Mehren, SOTN, vmehren@specialolympicstn.org or (615) 329-1375 x 1101

Athlete: Chance Smith Interpreter: Mike Maclellan

Unified Partner: Nathan Esch Program Leader: Tina Gower

Special Olympics

ABOUT CAPITOL HILL DAY

Key Information

WHO?

Special Olympics' "Capitol Hill Day" is an annual event that brings together Special Olympics athletes, Program leaders, Unified Sports partners, and family members from across the United States and the District of Columbia.

WHAT?

Special Olympics athlete leaders hold face-to-face meetings with Members of Congress in both the House and Senate challenging and inviting their elected officials to partner with them to achieve the goals of expanding Special Olympics Unified Sports® and Special Olympics Health Programing.

WHERE?

Capitol Hill, Washington, D.C.

WHEN?

Capitol Hill Day is held in February each year. In 2023, it will be held from February 13th - 15th.

WHY?

The goals of this event are to effectively convey the high impact and cost-effectiveness of Special Olympics' evidence-based programming, to educate lawmakers and to secure continued support from legislators.

#2

DocuSign Envelope ID: 327B34BB-1BC0-4035-B0D9-1C1721CFF115

HAMILTON COUNTY SCHOOLS
Request for Field Trip Approval

☐ **Day** ■ **Overnight** (Must go to Board for Approval) **Today's Date: 12/15/2022**

■ **Exceptional Ed** ☐ **Learning Community** ☐ **PreK**

School Hixson High School Grade/Group/Team Special Olympics Winter Games

Departure Date/Time 1/29/23 @ 8 am Return Date/Time 1/31/23 @ 6 pm

Event/Venue Special Olympics Winter Games/ Gatlinburg, TN Address 504 Historic Nature Trail, Gatlinburg, TN 37738

Instructional value State games are competitions held annually, bringing together athletes from across the state

Evaluation observation, leadership, participation and awards ceremony

Fee Requested $ 30 How Acquired? Parents/families (Money for lunch to and from the competition)

Total # of Students 19 Total # of Staff 7 Total # of Chaperones 1 Nurse Required: ☐ Yes ☐ No

Number of subs needed 2
Total # of Students with 504 Plan 0
Total # of Students with Disabilities 15

Funding source for subs Hamilton County Schools
Modifications Needed N/A
Modifications Needed Interpreter for the Deaf, social/emotional support staff

Transportation: The PRINCIPAL is responsible for verifying that ALL drivers are properly licensed and insured.

☐ County School Bus Cost $_____ Bus # _____ Driver's Name _____

☐ Handicap Accessible Bus Cost $_____

☐ Charter Bus (**Board Approved**) _____ Cost $_____

■ Cars List Driver(s) Tina Gower, Timothy Goode, Brian Bray, Brinn Dalton, Kristen Williams, Cheryl Evans Cost $ N/A

WRITTEN parental permission (and medical information, if overnight) for each student is required and must be received before the student is permitted to attend.

List Chaperones:

Staff: Tina Gower, Timothy Goode, Brian Bray, Brinn Dalton, Kristen Williams, Cheryl Evans, Courtney Mansfield

Chaperones: Dickie Adcock, Jr.

Background checks on non HCDE employee chaperones with unsupervised contact with students. Have you complied? ■ Yes

*Overnight Field Trips

*Number of students not attending for economic reasons 0

*Number of trips this group expects to take which will require funds 2

*Estimated cost to parent support groups for this trip $ 30

*Projects students have undertaken to secure funds Cookie sale and luncheon

*Co-ed trips require co-ed chaperones. Have you complied? ■ Yes

*Travel itinerary attached with name/address of accommodations ■ Yes

Teacher's Signature: DocuSigned by: Tina R Gower		**Date:**	12/21/2022
Principal's Signature: DocuSigned by: Lee Bigler	DocuSigned by: Sarah Evans 01/03/2023	**Date:**	12/21/2022
LC Superintendent's Signature: DocuSigned by: Elaine Harper		**Date:**	12/27/2022

SEND TO APPROPRIATE COMMUNITY SUPERINTENDENT FOR APPROVAL

Snowboarders:

Coach: Area 4 will provide a coach for the area

Jai Allen

Garrett Payne (graduated...can participate with our school until he turns 30)

Ice Skaters:

Coach: Brinn Dalton

Michaela Clark

Jaliyah Lawrence

Rachel Mullins (graduated...can participate with our school until she turns 30)

Andrea Szal (graduated...can participate with our school until she turns 30)

Youth Activation Committee conference (YAC):

Group leaders: Tina Gower, Timothy Goode

Interpreter: Cheryl Evans

Chance Smith (Hixson High)

Nathan Esch (Hixson High)

Emilee Bradshaw (Hixson High)...and 3x3 basketball

McKenzie Kaylor (Hixson High)...and 3x3 basketball

Seidy Bello (East Hamilton)

Ashlynn Watkins (East Hamilton)

Tyler Sloderbeck (East Hamilton)

Michael Sailors (East Hamilton)

3x3 traditional basketball team:

Coach: Dickie Romero

Jahiem Jackson

An'Quan Hambrick

Gabriel Romero

3x3 Unified basketball team:

Coach: Brian Bray

Isabella Swaney

Emilee Bradshaw (And YAC)

McKenzie Kaylor (and YAC)

Extra Chaperones (all Hamilton Co Staff):

Kristen Williams

Timothy Goode

Courtney Mansfield

Rooming Arrangements:

YAC Participants (rooms paid for by YAC):

Room 1

Tina Gower

Cheryl Evans

Room 2

Nathan Esch

Chance Smith

Room 3

Mckenzie Kaylor

Emilee Bradshaw

Room 3

Seidy Bello (East Hamilton)

Ashlynn Watkins (East Hamilton)

Room 4

Tyler Sloderbeck (East Hamilton)

Michael Sailors (East Hamilton

Room 5

Timothy Goode (East Hamilton)

Winter Games Participants Staying with parents:

Jai Allen will be attending with his parents.

Garrett Payne will be attending with his parents.

Gabriel Romero will be attending with his parents.

Rachel Mullins will be attending with her parents.

Andrea Szal will be attending with her parents.

Lodging Assignments:

Room 1:

Jahiem Jackson

An'Quan Hambrick

Brian Bray

Room 2:

Kristen Williams

Isabella Swaney

Jaliyah Lawrence

Michaela Clark

Room 3:

Brinn Dalton

Equipment

Transportation Buddies:

Jai Allen will be attending with his parents.

Garrett Payne will be attending with his parents.

Gabriel Romero will be attending with his parents.

Rachel Mullins will be attending with her parents.

Andrea Szal will be attending with her parents

Brian Bray:

Jahiem Jackson

An'Quan Hambrick

Cheryl Evans:

Chance Smith

Nathan Esch

Tina Gower:

Michaela Clark

Emilee Bradshaw

Mckenzie Kaylor

Kristen Williams:

Isabella Swaney

Jaliyah Lawrence

Brinn Dalton:

Luggage/Equipment car

Timothy Goode (East Hamilton):

Seidy Bello

Ashlynn Watkins

Tyler Sloderbeck

Michael Sailors

Special Olympics Tennessee | Special Olympics Unified Champion Schools®

2023 Winter Youth Leadership Conference

Why: Provide opportunity for an inclusive group of young leaders to gain a better understanding of their own personal leadership journey within the Special Olympics movement and learn new skills to bring back to their peers with the goal of building a more inclusive community.

Who:

Unified Pair

- 1 young person (aged 14-22) with ID
- 1 young person (aged 14-22) without ID
- Must be currently enrolled in high school

Adult Mentor

- School Staff or Volunteer (i.e. educator, school liaison) responsible for the support of Inclusive Youth Leadership in schools, engaging and activating students

When:

Sunday, January 29 - Tuesday, January 31

Where:

Lodging: Glenstone Lodge in Gatlinburg, TN

Sunday: Gatlinburg Convention Center

Monday: Rocky Top Sports Complex

Tuesday: Ober Gatlinburg

Cost:

All lodging and meal costs will be covered by SOTN. If you need assistance with travel costs, you can make that request in your registration form. Requests will be honored based on number of requests received and availability of funds.

Draft Schedule:

Sunday

- 12pm: Arrivals
- 1pm – 5pm: Youth Leadership Sessions
- 5pm: Torch Run Arrival at Gatlinburg Convention Center
- 6pm: Dinner

Monday

- 7 am: Breakfast at hotel
- 9am – 3pm: Volunteer or compete at Unified Basketball Tournament
- 6pm: Dinner and Evening Activity at Gatlinburg Convention Center

Tuesday

- 7 am: Breakfast at hotel
- Morning: Breakout Sessions/What's next?
- Afternoon: Volunteer at Winter Games

Eligibility Requirements:

Delegations must meet the following requirements:

- Be comprised of 3 people: 1 youth leader with ID, 1 youth leader without ID, 1 adult mentor
- Be dedicated to implementing post-event training for their peers or youth-led project in their Program/community and participate in a regional area management conference

Youth Leaders must meet the following criteria/requirements:

- Must be currently enrolled in high school
- Must be connected to leadership group or school/community program
- Must be committed to implementing post-event training or youth-led project

Adult mentor must meet the following criteria/requirements:

- Must be a Special Olympics Class A volunteer or school staff member
- Is able to provide ongoing guidance and support to youth leaders

2023 State Winter Games
General Schedule

January 29-31, 2023

Locations: Gatlinburg Convention Center, Ober Mountain, Rocky Top Sports World
Sports: Alpine Skiing, Snowboarding, Speedskating, 3v3 Basketball

Sunday, January 29

1:00pm-4:00pm – Registration & Equipment Fitting, Gatlinburg Convention Center
1:00pm-4:00pm – Healthy Athletes Screenings, Gatlinburg Convention Center
5:30pm – Law Enforcement Torch Run & Cauldron Lighting, Outside Gatlinburg Convention Center
5:45pm-6:30pm – Dinner, Gatlinburg Convention Center
6:45pm-7:15pm – Opening Ceremonies, Gatlinburg Convention Center
7:15pm – HOD & Head Coaches Mandatory Meeting, Gatlinburg Convention Center

Monday, January 30

8:00am-8:45am – Tram to Mountain, Ober Tram
9:15am-9:30am – Mountain Torch Relay, Ober Mountain
9:30am-10:00am – Equipment Checkout for Mountain Sports, Ober Mountain
10:00am – Sports Warmups and Training Begin, Competition Venues
12:00pm-1:30pm – Lunch Window, Competition Venues
1:30pm-4:30pm – Continued Sports Training and Competition/Awards, Competition Venues
5:30pm-6:30pm – Dinner, Gatlinburg Convention Center
6:30pm – HOD & Head Coaches Mandatory Meeting, Gatlinburg Convention Center
6:30pm-8:00pm – Victory Celebration, Gatlinburg Convention Center

Tuesday, January 31

8:00am-8:45am – Tram to Mountain, Ober Tram
8:30am-9:00am – Equipment Checkout for Mountain Sports, Ober Mountain
9:00am-11:30am – Instruction & Time Trials for Mountain Sports, Ober Mountain
9:00am-11:30am – Staggered Warm-Ups for Speedskating, Ober Mountain Ice Rink
11:00am-12:45pm – Lunch Window, Competition Venues
12:30pm-3:00pm – Competition/Awards, Competition Venues
3:00pm – HODs turn in Area Boxes as they depart, Ober Mountain

*Awards will be given at the conclusion of each competition. The Games are over at the conclusion of awards and Areas are free to depart as their athletes are awarded.

2023 State Winter Games
Competition Schedule

Alpine Skiing & Snowboarding

Location: Ober Mountain

Monday, January 30

8:00am-8:45am – Tram to Mountain, Ober Tram
9:15am-9:30am – Mountain Torch Relay, Ober Mountain
9:30am-10:00am – Equipment Checkout, Ober Mountain
10:00am-12:00pm – Instructional Sessions in Assigned Color Groups
12:00pm-1:30pm – Lunch Window (as schedule allows), Ober Restaurant
1:30pm-4:30pm – Alpine and Snowboarding Instruction, Ober Mountain
5:30pm-6:30pm – Dinner, Gatlinburg Convention Center
6:30pm – HOD & Head Coaches Mandatory Meeting, Gatlinburg Convention Center
6:30pm-8:00pm – Victory Celebration, Gatlinburg Convention Center

Tuesday, January 31

8:00am-8:45am – Tram to Mountain, Ober Tram
8:30am-9:00am – Equipment Checkout, Ober Mountain
9:00am-11:30am – Instruction and Time Trials, Ober Mountain Slopes
11:00am-12:45pm – Lunch Window (as schedule allows), Ober Restaurant
1:30pm-3:00pm – Competition and Awards, Ober Mountain Slopes/Ober Restaurant

*Awards will be given at the conclusion of each competition. The Games are over at the conclusion of awards and Areas are free to depart as their athletes are awarded.

2023 State Winter Games
Competition Schedule

Speedskating

Location: Ober Mountain Ice Rink

Monday, January 30

8:00am-8:45am – Tram to Mountain, Ober Tram
9:15am-9:30am – Mountain Torch Relay, Ober Mountain
9:30am-10:00am – Equipment Checkout, Ober Mountain
10:00am-11:00am – Warmups for 25m Assisted and 50M Assisted Events, Ober Mountain Ice Rink
11:00am-12:00pm – Warmups for 25M, 50M, 100M, and 200M Events, Ober Mountain Ice Rink
12:00pm-1:30pm – Lunch Window (as schedule allows), Ober Restaurant
1:00pm-2:30pm – Time Trials for 25M Assisted and 50M Assisted Events, Ober Mountain Ice Rink
2:30pm-4:00pm – Time Trials for 25M, 50M, 100M, and 200M Events, Ober Mountain Ice Rink
5:30pm-6:30pm – Dinner, Gatlinburg Convention Center
6:30pm – HOD & Head Coaches Mandatory Meeting, Gatlinburg Convention Center
6:30pm-8:00pm – Victory Celebration, Gatlinburg Convention Center

Tuesday, January 31

8:00am-8:45am – Tram to Mountain, Ober Tram
8:30am-9:00am – Equipment Checkout, Ober Mountain
9:00-9:45am – Warmups for 100M and 200M Events, Ober Mountain Ice Rink
9:45am-10:30am – Warmups for 25M and 50M Events, Ober Mountain Ice Rink
10:30am-11:15am – Warmups for 25M Assisted and 50M Assisted Events, Ober Mountain Ice Rink
11:00am-12:45pm – Lunch Window (as schedule allows), Ober Restaurant
1:30pm-4:00pm – Competition and Awards, Ober Mountain Ice Rink/Ober Breezeway above Ice Rink

*Awards will be given at the conclusion of each competition. The Games are over at the conclusion of awards and Areas are free to depart as their athletes are awarded.

2023 State Winter Games
Competition Schedule

3v3 Basketball

Location: Rocky Top Sports World

Monday, January 30

9:00am – Registration Opens
10:00am-12:00pm – Competition, Rocky Top Sports World Courts
12:00pm-1:00pm – Lunch, Rocky Top Sports World Dining Room
1:00pm-4:00pm – Competition and Awards, Rocky Top Sports World Courts
5:30pm-6:30pm – Dinner, Gatlinburg Convention Center
6:30pm – HOD & Head Coaches Mandatory Meeting, Gatlinburg Convention Center
6:30pm-8:00pm – Victory Celebration, Gatlinburg Convention Center

*Awards will be given at the conclusion of each competition. The Games are over at the conclusion of awards and Areas are free to depart as their athletes are awarded.

2023 State Winter Games Event Guide

Special Olympics Tennessee

www.specialolympicstn.org

2023 State Winter Games

State Winter Games are scheduled for January 29-31, 2023. Included in this packet is important information about the event. Please take the time to read all the way through it and share with your coaches, athletes, and families.

Locations

Gatlinburg Convention Center – 234 Historic Nature Trail, Gatlinburg, TN 37738

Ober Mountain – 1001 Parkway, Gatlinburg, TN 37738

Rocky Top Sports World – 1870 Sports World Blvd, Gatlinburg, TN 37738

Registration

All registration materials are due in the state office by *Friday, January 13.* Please send your registration directly to Cate (csimon@specialolympicstn.org) and Sean (sstake@specialolympicstn.org). Email is preferred, but if you need to mail or fax in your registration, please make sure to mark it to our attention.

Note: After *Friday, January 13,* registration will be complete, and no changes can be made to rosters or delegations.

A complete registration packet includes:

- Athlete registration forms
- Coaches' registration forms
- Medicals/releases (updated in GMS)
- HOD, housing, and meals (submitted online via Google Forms)
- Torch Relay forms (if applicable)

It is the responsibility of the Area Director to ensure that their Head of Delegation has all the appropriate current physicals and release forms in their possession for the duration of the Games. It will be the responsibility of the Head of Delegation to produce the forms when asked, in case of an accident or emergency, or when necessary, throughout the Games.

Class A Volunteer Forms

All coaches, Unified partners over the age of 18, and any others who are traveling with or staying with your delegation must submit this form. Note: if you have parents, family members or other adults who are not part of your official delegation but are staying with your group and interacting with athletes, they MUST have a current Class A and Protective Behaviors on file. There are NO exceptions to this rule. The deadline to submit new or expired Class A forms is *Friday, January 13* – send directly to Joanne (jdrumright@specialolympicstn.org).

Meals

We will provide meals for registered coaches, athletes, and Unified partners ONLY. Meal tickets will be provided at registration.

Sunday lunch – on your own

Sunday dinner – at Gatlinburg Convention Center

Monday breakfast – if staying at Glenstone Lodge, Mountain Trail Restaurant; otherwise on your own

Monday lunch – at competition venues

Monday dinner – at Gatlinburg Convention Center

Tuesday breakfast – if staying at Glenstone Lodge, Mountain Trail Restaurant; otherwise on your own

Tuesday lunch – at competition venues

Tuesday dinner – on your own

Selection of Coaches and Athletes

Coaches are expected to actively participate with their assigned athletes during sports instruction sessions on the slopes. Athletes must be supervised by Special Olympics coaches during all on-slope sessions. The instructors and volunteers are present to teach and assist, not take responsibility for the athletes. Please be aware of this responsibility when selecting coaches to attend.

*Please ensure coaches are aware that during all slope time (instruction and competition), they will be assigned to one of the four ability groups before Monday's training session. The

assignments will be based on the number of athletes per group. Coaches need to stay with their assigned group – this means coaches will be supervising athletes from other Areas. Coaches should stay with their assigned groups throughout slope time, lunch, and water/restroom breaks.

Competition

Competition at Ober Mountain will be conducted in accordance with the official Special Olympics Winter Sports rules, revision January 2017. The official rules may be downloaded by visiting the Special Olympics coaching resource site. Athletes may compete in only one sport but may enter two events within that chosen sport. The following events may be offered for competition based upon the ability level of the athletes and favorable weather conditions.

- Alpine Skiing: Purple/Blue/Yellow groups – Giant Slalom, Slalom; Green group – 10-Meter Race, Slalom
- Snowboarding: Giant Slalom, Slalom, 10-Meter Race, Super Glide
- Speedskating: 25-Meter Race (developmental)*, 50-Meter Half Lap Race (developmental)*, 25-Meter Race, 50-Meter Half Lap Race (beginners only), 100-Meter Race, 200-Meter Race, 300-Meter Race

*Please note the two developmental skating events. Walkers (specifically designed apparatuses for the ice) will be provided for these events. Coaches are not permitted to offer assistance (i.e., pull on the walker or touch the skater). If your skater needs to use a walker, enter them in developmental events only.

3v3 Basketball will be a one day only competition. Unified and Traditional teams will compete according to Special Olympics Tennessee's established rules, which will be available in the coming weeks. Athletes may compete on only one team and may not be registered in any other events at the Games.

Health Screenings

We will be offering two free health screenings for all athletes on Sunday during registration and equipment fitting – *Special Smiles* and *Health Promotion.* Special Smiles Healthy Athletes provides comprehensive oral health care information, including offering free dental screenings and instructions on correct brushing and flossing techniques to participating Special Olympics athletes.

There will be giveaways associated with the Healthy Athlete screenings.

Travel

Programs are responsible for all travel arrangements and expenses for their delegations. Please advise all coaches to immediately notify Cate and/or Sean if the delegation is running late or encounters an incident or emergency on the road.

Delegations will not be permitted to take vehicles up the mountain on Monday or Tuesday but are required to ride the Tram to Ober. Parents, families, friends, and fans are encouraged to ride the Tram to Ober as well. If they drive up the mountain, they will be responsible for paying for parking.

Housing

Programs are responsible for their own housing arrangements. The Glenstone Lodge is the official hotel of the 2023 Winter Games. The Glenstone Lodge is located at 504 Historic Nature Trail and provides easy access to the Gatlinburg Convention Center and the Tram to Ober. The hotel is providing a discounted rate room block for Winter Games at $65/night per room. Please Call (865) 436-9361 and ask for Claudette Geoffrion to book with the discounted rate. SOTN staff will be lodging onsite. Programs are not required to stay at the Glenstone Lodge – there are several other hotels and rental cabins in Gatlinburg.

If you choose to stay at the Glenstone Lodge, they will invoice the State Office for your room(s) and the State Office will then assess the Area program for the cost at the conclusion of the event.

Clothing

Please make every effort to ensure that all athletes and coaches are appropriately dressed for their events. Blue jeans are never appropriate for athletes competing in any sport – but they are especially inappropriate for skiing, snowboarding, and speedskating. Knit gloves are not sufficient and should not be worn. Snowboarding and skiing athletes and coaches are required to wear helmets. Helmets are provided by Ober, but if an athlete or coach has an especially large head, Ober will not have a helmet to fit them, and they will need to provide their own.

Athletes participating in Speedskating are asked to bring their own safety equipment; equipment needs are outlined in the Speedskating rules. It is mandatory that athletes wear helmets at all times while on the ice. Please plan to have helmets for all participating athletes from your program; helmets with protrusions are not allowed. During competition, speedskaters are required to wear Kevlar neck protectors – these will be provided by the State Office for competing athletes to share.

Heads of Delegation

Programs must designate a Head of Delegation to arrive before (or with) their program and serve as the person in charge for their program throughout the event. The Head of Delegation is also responsible for maintaining the athletes' physical/release forms while at the Games.

Torch Run and Torch Relay

Athletes will have two chances to participate in Torch Run activities. The first opportunity is joining Law Enforcement to run the Torch in from the city of Gatlinburg and outlying areas. For those not participating in the run, you are strongly encouraged to be outside the Gatlinburg Convention Center to cheer on the runners and experience the cauldron lighting as a group.

In the registration packet, skiing and snowboarding athletes can submit their names to participate in the Torch Relay down the mountain on Monday morning. To qualify, an athlete and/or coach must be at least an intermediate skier/boarder and must be able to come down the mountain independently and under control.

Dryland Training

All programs who do not have access to practice at local facilities should be participating in dryland training and conditioning in the weeks and months leading up to Winter Games. In addition, athletes should be familiarized with their sport's equipment. Local ski shops or skating rinks can assist with this process. Refer to Alpine dryland training resources and Snowboarding dryland training resources for more information.

Ober Mountain Slope Policy

To ensure both the safety and security of our athletes and coaches, as well as meet the terms of the liability and insurance policies of Ober Mountain, each person attending the Games is expected to familiarize themselves with the Ober Mountain slop policy. Anyone disregarding the policy will be asked to leave the slopes.

Smoke and Tobacco Policies

There is absolutely no smoking, vaping, chewing, or any use of tobacco products allowed at any time during Special Olympics competitions. Please respect Ober Mountain and follow these rules.

Pool and Hot Tub Policy

As a reminder, delegations are NEVER allowed to recreationally swim in pools or hot tubs while attending any local, regional, state, national, or international Special Olympics event. This is a worldwide rule for Special Olympics programs and is a liability and safety issue. Delegations caught with members swimming are subject to disciplinary action, up to and including, removal from the Games.

Coaching Requirements

Coaches need to be up to date on the following:

- Class A
- Protective Behaviors
- Concussion Training
- Unified Training (if applicable)

Emergency Numbers

Sean Stake	(615) 948-4133
Cate Simon	(636) 385-0705
Ober Mountain	(865) 436-5423

Judy Rogers, Director
250 Layne Road
Soddy Daisy, TN 37379

423-802-7354
tn4specialolympics@gmail.com

Special Olympics Tennessee

Southeast Region - Area 4

December 14 , 2022

To Whom It May Concern:

Please be advised that Tina Gower, Brian Bray, Kristen Williams, Cheryl Evans, Brinn Dalton and Cat Moss will be transporting athletes to Special Olympics State Winter Games and the Youth Leadership Conference in Gatlinburg on January 29-31.

The new Certificate of Insurance for 2023 will be sent as soon as it is received.

Thank you for your support of the Special Olympics program.

Sincerely,

Judy Rogers

Judy Rogers

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 01/18/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
American Specialty Insurance & Risk Services, Inc.	PHONE (A/C, No, Ext):	FAX (A/C, No):
7609 W. Jefferson Blvd., Suite 100	E-MAIL ADDRESS:	
Fort Wayne IN 46804	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED	INSURER A: Philadelphia Indemnity Insurance Company	18058
Special Olympics, Inc.	INSURER B:	
1133 19th Street NW	INSURER C:	
	INSURER D:	
Washington DC 20036	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 1001946228 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [X] OTHER: OTHER			PHPK2362188	12/31/2021	12/31/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG [ ]	$ 1,000,000 $ 1,000,000 $ Excluded $ 1,000,000 $ 5,000,000 $ 1,000,000 $
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			PHPK2362188	12/31/2021	12/31/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) NON-OWNED/HIRED AUTO	$ $ $ $ $ 1,000,000
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE [ ]	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

- Coverage applies to the following: SPECIAL OLYMPICS TENNESSEE, 461 CRAIGHEAD STREET, NASHVILLE, TN 37204.

- Named Insured (cont'd): All Special Olympics Accredited U.S. Programs

CERTIFICATE HOLDER

Special Olympics Tennessee

461 Craighead Street

Nashville TN 37204

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Drew Smith

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AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
American Specialty Insurance & Risk Services, Inc.		Special Olympics, Inc. 1133 19th Street NW
POLICY NUMBER		
PHPK2362188		
CARRIER	NAIC CODE	Washington, DC 20036
Philadelphia Indemnity Insurance Company	18058	EFFECTIVE DATE: 12/31/2021

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE - Certificate #1001946228

- The Hired Auto Physical Damage limit contains a $1,000 collision deductible and a $100 other than collision deductible (for commercially rented vehicles only). Nonowned and Hired Auto (NOHA) liability is excess of any valid and collectible insurance.
- Coverage for property you rent or occupy, property loaned to you and property in the care, custody, or control of the Insured, $100,000 limit subject to a $2,500 deductible per loss, excluding watercraft, aircraft, and autos.

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HAMILTON COUNTY DEPARTMENT OF EDUCATION
3074 HICKORY VALLEY ROAD
CHATTANOOGA, TN 37421

MEMORANDUM

TO: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

FROM: Mary Ellen Heuton, Chief Financial Officer
Lindsay Cepero, Director of Procurement

DATE: January 19, 2023

RE: Bids/Contracts

1. Attached for your approval are bids/contracts for the following:

   A. Request Approval of Bid 23-17 Contract for Motors, Pumps, Supplies and Repairs.
   B. Request Approval of Stellar Therapy Services, first amendment to Psychological and Assessment Services Agreement.

2. Bids procured by the Purchasing Department, in all cases, low bids meeting specifications are recommended.

3. Recommend approval as presented.

LC:de

Hamilton County Department of Education
Bid Opening – December 15, 2022 – 2:00 PM.
Bid 23-17 Contract for Motors, Pumps, Supplies and Repairs

Bidder	**Category 1** Shop Time, Standard Working Hours (Hourly Rate)	**Category 1** Shop Time, Non-Standard Working Hours (Hourly Rate)	**Category 1** Parts/Materials to be billed at Vendor incurred costs plus percentage markup (%)	**Category 2** Percentage Discount off parts/supplies & equipment purchases, only. Percentage Discount off MSRP or Catalog Pricing (%)			
Dixie Industrial	90.00	135.00	40	10			
Mid South Electrical	25.00	35.00	10	17			
Water & Waste Equipment	95.00	145.00	25	10			

Recommend Award of Bid To: All Vendors

Funds To Be Provided By: Maintenance Budget

DE.dj

Hamilton County Department of Education
Exceptional Education
3074 Hickory Valley Road
Chattanooga, TN 37421

MEMORANDUM

TO: Hamilton County Department of Education
Dr. Justin Robertson, Superintendent

FROM: Dr. Neelie Parker, Chief of Opportunity and Access
Sarah Evans, Executive Director Exceptional Education

DATE: January 19, 2023

RE: AMENDMENT - CONTRACT FOR PSYCHOLOGICAL AND ASSESSMENT SERVICES

The attached contract amendment with Stellar Therapy Services, LLC for school psychology and assessments is needed to cover compensatory services, resignations, and leave of absences, and preschool assessments. The Exceptional Education Department is not able to cover these services with current HCDE staff and must use Stellar Therapy to contract with school psychologists and educational diagnosticians. The Exceptional Education Department is requesting Board approval not to exceed $98,707.00 to be paid from GP and IDEA, Part B funds during the 2022-2023 school year.

Thank you for your consideration of this contract.

FIRST AMENDMENT TO
PSYCHOLOGICAL AND ASSESSMENT SERVICES AGREEMENT
Stellar Therapy Services, LLC

This **FIRST AMENDMENT** ("Amendment") is made and entered into as of the 19th day of January 2023 ("Effective Date"), by and between Hamilton County Department of Education (hereinafter the "Department") and Stellar Therapy Services, LLC (hereinafter referred to as "provider").

RECITALS

WHEREAS, Department and Agency entered into that certain Employment Agreement dated August 25, 2022 (the "Agreement"); for the 2022-2023 school year and

WHEREAS, the parties desire to amend the Agreement as more fully set forth below.

NOW, THEREFORE, for good and valuable consideration, the sufficiency, the sufficiency and receipt of which are hereby acknowledged, the parties hereby agree as follows:

1. Paragraph(s) numbered 1 and 9 in the Agreement is hereby amended to read:

1. **BOARD OF EDUCATION** shall will pay the **SERVICE PROVIDER** for psychological and assessment services at the rate of $ 70.00 per hour within thirty (30) days of receipt of the Service Provider's invoice identified to the particular student and service rendered. Location of assignments and specific authorization dates will be prearranged by the Supervisor of Assessment Services.

   This agreement is not to exceed $ 98,707.00 for the 2022-2023 school year.

9. The term of this agreement is from August 25, 2022 to June 30, 2023.

2. Except as expressly set forth above, the Agreement as written shall continue in full force and effect.

IN WITNESS WHEREOF, the parties have set their hands hereto as of the date written above.

_____	_____
Melissa Christopher, Executive Director Stellar Therapy Services, LLC	Holly Christopher, Administrator Stellar Therapy Services, LLC
_____	_____
Dr. Justin Robertson, Superintendent Hamilton County Board of Education	Board Chairman Hamilton County Board of Education

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

To: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

From: Mary Ellen Heuton, CPA
Chief Financial Officer

Date: January 19, 2023

RE: **Monthly Financial Report**

Attached is the monthly financial report comparing budget to actual through November 2022. The presentation of the monthly financial statement compares actual year-to-date expenditures to the original adopted budget and the year-to-date amended budget.

HAMILTON COUNTY SCHOOLS
REVENUE/EXPENSES VS BUDGET
PERIOD ENDED
November, 2022

		General Purpose			Federal Programs			Self-Funded Programs			School Nutrition			Grand Totals		
REVENUES		**Adopted Budget**	**Revised Budget**	**YTD Actual**	**Adopted Budget**	**Revised Budget**	**YTD Actual**	**Adopted Budget**	**Revised Budget**	**YTD Actual**	**Adopted Budget**	**Revised Budget**	**YTD Actual**	**Adopted Budget**	**Revised Budget**	**YTD Actual**
LOCAL TAXES		257,733,000	257,733,000	52,150,649										257,733,000	257,733,000	52,150,649
LICENSES AND PERMITS		13,000	13,000	5,225										13,000	13,000	5,225
CHARGES FOR CURRENT SERVICES		543,140	543,140	150,340				4,397,076	4,417,516	1,772,437	3,035,654	3,035,654	1,699,264	7,975,870	7,996,310	3,622,041
OTHER LOCAL REVENUES		1,208,000	2,799,797	2,180,421				3,304,098	5,774,744	852,546	40,587	40,587	134,598	4,552,685	8,615,128	3,167,565
STATE OF TENNESSEE		192,550,290	192,731,827	76,478,711										192,550,290	192,731,827	76,478,711
OTHER STATE REVENUES		699,223	8,976,319	1,521,469							198,558	198,558		897,781	9,174,877	1,521,469
FEDERAL GOVERNMENT		1,065,000	1,867,657	906,068	86,561,499	142,707,180	4,457,972				19,599,647	19,599,647	9,188,316	107,226,146	164,174,484	14,552,356
OTHER SOURCES		2,285,000	2,285,000	505,326										2,285,000	2,285,000	505,326
RESERVES/FUND BALANCE *			6,251,959					212,173	2,567,907	104,723			843	212,173	8,819,866	105,566
PY ENCUMBRANCE BUDGET																
TOTAL REVENUES		**456,096,653**	**473,201,699**	**133,898,210**	**86,561,499**	**142,707,180**	**4,457,972**	**7,913,347**	**12,760,167**	**2,729,706**	**22,874,446**	**22,874,446**	**11,023,021**	**573,445,945**	**651,543,492**	**152,108,910**
EXPENDITURES																
REGULAR INSTRUCTION PROGRAM	71100	220,689,490	221,194,255	73,629,834	17,071,100	32,979,766	7,053,772	2,914,488	5,695,389	1,020,131				240,675,078	259,869,410	81,703,737
SPECIAL EDUCATION INSTR PROG	71200	41,105,120	43,608,464	12,615,226	5,905,170	9,795,176	1,498,453	338,000	638,000	41,639				47,348,290	54,041,640	14,155,319
VOCATIONAL ED INSTR PROG	71300	8,815,287	10,850,233	3,046,928	1,690,208	2,093,354	497,154	14,154	154,151	-				10,519,649	13,097,738	3,544,082
ATTENDANCE	72110	2,944,451	3,216,461	877,589	25,915	375,215	78,602	-	-	-				2,970,366	3,591,676	956,190
HEALTH SERVICES	72120	5,981,313	6,306,308	1,941,012	119,050	1,254,592	248,355	42,500	42,500	9,419				6,142,863	7,603,400	2,198,785
OTHER STUDENT SUPPORT	72130	14,259,303	17,244,333	5,905,817	4,430,682	10,585,355	1,712,204	62,173	69,283	83,703				18,752,158	27,898,971	7,701,725
REG INST SUPPORT	72210	17,958,651	19,626,047	7,509,849	12,563,010	21,541,173	4,049,176	548,327	1,914,755	433,192				31,069,988	43,081,975	11,992,217
SPECIAL ED INST SUPPORT	72220	3,684,570	3,933,094	2,352,868	4,451,135	6,055,603	1,271,932	-	-	-				8,135,705	9,988,697	3,624,799
VOCATIONAL ED INST SUPPORT	72230	422,155	958,203	189,840	575,000	828,263	77,379	-	-	-				997,155	1,786,466	267,219
EDUCATION TECHNOLOGY	72250	5,822,599	5,969,340	3,099,101	461,503	660,287	134,955	-	-	-				6,284,102	6,629,627	3,234,056
BOARD OF EDUCATION	72310	6,867,979	6,876,697	2,079,521	-	-	-	100,000	100,000	(1,080)				6,967,979	6,976,697	2,078,441
OFFICE OF SUPERINTENDENT	72320	2,976,479	3,108,931	1,160,453	-	-	825	98,298	98,298	26,957				3,074,777	3,207,229	1,275,529
OFFICE OF PRINCIPAL	72410	30,807,096	31,980,211	11,667,741	529,621	408,194	88,119	-	-					31,336,717	32,388,405	11,721,214
FISCAL SERVICES	72510	3,899,707	4,039,355	1,313,811	347,700	554,659	53,473	-	-					4,247,407	4,594,014	1,313,811
HUMAN RESOURCES	72520	1,968,155	2,025,964	797,473	-	-	-	21,530	27,021	6,732				1,989,685	2,052,985	839,205
OPERATION OF PLANT	72610	27,835,452	28,859,296	11,128,839	-	2,517,975	35,000	-	5,951	-				27,835,452	31,383,222	11,128,839
MAINTENANCE OF PLANT	72620	9,310,001	9,607,623	4,578,072	-	2,211,001	-	-	196,500	-				9,310,001	12,015,124	5,040,937
TRANSPORTATION	72710	20,852,162	21,376,489	6,980,103	339,950	2,778,194	462,865	-	23,603	650				21,192,112	24,178,286	6,980,753
CENTRAL AND OTHER	72810	447,719	851,641	433,057	-	-	-	-	6,600	2,782				447,719	858,241	435,839
FOOD SERVICE	73100	-	-	3,405	20,000	97,759		-	-	-	22,874,446	22,874,446	9,266,717	22,894,446	22,972,205	10,599,598
COMMUNITY SERVICES	73300	496,286	509,596	100,254	1,083,991	6,334,044	1,329,476	3,655,923	3,655,923	110,413				5,236,200	10,499,563	217,841
EARLY CHILDHOOD EDUCATION	73400	3,052,850	3,236,302	838,735	56,220	46,070	7,174	117,954	132,193	46,178				3,227,024	3,414,565	1,004,711
REGULAR CAPITAL OUTLAY	76100	200,000	1,405,540	-	34,715,000	34,723,517	119,799	-	-	-				34,915,000	36,129,057	-
EDUCATION DEBT SERVICE		975,000	-	-	-	-	-	-	-	-				975,000	-	-
EDUCATION CAPITAL PROJECTS		3,000,000	3,000,000	-	-	-	-	-	-	-				3,000,000	3,000,000	-
CHARTER SCHOOLS (TRANSFERS)		21,724,828	22,159,828	8,106,554	-	-	-	-	-	-				21,724,828	22,159,828	8,106,554
TRANSFERS-STATE GRANTS		-	-		2,176,244	6,866,983	759	-	-	-				2,176,244	6,866,983	759
TRANSFERS TO FUND BALANCE		-	1,257,488	-	-	-	-	-	-	-				-	1,257,488	
TOTAL EXPENDITURES		**456,096,653**	**473,201,699**	**160,356,079**	**86,561,499**	**142,707,180**	**18,719,472**	**7,913,347**	**12,760,167**	**1,780,716**	**22,874,446**	**22,874,446**	**9,266,717**	**573,445,945**	**651,543,492**	**190,122,983**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

TO: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

FROM: Mary Ellen Heuton, Chief Financial Officer

DATE: January 19, 2023

SUBJECT: Budget Amendments – Federal Grants, State Grants and Self-Funded Programs

The following budget amendments for Federal Grants, State Grants and Self-Funded Programs for FY2023 are recommended for your approval.

The Federal Programs budget is amended by items 1 - 4. Items 1, 2 and 4 consist of carryover funds. Item 3 consists of current year awards.

The State Programs budget is amended by items 5 and 6, both of which are current year awards.

The Self-Funded Programs budget is amended by items 7 - 12. Item 7 consists of carryover contributions. Items 8, 10 and 12 consist of current year contributions. Items 9 and 11 consist of both current year contributions and carryover contributions.

1. Elementary and Secondary School Emergency Relief (ESSER) 2.0, with transfers between lines
2. ARP IDEA Part B & Preschool, with a net decrease of $130,655
3. 21st Century Community Learning Centers Cohort 2022, with transfers between lines
4. ARP Comprehensive Coordinated Early Intervening Services (CCEIS), with a net increase of $130,655 and transfers between lines
5. Supporting Postsecondary Access in Rural Communities (SPARC), totaling $95,158
6. Innovative School Models, with a net increase of $17,625,000 and transfers between lines
7. Student Success Planning, with a net increase of $13,844 and transfers between lines
8. Future Ready Institutes - Hixson High, totaling $40,000
9. Future Ready Institutes - Tyner Academy, with a net increase of $62,500 and transfers between lines
10. Public Education Foundation, totaling $25,949
11. HCS Foundation, with a net increase of $15,000
12. Fund for Excellence, with transfers between lines

FEDERAL PROGRAMS
SOURCE OF FUNDS

January 19, 2023

BUDGET AMENDMENTS	CARES FEDERAL THROUGH STATE 47300	ARP FEDERAL THROUGH STATE 47400	OTHER FEDERAL THROUGH STATE 47590	TOTAL REVENUE	AMENDMENT ITEM #
Elementary and Secondary School Emergency Relief (ESSER) 2.0	-			-	1
ARP IDEA Part B & Preschool		(130,655)		(130,655)	2
21st Century Community Learning Centers Cohort 2022			-	-	3
ARP CCEIS - Comprehensive Coordinated Early Intervening Services		130,655		130,655	4
	-	-	-	-	

FEDERAL PROGRAMS
USE OF FUNDS

January 19, 2023

BUDGET AMENDMENTS	REGULAR INSTRUCTION 71100	SPECIAL EDUCATION INSTRUCTION 71200	OTHER STUDENT SUPPORT 72130	REGULAR INSTRUCTION SUPPORT 72210	SPECIAL EDUCATION SUPPORT 72220	TRANSPORTATION 72710	COMMUNITY SERVICES 73300	REGULAR CAPITAL OUTLAY 76100	INDIRECT COST 99100	TOTAL AMENDMENT AMOUNT	AMENDMENT ITEM #
Elementary and Secondary School Emergency Relief (ESSER) 2.0	125,781							(143,592)	17,811	-	1
ARP IDEA Part B & Preschool		(131)			(121,569)	(5,000)			(3,955)	(130,655)	2
21st Century Community Learning Centers Cohort 2022							1,482		(1,482)	-	3
ARP CCEIS - Comprehensive Coordinated Early Intervening Services	(93,863)		125,928	98,590						130,655	4
	31,918	(131)	125,928	98,590	(121,569)	(5,000)	1,482	(143,592)	12,374	-	

STATE PROGRAMS
SOURCE OF FUNDS

January 19, 2023

BUDGET AMENDMENTS	STATE REVENUE 46000	TOTAL REVENUE	AMENDMENT ITEM #
Supporting Postsecondary Access in Rural Communities (SPARC)	95,158	95,158	5
Innovative School Models	17,625,000	17,625,000	6
	17,720,158	17,720,158	

STATE PROGRAMS
USE OF FUNDS

January 19, 2023

BUDGET AMENDMENTS	REGULAR EDUCATION 71100	VOCATIONAL EDUCATION INSTRUCTION 71300	VOCATIONAL EDUCATION SUPPORT 72230	EDUCATIONAL TECHNOLOGY 72250	TRANSPORTATION 72710	REGULAR CAPITAL OUTLAY 76100	TOTAL AMENDMENT AMOUNT	AMENDMENT ITEM #
Supporting Postsecondary Access in Rural Communities (SPARC)		95,158					95,158	5
Innovative School Models	(1,500)	1,000	13,500	17,625,000	(1,000)	(12,000)	17,625,000	6
	(1,500)	96,158	13,500	17,625,000	(1,000)	(12,000)	17,720,158	

SELF-FUNDED PROGRAMS
SOURCE OF FUNDS

January 19, 2023

BUDGET AMENDMENTS	RESTRICTED FOR EDUCATION FUND BALANCE 34555	OTHER CHARGES FOR SERVICES 43990	OTHER LOCAL REVENUES 44000	TOTAL AMENDMENT AMOUNT	AMENDMENT ITEM #
Student Success Planning	13,844			13,844	7
Future Ready Institutes - Hixson High			40,000	40,000	8
Future Ready Institutes - Tyner Academy			62,500	62,500	9
Public Education Foundation			25,949	25,949	10
HCS Foundation			15,000	15,000	11
Fund for Excellence		-		-	12
	13,844	-	143,449	157,293	

SELF-FUNDED PROGRAMS
USE OF FUNDS

January 19, 2023

BUDGET AMENDMENTS	REGULAR INSTRUCTION 71100	VOCATIONAL EDUCATION INSTRUCTION 71300	OTHER STUDENT SUPPORT 72130	REGULAR INSTRUCTION SUPPORT 72210	CAPITOL MAINTENANCE 76100	TOTAL AMENDMENT AMOUNT	AMENDMENT ITEM #
Student Success Planning			13,844			13,844	7
Future Ready Institutes - Hixson High	7,000		10,000		23,000	40,000	8
Future Ready Institutes - Tyner Academy	121,214	(19,000)		(39,714)		62,500	9
Public Education Foundation	25,949					25,949	10
HCS Foundation				15,000		15,000	11
Fund for Excellence				-		-	12
	154,163	(19,000)	23,844	(24,714)	23,000	157,293	

HAMILTON COUNTY DEPARTMENT OF EDUCATION
FEDERAL PROGRAMS
ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF (ESSER) 2.0
BUDGET FISCAL YEAR 2022-2023

SOURCE OF FUNDS SUMMARY

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-2-164-0000-0-00000-473070-0000-0000-164	FY22 Carryover	11,018,433			11,018,433
	Total Source of Funds	**11,018,433**	**-**	**-**	**11,018,433**

USE OF FUNDS SUMMARY

71100	Regular Instruction	6,903,589	125,781	-	7,029,370
71300	Vocational Education Instruction	61,735	-	-	61,735
72130	Other Student Support	485,576	-	-	485,576
72210	Regular Instruction Support	1,824,130	-	-	1,824,130
72230	Vocational Education Support	50,000	-	-	50,000
72250	Education Technology	249,999	-	-	249,999
72410	Office of the Principal	54,933	-	-	54,933
72710	Transportation	32,750	-	-	32,750
76100	Regular Capital Outlay	308,048	8,638	(152,230)	164,456
99100	Indirect Cost	1,047,673	17,811	-	1,065,484
	Total Use of Funds	**11,018,433**	**152,230**	**(152,230)**	**11,018,433**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-2-164-0000-0-72210-511910-0000-7000-164	Accountant .15 FTE	11,788			11,788
141-2-164-0000-0-72210-518990-0000-7000-164	Coordinator .6 FTE	43,300			43,300
141-2-164-0000-0-72210-518990-0000-7000-164	Supplemental Pay Clerical Staff	1,100			1,100
141-2-164-0000-0-72210-520110-0000-7000-164	Social Security	3,484			3,484
141-2-164-0000-0-72210-520410-0000-7000-164	State Retirement	4,917			4,917
141-2-164-0000-0-72210-520610-0000-7000-164	Life Insurance	26			26
141-2-164-0000-0-72210-520710-0000-7000-164	Health Insurance	6,344			6,344
141-2-164-0000-0-72210-520810-0000-7000-164	Dental Insurance	226			226
141-2-164-0000-0-72210-521010-0000-7000-164	Unemployment Compensation	26			26
141-2-164-0000-0-72210-521210-0000-7000-164	Medicare	815			815
141-2-164-0000-0-72210-529910-0000-7000-164	Long Term Disability	110			110
141-2-164-0000-0-72210-529930-0000-7000-164	Short Term Disability	214			214
141-2-164-0000-0-72210-535510-0000-7000-164	Mileage	200			200
141-2-164-0000-0-72210-552410-0000-7000-164	Staff Development	2,500			2,500
	Total 72210 - Regular Instruction Support	**75,050**	**-**	**-**	**75,050**
141-2-164-0000-0-99100-550410-0000-7000-164	Indirect Cost (14.16%)	1,020,356			1,020,356
	Total 99100 - Indirect Cost	**1,020,356**	**-**	**-**	**1,020,356**
	Total Administration and Indirect Cost	**1,095,406**	**-**	**-**	**1,095,406**
Facilities Needs / Maintenance					
Hillcrest					
141-2-164-0133-1-76100-570710-0000-7113-164	Building Improvements	119,799			119,799
	Total 76100 - Regular Capital Outlay	**119,799**	**-**	**-**	**119,799**
	Total Facilities Needs Maintenance	**119,799**	**-**	**-**	**119,799**
Supplemental Programs to Address Learning Loss					
141-2-164-0000-0-71100-514090-0000-7601-164	Supplemental Pay Teachers	900			900
141-2-164-0000-0-71100-520110-0000-7601-164	Social Security	56			56
141-2-164-0000-0-71100-520410-0000-7601-164	State Retirement	79			79
141-2-164-0000-0-71100-521210-0000-7601-164	Medicare	13			13
	Total 71100 - Regular Instruction	**1,048**	**-**	**-**	**1,048**
	Total Chief of Schools	**1,048**	**-**	**-**	**1,048**
141-2-164-0237-3-71100-513450-PPTT-7614-164	Tutor PTNB (6)	30,338			30,338
141-2-164-0237-3-71100-520110-0000-7614-164	Social Security	1,881			1,881
141-2-164-0237-3-71100-521210-0000-7614-164	Medicare	440			440
	Total 71100 - Regular Instruction - Tyner HS	**32,659**	**-**	**-**	**32,659**
141-2-164-0000-0-72210-519610-0000-7614-164	Stipends	12,082			12,082
141-2-164-0000-0-72210-520110-0000-7614-164	Social Security	749			749
141-2-164-0000-0-72210-520410-0000-7614-164	State Retirement	1,050			1,050
141-2-164-0000-0-72210-521210-0000-7614-164	Medicare	175			175
141-2-164-0000-0-72210-530810-0000-7614-164	Consultants	37,437			37,437
141-2-164-0000-0-72210-549990-0000-7614-164	Other Supplies and Materials	5,798			5,798
141-2-164-0000-0-72210-559990-0000-7614-164	Other Charges	246,657			246,657
141-2-164-0000-0-72210-579010-0000-7614-164	Equipment Other	4,800			4,800
	Total 72210 - Regular Instruction Support	**308,748**	**-**	**-**	**308,748**
	Total Chief of Talent	**341,407**	**-**	**-**	**341,407**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-2-164-0065-1-71100-511660-0000-7618-164	Teacher PTNB	29,368			29,368
141-2-164-0065-1-71100-520110-0000-7618-164	Social Security	1,821			1,821
141-2-164-0065-1-71100-520410-0000-7618-164	State Retirement	1,819			1,819
141-2-164-0065-1-71100-521210-0000-7618-164	Medicare	426			426
	Total 71100 - Regular Instruction - East Ridge ES	**33,434**	**-**	**-**	**33,434**
141-2-164-0148-1-71100-511660-0000-7618-164	Teacher PTNB	7,796			7,796
141-2-164-0148-1-71100-520110-0000-7618-164	Social Security	483			483
	Total 71100 - Regular Instruction - Wolftever Creek ES	**8,279**	**-**	**-**	**8,279**
141-2-164-0125-1-71100-513450-PPTT-7618-164	Tutor PTNB	5,690			5,690
141-2-164-0125-1-71100-520110-0000-7618-164	Social Security	353			353
141-2-164-0125-1-71100-521210-0000-7618-164	Medicare	83			83
	Total 71100 - Regular Instruction - Lookout Mountain ES	**6,126**	**-**	**-**	**6,126**
141-2-164-0210-3-71100-513450-PPTT-7618-164	Tutor PTNB	14,978			14,978
141-2-164-0210-3-71100-520110-0000-7618-164	Social Security	929			929
141-2-164-0210-3-71100-521210-0000-7618-164	Medicare	217			217
	Total 71100 - Regular Instruction - Lookout Mountain ES	**16,124**	**-**	**-**	**16,124**
141-2-164-0000-0-71100-511660-0000-7618-164	Teacher PTNB	818			818
141-2-164-0000-0-71100-514090-0000-7618-164	Supplemental Pay Teachers	50,837			50,837
141-2-164-0000-0-71100-516310-0000-7618-164	Educational Assistant .5 FTE	6,444			6,444
141-2-164-0000-0-71100-520110-0000-7618-164	Social Security	4,115			4,115
141-2-164-0000-0-71100-520410-0000-7618-164	State Retirement	3,050			3,050
141-2-164-0000-0-71100-520610-0000-7618-164	Life Insurance	10			10
141-2-164-0000-0-71100-520710-0000-7618-164	Health Insurance	2,284			2,284
141-2-164-0000-0-71100-520810-0000-7618-164	Dental Insurance	81			81
141-2-164-0000-0-71100-521010-0000-7618-164	Unemployment Compensation	10			10
141-2-164-0000-0-71100-521210-0000-7618-164	Medicare	962			962
141-2-164-0000-0-71100-529910-0000-7618-164	Long Term Disability	13			13
141-2-164-0000-0-71100-529930-0000-7618-164	Short Term Disability	25			25
141-2-164-0000-0-71100-542910-0000-7618-164	Instructional Supplies	38,828			38,828
141-2-164-0000-0-71100-547110-0000-7618-164	Software	5,690			5,690
141-2-164-0000-0-71100-572210-0000-7618-164	Instructional Equipment	22,133			22,133
	Total 71100 - Regular Instruction	**135,300**	**-**	**-**	**135,300**
141-2-164-0000-0-72210-516210-0000-7618-164	Clerical	12,163			12,163
141-2-164-0000-0-72210-520110-0000-7618-164	Social Security	754			754
141-2-164-0000-0-72210-520410-0000-7618-164	State Retirement	1,788			1,788
141-2-164-0000-0-72210-521210-0000-7618-164	Medicare	176			176
	Total 72210 - Regular Instruction Support	**14,881**	**-**	**-**	**14,881**
141-2-164-0000-0-72710-531410-0000-7618-164	Contracts with Public Carriers	22,000			22,000
	Total 72710 - Transportation	**22,000**	**-**	**-**	**22,000**
	Total School Based Budgets	**236,144**	**-**	**-**	**236,144**
	Total Supplemental Programs to Address Learning Loss	**578,599**	**-**	**-**	**578,599**
Supplemental Programs to Address Learning Acceleration					
141-2-164-0000-0-71100-514090-0000-7401-164	Supplemental Pay Teachers	25,786			25,786
141-2-164-0000-0-71100-520110-0000-7401-164	Social Security	1,599			1,599
141-2-164-0000-0-71100-520410-0000-7401-164	State Retirement	2,241			2,241
141-2-164-0000-0-71100-521210-0000-7401-164	Medicare	374			374
141-2-164-0000-0-71100-539990-0000-7401-164	Contracted Services	100,000			100,000
141-2-164-0000-0-71100-542910-0000-7401-164	Instructional Supplies and Materials	277,274			277,274
141-2-164-0000-0-71100-547110-0000-7401-164	Software	55,759			55,759
141-2-164-0000-0-71100-549990-0000-7401-164	Other Supplies and Materials	3,750			3,750
141-2-164-0000-0-71100-559990-0000-7401-164	Other Charges	1,000			1,000
141-2-164-0000-0-71100-572210-0000-7401-164	Instructional Equipment	220,281			220,281
	Total 71100 - Regular Instruction	**688,064**	**-**	**-**	**688,064**
141-2-164-0000-0-71300-542910-0000-7401-164	Instructional Supplies and Materials	30,867			30,867
141-2-164-0000-0-71300-573010-0000-7401-164	Instructional Equipment	30,868			30,868
	Total 71300 - Vocational Instruction	**61,735**	**-**	**-**	**61,735**
141-2-164-0000-0-72130-539990-0000-7401-164	Other Contracted Services	28,000			28,000
141-2-164-0000-0-72130-547110-0000-7401-164	Software	5,830			5,830
141-2-164-0000-0-72130-559990-0000-7401-164	Other Charges	24,400			24,400
	Total 72130 - Other Student Support	**58,230**	**-**	**-**	**58,230**
141-2-164-0090-1-72130-513020-0000-7401-164	Behavior Management Specialist	43,500			43,500
141-2-164-0090-1-72130-520110-0000-7401-164	Social Security	2,697			2,697
141-2-164-0090-1-72130-520410-0000-7401-164	State Retirement	6,395			6,395
141-2-164-0090-1-72130-520610-0000-7401-164	Life Insurance	35			35
141-2-164-0090-1-72130-520710-0000-7401-164	Health Insurance	8,459			8,459
141-2-164-0090-1-72130-520810-0000-7401-164	Dental Insurance	301			301
141-2-164-0090-1-72130-521010-0000-7401-164	Unemployment Compensation	35			35
141-2-164-0090-1-72130-521210-0000-7401-164	Medicare	631			631
141-2-164-0090-1-72130-529910-0000-7401-164	Long Term Disability	87			87
141-2-164-0090-1-72130-529930-0000-7401-164	Short Term Disability	169			169
	Total 72130 - Other Student Support - Harrison Elementary	**62,309**	**-**	**-**	**62,309**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-2-164-0000-0-72210-519610-0000-7401-164	Stipends	217,635			217,635
141-2-164-0000-0-72210-520110-0000-7401-164	Social Security	13,493			13,493
141-2-164-0000-0-72210-520410-0000-7401-164	State Retirement	18,913			18,913
141-2-164-0000-0-72210-521210-0000-7401-164	Medicare	3,156			3,156
141-2-164-0000-0-72210-530810-0000-7401-164	Consultants	193,451			193,451
141-2-164-0000-0-72210-549990-0000-7401-164	Other Supplies and Materials	15,875			15,875
141-2-164-0000-0-72210-552410-0000-7401-164	Staff Development	71,051			71,051
	Total 72210 - Regular Instruction Support	**533,574**	**-**	**-**	**533,574**
141-2-164-0000-0-72230-530810-0000-7401-164	Consultants	50,000			50,000
	Total 72230 - Vocational Instruction Support	**50,000**	**-**	**-**	**50,000**
141-2-164-0000-0-72710-531410-0000-7401-164	Contracts with Public Carriers	10,750			10,750
	Total 72710 - Transportation	**10,750**	**-**	**-**	**10,750**
	Total Chief Schools Officer	**1,464,662**	**-**	**-**	**1,464,662**
141-2-164-0000-0-72210-530810-0000-7402-164	Consultants	37,000			37,000
	Total 72210 - Regular Instruction Support	**37,000**	**-**	**-**	**37,000**
	Total Accountability and Research	**37,000**	**-**	**-**	**37,000**
141-2-164-0275-1-71100-511660-0000-7403-164	Teacher Part-time 4	45,000			45,000
141-2-164-0275-1-71100-520110-0000-7403-164	Social Security	2,790			2,790
141-2-164-0275-1-71100-520410-0000-7403-164	State Retirement	3,911			3,911
141-2-164-0275-1-71100-521210-0000-7403-164	Medicare	653			653
	Total 71100 - Regular Instruction	**52,354**	**-**	**-**	**52,354**
141-2-164-0275-3-71100-511610-0000-7403-164	Teacher 10 FTE	675,429			675,429
141-2-164-0275-3-71100-520110-0000-7403-164	Social Security	41,877			41,877
141-2-164-0275-3-71100-520410-0000-7403-164	State Retirement	58,695			58,695
141-2-164-0275-3-71100-520610-0000-7403-164	Life Insurance	385			385
141-2-164-0275-3-71100-520710-0000-7403-164	Health Insurance	93,049			93,049
141-2-164-0275-3-71100-520810-0000-7403-164	Dental Insurance	3,311			3,311
141-2-164-0275-3-71100-521010-0000-7403-164	Unemployment Compensation	385			385
141-2-164-0275-3-71100-521210-0000-7403-164	Medicare	9,794			9,794
141-2-164-0275-3-71100-529910-0000-7403-164	Long Term Disability	1,351			1,351
141-2-164-0275-3-71100-529930-0000-7403-164	Short Term Disability	2,621			2,621
141-2-164-0275-3-71100-547110-0000-7403-164	Software	41,440			41,440
	Total 71100 - Regular Instruction	**928,337**	**-**	**-**	**928,337**
141-2-164-0275-3-72410-516110-0000-7403-164	Secretary 1 FTE	37,500			37,500
141-2-164-0275-3-72410-520110-0000-7403-164	Social Security	2,325			2,325
141-2-164-0275-3-72410-520410-0000-7403-164	State Retirement	5,513			5,513
141-2-164-0275-3-72410-520610-0000-7403-164	Life Insurance	35			35
141-2-164-0275-3-72410-520710-0000-7403-164	Health Insurance	8,459			8,459
141-2-164-0275-3-72410-520810-0000-7403-164	Dental Insurance	301			301
141-2-164-0275-3-72410-521010-0000-7403-164	Unemployment Compensation	35			35
141-2-164-0275-3-72410-521210-0000-7403-164	Medicare	544			544
141-2-164-0275-3-72410-529910-0000-7403-164	Long Term Disability	75			75
141-2-164-0275-3-72410-529930-0000-7403-164	Short Term Disability	146			146
	Total 72410 - Office of the Principal	**54,933**	**-**	**-**	**54,933**
	Total Chief Operating Officer - HCVS	**1,035,624**	**-**	**-**	**1,035,624**
141-2-164-0000-0-71100-514100-0000-7414-164	Differentiated Pay	1,024,407			1,024,407
141-2-164-0000-0-71100-520110-0000-7414-164	Social Security	63,513			63,513
141-2-164-0000-0-71100-520410-0000-7414-164	State Retirement	89,021			89,021
141-2-164-0000-0-71100-521210-0000-7414-164	Medicare	14,854			14,854
	Total 71100 - Regular Instruction	**1,191,795**	**-**	**-**	**1,191,795**
141-2-164-0000-0-72210-519610-0000-7414-164	Stipends	170,537			170,537
141-2-164-0000-0-72210-520110-0000-7414-164	Social Security	10,573			10,573
141-2-164-0000-0-72210-520410-0000-7414-164	State Retirement	14,820			14,820
141-2-164-0000-0-72210-521210-0000-7414-164	Medicare	2,473			2,473
141-2-164-0000-0-72210-530810-0000-7414-164	Consultants	35,000			35,000
141-2-164-0000-0-72210-549990-0000-7414-164	Other Supplies and Materials	1,000			1,000
141-2-164-0000-0-72210-552410-0000-7414-164	Staff Development	6,750			6,750
	Total 72210 - Regular Instruction Support	**241,153**	**-**	**-**	**241,153**
	Total Chief of Talent	**1,432,948**	**-**	**-**	**1,432,948**
141-2-164-0000-0-71100-539990-0000-7418-164	Contracted Services	9,400			9,400
141-2-164-0000-0-71100-542910-0000-7418-164	Instructional Supplies	152,916			152,916
141-2-164-0000-0-71100-572210-0000-7418-164	Instructional Equipment	60,259			60,259
	Total 71100 - Regular Instruction	**222,575**	**-**	**-**	**222,575**
141-2-164-0000-0-72130-547110-0000-7418-164	Software	4,316			4,316
	Total 72130 - Other Student Support	**4,316**	**-**	**-**	**4,316**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-2-164-0000-0-72210-519610-0000-7418-164	Stipends	42,421			42,421
141-2-164-0000-0-72210-520110-0000-7418-164	Social Security	2,630			2,630
141-2-164-0000-0-72210-520410-0000-7418-164	State Retirement	3,795			3,795
141-2-164-0000-0-72210-521210-0000-7418-164	Medicare	615			615
141-2-164-0000-0-72210-530810-0000-7418-164	Consultants	9,770			9,770
141-2-164-0000-0-72210-549990-0000-7418-164	Other Supplies and Materials	16,159			16,159
141-2-164-0000-0-72210-552410-0000-7418-164	Staff Development	6,253			6,253
	Total 72210 - Regular Instruction Support	**81,643**	**-**	**-**	**81,643**
	Total School Based Budgets	**308,534**	**-**	**-**	**308,534**
	Total Supplemental Programs to Address Learning Acceleration	**4,278,768**	**-**	**-**	**4,278,768**
Purchasing Education Technology					
141-2-164-0000-0-71100-547110-0000-7701-164	Software	255,924			255,924
	Total 71100 - Regular Instruction	**255,924**	**-**	**-**	**255,924**
	Total Chief Schools Officer	**255,924**	**-**	**-**	**255,924**
141-2-164-0000-0-72210-547110-0000-7714-164	Software	16,950			16,950
	Total 72210 - Regular Instruction Support	**16,950**	**-**	**-**	**16,950**
	Total Talent Officer	**16,950**	**-**	**-**	**16,950**
141-2-164-0000-0-71100-572210-0000-7715-164	Instruction Equipment	1,504,955			1,504,955
	Total 71100 - Regular Instruction	**1,504,955**	**-**	**-**	**1,504,955**
141-2-164-0000-0-72210-579010-0000-7715-164	Equipment	420,590			420,590
	Total 72210 - Regular Instruction Support	**420,590**	**-**	**-**	**420,590**
141-2-164-0000-0-72250-513810-0000-7715-164	Instruction Computer Personnel	163,465			163,465
141-2-164-0000-0-72250-520110-0000-7715-164	Social Security	10,135			10,135
141-2-164-0000-0-72250-520410-0000-7715-164	Retirement	24,029			24,029
141-2-164-0000-0-72250-521210-0000-7715-164	Medicare	2,370			2,370
141-2-164-0000-0-72250-535510-0000-7715-164	Travel Mileage	50,000			50,000
	Total 72250 - Education Technology	**249,999**	**-**	**-**	**249,999**
	Total IT Department	**2,175,544**	**-**	**-**	**2,175,544**
	Total Purchasing Education Technology	**2,448,418**	**-**	**-**	**2,448,418**
Planning for Long Term Closures					
141-2-164-0000-0-71100-539990-0000-7814-164	Contracted Services	475,753			475,753
	Total 71100 - Regular Instruction	**475,753**	**-**	**-**	**475,753**
	Total Chief of Talent	**475,753**	**-**	**-**	**475,753**
	Total Planning for Long Term Closures	**475,753**	**-**	**-**	**475,753**
Unique Need of Special Populations					
141-2-164-0000-0-71100-511650-0000-7911-164	Teachers - ESL 15 FTE	975,000			975,000
141-2-164-0000-0-71100-520110-0000-7911-164	Social Security	60,450			60,450
141-2-164-0000-0-71100-520410-0000-7911-164	State Retirement	84,728			84,728
141-2-164-0000-0-71100-520610-0000-7911-164	Life Insurance	525			525
141-2-164-0000-0-71100-520710-0000-7911-164	Health Insurance	126,885			126,885
141-2-164-0000-0-71100-520810-0000-7911-164	Dental Insurance	4,515			4,515
141-2-164-0000-0-71100-521010-0000-7911-164	Unemployment Compensation	525			525
141-2-164-0000-0-71100-521210-0000-7911-164	Medicare	14,138			14,138
141-2-164-0000-0-71100-529910-0000-7911-164	Long Term Disability	1,950			1,950
141-2-164-0000-0-71100-529930-0000-7911-164	Short Term Disability	3,783			3,783
	Total 71100 - Regular Instruction	**1,272,499**	**-**	**-**	**1,272,499**
141-2-164-0000-0-72210-518990-0000-7911-164	Data Project Specialist 1 FTE	45,000			45,000
141-2-164-0000-0-72210-520110-0000-7911-164	Social Security	2,790			2,790
141-2-164-0000-0-72210-520410-0000-7911-164	Retirement	3,150			3,150
141-2-164-0000-0-72210-520610-0000-7911-164	Life Insurance	35			35
141-2-164-0000-0-72210-520710-0000-7911-164	Health Insurance	8,459			8,459
141-2-164-0000-0-72210-520810-0000-7911-164	Dental Insurance	301			301
141-2-164-0000-0-72210-521010-0000-7911-164	Unemployment Compensation	35			35
141-2-164-0000-0-72210-521210-0000-7911-164	Medicare	653			653
141-2-164-0000-0-72210-529910-0000-7911-164	Long Term Disability	90			90
141-2-164-0000-0-72210-529930-0000-7911-164	Short Term Disability	175			175
	Total 72210 - Regular Instruction Support	**60,688**	**-**	**-**	**60,688**
	Total ELL	**1,333,187**	**-**	**-**	**1,333,187**
	Total Unique Need of Special Populations	**1,333,187**	**-**	**-**	**1,333,187**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
Mental Health Supports					
141-2-164-0275-3-72130-512310-0000-7512-164	Counselors Virtual School 1 FTE	58,429			58,429
141-2-164-0275-3-72130-520110-0000-7512-164	Social Security	3,623			3,623
141-2-164-0275-3-72130-520410-0000-7512-164	Retirement	5,077			5,077
141-2-164-0275-3-72130-520610-0000-7512-164	Life Insurance	35			35
141-2-164-0275-3-72130-520710-0000-7512-164	Health Insurance	8,459			8,459
141-2-164-0275-3-72130-520810-0000-7512-164	Dental Insurance	301			301
141-2-164-0275-3-72130-521010-0000-7512-164	Unemployment Compensation	35			35
141-2-164-0275-3-72130-521210-0000-7512-164	Medicare	847			847
141-2-164-0275-3-72130-529910-0000-7512-164	Long Term Disability	117			117
141-2-164-0275-3-72130-529930-0000-7512-164	Short Term Disability	227			227
	Total 72130 - Other Student Support - Virtual School	**77,150**	**-**	**-**	**77,150**
141-2-164-0000-0-72130-539990-0000-7512-164	Other Contracted Services	56,200			56,200
141-2-164-0000-0-72130-549990-0000-7512-164	Other Supplies and Materials	28,993			28,993
	Total 72130 - Other Student Support	**85,193**	**-**	**-**	**85,193**
141-2-164-0000-0-72210-519610-0000-7512-164	Stipend	9,455			9,455
141-2-164-0000-0-72210-520110-0000-7512-164	Social Security	586			586
141-2-164-0000-0-72210-520410-0000-7512-164	Retirement	822			822
141-2-164-0000-0-72210-521210-0000-7512-164	Medicare	137			137
	Total 72210 - Regular Instruction Support	**11,000**	**-**	**-**	**11,000**
	Total Equity Department - SEL	**173,343**	**-**	**-**	**173,343**
141-2-164-0000-0-72210-519610-0000-7514-164	Stipend	19,643			19,643
141-2-164-0000-0-72210-520110-0000-7514-164	Social Security	1,218			1,218
141-2-164-0000-0-72210-520410-0000-7514-164	Retirement	1,707			1,707
141-2-164-0000-0-72210-521210-0000-7514-164	Medicare	285			285
	Total 72210 - Regular Instruction Support	**22,853**	**-**	**-**	**22,853**
	Total Chief of Talent	**22,853**	**-**	**-**	**22,853**
141-2-164-0000-0-72130-518990-0000-7519-164	Integrated Student Support Manager 1 FTE	61,000			61,000
141-2-164-0000-0-72130-520110-0000-7519-164	Social Security	3,782			3,782
141-2-164-0000-0-72130-520410-0000-7519-164	Retirement	8,967			8,967
141-2-164-0000-0-72130-520610-0000-7519-164	Life Insurance	35			35
141-2-164-0000-0-72130-520710-0000-7519-164	Health Insurance	8,459			8,459
141-2-164-0000-0-72130-520810-0000-7519-164	Dental Insurance	301			301
141-2-164-0000-0-72130-521010-0000-7519-164	Unemployment Compensation	35			35
141-2-164-0000-0-72130-521210-0000-7519-164	Medicare	885			885
141-2-164-0000-0-72130-529910-0000-7519-164	Long Term Disability	122			122
141-2-164-0000-0-72130-529930-0000-7519-164	Short Term Disability	237			237
	Total 72130 - Other Student Support	**83,823**	**-**	**-**	**83,823**
	Total Chief Equity	**83,823**	**-**	**-**	**83,823**
	Total Mental Health Supports	**280,019**	**-**	**-**	**280,019**
	Total District and Administration	**10,609,949**	**-**	**-**	**10,609,949**
Charter Schools					
Chattanooga Girls Leadership Academy (CGLA)					
141-2-164-8001-3-76100-570710-0000-7100-164	Building Improvements	152,230		(152,230)	-
141-2-164-8001-3-76100-579910-0000-7100-164	Equipment Capital Outlay	-	8,638		8,638
	Total 76100 - Regular Capital Outlay	**152,230**	**8,638**	**(152,230)**	**8,638**
	Total Facilities Needs Maintenance	**152,230**	**8,638**	**(152,230)**	**8,638**
141-2-164-8001-3-71100-535610-0000-7400-164	Tuition	9,408			9,408
	Total 71100 - Regular Instruction	**9,408**	**-**	**-**	**9,408**
	Total Supplemental Programs to Address Learning Acceleration	**9,408**	**-**	**-**	**9,408**
141-2-164-8001-3-71100-559990-0000-7600-164	Other Charges	-	125,781		125,781
	Total 71100 - Regular Instruction	**-**	**125,781**	**-**	**125,781**
	Total Supplemental Programs to Address Learning Loss	**-**	**125,781**	**-**	**125,781**
141-2-164-8001-3-99100-550410-0000-0000-164	Indirect Cost (14.16%)	1,332	17,811		19,143
	Total 99100 - Indirect Cost	**1,332**	**17,811**	**-**	**19,143**
	Total CGLA	**162,970**	**152,230**	**(152,230)**	**162,970**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
Chattanooga Charter School of Excellence (CCSE)					
141-2-164-8003-3-71100-559990-0000-7900-164	Charges: Other Non HCDE Student Support Salaries	68,216			68,216
	Total 71100 - Regular Instruction	**68,216**	**-**	**-**	**68,216**
	Total Unique Need of Special Populations	**68,216**	**-**	**-**	**68,216**
141-2-164-8003-3-72130-559990-0000-7500-164	Charges: Other Non HCDE Student Support Salaries	43,157			43,157
	Total 72130 - Other Student Support	**43,157**	**-**	**-**	**43,157**
	Total Mental Health Supports	**43,157**	**-**	**-**	**43,157**
141-2-164-8003-3-99100-550410-0000-0000-164	Indirect Cost (14.16%)	15,770			15,770
	Total 99100 - Indirect Cost	**15,770**	**-**	**-**	**15,770**
	Total CCSE	**127,143**	**-**	**-**	**127,143**
Chattanooga Charter School of Excellence Middle School (CCSEMS)					
141-2-164-8010-2-72130-559990-0000-7500-164	Charges: Other Non HCDE Student Support Salaries	71,398			71,398
	Total 72130 - Other Student Support	**71,398**	**-**	**-**	**71,398**
	Total Mental Health Supports	**71,398**	**-**	**-**	**71,398**
141-2-164-8010-2-71100-559990-0000-7900-164	Charges: Other Non HCDE Instruction Salaries	739			739
	Total 71100 - Regular Instruction	**739**	**-**	**-**	**739**
	Total Unique Need of Special Populations	**739**	**-**	**-**	**739**
141-2-164-8010-2-99100-550410-0000-0000-164	Indirect Cost (14.16%)	10,215			10,215
	Total 99100 - Indirect Cost	**10,215**	**-**	**-**	**10,215**
	Total CCSEMS	**82,352**	**-**	**-**	**82,352**
Ivy Academy					
141-2-164-8002-3-76100-570710-0000-7100-164	Building Improvements	36,019			36,019
	Total 76100 - Regular Capital Outlay	**36,019**	**-**	**-**	**36,019**
	Total Facilities Needs Maintenance	**36,019**	**-**	**-**	**36,019**
	Total Ivy Academy	**36,019**	**-**	**-**	**36,019**
	Total Charter Schools	**408,484**	**152,230**	**(152,230)**	**408,484**
	TOTAL BUDGET	**11,018,433**	**152,230**	**(152,230)**	**11,018,433**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
FEDERAL PROGRAMS
ARP IDEA PART B AND PRESCHOOL
BUDGET FISCAL YEAR 2022-2023
FY22 carryover - $1,893,116.12

	ARP IDEA Part B 2022 Carryover Funds	1,756,827			1,756,827
	ARP IDEA Preschool Carryover Funds	136,289			136,289
	Transfer to ARP CCEIS	(238,967)		(130,655)	(369,622)
	Total Source of Funds	**1,654,149**	**-**	**(130,655)**	**1,523,494**

SOURCE OF FUNDS SUMMARY

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 12/8/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-2-174-0000-0-00000-474020-0000-0000-174	Revenue	1,517,860		(130,655)	1,387,205
141-2-174-0000-0-00000-474030-0000-0000-174	Revenue	136,289			136,289
	Total Source of Funds	**1,654,149**	**-**	**(130,655)**	**1,523,494**

USE OF FUNDS SUMMARY

71200	Special Education Instruction	659,615	-	(131)	659,484
72220	Special Education Support	887,670	-	(121,569)	766,101
72710	Transportation	60,000	-	(5,000)	55,000
99100	Indirect Cost	46,864	-	(3,955)	42,909
	Total Use of Funds	**1,654,149**	**-**	**(130,655)**	**1,523,494**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 12/8/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
ARP IDEA Part B					
ARP IDEA Part B - Direct Services/Supports for SWDs					
141-2-174-0275-0-71200-511660-0000-6510-174	Teacher - Virtual School (1.0 FTE)	62,752			62,752
141-2-174-0275-0-71200-516310-0000-6510-174	Educational Assistant - Virtual School (1.0 FTE)	20,778			20,778
141-2-174-0275-0-71200-520110-0000-6510-174	Social Security	5,179			5,179
141-2-174-0275-0-71200-520410-0000-6510-174	State Retirement	9,518			9,518
141-2-174-0275-0-71200-520610-0000-6510-174	Life Insurance	70			70
141-2-174-0275-0-71200-520710-0000-6510-174	Health Insurance	16,918			16,918
141-2-174-0275-0-71200-520810-0000-6510-174	Dental Insurance	602			602
141-2-174-0275-0-71200-521010-0000-6510-174	Unemployment Compensation	70			70
141-2-174-0275-0-71200-521210-0000-6510-174	Medicare	1,211			1,211
141-2-174-0275-0-71200-529910-0000-6510-174	Long Term Disability	167			167
141-2-174-0275-0-71200-529930-0000-6510-174	Short Term Disability	324			324
	Total 71200 - Special Education Instruction - Virtual School	**117,589**	**-**	**-**	**117,589**
141-2-174-0000-0-71200-511610-0000-6510-174	Teacher - Extended School Year (1.0 FTE)	50,000			50,000
141-2-174-0000-0-71200-520110-0000-6510-174	Social Security	3,100			3,100
141-2-174-0000-0-71200-520410-0000-6510-174	State Retirement	5,150			5,150
141-2-174-0000-0-71200-521210-0000-6510-174	Medicare	725			725
141-2-174-0000-0-71200-542910-0000-6510-174	Instructional Supplies & Materials	179,241		(131)	179,110
	Total 71200 - Special Education Instruction - System-Wide	**238,216**	**-**	**(131)**	**238,085**
141-2-174-0000-0-72220-531210-0000-6510-174	Contracts w/ Private Agencies	720,961		(121,569)	599,392
141-2-174-0000-0-72220-549990-0000-6510-174	Oher Supplies & Materials	5,000			5,000
141-2-174-0000-0-72220-552410-0000-6510-174	Staff Development	8,800			8,800
	Total 72220 - Special Education Support - System-Wide	**734,761**	**-**	**(121,569)**	**613,192**
Chattanooga Charter School of Excellence					
141-2-174-8003-1-71200-559990-0000-6510-174	Other Charges	4,908			4,908
	Total 71200 - Special Education Instruction	**4,908**	**-**	**-**	**4,908**
Montessori School (CGLA)					
141-2-174-8142-1-71200-559990-0000-6510-174	Other Charges	4,018			4,018
	Total 71200 - Special Education Instruction	**4,018**	**-**	**-**	**4,018**
	Total ARP IDEA Part B - Direct Services/Supports for SWDs	**1,099,492**	**-**	**(121,700)**	**977,792**
ARP IDEA Part B - Direct Services/Supports for SWDs/CCEIS					
141-2-174-0000-0-71200-542910-0000-6511-174	Instructional Supplies & Materials	5,000			5,000
	Total 71200 - Special Education Instruction	**5,000**	**-**	**-**	**5,000**
141-2-174-0000-0-72220-552410-0000-6511-174	In-Service/Staff Development	40,000			40,000
	Total 72220 - Special Education Support	**40,000**	**-**	**-**	**40,000**
	Total ARP IDEA Part B - Direct Services/Supports for SWDs/CCEIS	**45,000**	**-**	**-**	**45,000**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 12/8/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
ARP IDEA Part B - Implementing Child Find					
141-2-174-0000-0-72220-512410-0000-6520-174	School Psychologist (1.0 FTE)	54,707			54,707
141-2-174-0000-0-72220-520110-0000-6520-174	Social Security	3,392			3,392
141-2-174-0000-0-72220-520410-0000-6520-174	State Retirement	5,635			5,635
141-2-174-0000-0-72220-520610-0000-6520-174	Life Insurance	35			35
141-2-174-0000-0-72220-520710-0000-6520-174	Health Insurance	8,459			8,459
141-2-174-0000-0-72220-520810-0000-6520-174	Dental Insurance	301			301
141-2-174-0000-0-72220-521010-0000-6520-174	Unemployment Compensation	35			35
141-2-174-0000-0-72220-521210-0000-6520-174	Medicare	793			793
141-2-174-0000-0-72220-529910-0000-6520-174	Long Term Disability	109			109
141-2-174-0000-0-72220-529930-0000-6520-174	Short Term Disability	212			212
	Total 72220 - Special Education Support	**73,678**	**-**	**-**	**73,678**
	Total - ARP IDEA Part B - Implementing Child Find	**73,678**	**-**	**-**	**73,678**
ARP IDEA Part B - Ensuring Technology Accessibility					
141-2-174-0000-0-71200-549990-0000-6530-174	Other Supplies And Materials	89,253			89,253
141-2-174-0000-0-71200-572510-0000-6530-174	Equipment - Exceptional Education	100,000			100,000
	Total 71200 - Special Education Instruction	**189,253**	**-**	**-**	**189,253**
	Total - ARP IDEA Part B - Ensuring Tech Accessibility	**189,253**	**-**	**-**	**189,253**
ARP IDEA Part B - Improving Transition Services					
141-2-174-0000-0-72220-549990-0000-6540-174	Other Supplies And Materials	5,000			5,000
	Total 72220 - Special Education Support	**5,000**	**-**	**-**	**5,000**
141-2-174-0000-0-72710-531410-0000-6540-174	Transportation	60,000		(5,000)	55,000
	Total 72710 - Transportation	**60,000**	**-**	**(5,000)**	**55,000**
	Total - ARP IDEA Part B - Improving Transition Services	**65,000**	**-**	**(5,000)**	**60,000**
ARP IDEA Part B - Additional Programming Placement Needs					
141-2-174-0000-0-99100-550410-0000-6560-174	Indirect Cost (3.33%)	45,437		(3,955)	41,482
	Total 99100 - Indirect Cost	**45,437**	**-**	**(3,955)**	**41,482**
	Total - ARP IDEA Part B - Additional Programming Placement Needs	**45,437**	**-**	**(3,955)**	**41,482**
	Total - ARP IDEA Part B	**1,517,860**	**-**	**(130,655)**	**1,387,205**
ARP IDEA Preschool					
Preschool - Direct Services/Supports for SWDs					
141-2-174-0000-0-71200-542910-0000-6610-174	Instructional Supplies & Materials	8,631			8,631
	Total 71200 - Special Education Instruction	**8,631**	**-**	**-**	**8,631**
141-2-174-0000-0-72220-531210-0000-6610-174	Contracts w/ Private Agencies	18,831			18,831
141-2-174-0000-0-72220-549990-0000-6610-174	Other Supplies and Materials	4,000			4,000
141-2-174-0000-0-72220-552410-0000-6610-174	In-Service/Staff Development	11,400			11,400
	Total 72220 - Special Education Instructional Support	**34,231**	**-**	**-**	**34,231**
	Total - Preschool - Direct Services/Supports for SWDs	**42,862**	**-**	**-**	**42,862**
Ensuring Technology Accessibility for SWDs					
141-2-174-0000-0-71200-572510-0000-6630-174	Equipment - Exceptional Education	92,000			92,000
	Total 71200 - Special Education Instructional Support	**92,000**	**-**	**-**	**92,000**
	Total - ARP IDEA Preschool - Ensuring Tech Accessibility	**92,000**	**-**	**-**	**92,000**
Preschool - Additional Programming Placement Needs					
141-2-174-0000-0-99100-550410-0000-6660-174	Indirect Cost (3.33%)	1,427			1,427
	Total 99100 - Indirect Cost	**1,427**	**-**	**-**	**1,427**
	Total - Preschool - Additional Programming Placement Needs	**1,427**	**-**	**-**	**1,427**
	Total - ARP IDEA Preschool	**136,289**	**-**	**-**	**136,289**
	TOTAL BUDGET	**1,654,149**	**-**	**(130,655)**	**1,523,494**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
FEDERAL PROGRAMS
21ST CENTURY COMMUNITY LEARNING CENTERS COHORT 2022 (Year 1)
BUDGET FISCAL YEAR 2022-2023
After School Programs at Red Bank Elem, Sprink Creek Elem, OLPH and MEHP
FY23 award is $283,902.00

SOURCE OF FUNDS SUMMARY

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-2-186-0000-0-00000-475900-0000-0000-186	Revenue	283,902			283,902
	Total Source of Funds	**283,902**	**-**	**-**	**283,902**

USE OF FUNDS SUMMARY

73300	Community Services	277,088	49,935	(48,453)	278,570
99100	Indirect Cost	6,814	65	(1,547)	5,332
	Total Use of Funds	**283,902**	**50,000**	**(50,000)**	**283,902**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
Federal Programs					
141-2-186-0000-0-73300-518990-0000-0000-186	21st CCLC Project Director	9,594			9,594
141-2-186-0000-0-73300-520110-0000-0000-186	Social Security	595			595
141-2-186-0000-0-73300-520410-0000-0000-186	State Retirement	1,410			1,410
141-2-186-0000-0-73300-521210-0000-0000-186	Medicare	139			139
	Total 73300 - Community Services	**11,738**	**-**	**-**	**11,738**
	Total Federal Programs	**11,738**	**-**	**-**	**11,738**
Red Bank Elementary					
141-2-186-0171-1-73300-514090-0000-0000-186	Teachers Extended Contracts	43,200			43,200
141-2-186-0171-1-73300-518990-0000-0000-186	Other Salaries/Classified	3,200			3,200
141-2-186-0171-1-73300-520110-0000-0000-186	Social Security	2,877			2,877
141-2-186-0171-1-73300-520410-0000-0000-186	State Retirement	4,358			4,358
141-2-186-0171-1-73300-521210-0000-0000-186	Medicare	673			673
141-2-186-0171-1-73300-539990-0000-0000-186	Contracted Services/Transportation	12,631			12,631
141-2-186-0171-1-73300-542910-0000-0000-186	Instructional Supplies and Materials	6,064			6,064
141-2-186-0171-1-73300-552410-0000-0000-186	Staff Development	12,418			12,418
	Total 73300 - Community Services	**85,421**	**-**	**-**	**85,421**
141-2-186-0171-1-99100-550410-0000-0000-186	Indirect Cost (3.33%)	2,613			2,613
	Total 99100 - Indirect Cost	**2,613**	**-**	**-**	**2,613**
	Total Red Bank Elementary	**88,034**	**-**	**-**	**88,034**

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
Spring Creek Elementary					
141-2-186-0235-1-73300-514090-0000-0000-186	Teachers Extended Contracts	46,296			46,296
141-2-186-0235-1-73300-518990-0000-0000-186	Other Salaries/Classified	1,360			1,360
141-2-186-0235-1-73300-520110-0000-0000-186	Social Security	2,955			2,955
141-2-186-0235-1-73300-520410-0000-0000-186	State Retirement	4,367			4,367
141-2-186-0235-1-73300-521210-0000-0000-186	Medicare	691			691
141-2-186-0235-1-73300-539990-0000-0000-186	Contracted Services/Transportation	16,475			16,475
141-2-186-0235-1-73300-542910-0000-0000-186	Instructional Supplies & Materials	6,112			6,112
141-2-186-0235-1-73300-549990-0000-0000-186	Other Supplies	220			220
141-2-186-0235-1-73300-552410-0000-0000-186	Staff Development	12,000			12,000
	Total 73300 - Community Services	**90,476**	**-**	**-**	**90,476**
141-2-186-0235-1-99100-550410-0000-0000-186	Indirect Cost (3.33%)	2,654			2,654
	Total 99100 - Indirect Cost	**2,654**	**-**	**-**	**2,654**
	Total Spring Creek Elementary	**93,130**	**-**	**-**	**93,130**
Our Lady of Perpetual Help					
141-2-186-9115-5-73300-539990-0000-0000-186	Contracted Services/Transportation	41,000		(2,000)	39,000
141-2-186-9115-5-73300-542910-0000-0000-186	Instructional Supplies & Materials	-	1,935		1,935
	Total 73300 - Community Services	**41,000**	**1,935**	**(2,000)**	**40,935**
141-2-186-9115-5-99100-550410-0000-0000-186	Indirect Cost (3.33%)	-	65		65
	Total 99100 - Indirect Cost	**-**	**65**	**-**	**65**
	Total Our Lady of Perpetual Help	**41,000**	**2,000**	**(2,000)**	**41,000**
Montessori School (CGLA)					
141-2-186-8142-1-73300-539990-0000-0000-186	Contracted Services/Transportation	2,000	48,000		50,000
141-2-186-8142-1-73300-542910-0000-0000-186	Instructional Supplies and Materials	4,957		(4,957)	-
141-2-186-8142-1-73300-549990-0000-0000-186	Other Supplies	1,745		(1,745)	-
141-2-186-8142-1-73300-552410-0000-0000-186	Staff Development	1,120		(1,120)	-
141-2-186-8142-1-73300-559990-0000-0000-186	Other Charges	38,631		(38,631)	-
	Total 73300 - Community Services	**48,453**	**48,000**	**(46,453)**	**50,000**
141-2-186-8142-1-99100-550410-0000-0000-186	Indirect Cost (3.33%)	1,547		(1,547)	**-**
	Total 99100 - Indirect Cost	**1,547**	**-**	**(1,547)**	**-**
	Total Montessori School (CGLA)	**50,000**	**48,000**	**(48,000)**	**50,000**
	TOTAL BUDGET	**283,902**	**50,000**	**(50,000)**	**283,902**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
FEDERAL PROGRAMS
ARP CCEIS - COMPREHENSIVE COORDINATED EARLY INTERVENING SERVICES
BUDGET FISCAL YEAR 2022-2023

	FY23 Transfer from ARP IDEA Part B	238,967	130,655		369,622
	Total Source of Funds	**238,967**	**130,655**	**-**	**369,622**

SOURCE OF FUNDS SUMMARY

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-2-326-0000-0-00000-474020-0000-0000	Revenue	238,967	130,655	-	369,622
	Total Source of Funds	**238,967**	**130,655**	**-**	**369,622**

USE OF FUNDS SUMMARY

	71100	Regular Instruction	119,484	-	(93,863)	25,621
	72130	Other Student Support	119,483	245,411	(119,483)	245,411
	72210	Instructional Support	-	98,590	-	98,590
		Total Use of Funds	**238,967**	**344,001**	**(213,346)**	**369,622**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-2-326-0000-0-71100-542910-0000-0000	Instructional Supplies	119,484		(93,863)	25,621
	Total 71100 - Regular Instruction	**119,484**	**-**	**(93,863)**	**25,621**
141-2-326-0000-0-72130-513010-0000-0000	Social Worker (2)	-	110,000		110,000
141-2-326-0000-0-72130-518990-0000-0000	Roaming Behavior Assistant (2)	-	50,000		50,000
141-2-326-0000-0-72130-520110-0000-0000	Socal Security	-	9,920		9,920
141-2-326-0000-0-72130-520410-0000-0000	State Retirement	-	18,680		18,680
141-2-326-0000-0-72130-520610-0000-0000	Life Insurance	-	140		140
141-2-326-0000-0-72130-520710-0000-0000	Health Insurance	-	33,836		33,836
141-2-326-0000-0-72130-520810-0000-0000	Dental Insurance	-	1,204		1,204
141-2-326-0000-0-72130-521010-0000-0000	Unemployment Compensation	-	140		140
141-2-326-0000-0-72130-521210-0000-0000	Medicare	-	2,320		2,320
141-2-326-0000-0-72130-529910-0000-0000	Long Term Disability	-	320		320
141-2-326-0000-0-72130-529930-0000-0000	Short Term Disability	-	621		621
141-2-326-0000-0-72130-547110-0000-0000	Software	119,483		(119,483)	-
141-2-326-0000-0-72130-549990-0000-0000	Supplies & Materials	-	18,230		18,230
	Total 72130 - Other Student Support	**119,483**	**245,411**	**(119,483)**	**245,411**
141-2-326-0000-0-72210-519610-0000-0000	Stipends	-	20,000		20,000
141-2-326-0000-0-72210-520110-0000-0000	Social Security	-	1,240		1,240
141-2-326-0000-0-72210-520410-0000-0000	State Retirement	-	2,060		2,060
141-2-326-0000-0-72210-521210-0000-0000	Medicare	-	290		290
141-2-326-0000-0-72210-552410-0000-0000	In-Service Staff Development	-	75,000		75,000
	Total 72210 - Instructional Support	**-**	**98,590**	**-**	**98,590**
	TOTAL BUDGET	**238,967**	**344,001**	**(213,346)**	**369,622**

****Ex Ed has budgeted $45,000 in ARP IDEA Part B for CCEIS for Ex Ed Students.**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
STATE PROGRAMS
SUPPORTING POSTSECONDARY ACCESS IN RURAL COMMUNITIES (SPARC)
BUDGET FISCAL YEAR 2022-2023

SOURCE OF FUNDS SUMMARY

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 1/19/2023
141-1-215-0000-0-00000-465900-0000-0000-215	Revenue	95,158
	Total Source of Funds	**95,158**

USE OF FUNDS SUMMARY

71300	Vocational Instruction	95,158
	Total Use of Funds	**95,158**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 1/19/2023
Brainerd High School		
141-1-215-0021-3-71300-549990-0000-0000-215	Other Supplies & Materials	17,529
	Total 71300 - Vocational Instruction	**17,529**
	Total - Brainerd High School	**17,529**
East Ridge High School		
141-1-215-0070-3-71300-549990-0000-0000-215	Other Supplies & Materials	12,521
	Total 71300 - Vocational Instruction	**12,521**
	Total - East Ridge High School	**12,521**
The Howard School		
141-1-215-0137-3-71300-549990-0000-0000-215	Other Supplies & Materials	15,025
	Total 71300 - Vocational Instruction	**15,025**
	Total -The Howard School	**15,025**
Red Bank High School		
141-1-215-0175-3-71300-549990-0000-0000-215	Other Supplies & Materials	10,018
	Total 71300 - Vocational Instruction	**10,018**
	Total - Red Bank High School	**10,018**
Sale Creek Middle/High School		
141-1-215-0190-3-71300-549990-0000-0000-215	Other Supplies & Materials	5,008
	Total 71300 - Vocational Instruction	**5,008**
	Total - Sale Creek Middle/High School	**5,008**
Sequoyah High School		
141-1-215-0196-3-71300-549990-0000-0000-215	Other Supplies & Materials	17,529
	Total 71300 - Vocational Instruction	**17,529**
	Total - Sequoyah High School	17,529
STEM School		
141-1-215-0280-3-71300-549990-0000-0000-215	Other Supplies & Materials	2,504
	Total 71300 - Vocational Instruction	**2,504**
	Total - STEM School	2,504

Ivy Academy		
141-1-215-8002-3-71300-549990-0000-0000-215	Other Supplies & Materials	7,512
	Total 71300 - Vocational Instruction	**7,512**
	Total - Ivy Academy	7,512
Chattanooga Girls Leadership Academy		
141-1-215-8010-3-71300-549990-0000-0000-215	Other Supplies & Materials	2,504
	Total 71300 - Vocational Instruction	**2,504**
	Total - Chattanooga Girls Leadership Academy	2,504
Chattanooga Charter School of Excellence High		
141-1-215-8015-3-71300-549990-0000-0000-215	Other Supplies & Materials	5,008
	Total 71300 - Vocational Instruction	**5,008**
	Total - Chattanooga Charter School of Excellence High	5,008
	TOTAL BUDGET	**95,158**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
STATE PROGRAMS
INNOVATIVE SCHOOL MODELS
BUDGET FISCAL YEAR 2022-2023

SOURCE OF FUNDS SUMMARY

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-1-222-0000-0-00000-467900-0000-0000-222	Revenue	5,875,000	17,625,000		23,500,000
	Total Source of Funds	**5,875,000**	**17,625,000**	**-**	**23,500,000**

USE OF FUNDS SUMMARY

71100	Regular Instruction	2,142,358	12,500	(14,000)	2,140,858
71300	Vocational Education Instruction	1,734,446	1,000	-	1,735,446
72130	Other Student Support	142,500	-	-	142,500
72210	Regular Instruction Support	13,800	-	-	13,800
72230	Vocational Instruction Staff Support	515,356	13,500	-	528,856
72250	Educational Technology	-	17,625,000	-	17,625,000
72710	Transportation	121,000	-	(1,000)	120,000
76100	Regular Capital Outlay	1,205,540	25,000	(37,000)	1,193,540
	Total Use of Funds	**5,875,000**	**17,677,000**	**(52,000)**	**23,500,000**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
District					
141-1-222-0000-0-72250-579010-0000-0000-222	Other Equipment	-	17,625,000		17,625,000
	Total 72250 - Education Technology	**-**	**17,625,000**	**-**	**17,625,000**
	Total - District	**-**	**17,625,000**	**-**	**17,625,000**
Brainerd High School					
141-1-222-0021-3-71100-549990-0000-0000-222	Other Supplies & Materials	3,800			3,800
141-1-222-0021-3-71100-572210-0000-0000-222	Regular Instruction Equipment	25,000			25,000
	Total 71100 - Regular Instruction	**28,800**	**-**	**-**	**28,800**
141-1-222-0021-3-71300-542910-0000-0000-222	Instructional Supplies & Materials	15,000			15,000
141-1-222-0021-3-71300-549990-0000-0000-222	Other Supplies & Materials	13,500			13,500
141-1-222-0021-3-71300-559990-0000-0000-222	Other Charges	7,700			7,700
141-1-222-0021-3-71300-573010-0000-0000-222	Equipment Vocational	167,000			167,000
	Total 71300 - Vocational Education Instruction	**203,200**	**-**	**-**	**203,200**
141-1-222-0021-3-72230-539990-0000-0000-222	Other Contracted Services	1,000			1,000
141-1-222-0021-3-72230-552410-0000-0000-222	In-Service/Staff Development	5,000			5,000
141-1-222-0021-3-72230-579010-0000-0000-222	Other Equipment	12,000			12,000
	Total 72230 - Vocational Instruction Staff Support	**18,000**	**-**	**-**	**18,000**
	Total - Brainerd High School	**250,000**	**-**	**-**	**250,000**
Brown Middle School					
141-1-222-0035-2-71100-572210-0000-0000-222	Regular Instruction Equipment	87,400			87,400
	Total 71100 - Regular Instruction	**87,400**	**-**	**-**	**87,400**
141-1-222-0035-2-71300-573010-0000-0000-222	Equipment Vocational	20,000			20,000
	Total 71300 - Vocational Education Instruction	**20,000**	**-**	**-**	**20,000**
141-1-222-0035-2-72230-549990-0000-0000-222	Other Supplies & Materials	4,600			4,600
141-1-222-0035-2-72230-552410-0000-0000-222	In-Service/Staff Development	13,000			13,000
	Total 72230 - Vocational Instruction Staff Support	**17,600**	**-**	**-**	**17,600**
	Total - Brown Middle School	**125,000**	**-**	**-**	**125,000**
Central High School					
141-1-222-0040-3-71100-514090-0000-0000-222	Stipends	4,298			4,298
141-1-222-0040-3-71100-520110-0000-0000-222	Social Security	266			266
141-1-222-0040-3-71100-520410-0000-0000-222	State Retirement	374			374
141-1-222-0040-3-71100-521210-0000-0000-222	Medicare	62			62
	Total 71100 - Regular Instruction	**5,000**	**-**	**-**	**5,000**
141-1-222-0040-3-71300-542910-0000-0000-222	Instructional Supplies & Materials	2,250			2,250
141-1-222-0040-3-71300-547110-0000-0000-222	Software	600			600
141-1-222-0040-3-71300-573010-0000-0000-222	Equipment Vocational	124,450			124,450
	Total 71300 - Vocational Education Instruction	**127,300**	**-**	**-**	**127,300**
141-1-222-0040-3-72230-552410-0000-0000-222	In-Service/Staff Development	17,700			17,700
	Total 72230 - Vocational Instruction Staff Support	**17,700**	**-**	**-**	**17,700**

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-1-222-0040-3-76100-539990-0000-0000-222	Other Contracted Services	100,000			100,000
	Total 76100 - Regular Capital Outlay	**100,000**	**-**	**-**	**100,000**
	Total - Central High School	**250,000**	**-**	**-**	**250,000**
Normal Park Museum Magnet School					
141-1-222-0041-2-71100-514090-0000-0000-222	Stipends	4,298			4,298
141-1-222-0041-2-71100-520110-0000-0000-222	Social Security	266			266
141-1-222-0041-2-71100-520410-0000-0000-222	State Retirement	374			374
141-1-222-0041-2-71100-521210-0000-0000-222	Medicare	62			62
141-1-222-0041-2-71100-572210-0000-0000-222	Regular Instruction Equipment	95,000			95,000
	Total 71100 - Regular Instruction	**100,000**	**-**	**-**	**100,000**
141-1-222-0041-2-76100-539990-0000-0000-222	Other Contracted Services	25,000			25,000
	Total 76100 - Regular Capital Outlay	**25,000**	**-**	**-**	**25,000**
	Total - Normal Park Museum Magnet School	**125,000**	**-**	**-**	**125,000**
Center for Creative Arts					
141-1-222-0045-3-71100-549990-0000-0000-222	Other Supplies & Materials	500		(500)	-
141-1-222-0045-3-71100-572210-0000-0000-222	Regular Instruction Equipment	74,500	12,500		87,000
	Total 71100 - Regular Instruction	**75,000**	**12,500**	**(500)**	**87,000**
141-1-222-0045-3-76100-539990-0000-0000-222	Other Contracted Services	50,000		(37,000)	13,000
141-1-222-0045-3-76100-570710-0000-0000-222	Building Materials	-	25,000		25,000
	Total 76100 - Regular Capital Outlay	**50,000**	**25,000**	**(37,000)**	**38,000**
	Total - Center for Creative Arts	**125,000**	**37,500**	**(37,500)**	**125,000**
Chattanooga School for Arts & Sciences					
141-1-222-0046-3-71100-572210-0000-0000-222	Regular Instruction Equipment	113,770			113,770
	Total 71100 - Regular Instruction	**113,770**	**-**	**-**	**113,770**
141-1-222-0046-3-71300-573010-0000-0000-222	Equipment Vocational	11,230			11,230
	Total 71300 - Vocational Education Instruction	**11,230**	**-**	**-**	**11,230**
	Total - Chattanooga School for Arts & Sciences	**125,000**	**-**	**-**	**125,000**
Dalewood Middle School					
141-1-222-0055-2-71100-572210-0000-0000-222	Regular Instruction Equipment	75,000			75,000
	Total 71100 - Regular Instruction	**75,000**	**-**	**-**	**75,000**
141-1-222-0055-2-76100-539990-0000-0000-222	Other Contracted Services	50,000			50,000
	Total 76100 - Regular Capital Outlay	**50,000**	**-**	**-**	**50,000**
	Total - Dalewood Middle School	**125,000**	**-**	**-**	**125,000**
East Hamilton High School					
141-1-222-0059-3-71100-542910-0000-0000-222	Instructional Supplies & Materials	15,000			15,000
141-1-222-0059-3-71100-572210-0000-0000-222	Regular Instruction Equipment	25,000			25,000
	Total 71100 - Regular Instruction	**40,000**	**-**	**-**	**40,000**
141-1-222-0059-3-71300-573010-0000-0000-222	Equipment Vocational	194,460			194,460
	Total 71300 - Vocational Education Instruction	**194,460**	**-**	**-**	**194,460**
141-1-222-0059-3-76100-539990-0000-0000-222	Other Contracted Services	15,540			15,540
	Total 76100 - Regular Capital Outlay	**15,540**	**-**	**-**	**15,540**
	Total - East Hamilton High School	**250,000**	**-**	**-**	**250,000**
East Hamilton Middle School					
141-1-222-0060-2-71100-572210-0000-0000-222	Regular Instruction Equipment	122,500			122,500
	Total 71100 - Regular Instruction	**122,500**	**-**	**-**	**122,500**
141-1-222-0060-2-72210-552410-0000-0000-222	In-Service/Staff Development	2,500			2,500
	Total 72210 - Regular Instructional Support	**2,500**	**-**	**-**	**2,500**
	Total - East Hamilton Middle School	**125,000**	**-**	**-**	**125,000**
East Lake Academy					
141-1-222-0064-2-72230-579010-0000-0000-222	Other Equipment	75,000			75,000
	Total 72230 - Vocational Instruction Staff Support	**75,000**	**-**	**-**	**75,000**
141-1-222-0064-2-76100-539990-0000-0000-222	Other Contracted Services	50,000			50,000
	Total 76100 - Regular Capital Outlay	**50,000**	**-**	**-**	**50,000**
	Total - East Lake Academy	**125,000**	**-**	**-**	**125,000**

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
East Ridge High School					
141-1-222-0070-3-71300-535610-0000-0000-222	Tuition	-	1,000		1,000
141-1-222-0070-3-71300-542910-0000-0000-222	Instructional Supplies & Materials	3,000			3,000
141-1-222-0070-3-71300-547110-0000-0000-222	Software	1,360			1,360
141-1-222-0070-3-71300-549990-0000-0000-222	Other Supplies & Materials	5,000			5,000
141-1-222-0070-3-71300-573010-0000-0000-222	Equipment Vocational	184,059			184,059
	Total 71300 - Vocational Education Instruction	**193,419**	**1,000**	**-**	**194,419**
141-1-222-0070-3-72230-579010-0000-0000-222	Other Equipment	44,581			44,581
	Total 72230 - Vocational Instruction Staff Support	**44,581**	**-**	**-**	**44,581**
141-1-222-0070-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	12,000		(1,000)	11,000
	Total 72710 - Contracts w/ Public Carriers	**12,000**	**-**	**(1,000)**	**11,000**
	Total - East Ridge High School	**250,000**	**1,000**	**(1,000)**	**250,000**
East Ridge Middle School					
141-1-222-0075-2-71100-514090-0000-0000-222	Stipends	7,306			7,306
141-1-222-0075-2-71100-520110-0000-0000-222	Social Security	453			453
141-1-222-0075-2-71100-520410-0000-0000-222	State Retirement	635			635
141-1-222-0075-2-71100-521210-0000-0000-222	Medicare	106			106
141-1-222-0075-2-71100-547110-0000-0000-222	Software	5,500			5,500
141-1-222-0075-2-71100-549990-0000-0000-222	Other Supplies & Materials	4,000			4,000
141-1-222-0075-2-71100-572210-0000-0000-222	Regular Instruction Equipment	83,000			83,000
	Total 71100 - Regular Instruction	**101,000**	**-**	**-**	**101,000**
141-1-222-0075-2-72230-552410-0000-0000-222	In-Service/Staff Development	6,500			6,500
	Total 72230 - Vocational Instruction Staff Support	**6,500**	**-**	**-**	**6,500**
141-1-222-0075-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	2,500			2,500
	Total 72710 - Contracts w/ Public Carriers	**2,500**	**-**	**-**	**2,500**
141-1-222-0075-2-76100-539990-0000-0000-222	Other Contracted Services	15,000			15,000
	Total 76100 - Regular Capital Outlay	**15,000**	**-**	**-**	**15,000**
	Total - East Ridge Middle School	**125,000**	**-**	**-**	**125,000**
Hamilton County Collegiate High					
141-1-222-0086-3-71100-535610-0000-0000-222	Tuition	100,000			100,000
141-1-222-0086-3-71100-542910-0000-0000-222	Instructional Supplies & Materials	25,000			25,000
	Total 71100 - Regular Instruction	**125,000**	**-**	**-**	**125,000**
141-1-222-0086-3-71300-542910-0000-0000-222	Instructional Supplies & Materials	100,000			100,000
	Total 71300 - Vocational Education Instruction	**100,000**	**-**	**-**	**100,000**
141-1-222-0086-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	25,000			25,000
	Total 72710 - Contracts w/ Public Carriers	**25,000**	**-**	**-**	**25,000**
	Total - Hamilton County Collegiate High	**250,000**	**-**	**-**	**250,000**
Howard Connect Academy					
141-1-222-0098-2-71300-539990-0000-0000-222	Other Contracted Services	61,000			61,000
141-1-222-0098-2-71300-573010-0000-0000-222	Equipment Vocational	25,000			25,000
	Total 71300 - Vocational Education Instruction	**86,000**	**-**	**-**	**86,000**
141-1-222-0098-2-72230-552410-0000-0000-222	In-Service/Staff Development	6,000			6,000
	Total 72230 - Vocational Instruction Staff Support	**6,000**	**-**	**-**	**6,000**
141-1-222-0098-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	8,000			8,000
	Total 72710 - Contracts w/ Public Carriers	**8,000**	**-**	**-**	**8,000**
141-1-222-0098-2-76100-539990-0000-0000-222	Other Contracted Services	25,000			25,000
	Total 76100 - Regular Capital Outlay	**25,000**	**-**	**-**	**25,000**
	Total - Howard Connect Academy	**125,000**	**-**	**-**	**125,000**
Hunter Middle School					
141-1-222-0100-2-71100-514090-0000-0000-222	Stipends	4,298			4,298
141-1-222-0100-2-71100-520110-0000-0000-222	Social Security	266			266
141-1-222-0100-2-71100-520410-0000-0000-222	State Retirement	374			374
141-1-222-0100-2-71100-521210-0000-0000-222	Medicare	62			62
141-1-222-0100-2-71100-572210-0000-0000-222	Regular Instruction Equipment	40,000			40,000
	Total 71100 - Regular Instruction	**45,000**	**-**	**-**	**45,000**
141-1-222-0100-2-72130-579010-0000-0000-222	Other Equipment	30,000			30,000
	Total 72130 - Other Student Support	**30,000**	**-**	**-**	**30,000**
141-1-222-0100-2-72230-579010-0000-0000-222	Other Equipment	35,000			35,000
	Total 72230 - Vocational Instruction Staff Support	**35,000**	**-**	**-**	**35,000**

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-1-222-0100-2-76100-539990-0000-0000-222	Other Contracted Services	15,000			15,000
	Total 76100 - Regular Capital Outlay	**15,000**	**-**	**-**	**15,000**
	Total - Hunter Middle School	**125,000**	**-**	**-**	**125,000**
Loftis Middle School					
141-1-222-0120-2-71100-514090-0000-0000-222	Stipends	1,719			1,719
141-1-222-0120-2-71100-520110-0000-0000-222	Social Security	107			107
141-1-222-0120-2-71100-520410-0000-0000-222	State Retirement	149			149
141-1-222-0120-2-71100-521210-0000-0000-222	Medicare	25			25
	Total 71100 - Regular Instruction	**2,000**	**-**	**-**	**2,000**
141-1-222-0120-2-71300-549990-0000-0000-222	Other Supplies & Materials	10,000			10,000
141-1-222-0120-2-71300-573010-0000-0000-222	Equipment Vocational	40,000			40,000
	Total 71300 - Vocational Education Instruction	**50,000**	**-**	**-**	**50,000**
141-1-222-0120-2-72230-552410-0000-0000-222	In-Service/Staff Development	3,000			3,000
	Total 72230 - Vocational Instruction Staff Support	**3,000**	**-**	**-**	**3,000**
141-1-222-0120-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	5,000			5,000
	Total 72710 - Contracts w/ Public Carriers	**5,000**	**-**	**-**	**5,000**
141-1-222-0120-2-76100-539990-0000-0000-222	Other Contracted Services	50,000			50,000
141-1-222-0120-2-76100-579010-0000-0000-222	Other Equipment	15,000			15,000
	Total 76100 - Regular Capital Outlay	**65,000**	**-**	**-**	**65,000**
	Total - Loftis Middle School	**125,000**	**-**	**-**	**125,000**
Hixson High School					
141-1-222-0128-3-71100-549990-0000-0000-222	Other Supplies & Materials	20,100			20,100
	Total 71100 - Regular Instruction	**20,100**	**-**	**-**	**20,100**
141-1-222-0128-3-71300-547110-0000-0000-222	Software	5,000			5,000
141-1-222-0128-3-71300-549990-0000-0000-222	Other Supplies & Materials	14,700			14,700
141-1-222-0128-3-71300-559990-0000-0000-222	Other Charges	7,500			7,500
	Total 71300 - Vocational Education Instruction	**27,200**	**-**	**-**	**27,200**
141-1-222-0128-3-72230-579010-0000-0000-222	Other Equipment	95,200			95,200
	Total 72230 - Vocational Instruction Staff Support	**95,200**	**-**	**-**	**95,200**
141-1-222-0128-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	7,500			7,500
	Total 72710 - Contracts w/ Public Carriers	**7,500**	**-**	**-**	**7,500**
141-1-222-0128-3-76100-539990-0000-0000-222	Other Contracted Services	100,000			100,000
	Total 76100 - Regular Capital Outlay	**100,000**	**-**	**-**	**100,000**
	Total - Hixson High School	**250,000**	**-**	**-**	**250,000**
Hixson Middle School					
141-1-222-0129-2-71100-514090-0000-0000-222	Stipends	17,191			17,191
141-1-222-0129-2-71100-520110-0000-0000-222	Social Security	1,066			1,066
141-1-222-0129-2-71100-520410-0000-0000-222	State Retirement	1,494			1,494
141-1-222-0129-2-71100-521210-0000-0000-222	Medicare	249			249
141-1-222-0129-2-71100-572210-0000-0000-222	Regular Instruction Equipment	105,000			105,000
	Total 71100 - Regular Instruction	**125,000**	**-**	**-**	**125,000**
	Total - Hixson Middle School	**125,000**	**-**	**-**	**125,000**
The Howard School					
141-1-222-0137-3-71100-572210-0000-0000-222	Regular Instruction Equipment	70,000			70,000
	Total 71100 - Regular Instruction	**70,000**	**-**	**-**	**70,000**
141-1-222-0137-3-71300-547110-0000-0000-222	Software	4,000			4,000
141-1-222-0137-3-71300-549990-0000-0000-222	Other Supplies & Materials	14,500			14,500
141-1-222-0137-3-71300-573010-0000-0000-222	Equipment Vocational	121,500			121,500
	Total 71300 - Vocational Education Instruction	**140,000**	**-**	**-**	**140,000**
141-1-222-0137-3-76100-539990-0000-0000-222	Other Contracted Services	40,000			40,000
	Total 76100 - Regular Capital Outlay	**40,000**	**-**	**-**	**40,000**
	Total -The Howard School	**250,000**	**-**	**-**	**250,000**
Ooltewah Middle School					
141-1-222-0157-2-71100-542910-0000-0000-222	Instructional Supplies & Materials	4,000			4,000
141-1-222-0157-2-71100-572210-0000-0000-222	Regular Instruction Equipment	17,200			17,200
	Total 71100 - Regular Instruction	**21,200**	**-**	**-**	**21,200**

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-1-222-0157-2-71300-539990-0000-0000-222	Other Contracted Services	20,000			20,000
141-1-222-0157-2-71300-549990-0000-0000-222	Other Supplies & Materials	8,000			8,000
141-1-222-0157-2-71300-573010-0000-0000-222	Equipment Vocational	5,800			5,800
	Total 71300 - Vocational Education Instruction	**33,800**	**-**	**-**	**33,800**
141-1-222-0157-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	20,000			20,000
	Total 72710 - Contracts w/ Public Carriers	**20,000**	**-**	**-**	**20,000**
141-1-222-0157-2-76100-579010-0000-0000-222	Other Equipment	50,000			50,000
	Total 76100 - Regular Capital Outlay	**50,000**	**-**	**-**	**50,000**
	Total - Ooltewah Middle School	**125,000**	**-**	**-**	**125,000**
Ooltewah High School					
141-1-222-0160-3-71100-535610-0000-0000-222	Tuition	5,000			5,000
141-1-222-0160-3-71100-542910-0000-0000-222	Instructional Supplies & Materials	5,000			5,000
141-1-222-0160-3-71100-572210-0000-0000-222	Regular Instruction Equipment	68,000			68,000
	Total 71100 - Regular Instruction	**78,000**	**-**	**-**	**78,000**
141-1-222-0160-3-71300-549990-0000-0000-222	Other Supplies & Materials	2,000			2,000
141-1-222-0160-3-71300-573010-0000-0000-222	Equipment Vocational	40,500			40,500
	Total 71300 - Vocational Education Instruction	**42,500**	**-**	**-**	**42,500**
141-1-222-0160-3-72230-552410-0000-0000-222	In-Service/Staff Development	19,500			19,500
	Total 72230 - Vocational Instruction Staff Support	**19,500**	**-**	**-**	**19,500**
141-1-222-0160-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	10,000			10,000
	Total 72710 - Contracts w/ Public Carriers	**10,000**	**-**	**-**	**10,000**
141-1-222-0160-3-76100-539990-0000-0000-222	Other Contracted Services	100,000			100,000
	Total 76100 - Regular Capital Outlay	**100,000**	**-**	**-**	**100,000**
	Total - Ooltewah High School	**250,000**	**-**	**-**	**250,000**
Chattanooga School for the Liberal Arts					
141-1-222-0162-2-71100-547110-0000-0000-222	Software	7,350			7,350
141-1-222-0162-2-71100-549990-0000-0000-222	Other Supplies & Materials	2,250			2,250
141-1-222-0162-2-71100-572210-0000-0000-222	Regular Instruction Equipment	60,730			60,730
	Total 71100 - Regular Instruction	**70,330**	**-**	**-**	**70,330**
141-1-222-0162-2-71300-549990-0000-0000-222	Other Supplies & Materials	10,000			10,000
	Total 71300 - Vocational Education Instruction	**10,000**	**-**	**-**	**10,000**
141-1-222-0162-2-72130-512320-0000-0000-222	College & Career Advisor	27,076			27,076
141-1-222-0162-2-72130-520110-0000-0000-222	Social Security	1,679			1,679
141-1-222-0162-2-72130-520410-0000-0000-222	State Retirement	2,352			2,352
141-1-222-0162-2-72130-521210-0000-0000-222	Medicare	393			393
	Total 72130 - Other Student Support	**31,500**	**-**	**-**	**31,500**
141-1-222-0162-2-72230-552410-0000-0000-222	In-Service/Staff Development	13,170			13,170
	Total 72230 - Vocational Instruction Staff Support	**13,170**	**-**	**-**	**13,170**
	Total - Chattanooga School for the Liberal Arts	**125,000**	**-**	**-**	**125,000**
Lookout Valley Middle/High School					
141-1-222-0165-3-71300-549990-0000-0000-222	Other Supplies & Materials	20,000			20,000
141-1-222-0165-3-71300-573010-0000-0000-222	Equipment Vocational	50,000			50,000
	Total 71300 - Vocational Education Instruction	**70,000**	**-**	**-**	**70,000**
141-1-222-0165-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	5,000			5,000
	Total 72710 - Contracts w/ Public Carriers	**5,000**	**-**	**-**	**5,000**
141-1-222-0165-3-76100-539990-0000-0000-222	Other Contracted Services	50,000			50,000
	Total 76100 - Regular Capital Outlay	**50,000**	**-**	**-**	**50,000**
	Total - Lookout Valley Middle/High School	**125,000**	**-**	**-**	**125,000**
Red Bank High School					
141-1-222-0175-3-71100-572210-0000-0000-222	Regular Instruction Equipment	72,000			72,000
	Total 71100 - Regular Instruction	**72,000**	**-**	**-**	**72,000**
141-1-222-0175-3-71300-549990-0000-0000-222	Other Supplies & Materials	5,000			5,000
141-1-222-0175-3-71300-573010-0000-0000-222	Equipment Vocational	47,000			47,000
	Total 71300 - Vocational Education Instruction	**52,000**	**-**	**-**	**52,000**
141-1-222-0175-3-72130-579010-0000-0000-222	Other Equipment	16,000			16,000
	Total 72130 - Other Student Support	**16,000**	**-**	**-**	**16,000**

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-1-222-0175-3-72230-552410-0000-0000-222	In-Service/Staff Development	10,000			10,000
	Total 72230 - Vocational Instruction Staff Support	**10,000**	**-**	**-**	**10,000**
141-1-222-0175-3-76100-539990-0000-0000-222	Other Contracted Services	100,000			100,000
	Total 76100 - Regular Capital Outlay	**100,000**	**-**	**-**	**100,000**
	Total - Red Bank High School	**250,000**	**-**	**-**	**250,000**
Red Bank Middle School					
141-1-222-0180-2-71100-514090-0000-0000-222	Stipends	18,481			18,481
141-1-222-0180-2-71100-520110-0000-0000-222	Social Security	1,146			1,146
141-1-222-0180-2-71100-520410-0000-0000-222	State Retirement	1,605			1,605
141-1-222-0180-2-71100-521210-0000-0000-222	Medicare	268			268
141-1-222-0180-2-71100-572210-0000-0000-222	Regular Instruction Equipment	65,000			65,000
	Total 71100 - Regular Instruction	**86,500**	**-**	**-**	**86,500**
141-1-222-0180-2-72210-552410-0000-0000-222	In-Service/Staff Development	3,500			3,500
	Total 72210 - Regular Instructional Support	**3,500**	**-**	**-**	**3,500**
141-1-222-0180-2-76100-539990-0000-0000-222	Other Contracted Services	35,000			35,000
	Total 76100 - Regular Capital Outlay	**35,000**	**-**	**-**	**35,000**
	Total - Red Bank Middle School	**125,000**	**-**	**-**	**125,000**
Sale Creek Middle/High School					
141-1-222-0190-3-71100-572210-0000-0000-222	Regular Instruction Equipment	15,000			15,000
	Total 71100 - Regular Instruction	**15,000**	**-**	**-**	**15,000**
141-1-222-0190-3-71300-533610-0000-0000-222	Maintenance & Repairs - Equipment	1,000			1,000
141-1-222-0190-3-71300-549990-0000-0000-222	Other Supplies & Materials	4,000			4,000
141-1-222-0190-3-71300-573010-0000-0000-222	Equipment Vocational	55,000			55,000
	Total 71300 - Vocational Education Instruction	**60,000**	**-**	**-**	**60,000**
141-1-222-0190-3-76100-539990-0000-0000-222	Other Contracted Services	50,000			50,000
	Total 76100 - Regular Capital Outlay	**50,000**	**-**	**-**	**50,000**
	Total - Sale Creek Middle/High School	**125,000**	**-**	**-**	**125,000**
Sequoyah High School					
141-1-222-0196-3-71100-514090-0000-0000-222	Stipends	6,189			6,189
141-1-222-0196-3-71100-520110-0000-0000-222	Social Security	384			384
141-1-222-0196-3-71100-520410-0000-0000-222	State Retirement	537			537
141-1-222-0196-3-71100-521210-0000-0000-222	Medicare	90			90
	Total 71100 - Regular Instruction	**7,200**	**-**	**-**	**7,200**
141-1-222-0196-3-71300-542910-0000-0000-222	Instructional Supplies & Materials	5,000			5,000
141-1-222-0196-3-71300-547110-0000-0000-222	Software	1,830			1,830
141-1-222-0196-3-71300-573010-0000-0000-222	Equipment Vocational	135,670			135,670
	Total 71300 - Vocational Education Instruction	**142,500**	**-**	**-**	**142,500**
141-1-222-0196-3-72210-552410-0000-0000-222	In-Service/Staff Development	300			300
	Total 72210 - Regular Instructional Support	**300**	**-**	**-**	**300**
141-1-222-0196-3-76100-539990-0000-0000-222	Other Contracted Services	100,000			100,000
	Total 76100 - Regular Capital Outlay	**100,000**	**-**	**-**	**100,000**
	Total - Sequoyah High School	**250,000**	**-**	**-**	**250,000**
Orchard Knob Middle School					
141-1-222-0200-2-71100-514090-0000-0000-222	Stipends	4,728			4,728
141-1-222-0200-2-71100-520110-0000-0000-222	Social Security	293			293
141-1-222-0200-2-71100-520410-0000-0000-222	State Retirement	410			410
141-1-222-0200-2-71100-521210-0000-0000-222	Medicare	69			69
141-1-222-0200-2-71100-542910-0000-0000-222	Instructional Supplies & Materials	10,000			10,000
141-1-222-0200-2-71100-572210-0000-0000-222	Regular Instruction Equipment	70,000			70,000
	Total 71100 - Regular Instruction	**85,500**	**-**	**-**	**85,500**
141-1-222-0200-2-71300-549990-0000-0000-222	Other Supplies & Materials	10,000			10,000
	Total 71300 - Vocational Education Instruction	**10,000**	**-**	**-**	**10,000**
141-1-222-0200-2-72230-552410-0000-0000-222	In-Service/Staff Development	19,500			19,500
	Total 72230 - Vocational Instruction Staff Support	**19,500**	**-**	**-**	**19,500**
141-1-222-0200-2-72710-531410-0000-0000-222	Contracts w/ Public Carriers	10,000			10,000
	Total 72710 - Contracts w/ Public Carriers	**10,000**	**-**	**-**	**10,000**
	Total - Orchard Knob Middle School	**125,000**	**-**	**-**	**125,000**

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
Signal Mountain Middle/High School					
141-1-222-0210-3-71100-514090-0000-0000-222	Stipends	8,596			8,596
141-1-222-0210-3-71100-520110-0000-0000-222	Social Security	533			533
141-1-222-0210-3-71100-520410-0000-0000-222	State Retirement	746			746
141-1-222-0210-3-71100-521210-0000-0000-222	Medicare	125			125
141-1-222-0210-3-71100-572210-0000-0000-222	Regular Instruction Equipment	43,500			43,500
	Total 71100 - Regular Instruction	**53,500**	**-**	**-**	**53,500**
141-1-222-0210-3-71300-547110-0000-0000-222	Software	2,000			2,000
141-1-222-0210-3-71300-573010-0000-0000-222	Equipment Vocational	36,000			36,000
	Total 71300 - Vocational Education Instruction	**38,000**	**-**	**-**	**38,000**
141-1-222-0210-3-72210-552410-0000-0000-222	In-Service/Staff Development	7,500			7,500
	Total 72210 - Regular Instructional Support	**7,500**	**-**	**-**	**7,500**
141-1-222-0210-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	6,000			6,000
	Total 72710 - Contracts w/ Public Carriers	**6,000**	**-**	**-**	**6,000**
141-1-222-0210-3-76100-539990-0000-0000-222	Other Contracted Services	20,000			20,000
	Total 76100 - Regular Capital Outlay	**20,000**	**-**	**-**	**20,000**
	Total - Signal Mountain Middle/High School	**125,000**	**-**	**-**	**125,000**
Soddy Daisy High School					
141-1-222-0220-3-71300-542910-0000-0000-222	Instructional Supplies & Materials	10,155			10,155
141-1-222-0220-3-71300-573010-0000-0000-222	Equipment Vocational	12,500			12,500
	Total 71300 - Vocational Education Instruction	**22,655**	**-**	**-**	**22,655**
141-1-222-0220-3-72230-552410-0000-0000-222	In-Service/Staff Development	13,345			13,345
141-1-222-0220-3-72230-579010-0000-0000-222	Other Equipment	114,000			114,000
	Total 72230 - Vocational Instruction Staff Support	**127,345**	**-**	**-**	**127,345**
141-1-222-0220-3-76100-539990-0000-0000-222	Other Contracted Services	100,000			100,000
	Total 76100 - Regular Capital Outlay	**100,000**	**-**	**-**	**100,000**
	Total -Soddy Daisy High School	**250,000**	**-**	**-**	**250,000**
Soddy Daisy Middle School					
141-1-222-0225-2-71100-514090-0000-0000-222	Stipends	1,719			1,719
141-1-222-0225-2-71100-520110-0000-0000-222	Social Security	107			107
141-1-222-0225-2-71100-520410-0000-0000-222	State Retirement	149			149
141-1-222-0225-2-71100-521210-0000-0000-222	Medicare	25			25
141-1-222-0225-2-71100-547110-0000-0000-222	Software	3,000			3,000
141-1-222-0225-2-71100-572210-0000-0000-222	Regular Instruction Equipment	70,000			70,000
	Total 71100 - Regular Instruction	**75,000**	**-**	**-**	**75,000**
141-1-222-0225-2-76100-539990-0000-0000-222	Other Contracted Services	50,000			50,000
	Total 76100 - Regular Capital Outlay	**50,000**	**-**	**-**	**50,000**
	Total - Soddy Daisy Middle School	**125,000**	**-**	**-**	**125,000**
Tyner Academy					
141-1-222-0237-3-71100-514090-0000-0000-222	Stipends	11,604		(11,604)	-
141-1-222-0237-3-71100-520110-0000-0000-222	Social Security	719		(719)	-
141-1-222-0237-3-71100-520410-0000-0000-222	State Retirement	1,009		(1,009)	-
141-1-222-0237-3-71100-521210-0000-0000-222	Medicare	168		(168)	-
141-1-222-0237-3-71100-549990-0000-0000-222	Other Supplies & Materials	38,000			38,000
141-1-222-0237-3-71100-572210-0000-0000-222	Regular Instruction Equipment	71,000			71,000
	Total 71100 - Regular Instruction	**122,500**	**-**	**(13,500)**	**109,000**
141-1-222-0237-3-71300-549990-0000-0000-222	Other Supplies & Materials	50,000			50,000
	Total 71300 - Vocational Education Instruction	**50,000**	**-**	**-**	**50,000**
141-1-222-0237-3-72130-549990-0000-0000-222	Other Supplies & Materials	40,000			40,000
141-1-222-0237-3-72130-579010-0000-0000-222	Other Equipment	25,000			25,000
	Total 72130 - Other Student Support	**65,000**	**-**	**-**	**65,000**
141-1-222-0237-3-72230-519610-0000-0000-222	Stipends	-	11,604		11,604
141-1-222-0237-3-72230-520110-0000-0000-222	Social Security	-	719		719
141-1-222-0237-3-72230-520410-0000-0000-222	State Retirement	-	1,009		1,009
141-1-222-0237-3-72230-521210-0000-0000-222	Medicare	-	168		168
141-1-222-0237-3-72230-552410-0000-0000-222	In-Service/Staff Development	2,500			2,500
	Total 72230 - Vocational Instruction Staff Support	**2,500**	**13,500**	**-**	**16,000**
141-1-222-0237-3-72710-531410-0000-0000-222	Contracts w/ Public Carriers	10,000			10,000
	Total 72710 - Contracts w/ Public Carriers	**10,000**	**-**	**-**	**10,000**
	Total - Tyner Academy	**250,000**	**13,500**	**(13,500)**	**250,000**

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 11/17/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
Tyner Middle Academy					
141-1-222-0239-2-71100-514090-0000-0000-222	Stipends	60,218			60,218
141-1-222-0239-2-71100-520110-0000-0000-222	Social Security	3,734			3,734
141-1-222-0239-2-71100-520410-0000-0000-222	State Retirement	5,233			5,233
141-1-222-0239-2-71100-521210-0000-0000-222	Medicare	873			873
	Total 71100 - Regular Instruction	**70,058**	**-**	**-**	**70,058**
141-1-222-0239-2-71300-549990-0000-0000-222	Other Supplies & Materials	4,000			4,000
141-1-222-0239-2-71300-573010-0000-0000-222	Equipment Vocational	46,182			46,182
	Total 71300 - Vocational Education Instruction	**50,182**	**-**	**-**	**50,182**
141-1-222-0239-2-72230-552410-0000-0000-222	In-Service/Staff Development	4,760			4,760
	Total 72230 - Vocational Instruction Staff Support	**4,760**	**-**	**-**	**4,760**
	Total -Tyner Middle Academy	**125,000**	**-**	**-**	**125,000**
STEM School					
141-1-222-0280-3-71100-572210-0000-0000-222	Regular Instruction Equipment	250,000			250,000
	Total 71100 - Regular Instruction	**250,000**	**-**	**-**	**250,000**
	Total - STEM School	**250,000**	**-**	**-**	**250,000**
	TOTAL BUDGET	**5,875,000**	**17,677,000**	**(52,000)**	**23,500,000**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
SELF-FUNDED PROGRAMS
STUDENT SUCCESS PLANNING
BUDGET FISCAL YEAR 2022-23
FY22 carryover is $76,017.92

SOURCE OF FUNDS SUMMARY

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET DOCUMENT	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-5-418-0000-0-00000-4T4555-0000-0000	Transfer from Restricted for Education	62,173	13,844		76,017
	Total Source of Funds	**62,173**	**13,844**	**-**	**76,017**

USE OF FUNDS SUMMARY

72130	Other Student Support	62,173	16,109	(2,265)	76,017
	Total Use of Funds	**62,173**	**16,109**	**(2,265)**	**76,017**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	FY2022 BUDGET DOCUMENT	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-5-418-0000-0-72130-512310-0000-0000	Integrated Student Support Program Manager (.75 FTE)	45,000	14,866		59,866
141-5-418-0000-0-72130-520110-0000-0000	Social Security	2,790	446		3,236
141-5-418-0000-0-72130-520410-0000-0000	Retirement	4,635	667		5,302
141-5-418-0000-0-72130-520610-0000-0000	Life Insurance	35		(9)	26
141-5-418-0000-0-72130-520710-0000-0000	Medical Insurance	8,459		(2,115)	6,344
141-5-418-0000-0-72130-520810-0000-0000	Dental Reimbursement	301		(75)	226
141-5-418-0000-0-72130-521010-0000-0000	Unemployment Compensation	35		(9)	26
141-5-418-0000-0-72130-521210-0000-0000	Medicare	653	104		757
141-5-418-0000-0-72130-529910-0000-0000	Long Term Disability	90	26		116
141-5-418-0000-0-72130-529930-0000-0000	Short Term Disability	175		(57)	118
	Total 72130 - Other Student Support	**62,173**	**16,109**	**(2,265)**	**76,017**
	TOTAL BUDGET	**62,173**	**16,109**	**(2,265)**	**76,017**

Note: 25% of this position will be covered with the General Purpose Budget

HAMILTON COUNTY DEPARTMENT OF EDUCATION
SELF-FUNDED PROGRAMS
FUTURE READY INSTITUTES - HIXSON HIGH
BUDGET FISCAL YEAR 2022-2023

SOURCE OF FUNDS

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 1/19/2023
141-5-437-0128-3-00000-445700-0000-0000	Contributions and Gifts	40,000
	Total Source of Funds	**40,000**

USE OF FUNDS SUMMARY

71100	Regular Instruction	7,000
72130	Other Student Support	10,000
76100	Capital Maintenance	23,000
	Total Use of Funds	**40,000**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 1/19/2023
141-5-437-0128-3-71100-542910-0000-0000	Instructional Materials	2,000
141-5-437-0128-3-71100-572210-0000-0000	Equipment - Regular Instruction	5,000
	Total 71100 - Regular Instruction	**7,000**
141-5-437-0128-3-72130-535510-0000-0000	Travel-Mileage	10,000
	Total 72130 - Other Student Support	**10,000**
141-5-437-0128-3-76100-570710-0000-0000	Building Improvements	23,000
	Total 76100 - Capital Maintenance	**23,000**
	TOTAL BUDGET	**40,000**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
SELF-FUNDED PROGRAMS
FUTURE READY INSTITUTES - TYNER ACADEMY
BUDGET FISCAL YEAR 2022-2023
FY22 Carryover is $138,687.43

SOURCE OF FUNDS

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 7/21/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-5-450-0237-3-00000-445700-0000-0000	Contributions and Gifts	-	62,500		62,500
141-5-450-0000-0-00000-4T4555-0000-0000	Restricted for Education	138,687	-		138,687
	Total Source of Funds	**138,687**	**62,500**	**-**	**201,187**

USE OF FUNDS SUMMARY

71100	Regular Instruction	54,937	121,214	-	176,151
71300	Vocational Education Program	25,000	-	(19,000)	6,000
72130	Other Student Support	5,000	-	-	5,000
72210	Instructional Support	53,750	-	(39,714)	14,036
	Total Use of Funds	**138,687**	**121,214**	**(58,714)**	**201,187**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 7/21/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-5-450-0237-3-71100-519610-0000-0000	Stipends	14,770			14,770
141-5-450-0237-3-71100-520110-0000-0000	Social Security	915			915
141-5-450-0237-3-71100-520410-0000-0000	Retirement	1,518			1,518
141-5-450-0237-3-71100-521210-0000-0000	Employer Medicare	215			215
141-5-450-0237-3-71100-539990-0000-0000	Other Contracted Services	12,975	7,025		20,000
141-5-450-0237-3-71100-542910-0000-0000	Instructional Materials	9,270	65,250		74,520
141-5-450-0237-3-71100-559990-0000-0000	Other Charges	-	8,939		8,939
141-5-450-0237-3-71100-572210-0000-0000	Equipment - Regular Instruction	15,274	40,000		55,274
	Total 71100 - Regular Instruction	**54,937**	**121,214**	**-**	**176,151**
141-5-450-0237-3-71300-549990-0000-0000	Other Supplies & Materials-Student Certifications	25,000		(19,000)	6,000
	Total 71300 - Vocational Education Program	**25,000**	**-**	**(19,000)**	**6,000**
141-5-450-0237-3-72130-518990-0000-0000	Other Salaries	4,645			4,645
141-5-450-0237-3-72130-520110-0000-0000	Social Security	288			288
141-5-450-0237-3-72130-521210-0000-0000	Employer Medicare	67			67
	Total 72130 - Other Student Support	**5,000**	**-**	**-**	**5,000**
141-5-450-0237-3-72210-552410-0000-0000	In-Service/Staff Development	49,714		(39,714)	10,000
141-5-450-0237-3-72210-559990-0000-0000	Other Charges	4,036			4,036
	Total 72210 - Instructional Support	**53,750**	**-**	**(39,714)**	**14,036**
	TOTAL BUDGET	**138,687**	**121,214**	**(58,714)**	**201,187**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
SELF-FUNDED PROGRAMS
PUBLIC EDUCATION FOUNDATION
BUDGET FISCAL YEAR 2022-2023

SOURCE OF FUNDS SUMMARY

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 1/19/2023
141-5-459-0000-0-00000-445700-0000-0000	Contributions & Gifts	25,949
	Total Source of Funds	**25,949**

USE OF FUNDS SUMMARY

71100	Regular Instruction	25,949
	Total Use of Funds	**25,949**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET 1/19/2023
eLab Computers		
141-5-459-0000-0-71100-572210-0000-0000	Instructional Equipment	25,949
	Total 71100 - Regular Instruction	**25,949**
	Total - eLab Computers	**25,949**
	TOTAL BUDGET	**25,949**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
SELF-FUNDED PROGRAMS
HCS FOUNDATION
BUDGET FISCAL YEAR 2022-23
FY22 carryover is $231,235.14

SOURCE OF FUNDS SUMMARY

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 9/15/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-5-497-0000-0-00000-445700-0000-0000	Contributions & Gifts	87,859	15,000		102,859
141-5-497-0000-0-00000-4T4555-0000-0000	Restricted for Education	225,140			225,140
	Total Source of Funds	**312,999**	15,000	**-**	**327,999**

USE OF FUNDS SUMMARY

71100	Regular Instruction	8,025	-	-	8,025
72210	Instructional Support	304,974	15,000	-	319,974
	Total Use of Funds	**312,999**	**15,000**	**-**	**327,999**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 9/15/2022	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
Foundation Funded Positions					
141-5-497-0000-0-72210-510510-0000-0000	K-12 Literacy Officer	114,113			114,113
141-5-497-0000-0-72210-510510-0000-0000	HCS Executive Director	65,000			65,000
141-5-497-0000-0-72210-520110-0000-0000	Social Security	11,105			11,105
141-5-497-0000-0-72210-520410-0000-0000	State Retirement	26,330			26,330
141-5-497-0000-0-72210-520610-0000-0000	Life Insurance	70			70
141-5-497-0000-0-72210-520710-0000-0000	Medical Insurance	16,918			16,918
141-5-497-0000-0-72210-520810-0000-0000	Dental Insurance	602			602
141-5-497-0000-0-72210-521010-0000-0000	Unemployment	70			70
141-5-497-0000-0-72210-521210-0000-0000	Employer Medicare	2,597			2,597
141-5-497-0000-0-72210-529910-0000-0000	Other Fringe Benefits	359			359
141-5-497-0000-0-72210-529930-0000-0000	Short Term Disability	695			695
	Total 72210 - Instructional Support	237,859	-	-	237,859
	Total - Foundation Funded Positions	**237,859**	**-**	**-**	**237,859**
Student Incentives - My Minutes Matter					
141-5-497-0000-0-71100-559990-0000-0000	Other Charges	8,025			8,025
	Total 71100 - Regular Instruction	**8,025**	**-**	**-**	**8,025**
	Total - Student Incentives	**8,025**	**-**	**-**	**8,025**
Recharge Rooms					
141-5-497-0000-0-72210-549990-0000-9120	Other Supplies and Materials	3,595			3,595
	Total 72210 - Regular Instruction Support	**3,595**	**-**	**-**	**3,595**
	Total - Recharge Rooms	**3,595**	**-**	**-**	**3,595**
Tennessee Score-Momentum Metrics Innov Pilot					
141-5-497-0000-0-72210-514090-0000-9180	Stipend - Other	8,480			8,480
141-5-497-0000-0-72210-518940-0000-9180	Contract - Personnel	-	13,934		13,934
141-5-497-0000-0-72210-520110-0000-9180	Social Security	525	864		1,389
141-5-497-0000-0-72210-520410-0000-9180	State Retirement	873			873
141-5-497-0000-0-72210-521210-0000-9180	Medicare	122	202		324
141-5-497-0000-0-72210-539990-0000-9180	Other Contracted Services	43,520			43,520
141-5-497-0000-0-72210-549990-0000-9180	Other Supplies and Materials	10,000			10,000
	Total 72210 - Regular Instruction Support	**63,520**	**15,000**	**-**	**78,520**
	Total - Tennessee Score Momentum Metrics	**63,520**	**15,000**	**-**	**78,520**
	TOTAL BUDGET	**312,999**	**15,000**	**-**	**327,999**

HAMILTON COUNTY DEPARTMENT OF EDUCATION
SELF-FUNDED PROGRAMS
FUND FOR EXCELLENCE
BUDGET FISCAL YEAR 2022-2023

SOURCE OF FUNDS SUMMARY

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET DOCUMENT	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-5-904-0000-0-00000-439900-0000-0000-904	Other Charges for Services	185,382			185,382
	Total Source of Funds	**185,382**	**-**	**-**	**185,382**

USE OF FUNDS SUMMARY

72210	Instructional Support	185,382	53,804	(53,804)	185,382
	Total Use of Funds	**185,382**	**53,804**	**(53,804)**	**185,382**

USE OF FUNDS DETAIL

ACCOUNT CODE	DESCRIPTION	FY2023 BUDGET DOCUMENT	INCREASE	DECREASE	AMENDED BUDGET 1/19/2023
141-5-904-0000-0-72210-516110-0000-0000-904	Administrative Assistant	-	53,804		53,804
141-5-904-0000-0-72210-516210-0000-0000-904	Clerical Personnel	130,839		(53,804)	77,035
141-5-904-0000-0-72210-520110-0000-0000-904	Social Security	8,112			8,112
141-5-904-0000-0-72210-520410-0000-0000-904	Retirement	19,234			19,234
141-5-904-0000-0-72210-520610-0000-0000-904	Life Insurance	70			70
141-5-904-0000-0-72210-520710-0000-0000-904	Health Insurance	16,918			16,918
141-5-904-0000-0-72210-520810-0000-0000-904	Dental	602			602
141-5-904-0000-0-72210-521010-0000-0000-904	Unemployment	70			70
141-5-904-0000-0-72210-521210-0000-0000-904	Medicare	1,898			1,898
141-5-904-0000-0-72210-529910-0000-0000-904	Long Term Disability	262			262
141-5-904-0000-0-72210-529930-0000-0000-904	Short Term Disability	367			367
141-5-904-0000-0-72210-543510-0000-0000-904	Office Supplies	1,010			1,010
141-5-904-0000-0-72210-549990-0000-0000-904	Other Supplies and Materials	6,000			6,000
	Total 72210 - Instructional Support	**185,382**	**53,804**	**(53,804)**	**185,382**
	TOTAL BUDGET	**185,382**	**53,804**	**(53,804)**	**185,382**

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

To: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

From: Dr. Sonia Stewart, Deputy Superintendent
Dr. Patricia Russell, SEAD Executive Director

Date: January 19, 2023

Subject: School-Based Mental Health Grant

The School-Based Mental Health Services grant request was approved by the Executive Committee in November 2022. The grant was approved by the U.S. Department of Education; therefore, the grant award is being presented to the Board for ratification and acceptance.

The grant will provide $492,672.00 per year for a period of 5 years. Matching funds in the amount of $164,224.00 per year of the project are required. The proposed source of these funds is the GP budget.

Thank you for your consideration.

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

To: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

From: Mary Ellen Heuton, Chief Financial Officer
Dr. Patricia Russell, SEAD Executive Director

Date: December 8, 2022

Subject: Executive Committee Grant Approvals

Grant requests in excess of $100,000 that do not obligate the Board to provide funds, can be approved by the Executive Committee.

The following grant request was approved by the Executive Committee in November 2022.

- Mental Health Service Professional Demonstration Grant Program

Grant requests in excess of $100,000 that require matching funds, may be approved by the Executive Committee if the application itself does not commit the Board to any expenditures.

The following grant request was approved by the Executive Committee in November 2022. Should the grant be approved by the U.S. Department of Education, the grant award will be presented to the Board for ratification and acceptance.

- School-Based Mental Health Services Grant Program

Enclosures: Executive Committee Approvals

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Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

To: Dr. Justin Robertson, Superintendent
Tiffanie Robinson, HCS Board Chair

From: Patricia Russell, Executive Director of Social Emotional and Academic Development

Date: November 1, 2022

Subject: Mental Health Service Professional Demonstration Grant Program

The Mental Health Service Professional Demonstration Grant Program will provide up to $500,000 per year for five years to support the establishment of an internship program for school-based mental health service professionals including school counselors, school social workers, and school psychologists. The intent of the project is to recruit candidates from diverse backgrounds to fill vacant school-based mental health service positions. HCS will partner with Southern Adventist University and the University of Tennessee at Chattanooga for this grant project. Matching funds are not required.

Grant requests in excess of $100,000, that do not obligate the Board to provide funds, can be approved by the Executive Committee. All Executive Committee approved grant requests will be placed on the following month's Board agenda.

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Dr. Patricia Russell — 11/01/2022
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Budget Unit Manager — Date

DocuSigned by:
Sonia Stewart — 11/01/2022
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Budget Unit Manager — Date

DocuSigned by:
Mary Ellen Henton — 11/02/2022
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Chief Financial Officer — Date

Executive Committee Approval

DocuSigned by:
Justin Robertson — 11/02/2022
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Superintendent — Date

DocuSigned by:
— 11/02/2022
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Board Chair — Date

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Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

To: Dr. Justin Robertson, Superintendent
Tiffanie Robinson, HCS Board Chair

From: Patricia Russell, Executive Director of Social Emotional and Academic Development

Date: November 1, 2022

Subject: School-Based Mental Health Services Grant Program

The School-Based Mental Health Services Grant Program will provide up to $411,711 per year for five years to hire eight (8) additional school social workers. The intent of the project is to increase the availability of mental health supports in schools and to bring Hamilton County Schools closer to the Tennessee requirement of one School Social Worker per school. Matching funds of 25% of the total project cost are required ($137,237). The source of these matching funds will be GP funding.

The Federal notice inviting applications was released on October 4, 2022, and the application is due November 3, 2022. Due to the time constraints of the grant and the timing of the October and November Board meetings, emergency approval to submit the application by the Executive Committee is requested. Should the grant be approved by the U.S. Department of Education, the grant award will be presented to the Board for ratification and acceptance.

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Dr. Patricia Russell — 11/01/2022
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Budget Unit Manager — Date

DocuSigned by:
Sonia Stewart — 11/01/2022
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Budget Unit Manager — Date

DocuSigned by:
Mary Ellen Henton — 11/02/2022
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Chief Financial Officer — Date

Executive Committee Approval

DocuSigned by:
Justin Robertson — 11/02/2022
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Superintendent — Date

DocuSigned by:
— 11/02/2022
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Board Chair — Date

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a) Need for the Project

Hamilton County Schools (HCS) is the Local Educational Agency of the Greater Chattanooga/Hamilton County region in southeastern Tennessee. The fourth largest district in the State of Tennessee, HCS has 44,165 students, 25.8% of whom are economically disadvantaged. HCS is a diverse school district with students from a variety of cultural and ethnic backgrounds. Hamilton County has experienced tremendous growth in the Hispanic/Latinx population over the past several years. Nearly 18% of HCS students are of Hispanic/Latinx background and over 10% are English Language Learners (primarily native Spanish speakers). Other racial/ethnic demographics represented among Hamilton County students are Asian American (2.8%), Black/African American (28.2%), Hawaiian/Pacific Islander (2.8%), Native American (0.9%), White (46.3%), and Other/Multiracial (1.3%). Over 11% of HCS students are students with disabilities. During the last school year, homelessness among students increased by 122%. There was a 104% increase in unaccompanied youth in HCS last year.

The proposed project will support recruitment and retention efforts to hire and retain 8 additional School Social Workers, a 30% increase in the number of School Social Workers serving Hamilton County Schools.

i. Nature and magnitude of gaps and weaknesses.

Hamilton County Schools lags far behind the National Association of Social Workers' recommended ratio of 1 School Social Worker for every 250 students. In Tennessee, the average ratio is 1:417 (U.S. Department of Education 2015-2016 Civil Rights Data Collection CRDC). In Hamilton County, the average ratio district-wide is 1:1,635; however, in some parts of the county, the ratio is as high as 3,623 students assigned to one social worker.

During the first quarter of the 2022-23 school year, over 2,500 HCS students were identified as needing or receiving mental health counseling services. This number constitutes over 5% of students in the Hamilton County school system and is likely lower than the actual number due to siloed information systems, communication gaps among providers, and challenges in identifying students in need of mental health supports. Of the 2,568 students identified for mental health supports, 633 would benefit from bilingual School Social Worker, Counselor, or Therapist services. There have been 154 suicide risk assessments performed so far this school year.

HCS' school-based mental health partner agencies cannot treat students without health insurance coverage. An estimated 5% of youth in the state of Tennessee are uninsured, or approximately 2,500 Hamilton County Schools students. Many more lack adequate mental health coverage through their insurance. Additionally, many children in Chattanooga/Hamilton County are undocumented and unable to receive TennCare or other health insurance coverage. For lower income families, mental health services are often unaffordable and/or inaccessible due to transportation and other challenges. Even for those who can afford treatment, wait lists to see providers are long and it often takes several months for an appointment to take place.

While appropriately credentialed School Social Workers can provide mental health services free of charge, regardless of a student's insurance status, there are far too few Social Workers in the school district to accommodate the significant level of need. The National Association of Social Workers recommends a 1:250 ratio of school social workers to students; however, in Tennessee, the funded ratio is 1:1000. In Chattanooga/Hamilton County Schools, 27 School Social Workers serve approximately 45,000 children, with a current ratio of 1:1,635. This

lack of providers is detrimental to all students during this time, but especially harmful to those who are experiencing significant mental health challenges.

Behavioral challenges in schools have also increased dramatically in recent years. Disruptive student behavior has particularly dire consequences for underrepresented student groups including students of color, students with disabilities, and English Language Learners. Exclusionary discipline may increase the likelihood criminal justice involvement and triples the chances that a student will drop out of school, causing significant long term harm (Pufall Jones et al., 2018[1]). HCS data shows that students of color are considerably more likely to receive an exclusionary discipline response than their white peers. In the 2019-20 school year, Black students were punished with In-School Suspension at a rate 2.7x that of their non-Black peers and sent to Out of School Suspension at a rate 4.7x that of their non-Black peers. Black students were expelled at a rate 6.4x that of other students. In 2020-21, 23% of all Black Exceptional Education high school students received at least one exclusionary discipline response. The Tennessee Department of Education has identified HCS as being significantly disproportionate in its discipline response toward Black students since 2018. While disproportionality across TN declined during 2020-21, it continued to increase in HCS. School Social Workers are trained in providing restorative practices, which have been shown to have a positive impact on student behavior. In Orchard Knob Elementary, a high-need school that piloted whole-school implementation of restorative practices, exclusionary discipline decreased by 50% in year 1.

HCS must intervene and disrupt this mental and behavioral health crisis by investing in adequate, evidence-based behavioral health care services for children and youth during this time

[1] Pufall Jones, E., Margolius, M., Rollock, M., Tang Yan, C., Cole, M.L., & Zaff, J.F. (2018). Disciplined and Disconnected: How Students Experience Exclusionary Discipline in Minnesota and the Promise of Non-Exclusionary Alternatives. Washington, DC: America's Promise Alliance.

when they are so urgently needed. In the 2021 U.S. Surgeon General's Advisory, "Protecting Youth Mental Health," Dr. Vivek Murthy emphasizes that educators play a key role in noticing behavioral changes that may signal mental health issues, and the expansion of the school-based mental health workforce is critical to intervening when children experience mental health challenges.

ii. How the project will address gaps and weaknesses.

The project will address these gaps and weaknesses by establishing a comprehensive recruitment and retention effort for School Social Workers, in addition to hiring eight (8) new School Social Workers to address immediate needs. School Social Workers bring unique knowledge and skills to the school system and the student support team. They are trained mental health professionals who can assist with mental health concerns, behavioral concerns, positive behavioral support, academic and classroom support, restorative practice implementation, consultation with teachers, parents, and administrators, as well as provide individual and group counseling/therapy.

HCS has experienced challenges in hiring and retaining School Social Workers, particularly individuals from underrepresented backgrounds such as people of color, men, and bilingual individuals. School Social Workers in this district previously focused on attendance and case management, rather than drawing on the full breadth of the School Social Worker's training. As a result, the district was not drawing in highly qualified candidates because the work being done by master's level school social workers was more aligned to the scope of practice for a bachelor's level social worker. That has changed and masters level school social workers are now working within their scope of practice (mental health, behavior, wrap around services, program development, restorative practices, etc.). Working with local universities and educating

school social work students on the changes in the roles of school social workers should help the district draw in more highly qualified social workers. Recruitment efforts will focus on attracting and hiring diverse School Social Workers, including bilingual individuals, to better reflect the student population of Hamilton County Schools and the community. By working to recruit bilingual school social workers we can increase services to a high need and highly underserved population.

Retention efforts will focus on preventing and/or responding to burnout due to the high number of schools, students, and families school social workers are currently serving. Burnout is also related to a lack of understanding of the services school social workers provide and their level of education/practice. By adding School Social Workers in high need areas, HCS will reduce caseloads and increase School Social Workers' ability to address students' mental health needs with fidelity.

All School Social Workers receive training in restorative justice to address inequities and provide district wide support to schools. In December 2022, HCS will have 2 School Social Workers and the Coordinator of School Social Workers trained as trainers for restorative justice. This approach can be utilized in practice with students who present with mental and behavioral health concerns.

b) Quality of Project Personnel

a. Extent to which applications for employment from underrepresented groups are encouraged.

Hamilton County Schools is in dire need of a more diverse body of School Social Workers, particularly individuals who are bilingual. HCS has a significant and rapidly growing Hispanic/ELL population, now comprising nearly 18% of the student population. Only two

current School Social Workers are bilingual. Other underrepresented groups include male School Social Workers and individuals of color. Hamilton County Schools' Human Resources Department supports the prioritization of diverse candidates through preferential screening, dashboard alerts, and fast-track interview processes. HCS will collaborate with Southern Adventist University, the only Hispanic Serving Institution (HSI) in the State of Tennessee, to attract additional School Social Workers who are Hispanic/Latinx and/or bilingual, particularly Spanish speakers. Hamilton County Schools is an equal opportunity employer and actively seeks to recruit and retain a diverse workforce that reflects the diversity of our student population and community. HCS not does discriminate based on race, creed, color, sexual orientation, gender identity, religion, age, national origin, genetic information and individuals with disabilities or veteran status with regard only for qualifications for the positions involved. Title IV and Title IX prohibit discrimination on the basis of race, color, national origin or sex in all programs or activities receiving Federal financial assistance.

b. Qualifications of key project personnel

Patricia Russell, Ed. D. (resume attached), Executive Director of Social Emotional and Academic Development for Hamilton County Schools, will provide general oversight of the project and supervision of the Project Director. Dr. Russell is a licensed educator with a doctoral degree in Educational Leadership. She has served for many years as a school counselor and instructional leader. Currently, Dr. Russell is the Executive Director of Social Emotional and Academic Development for Hamilton County Schools. She has been recognized by multiple organizations for her leadership, including the Urban League of Chattanooga (Executive Leadership Fellow Graduate in 2019), Chattanooga Chamber (Leadership Chattanooga Graduate in 2015 and Corporate Innovator of the Year Finalist in 2014), the Public Education Foundation

(Teacherpreneur 2015 and Leadership Fellows Graduate, 2013), and was Hamilton County's Elementary School Counselor of the Year in 2012. Dr. Russell will be responsible for general program oversight and ensuring compliance with the grant budget, alignment to the district's strategic plan, and accuracy for all fiscal and programmatic reports.

Lori Carmack, LMSW, LSSW, (resume attached) Coordinator of School Social Workers for Hamilton County Schools, will serve as the Project Director. Ms. Carmack has over 20 years of experience providing therapy and school-based social services to children and youth. She has held positions as a Certified School Social Worker in multiple states, including Kentucky, Florida, Iowa, Georgia, and Tennessee. Ms. Carmack is charged with the overall leadership and coordination of Hamilton County Schools' comprehensive school social work services program and is in the process of aligning the practice of school social work in Hamilton County Schools to a standardized model. Ms. Carmack is responsible for all policy and protocol development, articulation of program alignment with the district strategic plan, conducting an evaluation of the School Social Work program in collaboration with school principals, and ensuring data related to School Social Work is properly documented and securely maintained.

School Social Workers (8.0 FTE). HCS will use grant funding to hire eight (8) additional School Social Workers to meet the immediate mental health needs of students. Qualifications of School Social Workers include a master's degree in school social work and licensed as a school social worker in the State of Tennessee or working on a license in school social work. School social workers provide multi-tiered systems of supports to include mental health counseling services to students and serve as a liaison between the home, school, and community to reduce barriers to student achievement. School Social Workers assist with mental health concerns, behavioral concerns, positive behavioral support, academic, and classroom support, consultation

with teachers, parents, and administrators as well as provide individual and group counseling/therapy. School Social Workers take on leadership roles in the Student Support Planning (SSP) process in their schools. SSP is an individualized, student-centered planning process that supports the whole child. School Social Workers work with schools to identify and serve families in transition (McKinney-Vento). School Social Workers complete family in transition forms and link students and families in the program to school and community supports. Special emphasis will be placed on recruiting and hiring School Social Workers from diverse racial and ethnic backgrounds, as well as Social Workers who are male. HCS will also prioritize identifying additional bilingual School Social Work staff to meet the needs of our ELL students and families.

c. Qualifications of project consultants or subcontractors.

Stephanie Guster, MSW, LCSW, MSW Program Director and Associate Professor, School of Social Work at Southern Adventist University (resume attached), will serve as the project consultant. Ms. Guster has a strong background in promoting diversity and equity efforts in higher education and the field of social work. She is responsible for overseeing the Social Work graduate program at Southern Adventist University, a local Hispanic Serving Institution, including recruitment, accreditation, course scheduling and implementation of advisement for more than 50 students. In her previous role as Senior Advisor for Diversity at Southern Adventist University, Ms. Guster secured grant funding to co-research diversity and equity efforts in higher education, co-founded the North American Division Higher Education Coalition on Diversity, Equity and Inclusion, co-developed an employee training manual for diversity in the workplace, designed and co-facilitated over 30 employee dialogues targeting a climate that embraces racial diversity, and effected statistically significant improvement in positive campus climate

perceptions regarding diversity efforts over a three-year period. Ms. Guster will partner closely with HCS to develop recruitment and retention efforts aimed at diversifying HCS School Social Work staff. Ms. Guster will also serve as a project advisor and provide professional development opportunities for School Social Workers in strategies for serving diverse populations of students.

Tennessee Association of School Social Workers (TASSW). TASSW was founded in 1978 for the purpose of advancing and improving school social work services for students in Tennessee. The ongoing accomplishments towards this goal depend upon the active participation, cooperation, interaction, and interdependence of the members of TASSW. Membership is open to persons who are currently providing social work services in the schools, who are involved in social work education, or who are students majoring in school social work. Many of the members of TASSW are also skilled as professors, administrators, activists, and educational leaders at the local, state, and national levels. The purpose of TASSW is to unite in one association all persons engaged in the practice of social work in the schools or in social work education; to encourage the interpretation and promotion of school social work; to coordinate school social work activities; to share ideas, techniques, and research which will help promote professional competency of social work in educational settings; to disseminate information and focus public attention on issues that affect the educational development of all students; to foster cohesiveness among the membership; and to further the goals and objectives of the Association.

HCS School Social Workers will collaborate with TASSW in the implementation of the project. At least one school social worker from HCS will be a representative on the TASSW board. Currently, two HCS School Social Workers serve on the TASSW Board. School Social Workers and interns will attend the yearly TASSW training focused on research-based best practices and social work ethics. They will implement knowledge gained from the training into

their current practice in the schools and share this knowledge with other support staff to best meet the mental health needs of students.

c) Quality of the Project Design and Project Services

a. Project Design and Services

In recent years, role of the School Social Worker in Hamilton County Schools has evolved from being primarily focused on increasing student attendance and case management to a broader role more aligned with national standards for School Social Work. HCS is developing a Framework for School Social Work that outlines the key functions of this role in the district. They include:

1. Provide evidence-based education, behavior, and mental health services. The provision of evidence-based education, behavior, and mental health services to support academic and behavior outcomes is the primary direct service component of school social work practice. School social workers have unique expertise in child and family work as they address family, school, and community stressors that interfere with educational success. In addition, school social workers' consultative skills can assist other school staff in implementing interventions with fidelity. This practice is accomplished by implementing multi-tiered, evidence-based programs and practices, monitoring progress, and evaluating service effectiveness.

2. Promote a school climate and culture conducive to student learning and teaching excellence. Social workers promote a psycho-social environment that fosters academic engagement and achievement. Environments are conducive to learning and teaching when they have: (1) policies and procedures that produce safe and orderly environments; (2) capacity-building efforts to promote effective practices; and (3) supportive relationships within and between students, families, school staff, and community partners. This practice is implemented by promoting effective school policies and administrative procedures, enhancing the professional

capacity of school personnel, and facilitating engagement with students, the families, schools, and the community.

3. Maximize access to school-based and community-based resources. Maximizing school-based and community-based resources is the primary indirect or macro-practice component of school social work services. This may involve coordinating available services within the school or reaching out to community partners to secure services. School social workers know the services a school system provides, and they know the scope of services available within the community. Their skills in navigating these service delivery systems (e.g., physiological, health, mental health, child welfare, & juvenile justice) are crucial in utilizing school and community resources to reduce barriers to academic and behavioral success. This practice is accomplished by mobilizing resources and promoting assets, developing partnerships with community stakeholders, and taking leadership in developing new resources.

Because the previous role of School Social Workers was more aligned with bachelor's level work, HCS struggled to recruit and retain highly qualified, master's level School Social Workers. To support this newly expanded role and attract high-quality, diverse candidates for School Social Worker positions to meet the high levels of need for school-based mental health services, HCS will implement targeted recruitment and retention efforts and increase the number of School Social Workers to align more closely with national and state standards.

In 2018, Tennessee Governor Bill Lee signed into law HB2272, which requires LEAs to employ one licensed social worker in each school that conducts classes in any grade from kindergarten through grade 12. Adoption of the new law was scaled up over the past three years. HCS is out of compliance with the new law with only 27 School Social Workers serving 79

schools. A robust plan to recruit and retain additional School Social Workers includes the following components:

Recruitment and Onboarding

a. School Social Worker Recruitment Days. School Social Worker Recruitment Days will be held twice per year to attract and recruit high-quality candidates to Hamilton County Schools. The events will be promoted on local media and at local universities. During the events, prospective candidates will learn more about the expanded role of School Social Workers in Hamilton County Schools, hear from current School Social Work staff about daily experiences in the field, and have an opportunity to ask questions. Information about open positions and how to begin the application process will be provided.

b. Outreach to Local Universities. HCS will partner with local universities to recruit diverse candidates for School Social Worker practicum/internship positions. The Coordinator of School Social Workers will provide university social work programs with information about available positions and needs.

c. Grow Your Own. The Coordinator of School Social Workers will work with the HCS Human Resources team to explore establishing a program for mental health professionals who are interested in pursuing a School Social Work credential. HCS operates a successful Grow Your Own program for teachers that has increased diversity among teaching staff.

d. Mentorships. Newly hired School Social Workers will be assigned to an experienced School Social Worker mentor during their first year of employment. Mentors will provide school-based orientation for new-to-building School Social Workers, provide individualized support to School Social Workers through monthly check-ins and provide feedback/observation for during the first year on the job.

Retention

Burnout is a significant challenge in any social work role. In HCS, due to the high levels of need and limited number of mental health professionals in the schools, burnout poses a significant threat to the retention of School Social Worker staff. To combat this challenge, HCS will establish professional support mechanisms to promote retention and prevent overwhelm and burnout among SSW staff. HCS will also establish professional growth and development pathways including clinical supervision for staff seeking licensure and regular professional development on relevant, in-demand topics. Components of this effort will include:

a. Monthly Learning Community Professional Circles. School Social Workers will attend monthly professional learning community meetings during which they can collaborate on cases, receive support from other professionals in their field, and learn about available community resources to support students and families. These meetings will help relieve feelings of isolation and overwhelm by establishing a supportive, collaborative, team-based atmosphere for School Social Workers.

b. 1:1 Supervision. The Coordinator of School Social Workers will host biweekly 1:1 supervision meetings with each School Social Worker during the first quarter of the school year, and monthly 1:1 sessions for the remainder of the year, unless additional support is needed. Regular check-ins and supervision will provide each School Social Worker with an opportunity to receive guidance and support, and to enable the Coordinator of School Social Workers to become aware of any challenges or barriers to success and intervene/support as needed.

c. Professional Development. All School Social Workers will receive annual professional development training through the Tennessee Association of School Social Workers, in addition

to departmental professional development opportunities designed to build skill sets. These opportunities can contribute toward annual CEUs required for School Social Workers.

d. Stipends for Clinical Supervision. School Social Workers who have their LCSW will receive a stipend to provide clinical supervision to LMSWs as they progress towards clinical licensure. Supervision will include 1 hour of weekly supervision per School Social Worker and monthly group supervision for up to four LMSW School Social Workers per year. As additional LMSW level staff become licensed LCSWs, they can supervise new LMSW staff who are pursuing licensure.

Logic Model

Resources/Inputs	**Activities**	**Short Term Outcomes**	**Long Term Outcomes**
- Grant funding from US DOE SBMH program - Coordination with collaborative partners (SAU and TASSW) - Staff time (Coordinator of School Social Workers, LCSW supervision,	- Host SSW Recruitment Days - Hire 8 additional master's level SSWs - Provide mentoring - Conduct monthly professional learning community meetings - Develop Grow Your Own program in collaboration with	-Improved SSW staff capacity to provide mental health services to students -Increase in best practices knowledge among SSW staff -Reduced feelings of burnout among SSWs -Increase in professional skill sets	-Increase in student social emotional wellbeing and mental health -Decreases in student behavioral incidents and exclusionary discipline responses -Increase in SSW professional satisfaction and

Mentoring) - Training and event facilities -Strategic project implementation planning - Sustainability planning -Consultant time (S. Guster)	HR - Provide 1:1 Supervision - Meet with university partners and present to graduate students - Provide professional development - Provide stipends to LCSWs for clinical supervision -Quarterly Grant Steering Committee meetings - Collect and analyze program data - Monitor progress - Implement corrective actions, if needed - Complete fiscal and program reports	of SSWs -Increase in # of staff pursuing licensure -Improved service coordination with school-based staff	retention

Sustainability Planning.

Grant funds will be used to supplement and not supplant existing school-based mental health services funds and to expand, not duplicate, efforts to increase the number of providers. HCS is required by Tennessee law to increase the number of School Social Workers and is actively planning to hire additional School Social Workers during the coming school years. Grant funding will be used to supplement these efforts by hiring eight (8) additional School Social Workers to meet immediate needs. Sustainability planning to identify funds to retain newly hired Social Workers will take place during the grant implementation period. Potential sources of funds to continue to increase the number of School Social Workers to achieve compliance with Tennessee State law include Title I funding, other Federal or State grant funding, local GP budget funding (sourced from local tax base), and Medicaid reimbursement for IEP development or other reimbursable activities. Hamilton County Schools is committed to providing individualized student supports so that all students can thrive in school.

ii. Goals, Objectives and Outcomes.

Program Goal: HCS will implement a comprehensive recruitment and retention program to hire and retain eight (8) additional School Social Workers.

I. **Process Objective:** Hire at least eight (8) School Social Workers.

Strategies: Recruitment events, partnerships with local universities

Outcomes: (1) By the end of Year 1, the unduplicated, cumulative number of social workers hired for Hamilton County Schools will be at least eight (8). (2) The ratio of students to school-based mental health services providers for HCS will improve by 10% each year of the grant.

Outcome Evaluation Methods: The Project Director will verify the number of School Social Workers hired with the HCS Human Resources Department.

II. **Process Objective:** HCS will implement comprehensive staff retention measures to promote retention of School Social Workers.

Strategies: Mentoring, clinical supervision opportunities and stipends, 1:1 supervision, professional development, professional learning communities

Outcomes: (1) The unduplicated, cumulative number of school-based mental health services providers retained in Hamilton County Schools will be at least 25 per year of the grant. (2) The attrition rate of school-based mental health services providers for Hamilton County Schools will be less than 10% for each year of the grant.

Outcome Evaluation Methods: The Project Director will verify the number of School Social Workers retained from the previous year and the SSW attrition rate with the HCS Human Resources Department.

III. **Process Objective:** School Social Workers hired through grant funding will provide school-based mental health services to a caseload of at least 30 students during the school year and serve at least 300 students per year of the grant.

Strategies: Provide school based mental health services to caseloads of at least 30 students per School Social Worker.

Outcomes: The total number of students who received school-based mental health services as a result of the grant will be at least 300 each year of the grant.

Outcome Evaluation Methods: The Project Director will verify the number of students served through case records.

IV. **Process Objective:** HCS will prioritize hiring diverse and/or bilingual candidates for open school-based mental health services positions.

Strategies: Preferential Screening, HR Dashboard Alerts, Fast-track interview process, Outreach to university partners

Outcomes: HCS will hire at least 2 SSWs who are bilingual and/or people of color and/or male by the end of Year 1.

Outcome Evaluation Methods: The Project Director will confirm hiring records with the HCS HR Department.

iii. Strategies for Ensuring Equal Access and Treatment.

Hamilton County Schools is committed to providing an inclusive, welcoming learning environment for all students regardless of race, ethnicity, color, national origin, gender, gender identity, sexual orientation, age, disability, religious beliefs, economic background, or any other factor that contributes to the diversity of our community. HCS recognizes that students come from a variety of backgrounds and have different needs that must be addressed to guarantee their academic success. HCS is fully committed to respond to individual student needs, such that every child can perform at high levels and access the range of social, emotional, and academic supports to develop the whole child.

Hamilton County Schools is in the process of implementing the following action steps to close the opportunity gap for our students:

- Implement individualized Student Success Planning for each child in Hamilton County Schools, including the identification of wraparound support needs such as mental health supports.

- Meet the needs of diverse learners – through improving and expanding inclusive services for English learners, student with disabilities, economically disadvantaged students, and those from historically underserved ethnic and racial groups.
- Operate a Newcomer Center for English Language Learners to prepare recently arrived immigrants and/or new district enrollees with the academic vocabulary and wrap-around supports needed for long-term academic success.
- Renew focus on systems that support our response to instruction and intervention (RTI2) to ensure early identification of students who are falling behind academically and intervene to address skill gaps – including identifying district-wide interventions and monitoring of universal screener data.
- Pending the continued work of the task force, create framework and establish metrics related to the opportunity gap with KPIs that will be used to evaluate overall progress in improving equity for all students.
- Provide strategic and differentiated support for Priority, Cusp, and Focus schools.
- Formulate and implement a plan for social emotional learning and whole-child development that includes wrap-around services and a comprehensive counseling support plan (e.g., counseling and health) to aid in the success for all students, including crisis response.
- Formulate and implement a Tiered Truancy Intervention Plan (multi-tiered systems of support) aimed at increasing student attendance and achievement.

iv. Training and Professional Development to Alleviate Personnel Shortages.

School Social Workers will participate in monthly professional development opportunities covering relevant topics including cultural competence and diversity the provision of mental

health services in the Spanish language, restorative practices, and trauma-informed care. All SSWs will also participate in annual TASSW training. All school-based mental health services providers hired under this grant will be appropriately credentialed by the State of Tennessee to work in an elementary or secondary school within six months of hire. School-based mental health services will be provided in an equitable manner consistent with the Family Educational Rights and Privacy Act (FERPA), the Protection of Pupil Rights Amendment (PPRA), the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act, as well as all other applicable Federal, State, and local laws and School Social Worker ethical obligations.

d) Management Plan and Adequacy of Resources

i. Adequacy of mechanisms for ensuring high-quality products and services from the project.

Dr. Patricia Russell, Executive Director of Social Emotional and Academic Development (2.5% effort), will provide general supervision of the project, including fiscal oversight, to ensure the project is completed on time and within budget. She will provide supervision to the Coordinator of School Social Workers.

Lori Carmack, LMSW, LSSW, Coordinator of School Social Workers (25% of effort) will serve as the Project Director and will manage the recruitment, hiring, onboarding, and supervision of School Social Workers. Ms. Carmack will be responsible for the implementation of the grant project activities, maintaining grant budget and program activities files, developing an action plan for recruiting and retaining highly qualified, diverse School Social Workers, and collecting district level data on project implementation, programming, and impact for continuous

improvement. Ms. Carmack will also be responsible for convening and overseeing the quarterly meetings of the Grant Steering Committee.

Hamilton County Schools Human Resources Department (2 hours per week). The Human Resources Department will consult with the Project Director on the development of job descriptions, posting open positions, identifying diverse and highly qualified candidates, conducting interviews, onboarding new employees, orientation and training, and recruitment and retention activities outlined in the grant proposal. HCS has long-standing Recruitment, Induction, Mentoring, and Grow Your Own program for teachers that will help inform the development of similar structures to support the recruitment and retention of school based mental health professionals.

Grant Administration Support (2 hours per week). Grant support staff from Finance, Accountability and Research, and Federal Programs and Grants will assist the Project Director in managing the fiscal and programmatic reporting for the grant. Grant support staff will be responsible for training for the management oversight team, compliance monitoring, approval of budget amendments, financial monitoring, submission of budgets for Board of Education approval, data collection and quality assurance, and assisting the Project Director with programmatic and financial reporting.

The **Grant Steering Committee** will include representatives from HCS leadership, partners, families, and school administration. The Steering Committee will be responsible for ensuring the grant project activities are completed on time and within budget. The Steering Committee will meet quarterly throughout the grant performance period.

ii. Relevance and demonstrated commitment of each partner.

As demonstrated in the attached Letters of Support, Southern Adventist University (SAU) School of Social Work is deeply committed to the implementation and success of the project. SAU has partnered with Hamilton County Schools for many years to provide high-quality student interns and is committed to the success of HCS's endeavor to diversify its School Social Work personnel. Due to its Hispanic Serving Institution (HSI) status, SAU qualifies as a Minority Serving Institution (MSI). SAU is the only HSI in the State of Tennessee and is a natural choice to partner with HCS on this initiative. SAU will partner with HCS to identify diverse candidates for open School Social Worker positions, as well as to provide professional development opportunities and project implementation consultation to HCS staff.

The Tennessee Association of School Social Workers is the professional School Social Worker organization for the State of Tennessee. TASSW is strongly committed to increasing the number and quality of School Social Work mental health professionals in Hamilton County Schools. TASSW will provide support through SSW training, the TASSW Annual Conference, and membership support. The work of TASSW serves to promote the School Social Worker profession across the State of Tennessee and within Hamilton County, as well as improving the impact of the work School Social Workers do within HCS. TASSW provides training in research-based best practices and social work ethics to improve the personal practice of its members, who then share knowledge with other school support staff.

iii. Potential for continued support of the project after Federal funding ends, including demonstrated commitment of appropriate entities to such support.

Hamilton County Schools is committed to increasing the number of School Social Workers to bring the district into compliance with State law. The recruitment and retention

strategies outlined in this proposal will support these efforts during and after the grant period of performance. Potential sources of funding for supporting additional School Social Worker positions including the Hamilton County general purpose budget (local tax base), Tennessee BEP/TISA funding, other Federal or State grants including Title I, and/or Medicaid reimbursement for eligible activities.

iv. Adequacy of the procedures for ensuring feedback and continuous improvement in the operation of the project.

Upon award notification, the Project Director will convene a Grant Steering Committee comprised of representatives from partner organizations, local community stakeholders, school-based staff, and parents/caregivers. This Committee will meet quarterly during the implementation of the project to review progress, provide feedback about program activities, identify necessary course corrections, and promote the importance of grant-funded work within the HCS community and the Hamilton County community at large. This oversight mechanism will promote transparency in the use of grant funding, ensure continuous improvement, contribute stakeholder and parent voice and insight to the project's implementation, and develop a sustainability plan to continue the work of the grant after the expiration of funds.

HCS is committed to seeking feedback from the community, staff, students, and families, through regular pulse checks, town hall style meetings, surveys, and assessments. The Project Director will use these tools to evaluate the project's impact on the community. Additional anonymous feedback mechanisms will be developed that are specific to the grant activities to collect input from School Social Workers, school administration, and students and families who receive services funded by the grant.

e) Absolute Priority and Competitive Preference Priorities

i. Absolute Priority 2—LEAs or Consortia of LEAs with Demonstrated Need Proposing to Increase the Number of Credentialed School-Based Mental Health Services Providers.

Hamilton County Schools meets the definition of an LEA with demonstrated need based on its high student to mental health services provider ratio (1:1,635) compared to the State of Tennessee (1:417) and the national recommendation of the NASW (1:250). HCS proposes to use grant funding to increase the number of credentialed School Social Workers in the school district through direct hire and the establishment of a comprehensive recruitment and retention program.

ii. Competitive Preference Priority 2— Increasing the Number of Credentialed School-Based Mental Health Services Providers in LEAs with Demonstrated Need Who Are from Diverse Backgrounds or from Communities Served by the LEAs with Demonstrated Need.

HCS will increase the number of credentialed School Social Workers who are from diverse backgrounds, including individuals who are bilingual, people of color, and/or male. To accomplish this goal, HCS will work with Southern Adventist University, a Hispanic-Serving Institution (HSI) to identify diverse candidates for positions from its graduates. HCS will also prioritize candidates from diverse backgrounds for open SSW positions by using HR dashboard alerts to notify HR staff when a person from the desired background applies, fast-track interview processes, and preferential screening by HR to identify candidates from specific backgrounds.

Budget Narrative

1. Personnel- $419,094

School Social Workers 8.0 FTE, 100% of effort. Salary calculated at $51,086.80 per year (accounting for annual step increases of 2.5% each year) x 8 = $408,694 each year of the grant. These positions are critical to the success of the project as School Social Workers provide evidence-based education, behavior, and mental health services to support academic and behavior outcomes. School social workers have unique expertise in child and family work as they address family, school, and community stressors that interfere with educational success. In addition, school social workers use consultative skills to assist other school staff in implementing interventions with fidelity. This practice is accomplished by: Implementing multi-tiered, evidence-based programs and practices, monitoring progress, and evaluating service effectiveness.

Stipends for LCSW School Social Workers. Stipends for School Social Workers with LCSW to supervise LMSWs who are pursuing clinical licensure. Calculated at 52 hours per year x $50 per hour x 2 LCSW staff = $10,400 per year.

2. Fringe Benefits - $141,523

Benefits for School Social Workers 8.0 FTE, 100% of effort. Calculated at 16.928% for certified staff (8.69% Retirement, 6.20% Social Security, 1.45% Medicare, 0.20% Long Term Disability, 0.388% Short Term Disability) + $8,830 (Life Insurance $35, Health Insurance $8,459, Dental Insurance $301, Unemployment $35) = $139,824 per year of the grant.

Benefits for Stipends for LCSW School Social Workers. Includes Social Security (6.20%, Medicare 1.45%, and Retirement 8.69%). Calculated at 16.34% x $10,400 = $1,699.

3. Travel - N/A

4. Equipment -N/A

5. Supplies - $4,800

a. Office Supplies - Covers the cost of office supplies for School Social Workers, including: copy paper, file folders, pens, notebook paper, envelopes, postage stamps, etc. Calculated at $200 per School Social Worker x 8 = $1,600 per year of the grant.

b. Chromebooks - Covers the cost of Chromebooks for School Social Workers. Calculated at $400 each x 8 = $3,200.

6. Contractual - $6,000

a. Stephanie Guster, LCSW, Southern Adventist University. Covers the cost to hire Stephanie Guster, LCSW, to provide consulting services for grant project implementation and professional development for School Social Workers. Calculated at $50 per hour x 120 hours per year = $6,000.

7. Construction - N/A

8. Other - $4,000

a. Professional Development. Covers the cost for one in-depth training per year focusing on one of the following to increase skill sets to work with students who present with trauma, suicidal ideation, anxiety or depressive symptoms: Trauma Focused Cognitive Behavior Therapy (TF-CBT), Dialectical Behavior Therapy (DBT), Suicide and Self-Harm Treatment Modalities, Trauma-Informed Practices, Play Therapy, and/or Multicultural/Diversity/Equity Awareness. Calculated at $500 per School Social Worker x 8 = $4,000 per year of the grant.

9. Total Direct Costs - $575,417

• The amount that is the sum of expenditures, per budget category, of lines 1-8.

10. Indirect Costs - $81,479

• Identify indirect cost rate (if the applicant will charge indirect costs to the grant) - 14.16%

• Note: remember to provide a copy of the most recent approved indirect cost agreement in the Other Attachments form section of the application.

11. Training Stipends - N/A

12. Total Costs - $656,896

13. Matching Funds (25% of Total Costs) - $164,224

Hamilton County Department of Education will contribute matching funds of 25% of the Total Direct Costs of the Project, calculated at $164,224, each year of the grant. The source of these funds are local General Purpose funding from the State of Tennessee Basic Education Program and local Hamilton County property and sales tax base.

HAMILTON COUNTY DEPARTMENT OF EDUCATION
3074 HICKORY VALLEY ROAD
CHATTANOOGA, TENNESSEE 37421

MEMORANDUM

TO: Hamilton County Board of Education

Justin Robertson, ED.D.
Superintendent

FROM: Marsha Drake, Ed.D.
Chief Equity Officer

Karen Glenn
Safe Supportive Learning

DATE: January 19, 2023

RE: First Semester Bullying Prevention Compliance Report

Attached is the FY ’23 First Semester Bullying Prevention Compliance Report for review.

Bullying / Harassment Prevention Report
December 16, 2022

	2018-19 Year End Total	2019-20 Year End Total	2020-21 Year End Total**	2021-22 Year End Total	2022-23 1st Semester Report
# of Reported Confirmed Cases	164	152	71	204	94
School Corrective Plan Provided	164	152	71	204	94
# Based on Race, Color or National Origin	10	15	5	26	13
# Based on Sex or Gender	14	27	8	39	11
# Based on Disability	13	2	2	4	6
# Using Electronic Technology	45	37	18	41	10
# Still Pending	0	0	3	16	2
# Involving Suspensions (less than 10 days)	56	53	15	96	40
# Involving Suspensions (more than 10 days)	13	14	2	17	59
# Involving Discipline Other Than Suspension	98	93	29	141	50

***COVID restrictions during this year resulted in varied learning platforms impacting consistency of data collection.*

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

M E M O R A N D U M

TO: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

FROM: Justin Witt

DATE: January 19, 2023

RE: **Old East Lake-Storm Water Replacement**

The City of Chattanooga made storm water improvements and replacements at the old East Lake School property. When replacing an existing pipe, it was discovered that a storm water easement was not in place. The city is requesting an easement in the northeast corner of the property that will not obstruct future school use of the property.

Please see the attached easement and site plan.

I recommend approval.

ADDRESS OF OWNER:	SEND TAX BILLS TO:	MAP PARCEL NO.
(easement only) Hamilton County, Tennessee, Board of Education	N/A	(easement only) 168G-P-001
(Name) 3074 Hickory Valley Road	**(Name)**	
(Street Address) Chattanooga, TN 37421	**(Street Address)**	
(City) (State) (Zip)	**(City) (State) (Zip)**	

THIS INSTRUMENT PREPARED BY AND AFTER RECORDING,
RETURN TO:
Office of the City Attorney
100 E. 11th Street, Suite 200
Chattanooga, TN 37402

Reference: Deed Book P11, Page 0174

PERMANENT ACCESS AND MAINTENANCE EASEMENT AGREEMENT

THIS PERMANENT ACCESS AND MAINTENANCE EASEMENT AGREEMENT (this "Agreement") is made as of the ____ day of _____ 2022, by and between HAMILTON COUNTY, TENNESSEE, BOARD OF EDUCATION (the "Grantor") and THE CITY OF CHATTANOOGA, a municipal corporation of the State of Tennessee (the "Grantee").

RECITALS:

A. Grantor is the owner of that certain real property located at 3700 E. 38th Street, Chattanooga, Hamilton County, Tennessee, as more particularly described in Book P11, Page 0174, recorded in the Register's Office of Hamilton County, Tennessee (the "Property").

B. The Property serves as the location in which the Grantee intends to access in order to perform inspection and maintenance of an outfall pipe installed by Grantee to facilitate Grantee's rehabilitation of a detention pond located on property owned by Grantee and located at 3111 E. 38th Street, Tax Map No. 168G-P-001.01 ("Grantee's Property") and other required repairs as deemed necessary by the Grantee.

C. Grantor agrees to grant to Grantee, its officers, agents, employees, and awarded contractors a Permanent Access and Maintenance Easement over a portion of the Property for Grantee's access and to perform such inspection and maintenance work on the Property, subject to the terms and conditions of this Agreement.

IN CONSIDERATION OF Ten Dollars ($10.00), and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and Grantee agree as follows:

1. **Grant of Permanent Access and Maintenance Easement**. Grantor hereby grants to Grantee a permanent, non-exclusive Access and Maintenance Easement ("Access and Maintenance Easement") as depicted on **Exhibit 1**, through, under, and across the portion of the Property, the legal description of such Access and Maintenance Easement is shown on **Exhibit 2** for the benefit of Grantee, employees, contractors and agents, in connection with any work to be performed in connection with inspection and maintenance of an outfall pipe installed by Grantee to facilitate Grantee's rehabilitation of a detention pond on Grantee's Property (the "Work"); provided, however, that the Grantee, where and when required or necessary, will restore the surface of the land, shrubbery, fences, or walks, as near as feasible, to the same condition as before performing the Work, subject to the limitations below:

(a) The scope and area of the Access and Maintenance Easement shall be limited to the reasonable requirements of the Work. City shall expeditiously pursue the Work and comply with all laws, ordinances, codes, rules, and regulations of all governmental authorities having jurisdiction over such Work.

(b) It is understood that the Access and Maintenance Easement will be on a vacant part of the Property and that no buildings will be affected.

(c) Grantee shall be responsible for the clean-up of any debris on the Property and for the repair of any damage to the Property that results from the exercise of the Access and Maintenance Easement.

(d) The Work shall be performed in such a manner so as not to unreasonably interfere with the use or operation of the Property.

(e) It is understood that the maintenance responsibility of all landscaping, mowing, and other aesthetic maintenance shall remain the sole responsibility of the Grantor following completion of the Work.

2. **Dedication**. Nothing contained in this Agreement shall be deemed a gift or a dedication of any portion of the Property to the general public or for any public purpose whatsoever.

3. **Notice.** All notices, requests, demands and other communications under this Agreement to the parties shall be in writing and shall be personally delivered or sent by commercial overnight courier, or certified or registered mail, postage prepaid, to the following addresses:

If to Grantee:

City of Chattanooga, Tennessee
101 E. 11th Street, Suite G-4
Chattanooga, TN 37402
Attn: Real Property of ECD

With a copy to:

Office of the City Attorney
100 E. 11th Street, Suite 200
Chattanooga, TN 37402

If to Grantor:

Hamilton County Department of Education
Attn: Auxiliary Services
2501 Dodds Avenue
Chattanooga, TN 37407-1245

With a copy to:

D. Scott Bennett, Esq.
Bennett & DeCamp, PLLC
James Building
735 Broad Street, Suite 214
Chattanooga, TN 37402

Either party may change its address for purposes of this Paragraph 3 by giving the other party notice of the new address in the manner set forth herein. Any notice given as set forth in this Agreement shall be deemed to have been received on the earlier of actual receipt or four business days after being sent.

4. **Miscellaneous Provisions**.

(a) This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.

(b) This Agreement may only be amended or modified by instrument in writing executed by all of the then record owner(s) of the Property.

(c) This Agreement constitutes the entire agreement and understanding of the parties with respect to the subject matter of this Agreement.

(d) Any provision of this Agreement which shall prove to be invalid, void, or illegal shall in no way affect, impair or invalidate any other provision of this Agreement.

(e) None of the terms or provisions of this Agreement shall be deemed to create a partnership or any relationship of trust or fiduciary relationship between the parties in their respective businesses or otherwise, nor shall it cause them to be considered joint venturers or members of any joint enterprise.

(f) This Agreement may be executed in several counterparts each of which shall be an original, and all of which, together, shall constitute one and the same instrument.

(g) Whenever under this Agreement the consent or approval of Grantor and Grantee is required or a determination must be made by the parties, no such consent or approval shall be unreasonably withheld, conditioned, or delayed, and all such determinations shall be made on a reasonable basis and in a reasonable manner.

(h) This Agreement shall be terminated at any time by an instrument executed for such purpose and signed by both parties.

[Signature Pages Attached]

IN WITNESS WHEREOF, Grantor and Grantee have executed this Agreement effective the day and year first above written.

GRANTOR:

HAMILTON COUNTY, TENNESSEE, BOARD OF EDUCATION

By: _____

Name: _____

Title: _____

STATE OF TENNESSEE

COUNTY OF HAMILTON

Before me, a Notary Public of the state and county mentioned, personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged such person to be _____ of HAMILTON COUNTY, TENNESSEE, BOARD OF EDUCATION, the within named bargainor, and that such person as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by personally signing the name by such person as such _____.

WITNESS my hand and seal, at office in Hamilton County, Tennessee, this _____ day of _____, 2022.

_____
Notary Public
My Commission Expires: _____

GRANTEE:

CITY OF CHATTANOOGA, TENNESSEE, a municipal corporation of the State of Tennessee

By: _____

Name: _____

Title: _____

STATE OF TENNESSEE

COUNTY OF HAMILTON

Before me, a Notary Public of the state and county mentioned, personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged such person to be _____ of THE CITY OF CHATTANOOGA, TENNESSEE, the within named bargainor, a municipal corporation of the State of Tennessee, and that such person as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by personally signing the name of the _____ by such person as such _____.

WITNESS my hand and seal, at office in _____, _____, this _____ day of _____, 2022.

_____
Notary Public
My Commission Expires: _____

NOW OR FORMERLY
FORTNER RAY TR
PID: 168G L 016
D.B. 12259, PG. 79
ZONE R-1

NOW OR FORMERLY
FORTNER RAY TR
PID: 168G L 015
D.B. 12259, PG. 79
ZONE R-1

NOW OR FORMERLY
KAMMER HOLDINGS LLC
PID: 168G L 014
D.B. 12438, PG. 469
ZONE R-1

NOW OR FORMERLY
TARGET PROPERTIES LLC
PID: 168G L 013
D.B. 11009, PG. 631
ZONE R-1

PROPERTY
LINES PER GIS

RIGHT–OF–WAY

EAST 37TH ST

EXISTING
CONCRETE
CULVERT

ID:D168G543

SSMH
TOP: 725.95'
OUT: 718.97'
IN (A): 719.15'
IN (B): 719.17'

ID:D168G712
DI
TOP: 726.19'

8" VCP

~ASPHALT~

POINT OF COMMENCEMENT
LAT: N34°59'50.86"
LONG: W85°16'42.90"

S26°12'27"W
32.04

POINT OF BEGINNING
LAT: N34°59'50.48"
LONG: W85°16'43.13"

PROP. 36" RCP
172 L.F. IN EASEMENT

S52°42'43"E
140.77

S65°51'41"E
40.34

N37°17'17"E
10.82

20'

183.97
N52°42'43"W

S26°12'27"W
20.38

ID:D168G203
15" CMP

DI
TOP: 723.74'
OUT: 721.64'

PROPOSED JUNCTION BOX
LAT: N34°59'51.52"
LONG: W85°16'44.77"

20' PERMANENT ACCESS
AND MAINTENANCE
EASEMENT (3,460 S.F.)

ASPHALT LOT

POND TOP OF DAM

3:1

NOW OR FORMERLY
EAST LAKE ELEMENTARY SCHOOL (VACANT)
PID: 168G P 001
D.B. P11, PG. 174
ZONE R-1

LEGEND

- BOUNDARY
- EXISTING PAVEMENT
- PERMANENT EASEMENT
- FENCE
- SAN. SEWER LINE
- PROPOSED STORM LINE
- EXISTING STORM LINE
- JUNCTION BOX
- SINGLE WING C.B.
- DOUBLE WING C.B.
- DROP INLET
- STORM SEWER MANHOLE
- SAN. SEWER MANHOLE
- LIGHT POLE
- POWER POLE
- SIGN

0 20 40
SCALE IN FEET: 1"=20'

CROY
1270 MARKET STREET
CHATTANOOGA, TN 37402
PHONE: (423) 708-5858

THESE PLANS AND DRAWINGS ARE NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER WHATSOEVER WITHOUT FIRST OBTAINING THE EXPRESS WRITTEN PERMISSION AND CONSENT OF CROY ENGINEERING, LLC AND ANY UNAUTHORIZED USE OF THESE PLANS AND DRAWINGS WITHOUT SUCH CONSENT SHALL BE AT THE RECIPIENT'S SOLE RISK.

Plotted by Blake Armstrong at 1"=20' on Tabloid sheet using Design.ctb on 9/15/2022 11:36 AM

DETENTION BASIN 38TH STREET

PERMANENT ACCESS AND MAINTENANCE EASEMENT AGREEMENT

CITY OF CHATTANOOGA
HAMILTON COUNTY, TENNESSEE

NO.	REVISION REFERENCE	DATE
1	CORRECT LABEL	9/15/22

SEAL

JEREMY C. SIMS
REGISTERED ENGINEER
No. 120355
STATE OF TENNESSEE

SHEET TITLE
EXHIBIT

DRAWN BY	CHECKED BY
TBA	JCS
SCALE	ISSUE DATE
1"=20'	9/15/2022

PROJECT NUMBER
1238.001

DRAWING NUMBER
EXH. 1
SHEET 1 of 1

Drawing Location: \\661-chatt\Projects\Chattanooga\1238 Chattanooga City of TN\1238.001 Detention Basin 38th Street\Engineering\Design\1238.001_Storm Easement.dwg

EXHIBIT 2

PROJECT NO.:	Detention Basin 38th Street - Permanent Access and Maintenance Easement Agreement
PARCEL NO.:	168G P 001
DATE OF EXHIBIT:	September 14, 2022

All that tract of parcel of land lying and being in situated and being part of East Lake Elementary School, Lot 1, Block 5, Fairview Addition with reference made to Plat Book 2, Page 11 situated in the City of Chattanooga, Hamilton County, Tennessee, being more particularly described as follows:

Commencing at a point created by the Southern margin of right-of-way of East 37th Street and the property line common to the City of Chattanooga property on the west, ref. P.B. 60, PG. 7 (tax parcel ID), and East Lake Elementary School (Vacant) to the east of said property line, ref. P.B. 2, PG. 11, THENCE from said point thus established and departing said southern margin of right-of-way a bearing of South 26 degrees 12 minutes 26 seconds West a distance of 32.04 feet to a point being the TRUE Point of Beginning.

THENCE from the TRUE Point of Beginning continuing along said common property line a bearing of South 26 degrees 12 minutes 26 seconds West a distance of 20.38 feet to a point; THENCE departing said common property line proceeding on a bearing of North 52 degrees 42 minutes 43 seconds West for a distance of 183.97 feet to a point; THENCE North 37 degrees 17 minutes 16 seconds East for a distance of 10.82 feet to a point located on the Southern margin of right-of-way of East 37th Street; THENCE along said right-of-way South 65 degrees 51 minutes 41 seconds East for a distance of 40.34 feet to a point; THENCE departing said right-of-way South 52 degrees 42 minutes 43 seconds East for a distance of 140.77 feet back to the TRUE Point of Beginning.

The herein described property contains 3,460 Square Feet or 0.079 Acre of land, as described on this Permanent Access and Maintenance Easement Agreement. The above-described property is subject to any and all easements, encumbrances, and or restrictions of record.

HAMILTON COUNTY DEPARTMENT OF EDUCATION
3074 HICKORY VALLEY ROAD
CHATTANOOGA, TENNESSEE 37421

MEMORANDUM

TO: Hamilton County Board of Education

Dr. Justin Robertson
Superintendent

FROM: Shannon Moody
Chief Strategy Officer

DATE: January 19, 2023

RE: First Reading
Proposed Policy Revisions

The Administration, in consultation and under the advisement of the Board's attorneys, has reviewed and recommended the following policies for a first reading.

POLICY #	**POLICY TITLE**
2.300	State and Federal Aid Eligibility Determination
2.401	Gifts and Bequests
2.403	Personal Property Sales
2.700	Accounting System
2.701	Financial Reports and Records
2.702	Inventories
2.801	Petty Cash Accounts
2.804	Expenses and Reimbursements
2.805	Purchasing
2.806	Bids and Quotations
2.807	Requisitions
2.807/2.808	Purchase Orders and Contracts
2.809	Vendor Relations
2.810	Payment Procedures

The changes are presented for a first read only. Proposed changes/revisions must receive approval by the Board upon a second and final reading at a future meeting to take effect.

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in January	**State and Federal Aid Eligibility Determination**	**2.300**	12/16/04
		Rescinds:	Issued:

General

In order to ensure comparability of services[1] from local and state funds in all of its schools, the Board shall ensure that:

1. A systemwide salary schedule is adopted annually;

2. Teachers, principals, and support personnel are assigned to schools on an equitable ~~equivalent~~ basis according to grade levels and need; and

3. Curriculum materials and instructional supplies are provided to schools on an equitable ~~equivalent~~ basis according to grade levels and need.

Legal Reference:

1. TCA 49-3-353

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually in January	**Gifts and Bequests**	2.401	12/16/04
		Rescinded:	Revised: ~~03/14/19~~

General

The director of schools is authorized to accept gifts to the school system and may designate others to accept gifts for particular schools on behalf of the Board.[1] ~~The Board will officially express appreciation to the donor and all major gifts will be reported to the Board and publicly announced.~~

In instances where the director of schools or his or her designee doubts the appropriateness or usefulness of an offered gift, the gift may be declined or the matter referred to the Board.

In accepting gifts and donations, the following guidelines shall be followed:

1. Unless otherwise expressly specified in writing, all property contributed, given, or otherwise placed on school premises shall for all intents and purposes be a gift and shall become school system property subject to the same controls and regulations that govern the use of other school-owned property.

2. Contributions of equipment or services that may involve major costs for installation, maintenance, or initial or continuing financial commitments from school funds shall be presented by the director of schools' office for Board consideration and approval.

3. Individuals or organizations wanting to contribute supplies or equipment will consult with school officials about the feasibility of accepting such contributions prior to the solicitation of funds or the making of budgetary appropriations.

4. Contributions of stock or other securities shall be sold and converted to cash as soon as practical, but within 15 days.

Legal Reference:

1. TCA 49-6-2006(a)

Cross References:

Staff Conflict of Interest 5.601
Staff Gifts and Solicitations 5.605

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually in January	**Personal Property Sales**	2.403	07/12/12
		Rescinded:	Revised: ~~01/20/22~~

General

When equipment, books, materials, and other personal property no longer have an intended use by the system or are no longer capable of being used because of condition, the Board shall declare them surplus property and authorize their disposal.[1]

All items which have a value above $500.00 shall be sold, within ninety (90) days of being declared surplus, to the highest bidder after advertising in a local newspaper at least seven (7) days prior to the sale. Sales may also be conducted through online auctions as allowed by state law.

Surplus property which has no value or has a value of less than $500.00 may be disposed of without the necessity of bids. In order for such disposal without bids, the principal of the school and/or the appropriate director with the surplus personal property, the director of schools and the Board Chair ~~Chairman of the board~~ must all agree in written form that the property is of no value or is less than $500.00 in value.

Other schools shall have priority in sale or transfer of surplus property.

The Board may also transfer surplus real or personal property to the county or to any municipality within the county for public use without the requirement of competitive bidding or sale.

If reasonable attempts to dispose of the surplus property fails to produce a monetary return to the system, the staff shall dispose of it in one of the following manners:

1. Remove salvageable parts.
2. Take material to the county dump.
3. Document description and disposal date.

Legal References:

1. TCA 49-6-2006; TCA 49-6-2007; TCA 49-6-2208; TCA 12-2-403(a)(1)-(4)

Cross References:

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in January	**Accounting System**	**2.700**	12/16/04
		Rescinds:	Issued: 01/19/23

Central Office

The director of schools shall maintain a system of accounting, arranged according to the regulations prescribed by the Commissioner of Education, which provide a detailed and accurate account of all receipts and disbursements of the schools.[1]

Individual Schools

The Board authorizes each respective school under its jurisdiction to receive activity and other internal funds, such as athletic ticket money, school lunch funds and school class funds.[2]

The Board shall hold each principal responsible for the management of all internal accounts under his/her jurisdiction in accordance with the *Tennessee Internal School Uniform Accounting Policy Manual*.[3]

Legal References:

1. TCA 49-2-301(b)(1)(D); TCA 49-3-316(a)(1)
2. TCA 49-2-110(a)
3. TCA 49-2-110(c)(d)

Cross References:

~~Petty Cash 2.801~~
Student Activity Funds Management 2.900

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in January	**Financial Reports and Records**	**2.701**	12/16/04
		Rescinds:	Issued:

FINANCIAL REPORTS

Central Office

The Executive Committee shall submit to the Board at each regular board meeting a report of all business transacted since the last regular meeting.[1]

A report indicating all receipts and expenditures will be given quarterly to the County Commission.[2] Each report will show the amount of the annual appropriation, the amount expended by account to date, the amount encumbered and the free balance in each account.

The director of schools shall submit monthly financial reports to the Board and to state and federal agencies as required.[3]

Individual Schools

Each principal shall submit to the director of schools at the end of each calendar month on a prescribed form the receipts, expenditures and cash balance of all accounts under his or her jurisdiction. These reports shall be made available to the Board at its request.

FINANCIAL RECORDS

General

The director of schools shall maintain all fi nancial records as required by regulation and applicable state and federal law. The Board, from time to time, may determine to extend the retention time for certain records.[4]

Legal References:

1. TCA 49-2-206(5)
2. TCA 49-2-301(b)(11)(S)
3. TCA 49-2-301(b)(1)(2)
4. *Tennessee Internal School Uniform Accounting Policy Manual*; Section 4-21

Cross Reference:

School Board Records 1.407

Hamilton County Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: **Inventories**	Descriptor Code: 2.702	Issued Date: 12/16/04
		Rescinded:	Revised: ~~03/14/19~~

General

The director of schools shall establish an accurate inventory procedure for all school real and personal (e.g., material and equipment) property, and this system shall be implemented at each school facility. The Chief Financial Officer shall be responsible for maintaining the fixed assets records. The Chief Operations Officer shall be responsible for maintaining the real property records. Administrative personnel shall ensure that a physical count of all such property is taken at the end of each fiscal year, and this inventory shall be properly entered on the appropriate records for accounting purposes.[1] The Chief Financial Officer will develop procedures to ensure that when property or equipment is transferred from one location to another, the permanent inventory file reflects said transfer. Assets with a cost or market value of $5,000 or greater shall be capitalized and depreciated. Records of capitalized assets shall be maintained in the fixed asset management system. Records shall be maintained for tracking and usage of sensitive minor equipment with cost or market value of less than $5,000.

Each school shall maintain a complete inventory with a duplicate maintained in the central office.

Legal References:

1. *Tennessee Internal School Uniform Accounting Policy Manual;* Section 4-13

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually in January	**Petty Cash Accounts**	2.801	12/16/04
		Rescinded: 01/19/23	Revised: ~~03/14/19~~

~~*General*~~

~~In order to facilitate refunds and minor purchases, the central office and the individual schools in the system may maintain petty cash funds.[1] These funds will be used for the payment of permissible and properly itemized bills for materials, supplies, or services under conditions calling for immediate payments. The maximum amount for any petty cash fund shall be $100.00.~~

~~The director of schools or his/her designee shall be responsible for disbursing and accounting for money from the central office fund. The principal in each school shall have the same responsibility regarding individual school funds.~~

~~Expenditures against these funds must be itemized and will be charged to the applicable budget code. After a budget item is exhausted, no expenditures against the item may be made from petty cash.~~

~~Itemized expenditures from the individual school funds shall be maintained and kept on file at each school. Expenditures made from the central office fund shall be itemized and kept on file in the director of schools' office.~~

Legal References:

1. ~~*Tennessee Internal School Uniform Accounting Policy Manual*; Section 5-18 &19~~

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually in January	**Expenses and Reimbursements**	2.804	09/20/07
		Rescinded:	Revised:

CENTRAL OFFICE

The Board may assign Central Office employees HCDE vehicles or, as part of their compensation package, award certain employees automobile allowances. All other Central Office employees, except those with an assigned vehicle or automobile allowance, who incur expenses in carrying out their authorized duties within the county will be reimbursed upon submission of an approved voucher and supporting receipts. ~~will not be entitled to reimbursement for traveling expenses incurred during the course of their assigned duties within Hamilton County. The Board may, however, assign certain Central Office employees HCDE vehicles or, as part of their compensation package, award certain employees automobile allowances.~~

All Central Office employees may be reimbursed for travel outside Hamilton County where this travel has the advance authorization of the director of schools. The director of schools may grant this authorization without prior Board action when a travel expense has been anticipated and incorporated into the operational budget of the particular program involved.

Reimbursement for mileage shall be at the published and approved rate established by the Internal Revenue Service.

The Board shall be responsible for all expenses pertaining to staff development. Student activity funds shall not be used for this purpose.[1]

SCHOOL PERSONNEL

School personnel who incur expenses in carrying out their authorized duties will be reimbursed upon submission of an approved employee expense claim ~~voucher~~ and supporting receipts.

Expenses for travel outside Hamilton County will be reimbursed when the travel has the advance authorization of the director of schools. The director of schools may grant this authorization without prior board action when the travel expense has been anticipated and incorporated into the operational budget of the particular program involved.

Reimbursement for mileage shall be at the published and approved rate established by the Internal Revenue Service.

The Board shall be responsible for all expenses pertaining to staff development. Student activity funds shall not be used for this purpose.[1]

The members of the Board shall be paid for transportation, lodging, meals and other pertinent expenses when traveling on business for the Board. Salary and other benefits shall be determined by the local funding body. [2] Attendance out-of-state at conventions or other educational meetings or travel out-of-state for other school purposes shall be authorized in advance by the Board[3] up to the maximum amount allowed in the budget.

Expenses shall be submitted to the director of schools' office within thirty (30) days of the date of completion of such travel. The rate of payment shall be the same as the rate for members of the professional staff.

Legal References:

1. Tennessee Internal School uniform Accounting Policy Manual, Section 5-20
2. TCA 49-2-202(d)
3. TCA 49-2-2001(c)

Cross References:

Hamilton County Board of Education			
Monitoring: Review: Annually	Descriptor Term: **Purchasing**	Descriptor Code: 2.805	Issued Date: 02/10/11
		Rescinded:	Revised: ~~03/14/19~~

General

The Hamilton County Board of Education is committed to doing business with all vendors including female, small and minority vendors and encourages these vendors to participate in the procurement program of the Hamilton County Department of Education. The school system will purchase competitively and seek maximum educational value for every dollar expended. Authorization to purchase shall be provided by the Board and will be based on the procedures set forth in the HCS Procurement Rules Handbook and this policy. The director of purchasing shall serve as purchasing agent for the system-wide purchasing.[1] Principals shall serve as purchasing agents for individual schools.

Purchases made by anyone not authorized by the appropriate officials shall become the personal responsibility of the persons making the purchase agreement. The Board will not, under any circumstances, be responsible for payment for any material or supplies purchased by unauthorizedindividuals or violation of purchase procedures.

No person officially connected with or employed by the school system will be an agent for, or have any financial compensation or reward of any kind from any vendor for the sale of supplies, materials, equipment or service.[2]

No school shall be obligated to pay for any expenditures made by a student or a teacher or by any other employee unless s/he first receives a written purchase order from the proper office or unless prior written permission or arrangements are made with the principal.

To ensure that the applicable individual responsible for a department and/or program budget ("budget manager") is responsible for the development and awarding of contracts which utilize funds from the budget for which they are responsible; the School District's Purchasing Department will not approve a Purchase Requisition to a Purchase Order unless each of the following items are completed:

A) The purchase requisition must be approved by the applicable budget manager, and
B) Any contract, agreement, or any other document evidencing the terms and agreement of the transaction providing the supporting documents of the Purchase Requisition must be approved by the applicable budget manager.

The Board will purchase locally whenever other conditions are comparable.

Individual Schools

The director of schools must approve the following purchases:

1. a single piece of equipment costing more than five thousand dollars ($5,000.00);
2. one that is to be attached to or one that requires alteration of the building; or
3. one that will become a permanent fixture.

Central Office

ROUTINE PURCHASES

Routine purchases shall include expenditures for supplies, salaries, and routine expenditures required for operation of the school system. These expenditures shall be anticipated and provided for in the budget and will normally be authorized by the Board at the beginning of the fiscal year. The director of schools shall make all routine purchases without further Board authorization; however, the Board shall be promptly informed if any substantial variation from budgeted estimates becomes necessary.

EMERGENCY PURCHASES

The head of a User Department and / or his / her designee are authorized to purchase or lease any services, supplies, materials or equipment in actual emergencies arising from unforeseen causes, including delays by contractors, delays in transportation, unanticipated volume of work, and acts of God. Emergency Purchases do not require public posting or competitive bidding. In the event of an Emergency Purchase, the following procedures are required:

A. A record of any emergency purchase shall be made by the person or body authorizing such emergency purchase, and shall specify the amount paid, the items purchased, from whom the purchase was made, and the nature of the emergency.

- A report of any emergency purchase shall be prepared as soon as possible by the User Department and submitted to the Director of Procurement. The Director of Procurement then compiles the documentation relative to the emergency for submittal to the appropriate approval authority.

    - Emergency purchases less than $250,000.00 shall be submitted to and ratified by the Director of Schools and the Executive Committee.

    - Emergency purchases of $250,000.00 or more shall be submitted to and ratified by the Director of Schools, Executive Committee, and Board.

- If the purchase is of such significant magnitude as to impact on the integrity of the budget, the Director of Schools may seek the Board to call a special or emergency meeting of the Board to deal with the matter.

B. When requesting financial assistance through FEMA or TEMA, the User Department along with the Procurement Department must ensure compliance with procurement standards relative to FEMA or TEMA. The User Department's documentation shall be sufficient and adequately detailed to provide FEMA or TEMA with an understanding of the purchase and to allow for their respective audit reviews and potential subsequent reimbursements.

~~Emergency purchases are those which are necessary to avert hazards which threaten health or safety, to protect property from damage or to avoid major disruption of educational activities. If within budgetary limits and deemed essential, emergency purchases may be made by the director of schools. However, if the purchase is of such significant magnitude as to impact on the integrity of the budget, the chairman shall call a special or emergency meeting of the Board to deal with the matter. In any event, the Board shall be advised promptly of all emergency purchases.~~

PURCHASING OF SURPLUS PROPERTY

The director of schools and other employees designated by the Board shall be authorized to act for the Board in acquiring federal surplus property through the Tennessee General Services Department for surplus property and in entering into agreements, certifications and covenants of compliance concerning the use of federal surplus property.

Further, the director of schools is authorized to purchase any needed items through suppliers approved on the state bid list.

COOPERATIVE PURCHASING

~~The Board, at its option, will join in cooperative purchasing with other school systems to take advantage of lower prices for bulk purchasing and to reduce the cost involved in bidding whenever such buying appears to be to the benefit of the system.~~

HCS may participate in, sponsor, conduct or administer cooperative purchasing agreements or contracts without public posting and additional competitive bidding when such contracts or agreements are open to HCS and, in the sole discretion of the Purchasing Department, such action being in the best interest of HCS.[3]

Legal References:
1. TCA 49-2-206(3); ~~TCA 6-36-11~~
2. TCA 49-2-2003
3. TCA 12-3-1205

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in January	Bids and Quotations	2.806	12/17/15
		Rescinds: 2.806	Issued: ~~04/20/17~~

General

All purchases of supplies, materials, equipment, and contractual services ~~in excess of twenty-five thousand dollars ($25,000)~~ fifty-thousand dollars ($50,000.00) or more, including those of individual schools, shall be based on competitive bids. These bids shall be solicited by advertisement in a newspaper of general circulation within the school system. However, said newspaper advertisement may be waived by the purchasing agent in an emergency. Where appropriate, the purchasing agent may satisfy these advertising and bid requirements by use of a comprehensive list of vendors seeking to provide supplies, furniture, fixtures, and every other kind of material to the school system on a unit cost basis or otherwise; provided, however, that the purchasing agent must advertise ~~at least annually~~ periodically for prospective vendors in a newspaper of general circulation and update the list of vendors following each advertisement.[1]

All purchases of ~~twenty-five thousand dollars ($25,000) or~~ less than $50,000.00, including those of individual schools, may be made in the open market without newspaper notice, but shall, whenever possible, be based on at least three (3) competitive bids. The Board of Education recognizes responsibility to account for public funds, and additionally recognizes responsibility of State law to secure three (3) competitive bids on purchases of ~~$25,000 or~~ less than $50,000.00, whenever possible in accordance with ~~TCA 49-2-203 B~~ TCA 12-3-1212 C; however, given the volume of transactions, it is not possible or good stewardship of employees time to require three (3) competitive bids of ~~$2,500 or~~ less than $10,000.00. The practice of splitting an order or dividing items to be purchased in order to avoid the use of bidding or other purchasing procedures is prohibited.

The lowest and best bid shall be accepted, provided the purchaser reserves the right to reject any or all bids or any part of any bid and, if applicable, to accept that bid which is best as evidenced by reasons relative to the purpose of the purchase. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid, which does not conform to specifications or received after the time and date specified shall not be considered. The bidder to whom the award is made may be required to enter into a written contract.

The Performance and Payment Bond for the Maintenance Department construction projects will be $100,000.00.

Contracts for legal services, educational consultants, and similar services by professional persons or groups of high ethical standards shall not be based upon competitive bids but shall be awarded on the basis of recognized competence and integrity.[2]

Legal References:

1. TCA 12-3-1212(a)(c)(d); TCA 49-2-203(a)(3); TCA 49-2-203(a)(3)(A)(B); TCA 49-2-206(b)(2)
2. TCA 12-4-106

Cross Reference:

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in January	~~**Requisitions**~~	**2.807**	12/16/04
		Rescinds: 01/19/2023	Issued:

~~*General*~~

~~The director of schools shall designate personnel to be responsible for making requisitions.~~

~~All approved requisitions will be submitted to the purchasing agent (director of schools or principal) on forms provided by the purchasing agent.~~

~~The number of each purchase order shall be recorded on the requisition.~~

~~After processing, the original copy of the requisition will be filed in the appropriate purchasing office.~~

Cross Reference:

~~Purchase Orders 2.808~~

Hamilton County Board of Education			
Monitoring: Review: Annually	Descriptor Term: **Purchase Orders and Contracts**	Descriptor Code: 2.807 (was 2.808)	Issued Date: 12/16/04
		Rescinded:	Revised: ~~01/17/19~~

General

All purchases made by the school system shall be by purchase order, ~~purchase voucher,~~ purchase card, request for check, or formal contract, and no purchase shall be made nor payment approved unless covered by one of these mechanisms.

Purchase orders will include the following essentials:

1. A specification which adequately describes to the supplier the characteristics and the quality standards of the item required;

2. A firm, quoted, net delivered price, whenever possible; and

3. ~~Signature of director of purchasing and assessment management and chief financial officer.~~ Signature of Chief Financial Officer and the Director of Schools or the Purchasing Agent.

Contracts shall be made only with responsible suppliers with the following considerations:

1. The supplier has the potential ability to perform successfully under the terms and conditions of a proposed procurement;

2. A system for contract administration shall be maintained to assure supplier conformance with terms, conditions, and specifications of the contract or purchase order, and to assure adequate and timely follow-up of all purchases;

3. Contracts shall contain such provisions or conditions which will allow for administrative, contractual, or legal remedies in instances where suppliers violate or breach contract terms, and provide for such sanctions and penalties as may be appropriate.

4. All contracts, including those of individual schools, will meet all requirements of state and federal laws, rules, and regulations.[1]

~~The Hamilton County Board of Education is committed to doing business with all vendors including 33 female, small and minority vendors and encourages these vendors to participate in the procurement 34 program of the Hamilton County Department of Education.~~

Legal References:

1. TCA 49-2-203(a)(3). *Tennessee Internal School Uniform Accounting Policy Manual*, Section 5-11; TCA 49-2-206(b)(2).

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in January	~~**Vendor Relations**~~	**2.809**	12/16/04
		Rescinds: 01/19/2023	Issued:

~~*General*~~

~~Each order will be placed on the basis of quality, price, and delivery. Past service will be a factor if all other considerations are equal.~~

~~No person offi cially connected with or employed by the school system will be an agent for, or have any fi nancial compensation or reward of any kind from any vendor for the sale of supplies, materials, equipment or service.[1]~~

~~*Individual Schools*~~

~~Schools shall execute a written agreement with vendors for all fundraisers. The agreement shall include, but not be limited to, the following information:~~

1. ~~The division of profits that result from the activity;~~
2. ~~Payment of sales tax;~~
3. ~~Delivery date(s);~~
4. ~~Package prices or other charges; and~~
5. ~~Scheduled dates of service.~~

~~Vendors visiting separate schools shall contact and secure the permission of each principal's office prior to visiting professional staff members. Vendors' visitations to schools shall not be permitted to interfere with the normal instructional and learning process. Employees are not to be subjected to unwanted solicitations.~~

Legal Reference:

1. ~~TCA 49-6-2003~~
2. ~~*Tennessee Internal School Uniform Accounting Policy Manual*; Section 4-27~~

Cross References:

~~Visitors to the Schools 1.501~~
~~Advertising & Distribution of Materials in Schools 1.806~~
~~Student Solicitations/Fund-Raising 6.701~~

Hamilton County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in January	~~**Payment Procedures**~~	**2.810**	12/16/04
		Rescinds: 01/19/2023	Issued:

~~*Central Office*~~

~~The director of schools shall approve all claims for payment.[1]~~

~~*Individual Schools*~~

~~Schools may obligate themselves for the purchase of equipment, supplies, or services, provided payments are completed by June 30 of the current school year or a plan for future payments has been made by the principal and approved by the Board.~~

Legal Reference:

1. TCA 49-2-206(b)(3)

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

To: Hamilton County Board of Education

Dr. Justin Robertson
Superintendent

From: Dr. Zac Brown
Chief of Talent

Date: January 19, 2023

Re: Request for new positions—

-SEAD Coach (Classified)
-SEAD Coach (Certified)
-RTI Teacher
-Intervention Teacher

We request approval for creation of the four position titles named above.

The **SEAD (Social, Emotional, and Academic Development) Coach (Classified and Certified)** serves as a member of the school-based support team by providing support and assistance to students, staff, and families using best practices for assisting individuals and groups of students through the application of positive behavior supports.

This position will support the implementation of Response to Intervention Behavior (RTI2-B), Multi-tiered System of Support (MTSS), and the framework for implementing Social Emotional Learning including the five competencies (Self-Management, Self-Awareness, Social Awareness, Responsible Decision Making, and Positive Relationships) within the school. This includes the use of data to inform prevention and intervention practices. This position also contributes to student success planning.

The SEAD Coach will also help coordinate functional assessments of behavior and behavior intervention plans that address students' challenging behaviors and provide a means to help students become more academically successful. The purpose of this job is to support district

efforts to decrease behavior infractions/suspensions and increase positive behavior and achievement for all students by implementing Hamilton County frameworks while mentoring, coaching, and assisting teachers with planning, classroom strategies and knowledge of requirements.

The **RTI Teacher** will coordinate Response to Intervention programs across the school. They will support and monitor the school's implementation of Response to Intervention (RTI) model for increasing student achievement. Through this role, the RTI Teacher will support HCS RTI goals at their school. The primary duties of the RTI Teacher role include: Serving as the school's RTI Facilitator 50-80% of the day, delivering effective tier 2 and/or tier 3 instruction 20-50% of the day, fostering positive relationships throughout the school and engaging family and community to support students that are below grade level.

The **Intervention Teacher** will provide small group and/or individual instruction in academic content areas such as math and reading while serving as a member of the RTI Team at the school level. The primary duties of the Intervention Teacher include, but are not limited to: designs lessons based on best practices with clear learning targets and measurable goals; plans collaboratively with colleagues to enhance student's reading and/or math needs; conveys high expectations while using multiple effective strategies; leads school process for notifying and updating parents on their child's need for intervention, including sending out state required Home Literacy Letters.

Thank you for your approval of this request.

Enclosure: Job descriptions (4)

Hamilton County Schools Job Description

Job Title:	**SEAD Coach - School-based (Classified)**	**FLSA Status:**	Exempt
Job Code:	**Class: E176 Grade: J**	**Reports To:**	Principal

Purpose of Job

The SEAD (Social, Emotional, and Academic Development) Coach serves as a member of the school-based support team by providing support and assistance to students, staff, and families using best practices for assisting individuals and groups of students through the application of positive behavior supports.

This position will support the implementation of Response to Intervention Behavior (RTI2-B), Multi-tiered System of Support (MTSS), and the framework for implementing Social Emotional Learning including the five competencies (Self-Management, Self-Awareness, Social Awareness, Responsible Decision Making, and Positive Relationships) within school. This includes the use of data to inform prevention and intervention practices. This position also supports student success planning.

The SEAD Coach will also help coordinate functional assessments of behavior and behavior intervention plans that address students' challenging behaviors and provide a means to help students become more academically successful. The purpose of this job is to support district efforts to decrease behavior infractions/suspensions and increase positive behavior and achievement for all students by implementing Hamilton County frameworks while mentoring, coaching, and assisting teachers with planning, classroom strategies and knowledge of requirements.

Primary Job Duties and Responsibilities

Supports the school community with implementing systems for positive behavior through:

- Implementing RTI2B, MTSS interventions and supports at the school level. This includes the use of data to inform prevention and intervention practices.
- Conducting workshops, trainings, in-service presentations, etc. in classroom management techniques and other topics for developing the behavior proficiency of staff – including, but not limited to: PBIS, Restorative Practices, Trauma Informed Schools, De-Escalation, COMP, Restraints)
- Providing behavioral support and oversight for school
- Developing and conducts professional development for schools and supports district-wide PD
- Developing instructional strategy materials (includes reports) to support school personnel
- Working collaboratively with Behavior Intervention teachers, Bridge Teachers (where appropriate), Deans of Students, ISS Monitors and other school-based staff serving in behavior support roles by helping them implement SEL (social emotional learning) strategies
- Working in conjunction with RTI2B team to address student, school, and district needs/priorities.
- Developing data collection systems in collaboration with school personnel to track behavior and academic progress
- Supporting Implementation of Social Emotional Learning including the five competencies.
- Collaborating with outside service providers.
- Working with teachers individually, in collaborative teams, and/or with departments, providing practical support on a full range of instructional strategies.
- Serving as a SEL advisor to teachers and administrators.
- Conducting regular meetings with classroom teachers to examine student behavior and monitor progress to support teacher reflection and action.
- Conducting demonstration lessons focused on creating positive classroom environments and implementing classroom behavior management strategies for teachers, teams of teachers, grade levels, or departments utilizing the gradual release model.

Hamilton County Schools Job Description

Job Title:	SEAD Coach - School-based (Classified)	FLSA Status:	Exempt
Job Code:	Class: E176 Grade: J	Reports To:	Principal

- Assisting teachers in organizing classroom and selecting appropriate and meaningful materials for growth.
- Developing and maintaining weekly schedules to support teachers.
- Working closely with school administration to develop school and teacher support plans.
- Reviewing a variety of student assessment data to ensure continuous improvement in measurable student performance, behavior, and achievement. Assists teachers in disaggregating and analyzing district and state achievement, growth, behavior, and attendance data to help guide classroom level decisions.
- Using assessment data to assist teachers and administrators with placement of students in appropriate instructional or intervention groups.
- Planning and presenting school-based professional learning sessions for professional personnel. Provides follow-up by supporting and coaching teachers in the use of the presented strategies in their classrooms.
- Helping improve instruction by engaging teachers in intensive professional development and promotion of a school-based professional learning community.
- Implementing Student Success Planning

Supports individual student behavior through:

- Observing students referred to them and/or RTI2B team, making recommendations, and assisting with implementation by modeling interventions, coaching, and providing support and instruction of intervention procedures to the school personnel.
- Conducting functional behavior assessments and develops behavior intervention plans to support students throughout the school environment.
- Overseeing the development of function-based behavior plans for students.
- Providing reflective and/or restorative responses to student behavior inclusive of local discipline options i.e.. reset spaces, lunch detention, after-school detention, etc.
- Providing coaching to staff to support the implementation and fidelity of function-based behavior plans.
- Coaching and mentoring classroom teachers in effective practices.
- Providing case management to students referred for social and emotional support
- Providing SEL lessons or supports in alternative classrooms or programs during the school day, as needed.

Duties do not include:

- ISS monitoring full-time
- Assigning punitive discipline consequences
- Supervising alternative classrooms or programs full-time during the school-day

Other Duties and Responsibilities

- Encourages learning, growth and achievement and demonstrates life-long learning of best practices.
- Establishes positive rapport with administration and staff.
- Attends and participates in all required meetings.
- Attends all summer professional learning sessions. Continues professional growth and strengthens professional teaching, knowledge, skills, and strategies through an ongoing program of workshops, seminars, conferences and/or advance course work.
- Complies with accounting and financial policies and procedures involving the handling of money and property, as well as other Board policies.
- Maintains appropriate training and credentials and acknowledges that continued employment with the Hamilton County Department of Education is contingent upon providing required documentation to validate licensure in a timely manner.
- Implements district, state, and federal policies, regulations, and laws.

Hamilton County Schools Job Description

Job Title:	SEAD Coach - School-based (Classified)	FLSA Status:	Exempt
Job Code:	Class: E176 Grade: J	Reports To:	Principal

- Communicates through the proper channels to keep appropriate personnel informed of impending problems or events of unusual nature.
- Participates in faculty meetings, professional development, educational conferences, and other activities that promote professional growth and student achievement.
- Works collaboratively with administrators, faculty, staff, and district personnel.
- Attends monthly district trainings.
- Use computers and other technology to enter and access information related to essential job functions.
- Performs general/clerical tasks, which may include answering telephone calls, typing documents, making copies, sending/receiving faxes, filing documentation, or processing incoming/outgoing mail.
- Performs other duties as assigned.

Knowledge, Skills, and Abilities

Knowledge/Education/Experience:

- Bachelor's Degree required in education, social work, or related field. Master's degree preferred in education, social work, mental health counseling, or closely related field.
- Must have at least three years of children or family support required through a position such as a certified teacher, social worker, counselor, or mental health professional.
- Experience in facilitating professional learning highly preferred.
- Previous experience working with a district coach is preferred.

Skills/Qualifications:

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Knowledgeable about formative and diagnostic assessments and research based SEL practices.
- Understanding of best practices for SEL, RTI2B.

Additional Training Required: Training will be provided by the district and/or partners and consultants

- RTI2B/MTSS
- PBIS
- COMP
- Restorative Practices
- Trauma Informed Schools
- Coaching Adults
- De-Escalation
- Restraints
- Other trainings as assigned

Hamilton County Schools Job Description

Job Title:	SEAD Coach - School-based (Classified)	FLSA Status:	Exempt
Job Code:	Class: E176 Grade: J	Reports To:	Principal

Compensation:
Salary is based on a combination of relevant education and experience.
Minimum Salary - Grade J
Salary Scale

Abilities/Physical Requirements:

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
Lift/Carry:					Twist				x
10 lbs or less				x	Turn (pivot)				x
11-20 lbs			x		Climb		x		
21-50 lbs		x			Crawl		x		
51-100 lbs	x				Reach Above				x
100+ lbs	x				Reach Outward				x
Push Pull:					Fine Motor Tasks				x
10 lbs or less				x	Stand				x
11-20 lbs			x		Walk				x
21-50 lbs		x			Sit		x		
51-100 lbs	x								
100+ lbs	x				Drive		x		
					Automatic – N/A				
Bend			x		Standard – N/A				
Squat			x						
Kneel			x		Type/Keyboard			x	

Key:
N=Never 0% of time ; O= Occasional 1-33% of time; F=Frequent 34-66% of time C=Constant 67-100% of time
(MH)=Teacher of Multi-Handicapped

Hamilton County Board of Education, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Hamilton County Schools Job Description

Job Title:	**SEAD Coach - School-based (Certified)**	**FLSA Status:**	Exempt
Job Code:	**Class: S162**	**Reports To:**	Principal

Purpose of Job

The SEAD (Social, Emotional, and Academic Development) Coach serves as a member of the school-based support team by providing support and assistance to students, staff, and families using best practices for assisting individuals and groups of students through the application of positive behavior supports.

This position will support the implementation of Response to Intervention Behavior (RTI2-B), Multi-tiered System of Support (MTSS), and the framework for implementing Social Emotional Learning including the five competencies (Self-Management, Self-Awareness, Social Awareness, Responsible Decision Making, and Positive Relationships) within school. This includes the use of data to inform prevention and intervention practices. This position also contributes to student success planning.

The SEAD Coach will also help coordinate functional assessments of behavior and behavior intervention plans that address students' challenging behaviors and provide a means to help students become more academically successful. The purpose of this job is to support district efforts to decrease behavior infractions/suspensions and increase positive behavior and achievement for all students by implementing Hamilton County frameworks while mentoring, coaching, and assisting teachers with planning, classroom strategies and knowledge of requirements.

Primary Job Duties and Responsibilities

Supports the school community with implementing systems for positive behavior through:

- Implementing RTI2B, MTSS interventions and supports at the school level. This includes the use of data to inform prevention and intervention practices.
- Conducting workshops, trainings, in-service presentations, etc. in classroom management techniques and other topics for developing the behavior proficiency of staff – including, but not limited to: PBIS, Restorative Practices, Trauma Informed Schools, De-Escalation, COMP, Restraints)
- Providing behavioral support and oversight for school
- Developing and conducts professional development for schools and supports district-wide PD
- Developing instructional strategy materials (includes reports) to support school personnel
- Working collaboratively with Behavior Intervention teachers, Bridge Teachers (where appropriate), Deans of Students, ISS Monitors and other school-based staff serving in behavior support roles by helping them implement SEL (social emotional learning) strategies
- Working in conjunction with RTI2B team to address student, school, and district needs/priorities.
- Developing data collection systems in collaboration with school personnel to track behavior and academic progress
- Supporting Implementation of Social Emotional Learning including the five competencies.
- Collaborating with outside service providers.
- Working with teachers individually, in collaborative teams, and/or with departments, providing practical support on a full range of instructional strategies.
- Serving as a SEL advisor to teachers and administrators.
- Conducting regular meetings with classroom teachers to examine student behavior and monitor progress to support teacher reflection and action.
- Conducting demonstration lessons focused on creating positive classroom environments and implementing classroom behavior management strategies for teachers, teams of teachers, grade levels, or departments utilizing the gradual release model.

- Assisting teachers in organizing classroom and selecting appropriate and meaningful materials for growth.
- Developing and maintaining weekly schedules to support teachers.
- Working closely with school administration to develop school and teacher support plans.
- Reviewing a variety of student assessment data to ensure continuous improvement in measurable student performance, behavior, and achievement. Assists teachers in disaggregating and analyzing district and state achievement, growth, behavior, and attendance data to help guide classroom level decisions.
- Using assessment data to assist teachers and administrators with placement of students in appropriate instructional or intervention groups.
- Planning and presenting school-based professional learning sessions for professional personnel. Provides follow-up by supporting and coaching teachers in the use of the presented strategies in their classrooms.
- Helping improve instruction by engaging teachers in intensive professional development and promotion of a school-based professional learning community.
- Implementing Student Success Planning

Supports individual student behavior through:

- Observing students referred to them and/or RTI2B team, making recommendations, and assisting with implementation by modeling interventions, coaching, and providing support and instruction of intervention procedures to the school personnel.
- Conducting functional behavior assessments and develops behavior intervention plans to support students throughout the school environment.
- Overseeing the development of function-based behavior plans for students.
- Providing reflective and/or restorative responses to student behavior inclusive of local discipline options i.e.. reset spaces, lunch detention, after-school detention, etc.
- Providing coaching to staff to support the implementation and fidelity of function-based behavior plans.
- Coaching and mentoring classroom teachers in effective practices.
- Providing case management to students referred for social and emotional support
- Providing SEL lessons or supports in alternative classrooms or programs during the school day, as needed.

Duties do not include:

- ISS monitoring full-time
- Assigning punitive discipline consequences
- Supervising alternative classrooms or programs full-time during the school-day

Other Duties and Responsibilities

- Encourages learning, growth and achievement and demonstrates life-long learning of best practices.
- Establishes positive rapport with administration and staff.
- Attends and participates in all required meetings.
- Attends all summer professional learning sessions. Continues professional growth and strengthens professional teaching, knowledge, skills, and strategies through an ongoing program of workshops, seminars, conferences and/or advance course work.
- Complies with accounting and financial policies and procedures involving the handling of money and property, as well as other Board policies.
- Maintains appropriate training and credentials and acknowledges that continued employment with the Hamilton County Department of Education is contingent upon providing required documentation to validate licensure in a timely manner.
- Implements district, state, and federal policies, regulations, and laws.
- Communicates through the proper channels to keep appropriate personnel informed of impending problems or events of unusual nature.
- Participates in faculty meetings, professional development, educational conferences, and other activities that promote professional growth and student achievement.

- Works collaboratively with administrators, faculty, staff, and district personnel.
- Attends monthly district trainings.
- Use computers and other technology to enter and access information related to essential job functions.
- Performs general/clerical tasks, which may include answering telephone calls, typing documents, making copies, sending/receiving faxes, filing documentation, or processing incoming/outgoing mail.
- Performs other duties as assigned.

Knowledge, Skills, and Abilities

Knowledge/Education/Experience:

- Bachelor's Degree required in education, social work, or related field. Master's degree preferred in education, social work, mental health counseling, or closely related field.
- Must have at least three years of children or family support required through a position such as a certified teacher, social worker, counselor, or mental health professional.
- Experience in facilitating professional learning highly preferred.
- Previous experience working with a district coach is preferred.

Skills/Qualifications:

- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, parents, and community members.
- Knowledgeable about formative and diagnostic assessments and research based SEL practices.
- Understanding of best practices for SEL, RTI2B.

Additional Training Required: Training will be provided by the district and/or partners and consultants

- RTI2B/MTSS
- PBIS
- COMP
- Restorative Practices
- Trauma Informed Schools
- Coaching Adults
- De-Escalation
- Restraints
- Other trainings as assigned

Compensation:
Salary is based on a combination of relevant education and experience.
Salary Scale

Hamilton County Schools Job Description

Abilities/Physical Requirements:

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
Lift/Carry:					Twist				x
10 lbs or less				x	Turn (pivot)				x
11-20 lbs			x		Climb		x		
21-50 lbs		x			Crawl		x		
51-100 lbs	x				Reach Above				x
100+ lbs	x				Reach Outward				x
Push Pull:					Fine Motor Tasks				x
10 lbs or less				x	Stand				x
11-20 lbs			x		Walk				x
21-50 lbs		x			Sit		x		
51-100 lbs	x								
100+ lbs	x				Drive		x		
					Automatic – N/A				
Bend			x		Standard – N/A				
Squat			x						
Kneel			x		Type/Keyboard			x	

Key:

N=Never 0% of time ; O= Occasional 1-33% of time; F=Frequent 34-66% of time C=Constant 67-100% of time
(MH)=Teacher of Multi-Handicapped

Hamilton County Board of Education, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Hamilton County Schools Job Description

Job Title:	**RTI Teacher**	**FLSA Status:**	Exempt
Job Class:	**S130**	**Reports To:**	Principal

Purpose of Job

The RTI instructor will coordinate Response to Intervention programs across the school. They will support and monitor the school's implementation of Response to Intervention (RTI) model for increasing student achievement. Through this role, the RTI Teacher will support HCS RTI goals at their school. These goals include:

- Building capacity throughout Hamilton County Schools to understand the importance of RTI beyond compliance to become a valued practice to grow and move students.
- Supporting all educational leaders, teachers, interventionists, and stakeholders in understanding the necessity of RTI for students who have not met their academic goals.

Primary Job Duties and Responsibilities

- **Serves as the school's RTI Facilitator for 50-80% of the school day.**
  - Attends monthly RTI Facilitator meetings and District In-Service for RTI.
  - Redelivers content from RTI Facilitator meetings and District In-Service to all relevant school staff.
  - Completes Fidelity Checks for tier 2 and tier 3 instruction.
  - Coaches, supports and mentors tier 2 and tier 3 instructors in effective practices.
  - Serves as a tier 2 and tier 3 content advisor to teachers and administrators.
  - Supports school in implementation of dyslexia instruction and plans.
- **Plans and delivers effective instruction in tier 2 and/or tier 3 for 20-50% of the school day.**
  - All instruction is tightly aligned with the HCS RTI Framework.
  - Designs lessons based on best practices with clear learning targets and measurable goals. Frequently plans collaboratively with colleagues to enhance student's reading and/or math needs.
  - Conveys high expectations while using multiple effective strategies, materials, and classroom practices that involve and motivate students while differentiating instruction to meet the students' reading and/or math needs.
  - Uses student data, colleagues, and self-reflection on instructional practice to continually improve instruction and student outcomes.
  - Models best practices in instruction aligned to Academic Press & Personalization Framework and HCS RTI Framework.
- **Fosters positive relationships throughout the school.**
  - Provides a well-structured and engaging learning environment by utilizing effective classroom procedures and routines while showing caring, respect, and fairness for all students.
  - Collaborate with instructional coaches to strengthen understanding of RTI goals and accelerate learning.
  - Collaborate with colleagues and provide feedback to strengthen RTI instruction.
- **Engages family and community to support students that are below grade-level.**
  - Consistently develops strong relationships with students' families
  - Leads school process for notifying and updating parents on their child's need for intervention, including sending out state required Home Literacy Letters.
  - Provides opportunities for parents to be involved in their children's learning.

Hamilton County Schools Job Description

Other Duties and Responsibilities

Professional Responsibilities:

- Actively seeks out opportunities to collaborate with colleagues and other stakeholders in order to improve teaching & learning.
- Reflects on own instruction and leadership while contributing ideas, expertise, and time to the mission and goals of the school.
- All other duties assigned that support students who are below grade-level.

Knowledge, Skills, and Abilities

Knowledge/Education/Experience:

- Minimum of a Bachelor's degree with teaching certification in Elementary Education, Math, or English. Master's degree is preferred.
- Minimum of four (4) years of successful teaching experience required.
- Experience in facilitating professional learning is highly preferred
- Knowledge of federal, state, and local laws, rules, regulations, policies and procedures relating to students with disabilities. Or, any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.
- Must maintain a valid driver's license due to frequent travel to schools.

Skills/Qualifications:

- Able to lead a team of intervention teachers and/or interventionists effectively
- Able to utilize student data in order to make decisions to impact instruction
- Demonstrate excellent verbal and written communication skills to deal effectively with students, educators, Board members, parents, and community members.

Compensation:

Compensation:
Salary is based on a combination of relevant education and experience.
Salary Scale

We are seeking teaching candidates who are:

- Experienced in math and/or literacy instruction.
- Committed to inspiring and engaging students
- Committed to high academic achievement and high expectations for all students
- Able to be a positive team-player and communicate effectively with colleagues, supervisors, students, and families
- Open to being coached and receiving feedback in order to advance learning and growth for students
- Professionals with high personal standards and integrity
- Teaching candidates must hold a valid state of Tennessee teaching certification or be upcoming graduates in an accredited teacher preparation program. If you are from another state, we will work with you to transfer your license to TN.
- Candidates must hold a bachelor's degree.

Abilities/Physical Requirements:

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
Lift/Carry:					Twist				x
10 lbs or less				x	Turn (pivot)				x

11-20 lbs			x		Climb		x		
21-50 lbs		x			Crawl		x		
51-100 lbs		x			Reach Above				x
100+ lbs	x				Reach Outward				x
Push Pull:					Fine Motor Tasks				x
10 lbs or less				x	Stand				x
11-20 lbs			x		Walk				x
21-50 lbs		x			Sit		x		
51-100 lbs		x							
100+ lbs	x				Drive		x		
					Automatic – N/A				
Bend			x		Standard – N/A				
Squat			x						
Kneel			x		Type/Keyboard			x	
Key:									
N=Never 0% of time ; O= Occasional 1-33% of time; F=Frequent 34-66% of time C=Constant 67-100% of time (MH)=Teacher of Multi-Handicapped									

Hamilton County Board of Education, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Board of Education will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Hamilton County Schools Job Description

Job Title:	Intervention Teacher	**FLSA Status:**	Exempt
Job Class and Grade:	S133	**Reports To:**	Principal

Purpose of Job

The Intervention Teacher provides small group and/or individual instruction in academic content areas such as math and reading while serving as a member of the RTI Team at the school level.

Primary Job Duties and Responsibilities

Plans and delivers effective instruction in tier 2 and/or tier 3:

- All instruction is tightly aligned with the HCS RTI Framework.
- Designs lessons based on best practices with clear learning targets and measurable goals. Frequently plans collaboratively with colleagues to enhance student's reading and/or math needs.
- Conveys high expectations while using multiple effective strategies, materials, and classroom practices that involve and motivate students while differentiating instruction to meet the students' reading and/or math needs.
- Uses student data, colleagues, and self-reflection on instructional practice to continually improve instruction and student outcomes.
- Models best practices in instruction aligned to Academic Press & Personalization Framework and HCS RTI Framework.

Fosters positive relationships throughout the school.

- Provides a well-structured and engaging learning environment by utilizing effective classroom procedures and routines while showing caring, respect, and fairness for all students.
- Collaborate with instructional coaches to strengthen understanding of RTI goals and accelerate learning.
- Collaborate with colleagues and provide feedback to strengthen RTI instruction.

Engages family and community to support students that are below grade-level.

- Consistently develops strong relationships with students' families
- Leads school process for notifying and updating parents on their child's need for intervention, including sending out state required Home Literacy Letters.
- Provides opportunities for parents to be involved in their children's learning.

Professional Responsibilities:

- Actively seeks out opportunities to collaborate with colleagues and other stakeholders in order to improve teaching & learning.
- Reflects on own instruction and leadership while contributing ideas, expertise, and time to the mission and goals of the school.
- All other duties assigned that support students who are below grade-level.

Other Duties and Responsibilities

- Attends training in the appropriate model(s) implemented in the school.
- Keeps accurate records of student work and interventions provided.
- Provides classroom teacher(s) and/or administration with regular progress reports on students.

- Follows established procedures to ensure assigned areas are safe.
- Works collaboratively with administrators, faculty, and staff.
- Attends work and arrives to work on time.
- Maintains confidentiality.
- Adheres to the Teacher Code of Ethics as defined by Tennessee Law.
- Complies with accounting and financial policies and procedures involving the handling of money and property, as well as other Board policies.
- Uses computers and other technology to enter and access information related to essential job functions.
- May operate a motor vehicle to conduct various work activities.
- Performs other duties as assigned.

Knowledge, Skills, and Abilities

Knowledge/Education/Experience:

- Must currently hold or have held a valid teaching license from one of the 50 states.

Skills/Qualifications:

- Demonstrate excellent verbal and written communication skills to deal effectively with students and staff.

Compensation:
Salary is based on a combination of relevant education and experience.
Salary Scale

Abilities/Physical Requirements:

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
Lift/Carry:					Twist				x
10 lbs or less				x	Turn (pivot)				x
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Hamilton County Department of Education
Operations Office
3074 Hickory Valley Rd
Chattanooga, TN 37421
(423) 498-7023

Memorandum

To: Hamilton County Board of Education

Justin Robertson, Ed.D.
Superintendent

From: Robert Sharpe, Ed.D
Chief Operations Officer

Date: January 19, 2023

Re: December 2022 Legal Services Summary

The following reflects the legal fees paid for the month of December.

Bennett & DeCamp, PLLC (retainer)	$20,000.00
Invoice and copy of payment for hearing transcript.	$200.00
TOTAL	**$20,200.00**

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

To: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

From: Mary Ellen Heuton, CPA
Chief Financial Officer

Date: January 19, 2023

RE: **Donation Acceptance Request**

The administration agrees to accept a donation of $1,000 each from Commissioner Discretionary Funds as allotted to Districts Five, Six and Nine.

- $3,000.00 to defray the cost of football championship rings for the football team at Tyner High School.

Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, Tennessee 37421

MEMORANDUM

TO: Hamilton County Board of Education
Dr. Justin Robertson, Superintendent

FROM: Scott Bennett

DATE: January 19, 2023

RE: City of Chattanooga Annexation of Iron Horse Properties TN, LLC for Public Hearing on March 7, 2023

Pursuant to T.C.A. § 6-51-102(b)(2), a municipality shall provide written notice of any annexation to all affected school systems as soon as practicable, but in no event less than thirty (30) days prior to the date of a public hearing on the Plan of Services. The attached letter will serve as written notice.

Phillip A. Noblett
Interim City Attorney

Valerie L. Malueg
Senior Assistant City Attorney

City of Chattanooga

Office of the City Attorney

Harolda G. Bryson
Kathryn C. McDonald
Assistant City Attorneys

January 12, 2023

D. Scott Bennett, Esq.
Bennett & DeCamp, PLLC
James Building
735 Broad Street, Suite 214
Chattanooga, TN 37402

Re: City of Chattanooga Annexation of Iron Horse Properties TN, LLC
For Public Hearing on March 7, 2023

Dear Scott:

Pursuant to T.C.A. § 6-51-102(b)(2), a municipality shall provide written notice of an annexation to all affected school systems as soon as practicable, but in no event less than thirty (30) days prior to the date of a public hearing on the Plan of Services. The City Council for the City of Chattanooga has scheduled a public hearing on the Proposed Plan of Services and annexation of Iron Horse Properties TN, LLC in the Assembly Room located in the John P. Franklin Sr. City Council Building on March 7, 2023, at 6:00 p.m. This letter should be presented to the Hamilton County School Board at the next Board meeting in compliance with Tennessee Code Annotated. You have not received any similar written notice from other annexing municipalities to date, and the sales tax amounts provided to Hamilton County Schools will not be affected by this annexation. Please give me a call if you or your Board Members have any questions concerning the Proposed Plan of Services prior to the scheduled public hearing. A copy of the Resolution and Proposed Plan of Services for Iron Horse Properties TN, LLC are attached.

Sincerely,

Phillip A. Noblett

PHILLIP A. NOBLETT
Interim City Attorney

PAN/mem
Attachments

cc: Nicole Gwyn, Clerk of City Council
Daniel Reuter, Chattanooga-Hamilton County Regional Planning Commission

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING AND DIRECTING THE CLERK OF THE COUNCIL TO ADVERTISE FOR PUBLIC HEARING ON MARCH 7, 2023, THE ANNEXATION OF CERTAIN PROPERTY, CONTAINING APPROXIMATELY 1.27 ACRES, MORE OR LESS ADJACENT TO CLARK ROAD, HARRISON, TN 37341, HAMILTON COUNTY, TENNESSEE, CONTIGUOUS TO THE CITY LIMITS, THE PROPERTY OWNER OF WHICH AREA, ROSS TIMOSHCHUK (IRON HORSE PROPERTIES TN, LLC) HAS PETITIONED THE CITY OF CHATTANOOGA TO BE ANNEXED.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, TENNESSEE, That the Clerk of the Council is hereby authorized to advertise for public hearing on Tuesday, March 7, 2023, the annexation of certain property, containing approximately 1.27 acres, the owner of which has petitioned for annexation, on property adjacent to Clark Road, Harrison, TN 37341, Hamilton County, Tennessee, which tract is contiguous to the City and which tract is more fully described as follows:

HARRISON APARTMENTS
Proposed Annexation Area

Land in the Second Civil District of Hamilton County, Tennessee, being a part of Section Sixteen (16), Township Five (5), Range Three (3), West of the Basis Line of the Ocoee District and being part of the property conveyed to Fletcher H. Bacon and wife by deed recorded in Book Z, Volume 27, Page 45, in the Register's Office of Hamilton County, Tennessee, being more particularly described as follows:

TO FIND THE BEGINNING POINT, start at a point in the Western line of Clark Road, fifty (50) feet wide, at its intersection with the Southern line of the property conveyed to Fletcher H. Bacon, Jr. and wife by Deed recorded in Book 1131, Page 212, in said Register's Office; thence Southwardly along the Western line of Clark Road, two hundred eight and 7/10 (208.7) feet to a stake, the POINT OF BEGINNING; THENCE continuing Southwardly along the Western line of Clark Road, two hundred ninety-two and 2/10

(292.2) feet to a stake; thence North sixty-five (65) degrees forty-five (45) minutes West, four hundred forty-seven (447) feet, more or less, to a stake; THENCE North twenty-four (24) degrees fifteen (15) minutes East, ninety-nine and seven-tenths (99.7) feet to a stake; THENCE South sixty-five (65) degrees forty-five (45) minutes East sixty-five (65) feet to a stake; THENCE North eighty-one (81) degrees seventeen (17) minutes East, two hundred eight and seven-tenths (208.7) feet to the POINT OF BEGINNING.

This conveyance is subject to all easements, restrictive covenants and conditions, and other matters of record, including all items set out on any applicable plat of record.

ADOPTED: _____, 2023.

PAN/mem

PROPOSED PLAN OF SERVICES
IN ACCORDANCE WITH
TENNESSEE CODE ANNOTATED§ 6-51-102
IRON HORSE PROPERTIES TN, LLC
Tax Map No. 121A E 004
CONTAINING APPROXIMATELY 1.27 ACRES

The City Council of the City of Chattanooga, Tennessee hereby proposes the following Plan for Provision of Services for certain property, containing approximately 1.27 acres, more or less in Hamilton County, Tennessee, lying contiguous to the present corporate limits of the City of Chattanooga, Tennessee, adjacent to Clark Road, owned by Iron Horse Properties TN, LLC, and described as follows:

HARRISON APARTMENTS
Proposed Annexation Area

Land in the Second Civil District of Hamilton County, Tennessee, being a part of Section Sixteen (16), Township Five (5), Range Three (3), West of the Basis Line of the Ocoee District and being part of the property conveyed to Fletcher H. Bacon and wife by deed recorded in Book Z, Volume 27, Page 45, in the Register's Office of Hamilton County, Tennessee, being more particularly described as follows:

TO FIND THE BEGINNING POINT, start at a point in the Western line of Clark Road, fifty (50) feet wide, at its intersection with the Southern line of the property conveyed to Fletcher H. Bacon, Jr. and wife by Deed recorded in Book 1131, Page 212, in said Register's Office; thence Southwardly along the Western line of Clark Road, two hundred eight and 7/10 (208.7) feet to a stake, the POINT OF BEGINNING;

THENCE continuing Southwardly along the Western line of Clark Road, two hundred ninety-two and 2/10 (292.2) feet to a stake; thence North sixty-five (65) degrees forty-five (45) minutes West, four hundred forty-seven (447) feet, more or less, to a stake; THENCE North twenty-four (24) degrees fifteen (15) minutes East, ninety-nine and seven-tenths (99.7) feet to a stake; THENCE South sixty-five (65) degrees forty-five (45) minutes East sixty-five (65) feet to a stake; THENCE North eighty-one (81) degrees seventeen (17) minutes East, two hundred eight and seven-tenths (208.7) feet to the POINT OF BEGINNING.

This conveyance is subject to all easements, restrictive covenants and conditions, and other matters of record, including all items set out on any applicable plat of record.

This Plan of Services is for all property shown within proposed annexation boundary, as shown on Exhibit "A", in support of the proposed apartment complex and infrastructure improvements as required the by land disturbance permit. The proposed additional area of city services effects a portion of one building within the development.

A. POLICE

Patrolling, radio directed response to calls for assistance, crime prevention services, traffic control and accident prevention services and other police protection and support using present personnel and equipment will be provided on the effective date of annexation.

B. TRAFFIC ENGINEERING

Traffic Engineering and installation of signs and other traffic control devices to be installed as required by the land disturbance permit in support apartment complex.

C. FIRE

1. Fire protection by present personnel and the equipment of the fire fighting force within the limitations of available water and distance from fire stations will be provided on the effective date of annexation.
2. The location of additional fire hydrants shall be provided as approved in the land disturbance permit and will be installed as part of the project.
3. Additional water lines of adequate size will be extended into the annexation area by Eastside Utility District as required to support the above-mentioned project.

D. REFUSE COLLECTION

Apartment complex will be served by private dumpster collection service according to refuse collection requirements under city code Chapter 18 et seq.

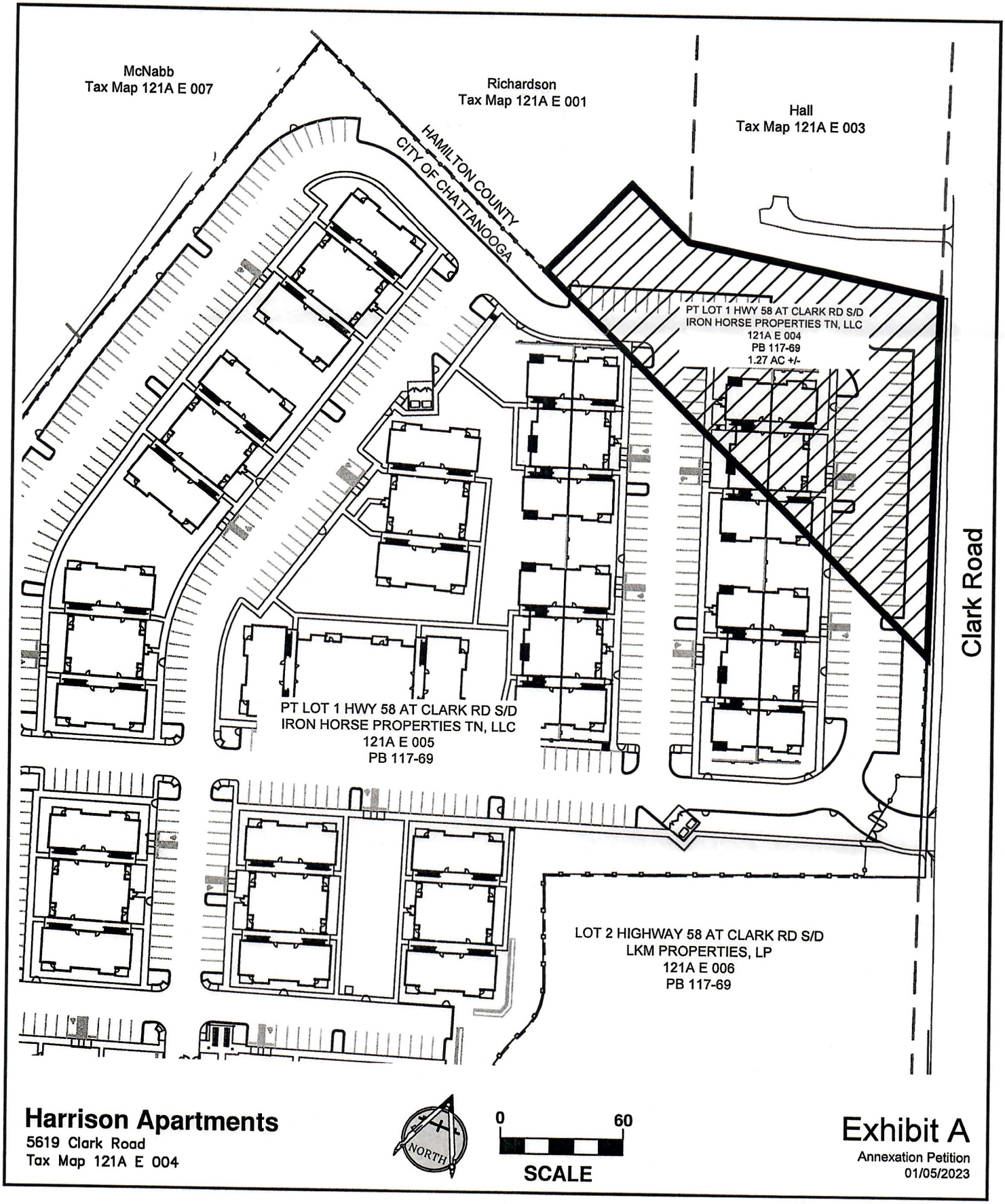
E. ROAD AND STREET CONSTRUCTION AND REPAIR: SIGNS AND LIGHTING, AND STORMWATER AND DRAINAGE

No new public streets are planned within proposed annexation area. Internal drives, lighting and private infrastructure will be maintained by the owner. A long-term maintenance agreement will be recorded as part of the project for the inspection and maintenance of the private stormwater system.

Erosion and sediment control practices will be implemented during construction of the project, as required by the land disturbance permit and TDEC.

F. PLANNING AND ZONING

The planning and zoning jurisdiction of the City will be extended to the annexed area of the effective date of annexation. Chattanooga-Hamilton County Regional Planning Agency and the Chattanooga-Hamilton County Regional Planning Commission will thereafter encompass the annexed area. Pending a review of the zoning by the Chattanooga-Hamilton County Regional Planning Commission and the City Council, the property shall be reclassified to a temporary classification which shall be rezoned in accordance with the City's Zoning Ordinances.



Harrison Apartments
5619 Clark Road
Tax Map 121A E 004

Exhibit A

Annexation Petition
01/05/2023

Events and Announcements
January 19, 2023

A. January 23-March 3, 2023
Parent Teacher Conferences (Day chosen by each respective school)

B. Friday, January 27, 2023
County Commission/Legislative Delegation Breakfast

C. Saturday, January 28, 2023 8:00-12:00
Board/County Commission Retreat

D. Tuesday, January 31, 2023 5:30 p.m.
Finance Committee Meeting

E. Wednesday, February 1, 2023
Half day for students - Half day teacher planning

F. Monday, February 6, 2023 5:30 p.m.
Policy Committee

G. Thursday, February 16, 2023 4:30 p.m.
Board Work Session

H. Thursday, February 16, 2023 6:00 p.m.
Board Meeting - Regular Session

Events and Announcements
January 19, 2023